

AGENDA
COUNCIL MEETING
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
April 23, 2019
1:00 pm

A. ADOPTION OF AGENDA

B. DELEGATIONS

Nil

C. MINUTES/NOTES

1. Coffee with Council Notes
- April 8, 2019
2. Council Committee Meeting Minutes
- April 9, 2019
3. Council Meeting Minutes
- April 9, 2019

D. BUSINESS ARISING FROM THE MINUTES

E. UNFINISHED BUSINESS

1. Energy Efficiency Alberta Community Generation Program
- Administration Guidance Request from CAO, dated April 16, 2019

F. COMMITTEE REPORTS / DIVISIONAL CONCERNS

1. Councillor Quentin Stevick – Division 1
 - a. Chinook Arch Regional Library System
- Impact Report 2018
 - b. Crowsnest / Pincher Creek Landfill Association
- Minutes from March 13, 2019
2. Councillor Rick Lemire – Division 2
3. Councillor Bev Everts– Division 3
 - a. Oldman River Regional Services Commission
- Minutes from February 14, 2019
 - b. Alberta SouthWest Regional Alliance
- Minutes from March 6, 2019
- Bulletin April 2019
 - c. Family and Community Support Services
- Draft Minutes from April 15, 2019
4. Reeve Brian Hammond - Division 4
5. Councillor Terry Yagos – Division 5

G. CHIEF ADMINISTRATIVE OFFICER'S (CAO) REPORTS

1. Operations
 - a) Agricultural Service Board Appeal Committee
- Recommendation to Council from AES, dated April 9, 2019
 - b) Carcass and Butchering Waste Collection Site
- Request for Guidance from AES, dated April 5, 2019
 - c) Operations Report
- Report from Operations, dated April 17, 2019

2. Planning and Development

a) Western Mud Slingers Event License

- Recommendation to Council from Director of Development and Community Services, dated April 15, 2019

3. Finance

Nil

4. Municipal

a) Letter of Support – Fencing – Summer Games Society

- Recommendation to Council from CAO, dated April 17, 2019

b) Beaver Mines Park Drainage, Other Park Improvements and the Community Facility Operating Agreement

- Administration Guidance Request from CAO, dated April 16, 2019

c) Beaver Mines Hamlet Drainage and the Water and Wastewater Project

- Administration Guidance Request from CAO, dated April 16, 2019

d) Chief Administrative Officer Report

- Report from CAO, dated April 17, 2019

H. CORRESPONDENCE

1. For Information

a) Informational Correspondence

- Recommendation to Council from CAO, dated April 16, 2019, covering:
 - Invitation from Town of Pincher Creek, dated April 12, 2019
 - Letter from Castle-Crown Wilderness Coalition, received April 11, 2019
 - Letter from Alberta Capital Finance Authority, dated April 3, 2019
 - Letter from American Public Works Association, Alberta Chapter, dated March 29, 2019
 - Email from Watershed Council, dated April 11, 2019
 - Letter from Maurice Fritze, dated March 31, 2019

I. CLOSED MEETING SESSION

1. Land Easement – FOIP Section 16
2. Landfill Road Maintenance Contribution – FOIP Section 25
3. Alberta Utilities Commission Submission – FOIP Section 24

J. NEW BUSINESS

K. ADJOURNMENT

Coffee with Council Notes
April 8, 2019
MD Council Chambers

In attendance:

Reeve Brian Hammond, Councillors Quentin Stevick, Rick Lemire, Bev Everts, and Terry Yagos
Staff: CAO Troy MacCulloch and Tara Cryderman

17 members of the public

1 member of the press

Reeve Brian Hammond opened the meeting. Councillors, as well as the citizens in attendance, then introduced themselves.

Discussions on the following topics followed:

Dust Control

- A question was asked regarding the dust suppression product that the MD uses on the roads, and whether it was environmentally safe.
- The MD uses Ligno Sulfonate, which comes from trees, and is deemed to be environmentally safe.
- The cold mix program, where residents can apply, for a fee, to have a cold mix put on the road, was explained.
- The scheduling of the dust control program was mentioned.
- There is an approximate 60-90 day application coverage of the product, once it has been placed on the road.
- Roads are the #1 priority for the MD.

