

**AGENDA
COUNCIL MEETING
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
January 8, 2019
1:00 pm**

A. ADOPTION OF AGENDA

B. DELEGATIONS

1. Rotary Club of Pincher Creek
 - Email from Rotary Club of Pincher Creek, dated December 31, 2018

C. MINUTES/NOTES

1. Council Committee Meeting Minutes
 - December 11, 2018
2. Council Meeting Minutes
 - December 11, 2018
3. Special Council Meeting Minutes
 - December 13, 2018

D. BUSINESS ARISING FROM THE MINUTES

E. UNFINISHED BUSINESS

1. STARS Update Delegation Presentation
 - Recommendation to Council from Interim Chief Administrative Officer, dated January 2, 2019

F. COMMITTEE REPORTS / DIVISIONAL CONCERNS

Councillor Quentin Stevick – Division 1
Crowsnest / Pincher Creek Landfill Association

- Minutes of November 14, 2018

Councillor Rick Lemire – Division 2

Councillor Bev Everts– Division 3
Agricultural Service Board

- Minutes of November 29, 2018

Oldman River Regional Services Commission

- Minutes of September 6, 2018

Southern Eastern Slopes Conservation Strategy

- Email, dated January 2, 2019

Reeve Brian Hammond - Division 4

Councillor Terry Yagos – Division 5

G. CHIEF ADMINISTRATIVE OFFICER'S (CAO) REPORTS

1. Operations
 - a) Operations Report
 - Report from Director of Operations, dated January 3, 2019
2. Planning and Development
 - a) Road Closure Request – S 21-8-30 W4M
 - Recommendation to Council from Director of Development and Community Services, dated January 3, 2019
 - b) Road Closure And Replacement Request – SW 3-7-2 W5M & SE 4-7-2 W5M
 - Recommendation to Council from Director of Development and Community Services, dated January 3, 2019

3. Finance

Nil

4. Municipal

- a) Borrowing Bylaw for Beaver Mines Water Distribution and Waste Water Collection and Treatment Infrastructure
 - Report from Interim Chief Administrative Officer, dated December 20, 2018
- b) Occupational Health and Safety Policy – Workplace Violence and Harassment Prevention Policy
 - Report from Interim Chief Administrative Officer, dated December 20, 2018
- c) Fishburn Municipal Park Signage Request
 - Report from Interim Chief Administrative Officer, dated January 2, 2019
- d) Waiver of Tax Penalty Request – Doug Prodorenko
 - Report from Interim Chief Administrative Officer, dated January 2, 2019
- e) Interim Chief Administrative Officer Report
 - Report from Interim Chief Administrative Officer, dated January 3, 2019

H. CORRESPONDENCE

1. For Information

- a) Informational Correspondence
 - Recommendation to Council from Interim CAO, dated January 3, 2019, covering:
 - Regional Members Notice of Change for 2019

I. CLOSED MEETING SESSION

1. Affordable Housing – FOIP Section 21

J. NEW BUSINESS

K. ADJOURNMENT

Tara Cryderman

From: Helene Du Bois
Sent: Monday, December 31, 2018 6:40 AM
To: Tara Cryderman
Subject: Rotary

Dear Tara,

As president of Rotary club Pincher Creek, I would like to present to the MD Council about a project we would like to realize in Main Street .

Can you please let me know if and when it would be possible ?
Thank you very much and kind regards

Helene Francois-Dubois

**MINUTES
COUNCIL COMMITTEE MEETING
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
December 11, 2018, 2018; 9:00 am**

Present: Reeve Brian Hammond, Councillors Quentin Stevick, Bev Everts and Terry Yagos
Councillor Rick Lemire as entered into the minutes

Staff: Interim Chief Administrative Officer Sheldon Steinke, Director of Operations Leo Reedyk, and Executive Assistant Tara Cryderman

Also: Planning Advisor Gavin Scott
Livingstone Landowners Group Representatives Bobbi Lambright and Norma Dougall

Reeve Brian Hammond called the meeting to order, the time being 9:00 am.

1. Approval of Agenda

Councillor Terry Yagos

Moved that the agenda for December 11, 2018, be approved as presented.

Carried

2. Closed Meeting Session

Councillor Terry Yagos

Moved that Council close the Council Committee Meeting to the public for discussions regarding the following, the time being 9:01 am:

- Public Works Call Log – FOIP Section 16

Carried

Councillor Rick Lemire entered, the meeting, the time being 9:01 am.

Councillor Rick Lemire

Moved that Council open the Committee Meeting to the public, the time being 9:05 am.

Carried

3. Livingstone Landowners Group

Norma Dougall and Bobbi Lambright, from Livingstone Landowners Group, attending the meeting to present Council with a video on the curative impact mapping of wind energy development within the MD of Pincher Creek.

The powerpoint presentation, including a short video, was shown.

The updates to the MDP and the implementation of a strategic plan was mentioned.

The AUC process, with regards to the approval process, was explained. AUC does need MD approval of a project; just proof from the wind developer that they consulted with the MD.

The MPC and Council relationship was explained. Once Council approves the Bylaw, it is up to the MPC to follow the bylaw.

A member of the audience spoke to past maps from Miistakis Institute that are available to Council.

Gavin explained his working relationship with Miistakis Institute.

4. Utility Bylaw Fees and Charges Options

Discussion occurred regarding the different options for the user fees associated with water and wastewater systems.

Operational costs are still required to determine the overall costs.

The amount of subsidizing was discussed.

Consensus was to use option number 2, and the numbers were requested.

Classes for billing were discussed. These classes are needed to determine the fee structure.

Consumption was also discussed, as a method of billing.

Fees should also be determined to offset the operation and capital costs.

Structures proposed for sewer was discussed.

The differences between the two options regarding sewer were explained.

A flat rate plus percentage of water charges to be proposed for sewer fees.

Solid waste fees were discussed.

A flat fee for bin rental was suggested.

5. Round Table Discussion

Division 5 – Nothing to discuss at this time.

Division 3 – Communication within Castle Provincial Park, regarding the new developments and projects within the Park.

Division 1 – Nothing to discuss at this time.

Division 2 – Nothing to discuss at this time.

Division 4 – New MD Flag raising ceremony.

6. Adjournment

Councillor Quentin Stevick

Moved that the Committee Meeting adjourn, the time being 12:05 pm.

Carried

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

9073

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

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

Reeve Brian Hammond called the Council Meeting to order, the time being 1:02 pm.

A. ADOPTION OF AGENDA

Councillor Terry Yagos 18/684

Moved that the Council Agenda for December 11, 2018, be amended, the amendment as follows:

Addition to Closed Meeting Session - Director of Operations Contingency Plan – FOIP Section 16;

And that the agenda be approved, as amended.

Carried

B. DELEGATIONS

1. STARS Update

Glenda Farnden, with STARS, attended the meeting to update Council on the STARS organization.

The powerpoint presentation was shown.

Landing the new helicopters at the Pincher Creek Hospital was discussed.

The difference between STARS and HALO was explained.

Funding was discussed.

Interfacility transportation was mentioned.

C. MINUTES

1. Council Committee Meeting Minutes

Councillor Bev Everts 18/685

Moved that the Council Committee Meeting Minutes of November 27, 2018, be amended, the amendments as follows:

Correction to the last paragraph on Page 1 to read “Connecting to the water system, but not connecting to the wastewater system...”

Correction to the first paragraph on Page 2 to read “This issue was addressed during the meeting...”

And that the Committee Meeting Minutes be approved as amended.

Carried

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

2. Council Meeting Minutes

Councillor Quentin Stevick 18/686

Moved that the Council Meeting Minutes of November 27, 2018, be amended, the amendment as follows:

Correction to Resolution No. 18/659 to read "...driveway to the edge of our property line so we can access for graders,....";

And that the Council Meeting Minutes be approved as amended.

Carried

3. Special Council Meeting Minutes

Councillor Rick Lemire 18/687

Moved that the Special Council Meeting Minutes of December 3, 2018, be approved as presented.

Carried

D. BUSINESS ARISING FROM THE MINUTES

There was no business arising from the minutes to discuss.

E. UNFINISHED BUSINESS

1. Farming Smarter Delegation Presentation

Councillor Quentin Stevick 18/688

Moved that the November 27, 2018 delegation presentation from Farming Smarter, be received as information.

Carried

2. Fire Services Invoice

Councillor Quentin Stevick 18/689

Moved that Administration be directed to forgive Invoice No. IVC04656, in the amount of \$2,400;

And that the Pincher Creek Emergency Services Commission be requested to reimburse the Municipal District of Pincher Creek for the payment of Invoice MD-01-18, in the amount of \$2,400.

Councillor Quentin Stevick requested a recorded vote.

Councillor Quentin Stevick – In Favour
 Councillor Rick Lemire – In Favour
 Reeve Brian Hammond – In Favour
 Councillor Bev Everts – In Favour
 Councillor Terry Yagos – In Favour
 Motion Carried

F. COMMITTEE REPORTS / DIVISIONAL CONCERNS

Councillor Quentin Stevick – Division 1
 Highway 3 Twinning Association

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

Councillor Rick Lemire – Division 2
 Facilities Committee

Councillor Bev Everts– Division 3
 Agricultural Service Board
 - Minutes of November 1, 2018
 Beaver Mines Community Association Pot Luck Dinner – December 15, 2018
 Castle Mountain Community Association Newsletter – The Lifeline
 FCSS

Reeve Brian Hammond - Division 4
 Mayors and Reeves Meeting

Councillor Terry Yagos – Division 5
 Lundbreck Citizens Council
 - Flooring of the Community Hall

Councillor Quentin Stevick 18/690

Moved that the committee reports be received as information.

Carried

G. CHIEF ADMINISTRATIVE OFFICER'S (CAO) REPORTS

1. Operations

a) New Transport Canada Standards for Aerodrome Classification

Councillor Rick Lemire 18/691

Moved that Council direct Administration to respond to Jetpro to schedule the airport runway and obstacle survey at their convenience;

And that once the cost of the survey is known, the cost be returned to Council for further deliberation.

Carried

b) Castle Area Regional Water Supply – Contract 1 Pipeline Tender

Councillor Rick Lemire declared a potential conflict of interest, as he is an employee of Alberta Transportation, and left the meeting, the time being 2:35 pm.

Councillor Terry Yagos 18/692

Moved that Council direct Administration to prepare contract documents for Castle Area Regional Water Supply – Contract 1 Pipeline project for the Reeve and Chief Administrative Officer to sign.

Carried

Councillor Rick Lemire returned to the meeting, the time being 2:45 pm.

c) Beaver Mines Water and Wastewater Project Briefing

Councillor Bev Everts 18/693

Moved that the Beaver Mines Water and Wastewater Project Briefing, dated December 4, 2018, be received as information.

Carried

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

d) Operations Report

Councillor Quentin Stevick 18/694

Moved that the Operations report from the Director of Operations, for the period dated November 22, 2018 to December 5, 2018, as well as the Call Logs, be received as information.

Carried

2. Planning and Development

a) Land Use Bylaw Amendment – Bylaw No. 1295-18 – (Hamlet of Beaver Mines Urban Fringe Designation)

Councillor Quentin Stevick 18/695

Moved that Bylaw No. 1295-18, being the Land Use Bylaw Amendment to designate an Urban Fringe Land Use District for the Hamlet of Beaver Mines, be given first reading;

And that the Public Hearing be scheduled for 1:00 pm on Tuesday, February 12, 2019, in the Council Chambers of the Administration Building.

Carried

3. Finance

a) Statement of Cash Position

Councillor Bev Everts 18/696

Moved that Council receive the Cash Position, for the month ending November 2018, as information.

Carried

4. Municipal

a) Intermunicipal Library Agreement

Councillor Rick Lemire 18/697

Moved that Bylaw No. 1296-18, being the bylaw to establish an Intermunicipal Library Agreement, be given first reading.

Carried

Councillor Bev Everts 18/698

Moved that Bylaw No. 1296-18, being the bylaw to establish an Intermunicipal Library Agreement, be given second reading.

Carried

Councillor Quentin Stevick 18/699

Moved that Bylaw No. 1296-18, being the bylaw to establish an Intermunicipal Library Agreement, be presented for third reading.

Carried Unanimously

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

Councillor Terry Yagos 18/700

Moved that Bylaw No. 1296-18, being the bylaw to establish an Intermunicipal Library Agreement, be given third and final reading.

Carried

b) Interim Chief Administrative Officer Report

Councillor Rick Lemire 18/701

Moved that Council receive for information, the Interim Chief Administrative Officer's report for the period of November 27, 2018 to December 7, 2018.

Carried

H. CORRESPONDENCE

1. For Information

a) Informational Correspondence

Councillor Quentin Stevick 18/702

Moved that Council receive the following documents as information:

- *City Charters Fiscal Framework Act*, letter from Municipal Affairs
- McLaughlin Wind Aggregated Generating Facility Connection Project Update, dated November 19, 2018

Carried

I. CLOSED MEETING

Councillor Terry Yagos 18/703

Moved that Council close the Council Meeting to the public for discussions regarding the following, the time being 3:05 pm:

1. Director of Operations Contingency Plan – FOIP Section 16

Carried

Councillor Terry Yagos 18/704

Moved that Council open the Council Meeting to the public, the time being 3:13 pm.

Carried

J. NEW BUSINESS

Councillor Terry Yagos 18/705

Moved that Council authorize the Letter of Understanding, as discussed during the Closed Meeting Session.

Carried

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

K. ADJOURNMENT

Councillor Terry Yagos

18/706

Moved that Council adjourn the meeting, the time being 3:14 pm.

Carried

REEVE

CHIEF ADMINISTRATIVE OFFICER

DRAFT

**MINUTES
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
SPECIAL COUNCIL MEETING
DECEMBER 13, 2018**

The Special Meeting of Council of the Municipal District of Pincher Creek No. 9 was held on Thursday, December 13, 2018 at 9:00 am, in the Administration Building, of the Municipal District of Pincher Creek No. 9, in the Town of Pincher Creek, Alberta.

PRESENT Reeve Brian Hammond, Councillors Quentin Stevick, and Bev Everts
Councillor Rick Lemire as entered into the minutes
Councillor Terry Yagos as entered into the minutes

STAFF Interim Chief Administrative Officer Sheldon Steinke, Director of Development and Community Services Roland Milligan, Public Works Superintendent Stu Weber, Accounting Clerk III Brendan Schlossberger, and Executive Assistant Tara Cryderman

ALSO Harold Johnsrude, with Harold Johnsrude Consulting Ltd.

Reeve Brian Hammond called the Special Council Meeting to order, the time being 9:01 am.

A. ADOPTION OF AGENDA

Councillor Bev Everts 18/707

Moved that the Special Council Meeting Agenda, for December 13, 2018, be amended, the amendment as follows:

Addition of Closed Meeting Session - Land Acquisition – FOIP Section 16;

And that the agenda for the Special Council Meeting be approved, as amended.

Carried

B. CLOSED MEETING SESSION

Councillor Quentin Stevick 18/708

Moved that Council close the Council Meeting to the public for discussions regarding the following, the time being 9:03 am:

1. Land Acquisition – FOIP Section 16

Carried

Councillor Rick Lemire entered the meeting, the time being 9:04 am.

Councillor Quentin Stevick 18/709

Moved that Council open the Council Meeting to the public, the time being 9:08 am.

Carried

Councillor Terry Yagos entered the meeting, the time being 9:08 am.

Councillor Terry Yagos 18/710

Moved that Council provide a total of \$30,000 for land geotechnical and irrigation suitability studies for NW 15-6-2 W5M.

