

**AGENDA
COUNCIL MEETING
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
March 26, 2019
Immediately following the Public Hearing for Bylaw No. 1299-19**

A. ADOPTION OF AGENDA

B. DELEGATIONS

1. Youth Advisory Council
 - Email from Town of Pincher Creek, dated March 21, 2019
2. Musical Ride – Heritage Acres
 - Letter from Heritage Acres, dated March 19, 2019

C. MINUTES/NOTES

1. Public Hearing Minutes
 - February 26, 2019
2. Council Committee Meeting Minutes
 - March 12, 2019
3. Council Meeting Minutes
 - March 12, 2019

D. BUSINESS ARISING FROM THE MINUTES

E. UNFINISHED BUSINESS

1. Delegation Presentation – Tom Judd
 - Recommendation to Council from CAO, dated March 21, 2019
2. Beaver Mines Wastewater Treatment Options Review
 - Administration Guidance Request from Operations, dated March 17, 2019

F. COMMITTEE REPORTS / DIVISIONAL CONCERNS

1. Councillor Quentin Stevick – Division 1
 - a) Crowsnest / Pincher Creek Landfill Association
 - Financial Statements for the year ended December 31, 2019
2. Councillor Rick Lemire – Division 2
3. Councillor Bev Everts– Division 3
 - a) Alberta SouthWest
 - Minutes of January 23, 2019
 - Bulletin March 2019
 - b) Oldman River Regional Services Commission
 - Minutes of December 6, 2018
4. Reeve Brian Hammond - Division 4
5. Councillor Terry Yagos – Division 5

G. CHIEF ADMINISTRATIVE OFFICER'S (CAO) REPORTS

1. Operations
 - a) Beaver Mines Water and Wastewater Project Briefing
 - Briefing dated March 14, 2019
 - b) Operations Report
 - Report from Operations, dated March 21, 2019
2. Planning and Development

Nil

3. Finance

- a) Late Raw Water Intake Invoice
 - Recommendation to Council from Director of Finance, dated March 26, 2019
- b) 2019 Tax Rate Recommendations
 - Administration Guidance Request from Director of Finance, dated March 26, 2019

4. Municipal

- a) Letter of Support – Pincher Creek Echo – Circa 1990
 - Recommendation to Council from CAO, dated March 19, 2019
- b) Workman’s Compensation Benefits (WCB) Coverage for Volunteer Groups
 - Administration Guidance Request from CAO, dated March 21, 2019
- c) Chief Administrative Officer Report
 - Report from CAO, dated March 21, 2019

H. CORRESPONDENCE

1. For Information

- a) Informational Correspondence
 - Recommendation to Council from CAO, dated March 21, 2019, covering:
 - Raw Water Intake Relocation Project, letter dated March 12, 2019
 - Local Authorities Election Act Change Management Fact Sheets, email dated March 7, 2019, with accompanying information
 - Coalition of Canadian Municipalities for Energy Action, email dated March 21, 2019
 - Lethbridge What We Heard Summary, email date March 11, 2019, with accompanying information
 - Funding Opportunities, email dated March 21, 2019
 - Waterton Gas Plant (WAG) Update March 2019, email dated March 11, 2019
 - Badger Forum Smart Cities, email dated March 8, 2019
 - Sewage Lagoon, note received March 12, 2019
 - MD Road Work, email dated March 14, 2019, with accompanying letter

I. CLOSED MEETING SESSION

1. Probationary Tasks – FOIP Section 19

J. NEW BUSINESS

K. ADJOURNMENT

Tara Cryderman

Subject: FW: MD Council presentation
Attachments: Youth Forum Council benefits.docx; Youth Forum Proposal.PC.March2019.pdf; Youth Advisory Council Terms of Reference.pdf; Youth Advisory Council.pdf

From: Community <community@pinchercreek.ca>
Sent: Thursday, March 21, 2019 11:55 AM
To: Tara Cryderman <AdminExecAsst@mdpincercreek.ab.ca>
Subject: MD Council presentation

Hi Tara,

I am hopeful that I can still attend the MD Council meeting next Tuesday to share this initiative with them and request that a member of council be present at the opening of the Forum to bring greetings from the MD.

Let me know if you are needing anything else from me.

Thanks,

La Vonne Rideout
Director of Community Services
Town of Pincher Creek
community@pinchercreek.ca
403-627-4322 (w)
403-894-2074 ©

A Youth Forum is scheduled for April 13, 2019 at the Provincial Building.

- The Director of Community Services for the Town of Pincher Creek has initiated this project based on feedback from the community and conversations with both town and md counsellors.
- There have been concerns voiced historically that the youth do not currently have a channel to be heard in the community.
- The Council is aware of other youth councils that are happening in other communities and have shown interest in the potential for our community.
- The options for a youth voice are as varied as there are communities. There does not seem to be a one size fits all.
- That the youth who are being invited to the forum will be from the town and municipal district of Pincher Creek and will hopefully reflect the youth demographics of such.

Community leaders are realizing the positive connection between involving youth in community activities and the increase in overall community vitality and engagement. Youth bring new energy and ideas to standard issues and concerns, often with a unique perspective as to how best to tackle challenges and opportunities.

- A Youth Council provides young people with a forum to voice their needs and gives them an opportunity to make a difference in their community.
- Every community can benefit by actively involving youth in local governance. By involving young people, not only are they guided into meaningful activities, they can also learn about citizen involvement as they help identify and solve community problems.
- Youth Councils can help build relationships across generations. In many cases, youth members form mentor relationships with adult champions, partners or advisors.
- Limited community resources and support in rural communities can lead to higher crime rates and the abuse of drugs and alcohol; research indicates youth who are engaged in structured activities are less likely to use illicit drugs, cigarettes, or alcohol. They are also less likely to engage in risky sexual or violent behavior, drop out of school or become depressed. They have higher self-esteem, are more physically active, obtain higher grades and show a greater commitment to their families, friends and communities
- Youth Councils can help **rural youth**, who are sometimes more removed than their urban counterparts, to be less isolated. It gives young people a reason to come together and to share mutual interests with each other.
- It can spread the workload. Young people often have tons of energy to contribute to community development activities. Adults often find themselves not having enough time to accomplish all that they would like. Youth Council volunteers in communities around the world are helping to get stuff done!

Other benefits for the Youth:

ATTAIN: • Leadership skills • Special event planning • Public speaking • How to work as a team • How to advocate for their Rights • Learn about and engage in local politics • How to deliver seminars, workshops and presentations • Conflict resolution, mediation, negotiation, communication skills, etc. BENEFITS: • Being a community leader • Meeting city councilors • Gain employment skills • Have their voice heard • Meet youth with similar interests • Be a youth representative from your school • Gain references for Scholarships and employment • Volunteer hours

...byDesign

Diane M. Randell & Associates

Facilitating Organizational Development, Planning and Systems

Phone: (403)915-7873

Email: randdi2@icloud.com

OVERVIEW

...byDesign and Diane M. Randell is pleased to submit this proposal for services to support The Town of Pincher Creek and the MD of Pincher Creek in achieving its goal(s) to build a 'youth friendly' community through the identification of the assets, service gaps and needs of the youth. This can be accomplished by giving youth a voice within a safe and supportive environment. A Youth Forum is an organized event that gives the youth the chance to express their ideas, opinions and needs to decision makers, community organizations and other leaders that influence a positive community environment.

Objectives of the Forum

- Provide an opportunity for the urban and rural youth to gather, identify and consider possibilities
- Create opportunities for the youth to participate in a forum that is focused on their strengths, needs and discuss possibilities that would improve youth engagement and community inclusion
- Identify youth focused recommendations for consideration by the Town of Pincher Creek, M.D. of Pincher Creek, youth and the community

The Opportunity

In consultation with L. Rideout and through a strength-based approach of youth engagement, ownership and strategic outcomes, the following goals are identified:

- Goal #1: Engage youth to identify community assets, gaps and the needs of youth through broad feedback solicited from students in the schools
- Goal #2: Integrate the student feedback in the Youth Forum process
- Goal #3: Promote the value of youth strength-based involvement in civic engagement and a designed planning process
- Goal #4: Develop and present the outcomes of the Youth Forum and recommendations for strategic action to the Councils, community leaders, agencies and fellow youth.

THE PROPOSAL

The Town of Pincher Creek and the MD of Pincher Creek has a well-deserved reputation to continuously meet the needs of the community from an economic, social and environmental perspective. It is within these valued principles that this proposal is focused on providing the Councils with youth driven perceptions and recommendations to further improve opportunities for building a strong future for all people. Through their views, it is anticipated the youth will

identify what is needed to build and strengthen a community that welcomes and supports youth and young adults to be successful, experience a sense of belonging and safety and benefit from a strong diversified economy.

It is our experience that when youth are provided an opportunity to share their vision of community based on their perception of the assets and needs, good things happen for everyone. Youth have a voice and through opportunities like the Youth Forum, they will grow and develop to be the future community leaders. Providing them with an opportunity to gather, participate, lead initiatives as well as offer their perspectives results in a community of inclusion, understanding and respect; further supporting the health, well being and safety of the community.

Execution Strategy

A Youth Forum provides a structured platform to launch an opportunity for youth to express their ideas, opinions and needs to decision makers, leaders and other youth. The purpose of the forum is to inform and set direction. The execution strategy is grounded in evidence-based practice of community engagement and consultation. Following is a description of the community youth engagement process and a proposed timeline of events leading up to and including the Youth Forum. Based on previous experience, youth become engaged when they have a voice, a safe respectful forum within which they can share their values, beliefs, needs, strengths. The role of adults and the facilitator is to listen carefully and to consider how their ideas and opinions can be maximized and incorporated into community planning.

Following is a description of our project methods, including how the project will be developed, a proposed timeline of events, and reasons for why we suggest developing the project as described.

Project Deliverables

Following is a complete list of all project deliverables:

Deliverable	Description
Develop a community and youth focused plan and strategy for a Youth Forum	Planning a Youth Forum requires diligence and awareness of the needs and expectations of the youth, the Town and MD of Pincher Creek, youth serving agencies, schools and Community Services. Prior to the Forum, feedback from the youth will be gathered through a "Blackboard" exercise responding to a question for the youth regarding needs, assets and gaps in community. Identify 4 youth to assist with the planning.
Facilitate the Youth Forum that is inclusive, youth focused and results in a "go forward" engagement and plan	The facilitation of the Youth Forum will be a dynamic process t focused on the assets and the needs of the youth (including a summary of the feedback from the youth population). Youth participants will be provided the opportunity, through a guided process, to share their perceptions of the youth related issues in the community and recommend possibilities and opportunities to grow support a 'youth friendly" community.
A Youth Forum Report and Summary of the Proceedings, Recommendations and future Action Plan	Following the Youth Forum, a summary of proceedings and the youth focused recommendations will be presented to the Town and MD of Pincher Creek. This will include support and development of a youth presentation to each Council as required.

Timeline

Key project dates are outlined below. Dates are best-guess estimates and are subject to change until a contract is executed.

Description	Start Date	End Date	Duration
Project Start	March 11, 2019	June 30, 2019	17 weeks
Initial Consultation with La Vonne Rideout, Director Community Services, Town of Pincher Creek regarding Youth Forum	March 11, 2019	March 20, 2019	3 hours
Development of Proposal	March 11, 2019	March 20, 2019	8 hours
Plan the Youth Forum process in consultation with LaVonne Rideout, Elected Officials as requested and School Liaisons and youth following the proposal presentation to Town Council	March 25, 2019	April 12, 2019	14 hours
Phase One: Planning Complete	March 11, 2019	April 12, 2019	25 hours
Set-up of the Facility	April 12, 2019	April 12, 2019	2 hours
Facilitation of the Youth Forum. Debriefing, Evaluation and tear down to follow	April 13, 2019	April 13, 2019	10 hours
Phase Two: Youth Forum Complete			
Follow-up and Evaluation	April 13, 2019	April 30, 2019	3 hours
Development of Summary of Proceedings, Report and Recommendations	April 14, 2019	April 30, 2019	4-6 hours
Support Release of the Report (as requested) and Presentation to Elected Officials (as requested)	April 30, 2019	June 30, 2019	3 hours
Phase Three: Summary and Report of Youth Forum including recommendations: Complete			June 30, 2019
Project Complete			June 30, 2019

Supplied Material and Resources

The following materials are to be supplied by The Town of Pincher Creek and the MD of Pincher Creek for this project. For ...byDesign and Diane M. Randell to meet the above milestones, the following supplies, meeting(s) and materials are required

Materials to be supplied by The Town of Pincher Creek and the MD of Pincher Creek	Due Date*
Booking of Facility, Tables and Chairs	Immediately
Flip Charts and Markers (Schools and Forum)	April 1 and 12, 2019
Participate in a planning meeting prior to the Forum	Week of April 1
Meals, snacks and refreshments	April 13, 2019
Publication of printed materials and final report(s)	April 10-June 30, 2019

ANTICIPATED RESULTS

Benefits

As a result of the Youth Forum, it is anticipated the youth, community leaders and agencies and civic governance bodies will have a shared understanding of the following outcomes:

- Result #1: Identification of the community's current youth assets and needs as voiced by the youth stakeholders
- Result #2: Articulation of the existing gaps between the community assets and needs of the youth
- Result #3: Strategic and Action Plan (based on the assets, gaps and needs) with recommendations to strengthen the building of an inclusive community for all youth.
- Result #4: Opportunity for community leaders to listen to what youth say and to consider how their ideas and opinions can be maximized and integrated in community planning.

COST

The following table outlines the cost of the proposed services. These prices are valid for 60 days.

Services	Price
Planning and Development of Resources and Planning	
Feedback from youth in preparation of the Forum	
Facilitation of the Youth Forum	
Follow-up, Evaluation and Report Writing	
Mileage and Expenses	
Total Services	\$1,300.00

Disclaimer: The prices listed in the preceding table are an estimate for the services discussed. This summary is not a warranty of final price. Estimates are subject to change if project specifications are changed or costs for outsourced services change before a contract is executed.

QUALIFICATIONS

...byDesign and Diane M. Randell is continually proven to be an industry leader for community engagement and facilitation in the in the following ways:

- Broad experience in leadership positions including health care, consulting services, evaluation and continuous improvement and municipal administration implementing Social Policy.
- Professional development and experience focusing on organizational development, planning, systems design and continuous improvement
- Extensive practical experience in group dynamics, facilitation, civic and community engagement and facilitation
- Experience in the facilitation of Youth Forums and development and ongoing support of a Youth Council.

CONCLUSION

It is noted that truly effective youth programs and services are the result of high levels of youth involvement – not just as recipients of services, but as valuable resources who give program direction. When youth have a voice – a voice that's heard and acted on by adults – they have the power to change their world for the better. (ACT)

...byDesign looks forward to working with the youth and The Town of Pincher Creek and the MD of Pincher Creek in supporting your efforts to strengthen the assets and further meet the needs of the youth in your community. You are to be commended on your leadership and support of a youth focused approach to build an inclusive community for all people as well as an integrated approach between Councils. We are confident we can implement this proposal within the time frame presented and to work through any challenges and opportunities that present themselves to fulfill the purpose of the Forum and their recommendations to move forward. This consulting and facilitation service are experienced in working with youth within the construct of municipal governance and the broader community.

If you have questions on this proposal, feel free to contact Diane Randell at your convenience by email at randdi2@icloud.com or by phone at (403) 915-7873. I look forward to following up with you regarding this proposal within the next week

Thank you for your consideration,

Diane M. Randell
...byDesign

**CITY OF LETHBRIDGE YOUTH ADVISORY COUNCIL
TERMS OF REFERENCE**

1. Name and Type of Committee

Youth Advisory Council

2. Statement of Purpose

The Youth Advisory Council exists to foster a relationship between Lethbridge City Council and the youth of the City of Lethbridge. We will accomplish this through:

Advocacy, Education, and Engagement.

3. Duties and Responsibilities

- i. Act in an advisory capacity to City Council, the City of Lethbridge and community partners on issues relevant to youth and the community.
- ii. Conduct relevant research and consultation that addresses current, emerging and future concerns of Lethbridge youth.
- iii. Provide a forum to address and discuss concerns that affect youth in Lethbridge. Provide regular updates on activities, respond to inquiries, forward recommendations, and raise awareness of issues affecting youth to City Council

4. Composition and Appointments

a) Voting Members

- i. Nine (9) community youth representatives between the ages of 14 and under 25 at the time of appointment or renewal. Membership should reflect the diversity of youth in the community.
- ii. One (1) representative appointed by both the Lethbridge College Students Association and the University of Lethbridge Students Union. These representatives shall be ratified by City Council and will be exempt from the age requirement.
- iii. Total: Eleven (11) voting Youth Advisory Council members

b) Non-Voting Members

- i. City of Lethbridge to provide ongoing administrative support and assistance.

c) Process and/or designation of Chair and Vice-Chair

- i. The Chair will be appointed by the voting members of the Youth Advisory Council at the beginning of each year. This is a one (1) year term, with an option for renewal up to a maximum term up to two (2) years.
- ii. The Vice-Chair will be appointed by the voting members of the Youth Advisory Council at the beginning of each year. This is a one (1) year term, with an option for renewal up to a maximum term up to two (2) years.
- iii. The Chair or Vice-Chair will preside at every meeting and shall vote on all questions submitted.

d) Sub Committees

The Youth Advisory Council may establish sub-committees to examine, report, and take action, which is consistent with the Youth Advisory Council Strategic Plan and Terms of Reference.

- i. The Chair of any such sub-committee shall be a member of the Youth Advisory Council;
- ii. Sub-committees may recruit interested members of the community to assist in executing the assigned tasks of such sub-committee; and
- iii. Sub-Committee meetings may be called at the request of the Chair of the sub-committee.

5. Term of Appointment

To be appointed by City Council for a one-year term with an option for renewal up to a maximum term of six years.

6. Quorum/Meeting Frequency

- i. A quorum of the Committee is a majority of the voting members.
- ii. Meetings will be held on the Third Thursday of every month from 5:00 P.M. – 7:00 P.M.

7. Support (Financial and/or Staff)

- a) Meeting room with access to a computer

b) Financial

1. Start up and operational meeting expenses
2. Outreach and professional development opportunities

c) Administrative support

1. Email and mail services
2. Agenda and minutes will be circulated at least two days prior to meetings by email

8. Reporting, Review and Evaluation

- i. Build a four (4) year Strategic Plan, including goals and actions to be taken by the Youth Advisory Council.
- ii. An annual review to evaluate the impact and achievements of the strategic plan of the Youth Advisory Council will be conducted at the first November meeting of each year.
- iii. Conduct a review of the Terms of Reference annually in November.



YOUTH ADVISORY COUNCIL

Approved by City Council:

Derek St. Jean
Liberty Charissage
Chloe Devoy
Dorothy Graham, Chair
Grace Forster, Vice-Chair
Sinéad Siever
Bailey Kester
Christopher Jochem
Declan Sander

Appointment Date

January 2014
January 2015
April 2017
September 2017
October 2017
January 2018
January 2019
January 2019
January 2019

Expiry Date

December 31, 2019
December 31, 2019
December 31, 2019
December 31, 2019
December 31, 2019
December 31, 2019
December 31, 2019
December 31, 2019
December 31, 2019

Ratified by City Council:

University of Lethbridge Representative: Victoria Schindler
Lethbridge College Representative: Connor Frizzley

Expiry Date

Dec. 31, 2019
Apr. 30, 2019

Ryan Westerson, Legislative Services Assistant 403-320-4741

Terms of Reference revised: September 2013, January 2018, March 2019

Membership:	<p><u>Voting Members:</u></p> <ol style="list-style-type: none"> 1. Nine (9) public members, between the ages of 14 and under 25; 2. One (1) representative from the University of Lethbridge Student's Union and one (1) representative from the Lethbridge College Student's Association to be ratified by City Council – exempt from the age requirement. 3. One (1) year terms to six (6) year maximum. 4. A member is disqualified from the Committee if the member has three unexcused absences annually from regular meetings
Mandate:	<p>The Youth Advisory Council exists to foster a relationship between Lethbridge City Council and the youth of the City of Lethbridge. We will accomplish this through: Advocacy, Education and Engagement.</p> <ul style="list-style-type: none"> • Act in advisory capacity to City Council, the City of Lethbridge and community partners on issues relevant to youth. • Conduct relevant research and consultation that addresses current, emerging and future concerns of Lethbridge youth. • Provide regular updates on activities, respond to inquiries, forward recommendations and raise awareness of issues affecting youth to City Council.
Meetings Held:	<p>Held: Third Thursday of the month at 5:00 PM (1.5 to 2 hours) Location: City Hall, Culver City Meeting Room</p>
Contact:	<p>Office of the City Clerk: 403-329-7383</p>
Requirements:	<p>Ability to work well in a team environment</p>

HERITAGE
Acres
Farm Museum

B2
RECEIVED
MAR 19 2019
M.D. OF PINCHER CREEK

March 19, 2019

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

Dear Reeve Hammond and Council:

This year we will be celebrating Massey Harris farm equipment and recognizing the significant impact this Canadian Company had on prairie agriculture. Further, we are very excited to host the RCMP Musical Ride for two shows on Saturday, July 27th.

We are writing to request the following for our annual show on July 26th, 27th, and 28th:

- The provision of a water truck and operator for the three days of the event.
- Further, we are requesting that the MD and the Town of Pincher Creek sponsor a dinner on Friday evening that will host the Musical Ride members, local RCMP officers (current and retired), local EMS members, municipal officials, and event volunteers. Family members of the stated participants will also be invited. We anticipate that the sponsorship will amount to \$1,750 for each municipal entity.

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

Sincerely,



Mark Barber
Executive Director

Heritage Acres
Box 2496
Pincher Creek, Alberta
T0K 1W0

Phone: 403-627-2082

**MINUTES
PUBLIC HEARING
Municipal District of Pincher Creek No. 9
Bylaw No. 1298-18
Tuesday, February 26, 2019
1:00 pm
MD Council Chambers**

In order to receive public input on proposed Bylaw No. 1298-19, a Public Hearing, conducted by the Council of the Municipal District of Pincher Creek No. 9, was held on Tuesday, February 26, 2019, in the Council Chambers of the Administration Building.

In attendance:

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

Staff: Interim Chief Administrative Officer Sheldon Steinke, Chief Administrative Officer Nominee Troy MacCulloch, Director of Development and Community Services Roland Milligan, Director of Finance Meghan Dobie, and Executive Assistant Tara Cryderman

1. Call Public Hearing to Order

The Public Hearing was called to order, the time being 1:00 pm.

2. Advertising Requirement

This Public Hearing has been advertised in accordance with Section 606 of the *Municipal Government Act*. This Public Hearing was advertised in the Pincher Creek Echo on February 13, 2019 and February 20, 2019, as well as the MD website and MD Social Media pages.

3. Purpose of Public Hearing

The purpose of this Public Hearing is to receive public input on proposed Bylaw No. 1298-19.

The purpose of 1298-19 is to divide class 2 Non-Residential property assessment into Sub-classes for taxation purposes.

4. Overview of Bylaw No. 1298-19

Interim Chief Administrative Officer Sheldon Steinke spoke to Bylaw No. 1298-19.

5. Correspondence and Presentations

a. Verbal

Reeve Hammond asked if any audience members wished to make a presentation at this time. No one indicated their desire to speak.

b. Written

No further written submissions were received.

6. Closing Comments / Further Questions

There was no further discussion.

7. Adjournment

Councillor Quentin Stevick moved to adjourn the Public Hearing, the time being 1:02 pm.

Reeve

Interim Chief Administrative Officer

DRAFT

**MINUTES
COUNCIL COMMITTEE MEETING
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
Tuesday, March 12, 2019; 9:00 am**

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

Staff: Chief Administrative Officer Troy MacCulloch, Sheldon Steinke, Public Works Superintendent Stu Weber, Director of Development and Community Services Roland Milligan, Director of Finance Meghan Dobie, and Executive Assistant Tara Cryderman

Also: Leo Reedyk

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 March 12, 2019, be approved as presented.

Carried

2. Closed Meeting Session

Councillor Bev Everts

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

- Public Works Call Log – FOIP Section 17
- Beaver Mines Waste Water Treatment – FOIP Section 16

Carried

Councillor Quentin Stevick

Moved that Council open the Committee Meeting to the public, the time being 10:25 am.

Carried

3. MSI Memorandum of Agreement

There were no issues with authorizing this agreement. This agreement will be added to the Council Agenda for March 12, 2019.

4. Grant Application for Fire Services Training Program

Discussion occurred as to the number of training programs offered.

There were no issues with authorizing this agreement. This agreement will be added to the Council Agenda for March 12, 2019.

5. Round Table Discussion

Division 1

- Distribution of RMA Convention / Agenda Package

Division 2

- When is Sheldon's final day with the MD? This will be March 29, 2019

Division 3

- Probationary projects for CAO
- Special Council Meeting – March 21, 2019

6. Adjournment

Councillor Quentin Stevick

Moved that the Committee Meeting adjourn, the time being 10:58 am.

Carried

MINUTES
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
COUNCIL MEETING
MARCH 12, 2019

9107

The Regular Meeting of Council of the Municipal District of Pincher Creek No. 9 was held on Tuesday, March 12, 2019, at 1:00 pm, 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 Chief Administrative Officer Troy MacCulloch, Sheldon Steinke, Public Works Superintendent Stu Weber, Director of Development and Community Services Roland Milligan, Director of Finance Meghan Dobie, and Executive Assistant Tara Cryderman

Reeve Brian Hammond called the Council Meeting to order, the time being 1:00 pm.

A. ADOPTION OF AGENDA

Councillor Terry Yagos 19/109

Moved that the Council Agenda for March 12, 2019, be amended, the amendments as follows:

Addition to G4f - MSI Memorandum of Agreement;
 Addition to G4g - Grant Application for Fire Service Training Program;
 Addition to G4h - Genesis Reciprocal Insurance Exchange;

And that the agenda be approved, as amended.

Carried

B. DELEGATIONS

1. Hamlet of Beaver Mines Waste Water Option

Tom Judd appeared as a delegation to speak to an option for the Hamlet of Beaver Mines Waste Water.

Mr. Judd proposed a septic tank and field system. One benefit is that a septic tank could be pumped into a septic field.

The odour of this system is minimal.

Future growth of a septic field was mentioned.

Maintaining the septic field was explained.

Geo Thermal technology was also mentioned.

C. MINUTES

1. Council Committee Meeting Minutes

Councillor Quentin Stevick 19/110

Moved that the Council Committee Meeting Minutes of February 26, 2019, be approved as presented.

Carried

2. Council Meeting Minutes

Councillor Terry Yagos 19/111

Moved that the Council Meeting Minutes of February 26, 2019, be amended, the amendment being:

Minutes
 Regular Council Meeting
 Municipal District of Pincher Creek No. 9
 March 12, 2019

Correction of “Ad Hoc Art Committee” to Resolution No. 19/089;

And that the minutes be approved as amended.

Carried

3. Special Council Meeting Minutes

Councillor Rick Lemire 19/112

Moved that the Special Council Meeting Minutes of March 5, 2019, be approved as amended.

Carried

D. BUSINESS ARISING FROM THE MINUTES

There was no business arising from the minutes to discuss.

E. UNFINISHED BUSINESS

Nil

F. COMMITTEE REPORTS / DIVISIONAL CONCERNS

1. Councillor Quentin Stevick – Division 1
 - a) Agriculture Service Board
 - Minutes of February 7, 2019
 - b) Deadstock Initiative Meeting
 - c) Upcoming Coffee with Council / Meet and Greet with CAO
 - d) Library Conference
 - e) Emergency Services Annual Awards Night
 - f) Annual General Meeting – Crowsnest / Pincher Creek Landfill
 - g) Shell Waterton Liaison Officer
2. Councillor Rick Lemire – Division 2
 - a) Retirement Party – Diane Burt Stuckey
3. Councillor Bev Everts– Division 3
 - a) Family and Community Support Services (FCSS)
 - Minutes of February 19, 2019
 - b) Agriculture Service Board – Alternative Land Use Services (ALUS) Project
 - c) Intermunicipal Development Plan Meeting – Crowsnest / MD
 - d) Alberta SouthWest Meeting
 - Destination Tourism
 - e) Oldman River Regional Services Commission
4. Reeve Brian Hammond - Division 4
 - Nothing to report
5. Councillor Terry Yagos – Division 5
 - a) Intermunicipal Development Plan Meeting – Crowsnest / MD
 - b) Lundbreck Citizens Council
 - Clearing of the railway tracks into the Hamlet of Lundbreck

Councillor Quentin Stevick 19/113

Moved that the committee reports be received as information.

Carried

Minutes
 Regular Council Meeting
 Municipal District of Pincher Creek No. 9
 March 12, 2019

G. CHIEF ADMINISTRATIVE OFFICER'S (CAO) REPORTS

1. Operations

a) Operations Report

Councillor Bev Everts 19/114

Moved that the Operations report for the period dated February 21, 2019 to March 7, 2019, as well as the Call Logs, be received as information.

Carried

2. Planning and Development

a) Chinook Intermunicipal Subdivision and Development Appeal Board Bylaw No. 1302-19

Councillor Terry Yagos 19/115

Moved that Bylaw No. 1302-19, being the bylaw to establish the Chinook Intermunicipal Subdivision and Development Appeal Board, be given first reading.

Carried

Chinook Intermunicipal Subdivision and Development Appeal Board Bylaw No. 1302-19

Councillor Quentin Stevick 19/116

Moved that Bylaw No. 1302-19, being the bylaw to establish the Chinook Intermunicipal Subdivision and Development Appeal Board, be given second reading.

Carried

Chinook Intermunicipal Subdivision and Development Appeal Board Bylaw No. 1302-19

Councillor Bev Everts 19/117

Moved that Bylaw No. 1302-19, being the bylaw to establish the Chinook Intermunicipal Subdivision and Development Appeal Board, be presented for third reading.

Carried Unanimously

Chinook Intermunicipal Subdivision and Development Appeal Board Bylaw No. 1302-19

Councillor Rick Lemire 19/118

Moved that Bylaw No. 1302-19, being the bylaw to establish the Chinook Intermunicipal Subdivision and Development Appeal Board, be given third and final reading.

Carried

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b) Agreement for Chinook Intermunicipal Subdivision and Development Appeal Board

Councillor Terry Yagos 19/119

Moved that Council authorize the Reeve and Chief Administrative Officer to enter into an Agreement for the Chinook Intermunicipal Subdivision and Development Appeal Board, between the Oldman River Regional Services Commission (ORRSC) and the MD of Pincher Creek No. 9.

Carried

c) Continued Participation in Alberta Utilities Commission (AUC) Proceeding No. 23377 – Windy Point Wind Farm

Councillor Bev Everts 19/120

Moved that Council direct Administration to register as an Observer in the AUC Proceeding No. 23377, being the Windy Point Wind Park Amendment, to reiterate the concerns regarding synchronized flash tower lighting.

Carried

d) Town of Pincher Creek Notice of Municipal Development and Subdivision Authority Meeting – Application #19-D0006

Councillor Quentin Stevick 19/121

Moved that the Notice of Municipal Development and Subdivision Authority Meeting for Application #19-D0006, from the Town of Pincher Creek, be received as information;

And that Council for the MD of Pincher Creek has no concerns with Application #19-D0006, for the proposed Duplex to be constructed on Lots 52-53, Plan 5690S; 995 Dupuy Street, within the Town of Pincher Creek.

Carried

3. Finance

Nil

4. Municipal

a) Administration Staff Policy

Councillor Terry Yagos 19/122

Moved that the Municipal District of Pincher Creek No. 9 Compensation Philosophy and the Municipal District of Pincher Creek No. 9 2019 Salary Grid for Administration Staff, be adopted as presented.

Carried

b) Invitation to Host Winter or Summer Games

Councillor Terry Yagos 19/123

Moved that the letter, from Minister Ricardo Miranda, regarding the invitation to host the 2022 Winter or 2022 Summer Games, be received as information.

Carried

c) Invitation to Attend Regional Transportation Visioning Workshop

Councillor Quentin Stevick 19/124

Moved that any Councillors wishing to attend the Regional Transportation Visioning Workshop, scheduled for March 22, 2019 at the Town of Pincher Creek Council Chambers, be authorized to do so.

Carried

d) Federation of Canadian Municipalities (FCM) Conference

Councillor Rick Lemire 19/125

Moved that Reeve Brian Hammond be authorized to attend the FCM Conference, scheduled for May 30 – June 2, 2019, in Quebec City.