Organizational Structure

- The administration positions were mentioned.
- All the vacant positions will be filled.
- The Safety Officer position is the only new position.

Development Philosophy within the MD/Wind Development/Transmission Lines

- What is the status of the Municipal Development Plan revisions?
- The Windy Point Wind Park Project was mentioned, specifically with the Alberta Utilities Commission (AUC) Approval Process.
- The Oldman River Regional Services Commission has begun the process to update and revise the MDP. The scope of work is available on the MD website, as part of the March 26, 2019 Council Committee Package.
- Wind Development in the MD was discussed. The MDP threshold to review was discussed.
- The positives of the wind industry to the area was mentioned. Several benefits come from the wind industry to the area. The Town of Pincher Creek has shown demographic changes to the average age of their residents, which some have claimed is due to the jobs available from the wind industry.
- The vision and mission statement were shared.

- The AUC approval process was mentioned, specifically with regards to the Windy Point Wind Farm. A question was asked as to why Council hasn't submitted documentation to the AUC with regards to the Windy Point Wind Park. Council did not deny the development permit, this was denied by the Municipal Planning Commission (MPC). MPC is the development authority, not Council. The Windy Point Wind Park application for their wind farm was in compliance with the provisions set forth in the Land Use Bylaw. It would be challenging to submit documentation to the AUC while an appeal is still in front of the Subdivision and Development Appeal Board with regards to the application.
- Development and subdivision within the province of Ontario was shared by a former resident, who now resides within the Town of Pincher Creek. It was suggested that the municipalities amalgamate and create a strong development plan for the region. Transmission lines, and their adverse effects on health was also shared.
- The MD is in the process of drafting a Strategic Plan. Wind Development, Subdivision and the future growth of the MD will be addressed within the Strategic Plan.

Upcoming Provincial Election

- The importance of the rural communities was mentioned.
- The MD is one of the highest municipalities with conservation easements placed on our land.
- The MD does recognize the importance of agricultural land and is protecting its land.

Beaver Mines Water & Wastewater Project

- The Request for Proposal (RFP) is on the website. There is mention of a 5 member committee to review the submitted RFPs. The membership of this committee was requested.
- A proposed lagoon site and the approval of two development permits within close proximity of the proposed site was mentioned. What is the regulations regarding this setback and who is the governing body?
- If an additional solution is submitted via the RFP, with another RFP for the engineering firm?
- Council requested two options be investigated further, with information returning to Council at an upcoming Council meeting.

Beaver Mines Fire Hall

- An update on the fire hall was requested. This falls under the jurisdiction of the Pincher Creek Emergency Services Commission.
- Will there be an opportunity for a community advisory committee for the fire hall? It was suggested to forward this request to the chairman of the Commission.

With no further questions or comments, Reeve Hammond closed the meeting.

**MINUTES
COUNCIL COMMITTEE MEETING
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
Tuesday, April 9, 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, Assistant Public Works Superintendent Jared Pitcher, Director of Development and Community Services Roland Milligan, Director of Finance Meghan Dobie, and Executive Assistant Tara Cryderman

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 April 9, 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 9:02 am:

- Public Works Call Log – FOIP Section 17
- 2019 Budget Amendment – FOIP Section 25

Carried

Councillor Quentin Stevick

Moved that Council open the Committee Meeting to the public, the time being 9:57 am.

Carried

3. Consolidated Financial Statements

Darren Adamson attended the meeting to present the Consolidated Financial Statements for the year ending December 31, 2018.

The Financial Statements were explained and discussed.

The indicators of financial condition was distributed, explained and discussed.