Carried

C. 2019 DRAFT BUDGET PRESENTATION

The 2019 Draft Budget was presented to Council for consideration and discussion.

A video explaining assessment was shown.

Councillor Quentin Stevick 18/711

Minutes
Special Council Meeting
Municipal District of Pincher Creek
December 13, 2018

Moved that Council approve the 2019 Operating Budget, in the amount of \$20,960,000;

And that Council approve the 2019 Capital Budget, in the amount of \$27,732,500;

And that Council approve, in principle, the Operating Plans for 2019 – 2022, in the amounts shown as:

- 2020 - \$21,257,000
- 2021 - \$21,506,000
- 2022 - \$21,762,000

And further that Council approve, in principle, the Capital Plans for 2019 – 2023, in the amounts shown as:

- 2020 - \$6,866,400
- 2021 - \$5,575,600
- 2022 - \$1,878,400
- 2023 - \$1,596,800

Carried

D. NEW BUSINESS

There was no new business presented for discussion.

E. ADJOURNMENT

Councillor Terry Yagos

18/712

Moved that Council adjourn the meeting, the time being 2:09 pm.

Carried

REEVE

CHIEF ADMINISTRATIVE OFFICER

Recommendation to Council

E1

TITLE: STARS Update Delegation Presentation		
PREPARED BY: Sheldon Steinke		DATE: January 2, 2019
DEPARTMENT: Administration		
		ATTACHMENTS:
Department Supervisor	Date	1. Delegation Presentation from December 11, 2018
APPROVALS:		
_____	_____	
Department Director	Date	Interim CAO <i>2019 Jan 03</i> Date

RECOMMENDATION:
That the December 11, 2018 delegation presentation from Glenda Farnden, with STARS Foundation, be received as information.

BACKGROUND:

Glenda Farnden, with STARS Foundation, appeared as a delegation to update Council on the 2018 activities of the organization.

The ongoing donation of \$2 per capita was requested. This amount has been budgeted for 2019.

FINANCIAL IMPLICATIONS:

None at this time.

Tara Cryderman

Subject: FW: 2018 STARS update presentation to M.D. of Pincher Creek
Attachments: 2018 Dec 11 MD of Pincher Creek.pptx

From: Fallon, Wendy <wfallon@stars.ca>
Sent: Thursday, November 1, 2018 2:43 PM
To: Tara Cryderman <AdminExecAsst@mdpincercreek.ab.ca>
Subject: 2018 STARS update presentation to M.D. of Pincher Creek

Good afternoon Tara,

My colleague Glenda Farnden would like to visit the MD of Pincher Creek to provide an update presentation to Council. Does your Council meet on December 11th and are there delegation openings for that day? Thanks, please advise at your convenience.

Wendy

Wendy Fallon

Stewardship, Major Gifts

STARS Foundation

1441 Aviation Park NE, Box 570

Calgary, AB T2E 8M7

P. 403.516.3826

C. 403.922.7199

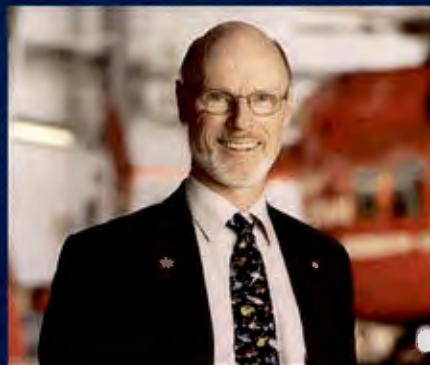
wfallon@stars.ca

www.stars.ca



WE ARE ALL STARS

In the Beginning . . .



Dr. Greg Powell, STARS Founder

- * Chief of Emergency Medicine, Foothills Medical Center (formerly)
- * Studies showed 50% higher trauma-related death rates in Alberta
- * Dr. Powell recalled 1969 visit to Vietnam MASH Unit utilizing helicopter EMS

BORN OUT OF NECESSITY



- * A small group of people shared the same vision
- * Volunteer Doctors / Nurses / Paramedics
- * Lions of Alberta Foundation provide significant funding
- * Originally named Lions Air Ambulance Service

ONE FATEFUL DAY December 1, 1985 STARS 1st Mission

- * Critically ill newborn in rural Alberta
- * Radically changed the delivery of critical care in Alberta



Kelly Waldron, STARS 1st Patient

MANY FIRSTS FOR STARS



- * 1986 – STARS is incorporated as a charitable society
- * **1988 – Formally recognized as an essential service**
- * 1988 – Integrated into ERP for the Calgary Olympic Winter Games
- * **1991 – Edmonton Base established**
- * 1991 – Provincial Government awards STARS the rotary and fixed-wing air medical ambulance contracts
- * **1993 – 1st Calendar Campaign**
- * **1994 – 1st STARS Lottery**
- * **1996 – Emergency Link Centre established with funding from CAPP**
- * **1999 – Human Patient Simulator Program**
- * 2001 – STARS named Association of Air Medical Services (AAMS) “Program of the Year”
1st Canadian and non-U.S. program to be awarded
- * 2002 – G8 Summit air medical provider
- * **2003 – Night Vision Goggles / 1st Civilian air carrier in Canada**
- * 2004 – (3) helicopters simultaneously mobilized to respond to central Alberta
- * 2005 – Enhanced Site Registration Program with funding from CAPP & SEPAC
- * 2005 – Dr. Powell named one of Alberta’s 100 Physicians of the Century

HISTORY IN THE MAKING



- * 2005 – STARS receives Neil J. Armstrong Memorial Award
- * 2006 – Grande Prairie Base established
- * 2007 – Grande Prairie QEII Helipad Grand Opening
- * 2007 – Dr. Powell receives the Order of Canada
- * 2009 – Assisted Manitoba in flood crisis
- * **2010 – STARS celebrates “25 Years of Care in the Air”**
- * **2010 – 10 year affiliation agreement signed with Alberta Health Services (AHS)**
- * 2011 – Assisted Manitoba in flood crisis / STARS asked to stay in Manitoba
- * **2011 – Winnipeg Base established / 10 Year agreement signed with Manitoba Health**
- * 2012 – STARS Grande Prairie crew wins International SIM CUP Championship
- * **2013 – Blood Onboard / 1st in Canada**
- * **2012 – Regina and Saskatoon Bases established**
- * 2015 – Foothills Medical Centre Helipad named after STARS Founder Dr. Powell
- * 2016 – Addition of Airborne Ultrasound and Hamilton T-1 Ventilators
- * 2018 – STARS Saskatoon crew wins International SIM Cup Championship

TODAY TOMORROW THE FUTURE



- * 6 STARS Bases (AB / SK / MB)
- * Serving 4 Provinces across Western Canada (includes eastern BC)
- * 8 missions per day (averaged)
- * 11 Helicopters in the fleet
- * Nearly 40,000 missions flown to-date



2018 AMTC SIM CUP WORLD CLASS CHAMPIONS!



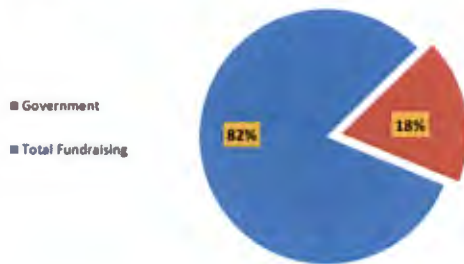
STARS CREW

JENNY THORPE, FLIGHT NURSE & MATT HOGAN, FLIGHT PARAMEDIC

FUELED BY GENEROSITY

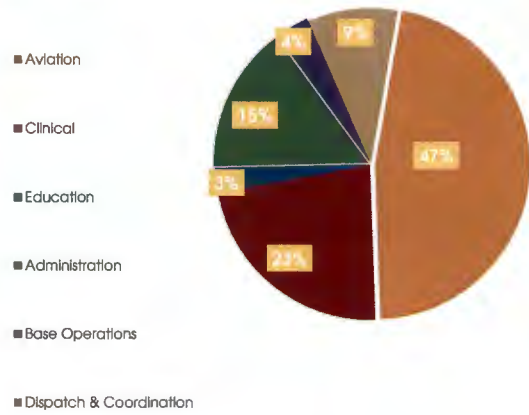
Achieving successes together

STARS Alberta Funding



Funding in Thousands	
AB Government Funding	\$ 7,089
Total Operating Costs /Capital Expenditures	\$ 38,379
AB Government Funding as a Percent of Costs	18%
STARS Gross Fundraising	
AB Lottery	\$ 10,263
Calendar	\$ 1,085
Site Registration / Emergency Contact Centre	\$ 3,105


STARS Alberta Expenditures (3 Bases)



M.D. of PINCHER CREEK November 30, 2018	2014	2015	2016	2017	2018	TOTAL
Near Beaver Mines	1	1				2
Burmis Weigh Scale	4	1	2			7
Near Cowley		1				1
Town of Pincher Creek Inter-facility	8	13	7	15	7	50
Town of Pincher Creek scene / SAR	3	2		1	1	7
Near Waterton Park					1	1
TOTAL	16	18	9	16	9	68

• Overall M.D. of Pincher Creek area averages approx. 14 missions per year – representing \$100K in service value

Airbus H145 THE FUTURE



- * **BK117's**
 - * End of life / phased out / costly to maintain
- * **Unified Fleet / Best Practice**
 - * Sustainability, operational safety, cost control
- * **Purchase (3) Airbus H145**
 - * Cash reserves + financing
- * **1st Airbus H145 – 1st Delivery 2019 Calgary**
- * **Cost approx. \$13M per helicopter**
 - * Goal of 9 total - (5)AB (3)SK (1)MB
 - * Build new fleet one helicopter at a time

M.D. of PINCHER CREEK



- * Life-saving Partnership Since 1991
- * STARS - Your vital protective services asset
- * Commitment to safety & excellence
- * Positive results! Lives saved!

OUR REQUEST

Your continued support of \$2 per capita
* Previous request (2018, 2019, 2020, 2021)

Consideration of standing motion / set amount
* Within Protective Services Budget



**THE CROWSNEST/PINCHER CREEK LANDFILL ASSOCIATION
MINUTES
November 14, 2018**

The regular meeting of The Crowsnest/Pincher Creek Landfill Association was held on Wednesday November 14, 2018 at 9:30 a.m. at the Landfill administration office.

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

AGENDA

Mary Kittlaus

Moved the agenda be adopted as presented. Carried. 11.14.18-1104

MINUTES

Dave Filipuzzi

Moved the minutes of October 17, 2018 be adopted as circulated Carried. 11.14.18-1105

MANAGER'S REPORT

1. MSW volumes are steady for this time of year.
2. The industrial cell volumes have settled down for the fall and winter.
3. Worked on incinerator appeal requests from AEP. Tentative mediation in early January 2019.
4. Worked with Admin to prepare options for 2019 budget.
5. Interviewed and hired a recycling building attendant.
6. Preparing for internal interview for Foreman position next week.
7. Wood grinding and scrap bailing set for next few weeks.

Lorne Jackson

Moved that the Manager's report be accepted for information. Carried. 11.14.18-1106

FINANCIAL REPORT

The Income Statement and Balance sheet to November 8th, 2018 was reviewed.

Mary Kittlaus

Moved that the financial reports be accepted for information. Carried. 11.14.18-1107

2019 BUDGET PRESENTATION REVISITED

Admin and Manager went over again the proposed 2019 budget with the Directors. Admin presented a spreadsheet on proposed tipping fee increases and the effect on each region. And also, a variety of wage Increase spreadsheets from 1.5% - 3%.

Lorne Jackson

Moved that the Landfill increase our 2019 tipping fees by 5% Carried. 11-14-18-1108

Gord Lundy

Moved for the approval of a 1.5% staff wage increase with a 5% bonus be implement for 2019 year. Carried. 11-14-18-1109

Dean Ward

Moved that the proposed 2019 budget be brought back to December's board meeting for final approval. Carried. 11-14-18-1110

TIMELINE OF OUR INCINERATOR PROJECT

Emile explained and answered questions from the new Board Director Quentin Stevik About our incinerator application. He also went over again the urgency to the Board that the Landfill has taken this project as far as we can. We need a working committee from groups that would benefit from an incinerator. (MD officials, Ranchers, Producers, Government Agencies, like CFIA, CBS) The landfill can be part of this committee. Quentin would like this opportunity to take this information back to his council and explain what he has learned.

Dean Ward

Moved the Director's go over again with their council and make a decision on the future of our incinerator project. Carried. 11-14-18-1111

CLOSED MEETING PERSONNEL ISSUE

Quentin moved the board go into the closed meeting at 10:50 a.m. Carried 11-14-18-1112

Emile explained the personnel issue in detail.

Gord moved the recommended changes shall take place. Carried 11.14.18-1113

Quentin moved the board go out of the closed meeting at 11:00 a.m. Carried 11.14.18-1114

DONATION REQUEST

A Donation request from the Livingstone School Lego Makerspace afterschool program.

Mary Kittlaus

Moved that \$500.00 be donated towards their Lego Makerspace afterschool program. Carried. 11.14.18-1115

Correspondence:

NEXT MEETING DATES

DIRECTORS MOVED FUTURE MEETING BACK TO 9:00 A.M.

December 12, 2018

Tabled Items


Landfill Incinerator Project

ADJOURNMENT

Mary Kittlaus

Moved the meeting adjourn at 11:15 a.m.

Carried. 11.14.18-1116



CHAIRMAN



SECRETARY

Meeting Minutes
of the
Agricultural Service Board – Municipal District of Pincher Creek No. 9
November 29, 2018 – MD Council Chambers

Present: Chair John Lawson, Vice Chair Martin Puch, Councillor Quentin Stevick, Councillor Bev Everts, Members Frank Welsch, and David Robbins.

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

Absent: Provincial Key Contact Bradley Smith

Chair John Lawson, called the meeting to order at 9:32 am.

A. ADOPTION OF AGENDA

Frank Welsch 18/099

Moved that additions to the agenda include:

For Information:

- Farming Smarter Package
- Agricultural Job Fair Announcement

New Business:

- 2019 Provincial ASB Conference

And that the agenda be accepted as amended.

Carried.

B. MINUTES

David Robbins 18/100

Moved that the minutes from the November 1, 2018 meeting be accepted as presented.

Carried.

C. BUSINESS ARISING FROM THE MINUTES

1.) Draft Livestock Emergency Response Plan

Thank you to Lindsey for all the work done on the plan.

The plan is to come back to the ASB once approved by REMO to discuss appointments to advisory committee.

2.) Provincial Surface Water Allocation Directive

Martin Puch 18/101

Moved to accept the discussion as information.

Carried.

D. ASB KEY CONTACT REPORT

Bradley Smith unable to attend.

E. UNFINISHED BUSINESS

1. Eradicable Weed Policy

Councillor Everts 18/102

Moved that Shane consider the input provided and bring the documents back to the ASB at the next meeting and include a list of weeds identified as eradicable.

Carried.

F. DEADSTOCK COLLECTION AND REMOVAL

1.) Draft Agenda and Invite List

Councillor Everts 18/103

Moved that administration proceed with arranging a regional sustainable solution meeting to be facilitated by Jeff Bectal

And that, during the interim, communication be made with the Regional Landfill to collaborate on a regional solution prior to any pending action.

Carried.

G. 2019 AES DEPARTMENT BUDGET

Chair John Lawson deferred discussion to the end of the meeting.

H. BMO FARM FAMILY AWARDS NOMINATION

Frank Welsch 18/104

Moved that the ASB nominate Robert and Audrey Westrop and Family for the 2019 BMO Farm Family Award.