Carried

e) Chief Administrative Officer's Report

Councillor Quentin Stevick 19/126

Moved that Council receive for information, the Chief Administrative Officer's report for the period of February 22, 2019 to March 7, 2019, as information.

Carried

f) Municipal Sustainability Initiative (MSI) Memorandum of Agreement -

Councillor Terry Yagos 19/127

Moved that Council authorize the Reeve and Chief Administrative Officer to sign the Memorandum of Agreement between Her Majesty the Queen and the MD of Pincher Creek No. 9, signed by Minister Shaye Anderson on February 14, 2019.

Carried

g) Grant Application for Fire Service Training Program

Councillor Terry Yagos 19/128

Moved that Council authorize the Reeve and Chief Administrative Officer to sign the Conditional Grant Agreement for the Fire Service Training Program 2018/2019.

Carried

h) Genesis Reciprocal Insurance Exchange Annual General Meeting

Councillor Terry Yagos 19/129

Moved that the information regarding the Genesis Reciprocal Insurance Exchange Annual General Meeting, be received as information.

Carried

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 Municipal District of Pincher Creek No. 9
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H. CORRESPONDENCE

1. For Information

a) Informational Correspondence

Councillor Bev Everts 19/130

Moved that Council receive the following documents as information:

- Letter from Town of Pincher Creek, dated February 20, 2019
- Email from Rural Municipalities of Alberta (RMA), dated February 26, 2019
- Highway #3 Twinning Development Association, Minutes of February 1, 2019
- Email from Land Solutions, dated March 4, 2019, with accompanying letter
- Letter from Alberta Electrical System Operator (AESO), dated February 25, 2019, with newsletter
- Drywood Expansion Power Plant Connection information, from AESO, dated February 2019
- Welsch Wind Farm Connection Project Cancellation from AltaLink, dated February 19, 2019
- Project Update from AltaLink, dated March 6, 2019

Carried

I. CLOSED MEETING SESSION

Councillor Quentin Stevick 19/131

Moved that Council close the Council Meeting to the public for discussions regarding the following, the time being 2:33 pm:

- Letter of Demand – FOIP Section 17 and FOIP Section 24

Carried

Councillor Terry Yagos 19/132

Moved that Council open the Council Meeting to the public, the time being 2:52 pm.

Carried

J. NEW BUSINESS

There was nothing added as new business.

K. ADJOURNMENT

Councillor Terry Yagos 19/133

Moved that Council adjourn the meeting, the time being 2:53 pm.

Carried

REEVE

CHIEF ADMINISTRATIVE OFFICER

Recommendation to Council

TITLE: DELEGATION PRESENTATION			
PREPARED BY: Troy MacCulloch		DATE: March 21, 2019	
DEPARTMENT: Administration			
Department Supervisor		Date	ATTACHMENTS: 1. Email, dated March 5, 2019
APPROVALS:			
_____	_____	 CAO	21 Mar. 19 Date
Department Director	Date	CAO	Date
RECOMMENDATION:			
<p>That the email from Tom Judd, dated March 5, 2019, and the delegation presentation of March 12, 2019, be received as information.</p>			
BACKGROUND:			
<p>Tom Judd attended the March 12, 2019 Council meeting to present an alternate wastewater option for the Hamlet of Beaver Mines.</p>			
<u>FINANCIAL IMPLICATIONS:</u>			
<p>None at this time.</p>			

MDInfo

From: Judd, Adam (Calgary) <Adam.Judd@intl.cnoocLtd.com>
Sent: Tuesday, March 5, 2019 10:44 AM
To: MDInfo; Dad (poptom1@yahoo.ca)
Subject: Request to Present to MD

Attention: Tara Cryderman

To: Municipal District of Pincher Creek Council

I, Tom Judd, am requesting time with Council to present an alternate opportunity for further investigation, for the Hamlet of Beaver Mines Waste Water options.

My proposal is that a septic tank and field system would be of higher value than current options being investigated. The following points should be considered:

- A closed subsurface distribution system treats the required effluent constituents more efficiently due to significantly lower total volumes of (no rain or snow melt to treat) and lower cost to operate
- Lower initial capital investment in way of less land base (less total acres) and construction costs (14 000 gallons/day treated in approximately 1 acre (40 000sq. feet) of suitable level, soil types. Lagoon versus septic field costs savings of potentially 25% (to be validated by certified personal)
- Modularization of this design allows for easy expansion (add legs and surface area to the septic field) of the system as populations grow with further benefits of:
 - Cost to user relationship (those using it pay for installation now, those requiring it in the future pay for expansion)
- Potentially suitable land available SW 24-6-2-W5
- Lower risk exposure with subsurface closed system vs. lagoon and irrigation treatment (limits exposure to human and environmental interface) or breach of lagoon


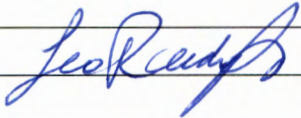
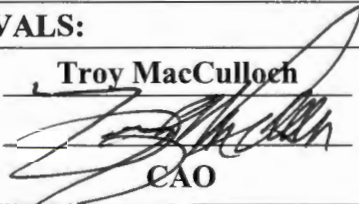
Respectfully,

Tom Judd

MD Resident

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Administration Guidance Request

TITLE: BEAVER MINES WASTEWATER TREATMENT OPTIONS REVIEW			
PREPARED BY: Leo Reedyk		DATE: March 17, 2019	
DEPARTMENT: Operations			
		ATTACHMENTS:	
Department Supervisor	Date	1.	
APPROVALS:			
	March 21, 2019	 Troy MacCulloch	21 Mar. 19
Department Director	Date	CAO	Date

REQUEST: That Council provide direction to Administration on the preferred option to use to treat Beaver Mines wastewater.

BACKGROUND:

At their November 13, 2018 meeting Council passed a resolution to direct Administration to enter into a memorandum of agreement with regards to securing the preferred site location for the Beaver Mines Wastewater System.

At their March 12, 2019 meeting, after reviewing information provided, Council requested a review of the Pro's and Con's of options proposed to date for Beaver Mines wastewater treatment.

For the purpose of this report the options being reviewed are arranged in order of increasing costs including land costs:

1. Lagoon and irrigation at Beaver Mines was projected to cost \$5,815,005 in November 2018;
2. Regional Sanitary Force main to Cowley was projected to cost \$6,490,000 in February 2018;
3. Regional Sanitary Force main to Lundbreck was projected to cost \$6,570,000 in February 2018;
4. Mechanical Treatment plant at Castle River was projected to cost \$6,680,000 in November 2018;
5. Lagoon at Castle River, including land was projected to cost \$7,090,210 in November 2018;
6. Regional Sanitary Force main to Pincher Creek was projected to cost \$7,370,000 in February 2018.

The following analysis is intended to provide Council with an overview of identified Pro's and Con's of each option. Although not an exhaustive list, it is intended to stimulate discussion and find common ground.

The Pro's and Con's presented are in random order with no inferred priority.

Administration Guidance Request

1. Lagoon and Irrigation at Beaver Mines - \$5,815,005 (including land cost)

As of March 21, 2019 it is felt that this is no longer an option as development permits taken out on adjacent properties would preclude this option from Alberta Environment approval.

Pro's	Con's
<p>This is the lowest cost option presented in this package.</p> <p>It is the closest potential facility to the Hamlet and has the lowest energy requirement for pumping/transferring the wastewater.</p>	<p>Since the site was first considered, two adjacent land owners have come forward with development applications that have prevented the lagoon from being constructed at its proposed location without Alberta Environment waiver approval. Given that construction has not yet started, approval may be difficult to obtain.</p>
<p>With this option there will be no visible lagoon infrastructure from highways, in that the lagoon surface is projected to sit at the top of a ridge. The irrigation system will be visible, especially when irrigation is underway.</p>	<p>Neighboring property owners, both adjacent and down slope have indicated their objection to the project proceeding.</p>
<p>Effluent from this parcel is intended to be used for irrigation, thus minimizing the reliance of discharging to a water body on an annual basis.</p>	<p>Disposal of treated effluent through an irrigation system increases the operating costs of a lagoon system.</p>
<p>This option has the shortest force main of all options reducing effluent residence time in the pipeline. This has the added benefit of reducing the ongoing operational costs and challenges associated with pre-treating effluent at source compared to other force main alternatives.</p>	<p>Perceived drop in property value of adjacent properties.</p>
<p>This project has the lowest land cost per acre.</p>	<p>Another wastewater lagoon in the region.</p>
<p>This is the only option presented that intends to irrigate effluent and only discharge to a receiving water body when the irrigation option is unavailable. Potential once annual discharges to a water body can be controlled and scheduled to minimize downstream impacts.</p>	
<p>This site is the most geotechnically suitable for a lagoon reviewed to date.</p>	
<p>The treatment system would be entirely MD controlled without influence/conditions from other municipalities.</p>	
<p>No major river crossings required.</p>	

Administration Guidance Request

2. Regional Sanitary Force Main to Cowley - \$6,490,000

Pro's	Con's
This is the second lowest cost option presented in this package. This is the lowest cost regional force main alternative.	This option has the second longest force main of all options increasing the effluent residence time in the pipeline. This has the added con of increasing the ongoing operational costs and challenges of pre-treating effluent at source for odor control.
It may be possible for this project to be built entirely within road right of ways if necessary.	The requirement to upgrade the existing Cowley lagoon is included in the project cost.
Working with the Village of Cowley may provide for additional grant opportunities. Potential for increased inter-municipal cooperation.	When the Cowley lagoon reaches its effluent limit, the municipality doing the expansion would be responsible for expansion costs.
There would not be a net increase in the number of wastewater lagoon systems in the region if the use of an existing lagoon system is maximized.	The annual discharge from the Cowley lagoon system is into the Oldman Dam Reservoir in the Castle River reach, East and downstream of the Regional Water System intake.
<p>The Village of Cowley Council has already agreed to most of the terms of the use of its lagoon system.</p> <p>The Village has requested minor upgrades to their lagoon system be incorporated into the project.</p>	Due to alignment and topography of potential alignments, a single complex lift station or two lift stations are likely required. Odor control would likely be required at all facilities due to potential residence times.
<p>No new perceived drop in property values as this is an existing lagoon.</p> <p>Cowley's lagoon system has more extra capacity than the Hamlet of Lundbreck's lagoon.</p>	A major river crossing with a force main carrying wastewater is required.
There will likely be less public concern for a regional sanitary force main than a new wastewater treatment system.	

Administration Guidance Request

3. Regional Sanitary Force Main to Lundbreck - \$6,570,000

Pro's	Con's
Municipal District has control of the lagoon system.	Any changes to the Lundbreck wastewater lagoon system will require an alternate discharge location or easements be obtained from existing impacted landowners. Costs included in total.
There would not be a net increase in the number of wastewater lagoon systems in the region if the use of an existing lagoon system is maximized.	Difficult routing for a force main to be constructed over.
No new perceived drop in property values as this is an existing lagoon.	The annual discharge from the Lundbreck lagoon system is into the Oldman Dam reservoir in the Crowsnest River reach, West and upstream of the Regional Water System intake.
It may be possible for this project to be built entirely within road right of ways if necessary.	Of the regional force main projects to an existing lagoon system, Lundbreck lagoon has the least capacity remaining
There will likely be less public concern for a regional sanitary force main than a new waste water treatment system.	Due to alignment and topography of potential alignments, a single complex lift station or two lift stations are likely required. Odor control would likely be required at all facilities due to potential residence times.
	A major river crossing with a force main carrying wastewater is required.
	This option has the shortest force main of all options, however, effluent residence times are still a concern. This has the added con of increasing the ongoing operational costs and challenges of pre-treating effluent at source for odor control.

Administration Guidance Request

4. Mechanical Treatment Plant at Castle River - \$6,680,000 On Public Land

Pro's	Con's
This is the closest mechanical treatment plant site to Beaver Mines adjacent to a receiving water body.	This is the longest duration project, starting with a receiving stream analysis.
Provides an opportunity to provide tertiary levels of treatment.	A mechanical treatment plant is by far the most costly operational option presented in this package.
Potential for continuous discharge of effluent to the Castle River pending the results of a receiving stream analysis.	This mechanical treatment plant would be built adjacent to the Municipality's Castle River Rodeo Grounds and Campsite.
	Any wastewater system discharging into the Castle River will likely see increased public input.
	Lengthy approval process requiring a public notification period.

Administration Guidance Request

5. Lagoon at Castle River - \$7,090,210 (Including land cost)

Pro's	Con's
This is the closest lagoon site to Beaver Mines that is adjacent to a receiving water body.	This lagoon system would be built adjacent to the Municipality's Castle River Rodeo Grounds and Campsite.
A lagoon only wastewater treatment plant has the lowest operational cost of any treatment system.	This project has the highest value land costs.
Second shortest force main alternative with no major river crossings required.	Any wastewater system discharging into the Castle River will likely see increased public input.
	Potential high visibility from campground and highway.

Administration Guidance Request

6. Regional Sanitary Force main to Pincher Creek - \$7,370,000

Pro's	Con's
The Town of Pincher Creek has indicated that it would be beneficial for their lagoon processes to have additional water.	This is the highest cost option presented in this package.
There would not be a net increase in the number of wastewater lagoon systems in the region if the use of an existing lagoon system is maximized.	This option has the longest force main of all options increasing the effluent residence times are still a concern. This has the added con of increasing the ongoing operational costs and challenges of pre-treating effluent at source for odor control.
Working with the Town of Pincher Creek may provide for additional grant opportunities.	Due to alignment and topography of potential alignments, a single complex lift station or two lift stations are likely required. Odor control would likely be required at all facilities due to potential residence times.
The Town of Pincher Creek Lagoon system has the most capacity of existing regional lagoon systems.	Two major river crossing with a force main carrying wastewater are required.
The annual discharge from the Town of Pincher Creek lagoon system is into the Pincher Creek, below the Oldman River Dam.	
No new perceived drop in property values as this is an existing lagoon.	
There will likely be less public concern for a regional sanitary force main than a new wastewater treatment system.	
This project can be built entirely within road right of ways if necessary.	
The force main routing could pass adjacent to the Pincher Creek Airport and the Hamlet of Pincher Station and has future value.	

Administration Guidance Request

FINANCIAL IMPLICATIONS:

Varies depending on option chosen. Maximum grant funding for this project would be 66 to 75 % of eligible project costs, depending on acceptance by Provincial and or Federal grant programs.

Crowsnest - Pincher Creek Landfill Association
Financial Statements
For the year ended December 31, 2018

Crowsnest - Pincher Creek Landfill Association
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For the year ended December 31, 2018

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Management's Responsibility

To the Board of Directors of Crowsnest - Pincher Creek Landfill Association:

Management is responsible for the preparation and presentation of the accompanying financial statements, including responsibility for significant accounting judgments and estimates in accordance with Canadian public sector accounting standards for government not-for-profit organizations. This responsibility includes selecting appropriate accounting principles and methods, and making decisions affecting the measurement of transactions in which objective judgment is required.


In discharging its responsibilities for the integrity and fairness of the financial statements, management designs and maintains the necessary accounting systems and related internal controls to provide reasonable assurance that transactions are authorized, assets are safeguarded and financial records are properly maintained to provide reliable information for the preparation of financial statements.

The Board of Directors is composed primarily of Directors who are neither management nor employees of the Association. The Board is responsible for overseeing management in the performance of its financial reporting responsibilities, and for approving the financial information included in the annual report. The Board fulfils these responsibilities by reviewing the financial information prepared by management and discussing relevant matters with management and external auditors. The Board is also responsible for recommending the appointment of the Association's external auditors.

MNP LLP is appointed by the Board of Directors to audit the financial statements and report directly to them; their report follows. The external auditors have full and free access to, and meet periodically and separately with, both the Board and management to discuss their audit findings.

March 13, 2019


Management


Accountant



Independent Auditor's Report

To the Board of Directors of Crowsnest - Pincher Creek Landfill Association:

Opinion

We have audited the financial statements of Crowsnest - Pincher Creek Landfill Association (the "Association"), which comprise the statement of financial position as at December 31, 2018, and the statements of operations, changes in net assets, cash flows and the related schedules for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Association as at December 31, 2018, and the results of its operations, changes in net assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards for government not-for-profit organizations.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Association in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

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

In preparing the financial statements, management is responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Association or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Association's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.

- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Association to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Lethbridge, Alberta

March 13, 2019

MNP LLP


Chartered Professional Accountants


Crowsnest - Pincher Creek Landfill Association
Statement of Financial Position

As at December 31, 2018

	2018	2017
Assets		
Current		
Cash	541,028	438,354
Accounts receivable	258,557	417,635
Goods and Services Tax receivable	50,923	28,385
Prepaid expense	40,100	40,100
Current portion of term deposits (Note 3)	259,267	857,511
	1,149,875	1,781,985
Term deposits (Note 3)	1,020,509	718,794
Tangible capital assets (Schedule 1)	6,131,902	5,756,628
	8,302,286	8,257,407
Liabilities		
Current		
Bank indebtedness (Note 4)	207,141	-
Accounts payable and accruals	80,709	144,336
Government remittances payable	21,741	28,579
Current portion of long-term debt (Note 5)	120,480	117,013
Current portion of capital lease obligations (Note 6)	98,437	126,249
	528,508	416,177
Long-term debt (Note 5)	1,933,022	2,053,502
Capital lease obligations (Note 6)	-	98,437
Landfill closure and post-closure liability (Note 7)	1,739,731	1,656,368
	4,201,260	4,224,484
Commitments (Note 11)		
Net Assets		
Capital Fund	3,979,962	3,361,426
Operating Fund	61,064	631,497
Restricted Fund (Note 12)	60,000	40,000
	4,101,026	4,032,923
	8,302,286	8,257,407

Approved on behalf of the Board


 Director


 Director

The accompanying notes are an integral part of these financial statements

Crowsnest - Pincher Creek Landfill Association Statement of Operations

For the year ended December 31, 2018

	2018 Budget	2018	2017
Revenue			
Domestic and industrial waste disposal fees (Note 8)	2,250,000	2,669,921	2,004,921
Out of region disposal fees (Note 8)	150,000	270,319	241,378
Revenue from roll-off truck	175,000	180,124	163,209
Gain on disposal of tangible capital assets	-	160,548	14,750
Road maintenance fees	60,000	70,407	57,049
Investment income	44,000	32,222	33,182
Sale of scrap and miscellaneous	53,700	25,829	76,915
Revenue from rental bins	16,500	23,189	19,525
Freon disposal	10,000	11,385	9,641
Electronics recycling fees	8,000	7,340	9,022
Paint recycling incentive program	2,000	868	1,114
Grants	125,000	-	-
	2,894,200	3,452,152	2,630,706
Expenses			
Amortization	-	1,115,476	1,318,314
Salaries, wages and benefits	1,048,850	1,057,871	984,668
Tervita Corp. - 20% share	275,000	283,881	275,465
Fuel and oil	128,500	181,736	142,505
Repairs and maintenance - general	84,750	123,991	94,347
Repairs and maintenance - machinery and equipment	60,850	114,764	93,951
Landfill closure and post-closure provision	-	83,363	132,732
Insurance and licences	82,000	77,777	75,729
Interest on long-term debt	-	70,446	79,299
Monitoring	28,500	44,239	78,439
Office	36,500	41,811	41,132
Industrial waste expense	108,500	41,413	196,116
Utilities	41,000	40,647	36,552
Professional fees	36,000	31,775	36,939
Rental	2,500	27,918	-
Meetings	10,000	18,449	14,421
Litter control	37,000	9,989	34,443
Hazardous material disposal	8,500	9,095	9,838
Paint disposal expense	3,000	3,868	3,206
Repairs and maintenance - road	30,000	3,825	32,549
Site beautification	5,000	880	807
Land lease	800	750	800
Freon removal	500	395	-
Remediation materials	5,000	-	19,339
Bad debts	1,000	-	2,536
	2,033,750	3,384,049	3,704,127
Excess (deficiency) of revenue over expenses	860,450	68,103	(1,073,421)

The accompanying notes are an integral part of these financial statements

Crowsnest - Pincher Creek Landfill Association
Statement of Change in Net Assets

For the year ended December 31, 2018

	<i>Capital Fund</i>	<i>Operating Fund</i>	<i>Restricted Fund</i>	2018	2017
Net assets, beginning of year	3,361,426	631,497	40,000	4,032,923	5,106,344
Excess (deficiency) of revenue over expenses	-	68,103	-	68,103	(1,073,421)
Amortization of tangible capital assets	(1,115,476)	1,115,476	-	-	-
Purchase of tangible capital assets	1,658,202	(1,658,202)	-	-	-
Proceeds on disposal of tangible capital assets	(328,000)	328,000	-	-	-
Gain on disposal of tangible capital assets	160,548	(160,548)	-	-	-
Long-term debt repayments	117,013	(117,013)	-	-	-
Capital lease payments	126,249	(126,249)	-	-	-
Reserve wage fund	-	(20,000)	20,000	-	-
Net assets, end of year	3,979,962	61,064	60,000	4,101,026	4,032,923

The accompanying notes are an integral part of these financial statements

Crowsnest - Pincher Creek Landfill Association
Statement of Cash Flows

For the year ended December 31, 2018

	2018	2017
Cash provided by (used for) the following activities		
Operating		
Excess (deficiency) of revenue over expenses	68,103	(1,073,421)
Amortization	1,115,476	1,318,314
Landfill closure and post-closure provision	83,363	132,732
Gain on disposal of tangible capital assets	(160,548)	(14,750)
	1,106,393	362,875
Changes in working capital accounts		
Accounts receivable	159,078	(190,777)
Goods and Services Tax receivable	(22,538)	71,529
Prepaid expense	-	900
Accounts payable and accruals	(63,627)	(436,206)
Government remittances payable	(6,838)	1,276
	1,172,468	(190,402)
Financing		
Repayments of capital lease obligations	(126,249)	(120,764)
Repayment of long-term debt	(117,013)	(113,645)
Operating line of credit advances	655,752	-
Repayment of advances from operating line of credit	(448,611)	-
	(36,121)	(234,409)
Capital		
Purchases of tangible capital assets	(1,658,202)	(525,322)
Proceeds on disposal of tangible capital assets	328,000	200,000
	(1,330,202)	(325,322)
Investing		
Redemption of term deposits	318,655	713,728
Purchase of term deposits	(22,126)	(46,719)
	296,529	667,009
Increase (decrease) in cash resources	102,674	(83,124)
Cash resources, beginning of year	438,354	521,478
Cash resources, end of year	541,028	438,354

The accompanying notes are an integral part of these financial statements

Crowsnest - Pincher Creek Landfill Association

Notes to the Financial Statements

For the year ended December 31, 2018

1. Incorporation and nature of the organization

The Crowsnest - Pincher Creek Landfill Association (the "Association") is directed by a Board of Directors who are councilors from the Municipality of Crowsnest Pass, Village of Cowley, Town of Pincher Creek, and Municipal District of Pincher Creek #9, and operate to provide waste management services to the surrounding area.

2. Significant accounting policies

These financial statements are the representations of management, prepared in accordance with Canadian public sector accounting standards for government not-for-profit organizations including the adoption of the PS4200 series and include the following significant accounting policies:

Fund accounting

The Association follows the deferral method of accounting for contributions and reports using fund accounting that result in a self-balancing set of accounts for each fund established by legal, contractual or voluntary actions. The funds have been amalgamated for the purpose of presentation in the financial statements.

The Association maintains the following funds:

- Operating fund reports on the general activities of the Association administration.
- Capital fund reports on the capital assets of the Association with any related capital financing.
- Restricted fund reports on the future retirement costs reserve of the Association which has been restricted by the Board.

Income tax status

The Association is registered as a society under the *Income Tax Act* ("the *Act*") and as such is exempt from income taxes. In order to maintain its status as a society under the *Act*, the Association must meet certain requirements within the *Act*. In the opinion of management, these requirements have been met.

Cash and cash equivalents

Cash and cash equivalents include balances with banks.

Crowsnest - Pincher Creek Landfill Association
Notes to the Financial Statements
For the year ended December 31, 2018

2. **Significant accounting policies** *(Continued from previous page)*

Financial instruments

The Association recognizes its financial instruments when the Association becomes party to the contractual provisions of the financial instrument. All financial instruments are initially recorded at their fair value.

At initial recognition, the Association may irrevocably elect to subsequently measure any financial instrument at fair value. The Association has not made such an election during the year.

The Association subsequently measures investments in equity instruments quoted in an active market and all derivative instruments at fair value. Fair value is determined by published price quotations. Investments in equity instruments not quoted in an active market are subsequently measured at cost. All other financial assets and liabilities are subsequently measured at amortized cost using the effective interest rate method.

Transaction costs directly attributable to the origination, acquisition, issuance or assumption of financial instruments subsequently measured at fair value are immediately recognized in excess of revenue over expenses. Conversely, transaction costs are added to the carrying amount for those financial instruments subsequently measured at amortized cost or cost.

All financial assets except derivatives are tested annually for impairment. Management considers whether the investee has experienced continued losses for a period of years, recent collection experience for the loan, such as a default or delinquency in interest or principal payments, etc. in determining whether objective evidence of impairment exists. Any impairment, which is not considered temporary, is recorded in the statement of operations. Write-downs of financial assets measured at cost and/or amortized cost to reflect losses in value are not reversed for subsequent increases in value. Reversals of any net remeasurements of financial assets measured at fair value are reported in the statement of remeasurement gains and losses.

Tangible capital assets

Tangible capital assets are recorded at cost. The costs to acquire tangible capital assets are reported as interfund transfers in the operating fund with a corresponding interfund contribution recognized in the capital fund.

Amortization is provided using methods and rates intended to amortize the cost of assets over their useful lives.

In the year of acquisition, amortization is taken at one-half of the stated rates.

	Method	Rate
Automotive	declining balance	30 %
Buildings	declining balance	5 %
Computer equipment	declining balance	30 %
Computer software	declining balance	100 %
Equipment	declining balance	20 %
Fences and signs	declining balance	10 %
Furniture and fixtures	declining balance	20 %
Heavy machinery	declining balance	30 %
Industrial waste disposal	straight line	40 years
Irrigation equipment	declining balance	6 %
MSW Cell Expansion	straight line	7 years
Right of way	straight line	20 years
Roads	declining balance	4 %
Scales	declining balance	20 %
Site preparation	declining balance	50 %
Waste containers	declining balance	30 %
Wells	declining balance	10 %

Crowsnest - Pincher Creek Landfill Association

Notes to the Financial Statements

For the year ended December 31, 2018

2. Significant accounting policies *(Continued from previous page)*

Leases

A lease that transfers substantially all of the benefits and risks of ownership is classified as a capital lease. At the inception of a capital lease, an asset and a payment obligation are recorded at an amount equal to the lesser of the present value of the minimum lease payments and the property's fair market value. Assets under capital leases are amortized on a straight-line basis, over the lease term unless there is a bargain purchase option available at the end of the lease then the capital asset is amortized over its useful life. All other leases are accounted for as operating leases and rental payments are expensed as incurred.

Contributed assets

Contributions of assets are recognized both as contributions in the statement of operations and an asset when a fair value can be reasonably estimated and when the assets are used in the normal course of the Association's operations and would otherwise have been purchased.

Long-lived assets

Long-lived assets consist of tangible capital assets. Long-lived assets held for use are measured and amortized as described in the applicable accounting policies.

When the Association performs impairment testing on long-lived assets held for use whenever events or changes in circumstances indicate that the carrying value of an asset, or group of assets, may not be recoverable. Impairment losses are recognized when undiscounted future cash flows from its use and disposal are less than the assets' carrying amount. Impairment is measured as the amount by which the assets' carrying value exceeds its fair value. Any impairment is included in the statement of changes in net assets in the capital fund for the year.

Landfill closure and post-closure liability

The Alberta Environmental Protection and Enhancement Act sets out the regulatory requirements to properly close and maintain all active and inactive landfill sites. Under environmental law, there is a requirement for closure and post-closure care of solid waste landfill sites. The costs associated with this care are being provided for over the estimated remaining life of the landfill site and industrial waste cell based on usage.

Revenue recognition

The Association recognizes revenues in the period in which the transactions or events occurred that gave rise to the revenues and collection is reasonably assured. Income from investments are recognized when earned.

Measurement uncertainty

The preparation of financial statements in conformity with Canadian public sector accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period.

Accounts receivable are stated after evaluation as to their collectibility and an appropriate allowance for doubtful accounts is provided where considered necessary. Landfill closure and post closure costs are recognized based upon assumptions and estimates related to the costs of future removal and site restoration. Annual provision for these costs are amortized over the estimated remaining life of the landfill site and industrial waste cells based on usage. Changes to the underlying assumptions and estimates or legislative changes in the near term could have a material impact on the provision recognized. Amortization is based on the estimated useful lives of tangible capital assets.

These estimates and assumptions are reviewed periodically and, as adjustments become necessary they are reported in excess of revenues and expenses in the periods in which they become known.

Crowsnest - Pincher Creek Landfill Association
Notes to the Financial Statements
For the year ended December 31, 2018

3. Term deposits

	2018	2017
One year non-redeemable term deposit, bearing interest at 0.75%, maturing March 8, 2019	4,880	20,000
Three year non-redeemable term deposit, bearing interest at 2.38%, maturing March 1, 2021	334,008	327,512
Five year non-redeemable term deposit, bearing interest at 2.13%, maturing July 11, 2020	286,268	280,312
Five year redeemable term deposit, bearing interest at 1.75%, maturing October 13, 2020	137,310	134,948
Three year non-redeemable term deposit, bearing interest at 1.75%	-	303,535
One year non-redeemable term deposit, bearing interest at 1.25%, maturing July 10, 2019	254,387	251,246
Two year non-redeemable term deposit, bearing interest at 2.25%, maturing February 25, 2020	262,923	258,752
Less: Current portion	<u>(259,267)</u>	<u>(857,511)</u>
	1,020,509	718,794

All of the term deposits are held at the Pincher Creek Credit Union Limited.

4. Bank indebtedness

The Association has an overdraft protection agreement authorized to \$60,000 (2017 - \$60,000) bearing interest at prime + 1.0%. The overdraft is secured by all deposits and paid up shares in the Credit Union. The Association has utilized this overdraft protection during 2018 for \$nil (2017 - nil).

The Association has an operating line of credit authorized to \$1,000,000 bearing interest at prime + 0.15%. This line of credit is secured by term deposits with a carrying value of \$1,137,585. The Association has drawn \$207,141 on this line of credit as of December 31, 2018.

The prime rate at December 31, 2018 was 3.95%.

Crowsnest - Pincher Creek Landfill Association
Notes to the Financial Statements
For the year ended December 31, 2018

5. Long-term debt

	2018	2017
Debenture to the MD of Pincher Creek #9 bearing interest at 2.942% payable in bi-annual instalments of \$90,007 including interest, due September 1, 2032. Loan is a result of a Right of Way built for access to the landfill and has also been set up as a capital asset with a net book value of \$1,827,195.	2,053,502	2,170,515
Less: Current Portion	120,480	117,013
	1,933,022	2,053,502

Principal repayments on long-term debt in each of the next five years are estimated as follows:

	Principal	Interest	Total
2019	120,480	59,535	180,015
2020	124,051	55,964	180,015
2021	127,727	52,288	180,015
2022	131,513	48,502	180,015
2023	135,410	44,605	180,015
Total	639,181	260,894	900,075

Crowsnest - Pincher Creek Landfill Association
Notes to the Financial Statements
For the year ended December 31, 2018

6. Capital lease obligations

	2018	2017
Capital lease obligation payable in equal monthly instalments of \$11,141, including interest of 4.45%, due October 2019, with D6T Track-Type Tractor, having a net book value of \$187,055 pledged as collateral.	98,437	224,686
Less: current portion	98,437	126,249
	-	98,437

Future minimum lease payments related to the obligation under capital lease are as follows:

2019	100,270
	100,270
Less: imputed interest	(1,833)
	98,437
Less: current portion	(98,437)
	-

7. Landfill closure and post-closure liability

Alberta environmental law requires closure and post-closure care of landfill sites, which includes final covering and landscaping, pumping of ground water and leachates from the site and ongoing environmental monitoring, site inspection and maintenance.

The estimated year for final closure is greater than 25 years into the future as a 20 year conceptual plan for the current site does not use the entire approved footprint. An engineering report dated March 21, 2013 has estimated closure and post closure costs to total \$3,490,240 based on 2013 dollar values. However these costs would apply to the entire site once developed over the next 25 years.