4. Round Table Discussions

Division 1

- Relationship building opportunity with the Piikani Nation

Division 2

- Map within the hallway
- Information submission to the AUC Windy Point Wind Farm Appeal

Administration

- Aaron Benson has accepted the Director of Operations position and will commence employment on May 6, 2019
- Substantial completion date for the water project to Beaver Mines is June 30, 2019

5. Adjournment

Councillor Quentin Stevick

Moved that the Committee Meeting adjourn, the time being 11:56 am.

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

9120

The Regular Meeting of Council of the Municipal District of Pincher Creek No. 9 was held on Tuesday, April 9, 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, 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 19/163

Moved that the Council Agenda for April 9, 2019, be approved as presented.

Carried

B. DELEGATIONS

1. Energy Efficient Alberta Community Generation Program – Funding Support for Castle Meridian Wind Project

Charlene Beckie, with Clem Geo-Energy Corporation, attended the meeting as a delegation to speak to the Energy Efficiency Alberta Community Generation Program.

She described an opportunity for Community members, including municipalities, having the opportunity to invest in the Clem Geo-Energy Corporation's Castle Meridian Wind Project.

C. MINUTES

1. Special Council Meeting Minutes

Councillor Bev Everts 19/164

Moved that the Special Council Meeting Minutes of March 21, 2019, be amended, the amendments as follows:

- Complete the sentence under Blanket Ceremony to read "Discussion occurred regarding the Blanket Ceremony, with June 21, 2019 being the first date of choice".

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

Carried

1. Council Committee Meeting Minutes

Councillor Quentin Stevick 19/165

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

Carried

2. Public Hearing Minutes

Councillor Bev Everts 19/166

Moved that the Public Hearing Minutes of March 26, 2019, be amended, the amendments as follows:

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 Regular Council Meeting
 Municipal District of Pincher Creek No. 9
 April 9, 2019

- Make mention of the two (2) written submissions under Correspondence and Presentations, being the email from Joy and Ken Croteau, dated March 15, 2019 and the letter from alger zadeiks shapiro, on behalf of Michael Monaghan, dated March 21, 2019
- Correct the wording in the second paragraph under Closing Comments / Further Questions to read “The Minister of Transportation is required to approve the road closure, prior to second and third reading.”;

And that the Public Hearing Minutes be approved, as amended.

Carried

1. Council Meeting Minutes

Councillor Terry Yagos 19/167

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

Carried

D. BUSINESS ARISING FROM THE MINUTES

1. Workman’s Compensation Coverage for Volunteer Groups

An update was requested.

Follow up is required for this item, and will be presented to Council at an upcoming Council Meeting.

E. UNFINISHED BUSINESS

1. RCMP Musical Ride Dinner Sponsorship

Councillor Terry Yagos 19/168

Moved Council share the cost of sponsoring a dinner, for the RCMP Musical Ride, at a total cost of \$1,750, with the funds coming from Grants to Groups and Organizations (Account No. 2-75-0-770-2765).

Carried

2. Heritage Acres – Request fro Water Truck and Operator

Councillor Quentin Stevick 19/169

Moved that Council authorize the provision of a water truck, with operator, for July 26-28, 2019, during the Heritage Acres Annual Event.

Carried

3. Invitation to Attend Youth Forum

Councillor Terry Yagos 19/170

Moved that Reeve Brian Hammond be authorized to attend the Youth Forum, on behalf of the MD of Pincher Creek.

Carried

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F. COMMITTEE REPORTS / DIVISIONAL CONCERNS

1. Councillor Quentin Stevick – Division 1
 - a) Agricultural Service Board
 - Minutes of March 7, 2019
 - b) Chinook Arch Regional Library Board
 - Grand Re-Opening – May 30, 2019
 - c) Crowsnest / Pincher Creek Landfill Association
 - Disposal of Deadstock
 - d) Pincher Creek Emergency Services Commission
 - Annual Financial Audit

2. Councillor Rick Lemire – Division 2
 - a) Pincher Creek Foundation
 - Pincher Creek Lodge
 - b) Pincher Creek Curling Club / Golf Course Meeting
 - c) Transportation Meeting
 - Innisfil, Ontario model