Carried.

I. AES DEPARTMENTAL REPORTS

- 1.) Environmental Services Technician November 2018
- 2.) Agricultural Services Manager November 2018

David Robbins 18/105

Moved to accept the departmental reports as information.

Carried.

J. CORRESPONDENCE

1. For Action

- a) Farm Safety Centre – “Safety Smarts” Delivery funding request

Councillor Stevick 18/106

Moved that the item be carried forward to 2019 as this is not an active request.

Carried.

2. For Information

Martin Puch 18/107

Moved that the following be received as information;

- a) SWACWMA/SWIM Merger
- b) ASB Grant Program Review

Carried.

K. NEW BUSINESS

Councillor Everts 18/108

Moved that any board members interested in attending the 2019 Provincial ASB Conference in Calgary be encouraged to do so

And that they confirm their attendance with Lindsey prior to December 21, 2018.

Carried.

G. 2019 AES DEPARTMENT BUDGET

Martin Puch

18/109

Moved that the AES departmental budget overview and discussion be received as information.

Carried.

J. NEXT MEETING

Frank Welsch

18/110

Moved that the next ASB meeting be on Thursday January 3, 2019

And that agenda packages be prepared and available December 20, 2018.

Carried.

K. ADJOURNMENT

David Robbins

18/111

Moved to adjourn the meeting, the time being 12:37 pm.

Carried.

ASB Chairperson

ASB Secretary



MINUTES – 3 (2018)
GENERAL BOARD OF DIRECTORS' MEETING
Thursday, September 6, 2018 – 7:00 p.m.
ORRSC Conference Room (3105 - 16 Avenue North, Lethbridge)

BOARD OF DIRECTORS:

Kevyn Stevenson..... Village of Arrowwood	Brad Koch (absent)..... Village of Lomond
Delbert Bodnarek..... Village of Barnwell	Richard Van Ee..... Town of Magrath
Ed Weistra..... Village of Barons	Peggy Losey..... Town of Milk River
Tom Rose..... Town of Bassano	Louis Myers (absent)..... Village of Milo
Norman Gerestein..... City of Brooks	Dan McLelland..... Town of Nanton
Jim Bester..... Cardston County	Clarence Amulung..... County of Newell
Richard Bengry..... Town of Cardston	Marinus de Leeuw..... Village of Nobleford
Peggy Hovde..... Village of Carmangay	Henry de Kok..... Town of Picture Butte
Jamie Smith (absent)..... Village of Champion	Bev Everts..... M.D. of Pincher Creek
Doug MacPherson (absent)..... Town of Claresholm	Don Anderberg..... Town Pincher Creek
Butch Pauls..... Town of Coaldale	Ronald Davis (absent)..... M.D. of Ranchland
Heather Caldwell..... Town of Coalhurst	Bryce Coppieters..... Town of Raymond
Tanya Smith..... Village of Coutts	Don Norby..... Town of Stavely
Warren Mickels (absent)..... Village of Cowley	Matthew Foss..... Village of Stirling
Dave Filipuzzi..... Mun. Crowsnest Pass	Jennifer Crowson..... M.D. of Taber
Dean Ward..... Mun. Crowsnest Pass	Margaret Plumtree (absent)..... Town of Vauxhall
Gordon Wolstenholme (absent)..... Town of Fort Macleod	Jason Schneider (absent)..... Vulcan County
Gerry Carter..... Village of Glenwood	Lyle Magnuson..... Town of Vulcan
Barin Beresford (absent)..... Town of Granum	David Cody..... County of Warner
Suzanne French..... Village of Hill Spring	Eric Burns..... Village of Warner
Morris Zeinstra..... Lethbridge County	Ian Sundquist..... M.D. of Willow Creek

STAFF:

Lenze Kuiper..... Director	Hailey Winder..... Assistant Planner
Diane Horvath..... Senior Planner	Jaime Thomas..... GIS Analyst
Gavin Scott..... Senior Planner	Jennifer Maxwell..... Subdivision Technician
Ian MacDougall..... Planner	Barb Johnson..... Executive Secretary

AGENDA:

1. **Approval of Agenda** – September 6, 2018
2. **Approval of Minutes** – June 7, 2018..... (attachment)

3. **Business Arising from the Minutes**.....
 4. **STAFF PRESENTATION –** *Jaime Thomas, GIS Analyst*
“ORRSC GIS PROJECT”
 5. **Reports**
(a) Executive Committee Report.....(attachment)
 6. **Business**
(a) Intellectual Property / Copyright Policy.....(attachment)
(b) Regional Subdivision and Development Appeal Board Update.....
(c) Assessment Review Board Update.....
 7. **Accounts**
(a) Summary of Balance Sheet and Statement of Income for the 7-month period:
January 1 - July 31, 2018.....(attachment)
 8. **Adjournment –** December 6, 2018.....
-

VICE-CHAIR JIM BESTER CALLED THE MEETING TO ORDER AT 7:00 P.M.

1. APPROVAL OF AGENDA

Moved by: Richard Bengry

THAT the Board of Directors approve the agenda of September 6, 2018, as presented. **CARRIED**

2. APPROVAL OF MINUTES

Moved by: Tom Rose

THAT the Board of Directors approves the minutes of June 7, 2018, as presented. **CARRIED**

3. BUSINESS ARISING FROM THE MINUTES

None.

4. STAFF PRESENTATION –

Jaime Thomas, GIS Analyst
“ORRSC GIS PROJECT”

The ORRSC GIS Project started 13 years ago and has grown to its current membership consisting of 45 urban and 1 rural municipality. GIS Analyst Jaime Thomas gave an informative presentation on the history and overview of the project as follows:

History of the Project

- Municipal data was not organized and only accessible by a few employees
 - Tax Roll
 - Infrastructure
 - Cemetery
 - Land use
- Difficult for municipalities to plan expediently and successfully

Outcomes of GIS

- Centralized all relevant GIS data into a useable format
- Accessible and easy for all users
- Created an affordable option for small and medium sized municipalities

GIS Partnership

- Reduces overall costs of implementation and long-term success of GIS
 - Employees
 - Hardware
 - Software
 - Development
 - Projects – Orthophoto

Additional GIS Benefits

- Reduced reliance on institutional memory
- More efficient organizational transparency
- Makes complex information more accessible and easier to understand

What else does the GIS Department do?

- AMDSP addressing
- Major data supplier
- Custom mapping
- GPS collection
- Orthophoto projects

Future Direction of GIS

- Inclusion of development permits
- 3d planning and analysis
- Live tracking of assets
- Virtual reality/augmented reality

5. REPORTS

(a) Executive Committee Report (attachment)

- Vice-Chair Jim Bester encouraged members to review the Executive Committee Report for the meetings of June 14 and July 26, included in the agenda.

Moved by: Heather Caldwell

THAT the Board of Directors receive the Executive Committee Report for the meetings of June 14 and July 26, 2018, as presented. CARRIED

6. BUSINESS

(a) Intellectual Property / Copyright Policy (attachment)

- As a result of discussions at the June 7, Board of Directors' meeting and after receiving legal advice, a Draft Copyright and Intellectual Property Policy has been prepared and is attached to the agenda for review by the Board. An amendment has been made to Section II. Procedure (highlighted in yellow) and the revised policy is as follows:

Oldman River Regional Services Commission (ORRSC)
Effective Date: XXXX, 2018

ORRSC Policy #: XXXX
Revised: _____

Copyright & Intellectual Property – ORRSC & Member Municipalities

Purpose:

The purpose of this policy is to protect the intellectual property, integrity and reputation of ORRSC and the member municipalities while encouraging the ethical and legal use and sharing of certain information and materials.

Additional Authority:

Copyright Act (Canada)
Trademarks Act (Canada)
Executive/Board Order

POLICY

I. Policy Statement

ORRSC is a corporation established by the Lieutenant Governor in Council, on the recommendation of the Minister of Municipal Affairs, at the request of those municipalities that wish to share in the ownership and operation of a specific service.

ORRSC and the member municipalities recognize and support that best municipal practices include the sharing of information and ideas. ORRSC and the member municipalities do not; however, support, condone or authorize the misuse of information or infringement of intellectual property rights. Our reputation and our commitment to our members and to third parties (AltaLIS, Alberta Land Titles, SPIN, Government of Alberta) is adversely affected when information is misused and/or intellectual property rights are infringed.

ORRSC authors and prepares Statutory Planning documents (Intermunicipal Development Plans, Municipal Development Plans, Area Structure Plans and Area Redevelopment Plans), Land use Bylaws, Maps and various reports (including but not limited to Annexations, Growth Studies, Hamlet Studies, Population Projections, Park/Trail Plans) for and with the member municipalities (collectively, the "Materials"). The Materials are protected under the

Copyright Act (Canada) and constitute the intellectual property of ORRSC and the member municipalities.

The information contained in the Materials and the Materials themselves are created and authored by ORRSC planners in conjunction/collaboration with the member municipalities. The Materials are specific and unique to each municipality and are owned by the municipality and ORRSC. The use of such is for the benefit of all member municipalities.

ORRSC's and the member municipalities' names, logo, crests and/or other official logos or official marks constitute trademarks (collectively, "Trademarks") protected under the *Trademarks Act* (Canada) and constitute the intellectual property of ORRSC.

Misuse of information or infringement of intellectual property rights includes but is not limited to the unauthorized use, copying, display or publication of personal information, confidential information, the Materials and Trademarks, or substantial portions or variants thereof.

The following procedure is intended to protect ORRSC and the municipalities while allowing for the sharing of information.

II. Procedure

All Materials will include the following copyright notice:

© [Date originally created or modified] Oldman River Regional Services Commission

Prepared for [Municipality(s) name].

(i.e. © 2018 Oldman River Regional Services Commission

Prepared for "Member Municipality")

This document is protected by Copyright and Trademark and may not be reproduced or modified in any manner, or for any purpose, except by written permission of the Oldman River Regional Services Commission. This document has been prepared for the sole use of the Municipality addressed and the Oldman River Regional Services Commission. This disclaimer is attached to and forms part of the document.

III. Terms and Conditions

Permitted Uses

Subject to the other Terms and Conditions (Prohibited Uses, Attribution and Non-Endorsement) you are permitted to copy, modify, publish, translate, adapt, distribute or otherwise use the Materials and/or information in any medium, mode or format for any lawful purpose with proper Attribution of Source. ORRSC is not responsible and assumes no risk for information or materials used and their interpretation or content.

Prohibited Uses

It is not permitted in any way to use the following:

- I. Personal Information;
- II. Information or Records that are not accessible under applicable laws;

- III. Third party rights the Information Provider is not authorized to license;
- IV. Trademarks of the Information Provider; and
- V. Information subject to other intellectual property rights, including patents, trademarks and official marks.

Attribution of Source

Any use of the Materials and/or information creates an obligation that you expressly acknowledge the source of the information by including an attribution statement, reference or foot note.

Non-endorsement

The Terms and Conditions does not grant you any right to use the Materials and/or information in a way that suggests that ORRSC endorses you or your use of the Information.

- The above policy encourages sharing information as long as our name is protected and proper acknowledgement is given.

Moved by: Delbert Bodnarek

THAT the Board of Directors approve the Copyright & Intellectual Property Policy – ORRSC & Member Municipalities, as presented. **CARRIED**

(b) Regional Subdivision and Development Appeal Board Update

- Several ORRSC planners already have or will receive Subdivision and Development Appeal Board (SDAB) certification. Alberta Municipal Affairs has approved ORRSC to host a training session, but the date has not been confirmed. Additional sessions will also be held in southern Alberta so all municipal representatives will have the opportunity to receive the necessary training.
- Regional Subdivision and Development Appeal Board agreements and bylaws are currently being prepared and will be forwarded to our member municipalities in the next few weeks. ORRSC will also offer clerk services for those municipalities that already have a SDAB in place.

(c) Assessment Review Board Update

- ORRSC has received 10 LARB (Local) and 9 CARB (Commercial) appeals to date and more continue to come in. Some of these may be resolved through the assessors and withdrawn before going to a hearing.

7. ACCOUNTS

**(a) Summary of Balance Sheet and Statement of Income for the 7-month period:
January 1 - July 31, 2018**

Moved by: Richard Van Ee

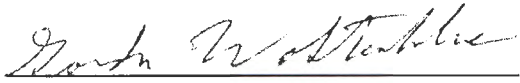
THAT the Board of Directors accept the Summary of Balance Sheet and Statement of Income for the 7-month period: January 1 - July 31, 2018, as information. **CARRIED**

8. ADJOURNMENT

Moved by: Eric Burns

THAT we adjourn the General Board of Directors' Meeting of the Oldman River Regional Services Commission at 8:25 p.m. until **Thursday, December 6, 2018 at 7:00 p.m.** **CARRIED**

/bj

CHAIR: 

Tara Cryderman

From: Bev Everts
Sent: Wednesday, January 2, 2019 2:59 PM
To: Sheldon Steinke
Cc: Tara Cryderman;
Subject: Fwd:
Attachments: image002.jpg; ATT00001.htm; Webinar invitation - Southern Eastern Slopes Conservation Strategy.pdf; ATT00002.htm

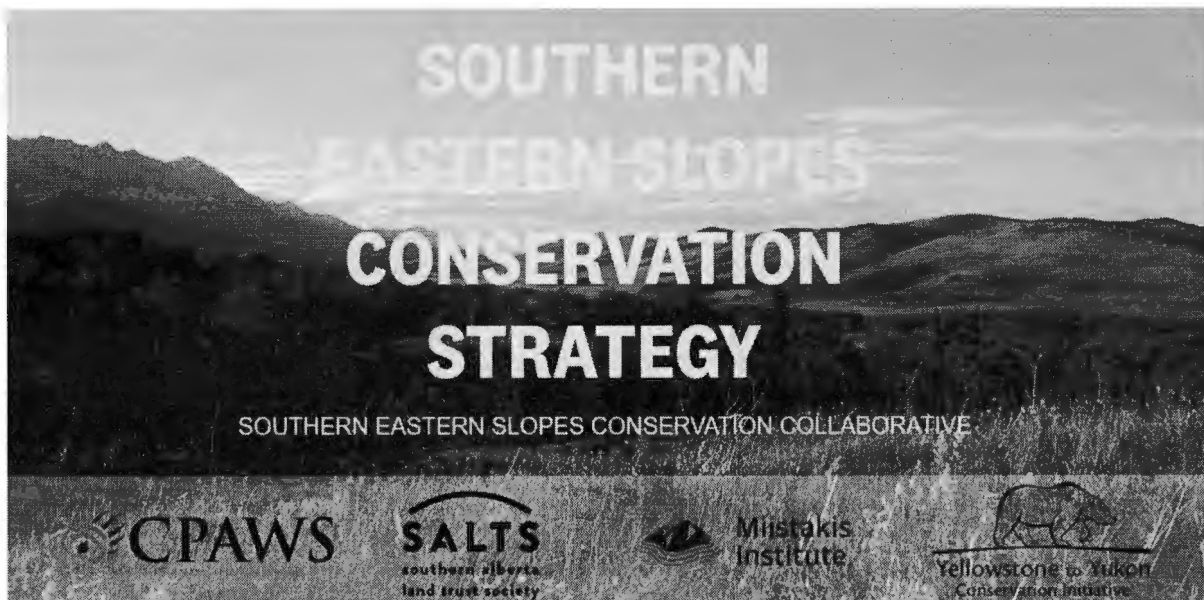
Happy New Year Sheldon & Tara

I hope you've both had a great Christmas holiday. I'm guessing you are back to work today & that will include putting together our next Council agenda package. Would you please add this information I received re: January 16/19 webinar. I'm interested in hearing what is being shared but would need to do it from MD office due to my internet connection challenges. Perhaps others may be interested also?