The accrued liability portion is based on the cumulative capacity used to date of 875,880 cubic meters compared to the estimated total landfill capacity of 2,101,590 cubic meters as created over the next 25 years.

	2018	2017
Balance, beginning of year	1,656,368	1,523,636
Provision for post-closure liability	83,363	132,732
Balance, end of year	1,739,731	1,656,368

Crowsnest - Pincher Creek Landfill Association
Notes to the Financial Statements
For the year ended December 31, 2018

8. Tonnage and disposal fees

	2018	2017
Domestic and industrial tonnage (tonne)		
Municipality of Crowsnest Pass	3,068	2,922
Municipal District of Pincher Creek #9	3,516	3,375
Town of Pincher Creek	1,817	1,714
Village of Cowley	118	114
Tervita Corp.	39,773	35,072
Other	16,232	9,651
	64,523	52,848
Out of region tonnage (tonne)		
CNP Waste Disposal	148	97
Fernie Alpine Resort	198	111
Phoenix Enterprises Ltd.	25	592
Southeast Disposal Ltd.	2,257	1,397
Town of Taber	1,830	1,422
Tervita Corp.	-	99
Other (includes Special rate materials)	1,437	471
	5,895	4,189
Total tonnage (tonne)	70,418	57,036
Domestic and industrial disposal fees (\$)		
Municipality of Crowsnest Pass	137,131	130,592
Municipal District of Pincher Creek #9	156,773	148,554
Town of Pincher Creek	81,233	76,626
Village of Cowley	5,266	5,077
Tervita Corp.	1,374,234	1,101,855
Other	915,285	542,217
	2,669,921	2,004,921
Out of region disposal fees (\$)		
CNP Waste Disposal	4,814	333
Fernie Alpine Resort	13,033	6,942
Phoenix Enterprise Ltd.	3,105	59,173
Southeast Disposal Ltd.	139,933	87,051
Town of Taber	104,869	81,470
Tervita Corp.	-	6,161
Other (includes Special rate materials)	4,565	248
	270,319	241,378
Total fees (\$)	2,940,240	2,246,296

Crowsnest - Pincher Creek Landfill Association
Notes to the Financial Statements
For the year ended December 31, 2018

9. Related party transaction

During the year, the Association carried out transactions with related parties as follows:

	2018	2017
Domestic and industrial waste disposal fees:		
Municipality of Crowsnest Pass	137,131	130,592
Municipal District of Pincher Creek #9	156,773	148,554
Town of Pincher Creek	81,233	76,626
Village of Cowley	5,265	5,077
	380,402	360,849
Accounts receivable included amounts from related parties as follows:		
Municipality of Crowsnest Pass	18,015	8,396
Municipal District of Pincher Creek #9	8,711	16,052
Town of Pincher Creek	5,167	4,793
Village of Cowley	936	419
	32,829	29,660

All transactions are in the normal course of operations, are carried out on the same terms and conditions as those with independent third parties, and are measured at the exchange amount, which is the amount agreed to between the parties. The parties are related as the board of directors of the Association are also councilors of the related parties.

Included in Repairs and maintenance - Road expense is an amount paid to the Municipal District of Pincher Creek #9 of nil (2017 - \$20,000) for remittance of road maintenance fees.

10. Financial instruments

All significant financial assets, financial liabilities and equity instruments of the Association are either recognized or disclosed in the financial statements together with other information relevant for making a reasonable assessment of future cash flows, interest rate risk and credit risk.

Credit concentration

The Association has a concentration of credit risk because 41% (2017 - 73% from two customer) of its accounts receivable is from one of its customers. The Association believes that there is no unusual exposure associated with the collection of this receivable. The Association performs regular credit assessments of its customers and provides allowances for potentially uncollectible accounts receivables.

Fair Value of Financial Instruments

The carrying amount of cash, accounts receivable and accounts payable and accruals is approximated by their fair value due to their short-term nature. The carrying amount of term deposits also approximates the fair value, as they bear interest rates that are comparable to current market conditions. The carrying value of the landfill closure and post-closure liability also approximates it's fair value as this liability has been determined based on discounted future cash flows.

Crowsnest - Pincher Creek Landfill Association
Notes to the Financial Statements
For the year ended December 31, 2018

11. Commitments

The landfill is situated on land owned by the Alberta Government. The Association has an agreement to rent the land for \$800 per year. The agreement is open ended and rolls forward on an annual basis.

On April 25, 2018, the Association entered into an agreement with Tervita Corp., for a term of five years. Under the agreement, the Association agrees to accept non-hazardous industrial waste at the Landfill Facility. The gross tipping fee is to be agreed upon between the Association and Tervita Corp. for each generator and from each site. Tervita Corp. is entitled to receive fees equal to 20% of the gross tipping fees received under this agreement.

12. Restrictions on net assets

Internally restricted net assets

During the year, the Association's board of directors internally restricted \$20,000 (2017 – \$20,000) of unrestricted net assets to be held for future retirement costs of the Association's employees. These internally restricted amounts are not available for other purposes without approval of the board of directors.

13. Budget information

The Board approved its 2018 operating budget on November 8, 2017 based on planned expenses relating to the current year sources of revenue and expenditures.

14. Comparative figures

Certain comparative figures have been reclassified to conform with current year presentation.

Crowsnest - Pincher Creek Landfill Association
Schedule 1 - Schedule of Tangible Capital Assets

For the year ended December 31, 2018

	Cost			Accumulated Amortization				2018 net book value of tangible capital assets	2017 net book value of tangible capital assets	
	Balance, beginning of year	Acquisition of tangible capital assets	Disposal of tangible capital assets	Balance, end of year	Balance, beginning of year	Annual amortization	Accumulated amortization on disposals			Balance, end of year
Automotive	171,975			171,975	102,425	20,865		123,290	48,685	69,550
Buildings	1,468,181			1,468,181	270,756	59,871		330,627	1,137,554	1,197,425
Computer equipment	20,986			20,986	17,988	899		18,887	2,099	2,998
Computer software	10,546			10,546	10,546			10,546	-	-
Equipment	345,249	9,815		355,064	237,422	22,549		259,971	95,083	107,827
Fences and signs	418,316			418,316	154,761	26,355		181,116	237,200	263,555
Furniture and fixtures	11,928			11,928	11,285	128		11,413	515	643
Heavy machinery	3,814,736	952,526	(820,500)	3,946,762	2,771,500	405,615	(653,048)	2,524,067	1,422,695	1,043,236
Industrial waste disposal cell	2,907,286			2,907,286	2,888,579	9,354		2,897,933	9,353	18,707
Irrigation equipment	2,599			2,599	2,062	32		2,094	505	537
MSW cell expansion	2,077,876	679,611		2,757,287	1,725,117	239,328		1,964,445	792,842	352,559
Right of way	2,706,955			2,706,955	744,413	135,348		879,781	1,827,194	1,962,542
Roads	125,562			125,562	102,206	934		103,140	22,422	23,356
Scales	126,179			126,179	109,249	3,386		112,635	13,544	16,930
Site preparation	147,221			147,221	138,949	4,136		143,085	4,136	8,272
Waste containers	1,135,956	16,250		1,152,206	826,242	95,355		921,597	230,609	309,714
Wells	210,012			210,012	98,457	11,155		109,612	100,400	111,555
	15,701,383	1,658,202	(820,500)	16,539,085	10,211,957	1,035,310	(653,048)	10,594,219	5,944,848	5,489,406
Heavy machinery under capital lease	449,112			449,112	181,890	80,166		262,056	187,056	267,222
	16,150,475	1,658,202	(820,500)	16,988,177	10,393,847	1,115,476	(653,048)	10,856,275	6,131,902	5,756,628

Crowsnest - Pincher Creek Landfill Association
Schedule 2 - MD of Pincher Creek No.9 Waste Collections Statement of Operations

For the year ended December 31, 2018

	2018	2017
<hr/>		
Revenue		
Revenue from roll-off and haul trucks	108,358	96,552
Revenue from rental bins	17,840	16,925
	<hr/> 126,198	<hr/> 113,477
<hr/>		
Expenses		
Fuel and oil	29,875	20,556
General and administrative expenses	3,500	160
Insurance	10,675	2,314
Repairs and maintenance - automotive	485	16,503
Salaries, wages and benefits	63,958	60,568
	<hr/> 108,493	<hr/> 100,101
<hr/>		
Excess of revenue over expenses	17,705	13,376

Alberta SouthWest Regional Alliance Minutes of the Board of Directors Meeting

Wednesday January 23, 2019 - Provincial Building, Pincher Creek



Board Representatives

Barney Reeves, Waterton
Warren Mickels, Cowley
Brent Feyter, Fort Macleod
Albert Elias, Glenwood
Ron Davis, MD Ranchland
Blair Painter, Crowsnest Pass
Brad Schlossberger, Claresholm
Rick Lemire, MD Pincher Creek

Resource Staff and Guests

Bev Thornton, Executive Director, AlbertaSW
Tony Walker, CFABSW
John McKee, LRSD
Shalane Friesen, AEP

- | | |
|----------------------------------|---|
| 1. Call to Order and welcome | Chair called the meeting to order and welcomed Shalane Friesen, Visitor Services Supervisor, Castle Region, Alberta Environment and Parks. Shalane worked previously in Kananaskis, is newly assigned to the Castle Region and will attend our meetings when possible. |
| 2. Approval of Agenda | Moved by Blair Painter THAT the agenda be approved as presented.
Carried. [2019-01-613] |
| 3. Approval of Minutes | Moved by Brad Schlossberger THAT the minutes of December 12, 2018 be approved as corrected.
Carried. [2019-01-614] |
| 4. Approval of Cheque Register | Moved by Warren Mickels THAT cheques #2544 to #2584 be approved as presented.
Carried. [2019-01-615] |
| 5. EV Launch and Media Plan | Peaks to Prairies Agreements are in place and February 4 th is the date set for the public announcement of the project. Board will receive invitations. |
| 6. SAAEP Final Grant Report | The Community Energy Capacity Building Program (CECBP) Grant is concluding and final report will be submitted January 31, 2019. Energy Efficiency Alberta has launched a new Community Generation Grant Program. Information will be shared with communities as it is released. |
| 7. Highway 3 Association | AlbertaSW is now a member of this association, as is SouthGrow. Blair and Barney will provide details and updates as next steps unfold. |
| 8. Operations Plan for 2019-2020 | Board discussed some possible priorities for upcoming initiatives which included business retention, continuity planning, engaging youth in the workforce, collecting data to support decision-making, exploring opportunities related to agriculture. Economic Resiliency Training will be offered in early to mid-April. Consensus that we utilize time at upcoming meetings to discuss operations plan and budget. |

9. Reminders AlbertaSW will cover cost of EDA Conference registration for Board. Destination Development Association membership is free in 2019.
10. Ideas for AGM Bev will look into options and availability for June 5 2019.
11. Executive Director Report Accepted as information.
12. Round table updates
13. Board Meetings:
➤ February 2019 - NO MEETING
➤ March 6, 2019 - Fort Macleod
➤ April 3, 2019: rescheduled to April 10, 2019 - Nanton
14. Adjournment Moved by Brent Feyter THAT the meeting be adjourned.
Carried. [2018-12-612]

Approved March 6, 2019

Chair

Secretary/Treasurer

Alberta SouthWest Bulletin March 2019

Regional Economic Development Alliance (REDA) Update

• EV Project Launched

On February 4, the Peaks to Prairies Electric Vehicle Charging Station Network was officially launched. This is a \$2M project jointly funded by the Federation of Canadian Municipalities (FCM), the province of Alberta and the partners: Alberta SouthWest, SouthGrow, the City of Calgary, Lethbridge and Medicine Hat. The charging stations will be installed throughout southern Alberta by the end of 2019, creating a new attraction and amenity for our regions.

• Destination Assessment for Castle Region

Dr. Michael Duggan of EarthCheck, a Brisbane Australia-based company, spent 2 weeks gaining an overview of sustainability factors in the Castle and AlbertaSW region. As the Castle Parks continue to be developed as a destination, it is another view of how to best create a world-class destination while preserving the qualities of life and landscape that will create the best future for our region. Castle Parks and Alberta SouthWest were named as a 2018 "Top 100 Global Sustainable Tourism Destination". This award was acknowledged at a world conference on Berlin on March 6th. Green Destinations Canada submitted the award on behalf of the region; meeting the award criteria gives the region a great start on identifying measures to continue development of the region.



UPCOMING

- **The Future of Agri-food**, Tuesday, March 26 | 7:00 p.m. at the Claresholm Legion

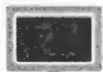
Claresholm Economic Development invites all to attend this event free of charge.

Guest speaker **Hon. Ted Menzies**, speaking about the 30,000 foot view of the future of agriculture in our country and in the world. Mr. Menzies has notable experience on the topic and will also reflect on the numerous national and international conferences he has attended over the past 18 months.

Also: **Plant Protein Alliance of Alberta** and **Josh Fankhauser, MD of Willow Creek Ag Service Board** As consumer demands change, Alberta is positioned to capture a shifting market.

New technologies will make it all possible.

- **Economic Developers Alberta Conference** www.edaalberta.ca April 3-5, 2019 - Banff Centre



**SILENT
AUCTION**

Each year the **Silent Auction** at the conference raises funds for scholarships to help economic development officers with the expenses of continuing their training and professional development.

It is a great opportunity to showcase the products or services in your community!

If your community or businesses can donate items, please **call Bev** for more information!

- **Economic Resilience Training for Community and Regional Leaders**

Thursday April 11, 2019 - Fort Macleod Town Office 9:00am to 4:00pm

Be prepared! Resilient communities can withstand economic shocks, both

natural or manmade. They can also recover faster, preserve jobs and minimize loss.

Free of charge to AlbertaSW partner communities, but you must pre-register, please!

This is of relevance to economic development officers and committee members, elected officials, CAOs, emergency managers, Chamber members, business organizations and stakeholders.

For more information or to RSVP contact bev@albertasouthwest.com



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MINUTES – 4 (2018)
ANNUAL ORGANIZATIONAL BOARD OF DIRECTORS' MEETING
Thursday, December 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	Sheldon Walker (absent).....	Village of Milo
Norman Gerestein.....	City of Brooks	Dan McLelland.....	Town of Nanton
Jim Bester.....	Cardston County	Anne Marie Philipsen - alternate.....	County of Newell
Richard Bengry.....	Town of Cardston	Marinus de Leeuw.....	Village of Nobleford
Peggy Hovde.....	Village of Carmangay	Henry de Kok (absent).....	Town of Picture Butte
Jamie Smith (absent).....	Village of Champion	Bev Everts.....	M.D. of Pincher Creek
Brad Schlossberger - alternate ...	Town of Claresholm	Don Anderberg.....	Town Pincher Creek
Butch Pauls (absent).....	Town of Coaldale	Ronald Davis.....	M.D. of Ranchland
Elizabeth Christensen.....	Town of Coalhurst	Stewart Foss.....	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.....	Town of Vauxhall
Gordon Wolstenholme.....	Town of Fort Macleod	Jason Schneider.....	Vulcan County
Gerry Carter.....	Village of Glenwood	Lyle Magnuson.....	Town of Vulcan
Duncan McLean.....	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. Willow Creek

STAFF:

Lenze Kuiper.....	Director	Ian MacDougall.....	Planner
Mike Burla.....	Senior Planner	Erin Graham.....	Assistant Planner
Diane Horvath.....	Senior Planner	Hailey Winder.....	Assistant Planner
Steve Harty.....	Senior Planner	Barb Johnson.....	Executive Secretary
Gavin Scott.....	Senior Planner		

AGENDA:

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

- 3. **Business Arising from the Minutes**.....
- 4. **Recognition of Members and Alternate Members for 2018/2019** (attachment)
- 5. **Appointment of Officers and Executive Committee for 2018/2019** (attachment)
 - (a) Election of Chair
 - (b) Election of Vice-Chair
 - (c) Election of Executive Committee.....
 - (d) Destruction of Ballots.....
- 6. **Staff Presentation**.....
- 7. **Reports**
 - (a) Executive Committee Report..... (attachment)
 - (b) GIS Report.....
- 8. **Business**
 - (a) Proposed 2019 Budget..... (attachment)
 - (b) Regional Subdivision and Development Appeal Board Agreement and Bylaw
 - (c) Village of Dutchess Membership.....
 - (d) Reaffirm Provision of GIS Services to Non-Member Municipalities
- 9. **Accounts**
 - (a) Summary of Balance Sheet and Statement of Income for the 10-month period:
January 1 - October 31, 2018..... (attachment)
- 10. **Adjournment – March 7, 2019**.....

CHAIR GORDON WOLSTENHOLME CALLED THE MEETING TO ORDER AT 7:05 P.M.

1. APPROVAL OF AGENDA

Moved by: Eric Burns

THAT the Board of Directors approve the agenda of December 6, 2018, as amended:

ADD: 4(c) Village of Dutchess Membership

4(d) Reaffirm Provision of GIS Services to Non-Member Municipalities **CARRIED**

2. APPROVAL OF MINUTES

Moved by: Richard Van Ee

THAT the Board of Directors approves the minutes of September 6, 2018, as presented. **CARRIED**

3. BUSINESS ARISING FROM THE MINUTES

None.

4. RECOGNITION OF MEMBERS AND ALTERNATE MEMBERS FOR 2018/2019

Municipality	Member	Alternate Member
Arrowwood – Village	Kevyn Stevenson	Matt Crane
Barnwell – Village	Delbert Bodnarek	Ian Matheson
Barons – Village	Ed Weistra	Ron Gorzitza
Bassano – Town	Tom Rose	Ron Wickson
Brooks – City	Norman Gerestein	Barry Morishita
Cardston – County	Jim Bester	Roger Houghton
Cardston – Town	Richard Bengry	—
Carmangay – Village	Peggy Hovde	JoAnne Juce
Champion – Village	Jamie Smith	Trevor Wagenvoort
Claresholm – Town	Doug MacPherson	Brad Schlossberger
Coaldale – Town	Butch (Henry) Pauls	—
Coalhurst – Town	Elizabeth Christensen	—
Coutts – Village	Tanya Smith	Marvin Bohne
Cowley - Village	Warren Mickels	—
Crowsnest Pass – Municipality	Dave Filipuzzi & Dean Ward	—
Fort Macleod – Town	Gordon Wolstenholme	Brent Feyter
Glenwood – Village	Gerry Carter	—
Granum – Town	Duncan McLean	Arlette Heck
Hill Spring – Village	Suzanne French	—
Lethbridge – County	Morris Zeinstra	—
Lomond – Village	Brad Koch	—
Magrath – Town	Richard Van Ee	—
Milk River – Town	Peggy Losey	—
Milo – Village	Sheldon Walker	Scott Schroeder
Nanton – Town	Dan McLelland	Victor Czop
Newell – County	Clarence Amulung	Anne Marie Philipson
Nobleford – Village	Marinus de Leeuw	Don McDowell
Picture Butte – Town	Henry de Kok	Teresa Feist
Pincher Creek – M.D. No. 9	Bev Everts	Quentin Stevick
Pincher Creek – Town	Don Anderberg	Brian McGillivray
Ranchland – M.D. No. 66	Ronald Davis	Harry Streeter
Raymond – Town	Stewart Foss	—
Stavelly – Town	Don Norby	—
Stirling – Village	Matthew Foss	Rob Edwards
Taber – Municipal District	Jennifer Crowson	Tamara Miyanaga
Vauxhall – Town	Margaret Plumtree	Marilyn Forchuk
Vulcan – County	Jason Schneider	Doug Logan
Vulcan – Town	Lyle Magnuson	Paul Taylor
Warner – County No. 5	David Cody	Morgan Rockenbach
Warner – Village	Eric Burns	Colleen Jennings

Willow Creek – M.D. No. 26	Ian Sundquist	Maryanne Sandberg
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Moved by: Tom Rose

THAT the Board of Directors approve the list of Members and Alternate Members for 2018/2019, as presented. **CARRIED**

5. APPOINTMENT OF OFFICERS AND EXECUTIVE COMMITTEE FOR 2018/2019

- A list of members who wished to let their names stand for election for the positions of Chair, Vice-Chair and Executive Committee was included in the agenda package.

(a) Election of Chair

Advance Nominations: Gordon Wolstenholme (Town of Fort Macleod)

Nominations from the floor: None

Gordon Wolstenholme was elected Chair by acclamation.

(b) Election of Vice-Chair

Advance Nominations: Jim Bester (Cardston County)

Nominations from the floor: None

Jim Bester was elected Vice-Chair by acclamation.

(c) Election of Executive Committee

Advance Nominations: Ian Sundquist (M.D. of Willow Creek)
Don Anderberg (Town of Pincher Creek)
Doug MacPherson (Town of Claresholm)

Nominations from the floor:

Margaret Plumtree (Town of Vauxhall) nominated by Morris Zeinstra (Lethbridge County)
Jennifer Crowson (M.D. of Taber) nominated by Del Bodnarek (Village of Barnwell)

Ian Sundquist, Don Anderberg, Doug MacPherson, Margaret Plumtree and Jennifer Crowson were all elected to the Executive Committee by acclamation.

Therefore, the following members will serve as the Executive Committee from December 6, 2018 to December 5, 2019:

Gordon Wolstenholme – Chair
Jim Bester – Vice-Chair
Ian Sundquist
Don Anderberg
Doug MacPherson
Margaret Plumtree
Jennifer Crowson

(d) Destruction of Ballots – None (all elected by acclamation)

6. STAFF PRESENTATION

- Director Lenze Kuiper would like to get members' input on possible guest speakers or topics they would like addressed at upcoming Board meetings. Also, ORRSC used to take bus tours to areas of interest in our region for the Annual General meeting in June, and we could start doing this again. An email will be forwarded to Board members in the new year requesting your suggestions.

7. REPORTS

(a) Executive Committee Report (attachment)

Moved by: David Cody

THAT the Board of Directors receive the Executive Committee Report for the meetings of October 11 and November 8, 2018, as information. **CARRIED**

(b) GIS Report

- The current platform ORRSC uses for GIS is 11 years old and is no longer supported by the parent company. Therefore, we are migrating to a new web-based delivery platform by 2020 (testing to commence in 2019) at significant cost and resources required. There shouldn't be any loss of service during this time and hopefully a better product will result.

Moved by: Don Anderberg

THAT the Board of Directors receive the verbal GIS report, as information. **CARRIED**

8. BUSINESS

(a) Proposed 2019 Budget

- Highlights of the proposed 2019 Budget are as follows:



2019 Budget Highlights

- ▶ Revenue:
 - ▶ Membership fees Increase overall by 1.58% raising \$953,064
 - ▶ (floor & ceiling remain but are adjusted to reflect average increase)
 - ▶ GIS fees to Increase by 1.5% raising \$590,000
 - ▶ (\$5.84/capita & \$5.32/capita)
 - ▶ Fixed Revenues need to meet Fixed Expenses
 - ▶ \$50,000 (directly from Membership Fees) allocated evenly between Operating & Capital Reserves.
 - ▶ Subdivision revenue is expected to remain stable.
 - ▶ Fee for Service discounted due to few factors.

Membership Fees

- ▶ 2018 Total Equalized Assessment x Mill Rate = 2019 Requisition
- ▶ Rural & Urban Mill Rate applied
- ▶ Floor of \$2,098
- ▶ Ceiling of \$68,304
- ▶ Budget 2019 Membership Fees = \$953,084

- ▶ **GIS Fees**
- ▶ Population x Per Capita Rate
- ▶ Ceiling of \$61,200 Cities & \$40,800 Towns & Villages
- ▶ Budget 2019 GIS Fees = \$590,750

2019 Budget Highlights

- ▶
 - ▶ Staff Salaries subject to 2.0% cost-of-living adjustment
 - ▶ (corresponding increase to Staff Benefits)
 - ▶ Computer Hardware & Software costs continue to increase
 - ▶ **All other expenses held**
 - ▶ Planned replacement of a fleet vehicle in early spring
 - ▶ Building Maintenance and Infrastructure increases due to age of building and mechanicals.

- A net income of \$38,434 has been budgeted for 2019.

Moved by: Peggy Losey

THAT the 2019 Budget, as presented, be approved by the Board, as recommended by the Executive Committee. CARRIED

(b) Regional Subdivision and Development Appeal Board Agreement and Bylaw

- SDAB training has been completed for Clerks and Board members. ORRSC may be able to provide training in the future.
- Staff has prepared an agreement, bylaw and procedural guidelines/manual for the new Regional Subdivision and Development Appeal Board. A presentation to CAOs to review and rollout is tentatively scheduled for late January.

(c) Village of Duchess Membership

- A request from the Village of Duchess to become a member of ORRSC has been received. This requires approval from the Board of Directors before a request can be made to Municipal Affairs to amend the Oldman River Regional Services Commission Regulation.

Moved by: Anne Marie Philipsen

THAT the Board approve membership of the following municipality to the Oldman River Regional Services Commission:

Village of Duchess

AND THAT the Board requests the Minister of Municipal Affairs formally amend the Oldman River Regional Services Commission Regulation – Alberta Regulation 303/2003. **CARRIED**

(d) Reaffirm Provision of GIS Services to Non-Member Municipalities

- In November 2013, Municipal Affairs authorized ORRSC to provide GIS services to several non-member municipalities for five years. A motion from the Board is needed to request continuation of this approval.
- There was some discussion on the differential between the GIS fee for members and non-members and whether the fee cap for non-members should be removed. The Director will review the issue to determine if any changes are warranted in the future.

Moved by: Elizabeth Christensen

THAT the Board approve the continued provision of Geographic Information System services (web-delivered) to the following non-member municipalities outside of the Oldman River Regional Services Commission boundaries:

Town of Bow Island
Town of Innisfail
Town of Olds
Town of Penhold
Town of Sundre
Town of Taber
Village of Alix
Village of Duchess
Village of Rosemary

AND THAT the Board seek renewed authorization from the Minister of Municipal Affairs.

CARRIED

9. ACCOUNTS

- (a) Summary of Balance Sheet and Statement of Income for the 10-month period:
January 1 - October 31, 2018

Moved by: Ed Weistra

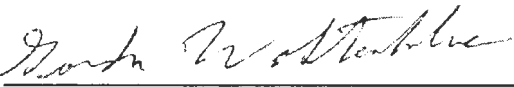
THAT the Board of Directors accept the Summary of Balance Sheet and Statement of Income for the 10-month period: January 1 - October 31, 2018, as information. **CARRIED**

8. ADJOURNMENT

Moved by: Morris Zeinstra

THAT we adjourn the Annual Organizational Board of Directors' Meeting of the Oldman River Regional Services Commission at 8:02 p.m. until Thursday, March 7, 2019 at 7:00 p.m. **CARRIED**

/bj

CHAIR: 



PRESIDENT'S MESSAGE

By Kevin Finn

Despite bad knees and shoulders, I've had a great season on the Hill and want to tip my hat to the guys in operations - especially grooming - which becomes more important to me with every passing year. And I've had a great season in the Village. For that, I want to thank all of you, my friends and neighbours, who make my life richer and more interesting in every way.

One of the high points for me was the Community Association membership drive. I visited about half the cabins in the resort and had the opportunity to hear your hopes and dreams for this community. Your enthusiasm is infectious and your support was generous. I came home after every foray into the community excited and more certain that we're on the right track. Thank you all. Almost all households renewed their memberships in the Community Association for this year, enabling us to surpass our fundraising goals for the year. I think we got to every dwelling but if we missed you, it's not too late. If you live here or work here or just love to be here, we want you as a member of our community association. Please join.

One of the things we asked this year was that you sign off on our privacy policy. With that done, we are starting work on a community telephone and email directory. We hope to have it finished soon and will publish it as part of the Residents' Guide. It's a living document so I urge everyone to print and file a new copy at least annually and

make sure your information is up to date. The current guide can be downloaded at: www.castlemountaincommunity.org/community-residents-guide

A note on government initiatives: the Province has published its Strategy for Support of Tourism Development in the Castle Region. I found it by searching Castle Region Tourism Plan and following the links. It's an interesting read and Castle Mountain Resort figures prominently in the plan.

The last item on my list is WEEDS. Our community is set in a municipality where the primary industry is agriculture and we are surrounded by ecologically sensitive Parklands. In both environments, WEEDS are a really, really hot button issue. Last summer I saw daisy, blueweed, mullen, thistle and other invasive species around most of the properties in this community. WEEDs are enough of a concern that both the MD of Pincher Creek and the Alberta Parks have asked us to clean up.

The Community Association has applied for a grant from the Oldman River Watershed Council to cover 50% of this year's WEED cleanup costs. If we are awarded the grant, we plan to contract a licensed company to hand spray infestations on residential lots with two applications of a broadleaf herbicide, followed by community weed pulls. With credit for volunteer hours, the grant would cover most of the spraying costs; CMCA will be accepting donations to cover the balance. If you do not want your lot sprayed, make sure it is weed-free in advance of both applications, and post a sign. We will confirm dates well in advance.

I am looking forward to enjoying what's left of this great season on the hill and hope you all are too!

SEE YOU AROUND THE MOUNTAIN!

CALENDAR OF EVENTS

MARCH

Torchlight Parade Check in 6:30 Parade 7:15	2
Casino Royale in Main Lodge	2
Games Night in the T-Bar Pub 7pm	4-11-18-25
IFSA Junior Big Mountain Regionals	8-10
Alpenland Demo Days	9
Live DJ in the T-Bar Pub	9
Beats in the Base - Live Music in the Base Area	9/10 16/17 23/24 30/31
Earle & Coffin - Home Routes Concert 7pm #3	11
St. Patrick's Day Lodge Party	16
Full Moon Snowshoe & Fine Dining	22
CMCA Community Potluck 6pm	23
Tom Tataryn World's Longest Slalom	30
LSA Spring Fling Fiesta	30

APRIL

Games Night in the T-Bar Pub 7pm	1
Slush Cup & Cardboard Canoe Race	6

BELLA: THE CUTEST WEASEL EVER!!!

By Judy Clark

Meeet Bella! This little critter found a renovation mistake that allowed her to spend some time with me this winter. This is a Long Tailed Weasel and it must be a "She" because she is so cute! They are classified as "May be at Risk" due to a decline in their habitat. Considering this, how do you discourage sharing your cabin with this little beauty? I used a large catch and release mouse trap! I got up my nerve and set the trap with sausage (weasels are meat eaters). The next morning, she was in the trap! After much excitement, Bella was released outside. Success! But later that night, Bella said, "Hi" from the kitchen cupboard! I set the trap again and Bella (perhaps not the smartest Weasel) was back in the trap. The next morning the trap was placed in a bag, in a box and in a sled and taken down to Pebble Beach. As I said goodbye, there was a little



harshness in my voice as I warned Bella of the repercussions of returning. Well, 2 nights later Bella was back! As she was being chased out, we saw where she was getting in; blocked it and set the trap again. Happily we have not seen her since. My apologies if she has moved into your place! Some interesting things: she left no trace of being there, no

droppings etc. She can carry a piece of steak about 2 inch square. Impressive for her size! We got close to her and she showed no aggression. In the summer she is brown; in winter she is white with a black tip on her tail. Weasels mate in August and have four to eight young born in April.

Bye Bella, Sorry but we don't miss you!

HOME ROUTES CONCERT

FEATURING EARLE & COFFIN

Home Routes is a Concert Series housed at private homes. Musicians from across Canada travel a pre-organized route throughout the year. We are fortunate to be able to get such great performers at Castle.

Nick Earle & Joe Coffin is a Folk Blues Duo from Paradise, Newfoundland. Last year

they won 2018 Jazz/Blues Artist of the Year from Music Newfoundland and were also nominated for both 2017 East Coast Music Awards Blues Recording and 2017 Newfoundland's Jazz Blues Artist of the Year.

Check them out at: www.earleandcoffin.com
For more information call 403-461-2037

- DATE** MON-03-11-2019
Doors open at 6:30pm
- COST** \$20 All proceeds go directly to the artists.
- VENUE** Snowed Inn, #3 Castle Mountain Resort
- HOSTS** Caralee Marriott & Dave Clement BYOB

SKI HILL YOGI

By Julie Heinrich

I'm a self-admitted ski bum... with chronic arthritis and a busy massage therapy business. Contradictory? You bet! Insert yoga here. For years, I resisted being a hippie, saying in my massage therapy business, "All I do is soft tissue," but I've recently given up that facade. Since youth, I've found relief from the chronic pain of Arthritis, and the numerous injuries that accompany being an adrenaline junkie, by doing simple stretching, rolling out and

Yoga. It's been my constant companion and my secret weapon.