3. Councillor Bev Everts– Division 3
 - a) Volunteer Luncheon
 - b) Chamber of Commerce Annual General Meeting
 - c) Beaver Mines Community Association Meeting
 - Facilities Agreement
 - Rural Crime Watch Program
 - Wastewater Project
 - d) Castle Mountain Resort
 - Area Structure Plan
 - Proposed Off-Grid Project Grant Application
 - e) Calgary Stampede – BMO Farm Family Award

4. Reeve Brian Hammond - Division 4
 - a) Mayors and Reeves
 - Canola seed restriction by China

5. Councillor Terry Yagos – Division 5
 - a) Lundbreck Citizens Council
 - Securing of the Concrete Plant site

Councillor Terry Yagos 19/171

Moved that the committee reports be received as information.

Carried

G. CHIEF ADMINISTRATIVE OFFICER’S (CAO) REPORTS

1. Operations
 - a) Regional Water and Wastewater Project Briefing

Councillor Rick Lemire 19/172

Moved that the Regional Water and Wastewater Project Briefing, dated April 4, 2019, be received as information.

Carried

b) Operations Report

Councillor Terry Yagos 19/173

Moved that the Operations report for the period dated March 21, 2019 to April 3, 2019, as well as the Call Logs, be received as information.

Carried

2. Planning and Development

a) 2019 / 2020 RCMP Priorities

Councillor Bev Everts 19/174

Moved that Council make Rural Crime Prevention their 2019/2020 Priority.

Carried

b) Request for In-Kind Donation – Application Fee – Royal Canadian Legion (Bobbie Burns Fish Pond Park)

Councillor Terry Yagos 19/175

Moved that Council provide an In-Kind donation to the Royal Canadian Legion #43, by waiving the Development Permit application fees for the two (2) Development Permit Applications submitted by the Legion, for development within the Bobbie Burns Seniors Fish Pond.

Carried

3. Finance

a) 2018 Financial Statements

Councillor Rick Lemire 19/176

Moved that Council approve the Consolidated Financial Statements for the year ending December 31, 2018, prepared by and audited by Avail LLP.

Carried

b) 2019 Budget Amendments

Councillor Quentin Stevick 19/177

Moved that Council adjust the approved 2019 budget to consider residential growth and adjust the non-residential, excluding small commercial, by an additional 2%;

And that the surplus be used to offset the Alberta School Foundation Fund(ASFF) Collection Allowance with the remaining surplus allocated to the bridge, equipment and tax rate stabilization reserves;

And that the reserve allocation be 8% Bridge, 8% Equipment and 84% Tax Rate Stabilization;

And further that the 2019 approved budget be amended to reflect the municipal tax levy change from \$11,226,500 to \$11,441,922.

Carried

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c) 2019 Tax Rate Bylaw – Bylaw No. 1303-19

Councillor Terry Yagos 19/178

Moved that Bylaw No. 1303-19, being the 2019 Tax Rate Bylaw, be given first reading.

Carried

Councillor Quentin Stevick 19/179

Moved that Bylaw No. 1303-19, being the 2019 Tax Rate Bylaw, be given second reading.

Carried

Councillor Bev Everts 19/180

Moved that Bylaw No. 1303-19, being the 2019 Tax Rate Bylaw, be presented for third reading.

Carried Unanimously

Councillor Terry Yagos 19/181

Moved that Bylaw No. 1303-19, being the 2019 Tax Rate Bylaw, be given third and final reading.

Carried

4. Municipal

a) Corporate Health and Safety Policy

Councillor Bev Everts 19/182

Moved that Council approve the Corporate Health and Safety Policy;

And that the Reeve and CAO be authorized to sign the policy.

Carried

b) Relief of Tax Penalty Request – Steve Guindon

Councillor Quentin Stevick 19/183

Moved that the request from Steve Guindon, for taxation penalty relief, in the amount of \$287.86, be denied.

Carried

c) Chief Administrative Officer's Report

Councillor Terry Yagos 19/184

Moved that Council receive for information, the Chief Administrative Officer's report for the period of March 21, 2019 to April 4, 2019.