Sent from my iPhone

Begin forwarded message:

From: Connie Simmons <
Date: December 20, 2018 at 2:35:35 PM MST
To: Connie Simmons <



Invitation: A Webinar for Government of Alberta and Municipal Government decision-makers, planners, and land and fish & wildlife managers.

Who are we? The Southern Eastern Slopes Conservation Collaborative (the Collaborative) is a coordinated group of conservation-based environmental organizations (ENGOS) working together to create a bold, detailed proactive land-use vision for public and private lands along Alberta's Eastern Slopes. The goals of the Collaborative are to prioritize conservation and unite ENGOS to work more strategically to improve policy, landscape protection and management. The Collaborative includes 14 environmental organizations, with four core organizations providing the structure for the collaborative process to develop strategic goals and objectives for conservation. The core organizations are:

- Canadian Parks and Wilderness Society – Southern Alberta Chapter (CPAWS SAB)
- Miistakis Institute
- Southern Alberta Land Trust Society (SALTS)
- Yellowstone to Yukon Conservation Initiative (Y2Y)

What is the Southern Eastern Slopes Conservation Strategy? This project clearly identifies what is needed to keep the Southern Eastern Slopes functioning ecologically without looking through a specific organizational, industry, or government lens. The Collaborative identified and evaluated four conservation targets that underpin the ecological integrity of the Southern Eastern Slopes. Conservation targets include foothills grasslands; lodgepole pine and white spruce forests; riparian systems, and wide-ranging mammals. During this evaluation, a number of threats were identified and rated, strategies and priority actions were determined, and a Data Basin Mapping tool was developed.

What the Webinar will provide: The core organizations are providing a one-hour webinar that will include a presentation on the process and outcomes of Southern East Slopes Conservation Strategy, followed by a question and answer period. It is the hope of the Collaborative that the Southern East Slopes Conservation Strategy will provide an important reference for land-use, recreation, fish and wildlife, forestry, as well as municipal and provincial planning and implementation needs.

Join us for this informative and important presentation and question/answer period.

Date and Time:

January 16, 2019

11:00 am – 12:00 pm

Please register for this event:

<https://www.eventbrite.ca/e/southern-eastern-slopes-conservation-strategy-tickets-53889200048>

A link to the Webinar will be provided after registration.

For more information, contact:

Katie Morrison – Canadian Parks and Wilderness Society – Southern Alberta: kmorrison@cpaws.org

Connie Simmons – Yellowstone to Yukon Conservation Initiative: connie@y2y.net

Director of Operations Report January 3, 2019

Operations Activity Includes:

- December 11, Council meetings;
- December 12, Joint Worksite Health and Safety meeting;
- December 13, Council Budget meeting;
- December 22-January 1, Holiday Break
- January 3, Agricultural Service Board meeting;
- January 4, Retirement.

Agricultural and Environmental Services Activity Includes:

- December 3-7 In Service Training – Calgary;
- December 11, Producer Funding & EFP Workshop Cardston;
- December 17-18, In Service Training Evaluation Review and Catalogue;
- December 18, Deadstock Collection and Disposal Regional Solution meeting planning.

Public Works Activity Includes:

Over the holidays:

- Plowed hard surface roads as needed;
- Responded to the fire on Hwy 22 and Lank bridge area with water trucks;
- Working on sign repair;
- Permanent snow fence repair and replacement;
- Blading roads as req'd.

Upcoming:

- January 8, Council meetings
- January 9, Health and Safety Committee meeting;
- January 16, Deadstock Collection and Disposal Regional Solution meeting.


Project Update:

- Capital Projects
 - Beaver Mines Water Supply, Pipeline – Pipe cleaning and commissioning is ongoing. Mechanical Contractor's work is substantially complete and commissioning is ongoing;
 - Beaver Mines Water Distribution and Waste Water Collection, detailed design and land negotiation ongoing and resident packages are being compiled;
 - Beaver Mines Wastewater Treatment, Lagoon site investigation ongoing;
 - Castle Servicing, Tender Contract to Council for consideration.




Call Logs – attached.

Recommendation:

That the Operations report for the period December 5, 2018 to January 3, 2019 and the call logs be received as information.

Prepared by: Leo Reedyk		Date: January 3, 2019
Reviewed by: Sheldon Steinke, Interim CAO		Date: 03/19
Submitted to: Council		Date: January 8, 2019

Recommendation to Council

TITLE: Road Closure Request - S 21-8-30 W4M			
PREPARED BY: Roland Milligan		DATE: January 3, 2019	
DEPARTMENT: Planning and Development			
Department Supervisor	Date	ATTACHMENTS:	
		<ol style="list-style-type: none"> 1. Location of Request 2. Location of Parcel 3. Emails from David Taggart, dated December 4, 2018 and January 2, 2019 4. Submitted aerial showing proposed solar project 5. Opinion of Value of a Portion of Road Allowance, dated December 5, 2018 	
APPROVALS:			
	<u>2019/01/03</u>		<u>2019 Jan 03</u>
Department Director	Date	Interim CAO	Date

RECOMMENDATION:
That the request to close the Statutory Road Allowance located S 21-8-30 W4M, be approved;
And that the applicant be responsible for all costs associated with the closure.

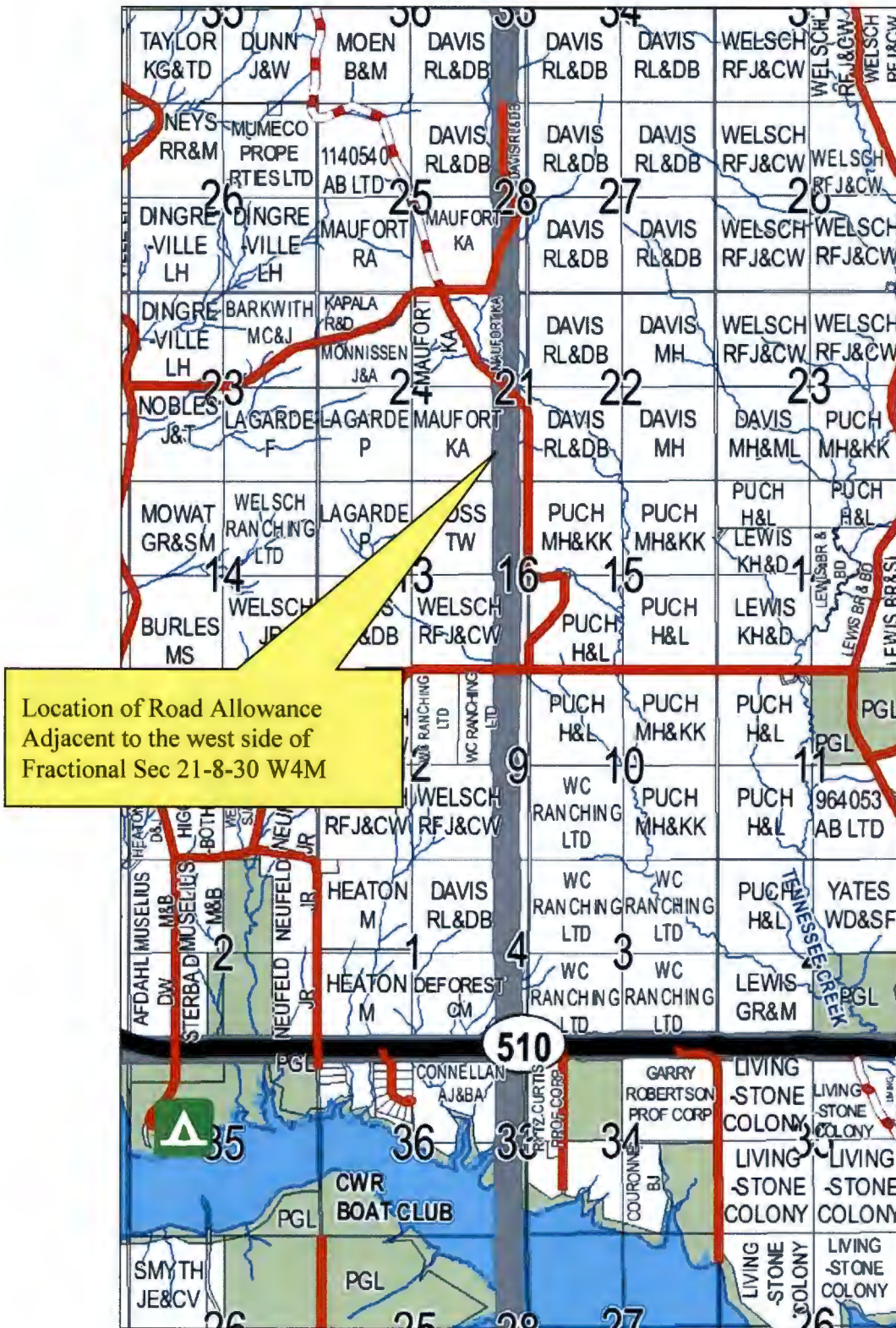
BACKGROUND:
<p>On December 4, 2018, the MD received an email from David Taggart, requesting to close and purchase the road allowance adjacent west to his parcel of land located at S 21-8-30 W4M.</p> <p>Mr. Taggart has provided reasons for his request, in his email dated January 2, 2019.</p> <p>Pursuant to Policy 123 PURCHASE, SALE AND DISPOSAL OF ROAD ALLOWANCES OR ROADWAYS, statutory road allowances shall not be sold unless there is a clear benefit to the Municipality at large and does not adversely affect the legal or physical access. Closing this road allowance will not adversely affect the legal or physical access to any adjacent parcel.</p> <p>If Council approves this request, Mr. Taggart would be responsible for all costs associated with the closure. An opinion of value from the MD Assessor lists the parcel value at \$2,500 per acre. A survey is required to determine actual parcel size, but preliminary measuring indicates the parcel size to be 4.9 acres.</p>

Recommendation to Council

FINANCIAL IMPLICATIONS:

None at this time; the applicant would be responsible for all costs associated with this closure.

Location





N

50 0 50 100 150 200 Meters

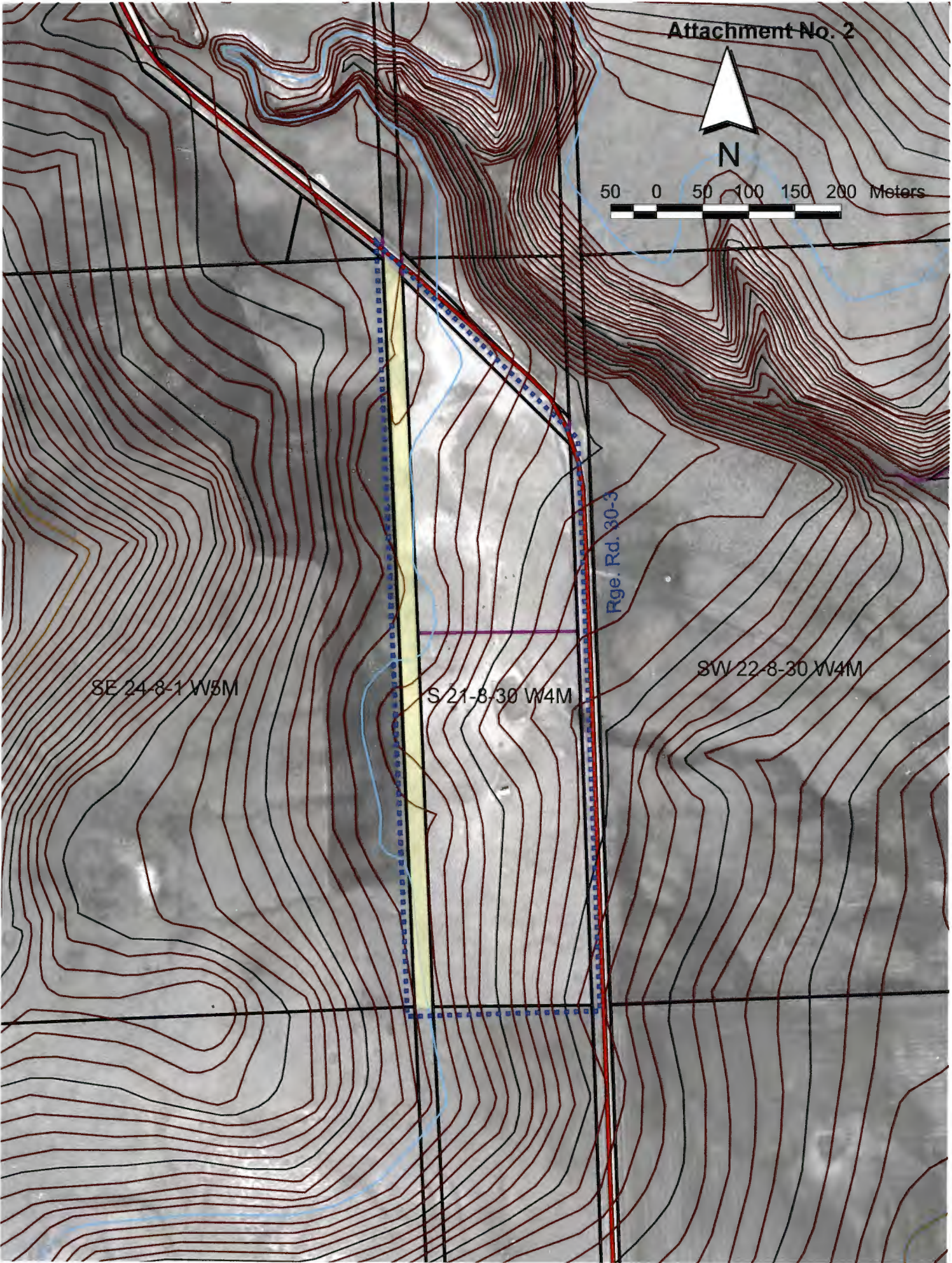


SE 24-8-1 W5M

S 21-8-30 W4M

SW 22-8-30 W4M

Rge. Rd. 30-3



Tara Cryderman

From: Dave Taggart >
Sent: Wednesday, January 2, 2019 11:52 AM
To: Roland Milligan
Subject: Taggart letter for meeting

<https://documentcloud.adobe.com/link/track?uri=urn%3Aaaid%3Ascds%3AUS%3Abd6945d1-1076-460c-aadd-0a0838a8a49f>

Hello Roland,

Here is an overview of what we are hoping to achieve with the purchase of the road allowance, if approved.

With the purchase of the road allowance, it will allow us to use one of the hills on the property to optimize passive solar heating with the design of the home. With that and the ability to plant trees for a shelter belt on the north and west side of the home, it will help protect the home from the wind and increase the efficiency even more.

With the purchase of the road allowance, and the revised set backs, this location will be ideal for creating a micro climate that will protect us from the wind and benefit us for years to come in our new home.

Thank you for the consideration of this matter.

David Taggart

Tara Cryderman

From: Dave Taggart <
Sent: Tuesday, December 4, 2018 6:09 PM
To: Tara Cryderman
Cc: Roland Milligan
Subject: Lane closure.