Castle has always been a retreat for alpine enthusiasts, but as our market expands and we grow inch by inch, the demand for cross training, non-ski activities, and after dark fun (without a beloved beer in hand) grow too. I am seriously stoked for this year's expansion of Castle's yoga offerings and hope it only grows further. Whether you're an old school diehard or a stiff kid, there's a class for you. Yoga is now a main stream essential for not only its physical benefits but also its zen effects in the crazy world we live in. Whether you're tree posing in the hostel, downward doggin' in staff accommodation or nearly napping in savasana in front of a roaring fire- yoga on, my friends, yoga on!

WEEKLY CLASSES

AT CASTLE WINTER 2018/2019

Day Lodge basement

Optional donation

THURSDAY 8:00 pm

Yoga with Julie

FRIDAY 6:00 pm

Ashtanga Style Yoga with Mary
(All Donations go to CMCA)

SUNDAY 6:00 pm

Stretch & Relax and 5
Tibetan Fites with Marquise

WILDR ROUGH RUNNER

By Alecia Williams, Race Director

The WILDR Rough Runner had a successful first year at Castle Mountain Resort last summer and will be back for the 2019 season.

The Rough Runner was a triple threat mountain event. It offered a trail run, 100m vertical sprint, and obstacle course race- all in one weekend. The weekend started with a 100m vertical sprint on Friday night. Saturday morning, a 9km trail run was held. The large snowpack from the 2017/2018 ski season- a blessing for winter, meant that the trail run needed rerouting at the last minute. The trail run brought runners up to the base of Red chair, and down North Road for a stunning view down the valley. Finally, on Saturday afternoon, an obstacle course race took runners over 20 obstacles in 6km. Participants could run in 1,2 or 3 events and scored points for their finish in each event.

Locals Christine Misseghers and Dan Desabrais took home the overall most points and were awarded as Rough Runners of the Year in front of their fellow runners and the 30 volunteers who help man obstacles and cheer runners along.

For this year, Race Director Alecia Williams says 2 key changes will be made to the event. Firstly, the obstacle course race will be shortened to 2000m, but keep 20 obstacles. The change is a strategic move to make



WESTCASTLE SKI CLUB

By Alecia Williams, Head Coach

On February 9-10th event, the West Castle Ski Club hosted a U14 Provincial Slalom on Whiskey Jack at Castle Mountain Resort. With over 150 athletes in attendance, the event drew families from all over Alberta. Temperatures, which dipped below -30, and stayed below -25 all weekend, created a challenge for the Race organizing committee.

Preparation for the event started at the beginning of the year with timing and slope preparations. Dan Gallagher took the lead and created a slope worthy of a world-class event. For ski racing, icy hard slopes are important for a great race. A harder slope means there is less of a difference in the course conditions for the first versus the last racer down the track.

Despite the weather, the collaboration between the ski club, mountain safety, operations, maintenance, race organizing committee and over 60 volunteers led to a phenomenal event. In a weekend that all other races were canceled across Alberta, Castles' tough spirit and passion for skiing shone through.

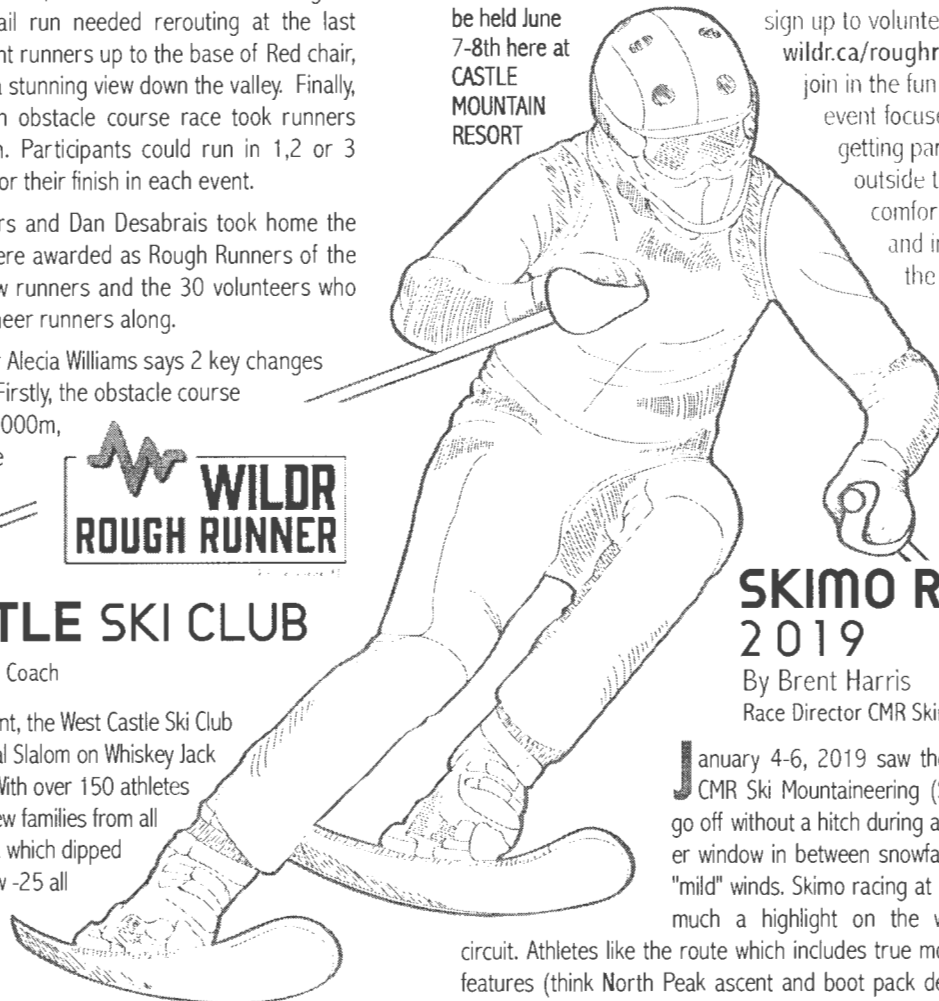
Looking forward, the ski club is excited to host the King of the Castle and terrain event and continue to grow a passion for skiing and Castle in young skiers. You can contact the club president, Wade Grandoni, or visit the website to learn more about the club.

the weekend better at finding the ultimate mountain athlete and bring more of focus to the obstacles.

Finally, a separate Kids' 40m vertical sprint and obstacle course race will be added. The inclusion of this event is a result of partnerships that the WILDR Rough Runner has formed with the Pincher Creek Family Centre and Alberta Parks.

Our 2019 event will be held June 7-8th here at CASTLE MOUNTAIN RESORT

You can find more information or sign up to volunteer or run at wildr.ca/roughrunner, to join in the fun for an event focused on getting participants outside their comfort zones, and into the wild.



SKIMO RACE 2019

By Brent Harris
Race Director CMR Skimo

January 4-6, 2019 saw the 7th annual CMR Ski Mountaineering (Skimo) races go off without a hitch during a small weather window in between snowfalls and some "mild" winds. Skimo racing at Castle is very much a highlight on the winter racing

circuit. Athletes like the route which includes true mountaineering features (think North Peak ascent and boot pack descent). The 2019 edition of the CMR Skimo had the unique distinction of being the Canadian National Championships. Holding the Nationals early in the winter allowed athletes one last window to qualify for Team Canada and the opportunity to race wearing the maple leaf at the World Championships (March 9-16, 2019 in Villars, Switzerland).

The Skimo community truly appreciates CMR for many reasons: the up track into Huckleberry terrain, the mountainous features, and the amazing support of the resort staff and greater community. Also worthy of mention is the extent to which the Mountain Safety Operations (MSO) team goes to create a safe but challenging racing route. Also, Skimo is pleased to raise funds that go towards the Wright Stuff award at CMR. It is a good fit, given the critical importance of MSO at Castle.

Dates for the 2020 version of Skimo at CMR: Jan 4 & 5, 2020
Additional information about Skimo in Canada at: skimocanada.org
Register for Skimo races at: Zone4.ca

THEY COME FROM AFAR

By Caralee Marriott

For the most part, our staff are international: Young women and men who are taking a year to travel and work in Canada or who have moved away from home. If it wasn't for these workers from away, CMR would not have the staff to run the ski hill and the same holds true for other ski hills. This year, they have come from the UK, Australia, New Zealand, Germany, and even Costa Rica but every year brings a new mix of countries. With only 5 lifties who are local to Pincher Creek including our Hug Lady Marie, we are grateful that these internationals and fellow Canadians chose Castle Mountain Resort for their work adventure.

The lifties have a myriad of ski hills to choose from, but there are benefits to joining the Castle Mountain Resort team. First, they have a great mountain to shred or ski for the season. Many of them will be trying the sport for their first time, while others come because they have a well established passion for boarding or skiing. Castle Mountain provides all the thrills they need for their mountain adventures. Alpenland also offers a rental program for the season for a nominal cost.

Second, staff accommodations are located at the Resort and there is no bussing or hiking to get from the hill to the living space. Our staff accommodations are new and have a functional 5-pod apartment design that houses 10 staff per apartment. Each apartment has 5 bedrooms, kitchen, living room and 2 bathrooms. They also have clever nicknames: Ambush, Bandito, Centre, Drifter and Express.



Kirilly from Melbourne, AUS and Liam from Perth, AUS are enjoying their work year in Canada.

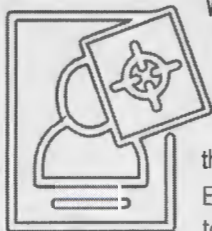
PHOTO CREDIT TO CARALEE MARRIOTT

Most staff get here because somehow they met someone who has worked here previously and recommended our mountain for its great community. This community goes beyond the various departments at CMR to the extended community of families who live here. Special events and massive staff dinners hosted by CMR give everyone a warm welcome to our winter community. As well, several residents on the ski hill have welcomed CMR staff to their parties and potlucks, creating fun and relaxed opportunities for different community members to get to know one another. On those bitterly cold days, Lift Operator Manager, Wendy Ryan, gives them tips on staying warm: use felt liner pads in boots, stand on the mats to insulate against the cold snow, use foot and hand warmers. The many newbies to the cold are likely experiencing -30 C for the first time. The leader of the lifties, Wendy Ryan, has spent the past 30 + seasons working at the mountain in a variety of positions but it is the role of Lift Supervisor that she has found so rewarding. "They work hard, they

persevere and they are a pleasure to work with." It is Wendy who initiated the many theme days that are a part of the season: Australia Day, Hawaiian Day, Western Day, Retro Day and Hockey Jersey Day, to name a few. These special days create a camaraderie between the lifties and the public, that sparks up conversation. Some days end with games or events associated with them which gives our lifties the full Canadian experience.

Our skiers enjoy the fun of skiing a lap and then meeting up with a familiar face and a friendly greeting at the lift. This season, local families created an initiative that involves inviting staff over for dinner, particularly staff members who are far from the comforts of their family and friends. It's been well received by both staff and residents as they each gain a new perspective from one another. If you are interested in extending an invitation to a staff member for a visit or a dinner sometime, please contact Marquise at CMR's front office or call 403-627-5101 X 302.

“THE LIFTLINE NEWSLETTER IS LOOKING” FOR A PUBLISHING ADDITION TO OUR TEAM



We are looking for team members to help the CMCA Lifeline, keen to share their techno-wizardry and collaborative skills in getting stories pulled together into print four times a year. The ability to connect with folks, format & publish is all part of the gig! Get your creative juices flowing, add your voice, engage in community and create the vibe that is so unique to Castle!

Experience is an asset but enthusiasm and a willingness to be a part of the team is required.

CONTACT: Caralee at cmariott8@gmail.com or Caroline at ckwright@shaw.ca

RECYCLING
DRY & CLEAN
CARDBOARD ONLY

All other material is no longer accepted by the MD of Pincher Creek.

NEW FOR YOU AT THE BEAVER MINES GENERAL STORE & CAFE

By Jeff McLarty

Inside the green doors you'll find a fresh floor, new paint, improved lighting, completely rearranged layout and significantly increased seating in the café. Over the last year, many new services have been added including an espresso machine, a license for liquor service in the café and expanded options for bakery

treats. Over the next year, the plan is to expand the food menu further (including deep fried goodness for those that have been asking) and to continue to improve the look and feel of the café.

Outside, you may have noticed little changes like the old, blue pergola has gone, there's a shiny new roof, the gas pumps

and doors have had a new coat of paint and some new picnic tables have been added to the scene.

There's always something new coming to the store so stop in and share what you'd like to see — whether it's a certain grocery item, a special bakery treat, or just to check out the changes.

No matter what the reason, you'll be glad you stopped by.



OPEN 7-7 EVERY DAY

YOUR CAMPING OPTIONS FOR SUMMER 2019 AT CASTLE PARKS

by Caralee Marriott

Beaver Mines Lake Campground has panoramic mountain views & direct access to fishing and the Table Top Mountain Hike as well as mountain bike trails. The lots are large and have great views. There are numerous lake front spaces. Boat launch access. Five Comfort cabins are also

located in Beaver Mines Lake Campground. These cabins offer a serene and rustic cabin camping experience.

Castle Falls Campground is located next to the Falls and is less crowded than other mountain campgrounds. There is direct access to fishing and mountain trails.

Lynx Creek Campground is less popular and an excellent option for busy weekends and gives great access to the Flathead mountain range and the North Kootenay Pass.

Castle River Bridge Campground is located right next to the Castle River allowing easy fishing and access to 774 Hwy. It also has 5 Comfort Cabins available to rent as well as regular camping sites. The Comfort Cabins offer a serene and rustic cabin camping experience.

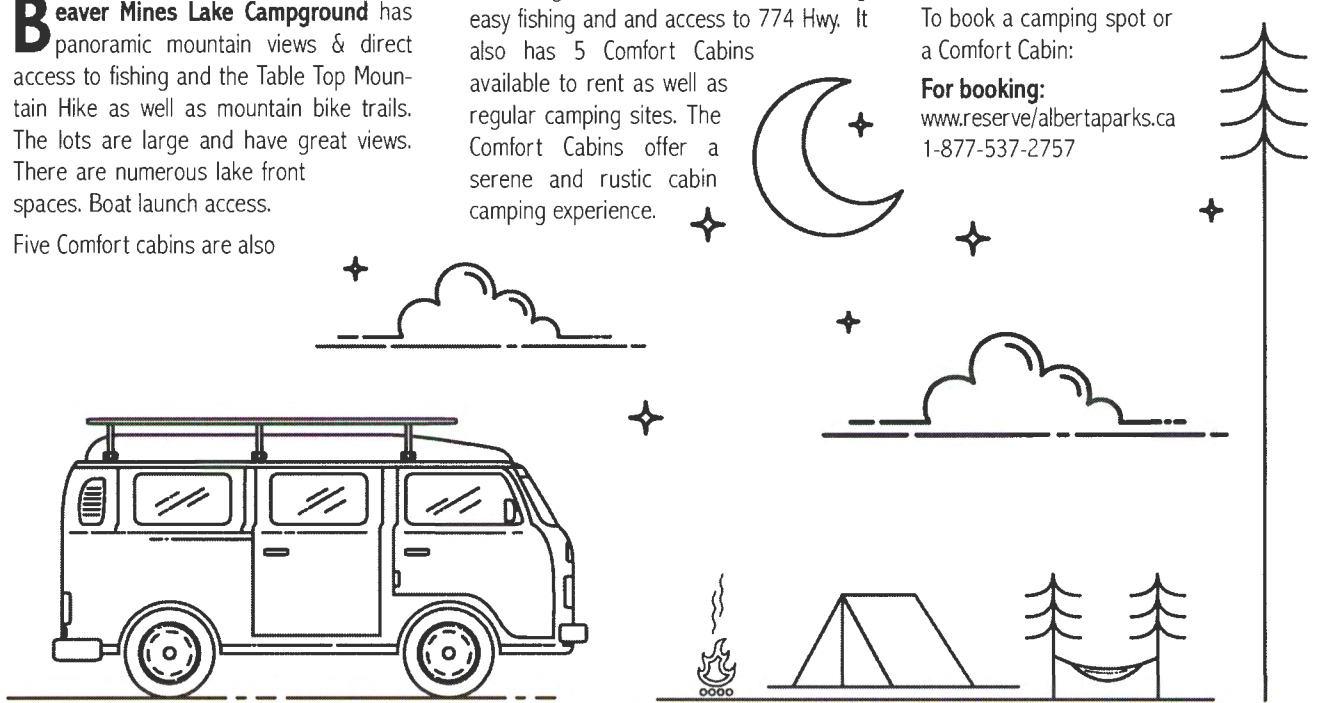
Syncline Campground is a group camping site with direct access to Castle River and directly off the paved road.

Back Country Camping is permitted only in the Wildland Park area and campers must follow traceless camping practices.

The Castle PP Visitors Centre will open July 15-September 3 10am- 4pm. The Centre will offer information as well as free brochures & trail maps about the area. Fat bike rentals will be available as well as firewood for sale. There will be on site First Aid & a Public telephone.

To book a camping spot or a Comfort Cabin:

For booking:
www.reserve.albertaparks.ca
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MOUNTAIN MOMENTS OF THE PAST

The most notable event in the West Castle Valley during the first half of the 20th Century was the 1936 forest fire that swept through the region leaving utter devastation and creating the large amount of standing deadwood still seen at Castle Mountain Resort today, particularly in the higher alpine area.

The fire report prepared for the Department of the Interior shows the fire, named the Pass Creek Fire started west of the

Flathead Valley in BC sometime in the latter half of June. By July the fire had jumped to the Alberta side through the Middle Kootenay Pass and ran through almost the entire length of the West Castle Valley until it was extinguished in late October 1936. Seven hundred thousand acres of land in Alberta, British Columbia and Montana were burned in the fire.

Three hundred men worked on the blaze which was noted as "one of the most

devastating fires to ever hit Southern Alberta" due to the vast tracts of valuable timber that were lost.

The forest did recover and the game returned to the valley within a few years.

It was against this backdrop that the West Castle Ski Resort originated.

Excerpted with permission from *A History of West Castle to Castle Mountain Resort* by Steve Kenworthy (2014)

REMEMBER TO
SLOW DOWN

RCMP RADAR ON 774

MARCH MOMENTUM AT CASTLE PARKS

- 01 Fat Biking Basics includes Bike Rental
- 02 Frozen Lake Fat Bike Tour includes Bike Rental
- 06 Fat Biking Basics includes Bike Rental
- 08 Starshoeing with or without Snowshoe Rental
- 09 Snowshoeing Saturdays with or without Snowshoe Rental
- 15 Starshoeing with or without Snowshoe Rental
- 16 Snowshoeing Saturdays with or without Snowshoe Rental
- 22 Starshoeing with or without Snowshoe Rental
- 23 Snowshoeing Saturdays with or without Snowshoe Rental
- 29 Starshoeing with or without Snowshoe Rental
- 30 Snowshoeing Saturdays with or without Snowshoe Rental

FOR FURTHER DETAILS USE THE LINK:
www.albertaparks.ca/albertaparksca/news-events
Or call: 403-627-9642



CONTENTED COWS AND GREAT SNOW AT THE HILL A GOOD START TO 2019

By Bev Everts, Councillor

Here is a short Division #3 MD update: The Beaver Mines Water and Wastewater project has made good progress with water now to the metering station. The Beaver Mines Community Advisory Group (BMCAG) has provided administrative assistance in ensuring the project maximizes efficiency and minimizes disruptions. Wastewater options are under review.

The fully funded provincial Castle Area Regional Water Supply – Contract 1 pipeline project was recently tendered to L.W. Dennis Contracting Ltd. As the 2019 ski season

wraps up and spring thaw begins, construction should be under way.

The other MD/Castle Mountain specific work Council has been doing is a continual review process of the MD's Area Structure Plan for Castle Mountain Resort. MD administration and an appointed committee from CMR have continued to work very hard to find resolution. The draft plan is nearing completion with hopes of being presented to Council for the required bylaws first reading and scheduling of a public hearing.

Council is pleased to announce that Troy

MacCulloch has accepted the position as the new Chief Administrative Officer for the MD beginning March 4, 2019.

Happy spring skiing and hope to see you on the slopes.

For current announcements and updated news:

www.mdpinchercreek.ab.ca

f [MdPincherCreek](https://www.facebook.com/MdPincherCreek)

You can contact Councillor Bev Everts at:

403 627-4983 (home)

403 627-3130 (MD office)



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SUMMER
GAMES

THANK
YOU

FOR OUR
NIGHT SKIING!

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f Castle Mountain
Community Association



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BE PART OF OUR NETWORK

Be part of the CMCA community, we welcome all Castle enthusiasts regardless of where you live. If you love Castle Mountain Resort then we invite you to join us in our commitment to making Castle a great community to visit and reside. Adding your email address to our Contact list gives you regular updates on Castle Mountain Community Association's activities as well as an email copy of this newsletter 4 times a year.

Send your name and email to:
castlemountaincommunity@gmail.com

You can also check out our website at:
castlemountaincommunity.org

Editors: Caralee Marriott & Caroline Wright
Publisher: Marisol Naranjo

LOOK FOR THE NEXT LIFTLINE JUNE 1, 2019

We welcome submissions from the Community by May 17, 2019. Send to:
cmariott@gmail.com or ckwright@shav.ca

These businesses are all interested in service the community

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MEMBERSHIP FORM

A CMCA membership:

- Expire on December 31 every year
- Covers one family per house hold
- Costs \$20 per year
- Primary method of communication will be via email

First Name: _____ Last Name: _____

CMR Unit #: _____ Number of people this membership covers: _____

Email Address(s): _____

Phone Number: _____

Mailing Address (of primary unit owner/renter): _____

City: _____ Postal Code: _____

Please email the completed form to:
Judy Clark-Seleski Judysesleski@gmail.com

Beaver Mines Water and Wastewater Project Briefing

March 14, 2019 updates in Bold

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

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

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

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

Beaver Mines Water and Wastewater Project Briefing

- m. The Mechanical Tender closed on November 23, 2107 with 4 tenders being submitted. DMT Mechanical Ltd was the low tender with a tender of \$4,816,322.70.
 - n. The Mechanical Contractor noted that casings into the Oldman Dam Reservoir are complete.
 - o. Following a winter shutdown, the pipeline contractor is looking to resume construction of the pipeline.
 - p. The basement vault for the raw water intake building is installed.
 - q. Changes to the piping requirements inside the water treatment plant have been initiated.
 - r. As of May 17, 2018 both the mechanical and pipeline contractors are working on the project.
 - s. Work on the reservoir site in Beaver Mines has commenced.
 - t. Commissioning of the new Raw Water Intake in the Oldman Dam Reservoir has begun. Once completed, the existing raw water pipeline from the Water Treatment Plant to the South Fork hill can be cleaned to be repurposed for treated water to Beaver Mines.
 - u. Work on the raw water booster station is progressing well including installation of the new power line.
 - v. Work on the Castle River Crossing has been completed.
 - w. **The booster stations, water treatment plant upgrades and Beaver Mines water reservoir are complete and are being commissioned. The pipeline is being commissioned up to the Beaver Mines metering station. Once the pipeline is commissioned the reservoir and metering station will be commissioned.**
- 2) The water distribution and wastewater collection component of the project includes the installation of pipes in the Hamlet to connect residents to the water reservoir and to connect to the wastewater treatment force main.
- a. Council has commissioned MPE Engineering to do the detailed design and tender of this project.
 - b. At project start up meeting with MPE Engineering, options that provided fire flow water capacity and gravity waste water collection for all sites were chosen. These options were also noted as preferred at meetings held with local residents.
 - c. The detailed design phase of the project is expected to take most of 2017 with the tender happening once a wastewater treatment option is chosen.
 - d. It is not expected to be constructed until 2018 or later, as in addition to being able to tie into the reservoir, connection to a wastewater system for residents requires, that a wastewater treatment system is operational as well.
 - e. Where required, easements for utility crossings on private land are being identified. Consultation with land owners has been initiated.
 - f. Piping options that provide full fire flow and a fire smart community are being reviewed.
 - g. Meetings with Atco Gas have identified areas where their upgrades in the Hamlet and the water/wastewater systems have conflicts. The conflict areas have been reviewed and proposed solutions found. **Atco Gas is looking to upgrade segments of their infrastructure in 2019.**
 - h. Detailed design and land easements **negotiations** are nearing completion.

Beaver Mines Water and Wastewater Project Briefing

- i. Council adopted a terms of reference for a Beaver Mines Community Association Advisory Committee to provide administration assistance in ensuring the project maximizes efficiency and minimizes disruption during construction.
 - j. Packages are being developed to provide information to residents on the project including: applications, residential parcel information, utility bylaws, possible costs, etc.
 - k. Minor edits are being made to the design documents based on information provided by the Beaver Mines Community Association Advisory Group.
 - l. **Options being considered for communicating the project information to residents and landowners include breaking down the information into smaller packages and holding information sessions.**
- 3) The wastewater treatment system component of the project includes a force main to the wastewater treatment system from the Hamlet.
- a. The Municipal District is awaiting word in the spring of 2017 on a grant application for this component of the project. On May 29, 2017 the Province announced the AMWWP grant funded projects, no grant was received for this project in 2017.
 - b. Land negotiations for an easement for a wastewater force main are ongoing.
 - c. Council has commissioned MPE Engineering to do a detailed design of this component of the project.
 - d. Council has requested additional information on the Mill Creek site access.
 - e. Meetings with area residents were held to discuss preliminary details of the project and to listen to their concerns.
 - f. A meeting to discuss access to the Mill Creek site was held with the local landowner and MPE engineering. Options on access have been developed and are awaiting review and comment.
 - g. A Historical Resources Assessment of the site will be initiated in October 2017. An informal walkabout with local landowners and Arrow Archaeology Ltd. occurred on the proposed site on Saturday October 21, 2017.
 - h. Boreholes and test pits to accommodate Historical Resource Impact Assessment and Geotechnical investigation are completed. Awaiting reports before determining next steps.
 - i. Following the determination that the Mill Creek site was not a viable site for a wastewater lagoon, Council directed MPE Engineering to look at other sites and options, as well as enter into communications with the Town of Pincher Creek to determine if using their lagoon at Pincher Station is a viable option.
 - j. Meetings with the Town of Pincher Creek were held to look at the viability of using the Town's lagoon system.
 - k. A request for proposals is being developed to look for alternate sites for a wastewater treatment system.
 - l. The request for proposals for land closed on May 10, 2018. No responses were received.
 - m. Additional letters have been sent to landowners whose land met criteria for further investigation. Two landowners responded to letters indicating they are not interested in selling land for a waste water treatment system.
 - n. Two parcels of land are being investigated to determine if they are viable for a wastewater treatment option.

Beaver Mines Water and Wastewater Project Briefing

- o. Council reviewed options on types of wastewater treatment systems and land locations at their November 13, 2018 meeting and chose to go with a lagoon system. Negotiations with land owners is ongoing
 - p. **Council is reviewing all options presented to date to confirm the preferred option before committing to the next steps.**
- 4) The Castle Servicing component of the project integrates the Castle requirements into the Beaver Mines Servicing and Beaver Mines Water Distribution components of the project. As well the pipeline from Beaver Mines to the Castle Parks and Castle Mountain Resort.
- a. A meeting was held with Alberta Environment and Parks, Alberta Tourism, Alberta Transportation, MPE Engineering and the MD to discuss some of the technical issues associated with supplying water to Castle Parks and Castle Mountain Resort. A meeting with Castle Mountain Resort staff identified historical use and provided insight into the long term development requirements for water, excluding water for making snow. Note: The water line to the Castle Mountain Resort is not intended to supply water for snow making. The final report of the Castle Area Servicing Study was provided on August 4, 2017.
 - b. MPE was commissioned to do the detailed design of the Castle Servicing project.
 - c. On November 1, 2017, the pipeline route to Castle Mountain Resort was toured to determine the best route and any impediments to the project.
 - d. Castle Mountain Staff provided a tour of their facilities to familiarize MPE Engineering with their equipment as the pipeline termination will need to be coordinated.
 - e. On November 22, 2017 a meeting with Alberta Transportation, Alberta Environment and Parks, MPE Engineering and Municipal District staff identified project requirements for dispositions, regulatory reporting, routing, plan review and probable timelines.
 - f. Detailed design of the project is underway and requirements for environmental assessments are being identified to allow for spring and summer assessment work.
 - g. Land negotiations are ongoing.
 - h. A request for prequalification of pipeline contractors has been initiated and will close on September 27, 2018. The tender documents will be provided to contractors who prequalify.
 - i. Tenders for the Castle Pipeline contract closed on November 8, 2018;
 - j. **The contract for the pipeline has been awarded to L.W. Dennis Contracting Ltd. Construction activity will commence this spring.**
 - k. **Tender closes for mechanical systems including booster stations on March 21, 2019.**

Operations Report March 21, 2019

Operations Activity Includes:

Agricultural and Environmental Services Activity Includes:

- Feb 27-March 6 Vacation (Lindsey)
- March 6 Airport Terminal Inspection – Health and Safety
- March 7 ASB Meeting
- March 8 Vacation (Shane)
- March 11-12 Environmental Farm Plan Review and Approval
- March 13 Joint Health and Safety Meeting
- March 13 Oldman Watershed Council, Watershed Legacy Program –
Application Review
- March 13 Canadian Agricultural Partnership Producer - Assistance with Application
- March 14 Staff Meeting
- March 15 South Regional Agricultural Fieldmen Meeting
- March 18 Canadian Agricultural Partnership Producer - Assistance with Application
- March 18 Gopher assessment in Patton Park
- March 19 Sustainability Series Webinar: Future Directions for Alberta's
Environmental Farm Plan
- March 19 Environmental Farm Plan Assistance with Producer

Public Works Activity Includes:

- Plowing roads and driveways as needed
- Regular road maintenance
- Clean and steam culverts
- Repaired broken waterline at Lundbreck
- Started brushing
- Sign repair and replacement
- Airport clearing

Upcoming:

- March 21 MRF Meeting in Calgary
- March 22 Interviews for Summer positions
- March 22 Oldman Watershed Council, Watershed Legacy Program –
Decision Making for Project Funding
- March 25 SWIM Meeting
- March 28 Environmental Farm Plan Workshop with Foothills Forage and Grazing
- March 29 Gopher Assessment in Patton Park

Project Update:

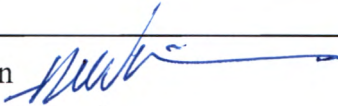
- Director of Operations discussions ongoing

Call Logs – attached.

Recommendation:

That the Operations report for the period March 7, 2019 to March 21, 2019, and the call log be received as information.