Carried

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H. CORRESPONDENCE

1. For Information

a) Informational Correspondence

Councillor Terry Yagos 19/185

Moved that Council receive the following documents as information:

- Letter from Village of Cowley, dated February 25, 2019, regarding the appointment of Brett Wuth as Regional Director of Emergency Management
- Letter from MD of Willow Creek, dated April 1, 2019, regarding rural ambulance system
- Letter, and Member's Guide, from Rural Municipalities of Alberta (RMA), dated March 22, 2019, regarding the 2019 Provincial Election
- Letter from AUC, issued on April 2, 2019, regarding the notice of hearing cancellation for the Riverview Wind Power Plant and Interconnection
- Letter from Workers' Compensation Board (WCB), dated March 25, 2019, regarding the National Day of Mourning
- Letter from Pincher Creek Foundation, dated March 29, 2019, regarding the 2019 Requisition Invoice
- Alberta School Foundation Fund, dated March 19, 2019
- Notice from Alberta Municipal Affairs, dated March 15, 2019, regarding the 2019 Tax Year Designated Industrial Property Tax Requisition
- Letter from Pincher Creek Emergency Services Commission, dated November 17, 2018, regarding the 2019 Pincher Creek Emergency Services Commission Levy

Carried

I. CLOSED MEETING SESSION

Councillor Quentin Stevick 19/186

Moved that Council close the Council Meeting to the public for discussions regarding the following, the time being 3:03 pm:

1. Appointment to Chinook Intermunicipal Subdivision and Development Appeal Board – FOIP Section 19

Carried

Councillor Terry Yagos 19/187

Moved that Council open the Council Meeting to the public, the time being 3:22 pm.

Carried

J. NEW BUSINESS

1. Appointment to Chinook Intermunicipal Subdivision and Development Appeal Board

A secret ballot occurred, where each Councillor submitted two (2) candidates of choice for appointment to the Board.

Councillor Quentin Stevick 19/188

Moved that the ballots be destroyed.

Carried

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Municipal District of Pincher Creek No. 9
April 9, 2019

Councillor Terry Yagos 19/188

Moved that Alan Vaughan and Lois Johnston be appointed to the Chinook Intermunicipal Subdivision and Development Appeal Board.

Carried

K. ADJOURNMENT

Councillor Quentin Stevick 19/189

Moved that Council adjourn the meeting, the time being 3:23 pm.


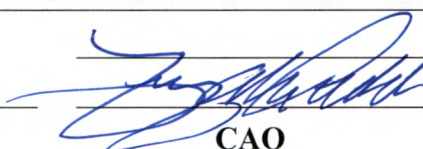
Carried

REEVE

CHIEF ADMINISTRATIVE OFFICER

DRAFT

Administration Guidance Request

TITLE: ENERGY EFFICIENCY ALBERTA COMMUNITY GENERATION PROGRAM		
PREPARED BY: Troy MacCulloch		DATE: April 16, 2019
DEPARTMENT: Administration		
		ATTACHMENTS: 1. Email, dated March 12, 2019
Department Supervisor	Date	
APPROVALS:		
		
Department Director	Date	16 Apr. 19 CAO Date

REQUEST:

That Council determine their participation in the Alberta Sustainability Goals Cooperative, and the opportunity to invest in the Clem Geo-Energy Corporation's Castle Meridian Wind Project.

BACKGROUND:

Charlene Beckie, with Clem Geo-Energy Corporation, attended the April 9, 2019 Council Meeting as a delegation to introduce the Energy Efficiency Alberta Community Generation Program.

There is an opportunity for community investment in the Castle Meridian Wind Project.

FINANCIAL IMPLICATIONS:

None at this time.