Hello Tara,

My name is David Taggart, I recently purchased a parcel of land in the MD Of Pincher Creek located at SE-SW21-8-30-W4M

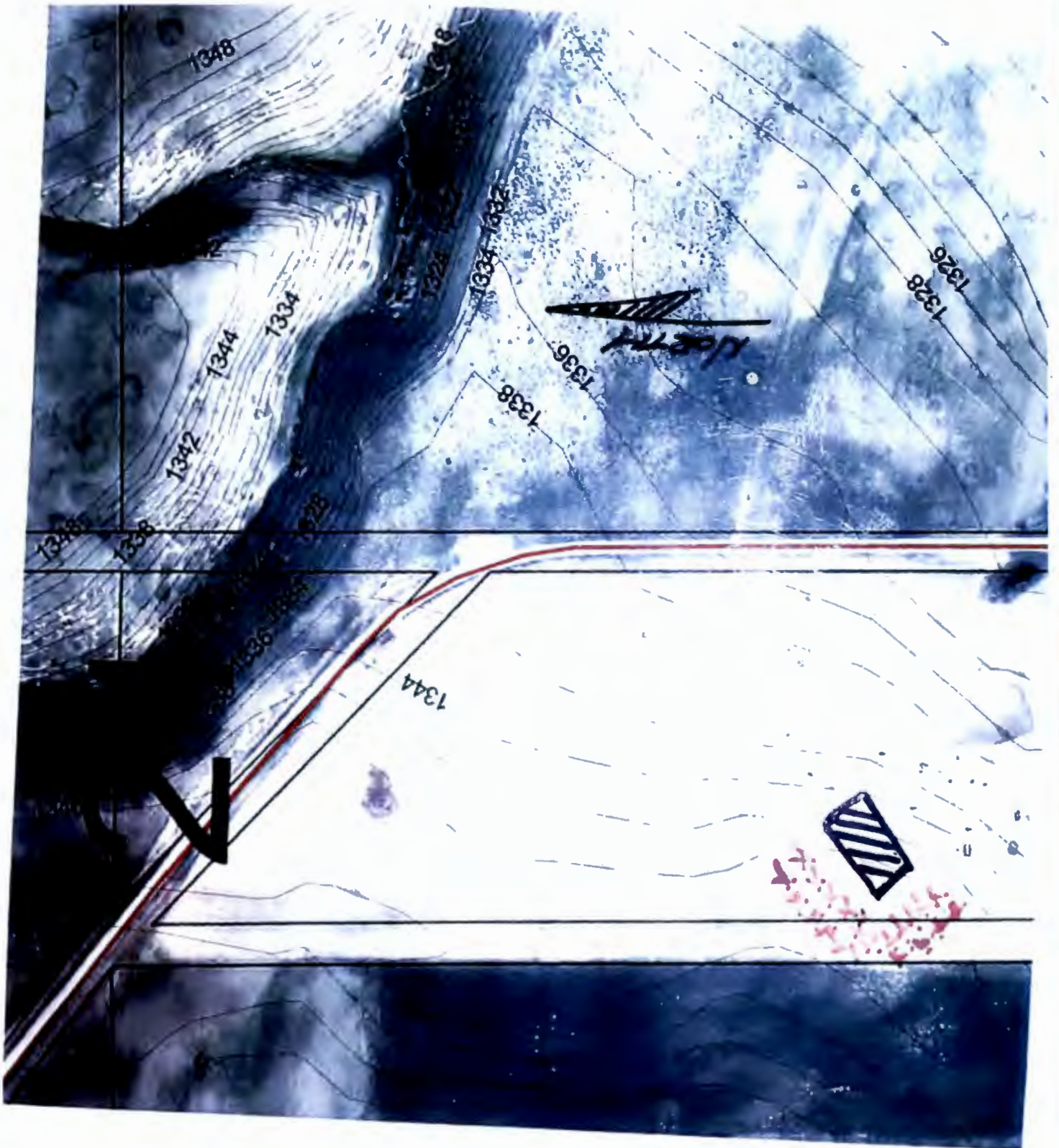
The reason for this email is to inquire on the possibility of purchasing the adjacent road allowance to the west of my new property.

I have spoken with my neighbor, Lyle and Rylee, and they don't object, and have access to their property already at another location.

Furthermore there is already a developed road on the east side of the property already.

Please let me know if this would be an acceptable option for me. And thank you for your time on this matter.

David Taggart



Memorandum

To: Roland Milligan, Development Officer

From: Doug Jensen, Property Assessor

Date: December 5, 2018

Subject: Opinion of value on a portion of Road Allowance.

Legal Description: A Portion of Road Allowance East of the SE 24, 8-1-5.

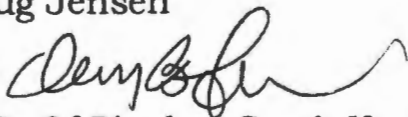
All current sales within the area were reviewed. Due to the physical characteristics of the parcel, market values are based on a quarter section per acre value.

The market shows that a value per acre for a comparable is @ \$2,500.00 per acre.

\$2,500.00 X per acre = Parcel Value



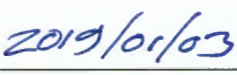
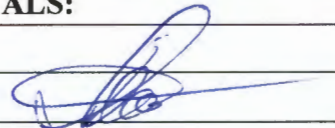
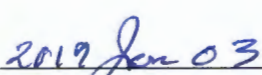
Please contact me if any further clarification is required.

Doug Jensen



M.D. Of Pincher Creek No.9 Assessor

Recommendation to Council

TITLE: ROAD CLOSURE AND REPLACEMENT REQUEST SW 3-7-2 W5M & SE 4-7-2 W5M			
PREPARED BY: Roland Milligan		DATE: January 3, 2019	
DEPARTMENT: Planning and Development			
			ATTACHMENTS: 1. Location Map 2. Letter from Peter Maloff, dated December 12, 2018 3. Opinion of Value on a Portion of Undeveloped Road Allowance, dated December 11, 2018
Department Supervisor	Date		
APPROVALS:			
			
Department Director	Date	Interim CAO	Date

RECOMMENDATION:

That the request to close the Statutory Road Allowance located W/SW 3-7-2 W5M, and replace with road within the same parcel, be approved;

And that the applicant be responsible for all costs associated with this request.

BACKGROUND:

On December 12, 2018, the MD received a request from Peter Maloff requesting to close and purchase a statutory road allowance adjacent to his parcel of land (W/SW 3-7-2 W5M). Also in the request, Mr. Maloff is proposing to provide land in exchange for the road allowance (N/SE 4-7-2 W5M), in order to create a legal access to adjacent parcels.

Pursuant to Policy 123 PURCHASE, SALE AND DISPOSAL OF ROAD ALLOWANCES OR ROADWAYS, statutory road allowances shall not be sold unless there is a clear benefit to the Municipality at large and does not adversely affect the legal or physical access. By creating the access along the North portion of SE 4-7-2 W5M, access is provided.

If Council approves this request, Mr. Maloff would be responsible for all costs associated with the closure and exchange of land. An opinion of value from the MD Assessor lists the parcel value at \$3,000 per acre. A survey is required to determine actual parcel size.

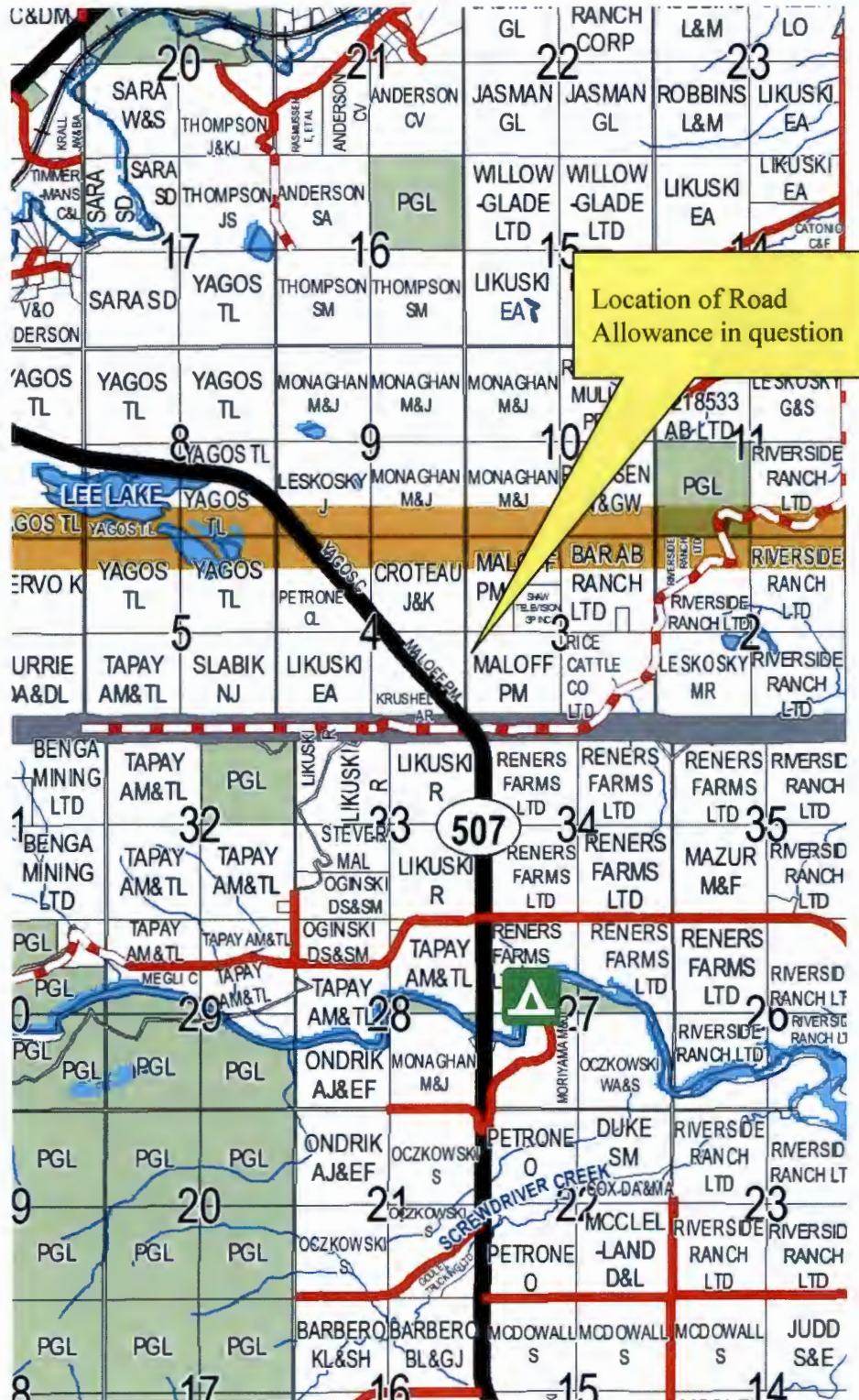
Recommendation to Council

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FINANCIAL IMPLICATIONS:

None at this time; the applicant would be responsible for all costs associated with this closure.

Location of Request



Peter Maloff

December 12, 2018

Attention: MD of Pincher Creek Reeve and Council

M.D. of Pincher Creek No. 9
1037 Herron Avenue
PO Box 279, Pincher Creek, AB T0K 1W0
Ph: 403.627.3130 Fx: 403.627.5070

RE: Road closure and replacement within SW3-7-2-W5M and SE4-7-2-W5M

Dear: Reeve Quentin Stevick, Councillor Bev Everts, Councillor Brian Hammond, Deputy Reeve Rick Lemire and Councillor Terry Yagos

Please accept this letter as an application to close the segment of road allowance that travels through my farmyard and please consider replacing that road allowance segment within the area along the north boundary on the SE4-7-2-W5M as per the attached drawings.

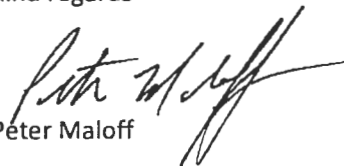
I did have consultation with Alberta Transportation with this matter.

I am prepared to cover all costs associated with this change and there will be no burden upon the MD of Pincher Creek.

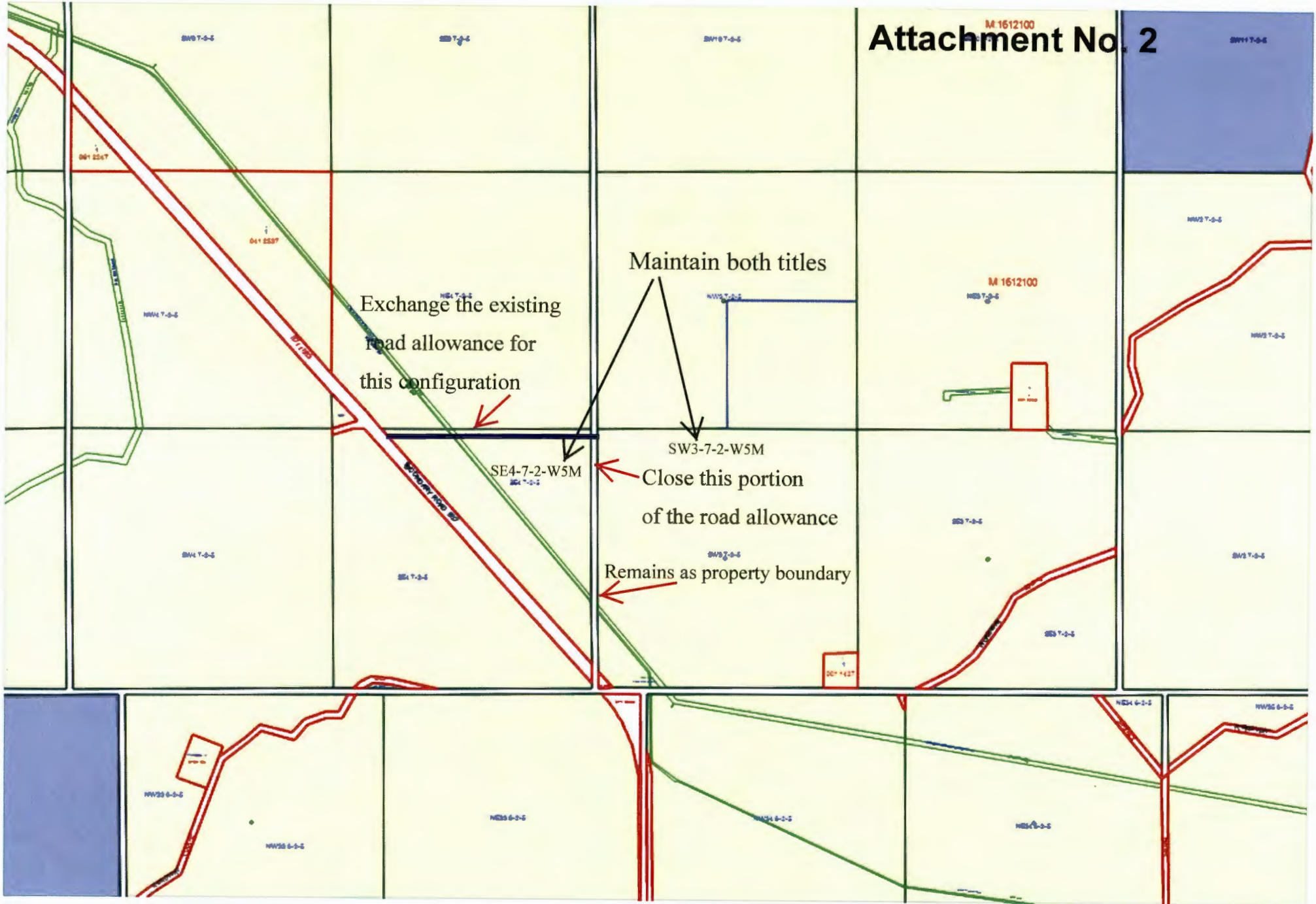
Upon the road closure; I would expect to consolidate the closed allowance segment to the SE4-7-2-W5M creating a regular quarter section boundary, remaining as 2 titles. It is imperative to continue with the separate titles as my farmstead in the SW3-7-2-W5M will exchange to my daughter and her family. The SE4-7-2-W5M will accommodate my later years in life.