Prepared by: Roland Milligan



Date: March 21, 2019

Reviewed by: Troy MacCulloch



Date: 21 Mar. 2019

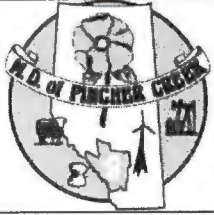
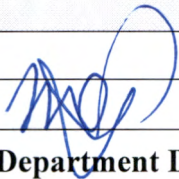
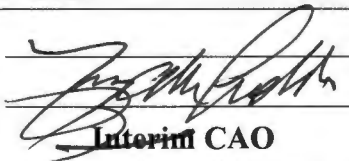
Submitted to: Council

Date: March 26, 2019

WORK ORDER	DIVISION	LOCATION	Approach Number	CONCERN/REQUEST	PUBLIC WORKS	ASSIGNED TO	ACTION TAKEN	REQUEST DATE	COMPLETION DATE
1558	Division 1	SW36 T4 R30 W4		Re getting an approach built		Jared Pitcher	waiting on agreement with Development Officer	Wednesday, April 18, 2018	
1617	Division 1	West Kerr		Trees on the west side of Kerr road need cut back		Stu Weber	add to 2019 brushing plan	Wednesday, May 30, 2018	
1643	Division 4	SW22 T7 R1 W5		Would like a culvert put in to solve water problem		Bob Millar	Defered to 2019	Tuesday, June 26, 2018	
1709	Division 1	SE 33-3-29 W4M		breaking the SE 33-3-29-W4M and will be hauling crop out next year. He suggested we look at the road as there		Stu Weber	Defered to 2019	Thursday, September 6, 2018	
1725	Division 4	NW4 T8 R1 W5	#8017 RR1-3A By glider strip	Caragana Bush in ditch needs to be removed		Jared Pitcher	add to 2019 brushing plan	Monday, October 1, 2018	
1750	Division 3	NE23 T6 R1 W5	#1101 TWP6-4	Would like Caragana Shubs cut down		Jared Pitcher	add to 2019 brushing plan	Monday, October 22, 2018	
1761	Lundbreck	End of old Hwy	walkway by track	fence post is down		Jared Pitcher	On list	Thursday, January 17, 2019	
1783	Division 5	NW21 T9 R2 W5	#9317 RR2-4	Frozen up Culvert with further issues		Stu Weber	Contractor/Done	Friday, February 22, 2019	Friday, March 8, 2019
1790		Lundbreck		Re Frozen hydrants at Lundbreck		Stu Weber	Completed	February 25, 2019	Thursday, March 21, 2019
1795	Division 1	NW21 T3 R29 W4		Frozen Culvert /Oops that it was fixed but not Mar 14		Stu Weber	Completed	Thursday, February 28, 2019	March 18, 2019
1803	Division 4	SW7 T8 R1 W5	#1521 TWP8-2	RQ driveway to be plowed		Brian Layton	Completed	Friday, March 1, 2019	Monday, March 11, 2019
1813	Division 5	SW8 T8 R2 W5	#2412 TWP8-0	RQ driveway to be plowed		Dave Sekella	Completed	Thursday, March 7, 2019	Thursday, March 7, 2019
1814	Division 5	SE16 T8 R2 W5	#8214 RR2-3	Concerned about their road & drifting		Dave Sekella	Completed	Friday, March 8, 2019	Friday, March 8, 2019
1815	Division 3	NW12 T6 R1 W5	#6125	Operator hit wire on post at approach		Tony Tuckwood	Completed/Fortis	Saturday, March 9, 2019	Thursday, March 21, 2019
1816	Division 4	NE2 T8 RF1 W5	#8010 RR1-2	RQ road to be plowed (Husband Passed away)		Brian Layton	Completed	Friday, March 8, 2019	Friday, March 8, 2019
1817	Division 1	NE9 T4 R29 W4		Driveway plugged in again		Rod Nelson	Completed	Friday, March 8, 2019	Monday, March 11, 2019
1818	Lundbreck			Concerned about the debris from Cement Plant fire blowing and causing danger			Not the MD concern	Friday, March 8, 2019	Friday, March 8, 2019
1819	Division 5	NE36 T7 R3 W5	#7518 RR3-0	Plugged culvert at Comins Need cleaning		Jared Pitcher	Completed	Friday, March 8, 2019	Saturday, March 17, 2018
1820	Division 4	NW36 T8 R1 W4	#8541 RR1-1	RQ driveway to be plowed		Tony Naumczyk	Completed	Friday, March 8, 2019	Friday, March 8, 2019
1821	Division 4	SE33 T7 R29 W4	RR29-3	RR29-3 Drifted		Tony Naumczyk	Completed	Friday, March 8, 2019	Friday, March 8, 2019
1822	Division 2	East of Fishburn Hall		2 Big trees are rotting and need to be cut down		Jared Pitcher	Completed	Monday, March 11, 2019	Thursday, March 21, 2019
1823	Division 1	NE24 T4 R30 W4	#4328 RR30-3	Driveway plugged in again		Rod Nelson	Completed	Monday, March 11, 2019	March 11, 2019
1824	Division 4	SW2 T7 R29 W4	#7002 RR29-3	RR29-3 Needs clearing for the school bus has had to drive her kids to the bus		Don Jackson	Completed	Monday, March 11, 2019	March 11, 2019
1825	Division 3	NW16 T6 R30 W4	#30318 TWP6-2A	Driveway plugged RQ operator as he is right there		Tim Oczkowski	Completed	Monday, March 11, 2019	Tuesday, March 12, 2019
1826	Division 3	SE32 T6 R2 W5	Carbon Dale Lynx creek	Roads are plugged she got stuck going home late night shift she can no get in or out		Tony Tuckwood	Completed	Tuesday, March 12, 2019	Wednesday, March 13, 2019
1827	Division 3	NW3 T7 R1 W5	#7019 RR1-3	MD road up to their house is plugged		Tony Tuckwood	Completed	Tuesday, March 12, 2019	Friday, March 15, 2019

WORK ORDER	DIVISION	LOCATION	Approach Number	CONCERN/REQUEST	PUBLIC WORKS	ASSIGNED TO	ACTION TAKEN	REQUEST DATE	COMPLETION DATE
1829	Division 1		RR29-2	Very slippery Drywood (Bruder) Bridge to top or hill		Brad Barbero	Completed	Tuesday, March 12, 2019	Thursday, March 14, 2019
1830	Division 3			Road needs clearing		Tony Tuckwood	Completed	Tuesday, March 12, 2019	Tuesday, March 12, 2019
1831	Division 4	SW15 T9 R1W5	off Snake Trail	RQ driveway to be plowed		Brian Layton	Completed	Tuesday, March 12, 2019	Tuesday, March 12, 2019
1832	Division 1	NE13 T5 R30 W4	#30012 TWP 5-2	RQ to wing off driveway		Brad Barbero	Completed	Tuesday, March 12, 2019	Thursday, March 14, 2019
1833	Division 2	SW22 T5 R30 W4	#5315 RR30-3	Dozer and blower clean out		Kent/Derek	Completed	Tuesday, March 12, 2019	Tuesday, March 12, 2019
1834	Division 3	SW21 T5 R2 W5	#2330 TWP5-3	To wing both sides of driveway		Tony Tuckwood	Completed	Wednesday, March 13, 2019	March 15, 2019
1835	Lundbreck	223 Breckenridge		No water pressure		Randy McLeod	completed	Wednesday, March 13, 2019	Tuesday, March 19, 2019
1836	Division 3	NE16 T6 R30 W4	September Springs	RQ for grader to do up to the overhead gate		Tony Tuckwood	completed	Wednesday, March 13, 2019	Thursday, March 14, 2019
1837				Road Permit request		Mike Killoran	Completed	Wednesday, March 13, 2019	Wednesday, March 13, 2019
1838	Airport			checking on clearing the A/P for plane eta early morn			Not able to do until tomorrow	Wednesday, March 13, 2019	Thursday, March 14, 2019
1839	Division 1	NW12 T3 R29 W4	#3015 RR29-9	RQ driveway to be plowed --- *Equipment broken down		Rod Nelson	Completed	Wednesday, March 13, 2019	March 15, 2019
1840	Division 3	NW10 T7 R30 W5	#7117 RR30-3	RQ driveway to be plowed		Tony Tuckwood	Completed	Thursday, March 14, 2019	Friday, March 15, 2019
1841	Division 1	SW13 T4 R29 W4	#4202 RR29-0	RQ RR29-0 to be cleared		Brad Barbero	Completed	Thursday, March 14, 2019	14-Mar-19
1842	Division 2	SE33 T5 R29 W4		RQ driveway again		Don Jackson	Completed	Thursday, March 14, 2019	Friday, March 15, 2019
1843	Division 1	SE11 T4 R29 W4	#4106 RR29-1	Needs the MD road plowed (called again March 1st)		Brad Barbero	Completed	Thursday, March 14, 2019	Thursday, March 14, 2019
1844	Airport			Asking if runway will be open March 15			yes	Thursday, March 14, 2019	Thursday, March 14, 2019
1845	Division 3	NW11 T7 R2 W5	#7132 RR2-1	Very angry about the condidtions and maintenance		Stu Weber	Discussion	Thursday, March 14, 2019	Thursday, March 14, 2019
1846	Division 3	NW3 T7 R1 W5	#7019 RR1-3	MD road to their house is plugged with snow		Tony Tuckwood	Completed	Friday, March 15, 2019	Friday, March 15, 2019
1847	Division 2	NW32 T5 R29 W4	#5511 RR29-5	RQ driveway to be plowed		Don Jackson	Completed	Friday, March 15, 2019	Friday, March 15, 2019
1848	Division 3	301 - 3 Street	Beaver Mines	Very unhappy with road maintenance this year		Mike Elliott	Speedplow completed	Friday, March 15, 2019	Friday, March 15, 2019
1849	Division 3	NW 4 T7 R1 W5	#1314 TWP7-0	RQ driveway / Zoratti Properties		Tony Tuckwood	Completed	Friday, March 15, 2019	Friday, March 15, 2019
1850	Division 3	Bus Route		Roads need plowing / KUDOS good job		Don Jackson	Completed	Friday, March 15, 2019	Friday, March 15, 2019
1851	Division 2	Re Doug Mains Rd		Need the driveway unplugged / need to feed cattle		Tim Oczkowski	Completed	Friday, March 15, 2019	Friday, March 15, 2019
1852	Division 4	NW20 T8 R29 W4	RR29-4	Need RR29-4 cleared (not since March 2		Brian Layton	Completed	Friday, March 15, 2019	Thursday, March 14, 2019
1853	Division 5	Connelly Road		Vehicle has been remove and off the road		Dave Sekella	Dave advised	Friday, March 15, 2019	Friday, March 15, 2019
1854	Division 2	NE32 T5 R29	#5520 RR29-4	Cyr Hill RR29-4 needs a plow		Don Jackson	Completed	Friday, March 15, 2019	Friday, March 15, 2019
1855	Division 4	SE2 T9 R30 W4	RR30-0A	Road is plugged		Brian Layton	Completed	Friday, March 15, 2019	March 15, 2019
1856	Division 2	NE3 T6 R29 W4	Chipman Creek	RQ Driveway		Don Jackson	Completed	Friday, March 15, 2019	March 18, 2019

Recommendation to Council

TITLE: Late Raw Water Intake Invoice			
PREPARED BY: Meghan Dobie		DATE: March 26, 2019	
DEPARTMENT: Finance			
Department Supervisor			ATTACHMENTS: 1. Letter from MPE 2. Invoice from Arrow Archaeology
APPROVALS:			
 <hr/> Department Director	MARCH 21, 2019 <hr/> Date	 <hr/> Interim CAO	21 / 03 / 19 <hr/> Date

RECOMMENDATION:
 That council use funds from the Water Infrastructure Reserve (6-12-0-758-6740) to pay the amount owing to Arrow Archaeology Limited.

- BACKGROUND:**
- MPE has had recurring issues with Arrow Archaeology Limited that may have contributed to the delay in the MD receiving the invoice.
 - Invoice is dated December 2018, letter from MPE is dated March 2019.
 - Project was complete in 2018, therefore we can no longer capitalize expenditures into 2019.
 - Invoice was not included in the 2019 budget.

FINANCIAL IMPLICATIONS:
 \$11,731.25 will be expensed in 2019.

Suite 300, 714 - 5 Avenue South
Lethbridge, AB T1J 0V1
Phone: 403-329-3442
1-866-329-3442
Fax: 403-329-9354



Municipal District of Pincher Creek No. 9
P.O. Box 279
Pincher Creek, AB
T0K 1W0

March 15, 2019
File: N:\17\70\008\00\L20

Attention: Troy MacCulloch
Chief Administrative Officer

Re: Raw Water Intake Upgrades
Recommendation to Pay Arrow Archaeology

Enclosed is an invoice totaling \$12,317.81 from Arrow Archaeology Limited for services related to the Historical Resources Act (HRA) approval required for the Raw Water Intake Upgrades. The invoice represents all work completed by Arrow Archaeology to obtain an HRA approval for the project dating back to 2016.

Please forward your payment directly to Arrow Archaeology at the address provided on the invoice.

If you have any questions or concerns regarding the application, please do not hesitate to contact the undersigned at 403-317-3658, or by email at gnummi@mpe.ca.

Yours truly,

MPE ENGINEERING LTD.

A handwritten signature in black ink, appearing to read "G. Nummi", is written over the printed name and title of the signatory.

Gavin Nummi, P. Eng.
Project Engineer

:gn



Invoice: 2018-239

2315 20 Street, Coaldale, Alberta, T1M 1G5
 P: 403 345 2812 C: 403 330 8376

To: M. D. of Pincher Creek
 c/o MPE Engineering
 300, 714 - 5 Avenue S., Lethbridge, AB., T1J 0V1

December 13, 2018

Attn: Gavin Nummi

M. D. of Pincher Creek Raw Water Intake Overview, HRIAs,
 monitoring, reporting, related work 28, 33-7-1 W5

Description	Qty	Rate	UoM	Amount
Background research and data, discussion with ACT archaeologist-researcher	10	\$ 70	hr.	\$ 700.00
Field truthing, HRIA fieldwork, testing, monitoring of excavation for construction of intake building-archaeologist	40	\$ 100	hr.	\$ 4,000.00
Reporting, final report mapping, overviews and fieldwork-archaeologist	48	\$ 100	hr.	\$ 4,800.00
digital data preparation and submission to ACT-researcher	4	\$ 70	hr.	\$ 280.00
Subtotal				\$ 9,780.00
Mileage Lethbridge to site area and return (4 trips)	935	0.75	km	\$ 701.25
HRIA permit fee payable to ACT	2	cost		\$ 1,000.00
mapping, office costs, historical air photos, geological base maps	1	300.00	ea	\$ 250.00
Subtotal expenses		\$ -		\$ 1,951.25
TOTAL				\$ 11,731.25
GST				\$ 586.56
TOTAL INVOICE				\$ 12,317.81

Please make cheque payable to Arrow Archaeology GST Registration number #894096106.

Payment for this invoice is due upon receipt. If payment is not received in 30 days, 2% per month of the balance owing for the period over 30 days will be charged.

Thank you. We appreciate your business. Please contact us if we can be of further service.

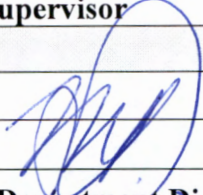
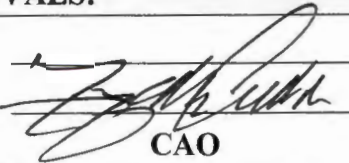
1-45-0-910-1910

2-45-0-260-2260

6-12-0-758-6740

5-12-0-272-5270

Administration Guidance Request

TITLE: 2019 – Tax Rate Recommendations		
PREPARED BY: Meghan Dobie		DATE: March 26, 2019
DEPARTMENT: Finance		
		ATTACHMENTS:
Department Supervisor	Date	1. 2019 Property Tax Discussion
APPROVALS:		
	MARCH 20, 2019	
Department Director	Date	CAO
		21 / Mar / 19
		Date

REQUEST: Recommendation to be bolded.

That council choose between the two recommended tax revenue options:

1. Recommendation #1 – Consider real growth in addition to the 2.5% residential municipal tax revenue increase for 2019.
2. Recommendation #2 – Consider an additional increase (above the already approved 2.5%) to the non-residential municipal tax revenue.

BACKGROUND:

- Approved budget included a 2.5% increase in tax revenue
- Budget projected an uncollected tax allowance of 1.91%, however the actual allowance is 1.19%
- The residential assessment from 2018 to 2019 increased as result of 'real growth'.
- The budget identified the need to fund reserves (specifically both the bridge and equipment reserve). However specific funds were not set aside.
- Assessor identified potential new grant in lieu properties, but collection is not guaranteed.
- The small business tax bylaw was passed by Council on February 26, 2019. This allows flexibility in adjusting the tax rate for larger business, separate from the small business.

Administration Guidance Request

FINANCIAL IMPLICATIONS:

Recommendation will impact tax revenue for 2019. A decision is needed for the 2019 Tax Rate Bylaw.

2019 Property Tax Discussion and Recommendations

2019 Approved Budget

The 2019 budget was approved at the Council meeting held on December 13, 2018. The budget included several tax revenue initiatives:

- 2.5% increase in tax revenue applied to municipal property taxes to achieve a Municipal Tax Levy equal to \$11,226,500.
- Introduction to the Alberta School Foundation Fund (ASFF) uncollected tax allowance of 1.9%. The levy generated approximately \$50,000 in revenue.
- Split tax rate for non-residential properties.
- Real growth was not included as it was considered minimal.

2019 Live Assessment

Table 1 – Live Assessment

	2019 Assessment	2018 Assessment	% Change
Residential	552,485,600	540,159,610	2.28%
Farmland	58,785,600	58,788,700	-0.00%
Non-Res Other	314,691,180	314,387,730	0.10%
Machine and Equip	177,456,100	178,868,100	-0.79%
Electrical Co	411,462,620	420,355,660	-2.12%
Total	1,514,881,100	1,512,559,800	0.15%

Recommendation #1

Real Growth

The residential assessment increased 2.28% from 2018, 2% of the total 2.28% is due to real growth. Real growth is new assessment (additional properties and property improvements). Considering real growth in the residential tax levy will result in approximately \$52,000 in tax revenue.

Council has the option to increase municipal tax revenue by this amount and retain the 2.5% increase on existing properties. If the option is not exercised, then the municipal tax request on existing properties would be less than the 2.5%, as 'real growth' would partially offset the increase.

ASFF Collection Allowance

The 2019 budget introduced an ASFF Collection Allowance of 1.91%. The allowance was based on 2017 data, as 2018 data was not yet available. The 2018 ASFF Collection Allowance is 1.19%. Compared to the budget, this results in a reduced collection allowance levy of approximately \$19,000; decreasing from \$51,000 to \$32,000.

Grant in Lieu

Grant in Lieu is property in the municipality that the Crown has interest in. In other words, the Crown owns land, but the municipality provides a service and therefore the property shall be considered when calculating municipal taxes. The assessor for the MD of Pincher Creek has identified several potential grant in lieu properties: Cowley Glider Strip, Water Bomber site, Carbondale lookout and a summer kitchen built on government land. The collection (approximately \$10,000) is not guaranteed.

Summary

Table 2 – Summary of Adjustments

	Actual	Budget	Over/Under
Real Growth Impact	11,278,198	11,226,500	51,698
ASFF Collection Allowance	31,939	51,080	(19,141)
New Grant in Lieu (collection uncertain)	(10,047)	-	(10,047)
Total	11,300,090	11,277,580	22,510

Projected Tax Rates:

Table 3 – Recommendation #1 Tax Rates (rounded 000's)

	2018 Tax Rate	2019 Tax Rate	Tax Rate Change
Residential	4.5998	4.7032	2.2%
Farmland	6.6480	6.8146	2.5%
Machine and Equip	8.8357	9.1568	3.6%
Electrical Co	8.8357	9.1568	3.6%
Non Res Other	8.8357	9.1568	3.6%

The 2019 tax rates in *Table 3* (see above) are based on a **2.5% increase in tax revenue**. If the tax rate change is greater than 2.5% it is because the live assessment has decreased from prior year.

Recommendation #2

Split Tax Rate for Non-Residential

Council passed The Small Business Tax Rate Bylaw on February 26, 2019. This allows for flexibility in adjusting the tax rate for larger businesses, separate from the small businesses.

Table 4 – Non-Residential Increase over and above 2.5%

	Increasing Tax Revenue on Non-Residential (Large Businesses)					
	0%	1%	2%	3%	4%	5%
Small Business	86,474	86,474	86,474	86,474	86,474	86,474
Machine and Equip	1,624,936	1,641,186	1,657,435	1,673,684	1,689,934	1,706,183
Electrical Co	3,767,695	3,805,372	3,843,049	3,880,726	3,918,403	3,956,080
Non Res Other	2,795,101	2,823,052	2,851,003	2,878,954	2,906,905	2,934,856
Total	8,274,206	8,356,084	8,437,961	8,519,838	8,601,716	8,683,593
Surplus		81,878	163,755	245,632	327,510	409,387

Projected Tax Rates:

Table 5 – Option 2 Tax Rates (rounded 000's)

	Tax Rates					
	0%	1%	2%	3%	4%	5%
Small Business	9.1568	9.1568	9.1568	9.1568	9.1568	9.1568
Machine and Equip	9.1568	9.2484	9.3400	9.4315	9.5231	9.6147
Electrical Co	9.1568	9.2484	9.3400	9.4315	9.5231	9.6147
Non Res Other	9.1568	9.2484	9.3400	9.4315	9.5231	9.6147

Recommendations

1. To consider residential real growth in addition to the 2.5% residential municipal tax revenue increase for 2019. The surplus will be used to partially offset the change in the ASFF Collection Allowance and uncertain grant in lieu collection. The remaining surplus will be allocated between the bridge and equipment reserves.
2. To consider an additional increase to the non-residential municipal tax revenue. This recommendation has a material impact on the budget, and therefore the approved budget will be amended by pushing the surplus into the tax rate stabilization reserve, however in actuals the reserve location is to be determined by Council through strategic planning.

Recommendation to Council



**TITLE: LETTER OF SUPPORT – PINCHER CREEK ECHO
CIRCA 1900**

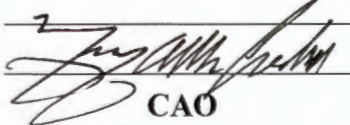
PREPARED BY: Troy MacCulloch

DATE: March 19, 2019

DEPARTMENT: Administration

		ATTACHMENTS: 1. Email, dated March 13, 2019, with accompanying letter 2. Draft Letter of Support for consideration
Department Supervisor	Date	

APPROVALS:

_____	_____		03/21/19
Department Director	Date	CAO	Date

RECOMMENDATION:

That Council provide a letter of support to the Pincher Creek & District Historical Society, for their grant application for the construction of the Pincher Creek Echo Project.

BACKGROUND:

On March 13, 2019, the MD received the attached email from the Museum Administrator from the Pincher Creek & District Historical Society, requesting a letter of support for the construction of a replica Pincher Creek Echo building, circa 1900.

The Society has applied for a grant from the Community Foundation of Lethbridge and Southwestern Alberta for this project and is looking for community support.

A draft letter of support is attached for Council's consideration.

FINANCIAL IMPLICATIONS:

None at this time.

MDInfo

From: Kootenai Brown <mail.kbpv@gmail.com>
Sent: Wednesday, March 13, 2019 4:26 PM
To: MDInfo
Subject: MDletter.pdf
Attachments: MDletter.pdf

Good afternoon,

Please pass the attached letter onto the applicable department.

Thank you,

Laura Korbett
Museum Administrator
Pincher Creek & Dist. Historical Society
403-627-3684



The Pincher Creek and District Historical Society
P.O.Box 1226
Pincher Creek, Alberta
T0K-1W0
(403) 627-3684
Email: mail.kbpvi@gmail.com

March 13, 2019

MD of Pincher Creek
Box 159
Pincher Creek, AB T0K 1W0

Re: Pincher Creek Echo Replica

Dear MD of Pincher Creek,

The Pincher Creek & District Historical Society would like to ask for a letter of support for a grant we are applying for from the Community Foundation of Lethbridge + Southwestern Alberta. We would like to build a replica of the Pincher Creek Echo circa 1900 as we already have a lot of the Echo's artifacts and archived papers that we can do a very effective display inside. The history of the Pincher Creek Echo is very relevant to the Town and MD of Pincher Creek, and Alberta in general, as it is the 2nd oldest surviving weekly newspaper in Alberta and it warrants being preserved for future generations.

Sincerely,

Colleen Casey – Cyr, President
Pincher Creek & District Historical Society



P.O. BOX 279
PINCHER CREEK, ALBERTA
T0K 1W0
phone 403-627-3130 • fax 403-627-5070
email: info@mdpincercreek.ab.ca
www.mdpincercreek.ab.ca

March 26, 2019

Pincher Creek & District Historical Society
PO Box 1226
Pincher Creek, AB T0K 1W0
Attn: Colleen Casey-Cyr

To Whom It May Concern:

RE: Letter of Support – Pincher Creek Echo Replica – Community Foundation of Lethbridge

Council for the Municipal District of Pincher Creek No. 9 proudly supports the Pincher Creek Echo Replica Project, as submitted by the Pincher Creek & District Historical Society.


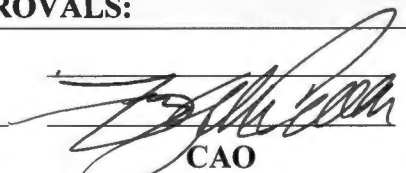
The Pincher Creek Echo is the second oldest surviving weekly newspapers in Alberta and continues to provide its citizens with relevant and current information.

Please consider this project for approval, as the history of the Pincher Creek Echo should be preserved for future generations.

Yours truly,

Troy MacCulloch
Chief Administrative Officer

Administration Guidance Request

TITLE: WORKMAN'S COMPENSATION BENEFITS COVERAGE FOR VOLUNTEER GROUPS		
PREPARED BY: Troy MacCulloch		DATE: March 21, 2019
DEPARTMENT: Administration		
		ATTACHMENTS:
Department Supervisor	Date	<ol style="list-style-type: none"> 1. Email string, starting March 13, 2019 2. Email string, starting March 15, 2019 3. Who Is Covered? WCB Employer Fact Sheet
APPROVALS:		
_____	_____	
Department Director	Date	CAO
_____	_____	21 Mar 19 Date

REQUEST:
That Council determine if they are willing to provide funding for the WCB coverage for the Syncline Cross Country Trails Association.

BACKGROUND:
<p>On March 13, 2019, Councillor Everts received an email from David McNeill, President of Syncline Cross Country Trails Association (SCAT), investigating the possibility of the MD paying the WCB requirements.</p> <p>Staff investigated the logistics of this request and determined the following:</p> <ul style="list-style-type: none"> - The Municipality of the Crowsnest Pass does not have the mentioned organization under their umbrella, but does provide the funding for the organization to maintain their own coverage. This organization maintains the ski hill, which is owned by the municipality. - The MD could add the SCAT as an additionally named insured organization. The cost for this is included. This would provide liability insurance and coverage for their equipment. Each piece of equipment would have an additional cost for insurance, and an inventory of their equipment would be required. - WCB coverage is separate from insurance. WCB was not contacted to investigate this further, but the amount that was mentioned in the email was approximately \$4,500.

Administration Guidance Request

Additional considerations include:

- The trails are within the Provincial Parks.
- The MD has multiple volunteer organizations maintaining MD owned facilities and infrastructure that would also benefit from this request. Is Council prepared to provide this to future requests as well?
- SCAT could apply for this coverage under the Joint Council Funding process.

FINANCIAL IMPLICATIONS:

Budget implications would occur.

Tara Cryderman

From: Troy MacCulloch
Sent: Saturday, March 16, 2019 3:39 PM
To: Tara Cryderman
Subject: FW: WCB coverage

I've done some digging on this and reached out to Patrick at the Pass. The Council over there decided to give them a grant equal to what their WCB would be to offset the cost to the group - this was done instead of covering them under ours since there is too much risk and exposure for our MD and I am in full agreement to that so it needs to go to Council to see if they want to do a grant to cover their WCB premium.

I also gave this to Brendan to see what our insurers say as well, so that report may be in on Monday too for information.

Thanks again and see you Monday

troy

From: Bev Everts <CouncilDiv3@mdpincercreek.ab.ca>
Sent: March 15, 2019 8:01 AM
To: Troy MacCulloch <CAO@mdpincercreek.ab.ca>
Subject: Fwd: WCB coverage

Good morning Troy

I received this email below (to my personal email) yesterday from David McNeil President of SCAT - Syncline cross country Trails Association (in Castle provincial park). Recent provincial changes are causing challenges for volunteer organizations. I think Sheldon can update you better than I. Also wonder if Brian Mills has any suggestions? I noted that CP MD has found a solution - Maybe you can quiz Patrick @ RMA? Please cc me when you get back to David. Thanks so much, Bev

Sent from my iPhone

Begin forwarded message:

From: "Bev Everts " <stillridge@dusk.ca>
Date: March 14, 2019 at 5:37:59 PM MDT
To: David McNeill <mcfar@toughcountry.net>
Cc: <CouncilDiv3@mdpincercreek.ab.ca>
Subject: Re: WCB coverage
Reply-To: "Bev Everts " <stillridge@dusk.ca>

Hi David

Welcome home! I've cced my MD council address and will forward this on to our new CAO Troy. I am wondering if perhaps our new safety officer Brian Millis may have an answer? Please also let Lindy know she should be hearing from the MD re: her letter. A resolution was passed to establish an Ad Hoc Art Committee.

Feeling like spring today and hoping to take the Grands skiing tomorrow. Cheers, Bev

-----Original Message----- From: David McNeill
Sent: Wednesday, March 13, 2019 9:41 AM

To: Bev Everts
Subject: WCB coverage

Bev,
I'm not quite sure where to start with this one, but perhaps you can direct me.

SCaT is required to have WCB coverage if we are to continue with our maintenance/trail making etc. work on the Syncline Trails, per Parks requirement.

I've talked to WCB and it looks like it will cost us \$4500 annually - frankly too much for us to do for more than one year. A couple of similar organizations in the Pass are covered via the municipality of CNP. So, my question is would the MD consider covering us?

I don't know if you could ask around or whether you could tell me who I should direct the question to.

Hope you're finding time for some "Yee-haw" downhill.

We're good. Fun 10 days in Costa Rica and we missed some more v. Cold weather.

Dave

Tara Cryderman

From: Brendan Schlossberger
Sent: Thursday, March 21, 2019 8:45 AM
To: Tara Cryderman
Subject: RE: Adding an ANI

Hey,

Sorry about the acronyms. ANI = Additionally named insured. So they would be like the Twin Butte Community Association or the Beaver Mines Community Association.

Yes WCB is separate from insurance. I assumed they would have worked with/against each other in the past and would have some info on it but the insurance said they are separate.

This gives us the costs for liability insurance and then equipment on top of it if they wanted to be added. I'm not sure if we did get a hold of WCB what they would require in insurance.

Liability - \$500
Equipment Deposit - \$2000-3000
Equipment – Variable but \$100 – 300/piece

Thanks!

From: Tara Cryderman <AdminExecAsst@mdpincercreek.ab.ca>
Sent: Thursday, March 21, 2019 8:16 AM
To: Brendan Schlossberger <AdminAcctClerk@mdpincercreek.ab.ca>
Subject: RE: Adding an ANI

Hi,

Just a couple clarifying questions:

What is ANI?

And this is for insurance only not WCB? WCB is separate? What type of insurance does this cover then? Liability only?

Thanks,

Tara

From: Brendan Schlossberger <AdminAcctClerk@mdpincercreek.ab.ca>
Sent: Wednesday, March 20, 2019 4:02 PM
To: Tara Cryderman <AdminExecAsst@mdpincercreek.ab.ca>
Subject: FW: Adding an ANI

Hey Tara,

So this is the string from Kerry, if we have to contact WCB about them being covered it would be Maureen that has the WCB contact info. However, this gives us an idea of what it would cost to get them on our insurance policy as an ANI if we have to do that in order to add them to our WCB.

I do know we pay WCB based on our # of employees and that is approximately \$4000 per month so that can give a bit of range for costs in the event they can be added.

Sorry if this didn't help as much!

From: Kerry Dutton <kerry@RMAInsurance.com>
Sent: Wednesday, March 20, 2019 3:25 PM
To: Brendan Schlossberger <AdminAcctClerk@mdpincercreek.ab.ca>
Subject: RE: Adding an ANI

Sorry, Insurance has nothing to do with WCB ... but I don't think so ☹ Maybe you will have to check with WCB on that

Also just as a side note – their equipment would be added to the MD's heavy equipment schedule so a \$5000 ded would apply - they would however have the option to "buy down" the ded to \$1000 or \$2500 if they chose to pay a bit more premium....

Kerry Dutton, CIP
Member Services Representative
780-955-4088
kerry@RMAInsurance.com

From: Brendan Schlossberger <AdminAcctClerk@mdpincercreek.ab.ca>
Sent: March 20, 2019 2:54 PM
To: Kerry Dutton <kerry@RMAInsurance.com>
Subject: RE: Adding an ANI

Ok perfect. Thanks for getting that for us. One last confirmation before I pass this along.

If we did go ahead and add them and all of their equipment to our policy our WCB coverage would then extend to cover them as well?

Thanks!

From: Kerry Dutton <kerry@RMAInsurance.com>
Sent: Wednesday, March 20, 2019 2:00 PM
To: Brendan Schlossberger <AdminAcctClerk@mdpincercreek.ab.ca>
Subject: RE: Adding an ANI

Of course ... it looks like we have a couple of 'trail associations' and just for their liability would be \$497 per year. If they have any property or equipment that would be in addition to the liability premium ...