Tara Cryderman

Subject: FW: Funding support for the Castle Meridian Wind Project through EEA

From: Charlene Beckie <cbeckie@clemgeo.com>
Sent: Tuesday, March 12, 2019 9:35 PM
To: Roland Milligan <AdminDirDev@mdpincercreek.ab.ca>
Cc: Troy MacCulloch <CAO@mdpincercreek.ab.ca>; Tara Cryderman <AdminExecAsst@mdpincercreek.ab.ca>
Subject: Re: Funding support for the Castle Meridian Wind Project through EEA

Hi Roland,

I could come down and present this idea to council. Is there time either at the upcoming meeting or next month maybe? How much time would I have to present it?

Thanks,
Charlene

On Mar 7, 2019, at 14:28, Roland Milligan <AdminDirDev@mdpincercreek.ab.ca> wrote:

From: Charlene Beckie <cbeckie@clemgeo.com>
Sent: March 6, 2019 1:32 PM
To: Roland Milligan <AdminDirDev@mdpincercreek.ab.ca>
Subject: Re: Funding support for the Castle Meridian Wind Project through EEA

Hi Roland,

Thanks for the call. I didn't want to pass up the opportunity to get some additional funding through this program so I ended up submitting the application through a co-op that I created for this project in the community by the deadline of Feb 22. It was a very tight deadline that they gave us.

If I am awarded the money to support the project, \$50,000 still has to come out of the co-op as a sort of matching commitment.

So the membership is currently very limited and it would still be great to see if any community members wanted to come on to the co-op to support this project. It gives them an opportunity to double or triple their money if we have an early exit, or becomes a revenue generator for them if we are able to take it to operational. I'm looking at a \$2000 to \$5000 (preferably \$5000) commitment from each member to reach the \$50,000.

If you would like to take that information to your meeting next week to see if the MD Pincher Creek would help promote community membership in the co-op, that would be great. Of course, we would help in this effort.

*Thank you,
Charlene Beckie*



Clem Geo-Energy Corp.
work: 403-200-9833
www.clemgeo.com

On Fri, Feb 8, 2019 at 12:18 PM Charlene Beckie <cbeckie@clemgeo.com> wrote:

Hi Roland,

We recently attended a road show outlining the new EEA Community Generation Program that was introduced before Christmas. They identified some funding coming available by the end of March, with applications due by Feb 22. in order to apply for funding, we need to partner with one of the following:

- Societies
- Condominium corporations
- Co-operatives
- Educational institutions
- First Nations
- Métis Settlements
- Municipalities
- Non-profit organizations

Do you think that we could apply for the funding through your municipality? I am fine to do up the paperwork for the application. If we are awarded the money, we can then take this work to formulate a co-op organization involving businesses and community members. There is no monetary commitment from the municipality upfront.

Please let me know your thoughts. If you have another one of these groups in mind who have already approached you about being involved in projects of this type and who could make decisions quickly, please let me know.

*Thank you,
Charlene Beckie*



Clem Geo-Energy Corp.
work: 403-200-9833



and the
**Alberta Sustainable
Goals Cooperative**

Working Together for a Better Future

**Distributed Community Generation Investment
Opportunity – 12 to 20MW Wind Energy Site west of
Pincher Creek**

Working on a plan to be “shovel ready” by Q2 2020

**Become members of the Cooperative and help make this
a community project!**



Other project Initiatives:

- *Wind Energy*
- *Solar Energy*
- *Pyrolysis Solutions;
Plastics to Oil Recycling*
- *Clean Water Solutions*
- *Sustainable Practices*
- *Community and Facility
Scale Projects*

**Invest in your Community
and become
Part of the Movement!**

Investor and Media Contact:

Charlene Beckie, CEO
Clem Geo-Energy Corp
cbeckie@clmgeo.com
403-200-9833



CHINOOK ARCH
REGIONAL LIBRARY SYSTEM

IMPACT REPORT 2018



CHINOOK ARCH SNAPSHOT

POPULATION SERVED

201,165



40,955
LIBRARY
CARDHOLDERS

28

STAFF MEMBERS

ITEMS AVAILABLE TO BORROW

817,338
PHYSICAL

15,037
DIGITAL

35 SERVICE
LOCATIONS

3 DELIVERY
VANS



Our vans make 4,500 delivery stops every year!