Please find this application with my best intention and do not hesitate to contact me at your convenience

Kind regards


Peter Maloff

Attachment No. 2



Exchange the existing road allowance for this configuration

Maintain both titles

Close this portion of the road allowance

Remains as property boundary

SE4-7-2-W5M

SW3-7-2-W5M

SW1-7-2-5

SW10-7-2-5

SW11-7-2-5

NW2-7-2-5

NW2-7-2-5

SW8-7-2-5

NW4-7-2-5

SW4-7-2-5

SE4-7-2-5

SW3-7-2-5

SW2-7-2-5

NW20-6-2-5

NW20-6-2-5

NE20-6-2-5

NW21-6-2-5

NE21-6-2-5

NW20-6-2-5

NE21-6-2-5

041 5517

041 5517

M 1612100

NE2-7-2-5

001 1427

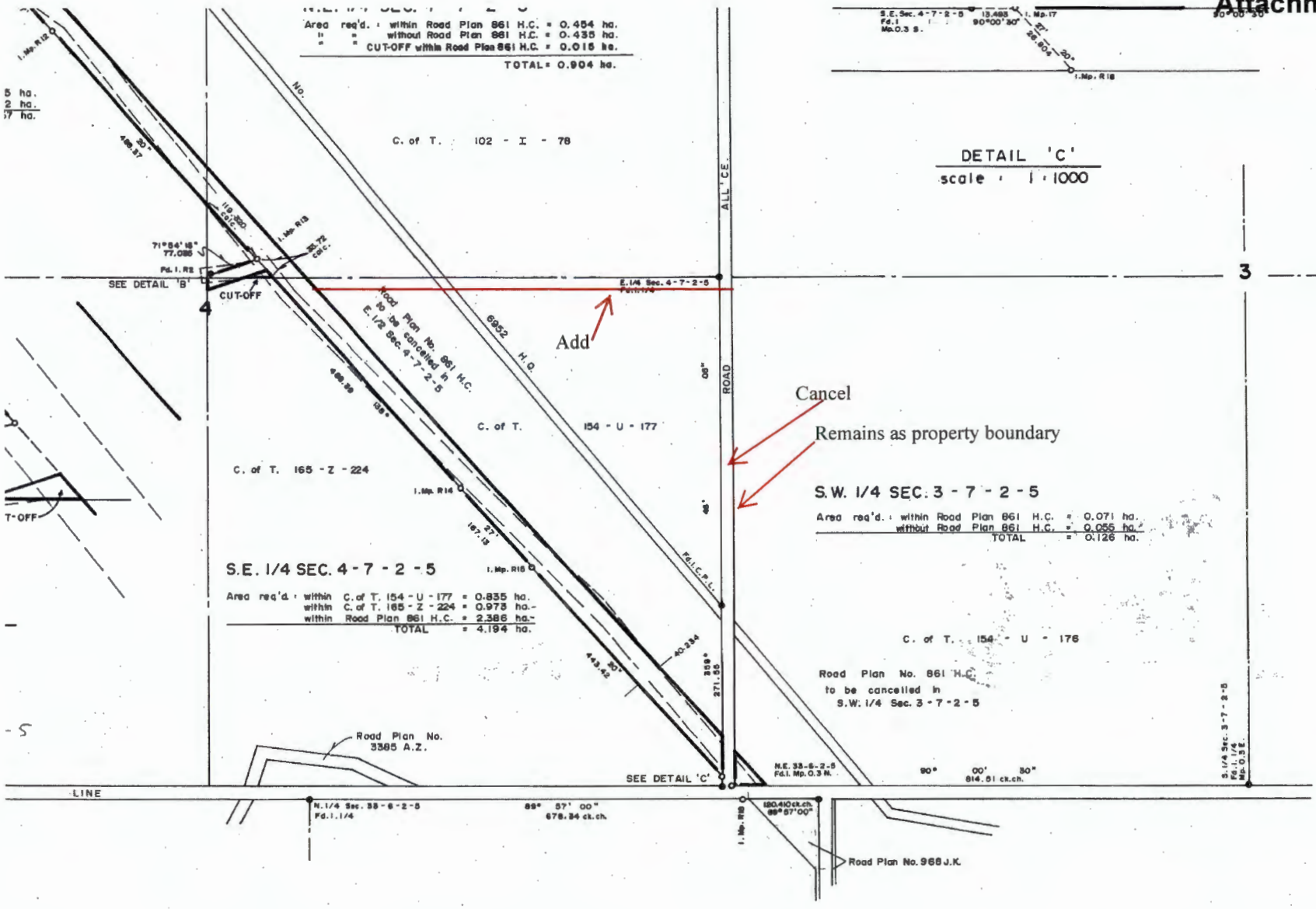
Area req'd. within Road Plan 861 H.C. = 0.454 ha.
 " " " without Road Plan 861 H.C. = 0.435 ha.
 " " " CUT-OFF within Road Plan 861 H.C. = 0.019 ha.
TOTAL = 0.904 ha.



according to the instructions of the No. 9 under the provisions of The
Dale Whelan
 Municipal Administrator

AFFIDAVIT
 Under Section 136 of The Municipal Administration Act of the Province of Alberta.
 To Wilt:
 1. That I am the Municipal Administrator of the Town of Pinetree in the Province of Alberta, this 21st day of August 1986.

Linda Walbran
 A Commissioner for Oaths in and for the Province of Alberta. Nov/8



DETAIL 'C'
 scale 1:1000

S.W. 1/4 SEC. 3-7-2-5
 Area req'd. within Road Plan 861 H.C. = 0.071 ha.
 " " " without Road Plan 861 H.C. = 0.055 ha.
TOTAL = 0.126 ha.



10

3

101

Cancel

Remains as property boundary

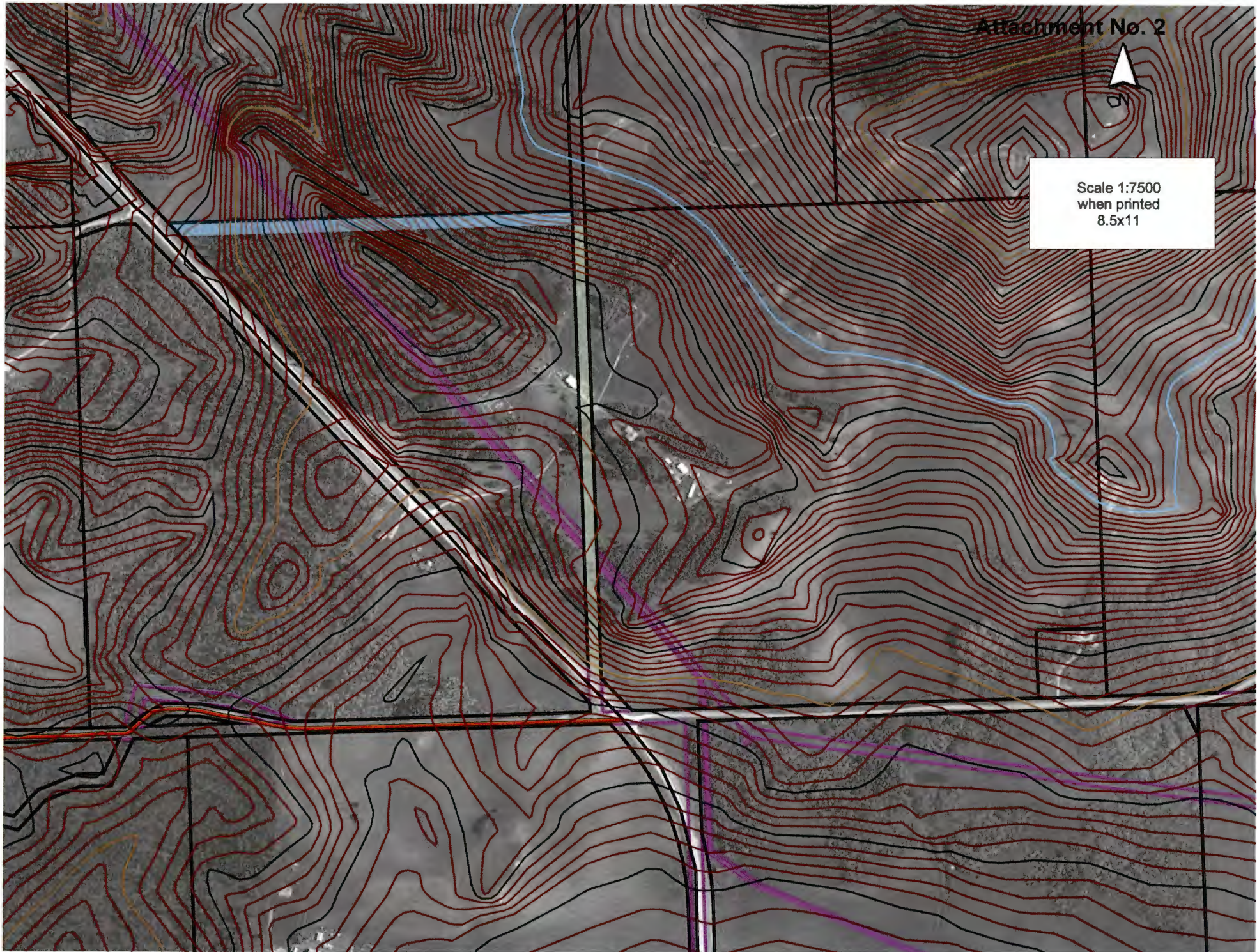
33

34





Scale 1:7500
when printed
8.5x11



Memorandum

To: Roland Milligan, Development Officer

From: Doug Jensen, Property Assessor

Date: December 11, 2018

Subject: Opinion of value on a portion of undeveloped road allowance.

Legal Description: A Portion of the SW 3, 7-2-5.

Due to the intended use of the land, a value per acre from quarter section sales was used to determine the value.

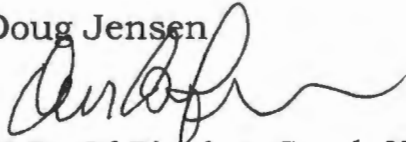
All current sales within the area were reviewed.

The market shows that a value per acre for a comparable property is @ \$3,000.00 per acre.

\$3,000.00 X (area required) = \$


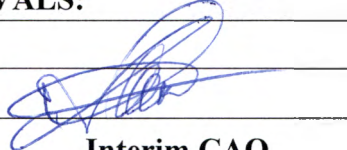
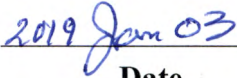
Please contact me if any further clarification is needed.

Doug Jensen



M.D. Of Pincher Creek No.9 Assessor

Recommendation to Council

TITLE: BORROWING BYLAW FOR BEAVER MINES WATER DISTRIBUTION AND WASTE WATER COLLECTION AND TREATMENT INFRASTRUCTURER.			
PREPARED BY: S. Steinke		DATE: December 20, 2018	
DEPARTMENT:			
			ATTACHMENTS: 1. The Draft Bylaw and attachments.
Department Supervisor		Date	
APPROVALS:			
Department Director	Date	 Interim CAO	 Date

RECOMMENDATION: Council pass 1st reading of Bylaw No. 1297-19 for the Beaver Mines Water Distribution Project and the waste water collection and treatment Project.

BACKGROUND:
 The Bylaw is prepared for Council in order to meet the requirements of the MGA Section 251 (1) and 606 (1) for borrowing for a Capital Structure Project over a 20 year period. After 1st Reading is finalized Administration will move forward with the advertising requirements of the bylaw. Once the advertising commitments are met Administration will return the Bylaw to Council for 2nd and 3rd Readings.

 The Bylaw before Council is for the limit Council has set for the Borrowing once the engineering estimates are completed and the contract is advertised and awarded Administration will commence the process of finalizing the amount of the borrowing.

FINANCIAL IMPLICATIONS:
 The Bylaw before Council lays out the borrowing commitment and the length of time for the borrowing. The Council through its budget meeting has the information on the Debt Limit of \$19,785,630. With the additional \$4,000,000.00 borrowing the Municipality will be at 46.0% of its borrowing limit based on End 2017 financial Statement amounts.

**MUNICIPAL DISTRICT OF PINCHER CREEK NO.9
BYLAW NUMBER 1297-19**

BEING A BYLAW OF THE MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9 IN THE PROVINCE OF ALBERTA TO AUTHORIZE A BORROWING FOR THE PURPOSE OF A DEBENTURE REQUIRED TO FINANCE THE MUNICIPALITIES PORTION OF THE BEAVER MINES WATER DISTRIBUTION AND WASTEWATER COLLECTION AND TREATMENT SYSTEMS.

WHEREAS Council of the Municipality has decided to issue a bylaw pursuant to Sections 251 and 258 of the *Municipal Government Act* to authorize the financing of the Municipality's portion of the Beaver Mines water distribution and wastewater collections and treatment project;

AND WHEREAS Council requires four million dollars (\$4,000,000.00) to finance its portion of the project to be constructed in 2019;

A price of four millions dollars (\$4,000,000.00) has been agreed to as the Municipal Districts portion for the Beaver Mines water distribution and wastewater collection project and no grants will be applied to the portion;

In order to complete the financing of the construction it will be necessary for the Municipality to pay the sum of four million dollars (\$4,000,000.00) over a period not to exceed twenty (20) years;

All required approvals for the financing have been obtained and is in compliance with all *Acts and Regulations* in the Province of Alberta

NOW THEREFORE, the Council of the corporation hereby ENACTS AS FOLLOWS:

1. This bylaw may be cited as "Beaver Mines Water Distribution and Wastewater Collection and Treatment Borrowing Bylaw No. 1297-19"
2. The Municipality shall repay the indebtedness according to the repayment structure in effect upon signing of the agreement and annual equal payments on the remaining balance of combined principal and interest instalments not to exceed twenty (20) years calculated at a rate of 3.254% (Schedule 'A' attached) on a biannual basis. The Municipality shall levy and raise in each year municipal taxes sufficient to pay the indebtedness.
3. The indebtedness shall be contracted on the credit and security of the Municipality.
4. The net amount borrowed under the bylaw shall be applied only to the project as specified by this bylaw.
5. This Bylaw comes into force and effect upon final passing thereof.

READ a first time this _____ day of _____, 2019.

READ a second time this _____ day of _____, 2019.

READ a third time and finally passed this _____ day of _____, 2019.

Reeve

Chief Administrative Officer

Bylaw 1297-19

Schedule 'A'

Beaver Mines Water Distribution and Wastewater Collections and Treatment Project

Financial Arrangements

Borrowing cost of \$4,000,000.00

Balance paid on biannual basis over 20 years starting _____, 2019 at 3.254% interest.
Calculated January 1, 2019 and each January 1st thereafter on the outstanding balance.