Kerry Dutton, CIP
Member Services Representative
780-955-4088
kerry@RMAInsurance.com

From: Brendan Schlossberger <AdminAcctClerk@mdpincercreek.ab.ca>
Sent: March 20, 2019 1:56 PM
To: Kerry Dutton <kerry@RMAInsurance.com>
Subject: RE: Adding an ANI

Hi Kerry,

Not a problem, I can talk to the Syncline Group and see if they can pass one along.

We did chat with Crowsnest and they mentioned they just pay for the WCB coverage of their group because it was going to be too much of an added cost to the municipality. Do you know what type of an increase there would be to our premiums if we added them as an ANI?

Thanks,

From: Kerry Dutton <kerry@RMAInsurance.com>
Sent: Wednesday, March 20, 2019 1:30 PM
To: Brendan Schlossberger <AdminAcctClerk@mdpincercreek.ab.ca>
Subject: RE: Adding an ANI

Hello Brendan, I finally had a chance to speak to our Risk Advisor as the office here has been pretty quiet due to our spring convention. There should be no problem with this group's operations fitting within our underwriting guidelines.

However, since this is Provincial Land, would it be possible to forward a copy of the agreement or the municipal order that might show the insurance requirements with this new legislation – just to be sure that our policy meets their requirements

Kerry Dutton, CIP
Member Services Representative
780-955-4088
kerry@RMAInsurance.com

From: Brendan Schlossberger <AdminAcctClerk@mdpincercreek.ab.ca>
Sent: March 18, 2019 1:55 PM
To: Kerry Dutton <kerry@RMAInsurance.com>
Subject: RE: Adding an ANI

Hi Kerry,

Yes I believe they are.

From: Kerry Dutton <kerry@RMAInsurance.com>
Sent: Monday, March 18, 2019 1:45 PM
To: Brendan Schlossberger <AdminAcctClerk@mdpincercreek.ab.ca>
Subject: RE: Adding an ANI

Hello Brendan

So you mentioned that they are volunteers, but are they a registered Non-For-Profit entity ?

Kerry Dutton, CIP

Member Services Representative
780-955-4088
kerry@RMAInsurance.com

From: Brendan Schlossberger <AdminAcctClerk@mdpincercreek.ab.ca>

Sent: March 15, 2019 1:14 PM

To: Kerry Dutton <kerry@RMAInsurance.com>

Subject: Adding an ANI

Hi Kerry,

We just had a small local organization ask us about the possibility of being added to our insurance policy. They currently do trail maintenance in the Syncline region of Castle Provincial Park. With the new legislature they are now required to be covered under WCB in order to do their volunteer work. They are too small of an organization to be able to afford the WCB premiums and were wondering if they could be added as an ANI on our policy or if there is another way for them to get on our policy?

They mentioned similar organizations in the Crowsnest Pass are covered under some sort of policy with the municipality there. Any advice on a direction would be great.

Thanks!

Brendan Schlossberger
Accounting Clerk
Municipal District of Pincher Creek No. 9
PO Box 279 | Pincher Creek, AB | T0K 1W0
Phone: 403.627.3130
Fax: 403.627.5070
Email: bschlossberger@mdpincercreek.ab.ca

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

Who do I have to cover?

Most employers in Alberta are required by law to have workers' compensation insurance for their paid and unpaid workers.* For WCB purposes, a worker is any person who enters into or works under a contract of service or apprenticeship, written or oral, expressed or implied, whether by way of manual labour or otherwise.

A worker is anyone who works:

- Full-time
- Part-time
- Temporary or casual (including foreign workers)
- Contract/subcontract, unless they are operating through a corporation or they maintain their own WCB account (see contractor/subcontractor section below)
- As a volunteer (see volunteer section below)

***Note:** for farming and ranching operations, please visit https://www.wcb.ab.ca/assets/pdfs/employers/EFS_Farming_coverage.pdf or contact us at 1-866-922-9221 for information about who you need to cover.

Unpaid workers (for-profit)

The definition of a worker also applies to family or unpaid workers. With the exception of proprietors, partners in a partnership, or directors of a corporation, all people actively providing a service to the business are considered workers.

If you're a for-profit organization and have people providing services who are not paid, these individuals are considered unpaid workers and are automatically covered in the event of a workplace injury or illness.

You're required to report a value for their services with the insurable earnings information you submit for your workers. This value of service should represent a fair market value for the services provided.

Volunteers (not-for-profit)

If you're a not-for-profit organization and have people providing services who are not paid, these individuals are considered to be volunteers and they aren't automatically covered. These people can only be covered through a special

request for coverage. Once your application to cover the volunteers is submitted and approved, you must include a value for their services with the insurable earnings information you submit for your workers. This value of service should represent a fair market value for the services provided.

Directors/shareholders

If you're operating as a corporation, you don't have to cover the directors of your corporation. Directors are people elected by the shareholders to manage the business and financial affairs of a corporation. The Alberta Corporate Registry officially records the names of all directors.

In order to be covered by workers' compensation, directors need to purchase optional personal coverage. Directors who don't have personal coverage are not protected from legal action resulting from workers' injuries and may be personally sued.

You're required to cover your shareholders who work for the corporation. When shareholders are elected directors of the corporation, they aren't covered by workers' compensation unless they purchase optional personal coverage.

Corporations

If you hire a corporation, you do not cover their workers or directors.

Partnerships

If you hire a partnership that has no workers, you must cover the partners if none of them have personal coverage. If, however, any partner has personal coverage, you do not cover any of the partners. The partner(s) without personal coverage won't receive compensation benefits if injured.

Proprietors

If you hire proprietors who don't have personal coverage, you must cover them as your workers. For WCB purposes, a proprietor is an individual who owns and operates a business and does not employ any workers. Proprietors usually perform work for more than one person at the same time.

Contractors/subcontractors

If you hire contractors or subcontractors you must cover them, except when they:

1. Have a WCB account.
2. Are operating as a corporation.
3. Are performing the work as:
 - An employer in that industry.
 - A worker of another employer.
 - A director of a corporation.
 - A proprietor with personal coverage.
 - A partner in a partnership with personal coverage.

For contractors/subcontractors earnings, you report 100 per cent of the amount paid if only labour is supplied. If equipment is involved, contact WCB for assistance in determining the amount to report.



CHIEF ADMINISTRATIVE OFFICER'S REPORT

March 8, 2019 – March 21, 2019

DISCUSSION:

- March 12 Council Committee / Council Meeting
- March 13 JHSC Meeting
Property Tax By-Law with Dir of Finance
- March 14 Staff Meeting
- March 15 Joint Health and Safety Meeting
Beaver Mines Project with Leo Reedyk
- March 18-20 RMA Convention in Edmonton
- March 19 Meeting with Minister in Edmonton
- March 21 Special Council Meeting at Town of Pincher Creek

UPCOMING:

- March 22 REMO Agency Meeting
- March 26 Council Committee / Public Hearing / Council Meeting
- March 27 AGM for Chamber of Commerce

OTHER

Director Position Director of Operations Position Discussions Ongoing
Manager of Public Works Manager of Public Works Ad has been crafted and is now posted

RECOMMENDATION:

That Council receive for information, the Chief Administrative Officer's report for the period of March 8, 2019 to March 21, 2019.

Prepared by: Troy MacCulloch, CAO

Date: March 21, 2019

Respectfully presented to: Council

Date: March 26, 2019

Recommendation to Council

TITLE: FARM CANADA CREDIT AGRISPIRIT FUND PARTNERSHIP- TWIN BUTTE COMMUNITY SOCIETY			
PREPARED BY: Troy MacCulloch		DATE: March 26, 2019	
DEPARTMENT: Administration			
		ATTACHMENTS: 1. Email, dated March 22, 2019 2. FCC AgriSpirit Fund information	
Department Supervisor	Date		
APPROVALS:			
Department Director	Date	 CAO	26 Mar. 19 Date

RECOMMENDATION:
 That Council partner with the Twin Butte Community Society, with the application of the FCC AgriSpirit Fund, for the purchase of the wheelchair lift for the Barrier Free Project for the Twin Butte Community Hall.

BACKGROUND:

On March 22, 2019, the MD received the attached email from the Twin Butte Community Society requesting that the MD partner with their organization applying for the AgriSpirit Fund Grant.

The MD would receive the funds and then forward the funds to the Society.

FINANCIAL IMPLICATIONS:

None at this time.

MDInfo

From: info@mdpincercreek.ab.ca
Sent: Friday, March 22, 2019 10:41 PM
To: MDInfo
Subject: Contact Form

Site: mdpincercreek.ab.ca

Name: Sophie LaRocque

Subject: Contact Form

Text: Hey there, I'm not sure who this email goes to so I would like to say that my name is Sophie and I am the current chair of the Twin Butte Community Society. We are hoping to apply for the upcoming FCC AgriSpirit funding opportunity, which is due on the 29th. Because we not a charity, only a non profit, we are required to partner with our MD for this grant. This means that the MD would be responsible for receiving and transferring the money as well as proving a receipt for the FCC. We would be requesting funds to contribute to purchasing a wheelchair lift for our barrier-free addition project. At this point, we are only to send in a brief letter of interest after which they may ask us for more info (work that we as a society would undertake) For now we are hoping we can just get a letter of support from the MD if they are agreeable to partnering with us. Many thanks and please let me know if there are any questions. Cheers, Sophie

Reason: Question

From: twinbuttehall@gmail.com

Phone:



FCC AgriSpirit Fund

Applications are open March 1 to 29, 2019

Do you have a project that will enhance lives or contribute to sustainability in your rural community? The FCC AgriSpirit Fund may provide between \$5,000 to \$25,000 to projects that qualify in a city or town with less than 150,000 people.

Types of projects we consider:

- **Capital projects** – construction or upgrades to a hospital, medical centre, childcare facility, rink, sportsplex or the purchase of fire and rescue equipment
- **Sustainability projects** - upgrades to heating and cooling systems in a community building, installing new windows in a recreation centre or purchasing capital items for a recycling facility

[View all past projects](#)

Who can apply?

- [Charities registered with the Canada Revenue Agency](#)
- Non-profit organizations who partner with a municipal body, territorial or provincial government. The municipal body must agree to receive contributed money and issue a receipt.
- Town or city under 150,000 people, rural municipality or First Nations band
- Organizations must not have received AgriSpirit funding in the past four years

Eligible projects:

- Recognize FCC's contribution
- Must be completed within two years of receiving funding with documented proof

- Capital projects that enrich lives or contribute to sustainability

[View all FCC AgriSpirit Fund FAQs](#)

How to apply:

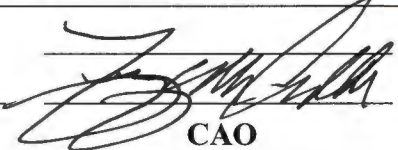
All applications must be submitted online between **March 1 to 29, 2019**. You'll be contacted by email in August 2019.

FCC employees and their immediate family members are not eligible to apply.

[Apply now](#)

Questions or problems applying? See our [FCCAgriSpirit Fund FAQs](#) or [email us](#).

Administration Guidance Request

TITLE: 2019 MUNICIPAL DEVELOPMENT PLAN SCOPE OF WORK			
PREPARED BY: Roland Milligan		DATE: March 19, 2019	
DEPARTMENT: Development and Community Services			
		ATTACHMENTS: 1. Scope of Work Proposal	
Department Supervisor	Date		
APPROVALS:			
 _____ Department Director	2019/03/21 _____ Date	 _____ CAO	21/03/19 _____ Date

REQUEST:
 That Council review the submitted Scope of Work and determine if it meets their requirements, with regards to the updating of the Municipal Development Plan for the MD.

BACKGROUND:

The current Municipal Development Plan (MDP) was adopted in 2002, with a revision in 2008.

With the implementation of the *South Saskatchewan Regional Plan* (SSRP) in 2014, revisions and policy changes to the MDP are necessary to comply with the SSRP.

In addition, this provides an opportunity for Council to ensure their vision, principles, goals and policies for the municipality are aligned with the MDP.

FINANCIAL IMPLICATIONS:

A cost of \$50,000 is proposed.

**Municipal District of Pincher Creek No. 9
2019 Municipal Development Plan
Scope of Work**



What is a Municipal Development Plan?

The MDP is the primary land use planning and community development guiding document for a municipality. The MDP helps council and municipal staff to make sound decisions on planning and development matters and informs the content of the Land Use Bylaw and other statutory plans.



The MDP sets the vision, principles, goals, and policies for the municipality and it guides most of Council's major land use and development decisions, particularly those that will impact the community for many years, typically over a 20 year or more period. The MDP also provides direction on how other plans are to be prepared. Over the last number of years, many municipalities are adding more specific sustainability principles into their MDPs, in respect of environmental and financial consideration.

A MDP must be compliant with the South Saskatchewan Regional Plan prepared and adopted pursuant to the Alberta Land Stewardship Act. The MGA further requires that all statutory plans (Intermunicipal Plans, Area Structure or Area Redevelopment plans) , including a MDP, must be consistent with each other.

Municipalities have a mandatory obligation to involve the public, school authorities and adjacent municipalities in the preparation of MDP [s.636]. Typically a steering committee guides the development of an MDP. A Steering Committee can be composed of a membership as seen fit by Council (or could be Council as a whole). Municipalities are well advised to consult with surrounding municipalities as they prepare their MDP. Further, public hearings and notices are required before second reading is given to a by-law adopting a MDP [s. 692, 606, 230].

Why do municipalities need an MDP?

A Municipal Development Plan is a mandatory requirement for all municipalities in Alberta (section 632(1) of MGA).

Changes to the demographic, economic and social make up and the needs and aspirations of the municipality since the adoption of the previous MDP in 2002 (revised in 2008) necessitate the formation of a new MDP.

The South Saskatchewan Regional Plan (SSRP) came into effect on September 1, 2014. The Regional Plan is guided by the vision, outcomes and intended directions set by the Strategic Plan portion of the SSRP, while the Implementation Plan establishes the objectives and the strategies that will be implemented to achieve the regional vision. In accordance with the Alberta Land Stewardship Act, every local government body must make all necessary policy changes and file a statutory declaration stating compliance with the SSRP within 5 years from the date of adoption.

Reviewing the relevant sections of the SSRP and the linkage between the municipality's planning documents will be part of the MDP process.

What is required of an MDP?

The MGA s.632 requires that an MDP *must* address:

- Future land use and development within the municipality
- Provision of transportation systems
- Municipal services and facilities
- Guidelines for land uses adjacent to sour gas facilities
- Provision of municipal and school reserves
- Protection of agricultural operations

The MGA allows that an MDP *may* address:

- Development constraints
- Environmental matters within the municipality
- Financial resources of the municipality
- Conservation reserve
- Any other physical, social and economic development matters

What is the plan process?

Vision, Design, Implementation

1. General Timeframe
2. Establish Council as Steering Committee
 - Review existing Vision and/or strategic plan
3. Establish Public Participation Process (section 636 of MGA)
 - Questionnaires
 - Webpage
 - Stakeholder identification & consultation
 - Public information meetings
 - Public hearing
4. Gather Background Information
 - Legislative status
 - Purpose of MDP
 - Goals and objectives of MDP
 - Statistics
 - Review existing MDP
5. Identify Characteristics
 - Physical features


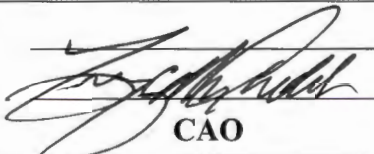
- Existing land uses
 - Economic factors
 - Population and land use projections
6. Identify Issues
 - Subdivision and development pressures
 - Legacy issues: subdivision, wind/transmission, gravel pits etc
 - Highway realignment/twinning
 - Diversifying the assessment base
 - Population
 - Regulation of secondary housing both in rural and hamlets
 - Resource extraction
 - Confined Feeding Operations and Prohibited areas map
 - Dark skies
 - Natural environment
 - Historic resources
 7. Establish Local Land Use Philosophy & Objectives
 8. Prepare Land Use Policies to Support Philosophy & Objectives
 - Residential and country residential uses
 - Commercial and industrial uses
 - Public utilities
 - Public and recreational land uses: Reserve land policies
 - Subdivision and development policies
 - Economic development and tourism policies
 - Fringe area policies
 - Hamlets
 - Wind/solar
 9. Establish Implementation Strategies
 - Review of planning and policy documents for conformity with new MDP
 - Amendments to land use bylaw (rezonings, text amendments etc.)
 - Amendments to other planning and policy documents
 - Budget for implementation items

Budget

\$50,000 in budget

3 payments: one on start, second at draft and third with adoption

Recommendation to Council

TITLE: INFORMATIONAL CORRESPONDENCE			
PREPARED BY: Troy MacCulloch		DATE: March 21, 2019	
DEPARTMENT: Administration			
Department Supervisor		ATTACHMENTS: <ol style="list-style-type: none"> 1. Raw Water Intake Relocation Project, letter dated March 12, 2019 2. Local Authorities Election Act Change Management Fact Sheets, email dated March 7, 2019, with accompanying information 3. Coalition of Canadian Municipalities for Energy Action, email dated March 21, 2019 4. Lethbridge What We Heard Summary, email date March 11, 2019, with accompanying information 5. Funding Opportunities, email dated March 21, 2019 6. Waterton Gas Plant (WAG) Update March 2019, email dated March 11, 2019 7. Badger Forum Smart Cities, email dated March 8, 2019 8. Sewage Lagoon, note received March 12, 2019 9. MD Road Work, email dated March 14, 2019, with accompanying letter 	
APPROVALS:			
		 _____ CAO	21 Mar. 19 _____ Date
Department Director	Date	CAO	Date

RECOMMENDATION:

That Council receive the following documentation as information:

1. Raw Water Intake Relocation Project, letter dated March 12, 2019
2. Local Authorities Election Act Change Management Fact Sheets, email dated March 7, 2019, with accompanying information
3. Coalition of Canadian Municipalities for Energy Action, email dated March 21, 2019

Recommendation to Council

4. Lethbridge What We Heard Summary, email date March 11, 2019, with accompanying information
5. Funding Opportunities, email dated March 21, 2019
6. Waterton Gas Plant (WAG) Update March 2019, email dated March 11, 2019
7. Badger Forum Smart Cities, email dated March 8, 2019
8. Sewage Lagoon, note received March 12, 2019
9. MD Road Work, email dated March 14, 2019, with accompanying letter

BACKGROUND:

Informational correspondence was received.

FINANCIAL IMPLICATIONS:

None at this time.



ALBERTA
ENVIRONMENT AND PARKS

*Office of the Minister
Minister Responsible for the Climate Change Office
MLA, Lethbridge-West*

97301

RECEIVED

MAR 15 2019

M.D. OF PINCHER CREEK

MAR 12 2019

Reeve Quentin Stevick
Municipal District of Pincher Creek No. 9
PO Box 279
Pincher Creek AB T0K 1W0

Dear Reeve Stevick:

Thank you for your ongoing leadership in implementing flood mitigation projects for the Municipal District of Pincher Creek. Your dedication is appreciated as the Government of Alberta works to enhance or enable the protection of critical infrastructure from flooding and drought events and help ensure public safety.

Environment and Parks staff have reviewed your 2018 application submission for grant funding under the Alberta Community Resilience Program. I am pleased to advise you I have approved additional funding for the MD's Raw Water Intake Relocation project in the amount of \$584,615.

An Environment and Parks program coordinator will contact your administration shortly to review and finalize the details of your grant agreement. Please note that your project has been approved for funding only. All required regulatory authorizations must be obtained prior to initiating construction. If you require additional information, please contact Micaela Gerling, at 403-297-3304 (dial 310-0000 for a toll-free connection), or at micaela.gerling@gov.ab.ca.

The federal government recently announced several funding programs aimed at increasing our country's resilience to extreme weather events. We are leveraging opportunities with the Investing in Canada's Infrastructure Program, the Disaster Mitigation and Adaptation Program, and other programs for additional project investment and partnership opportunities. I encourage you to explore these new programs as well.

Sincerely,

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

Shannon Phillips
Minister

cc: Carcey Hincz
Environment and Parks

Micaela Gerling
Environment and Parks

Tara Cryderman

From: Troy MacCulloch
Sent: Thursday, March 7, 2019 9:14 AM
To: Tara Cryderman
Subject: FW: Local Authorities Election Act Change Management Fact Sheets
Attachments: Attachment 1_Campaign Finance and Contribution Disclosure.pdf; Attachment 2_Accountability and Transparency.pdf; Attachment 3_Voter Accessibility.pdf; Attachment 4_Third Party Advertising.pdf; Attachment 5_General Clarifying and Technical Amendments.pdf; Attachment 6_LAEA FAQs.pdf; Attachment 7_CAO Implementation Checklist.pdf

Morning Tara,

I believe this info should be passed along to Council for their info as well. No hurry on this one, but it is changes in the Act that they should be aware of.

Thanks,

troy

From: municipalservicesandlegislation@gov.ab.ca <municipalservicesandlegislation@gov.ab.ca>
Sent: March 6, 2019 9:04 AM
To: Troy MacCulloch <CAO@mdpincercreek.ab.ca>
Subject: Local Authorities Election Act Change Management Fact Sheets

To: All Municipalities

Following the review of the *Local Authorities Election Act (LAEA)*, and the public consultation held from June 20 to July 31, 2018, a suite of policy amendments were drafted based upon feedback received during the consultation process. As a result, amendments to the *LAEA* were tabled in the legislature on November 5, 2018, and received Royal Assent on December 11, 2018.

Amendments to the *LAEA* came into force on January 1, 2019, with the exception of Part 9, which relates to the expansion of the Alberta Election Commissioner's role in local elections. Part 9 will come into force on August 1, 2019.

In order to assist you in applying the new legislation, Municipal Affairs is pleased to provide you with a number of fact sheets, frequently asked questions, and an *LAEA* implementation checklist.

Should you have any questions regarding the legislation or the attachments, please do not hesitate to contact Municipal Affairs at 780-427-2225 (Edmonton and area) or 310-0000 (toll-free in Alberta).

Brad Pickering
Deputy Minister

Attachments: 5 fact sheets, FAQ, and implementation checklist

Implementation Fact Sheet

Campaign Finance and Contribution Disclosure Amendments to the *Local Authorities Election Act*, 2018

Campaign Finance and Contribution Disclosure Requirements

Legislation: *Local Authorities Election Act (LAEA)*

Section Numbers: s. 2(4), s. 3(4), s. 22 (1.2) (1.3), s.147.3 (1)(f) (g), s.147.3 (2), s. 147.4, s. 147.7, s. 147.8, s. 147.12, s. 147.81, s. 147.82, s. 147.83, s. 147.84

Previous requirement:

1. The campaign finance rules contained in the *LAEA* did not apply to school boards and the school boards could set their own disclosure and surplus rules.
2. Candidates were required to disclose names and addresses of donors whose contributions exceed \$100.
3. Candidates who ran self-funded campaigns were not required to submit financial disclosure statements.

What's changed?

1. All campaign finance provisions apply to school board trustee candidates. s. 22 (1.2) (1.3), s. 147.12
2. Candidates are required to disclose names and addresses of donors whose contributions exceed \$50. s. 147.4

3. Financial disclosure statements are required from all candidates, included self-funded campaigns. s.147.12, s.147.3 (1)(f) (g),s. 147.3 (2), s. 147.4, s. 147.7, s. 147.8, s. 147.81, s. 147.82, s. 147.83, s. 147.84

What do School Boards need to know?

School Boards are no longer able to set their own disclosure and surplus rules and candidates must follow the rules in the *LAEA*.

What do prospective candidates need to know?

All candidates in municipal and school board elections must follow the Campaign Finance and Disclosure rules in the *LAEA*.

Candidates must disclose the names and addresses of donors whose contributions exceed \$50.

All candidates, regardless of being self-funded or accepting contributions, are required to file a disclosure statement with the municipality and/or school division in which they sought election.

When do these changes take place?

The amendments to the *LAEA* came into force December 11, 2018.

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Corporate and Union Donations

Legislation: Local Authorities Election Act (LAEA)

Section Numbers: s. 147.1 (1)(d) (e)(f) (g), s. 147.13, s. 147.2 (1)(2) (6), s. 147.23, s. 147.24, s. 147.32, s. 147.33

Previous requirement:

The *LAEA* previously allowed campaign donations from corporations, trade unions and employee organizations.

What's changed?

Prohibited organizations, including corporations and unincorporated organizations, including trade unions and employee organizations, are prohibited from contributing to municipal election campaigns.

What does the public need to know?

No corporation or unincorporated organization, including a trade union and employee organization, and no individual ordinarily residing outside Alberta, shall make a contribution to a candidate. s. 147.2(2)

What do prospective candidates need to know?

Only an individual ordinarily residing in Alberta may make a contribution to a candidate. s. 147.2(1)

When do these changes take place?

The amendments to the *LAEA* came into force December 11, 2018.

Fundraising Contributions

Legislation: Local Authorities Election Act (LAEA)

Section Numbers: s. 147.1 (1)(c), s. 147.1 (2)(3), s. 147.2 (3)(4)(5), s. 147.31

Previous requirement:

1. The LAEA established a \$5,000 contribution limit per year for any person, corporation, trade union and employee organization, to a candidate.
2. The LAEA established a \$10,000 per campaign period contribution limit for self-funded candidates.
3. The LAEA did not address fundraising functions in municipal/school board elections.

What's changed?

1. The contribution limit has been lowered to \$4000 per campaign period for municipal elections and \$4000 per campaign period for school board elections. s. 147.3
2. Individual contributions are limited to \$4000 for municipal candidates and \$4000 for school board candidates. The same limit applies to self-funded campaigns. s. 147.2(3)
3. The donation portion of fundraising contributions is subject to general contribution restrictions and limits. s. 147.31(1)

What does the public need to know?

No individual ordinarily residing in Alberta shall contribute in any campaign period an amount that exceeds;

- \$4000 in total to candidates for election as councillors; and,
- \$4000 in total to candidates for election as school board trustees. s. 147.2 (3)

Thus, an individual may make as many contributions to as many school board and municipal candidates in their jurisdiction as they wish as long as the total combined amount of all of those contributions does not exceed \$4000 per school board and \$4000 per municipality.

*For example, an individual may contribute \$2000 to candidate one and \$2000 to candidate two but **CANNOT** contribute over \$4000 to both candidates one and two.*

*A second example; an individual may contribute \$4,000 to candidate one but **CANNOT** contribute to any other candidate.*

What do prospective candidates need to know?

It is the responsibility of the contributor/donor to ensure, before making a contribution under the LAEA, that the contributor/donor is not prohibited from making a contribution and is not making a contribution that is in excess of the \$4000 limit. s. 147.13 (1)

When do these changes take place?

The amendments to the LAEA came into force December 11, 2018.

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Campaign Spending Limits

Legislation: Local Authorities Election Act (LAEA)

Section Numbers: s. 147.34, 147.85, 147.91(1)(a)

Previous requirement:

The LAEA did not contemplate spending limits in municipal or school board elections.

What's changed?

By way of a future regulation, spending limits for municipal and school board elections will be established and municipalities/school boards will be enabled to set a lower limit by bylaw. s. 147.91

What do prospective candidates need to know?

Once the regulation is in place, no candidate and no chief financial officer of a candidate shall incur election expenses that exceed, in total, the amounts determined by the regulations. s. 147.34

A candidate who exceeds the limits determined by the regulation is liable to a fine of not more than \$10,000. s. 147.85

When do these changes take place?

The amendments to the LAEA enabling the creation of a spending limit regulation came into force December 11, 2018. The regulation is currently being developed and no limits will apply until the regulation is in place.

Campaign Bank Accounts

Legislation: Local Authorities Election Act (LAEA)

Section Numbers: s. 147.3

Previous requirement:

The LAEA required that a candidate open a bank account once total contributions received reach \$5,000. Self-funded candidates were not required to open a bank account.

What's changed?

The LAEA requires all candidates, including self-funded candidates, to open a bank account when at least \$1,000 in total contributions is received, including money contributed by the candidate for their campaign. s. 147.3(1)

What do prospective candidates need to know?

A candidate, self-funded or not, MUST open a campaign bank account once total contributions to the candidate's campaign exceeds \$1000.

If a candidate's contributions do not exceed \$1000, they are NOT required to open a campaign bank account.

When do these changes take place?

The amendments to the LAEA came into force December 11, 2018.

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The logo for the Government of Alberta, featuring the word "Alberta" in a stylized, cursive font with a small square icon to the right.

Nomination Period, Definition of a Candidate and Campaign Period

Legislation: Local Authorities Election Act (LAEA)

Section Numbers: s. 1(s.1), s. 12(a), s. 25, s. 27, s. 28, s. 1(e.1), s. 147.1 (1)(b), s. 147.22

Previous requirement:

1. Nomination day was defined in the LAEA as being 4 weeks prior to election day, between 10am and 12noon.
2. A candidate had to register with the municipality in which they intend to run prior to accepting campaign contributions. Registration could occur at any time over the 4 year campaign period.
3. The LAEA identifies a 'candidate' as an individual nominated as a candidate for election as a councillor of a municipality under the LAEA or an individual who intends to be nominated as a candidate for such an election and accepts campaign contributions or incurs campaign expenses.
4. The LAEA defines 'campaign period' as being the period beginning January 1 immediately following a general election to December 31 following the next general election.
5. Requirements 2 to 4 did not apply to candidates for school boards, as they could set their own campaign finance rules by bylaw.

What's changed?

1. Rather than nominations being restricted to a period of 2 hours, 4 weeks prior to election day, nomination papers will now be accepted by a jurisdiction at the beginning of the campaign period (January 1 in the year of an election) to 6 weeks prior to election day. s. 25(2)(a)

In the case of by-elections, the "nomination period" will commence the day following the resolution of council or school board setting the date of the by-election. Nominations will

be accepted up until 6 weeks prior to the date of the by-election. s. 25(2)(b)

Nomination day (which is now the final day to accept nominations) is 6 weeks before election day. s. 25(1)

2. All individuals are required to be nominated in the municipality and/or school board they intend to run in prior to incurring campaign expenses or accepting campaign contributions. s. 147.22
3. An individual may accept contributions or incur expenses outside of the campaign period so long as the total amount of contributions or expenses does not exceed \$2,000. s.147.22(3)
4. The LAEA identifies a "candidate" as any person who is nominated for election as a councillor of a municipality or trustee of a school board. s. 1(e.1)
5. The definition of "campaign period" is now January 1-December 31 in the year of a general election. s. 147.1 (1)(b)

What do individuals already campaigning for the 2021 general elections need to know?

No additional contributions may be received and no campaign spending may occur until the campaign period begins January 1, 2021. s.147.94, s.147.95, s.147.96

What do prospective candidates need to know?

1. The "nomination period" now begins January 1 of the year of the general election and ends on Nomination Day (6 weeks before the general election).
2. Once your nomination has been filed, you are considered a candidate and may begin to accept contributions.
3. The campaign period is January 1 – December 31 in the year of the general election and you CANNOT accept campaign contributions or incur any campaign expenses until you have been nominated as a candidate.

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4. You can accept nominal contributions or incur expenses outside of the campaign period so long as the total amount of contributions or expenses does not exceed \$2,000. s.147.22(3)

What does the public need to know?

1. You may nominate an individual to become a candidate in a general election any time from the start of the campaign period (January 1 in the year of the general election) until Nomination Day (6 weeks prior to the election).
2. You CANNOT contribute to an individual's campaign until they have filed their nomination papers and have become a candidate.

When do these changes take place?

The amendments to the *LAEA* came into force December 11, 2018.

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Campaign Donation Surplus

Legislation: Local Authorities Election Act (LAEA)

Section Numbers: s. 147.5

Previous requirement:

1. Candidates who identified a surplus when filing their campaign disclosure were required to turn that surplus over to be held in-trust by the municipality.

The individual would have the surplus returned if they file nomination papers in the next general election or by-election.

2. Municipalities were required to hold campaign surpluses in trust and at the interest rate prescribed by the Lieutenant Governor in Council.
3. If a candidate did not file nomination papers in the next general election, the candidate was required to, within six months, instruct the municipality to donate the surplus to a charity of their choice (in accordance with the *Income Tax Act*). If no direction is received, the surplus becomes the property of the municipality

What's changed?

1. The *LAEA* has been amended to clarify that the money held in-trust by the municipality or school board may be kept in one bank account rather than specified accounts for each candidate.
2. The *LAEA* has been amended to clarify that money held in-trust by the municipality or school board is not subject to interest.
3. The *LAEA* has been amended to clarify that candidates who do not run in a subsequent election may choose to donate their surplus funds to the municipality or school board instead of a registered charity.