KEEPING YOU CONNECTED ONLINE SERVICES

pressreader™
10,480

NEWSPAPER AND
MAGAZINE
DOWNLOADS EVERY
MONTH

2,400
ONLINE COURSE
ENROLLMENTS

GALE **COURSES**

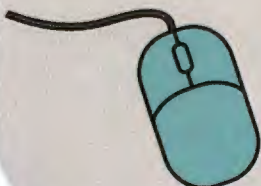


37%

HOOPLA USER INCREASE

(62,000 movie, tv show, music album, ebook, and audiobook downloads)

167,661
AUDIOBOOK AND EBOOK
DOWNLOADS USING
OVERDRIVE AND LIBBY



129,973

WEBSITE/CATALOGUE VISITS

STRENGTH IN NUMBERS BIBLIOGRAPHIC SERVICES

1.6
MILLION

ITEMS CHECKED
OUT OR RENEWED



55,019
ITEMS
CATALOGUED

**That's 211
per day!**

\$920,000
SPENT ON
LIBRARY
MATERIALS



266,877
LOANS BETWEEN
LIBRARIES

THERE WHEN YOU NEED US LIBRARY SUPPORT SERVICES

548

ATTENDEES
AT LIBRARY
STAFF/BOARD
TRAINING
EVENTS

1,050

SUPPORT CONSULTATIONS
(IN-PERSON AND VIRTUAL)



1,360

TIMES IT TEAM HELPED LIBRARIES
STAY CONNECTED OR INTRODUCE
NEW TECHNOLOGY

HELPING LIBRARIES DO **MORE**

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

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

MORE ACCESS

ONLINE RESOURCES

\$272,000

ANNUAL INVESTMENT

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

MORE BOOKS

COMBINED

817,338

ITEMS

The average physical collection for a single library in the system is 23,000 items.

MORE EVENTS

PROGRAM CREATION

\$71,000

IN GRANTS

Six grants were used to create a variety of library programming opportunities.

2018 PROGRAM CREATION AND COLLECTION DEVELOPMENT

COMMUNITY OPIOID INFORMATION SESSIONS

**PARTNER: ARCHES
LETHBRIDGE**

10 Presentations

RURAL ENTREPRENEUR VIRTUAL PORTAL

**PARTNERS:
TECONNECT AND
BUSINESSLINK**

6 Participating
Libraries

6 Bi-Weekly Classes

LEARN TO DRIVE KITS

25 kits that assist with
Learner's License prep

YOGA IN THE LIBRARY

**PARTNER: BE FIT
FOR LIFE**

10 Participating
Libraries

6 Weekly Classes

REGIONAL PROGRAMMING COLLECTION

A collection of physical
literacy games available
for libraries to borrow.

NEURODIVERSITY KITS

8 libraries received
materials for
programming
focused on
neurodiversity

RECIPIENT: 2018 PROVINCIAL CHOOSEWELL HEALTHY COMMUNITY AWARD

Regional
Programming
Collection and Yoga
in the Library

NOMINATED: LIBRARY ASSOCIATION OF ALBERTA PUNCH JACKSON AWARD FOR EXCELLENCE IN LIBRARY SERVICES

Regional
Programming
Collection



**CHINOOK
ARCH**
REGIONAL
LIBRARY SYSTEM

2902 7 Avenue North
Lethbridge, AB T1H 5C6
403-380-1500

www.chinookarch.ca
arch@chinookarch.ca

**THE CROWSNEST/PINCHER CREEK LANDFILL ASSOCIATION
MINUTES
March 13, 2019**

The regular meeting of The Crowsnest/Pincher Creek Landfill Association was held on Wednesday March 13, 2019 at 10:15 a.m. at the Landfill administration office.