	Payment	Balance	Principal	Interest
2019	\$ 136,828.33	\$ 4,000,000.00	\$ 71,748.33	\$ 65,080.00
2019	\$ 136,828.33	\$ 3,928,251.67	\$ 72,915.68	\$ 63,912.65
2020	\$ 136,828.33	\$ 3,855,335.99	\$ 74,102.01	\$ 62,726.32
2020	\$ 136,828.33	\$ 3,781,233.98	\$ 75,307.65	\$ 61,520.68
2021	\$ 136,828.33	\$ 3,705,926.33	\$ 76,532.91	\$ 60,295.42
2021	\$ 136,828.33	\$ 3,629,393.42	\$ 77,778.10	\$ 59,050.23
2022	\$ 136,828.33	\$ 3,551,615.32	\$ 79,043.55	\$ 57,784.78
2022	\$ 136,828.33	\$ 3,472,571.77	\$ 80,329.59	\$ 56,498.74
2023	\$ 136,828.33	\$ 3,392,242.18	\$ 81,636.55	\$ 55,191.78
2023	\$ 136,828.33	\$ 3,310,605.63	\$ 82,964.78	\$ 53,863.55
2024	\$ 136,828.33	\$ 3,227,640.86	\$ 84,314.61	\$ 52,513.72
2024	\$ 136,828.33	\$ 3,143,326.25	\$ 85,686.41	\$ 51,141.92
2025	\$ 136,828.33	\$ 3,057,639.83	\$ 87,080.53	\$ 49,747.80
2025	\$ 136,828.33	\$ 2,970,559.30	\$ 88,497.33	\$ 48,331.00
2026	\$ 136,828.33	\$ 2,882,061.97	\$ 89,937.18	\$ 46,891.15
2026	\$ 136,828.33	\$ 2,792,124.79	\$ 91,400.46	\$ 45,427.87
2027	\$ 136,828.33	\$ 2,700,724.33	\$ 92,887.55	\$ 43,940.78
2027	\$ 136,828.33	\$ 2,607,836.79	\$ 94,398.83	\$ 42,429.50
2028	\$ 136,828.33	\$ 2,513,437.96	\$ 95,934.69	\$ 40,893.64
2028	\$ 136,828.33	\$ 2,417,503.27	\$ 97,495.55	\$ 39,332.78
2029	\$ 136,828.33	\$ 2,320,007.72	\$ 99,081.80	\$ 37,746.53
2029	\$ 136,828.33	\$ 2,220,925.91	\$ 100,693.87	\$ 36,134.46
2030	\$ 136,828.33	\$ 2,120,232.05	\$ 102,332.15	\$ 34,496.18
2030	\$ 136,828.33	\$ 2,017,899.89	\$ 103,997.10	\$ 32,831.23
2031	\$ 136,828.33	\$ 1,913,902.79	\$ 105,689.13	\$ 31,139.20
2031	\$ 136,828.33	\$ 1,808,213.66	\$ 107,408.69	\$ 29,419.64
2032	\$ 136,828.33	\$ 1,700,804.97	\$ 109,156.23	\$ 27,672.10
2032	\$ 136,828.33	\$ 1,591,648.73	\$ 110,932.21	\$ 25,896.12
2033	\$ 136,828.33	\$ 1,480,716.53	\$ 112,737.07	\$ 24,091.26
2033	\$ 136,828.33	\$ 1,367,979.46	\$ 114,571.30	\$ 22,257.03
2034	\$ 136,828.33	\$ 1,253,408.15	\$ 116,435.38	\$ 20,392.95
2034	\$ 136,828.33	\$ 1,136,972.77	\$ 118,329.78	\$ 18,498.55
2035	\$ 136,828.33	\$ 1,018,642.99	\$ 120,255.01	\$ 16,573.32
2035	\$ 136,828.33	\$ 898,387.98	\$ 122,211.56	\$ 14,616.77
2036	\$ 136,828.33	\$ 776,176.42	\$ 124,199.94	\$ 12,628.39
2036	\$ 136,828.33	\$ 651,976.48	\$ 126,220.67	\$ 10,607.66
2037	\$ 136,828.33	\$ 525,755.81	\$ 128,274.28	\$ 8,554.05
2037	\$ 136,828.33	\$ 397,481.53	\$ 130,361.31	\$ 6,467.02
2038	\$ 136,828.33	\$ 267,120.22	\$ 132,482.28	\$ 4,346.05
2038	\$ 136,828.33	\$ 134,637.94	\$ 134,637.77	\$ 2,190.56
2039	\$ 136,828.33	\$ 0.00	\$ 136,828.33	\$ 0.00

Recommendation to Council

TITLE: OCCUPATIONAL HEALTH AND SAFETY POLICY. WORKPLACE VIOLENCE AND HARRASSMENT PREVENTION POLICY			
PREPARED BY: S. Steinke		DATE: December 20, 2018	
DEPARTMENT:			
			ATTACHMENTS:
Department Supervisor		Date	<ol style="list-style-type: none"> 1. The Workplace Violence and Harassment Prevention Policy 2. Excerpts from the Alberta Occupational Health and Safety Handbook
APPROVALS:			
Department Director	Date	 Interim CAO	 Date

RECOMMENDATION:
Recommendation that Council adopt the Workplace Violence and Harassment Prevention Policy.

BACKGROUND:
 With the new 2018 edition of the Alberta Occupational Health and Safety receiving ascension by the Provincial Government the Municipality now has a requirement to set policy for the prevention of Workplace harassment and Violence.

Under the Occupational Health and Safety Code Section 27 an Employer “MUST” develop and implement a violence prevention plan that includes a violence prevention policy and a violence prevention procedures. The Policy document is now before Council and Administration work with the health and safety committee members will develop the procedures to support the Policy over the next number of months.

The attachments provide Council members with a perspective of the increased responsibility of the Municipality that has been placed in the new legislation.

FINANCIAL IMPLICATIONS:
 The Financial Impacts are indeterminable at this time, however there will be a 9 person Committee working on developing the procedure document over the next number of months. There will be some outside consultant costs as the procedure is developed and administration will report to council on the progress on a quarterly basis as the procedure document is evolving.

M.D. OF PINCHER CREEK NO. 9

CORPORATE POLICY

C-SAFETY-001

TITLE: VIOLENCE AND HARASSMENT PREVENTION POLICY

Approved by Council

Date:

Revised by Council

Date:

Related Provincial Legislation:

*Occupational Health and Safety;
Act, Regulations and Code*

The Municipal District of Pincher Creek No.9 (M.D.) is committed to providing a work environment in which all employees are treated with respect and dignity. Violence and Harassment will not be tolerated from any person at or outside of the work site including all employees, contractors, visitors, volunteers, members of the public, and committees of council of the M.D.

The M.D., as the employer, is committed to eliminating or, if that is not reasonably practicable, controlling the hazards of violence and harassment. Everyone is obligated to uphold this policy and to work together to prevent workplace harassment.

Workplace violence, whether at a worksite or work-related, means the threatened, attempted or actual conduct of a person that causes or is likely to cause physical or psychological injury or harm, and includes domestic or sexual violence.

Workplace harassment means any single incident or repeated incidents of objectionable or unwelcome conduct, comment, bullying or action by a person that the person knows, or ought reasonably to know, will or would cause offence or humiliation to a worker, or adversely affects the worker's health and safety. It includes conduct, comment, bullying or action because of race, religious beliefs, colour, physical disability, mental disability, age, ancestry, place of origin, marital status, source of income, family status, gender, gender identity, gender expression and sexual orientation, and a sexual solicitation or advance.

Reasonable action taken by the M.D. or supervisor relating to the management and direction of workers or a work site is not workplace harassment.

In support of this policy, we have put in place workplace violence and harassment prevention procedures. These include measures and procedures to protect workers from the hazard of violence and harassment and a process for workers to report incidents, or raise concerns.

The M.D. will ensure this policy and the supporting procedures are implemented and maintained. All managers, supervisors, and workers will receive relevant information and instruction on the contents of the policy and procedures.

Managers and supervisors will adhere to this policy and the supporting procedures. Managers and supervisors are responsible for ensuring that measures and procedures are followed by workers and that workers have the information they need to protect themselves.

TITLE: VIOLENCE AND HARASSMENT PREVENTION POLICY

Approved by Council

Date:

Revised by Council

Date:

Every worker must work in compliance with this policy and the supporting procedures. All workers are required to raise any concerns about violence or harassment and to report any incidents to the appropriate person.

The M.D. will investigate and take appropriate corrective actions to address all incidents and complaints of workplace violence and harassment in a fair, respectful and timely manner.

The M.D. pledges to respect the privacy of all concerned as much as possible. The M.D. will not disclose the circumstances related to an incident of harassment or the names of the parties involved (including the complainant, the person alleged to have committed the harassment, and any witnesses) except where necessary to investigate the incident, to take corrective action, to inform the parties involved in the incident of the results of the investigation and corrective action taken, where necessary to inform workers of a specific or general threat of violence or potential violence or as required by law.

No workers can be penalized, reprimanded or in any way criticized when acting in good faith while following this policy and the supporting procedures for addressing situations involving violence and harassment. This violence and harassment prevention policy does not discourage a worker from exercising the worker's right under any other law, including the *Alberta Human Rights Act*.

ALBERTA OCCUPATIONAL HEALTH AND SAFETY CODE 2016:

Section 389 Hazard assessment

Prevention is preferable to intervention. Hazard assessment is a logical and organized method of identifying real and potential hazards, allowing the employer to better manage these hazards. The hazard assessment required by Part 2 of the OHS Code must include the possibility of injury to workers from physical violence as a potential hazard.

For the purposes of the OHS Code, violence means the threatened, attempted or actual conduct of a person that causes or is likely to cause physical injury.

□

Section 390 requires employers to develop a policy and procedures respecting potential workplace violence. (Section 8 of the *OHS Regulation* requires that the procedures be in writing and available to workers.)

Section 391 requires employers:

- to instruct workers how to recognize workplace violence
- to communicate the organization's policy and procedures related to workplace violence
- to develop appropriate responses to workplace violence
- to develop procedures for reporting, investigating and documenting incidents of workplace violence.

Section 392 requires employers to investigate incidents of workplace violence, prepare a report of the incident that includes corrective actions to prevent a recurrence, and have the report readily available for inspection by an occupational health and safety officer. (Section 8 of the *OHS Regulation* requires that the incident report be in writing and available to workers affected by it.)

ALBERTA OCCUPATIONAL HEALTH AND SAFETY CODE 2018

Part 27 Violence and Harassment

Hazard assessment

389 Violence and harassment are considered hazards for the purposes of Part 2.

AR 87/2009 s389; 56/2018

Violence prevention plan

390(1) An employer must develop and implement a violence prevention plan that includes a violence prevention policy and violence prevention procedures.

390(2) The employer must develop and implement the violence prevention plan in consultation with

- (a) the joint work site health and safety committee or the health and safety representative, if the employer is required to establish a committee or designate a representative, or
- (b) affected workers, if the employer is not required to establish a committee or designate a representative.

Violence prevention policy

390.1 An employer must ensure that a violence prevention policy under section 390(1) includes the following:

- (a) a statement that the employer is committed to eliminating or, if that is not reasonably practicable, controlling the hazard of violence;
- (b) a statement that the employer will investigate any incidents of violence and take corrective action to address the incidents;
- (c) a statement that the employer will not disclose the circumstances related to an incident of violence or the names of the complainant, the person alleged to have committed the violence, and any witnesses, except
 - (i) where necessary to investigate the incident or to take corrective action, or to inform the parties involved in the incident of the results of the investigation and any corrective action to be taken to address the incident,
 - (ii) where necessary to inform workers of a specific or general threat of violence or potential violence, or
 - (iii) as required by law;
- (d) a statement that the employer will disclose only the minimum amount of personal information under clause (c)(ii) that is necessary to inform workers of a specific or general threat of violence or potential violence;
- (e) a statement that the violence prevention policy is not intended to discourage a worker from exercising the worker's rights pursuant to any other law.

Violence prevention procedures

390.2 An employer must ensure that the violence prevention procedures under section 390(1) include the following:

- (a) the measures the employer will take to eliminate or, if that is not reasonably

- practicable, control the hazard of violence to workers;
- (b) information about the nature and extent of the hazard of violence, including information related to specific or general threats of violence or potential violence;
 - (c) the procedure to be followed by the employer when disclosing the information in clause (b), which must be in compliance with section 390.1(c) and (d);
 - (d) the procedure to be followed by a worker to obtain immediate assistance when an incident of violence occurs;
 - (e) the procedure to be followed by a worker when reporting violence;
 - (f) the procedure to be followed by the employer when
 - (i) documenting and investigating an incident of violence, and
 - (ii) implementing any measures to eliminate or control the hazard of violence that have been identified as a result of the investigation;
 - (g) the procedure to be followed by the employer when informing the parties involved in an incident of violence of
 - (i) the results of an investigation of the incident, and
 - (ii) any corrective action to be taken to address the incident.

Domestic violence

390.3 When an employer is aware that a worker is or is likely to be exposed to domestic violence at a work site, the employer must take reasonable precautions to protect the worker and any other persons at the work site likely to be affected.

Harassment prevention plan

390.4(1) An employer must develop and implement a harassment prevention plan that includes a harassment prevention policy and harassment prevention procedures.

390.4(2) The employer must develop and implement the harassment prevention plan in consultation with

- (a) the joint work site health and safety committee or the health and safety representative, if the employer is required to establish a committee or designate a representative, or
- (b) affected workers, if the employer is not required to establish a committee or designate a representative.

Harassment prevention policy

390.5 An employer must ensure that a harassment prevention policy under section 390.4(1) includes the following:

- (a) a statement that the employer is committed to eliminating or, if that is not reasonably practicable, controlling the hazard of harassment;
- (b) a statement that the employer will investigate any incidents of harassment and take corrective action to address the incidents;
- (c) a statement that the employer will not disclose the circumstances related to an incident of harassment or the names of the complainant, the person alleged to have committed the harassment, and any witnesses, except

- (i) where necessary to investigate the incident or to take corrective action, or to inform the parties involved in the incident of the results of the investigation and any corrective action to be taken to address the incident, or
- (ii) as required by law;
- (d) a statement that the harassment prevention policy is not intended to discourage a worker from exercising rights pursuant to any other law, including the *Alberta Human Rights Act*.

Harassment prevention procedures

390.6 An employer must ensure that the harassment prevention procedures under section 390.4(1) include the following:

- (a) the procedure to be followed by a worker when reporting harassment;
- (b) the procedure to be followed by the employer when documenting, investigating and preventing harassment;
- (c) the procedure to be followed by the employer when informing the parties involved in an incident of harassment of
 - (i) the results of an investigation of the incident, and
 - (ii) any corrective action to be taken to address the incident.

Review of plans

390.7(1) An employer must review the violence prevention plan and the harassment prevention plan, and revise the plans, if necessary.

390.7(2) The employer must carry out the review required by subsection (1) in consultation with

- (a) the joint work site health and safety committee or the health and safety representative, if the employer is required to establish a committee or designate a representative, or
- (b) affected workers, if the employer is not required to establish a committee or designate a representative.

390.7(3) With respect to the violence prevention plan, the review required by subsection (1) must take place on the earliest of the following:

- (a) when an incident of violence occurs;
- (b) if the joint work site health and safety committee or the health and safety representative, if applicable, recommends a review of the plan;
- (c) every 3 years.

390.7(4) With respect to the harassment prevention plan, the review required by subsection (1) must take place on the earliest of the following:

- (a) when an incident of harassment occurs;
- (b) if the joint work site health and safety committee or the health and safety representative, if applicable, recommends a review of the plan;
- (c) every 3 years.

Training of workers

391 An employer must ensure that workers are trained in

- (a) the recognition of violence and harassment,
- (b) the policies, procedures and workplace arrangements that the employer has developed and implemented to eliminate or control the hazards of violence and harassment,
- (c) the appropriate response to violence and harassment, including procedures for obtaining assistance, and
- (d) the procedures for reporting, investigating and documenting incidents of violence and harassment.