What does the municipality or school board need to know?

1. The municipality or school board may hold all surplus funds from all candidates in one

bank account and that those monies are not subject to interest.

2. A municipality or school board may accept the donation of the surplus of a candidate who does not run in a subsequent election.

What do prospective candidates need to know?

Any campaign surplus will be held in-trust by your municipality or school board. It will be returned to you if you run in a subsequent election or must be donated to a registered charity or your municipality or school board.

When do these changes take place?

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Definition of Campaign Expenses

Legislation: Local Authorities Election Act (LAEA)

Section Numbers: s. 147.1(1)(a)

Previous requirement:

The LAEA describes allowable election expenses as expenses that are lawfully incurred and payment is not a contravention of the Act; these include:

- the actual personal expenses of the candidate;
- the costs of acquiring premises, accommodation, goods, or services used for proper election campaign purposes;
- bona fide payments for the fair cost of printing and advertising; and,
- reasonable and ordinary payment to any person for the hire of transportation used by a candidate or speakers in travelling to and from public meetings, or by any person in connection with and for the proper purposes of an election.

What's changed?

"Campaign expense" means any expense incurred, or non-monetary contribution received.

The use of goods that were purchased in an election campaign in a 2nd or subsequent election is considered to be a non-monetary contribution. Reusing these materials is considered to be a non-monetary contribution for the purposes of a campaign expense.

An election expense includes an expense incurred for, or a non-monetary contribution in relation to:

- the production of advertising or promotional material;
- the distribution, broadcast or publication of advertising or promotional material in any media or by any other means during the election period, including by the use of a capital asset;
- the payment of remuneration and expenses to or on behalf of a person for the person's

services as a chief financial officer or in any other capacity;

- the securing of meeting space, or the conduct of election surveys or other surveys or research during an election period.

What do prospective candidates need to know?

It is the responsibility of the candidate to ensure that money in the campaign account shall only be used for the payment of campaign expenses as defined in section 147.1(1)(a).

When do these changes take place?

The amendments to the LAEA came into force December 11, 2018.

What resources are/will there be available to assist?

Running for Municipal Office in Alberta – A Candidate's Guide – COMING SOON

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Implementation Fact Sheet

Accountability and Transparency Amendments to the *Local Authorities Election Act*, 2018

Advertisement Distribution and Campaign Activities at a Voting Station

Legislation: *Local Authorities Election Act (LAEA)*

Section Numbers: s. 152, s. 152.1

Previous requirement:

1. The *LAEA* prohibited the distribution of pamphlets and materials inside the voting station as well as the display of these materials on the inside or outside of the voting station but did not prohibit the distribution of materials outside of the building, or any other campaign activities in or around a voting station.
2. The *LAEA* allowed for the removal of campaign advertising, and specified that the deputy returning officer is not liable for trespass or damages for carrying out the removal.

What's changed?

1. The *LAEA* extends the prohibition of campaign activities and advertising on the property surrounding a building used as a voting station. s. 152.

The *LAEA* also prohibits activities in and around a voting station that would involve soliciting votes or communicating for the purpose of influencing votes. s. 152.1
2. The *LAEA* was amended to clarify that the returning officer may request/require/instruct that campaign advertising be removed, and instruct those obstructing the voting process or taking part in campaign activities to leave the property. s. 152.1

What do prospective candidates need to know?

Candidates are prohibited from any type of campaign activities and any actions considered to be an attempt to solicit or influence votes in and on the property surrounding a building used as a voting station. Those found guilty may be subject to a fine of up to \$500.

What does the public need to know?

Your voting environment will be protected from outside influence.

If an elector feels that there are campaign activities taking place at the voting station, they can report them to the Returning Officer who has the authority to stop the activity, require the individual(s) taking part in the activity to leave, or request that the individual(s) move locations.

The Returning Officer has the authority to request the assistance of a Peace Officer to aid in maintaining public access to the voting station or to remove a person who has refused to comply with the orders of the Returning Officer.

What do municipalities and school boards need to know?

The Returning Officer has the discretion to have advertising removed and instruct those considered to be obstructing the voting process or campaigning to leave the property. The Returning Officer may request the assistance of a Peace Officer if deemed necessary.

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When do these changes take place?

The amendments to the *LAEA* came into force January 1, 2019.

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List of Candidates

Legislation: Local Authorities Election Act (LAEA)

Section Numbers: s. 28(10)

Previous requirement:

There was no requirement in the *LAEA* for a list of candidates to be posted following nomination day.

Municipalities were required to report nomination information to Municipal Affairs which then posts the information on the ministry website.

What's changed?

Municipalities and school boards are required to post the names of candidates within 48 hours following the close of nominations.

The returning officer must post or direct someone to post at the office of the local jurisdiction, the names of those nominated. s. 28(10)

What does the public need to know?

A List of Candidates will be made available by the municipality within 48 hours of Nomination Day. The list is required to be posted at the office of the local jurisdiction but municipalities and school boards may also choose to post the list on local websites or social media pages. It is recommended that the public check with their municipality to determine where they can find the list of candidates.

What do municipalities and school boards need to know?

The Returning Officer must ensure a List of Candidates is posted at the office of the local jurisdiction, within 48 hours of Nomination Day.

When do these changes take place?

The amendments to the *LAEA* came into force January 1, 2019.

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Implementation Fact Sheet

Voter Accessibility Amendments to the *Local Authorities Election Act*, 2018

List of Acceptable Identification

Legislation: *Local Authorities Election Act (LAEA)*

Section Numbers: s. 53, s. 53.01, s. 53.02

Previous requirement:

All electors are required to produce identification that shows name and current address.

The *LAEA* allows an elector to produce government issued photo identification or one piece of identification outlined by the Chief Electoral Officer of Alberta's list of acceptable identification.

What's changed?

The Minister of Municipal Affairs and the Minister of Education are empowered, through Ministerial Order, to create a list of acceptable identification in addition to the list provided by the Chief Electoral Officer of Alberta. s.53.02

What does the public need to know?

Since 2013, all voters attending a voting station for the purpose of voting must produce identification to prove name and current address. Acceptable pieces of identification include:

- government issued identification (either municipal, provincial or federal);
- any one piece of identification approved by the Chief Electoral Officer of Alberta; or
- any other type of identification allowed for by the Minister of Municipal Affairs or the Minister of Education.

What do municipalities and school boards need to know?

Electors can provide government issued identification (either municipal, provincial or federal), any one piece of identification approved by the Chief Electoral Officer of Alberta, or any other type of identification allowed for by the Minister of Municipal Affairs or the Minister of Education.

When do these changes take place?

The amendments to the *LAEA* came into force January 1, 2019.

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Vouching

Legislation: Local Authorities Election Act (LAEA)

Section Numbers: s. 53(4)(5)(6)(7)

Previous requirement:

The LAEA currently allows for vouching of another elector only if a municipality or school board has a list of electors.

What's changed?

Expanded vouching provisions to allow for an elector who has shown valid identification and signs the appropriate declarations to vouch for an elector who does not have identification. s. 53(4)

What does the public need to know?

In order to vouch for a person, the elector who is vouching for a person must make a statement, in the prescribed form, that they know the person and know that the person resides at the address indicated on the person's statement. s. 53(7)

What do municipalities and school boards need to know?

A scrutineer shall not vouch for a person in either a general election or by-election. s. 53(5)

An elector who has relied on vouching to validate their identity and address cannot vouch for a person. s. 53(6)

When do these changes take place?

The amendments to the LAEA came into force January 1, 2019.

Residency Requirement

Legislation: Local Authorities Election Act (LAEA)

Section Numbers: s. 47, s. 49(5)

Previous requirement:

The LAEA outlines that to be eligible to vote an elector must be 18 years old, a Canadian Citizen, an Alberta resident for six consecutive months preceding election day, and a resident of the local jurisdiction on election day.

What's changed?

The six-month residency requirement has been removed.

What does the public need to know?

To be eligible to vote an elector must be:

- 18 years old;
- A Canadian Citizen;
- resident in Alberta; and,
- the electors place of residence must be located in the local jurisdiction on election day. s. 47

What do municipalities and school boards need to know?

All residents of Alberta who meet all other requirements are eligible to vote on election day.

When do these changes take place?

The amendments to the LAEA came into force January 1, 2019.

Advance Votes

Legislation: Local Authorities Election Act (LAEA)

Section Numbers: s. 73, s. 75

Previous requirement:

The LAEA allowed for a municipality or school board to pass a resolution allowing for one or more advance votes.

If a resolution was passed, the returning officer must determine the dates, times and locations of the voting stations.

What's changed?

Local jurisdictions with populations greater than 5,000 are required to hold an advance vote for municipal councillors or for votes on a bylaw/question. s. 73(3)

Municipalities with populations of less than 5,000, as well as all school divisions, continue to be enabled to pass a resolution allowing for an advance vote.

What does the public need to know?

If an individual resides in a municipality with a population greater than 5,000, an advance vote must be held. Electors are encouraged to watch for notification outlining when the advance vote will take place or contact their local municipal office for more information.

If an individual resides in a municipality with a population less than 5,000, the municipality may choose to establish an advance vote through a resolution of council. Electors are encouraged to contact their local municipal office for information about whether a resolution was passed.

School boards may also choose to establish an advance vote by resolution; electors should contact their local school board for more information about whether a resolution was passed.

What do municipalities and school boards need to know?

Local jurisdictions greater than 5,000 **must** provide for an advance vote.

Municipalities less than 5,000 **may** provide for an advance vote through a resolution of council.

School boards may, by resolution, provide for an advance vote for an election.

When do these changes take place?

The amendments to the LAEA came into force January 1, 2019.

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Implementation Fact Sheet

Third Party Advertising Amendments to the *Local Authorities Election Act*, 2018

Third Party Advertising

Legislation: *Local Authorities Election Act (LAEA)*

Section Numbers: Part 8

Previous requirement:

The *LAEA* did not address third-party advertising in municipal and school board elections.

What's changed?

Rules have been added governing the finances and accountability of third parties that advertise to promote or oppose the election of a candidate, or to take a position on an issue with which a candidate is associated.

The rules for contributions, receipting, handling of funds, and disclosure reporting of activities will generally parallel the rules that apply to municipal and school board candidates, and also parallel requirements set out for provincial campaigns where possible.

Like the rules for provincial campaigns, certain prohibited corporations, non-residents, and registered charities will be unable to make contributions to third party advertisers, but Alberta corporations and trade unions will generally be able to make contributions for such advertising.

Expense limits for election period advertising are being considered.

What does the public need to know?

Third parties interested in advertising during a municipal or school board election or to oppose or promote a candidate, will be required to register with the municipality or school board they intend to advertise in.

Third party advertisers will be required to file disclosure statements detailing advertisements, expenses, and contributions received.

Third party advertisers will be required to know who is eligible to make a contribution, expense limits (to be set by regulation) and all reporting requirements to the municipality.

What do municipalities or school boards need to know?

Municipalities and school boards will be responsible for ensuring that a register of all third party advertisers that have registered is available to the public during regular business hours. They will also be responsible for collecting disclosure statements from third party advertisers and making them available to the public during regular business hours.

When do these changes take place?

The amendments to the *LAEA* came into force December 11, 2018.

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Implementation Fact Sheet

General Clarifying and Technical Amendments to the *Local Authorities Election Act, 2018*

Substitute Returning Officer

Legislation: *Local Authorities Election Act (LAEA)*

Section Numbers: s. 13, s. 17

Previous requirement:

The *LAEA* allowed for the chief elected official (mayor, reeve, or board chair) to appoint a substitute returning officer in the event that the returning officer was unable to fulfill their duties.

What's changed?

The *LAEA* requires a substitute returning officer be appointed by the municipal council or school board at the time a returning officer is appointed.

In the instance where a chief administrative officer (CAO) or a secretary of a school board assumes the responsibility of the returning officer, a council or school board must make a resolution identifying a substitute returning officer in the event the CAO is unable to fulfill the duties of returning officer.

What do municipalities and school boards need to know?

All municipalities and school boards must appoint a substitute returning officer at the same time the returning officer has been appointed, regardless of whether the chief administrative officer or secretary of a school board has assumed the role of returning officer.

When do these changes take place?

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Rejection of Nomination Paper

Legislation: Local Authorities Election Act (LAEA)

Section Numbers: s. 28(4)

Previous requirement:

The LAEA stated that a returning officer must refuse a nomination paper if it has not been signed by five eligible electors and is not accompanied by a deposit (if required by bylaw).

What's changed?

The returning officer is required to refuse a nomination paper if it is not signed by at least five electors (or more if required by bylaw), is not accompanied by a deposit (if required by bylaw), or is not sworn/affirmed by the candidate.

What do prospective candidates need to know?

It is important to ensure your nomination paper is complete in the prescribed form and accompanied by a deposit (if required) prior to submitting the form and deposit to the returning officer. Failure to do so will result in your nomination paper being rejected.

What do municipalities or school boards need to know?

The returning officer shall reject a nomination not completed as prescribed, including if the paper has not been sworn/affirmed by the person wishing to become a candidate.

When do these changes take place?

The amendments to the LAEA came into force January 1, 2019.

Official Agent

Legislation: Local Authorities Election Act (LAEA)

Section Numbers: s. 27(1)(c)(ii)

Previous requirement:

Each person nominated as a candidate may appoint an elector as the candidate's official agent. The candidate assigns the duties of an official agent.

What's changed?

The LAEA clarifies that the role of "official agent" is not mandatory.

What do prospective candidates need to know?

You may, at the time of submitting your nomination paper, also submit written affirmation of the name, address and telephone number of your official agent.

This appointment is not required.

When do these changes take place?

The amendments to the LAEA came into force January 1, 2019.

Non-Age Related Institutional Voting

Legislation: *Local Authorities Election Act (LAEA)*

Section Numbers: s. 1(y), s. 1(z.2), s. 1(z.3), s. 80

Previous requirement:

The LAEA referred to a "seniors' accommodation facility" as a lodge accommodation as defined in the Alberta Housing Act, or a facility for seniors that provides accommodation at a location for 10 or more persons who are 65 years of age or older.

What's changed?

The LAEA has been amended to allow for institutional voting in locations that reflect level of care rather than age.

What do municipalities or school boards need to know?

A "supportive living facility" is defined as:

- (i) a lodge accommodation as defined in the *Alberta Housing Act*, or
- (ii) a facility for adults or senior citizens that provides assisted living and accommodation but does not include a treatment centre (s. 1(z.2))

A "treatment centre" is defined as:

- (i) a hospital or a facility under the *Mental Health Act*, or
- (ii) any facility not referred to in subclause (i) providing medical treatment or care on an in-patient basis (s. 1(z.3))

What does the public need to know?

If you reside in a supportive living facility or treatment centre as defined above, you are eligible to vote at an institutional voting station, if provided for by a municipality. (s. 80)

When do these changes take place?

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Notification Requirements

Legislation: Local Authorities Election Act (LAEA)

Section Numbers: s. 158.1

Previous requirement:

The LAEA required that the notice of nomination day and notice of election day be published at least once in each of the two weeks prior to nomination day and election day in a newspaper or other publication circulating in the area; alternatively, the notice must be mailed at least one week prior to every residence in the municipality.

What's changed?

Municipalities are able to align their election notifications with a bylaw passed under Section 606.1 of the *Municipal Government Act (MGA)* that allows for electronic or other methods of advertising. Many municipalities refer to these bylaws as "advertising bylaws" or "Public notification bylaws"

What does the public need to know?

If a municipality has passed a bylaw that outlines the type of methods that are acceptable for advertising, then the municipality may use those methods to provide notices related to the election. These include those outlined in the following sections of the LAEA:

- 26 (Notice of nomination day);
- 35 (Notice of election);
- 53.01; 53.1 (Proof of elector eligibility); and
- 74 (Notice of advance vote).

What do municipalities need to know?

A municipality must pass a bylaw in accordance with section 606.1 of the *MGA* to allow for and use electronic or other methods of advertising authorized by that bylaw. (s.158.1)

When do these changes take place?

The amendments to the LAEA came into force January 1, 2019.

Incapacitated Electors

Legislation: Local Authorities Election Act (LAEA)

Section Numbers: s. 77.1, s. 77.2(5)(f), s. 79(1) (3)

Previous requirement:

The LAEA used the term "incapacitated elector" and established procedures for assisting an elector who may require assistance during the voting process by either a friend/relative or an election worker.

What's changed?

Amend the term to "persons with disabilities", or similar wording such as "elector who is unable to vote in the usual manner" depending on the context.

When do these changes take place?

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Recounts in a Ward

Legislation: Local Authorities Election Act (LAEA)

Section Numbers: s. 98

Previous requirement:

The LAEA outlined the process that the returning officer must follow when contemplating or conducting a recount. Those procedures did not contemplate recounts specific for wards/divisions.

What's changed?

The LAEA was amended to clarify that if a recount has been requested in a municipality/school division that is divided into wards/divisions, the recount only has to occur in that ward/division where the recount has been requested and not the entire municipality (s.98).

When do these changes take place?

The amendments to the LAEA came into force January 1, 2019.

Tie Votes on a Bylaw or Question

Legislation: Local Authorities Election Act (LAEA)

Section Numbers: s. 95(2)

Previous requirement:

In the cases of a vote on a bylaw or question, more than 50% of the persons voting must vote in favour of the bylaw or affirmatively on the question to be considered approved by the electors.

What's changed?

The LAEA clearly states that to be considered approved by electors, a vote on a question or bylaw must receive 50% plus one of votes cast on the question or bylaw. (s. 95(2))

When do these changes take place?

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Notification of By-Election for a Ward/Division

Legislation: Local Authorities Election Act (LAEA)

Section Numbers: s. 35, .s 74(1.2)

Previous requirement:

The LAEA provides requirements for advertising nomination day, election day and advance votes.

However, the legislation did not set out narrower notification requirements for by-elections occurring for just some of the wards/divisions.

What's changed?

Clarify that notification of a by-election for advance vote and election day is only required to be given to the electors in the ward/division where the by-election is occurring.

What do the public need to know?

Only those electors living in the ward/division where a by-election is occurring are required to be notified of advance vote and election day details.

What do municipalities or school boards need to know?

For a by-election, the municipality or school board is only required to notify those electors who reside in the ward/division where the by-election is occurring of advance voting and election day details. (s. 35, s. 74(1.2))

When do these changes take place?

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Frequently asked questions:

Local Authorities Elections Act

Why is the *Local Authorities Elections Act* Changing?

- Municipalities, school boards and the public routinely bring forward suggestions for amendments to the LAEA.
- As a general practice, Municipal Affairs reviews the legislation following each municipal general election (most recently after the 2017 local elections).
- In July 2018, Municipal Affairs conducted broad consultation with Albertans and key stakeholders on a full suite of policy considerations.
- Municipal Affairs reviewed all consultation feedback and brought forward proposed amendments to the legislation during the 2018 Fall Legislative Session.

What are the changes to Campaign Finance Contribution and Disclosure?

- Campaign finance and contribution disclosure requirements will now also apply to School Board Elections
- Corporations, trade unions and employee organizations are not allowed to contribute to candidates.
- Contributions may only be accepted in the year of the general election or during the period of time established for a by-election.
- Contribution limit is reduced from \$5,000 to \$4,000 (per jurisdiction and in aggregate to all candidates, not per candidate).
- The donation portion of fundraising contributions are now subject to contribution limits and disclosure requirements.
- There will now be regulated campaign spending limits.
- Candidates must be nominated before incurring any campaign expenses or accepting contributions.
- Campaign period is shortened from 4 years to one year (January 1 through December 31 of a general election year).
- Nomination period will now align with beginning of the campaign period (Nine months, January 1 of general election year until the day occurring six weeks before election).
- Prior campaign surpluses will be returned to candidates at time of nomination (up to nine months before an election).

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- The definition of expense will align with the provincial legislation, and expense reporting will be more detailed (broken down by category).
- Candidates must open a dedicated campaign bank account when contributions reach \$1,000 (previously \$5,000), and must include monies contributed by the candidate for their campaign.
- Municipalities are no longer required to pay interest on surplus funds held in trust for candidates between elections (no interest rate had been established under the previous legislation), and municipalities may keep surplus funds for all candidates in one bank account.
 - Individual candidates will receive their surplus, if any, when they file nomination papers in the next election or by-election, or may choose to donate their surplus funds to the municipality or a registered charity of their choosing.
- Candidates must disclose names and addresses of all donations exceeding \$50 (previously was \$100).
- Financial disclosure statements are now required for all self-funded campaigns. (Previous rule had been for self-funded campaigns over \$10,000.)

Are there any changes to voter accessibility requirements?

Yes, the following things have changed in the new *LAEA*:

- List of acceptable identification may be expanded.
 - The Minister of Municipal Affairs may create a list of acceptable identification, in addition to government issued identification and identification provided by the List of Acceptable Identification produced by the Chief Electoral Officer of Alberta.
- Vouching provisions will be expanded to allow for an elector who has shown valid identification and signs the appropriate declarations to vouch for an elector who does not have identification.
 - Expanding the vouching provisions will limit the instances of disenfranchising electors and create a more accessible local election process.
- The six-month Alberta residency requirement to be an eligible elector has been removed to align with provincial rules.
- Municipalities with populations of over 5,000 must provide advance voting.
 - Municipalities with populations of less than 5,000, as well as all school boards, may on a voluntary basis provide for an advance vote.

Will elected officials and candidates be held more accountable and be more transparent?

Yes, the new *LAEA* contains multiple restrictions regarding advertising and campaigning in and near voting stations, and provides more authority to Returning Officers to enforce these restrictions.

- Campaign activities and advertising on property surrounding voting stations will be prohibited.
- Returning Officers can enforce the restriction on campaign activities or advertising at voting stations by causing campaign advertising to be removed,

Call to action, corresponding url goes in this space

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and instruct those obstructing the voting process or taking part in campaign activities to leave the property.

- Third-party advertising is restricted in municipal and school board elections, including registration requirements and limits on expenses.
- The names of nominated candidates will be released by municipalities 48 hours following the close of nominations.

Are there any other changes that have occurred to the LAEA?

Numerous clarifying and technical amendments were approved, including:

- A substitute returning officer must be appointed at the time a returning officer is appointed.
- The returning officer can reject a nomination paper that does not have the correct number of signatures, has not been sworn/affirmed and/or is not accompanied by a deposit (if required).
- Clarification that the role of 'official agent' is not mandatory.
- The Minister will no longer be required to be notified of the use of special ballots, or be required to appoint special ballot advisors.
- Age related limitations for institutional votes in care facilities have been removed.
- Municipalities may choose to align their election notifications with a bylaw passed under Section 606.1 of the *Municipal Governance Act* that allows for electronic or other methods of advertising.
- The term "incapacitated elector" was amended to "persons with disabilities" or similar wording depending on the context.
- Clarification that if a recount has been requested in a municipality/school board that is divided into wards/divisions, the recount only has to occur in that ward/division where the recount has been requested, and not the entire municipality/school division.
- Notification of a by-election for advance vote and election day is only required to be given to the electors in the affected ward/division.

How will the Government enforce the new rules?

The mandate of the Alberta Election Commissioner has been expanded to include certain elements of local authority elections, specifically pertaining to campaign finance and third-party advertising. This means the Election Commissioner can assess:

- Letters of reprimand
- Administrative penalties
- Compliance agreements
- Prosecution
- Candidates, contributors, third party advertisers, local jurisdictions (CAOs and ROs).
- All other aspects of the LAEA continue to be enforced through the courts.

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Alberta

Implementation Checklist

Amendments to the *Local Authorities Election Act*, 2018

*Amendments came into force January 1, 2019

Campaign Finance and Contribution Disclosure – Part 5		
Subject Matter	Description of the Change	Section Numbers
Campaign Finance and Contribution Disclosure Requirements (Application to School Board Trustee Candidates)	1. All campaign finance provisions apply to school board trustee candidates.	s. 22 (1.2) (1.3), s. 147.12
	2. Candidates are required to disclose names and addresses of donations exceeding \$50.	s. 147.4
	3. Financial disclosure statements are required from all candidates, included self-funded campaigns.	s. 147.12, s.147.3 (1)(f) (g), s. 147.3 (2), s. 147.4, s. 147.7, s. 147.8, , s. 147.81, s. 147.82, s. 147.83, s. 147.84
	<u>What Does A School Board Need to Know</u> School Boards are no longer enabled to set their own disclosure and surplus rules and candidates must follow the rules in the <i>LAEA</i> .	
Corporate and Union Donations	Corporations, trade unions and employee organizations are prohibited from contributing to municipal election campaigns.	s. 147.1 (1)(d) (e)(f) (g), a. 147.13, s. 147.2 (1)(2) (6), s. 147.23, s. 147.24, s. 147.32, s. 147.33
	<u>What Does a Municipality Need to Do</u> Clarify, when necessary, for the public and candidates that only an individual ordinarily resident in Alberta may make a contribution to a candidate.	
Contribution Limit	1. The contribution limit has been lowered to \$4,000 per campaign period for municipal elections and \$4,000 per campaign period for school board elections.	s. 147.2(3)
	2. Individual contributions are limited to \$4,000, in the aggregate, to all candidates, for all municipalities, and a separate \$4,000 maximum for school board candidates. The same limit applies to self-funded campaigns.	s. 147.2(3)
		s. 147.31

	<p>3. The donation portion of fundraising contributions is subject to general contribution restrictions and limits.</p> <p><u>What Does a Municipality Need to Do</u> Clarify, when necessary, for the public and candidates that an individual may make as many contributions to as many candidates in their jurisdiction as they wish as long as the total combined amount of all of those contributions does not exceed \$4000.</p> <p>Advise it is the responsibility of the donor to ensure a contribution is not made in excess of the limit.</p>	
Spending Limits	By way of a future regulation, spending limits for municipal and school board elections will be established and municipalities/school boards will be enabled to set a lower limit by bylaw.	s. 147.91
Campaign Bank Accounts	All candidates, including self-funded candidates, are required to open a bank account when at least \$1,000 in total contributions is received, including money contributed by the candidate for their campaign.	s. 147.3(1)
Definition of Candidate and Campaign Period	<p>A "candidate" is any person who is nominated for election as a councillor of a municipality or trustee of a school board.</p> <p>The "campaign period" is now January 1-December 31 in the year of a general election.</p> <p>The "campaign period" in the case of a by-election, begins the day after the bylaw or resolution has been passed, setting the date of the by-election. The campaign period ends 60 days immediately following the by-election.</p> <p><u>For Individuals already campaigning for the 2021 General Elections</u> No additional contributions may be received and no campaign spending may occur until January 1, 2021 to align with amendments to the campaign period.</p>	<p>s. 1(e.1)</p> <p>s. 147.1 (1)(b)</p> <p>s.147.94, s.147.95, s.147.96</p>
Nomination Day and Nomination Papers	<p>Nomination papers may be accepted by a jurisdiction at the beginning of the campaign period (January 1 in the year of an election) and any time after until 6 weeks prior to election day.</p> <p>In the case of by-elections, the "nomination period" will commence the day following the resolution of council setting the date of the by-election. Nominations will be accepted up until 6 weeks prior to the date of the by-election.</p> <p>Nomination day (the last day on which nominations can be accepted) is 6 weeks before election day.</p> <p>All individuals are required to be nominated in the municipality and/or school board they intend to run in prior to incurring campaign expenses or accepting campaign contributions.</p>	<p>s. 25(2)(a)</p> <p>s. 25(2)(b)</p> <p>s. 25(1)</p> <p>s. 147.22</p>

	An individual may accept contributions or incur expenses outside of the campaign period so long as the total amount of contributions or expenses does not exceed \$2,000.	s.147.22(3)
Campaign Donation Surplus	<ol style="list-style-type: none"> 1. Money held in-trust may be kept in one bank account rather than specified accounts for each candidate. 2. Money held in-trust is not subject to interest. 3. Candidates who do not run in a subsequent election may choose to donate their surplus funds to the municipality instead of a registered charity. <p><u>What Does a Municipality Need to Do</u></p> <p>A municipality may hold all surplus funds from all candidates in one bank account; those monies are not subject to interest.</p> <p>A municipality may accept the donation of the surplus of a candidate who does not run in a subsequent election.</p>	s. 147.5
Clarification of Allowable Election Expenses	<ol style="list-style-type: none"> 1. "Campaign expense" means any expense incurred, or non-monetary contribution received. 2. The use of goods in a 2nd or subsequent election is a non-monetary contribution. 3. A campaign expense includes an expense incurred for, or a non-monetary contribution in relation to: <ul style="list-style-type: none"> • the production of advertising or promotional material; • the distribution, broadcast or publication of advertising or promotional material in any media or by any other means during a campaign period, including by the use of a capital asset; • the payment of remuneration and expenses to or on behalf of a person for the person's services as a chief financial officer or in any other capacity; • securing meeting space, or the conduct of election surveys or other surveys or research during a campaign period. 	s. 147.1(1)(a), (4)

Voter Accessibility		
Subject Matter	Description of the Change	Section Numbers
List of Acceptable Identification	<p>The relevant Minister (Municipal Affairs or Education), through Ministerial Order, may create a list of acceptable identification in addition to the list provided by the Chief Electoral Officer of Alberta's list.</p> <p><u>What Does A Municipality Need to Know</u> Electors can provide government issued identification (either municipal, provincial or federal), any one piece of identification approved by the Chief Electoral Officer of Alberta, or any other type of identification allowed for by the relevant Minister (Municipal Affairs or Education).</p>	s. 53.02
Vouching	<p>Expanded vouching provisions allow for an elector who has shown valid identification and signed the appropriate declarations to vouch for an elector who does not have identification.</p> <p><u>What Does A Municipality Need to Know</u> A scrutineer shall not vouch for a person.</p> <p>An elector who has relied on vouching to validate their identity and address cannot vouch for a person.</p>	<p>s. 53(4)</p> <p>s. 53(5)</p> <p>s. 53(6)</p>
Residency Requirement	<p>The six-month residency requirement has been removed.</p> <p><u>What Does A Municipality Need to Know</u> All residents of Alberta who meet all other requirements are eligible to vote on election day.</p>	<p>s. 47, s. 49(5)</p> <p>s. 47</p>
Advance Votes	<p>Local authorities with populations greater than 5,000 are required to hold an advance vote for municipal councillors or for votes on a bylaw/question.</p> <p>Municipalities with populations of less than 5,000, as well as all school divisions, continue to be enabled to pass a resolution allowing for an advance vote.</p> <p><u>What Does A Municipality Need to Know</u> Municipalities greater than 5,000 must provide for an advance vote.</p> <p>Municipalities less than 5,000 may provide for an advance vote through a resolution of council.</p>	<p>s. 73(3)</p> <p>s. 73(4)</p>

Accessibility and Transparency

Subject Matter	Description of the Change	Section Numbers
<p>Advertisement Distribution and Campaign Activities at a Voting Station</p>	<p>1. Campaign activities and advertising are prohibited on the property surrounding a building used as a voting station.</p> <p>Activities in and around a voting station that would involve soliciting votes or communicating for the purpose of influencing votes are also prohibited.</p> <p>2. The returning officer may cause campaign advertising to be removed, and instruct those obstructing the voting process or taking part in campaign activities to leave the property.</p> <p><u>What Does A Municipality Need to Know</u> The Returning Officer has the discretion to have advertising removed and instruct those considered to be obstructing the voting process or campaigning to leave the property.</p> <p>The returning officer may request the assistance of a Peace Officer if deemed necessary.</p>	<p>s. 152.1</p> <p>s. 152.1</p>
<p>List of Candidates</p>	<p>Municipalities and school boards MUST post the names of candidates within 48 hours following the close of nominations.</p> <p><u>What Does A Municipality Need to Know</u> The returning officer must post or cause to be posted the names of those nominated at the municipal office.</p>	<p>s. 28(10)</p>

General Clarifying and Technical Amendments

Subject Matter	Description of the Change	Section Numbers
<p>Substitute Returning Officer</p>	<p>A substitute returning officer MUST be appointed by the municipal council or school board at the time a returning officer is appointed.</p> <p>In the instance where a chief administrative officer (CAO) or a secretary of a school board assumes the responsibility of the returning officer, a council must make a resolution identifying a substitute returning officer in the event the CAO is unable to fulfill the duties of returning officer.</p> <p><u>What Does A Municipality Need to Do</u> All municipalities must appoint a substitute returning officer at the same time the returning officer has been appointed, regardless of whether the chief administrative officer has assumed the role of returning officer.</p>	<p>s. 13, s. 17 (repealed)</p>
<p>Rejection of Nomination Paper</p>	<p>The returning officer MUST refuse a nomination paper if it is not signed by at least five persons (or more if required by bylaw), is not accompanied by a deposit (if required by bylaw), or is not sworn/affirmed by the candidate.</p> <p><u>What Does A Municipality Need to Do</u> The returning officer MUST reject a nomination not completed as prescribed, including if the paper has not be sworn/affirmed by the person wishing to become a candidate.</p>	<p>s. 28(4)</p>
<p>Official Agent</p>	<p>The role of "official agent" is not mandatory.</p>	<p>s. 27(1) (c)(ii)</p>

Non-Age Related Institutional Voting	<p>The <i>LAEA</i> enables institutional voting in locations that reflect level of care rather than age.</p> <p><u>What Does A Municipality Need to Know</u> A “supportive living facility” is defined as: (i) a lodge accommodation as defined in the <i>Alberta Housing Act</i>, or (ii) a facility for adults or senior citizens that provides assisted living and accommodation but does not include a treatment centre</p> <p>A “treatment centre” is defined as: (i) a hospital or a facility under the <i>Mental Health Act</i>, or (ii) any facility not referred to in subclause (i) providing medical treatment or care on an in-patient basis</p>	<p>s. 1(y) (repealed), s. 1(z.2), s. 1(z.3), s. 80</p> <p>s. 1(z.2)</p> <p>s. 1(z.3)</p>
Notification Requirements	<p>Municipalities are enabled to align their election notifications with a bylaw passed under Section 606.1 of the <i>Municipal Government Act (MGA)</i> that allows for electronic or other methods of advertising.</p> <p><u>What Does A Municipality Need to Do</u> A municipality must pass a bylaw in accordance with section 606.1 of the <i>MGA</i>, should the municipality wish to allow for and use electronic or other methods of advertising authorized by that bylaw.</p>	<p>s.158.1</p>
Incapacitated Electors	<p>The term was amended to “persons with disabilities”, or similar wording depending on the context.</p>	<p>s. 77.1, s. 77.2(5)(f), s. 79(1) (3)</p>
Recounts in a Ward	<p>If a recount has been requested in a municipality/school division that is divided into wards/divisions, the recount only has to occur in that ward/division where the recount has been requested and not the entire municipality.</p>	<p>s. 98</p>
Tie Votes on a Bylaw or Question	<p>To be considered approved by electors, a vote on a question or bylaw must receive 50% plus one of votes cast on the question or bylaw.</p>	<p>s. 95(2)</p>
Notification of By-Election for a Ward/Division	<p>Notification of a by-election for advance vote and election day is only required to be given to the electors in the ward/division where the by-election is occurring.</p> <p><u>What Does A Municipality Need to Do</u> For a by-election, the municipality is only required to provide notice of advance voting and election day details to those electors who reside in the ward/division where the by-election is occurring.</p>	<p>s. 35, s 74(1.2)</p>

Consequential Amendments to other Legislation – Municipal Government Act (MGA)

Sections	Description of the Change
MGA s. 144	A bylaw to change the number of councillors must be passed by December 31 of the year before the next general election.
MGA s. 149	A bylaw to change wards or divisions must be passed by December 31 of the year before the next general election
MGA s. 151	A bylaw to choose whether to appoint or elect the chief elected official must be passed by December 31 of the year before the next general election.
MGA s. 174	A councillor is disqualified from council for failure to file a disclosure statement by the end of the time period referred to in s. 147.7 of the LAEA.