Investigation and reporting of incidents

391.1 Sections 40(5)(b) to (d), (7) and (8) and 53 of the Act apply to incidents of violence or harassment.

Treatment or referral

391.2 An employer must ensure that a worker reporting an injury or adverse symptom resulting from an incident of violence or harassment is advised to consult a health professional of the worker's choice for treatment or referral.

Entitlement to pay

392 When a worker is treated or referred by a physician under section 391.2 and if the treatment sessions occur during regular work hours, the employer at the work site where the incident occurred shall not make a deduction from the worker's pay or benefits for the time during which a worker attends the session.

2017 c24 s2;56/2018

Retail fuel and convenience store worker safety application

392.1 Sections 392.2 to 392.6 apply to gas stations, other retail fuelling outlets and convenience stores where workers are ordinarily present during business hours.

Additional requirements for violence prevention plan

392.2 An employer must ensure that the violence prevention plan contains the following procedures, policies and control measures, in addition to those required under sections 390, 390.1 and 390.2:

- (a) safe cash-handling procedures, including procedures that minimize the amount of money readily accessible to a worker at the work site;
- (b) where the work site is open to the public between the hours of 11:00 p.m. and 5:00 a.m.:
 - (i) a time lock safe at the work site that cannot be opened by a worker between, at minimum, those hours;
 - (ii) limiting the quantities of high-value items, including cash and lottery tickets, accessible at the work site between, at minimum, those hours;
 - (iii) storing remaining high-value items in the time lock safe referred to in subclause (iv) or securely elsewhere;

- (c) maintaining good visibility into and out of the work site;
- (d) limiting access by the public to the interior of any buildings at the work site;
- (e) monitoring the work site by video surveillance;
- (f) signs at the work site visible to the public indicating that:
 - (i) where the work site is open to the public between the hours of 11:00 p.m. and 5:00 a.m.,
 - (A) the safe at the work site is a time lock safe that cannot be opened;
 - (B) the quantity of high-value items such as cash and lottery tickets at the work site is limited;
 - (ii) the work site is monitored by video surveillance;
- (g) each worker working alone is provided with a personal emergency transmitter that is monitored by the employer or the employer's designate.

Additional training required

392.3 In addition to any training under section 391, the employer must ensure that a worker is trained in the violence prevention plan requirements listed in section 392.2.

Review of violence prevention plan and worker training

392.4 The employer must ensure that the violence prevention plan requirements under section 392.2 and corresponding worker training under section 392.3 are reviewed and, if necessary, revised every 3 years, and whenever there is a change of circumstances that may affect the health and safety of workers.

Personal emergency transmitter

392.5 A worker working alone must at all times during the worker's work shift wear the personal emergency transmitter referred to in section 392.2(g).

Mandatory fuel prepayment

392.6(1) An employer must require that customers prepay for fuel sold at gas stations and other retail fuelling outlets.

392.6(2) In addition to the requirement in subsection (1), an employer may implement procedures or use equipment as approved by a Director for payment for or sale of fuel, or the dispensing of fuel, to ensure worker safety.

2017 c24 s2;56/2018

OCCUPATIONAL HEALTH AND SAFETY ACT.

(5) If an injury or incident referred to in subsection (2) or (4) occurs at a work site or if any other injury or any other incident that has the potential of causing serious injury to a person occurs at a work site, the prime contractor or, if there is no prime contractor, the employer shall:

- (a) report the time, place and nature of the incident to a Director of Inspection,
- (b) carry out an investigation into the circumstances surrounding the injury or incident,
- (c) prepare a report outlining the circumstances of the injury or incident and the corrective action, if any, undertaken to prevent a recurrence of the injury or incident,
- (d) ensure that a copy of the report is readily available and provided to an officer on demand, and
- (e) provide a copy of the report to a Director of Inspection, the joint work site health and safety committee or health and safety representative, if applicable, or, if there is no committee or representative, make it available to workers once the investigation is complete.

(6) The investigation referred to in subsection (5)(b) must be conducted with the participation of the joint work site health and safety committee or health and safety representative, if there is one at the work site.

(7) The prime contractor or employer who prepared the report referred to in subsection (5)(c) shall retain the report for at least 2 years after the serious injury or incident at the work site.

(8) A. report prepared under this section is not admissible as evidence for any purpose in a trial arising out of the injury or incident, an investigation or public inquiry under the *Fatality Inquiries Act* or any other action as defined in the *Alberta Evidence Act*, except in a prosecution for perjury or for the giving of contradictory evidence.

(9) Except as otherwise directed by a Director of Inspection, an occupational health and safety officer or a police officer, a person shall not disturb or conduct work at the scene of an injury or incident required to be reported under subsection (1) or (3), including the immediate area where the incident occurred, or alter, move or remove equipment, documents or other information that may be related to the incident, except insofar as is necessary in:

- (a) attending to persons injured or killed,
- (b) preventing further injuries or incidents, and
- (c) protecting property that is endangered as a result of the injury or incident.

Investigation of injury or incident

53(1) If an injury or incident occurs at a work site, an officer may, subject to section 51(2),

- (a) initiate an investigation of the injury or incident,
- (b) attend at the scene of the injury or incident and make any inquiries that the officer considers necessary to determine the cause of the injury or incident and the circumstances related to the injury or incident,
- (c) enter any place or area at a work site that the injury or incident occurred where the officer believes information relating to the injury or incident exists,
- (d) require the production of any records, books, plans or other documents, including electronic documents, and examine them, make copies of them or seize them, and
- (e) use data storage, information processing or retrieval devices or systems that are used by an employer in order to examine records, books, plans or other documents.

(2) Every person present when an injury or incident occurred or who has information relating to the injury or incident shall, on the request of an officer, provide to the officer any information respecting the injury or incident that the officer requests.

(3) An officer may, for the purposes of determining the cause of the injury or incident, seize or take samples of any substance, material, product, equipment or other thing that was present at, involved in or related to the injury or incident.

(4) If an officer seizes or takes samples of any substance, material, product or equipment under subsection (3), the officer shall:

- (a) give to the person from whom those items were seized or taken a receipt for those items,
- (b) on that person's request, return those items to that person when those items have served the purposes for which they were seized or taken, and
- (c) dispose of or destroy the seized items if the person from whom the items were seized cannot be located or declines to take receipt of the items.

(5) Notwithstanding subsections (1)(b) and (c), an officer may enter and examine a room or place used as a private dwelling only if

- (a) the owner or person in possession of it consents to the entry and examination, or
- (b) the entry and examination is authorized by a judge under subsection (6).

(6) Where a judge of the Provincial Court is satisfied on an officer's evidence under oath that there are reasonable grounds for an officer to exercise a power under this section and that:

- (a) in the case of a room or place actually used as a private dwelling, the officer cannot obtain consent under subsection (5)(a), or
- (b) having obtained consent under subsection (5)(a), the officer has been obstructed or interfered with, the judge may make any order the judge considers necessary to enable the officer to exercise the powers under this section.

(7) A. statement given under this section is not admissible in evidence for any purpose in a trial, public inquiry under the *Fatality Inquiries Act* or other proceeding except:

- (a) to prove non-compliance with this section in an action or proceeding under this Act,
- (b) to prove the commission of an offence under section 74(3) in an action or proceeding under this Act,
- (c) to prove the giving of contradictory evidence in an action or proceeding under this Act, or

(B) as evidence in:

- (i) a review under section 70(1),
- (ii) an appeal to the appeal body through a referral of a matter under section 70(5)(c) to the appeal body, or
- (iii) an appeal under section 71(2)(a), (c), (d) or (e).

(8) A police officer may assist an officer in carrying out the officer's duties under this section if the officer so requests.

Recommendation to Council

TITLE: FISHBURN MUNICIPAL PARK SIGNAGE REQUEST			
PREPARED BY: Sheldon Steinke		DATE: January 2, 2019	
DEPARTMENT: Administration			
			ATTACHMENTS: 1. Letter from Fishburn Municipal Park, dated December 14, 2018
Department Supervisor		Date	
APPROVALS:			
			
Department Director	Date	Interim CAO	Date

RECOMMENDATION:
That Council request the Fishburn Municipal Park Committee submit a design of their desired signage for the Fishburn Municipal Park, for further consideration.

BACKGROUND:

The Fishburn Municipal Park Committee has requested the MD supply signage for the Fishburn Park.

Typically, when requests in similarity were presented to Council for consideration, the applicant had a design already prepared and requests were typically made to cover the materials, labour and cost for installation.

FINANCIAL IMPLICATIONS:

Once a design is submitted, costs may occur.

Dec 14, 2018

The Counsellors M.D.#9



The committee for the Fishburn Municipal Park are requesting a sign for the Park. The sign can be your design as long as it says "Fishburn Municipal Park". Thanks for your consideration of this request.

Lillian McEllynn
for Fishburn Municipal Park.

RECEIVED
DEC 14 2018
M.D. OF PINCHER CREEK

Recommendation to Council

G4d

TITLE: WAIVER OF TAX PENALTY REQUEST – DOUG PRODORENKO		
PREPARED BY: Sheldon Steinke		DATE: January 2, 2019
DEPARTMENT: Administration		
		ATTACHMENTS:
Department Supervisor	Date	1. Letter from Mr. Prodorenko, dated November 1, 2018
APPROVALS:		
Department Director	Date	 Interim CAO
	Date	Date

RECOMMENDATION:
 That the request, from Doug Prodorenko, to waive the Tax Penalties, in the amount of \$1,845.93, be denied.

BACKGROUND:
 Mr. Prodorenko has submitted a letter requesting the penalties on his residence be withdrawn.

FINANCIAL IMPLICATIONS:
 The amount of \$1,845.93 would be removed from Mr. Prodorenko's account.

RECEIVED
DEC 18 2018
M.D. OF PINCHER CREEK

November 1, 2018

Doug Prodorenko

Lundbreck, AB

M.D. of Pincher Creek

Pincher Creek, AB

Attention: Joyce MacKenzie-Grieve, Accounting Clerk

Dear Joyce,

This letter is with regards to Roll number

You will see in your records that I was many years before paying taxes on [redacted] at the Lundbreck Mobile Home Park as I was unaware there were individual taxes to be paid. I pay rent to Cralyn Property Management and understood they were responsible for the land taxes. My work takes me away for long periods of time, most of my bills are prepaid or pre-arranged. When I became aware of the amount outstanding, the full amount of the tax levies were paid. It has now come to my attention that penalties, almost equal to the ten years of tax levy, are still shown as balance owing and I would respectfully ask those penalties be withdrawn by the MD.

I see that my taxes on [redacted] have reduced over the last three years and it seems to me they are still high for the unit. The information on the assessment states that the addition is 10 x 18 but it is in fact 10 x 16 ft. Also, there is at least one unit as old as my mobile home and the taxes on it are only \$110 per year, not the \$175.64 that mine was assessed in 2018. It is also known that the entire Mobile Home Park in Lundbreck was a refuse area, with old cars, old barrels, etc. still found in the ground. We are already paying rent to live on a dump. Did the MD ever do remediation on this land they are now charging me taxes on?

I ask that the unit at [redacted] be re-assessed and that the penalties that are currently on file, in the amount of \$1845.93 be revoked. I will pay my taxes in a timely fashion moving forward.

Regards,


Doug Prodorenko

INTERIM CHIEF ADMINISTRATIVE OFFICER'S REPORT

December 8, 2018 – January 3, 2019

DISCUSSION:

- Dec 10 Senior Management Team / CAO Interviews,
- Dec 11 Council Committee/Council Meeting,
- Dec 12 Joint Health and Safety Committee / CAO Interviews,
- Dec 13 Special Council Meeting – Budget,
- Dec 14 Staff Meeting,
- Dec 17 Senior Management Team Meeting,
- Dec 18 Joint Health and Safety Committee / Ratepayer Meeting,
- Dec 19 REMO Meeting/Expression of Interest for DEM Launched
- Dec 20 CAO Interviews,
- Dec 22 – Jan 2 Christmas Shut Down,
- Jan 2 Public Works Safety Meeting,

UPCOMING:

- Jan 8 Council Committee / Council Meeting,
- Jan 9 CAO Interview
- Jan 10 CAO Interviews

OTHER

Director Positions Ms. Meghan Dobie to start employment January 7, 2019.
Recruitment of Director of Operations ongoing.

CAO Fast4Ward continuing to work with Council to select a CAO.


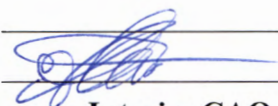

RECOMMENDATION:

That Council receive for information, the Interim Chief Administrative Officer's report for the period of December 8, 2018 to January 3, 2019.

Prepared by: Interim CAO, S. Steinke Date: January 3, 2019

Presented to: Council Date: January 8, 2019

Recommendation to Council

TITLE: Informational Correspondence			
PREPARED BY: Sheldon Steinke		DATE: January 3, 2019	
DEPARTMENT: Administration			
Department Supervisor			ATTACHMENTS: 1. Regional Members Notice of Change for 2019
APPROVALS:			
			
Department Director	Date	Interim CAO	Date

RECOMMENDATION:

That Council receive the following document as information:

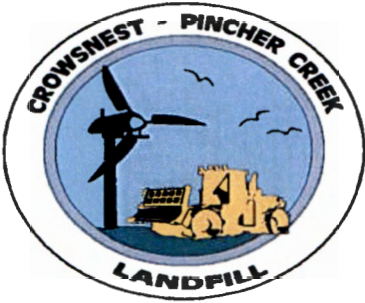
1. Regional Members Notice of Change for 2019

BACKGROUND:

Informational correspondence was received.

FINANCIAL IMPLICATIONS:

None at this time.



THE CROWSNEST/PINCHER CREEK LANDFILL ASSOCIATION

Box 668
Pincher Creek, AB T0K 1W0
(403) 628-3849 Fax (403) 628-2258
www.crowsnestpincherlandfill.com

REGIONAL MEMBERS NOTICE OF CHANGE FOR 2019

Happy New Year Everyone, we are looking forward to another year serving
Our communities.

As you have already probably been informed we are increasing our tipping fees by 5% in 2019. The rate in 2018 was \$44.70 + \$1.00 Road Maintenance fee per tonne. In 2019 it will be \$46.95 + \$1.00 Road Maintenance. We are still a lot lower than all other Landfills in Alberta. With the cost of fuel and carbon taxes in 2018 we have no choice but to raise our fees.

The Board of Directors and The Management of the Crowsnest/Pincher Creek Landfill Association have decided at our December 12th, 2018 Board Meeting, that as of March 31st, 2019 the Landfill will no longer be accepting carcasses of any kind, or butchering waste. This ruling is because we have Health and Safety concerns for our staff dealing with dead animals.

So please take this 90 day notice to inform your business's and residents of this change at The Landfill. We will also be advertising this change in the local newspapers, our website, our facebook account, and letters in our charge customers statements.

We are also reminding all Regional members to please make sure their waste departments Know about our sorting levy fees we implemented in 2018. Please sort construction and large loads. We try to recycle wood, concrete, and metal products. If we have to employ extra man hours to sort these large loads, we will add a sorting fee levy to your ticket. These levies may vary in price from \$100.00 - \$300.00 per load depending on the size and amount of sorting needed.

Please keep this in mind when doing waste round ups, spring clean ups, etc.

Also to our Municipal District of Pincher Creek member please inform your rural residents to please sort their large loads, so we can help you keep your waste costs down.

Thank you for your cooperation. If we work together we can try and recycle as many products as possible.

Management

Crowsnest/Pincher Creek Landfill Association

403-628-3849

403-628-2258 Fax

esaindon@toughcountry.net

cnpcadmin@toughcountry.net