Consequential Amendments to other Legislation – Northland School Division Act

Sections	Description of the Change
NSD s. 8(2)	Removes requirement to have resided in Alberta for the 6 months preceding election day.
NSD s. 8(6)	Requires a bylaw to be passed prior to December 31 of the year before the next general election.

Consequential Amendments to other Legislation – School Act

Sections	Description of the Change
SA s. 256(1)(a)(v)	Removes requirement to have resided in Alberta for the 6 months preceding election day.

Regulations

Sections	Description of the Change
37(3), 39(2), 52(2), 77.1(2)(f), 77.1(2.1), 78, 79(3.1), 84, 85.1, 93.1	Elevate provisions of the following regulations into the <i>LAEA</i> , as the provisions are still required/relevant: <ul style="list-style-type: none">• Ballot Box Regulation• Modified Voting Procedure Regulation• City of Edmonton Election Regulation• City of Calgary Election Regulation• City of Red Deer Election Regulation Amend the Local Authorities Election Forms Regulation to align with the amendments being proposed to the <i>LAEA</i> .

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Tara Cryderman

From: Troy MacCulloch
Sent: Thursday, March 21, 2019 10:24 AM
To: Tara Cryderman
Subject: FW: Join the Coalition of Canadian Municipalities for Energy Action (C-69)
Attachments: Coalition of Municipalities Invitation.pdf

For correspondence now or later...

Thx

t

From: Richard Mullin <richard@impactcanada.com>
Sent: March 18, 2019 1:52 PM
To: Richard Mullin <richard@impactcanada.com>
Subject: Join the Coalition of Canadian Municipalities for Energy Action (C-69)

Good day,

On behalf of Mayor Gene Sobolewski of the town of Bonnyville, we would like to invite you to join the growing coalition of municipalities who are engaging with political decision-makers in Ottawa regarding the proposed Bill C-69. This Bill could potentially remove some of the current decision-making powers from municipalities as well as creates a host of unintended consequences. This grassroots-led coalition of municipalities across Canada is speaking up to ensure that these concerns are heard and reforms or changes to the Bill are made. Timing is critical and the coalition is well underway on its direct engagement with government, media, and the public.

Let's be clear, this Bill affects every municipality in Canada. It may impact your local economy, decision-making authority, and families.

By joining the growing number of coalition members, you will add your voice and municipality to the following:

- Parliament Hill Day May 1st and 2nd with widescale meetings with political stakeholders, national and local media, and others on C-69
- Appearances before the Senate committee on Energy to outline the unique position of municipalities on this legislation; impacts on local economies, decision-making powers, and families
- Media engagement support
- Addition of your town to www.Energytowns.ca, which includes a contact widget for your constituents to engage with the right Senators and decision-makers in Ottawa on this Bill
- Regular coalition updates and other avenues for your municipality to voice concerns, as available

The cost to join is \$1000. The coalition is being coordinated by Municipal Advocacy Solutions, a full-service firm that supports municipalities across Canada with grant/funding requests, communications and media relations, strategic planning, and advocacy with government. You can read more about us at www.municipaladvocacysolutions.ca.

Please feel free to call or email me if you have any questions or are interested in joining the coalition.

Best regards,

Richard Mullin
Associate, Government Relations and Strategy



C-(613) 408-0498
O-(613) 317-2850

March 18th, 2019

Re: Invitation to join the Coalition of Canadian Municipalities for Energy Action

Dear fellow municipal leaders,

We are writing today as an engaged coalition of individual municipalities who are engaging the federal government and broader public to discuss our unique municipal concerns with Bill C-69, *'An Act to enact the Impact Assessment Act and the Canadian Energy Regulator Act, to amend the Navigation Protection Act and to make consequential amendments to other Acts'*.

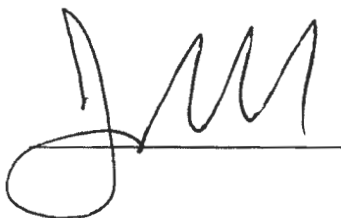
As municipal leaders, we are concerned with the impacts this legislation may have on our own communities; local business, families, and workers. We are bringing this message to the federal government in the Senate, House of Commons, and political leaders to ensure that our reasoned voice on this issue is heard. We strongly feel it is important that we as municipalities, who are on the front line in working with the public, speak up about what impacts may be felt locally if this legislation is passed in its current form, including unintended consequences to municipalities across Canada.

In view of this, a number of concerned municipalities in Canada have come together to form the Coalition of Canadian Municipalities for Energy Action. While there are other stakeholders currently involved on this issue, we feel it is vital that we as independent municipalities can bring our own voice forward on this issue, focused solely on discussing C-69 and its impact on our local municipalities.

We are planning on widening on ongoing grassroots campaign to deliver our concerns to decision-makers in Ottawa over the coming weeks and months. There are a number of avenues through which this will occur, and opportunities for our coalition of municipalities to be involved and let their constituents know they are engaged on this issue.

We invite your municipality to join this coalition. The cost for each member to join is \$1000. Please consider joining the coalition to help send a message to Ottawa on C-69 on behalf of your constituents. Attached is an outline of our ongoing and planned efforts that you would be joining.

Thank you for your consideration,

A handwritten signature in black ink, appearing to read 'Gene Sobolewski', with a large, stylized initial 'G' and 'S'.

Gene Sobolewski
Mayor, Bonnyville

Coalition of Canadian Municipalities for Energy Action – An Overview

The coalition is purely representative of local municipalities in Canada that want to raise their legitimate concerns around potential impacts of Bill C-69 in their regions. The Coalition has partnered with Municipal Advocacy Solutions (part of national advocacy firm Impact Public Affairs), to coordinate our efforts and maximize our visibility with decision-makers and the public. More information on Municipal Advocacy Solutions can be found here: www.municipaladvocacysolutions.ca

As part of our current efforts, the coalition is:

- Preparing to appear before the Senate Committee on Energy, the Environment, and Natural Resources and outline our unique concerns
- Develop Media engagement locally and in Ottawa to get our message out
- **Hosting a broad day of meetings with relevant decision-makers at Parliament Hill May 1st and 2nd**
- Growing the energytowns.ca website with new members and a contact widget for our constituents to directly reach out to relevant political stakeholders

By joining this coalition, you and your municipality will benefit with:

- Inclusion in our campaign focused solely around C-69 and its impacts on local municipalities
- Addition of your municipality branding on our engagement's documents, the energytowns.ca website, and other materials
- Access to briefing materials and key messaging on this issue
- Participation in ongoing political action updates
- Ability to take part in our Parliament Hill day May 1st and 2nd in Ottawa to meet with political leaders and amplify our message
- Potential to coordinate local appearances before the Senate committee on Energy as it travels across Canada
- Ability to engage with local and regional media as well as the coalition's national media engagement, including access to media briefing materials and engagement support

If you are interested in joining the coalition or would like to discuss these efforts further, please **contact Christian von Donat at Municipal Advocacy Solutions:**

Email: Christian@impactcanada.com

Office: 613-317-2850

Cell: 613-408-0498

MUNICIPAL
ADVOCACY
SOLUTIONS

MDInfo

From: Community Engagement <Community.Engagement@albertahealthservices.ca>
Sent: Monday, March 11, 2019 2:35 PM
To: Community Engagement
Subject: Lethbridge What We Heard Summary - thank you for providing input
Attachments: What We Heard Lethbridge final.pdf

Good afternoon,

I would like to sincerely thank all those who attended the Community Conversation in Lethbridge on February 5. And to thank the Oldman River Health Advisory Council for partnering with us to host this event.

For those who were unable to attend, we missed you! It was a great conversation that resulted in ideas of how we can work together to build wellness in Lethbridge and surrounding communities. Please see the attached What We Heard document that summarizes some of those ideas.

We look forward to continuing this important work, and encourage you to visit our Community Conversations interactive page to continue the conversation: Together4Health.ca (where you'll also find the What We Heard Summary).

Sincerely,

Janine Sakatch
Executive Director, Community & External Relations
Community Engagement & Communications



Healthy Albertans.
Healthy Communities.
Together.



Canada's Top 100 Employers 2018

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Lethbridge Community Conversation

February 5, 2019

What We Heard Summary

Alberta Health Services and the Oldman River Health Advisory Council co-hosted the ninth of 12 Community Conversations on February 5 in Lethbridge. Community Conversations are designed to give AHS and the communities we serve the opportunity to celebrate local successes as we approach our 10 year anniversary – and to discuss ways we can work together to improve healthcare for all Albertans. Activities included two working sessions where participants reviewed results from earlier discussions with people in the area, discussed challenges and opportunities, and then worked together to identify what could be considered in future planning.

22

Community members participated

8

AHS representatives participated

Attendees represented a variety of organizations and groups in and around Lethbridge including the Oldman River Health Advisory Council; government representatives from Pincher Creek, MD of Pincher Creek, Picture Butte, and Warner County; representatives from Family and Community Support Services, the Farm Safety Centre, Livingstone Range School Division, Chinook Arches Regional Library System, and Rural Health Professions Action Plan (RhPAP); and community members from Picture Butte.

Key activities

- Shared an update on results of engagement with community and area residents that occurred in 2016
- Provided information on accomplishments in South Zone
- Participants talked about what is different from 2016, and what should be considered in planning going forward

Community spotlight

Chinook Arch Regional Library System shared information about how they are creating new partnerships with other groups to support literacy (i.e. ARCHES and Alzheimer's Society), and also offering physical and financial programming to area residents.

Participants are grateful for

- Lab services
- Community Health Centre
- Easy access to the system
- Support for mental health and addictions
- Well-being coaching
- Massage therapists and chiropractors
- Primary care providers
- Seniors program and lodge
- Timeliness of care
- Emergency services
- Public Health and community programs

"Despite the extreme weather, we had a good turnout with a diverse group of participants attending from across the Region, and the level of conversation at each table was impressive."

Brad Gillespie,

Oldman River Health Advisory Council Chair

What We Heard Summary – Lethbridge

Are we still on the right path after feedback provided to AHS in 2016?

Sampling of comments from participants that reflect how AHS is on the right path:

- Access to seniors services and care
- Mental health services in rural areas
- More focus on inclusivity of Indigenous peoples in planning
- AHS organizational shift to greater emphasis on program vs. geography (i.e. one leader responsible for surgery across the zone instead of two)
- Improvement in coordination of services (i.e. Community Paramedic Program)
- Relying more on community partners like ARCHES
- Increased use of rural site capacity (i.e. surgery, ultrasound)



What has changed and should be considered going forward in planning?

Sampling of comments:

- Use of technology to track seniors life experience
- Transportation for seniors to ensure they get health services
- Celebrate successes
- Ensure focus on addictions like tobacco, alcohol, and cannabis, not just opioids
- Add more mental health counsellors
- Ensure better communications about health services and programs, and leverage community groups to promote health
- Expand communication between hospital and community care
- Consider the need for transition beds in detox in Fort Macleod
- Think about rural sustainability

Evaluation of event

Most who completed the evaluation survey rated the event as good or excellent, and agreed or strongly agreed that:

- Their understanding of AHS' focus on wellness, prevention and community care increased.
- They had an opportunity to share thoughts and ideas in a productive way.
- AHS would consider input from the event when making decisions.
- Being at the meeting was a good use of their time.

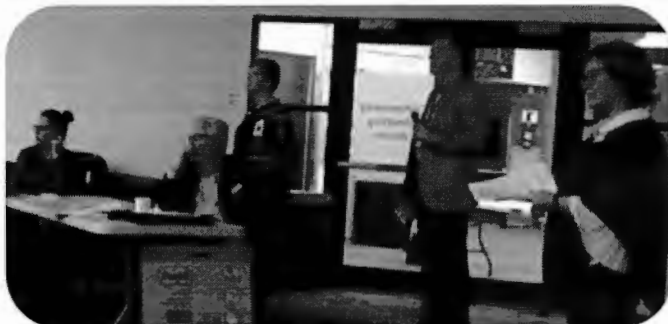
What We Heard Summary – Lethbridge

Next steps

- All outputs from the event will be shared with South Zone leadership for review.
- AHS Community & External Relations will be putting forward an action list based on input from all 12 Community Conversations once they are complete. This list will be shared with leaders across AHS including in the South Zone. AHS will, where appropriate, reach out to community groups to share the information and ideas collected to build partnerships and support community-based wellness.
- Information will be shared with the Health Plan and Business Plan and Enhancing Care in the Community teams.



Words participants used to describe the healthcare service they most appreciate



Brad Gillespie (second from left) from Oldman River Health Advisory Council listens to participant comments

Handy links to learn more

- [Oldman River Health Advisory Council](#) (we are *accepting applications to join the Council*)
- [Together4Health](#) - summary of Community Conversations hosted in other communities across Alberta – and opportunity to continue the conversation
- [Video mentioned at event](#)

Tara Cryderman

From: Troy MacCulloch
Sent: Thursday, March 21, 2019 9:44 AM
To: Tara Cryderman
Subject: FW: New funding opportunities for Alberta municipalities - MCCAC

For this council meeting if possible only due to the dates for registering if they are interested.

Thx

troy

From: Hailey Gish <hgish@auma.ca>
Sent: March 21, 2019 9:23 AM
To: Troy MacCulloch <CAO@mdpincercreek.ab.ca>
Subject: New funding opportunities for Alberta municipalities - MCCAC

Dear Sheldon Steinke,

The Municipal Climate Change Action Centre (MCCAC) has recently launched two new programs, and we want to make sure you have heard about them.

Become a municipal leader in moving your community towards reducing their greenhouse gas emissions, save energy and costs, with MCCAC's **new funding opportunities** currently accepting applications:

Recreation Energy Conservation (REC), provides funding for energy efficiency improvements to recreation facilities such as arenas, curling rinks, aquatic centres, multiplexes and dry sports centres. [Register for the webinar](#) on April 10.

Electric Vehicles for Municipalities (EVM), provides funding to purchase electric vehicles and charging stations. Not sure if this is right for your municipality? Funding is also available for a feasibility study. [Register for the webinar](#) on April 3.

Municipal Community Generation Challenge (MCGC), provides funding to municipalities looking to install a community based renewable energy generation facility. This program is offered in partnership with Alberta Innovates. Applications open until May 10.

Alberta Municipal Solar Program (AMSP), provides funding for install micro-generation solar PV systems on existing municipally owned facilities and/or lands. There is a **first-time applicant bonus** rebate available to those municipalities who have not participated in the AMSP before.

Solar for Schools (SFS), provides funding for install micro-generation solar PV systems on existing school facilities and/or lands. School authorities representing public, separate, francophone and charter are eligible to apply.

We hope that your municipality may consider applying for these programs to further greenhouse gas emissions reduction, and to see even more savings. Please be in touch with any questions you may have about the programs or the application process.

Thank you,

Hailey Gish | Outreach Coordinator
MUNICIPAL CLIMATE CHANGE ACTION CENTRE

D: 780-643-5631 | C: 587-590-4187 | E: hgish@mccac.ca

Alberta Municipal Place | 300-8616 51 Ave Edmonton, AB T6E 6E6

Toll Free: 310-AUMA | 877-421-6644 | www.mccac.ca



MCCAC
Municipal Climate Change Action Centre

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Tara Cryderman

Subject: FW: WAG Email Update - March 2019

From: Bev Everts <CouncilDiv3@mdpincercreek.ab.ca>
Sent: Monday, March 11, 2019 12:36 PM
To: Tara Cryderman <AdminExecAsst@mdpincercreek.ab.ca>
Cc: Brian Hammond <CouncilDiv4@mdpincercreek.ab.ca>
Subject: Re: WAG Email Update - March 2019

I think this should be a Council agenda item as Kali is specifically asking for feedback (last paragraph) Her update also offers us an opportunity to welcome her & officially introduce Troy. Thanks

Sent from my iPhone

On Mar 8, 2019, at 2:11 PM, Tara Cryderman <AdminExecAsst@mdpincercreek.ab.ca> wrote:

From: K.Larson@shell.com <K.Larson@shell.com>
Sent: Friday, March 8, 2019 1:58 PM
To:
Subject: WAG Email Update - March 2019

Hello Everyone!

Firstly, I wanted to introduce myself; at the beginning of February, I took over Kristen's role as Shell Waterton's Community Liaison Officer. I was born and raised within the community of Pincher Creek before starting my Shell career here at the Waterton Gas Plant in 2008, so I am happy to say that I know the area well and understand the aspects of this great ranching community.

Please find updates below regarding some of the 2019 plans for the Waterton Complex. If you have any questions or require more details, please feel free to contact me.

Potential Divestment Update

- On January 9, 2019, Shell Canada announced that the company is investigating the potential sale of its Foothills sour gas business. Shell continually looks at all aspects of its portfolio to ensure we are delivering on our investment strategy. These assets have been a cornerstone of Shell Canada for many years, and the Foothills teams have delivered incredible value to Shell. These assets are no longer a natural long-term fit with Shell's evolving portfolio; however, another owner may see a strategic opportunity for their development. At this time, Shell's Waterton Complex has not been sold and is still business as usual. Shell continues to be in discussions with potential buyers to possibly sell its Foothills sour gas assets, including the Waterton Complex and its gas fields. If there are no qualified buyers, Shell will continue to operate the site.

Development -

- WAT-61 - We are still in process of working through the regulatory process with stakeholders and the regulator for the Waterton 61/10-07 pipeline. Last year, we completed D56 consultation with stakeholders in the Emergency Planning Zone for WT-61 and WT 10-7 pipeline in the Screw Driver Creek Valley to replace the abandoned pipeline which serviced these wells in the past. The pipeline is constructed largely on an existing right of way with minimal additional footprint. Construction includes an approximately 250 metre underground bore. We are looking to also install H2S perimeter monitoring at WAT-61/WAT-10-07.
- The application for Castle River 74 was submitted last year, which is the re-entry of the Castle River 6-17 well. We are still working through the regulatory process with stakeholders and the regulator, following D56 consultation last year. This well was previously constructed and drilled at the start of Waterton's field development, although it could not be produced due to well bore restrictions. We are planning to re-enter and sidetrack the well-bore through existing infrastructure. No new footprint will be required for this project.

Environment/Groundwater -

- In Shell's ongoing effort to manage sulfolane impacts to groundwater additional delineation drilling will be executed this spring/summer to further determine the groundwater impact extent from sulfolane in various groundwater zones surrounding the plant. Additional surface water sampling programs have also been initiated in February and March to monitor water bodies in and around the plant for sulfolane and other parameters, this monitoring program will also occur in the spring and summer.
- The plants annual environmental reporting for groundwater, soils, wastewater and air will be completed on or before the end of March, sent to the regulator.
- The final year for monitoring for Limber Pine seedling trials will occur in 2019, which is part of our commitments from the WT-68 Hearing.
- The 2018 Screwdriver Creek Valley (SCV) Air monitoring summary newsletter is attached for review.

Reclamation -

- A reclamation certificate on WAT-19 will be applied for in 2019, following monitoring and a Defined Site Assessment (DSA) this year.
- On WAT-39, we will plan to do a DSA in Fall with potential reclamation certificates in 2019. WAT-39 vegetation in re-establishment phase.
- Reclamation is ongoing for WAT-18, pending closure in the fall of 2019. We conducted erosion repairs last summer and the DSA's are planned for fall this year with applications for a reclamation certificate application to follow.
- The WAT-5 reclamation certificate has been issued and approved from the AEP stating that improvements of this "trail" can be left in place.
- We already have the reclamation certificates for WAT-21 and are waiting for guidance/approval from the AEP/AER on the road.

Social Investment -

- The application process re-opened once again in January with quarterly funding deadlines to review and approve applications: February 15, April 15, July 15, and October 15. This year, Shell is looking to invest in community projects and initiatives in Safety, Health, Education, Environment, Community Skills and Development. Below are some of the organizations Shell Waterton supported in the 2018 Social Investment program:
 - Matthew Halton High School Awards
 - Beauvais Lake Provincial Park Interpretive Program
 - Pincher Creek Grant Writer Initiative (SASCI)
 - Plain Eagle Youth Arts and Crafts program
 - Patton Park Society
 - Na'ah's Catering
 - Habitat for Humanity – Southern Alberta
 - Transboundary Waters, Weeds and Stewardship Tour
 - Pincher Creek Archery Club
 - Foothills Cowboys Association
 - Livingstone High School STEM Scholarship
 - Pincher Creek Watershed Group – Blue Weed Blitz
 - Drywood Yarrow Watershed Group
- Shell Waterton Employees are looking to volunteer their efforts! If you know of any upcoming events, please reach out to myself (contact information is below).

General Information

- The first WAG meeting of the year will be scheduled for late spring (perhaps in May). Stay tuned for potential dates.
- Shell is continuing to engage with AEP (Alberta Environment and Parks) on ways of working on projects in and around the park and wildland areas such as road and site reclamation, signage opportunities, and staging areas.

I would like to gather your feedback on the frequency of these WAG emails. Would you prefer continued Bi-Monthly updates or Quarterly updates? If you could respond back to this email and let me know that would be great!

If you know of neighbors or friends who are interested in receiving these updates, or if you would like to unsubscribe please get in touch with me through email at k.larson@shell.com or by phone at 403-339-3786 / 403-627-7282. Please do not hesitate to contact me if you have any questions or concerns, I'll talk to you soon.

Thanks,

Kali Larson
Community Liaison Officer - Waterton

<image001.jpg> Foothills External Relations Team | Upstream Americas Unconventionals
Shell Canada 400 4th Ave SW, Calgary, AB T2P 2H5
C: 1.403.339.3786 P: 1.403.627.7282

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<Waterton Advisory Group Air Bulletin_28Feb2019.pdf>

Tara Cryderman

From: Troy MacCulloch
Sent: Friday, March 8, 2019 11:11 AM
To: Tara Cryderman
Cc: Stu Weber
Subject: FW: Badger Forum Smart Cities
Attachments: Calgary Badger Forum.pdf

Hi Tara,

For Council's info and consideration and I am forwarding it to Stu as well.

Thanks

troy

From: Lisa Wallace <Lisa.Wallace@corixwp.com>
Sent: March 8, 2019 11:00 AM
To: Lisa Wallace <Lisa.Wallace@corixwp.com>
Subject: Badger Forum Smart Cities

Hello and Save the Date,

We would like to extend the attached invitation to:

"Mayors, Reeves, Councilors, CAO's and Directors of Infrastructure etc."

Thursday April 11th, 2019 – Sandman Hotel & Suites Calgary South – 8001-11th Street SE

The Information Session will focus on topics including:

- SMART Cities made simple
- Comprehensive metering options
- Decreasing water loss
- Proven AMR/AMI/AMA solutions and best practices
- Meter reading technology options
- Compatibility with other meter manufactures
- Powerful analytics, ROI, and more

If you have any questions, please don't hesitate to contact Corix Water Products directly at 403-203-4100

Thank you,

Lisa Wallace
Administrative Assistant
Corix Water Products LP
Calgary, Alberta
Corixwaterproducts.com

You're invited to Our SMART Cities Water Meter & Reading Technology Forum

Join us as we host the FUTURE is here on Water Meters

Date: Thursday April 11th, 2019

Location: Sandman Hotel & Suites Calgary South
8001-11th Street SE

The Information Session will focus on topics including:

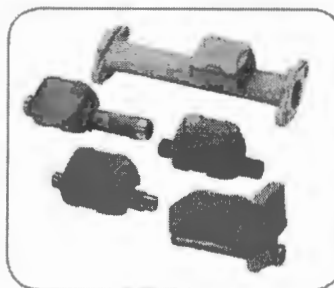
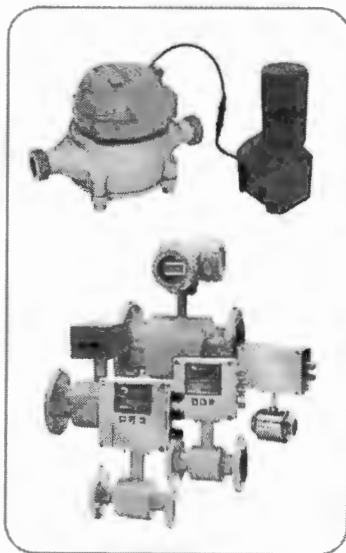
- Comprehensive metering options
- Decreasing water loss
- Proven AMR/AMI/AMA solutions and best practices
- Meter reading technology options
- Powerful analytics, ROI, and more

OPEN TO:
Mayors, Reeves, Councilors,
CAO'S & Directors of
Infrastructure, ETC.

Please RSVP by March 28th to

lisa.wallace@corixwp.com

To secure your spot.



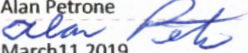
SMART Cities Water Meter & Reading Technology Forum Agenda

9:00am – 10:00am	Guest Speaker Joel Carty, Diameter Services <ul style="list-style-type: none">• How to build a successful AMI business Case
10:00am – 10:15am	Break
10:15am – 11:15am	Guest Speaker Joel Carty, Diameter Services <ul style="list-style-type: none">• Procurement and Contract Management the keys to a successful deployment
11:15am – 12:00pm	Why Badger Meters? Keith Sveinson & Michele Harvey, Badger Meter <ul style="list-style-type: none">• Features and Benefits• Discussion about Recordall, Ultrasonic, Turbo, Compound, and Mag Meters
12:00pm – 12:45pm	Lunch
12:45pm – 1:45pm	Why Badger Meters...cont. Keith Sveinson & Michele Harvey, Badger Meter <ul style="list-style-type: none">• Features and Benefits• Discussion about Recordall, Ultrasonic, Turbo, Compound, and Mag Meters
1:45pm – 2:45pm	Meter Reading Technology Options <ul style="list-style-type: none">• SMART Cities made simple• Overview of pre cell meter reading technologies• Beacon Cellular best option and live demonstration• Compatibility with other meter manufacturers
2:45pm – 3:00pm	Break
3:00pm – 4:00pm	ROI Discussion Keith Sveinson & Michele Harvey, Badger Meter <ul style="list-style-type: none">• Real costs to operate different reading systems• Starter Package to full deployment understanding and offering• Guarantee rate for 20 years?• Discuss Badger monthly fee and what it includes

RECEIVED
MAR 12 2019
M.D. OF PINCHER CREEK

I Alan Petrone writing this letter to protest a proposal by _____ to have a sewage lagoon on his land southeast of my property and land owned by Melissa Stahl and Cindy Burkart which is the southwest quarter Meridian 5 Range 2 Township 6 Section 22 and myself that owns the land adjacent of theres. There is a spring on the SW quarter and Screwdriver creek to the north that would be affected by this proposal. There is always a smell from these lagoons. I heard _____ wants to spread this sewage on his fields which is worse yet. This contamination would affect the whole valley which would be very unsanitary on the ground and in the air. Talk about pollution.

This raw sewage should be piped back to Cowley or Pincher Creek plants to be processed properly or if not somewhere by Westcastle where it is a remote area but even this would affect the river and streams so please do the proper justification and pipe this raw sewage back to Pincher Creek. Thank you.

Alan Petrone

March 11, 2019

Commented [CP1]:

MDInfo

From: Paul Johnson < >
Sent: Thursday, March 14, 2019 11:26 AM
To: MDInfo
Subject: Letter to Public Works Department
Attachments: Proposal for MD Road Work.docx

Good morning,

Please see attached letter, could you please forward it to the appropriate member of the Public Works Department on my behalf.

Thanks
Paul Johnson

Proposal for MD Road Work.

Dear, MD Pincher Creek #9 (Public Works Department).

My name is Paul Johnson, my wife Lindsey and I live at 7019 RR1-3 Pincher Creek MD. NW-3-7-1-W5. Firstly I would like to start with our sincere compliments to the public works staff for ongoing support in fighting with drifting snow on RR 1-3 south of Cowley.

We have been living on our small acreage four winters now and although we usually try and keep the road clear ourselves there have been many times our tractor wasn't capable of moving the volume of accumulated snow. We are located on a dead end road and we certainly respect the need to prioritize snow removal based on the number of residence affected. We have always valued MD staff's willingness to answer the call, from Diane at reception to the equipment operators in the field we truly appreciate the help.

Generally speaking snow drifting events have required the grader 3-4 times a winter however with the last two winter's it's drifted so badly, as you know it has required a loader to attend to clear the roadway.

In my experience the single lane half mile road is manageable but for a 200 yard stretch in the middle where the ditches are higher than the road surface so drifting snow is deposited filling the roadway between the ditches.

I would propose that the MD consider the possibility of raising the road grade by approximately 2 feet in this problem area. I believe that by raising the road grade above the ditches it would allow the snow to blow clear and prevent the majority of the snow deposited.

Currently we have been parking in the neighbours field and walking home before and after work but part of my motivation for this proposal is we have two kids and the oldest is going to be school aged next fall. We certainly accept rural living has its adventures however I think this may help significantly, both for our daily life and to reduce future calls for service to the MD.

Thank you for your consideration of this matter and please let me know your thoughts.

Thanks Again.

Paul Johnson

Lindsey Johnson