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

AGENDA

Brian McGillivray

Moved the agenda be adopted with the addition of The Dead Animal Waste Collection Site Draft Letter. Carried. 03.13.19-1152

MINUTES

Brian McGillivray

Moved the minutes of January 16, and February 20, 2019 be adopted with the corrections made. Carried. 03.13.19-1153

MANAGER'S REPORT

1. MSW volumes are steady for Spring time.
2. The Industrial cell volumes steady.
3. Working on getting site ready for spring.
4. AEP annual report on going for submission at the end of the March.
5. Appeal process on going with appeal date still pending.
6. Landfill gas monitoring project set to start this week.

Dave Filipuzzi

Moved that the Manager's report be accepted for information. Carried. 03.13.19-1154

FINANCIAL REPORT

The Income Statement and Balance sheet to March 1st, 2019 was reviewed. Admin went over The Account Receivable aged report.

Warren Mickels

Moved that the financial reports be accepted for information. Carried. 03.13.19-1155

MINUTES FROM THE REGIONAL SUSTAINABILITY INITIATIVE AND DRAFT LETTER REGARDING A DEAD ANIMAL WASTE COLLECTION SITE

Minutes from the last Regional Sustainability Initiative meeting was distributed for information to the board. Quentin read a draft letter to Management and the Board of Directors of the Landfill. This letter has some potential solutions to the dead animal waste problem. He asked everyone to review these solutions and discuss this proposal at the next meeting.

Brain McGillivray

Moved that the correspondence be accepted as information, and the draft proposal letter be brought back to the next meeting for consideration. Carried. 03.13.19-1156

LETTER FROM VALERIE MYRMO – REGISTRAR OF APPEALS FOR THE ALBERTA ENVIRONMENTAL APPEALS BOARD, AND THE RESPONSE BEING SENT TO THE REGISTRAR OF APPEALS FROM THE CROWSNEST/PINCHER CREEK LANDFILL

Correspondence the Landfill received from the Alberta Environmental Appeals Board was distributed for information to the Landfill Board. Also, the Landfill's response to the concerns of some the parties who submitted the appeal was discussed with the board. Management wanted the board to know that we are answering all concerns with advice from our experts.

Dave Filipuzzi

Moved that this correspondence be accepted for information and that Management may respond with the answers provided. Carried. 03.13.19-1157

DONATION REQUESTS

A Donation request from the Pincher Creek Dolphin Swim Club for their ASSA Provincial Swim Meet

Dave Filipuzzi

Moved that \$500.00 be donated towards their annual swim meet. Carried. 03.13.19-1158

Correspondence:

Thank you e-mail was distributed Canyon School

NEXT MEETING DATES

April 10 th , 2019	September 18 th , 2019
May 15 th , 2019	October 16 th , 2019
June 19 th , 2019	November 20 th , 2019
July 17 th , 2019	December 18 th , 2019
August 21 st , 2019	

Tabled Items

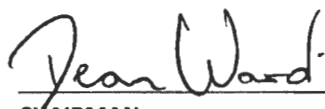
April 10th, 2019 meeting will be a review of all governance documents and a review of our Donation policy.

ADJOURNMENT

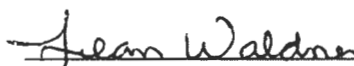
Gord Lundy

Moved the meeting adjourn 10:40 a.m.

Carried. 03.13.19-1159



CHAIRMAN



SECRETARY



MINUTES - 2 (2019)
EXECUTIVE COMMITTEE MEETING
 Thursday, February 14, 2019 at 6:00 p.m.
 ORRSC Boardroom (3105 - 16 Avenue North, Lethbridge)

EXECUTIVE COMMITTEE:

Gordon Wolstenholme - *Chair*
 Jim Bester - *Vice-Chair*
 Don Anderberg
 Doug MacPherson

Ian Sundquist
 Jennifer Crowson
 Margaret Plumtree

STAFF:

Lenze Kuiper – *Director*

Barb Johnson – *Executive Secretary*

AGENDA:

1. **Approval of Agenda** – February 14, 2019.....
2. **Approval of Minutes** – January 10, 2018.....(attachment)
3. **Business Arising from the Minutes**
4. **New Business**
 - (a) Borrowing Bylaw – ATB Financial.....
 - (b) Regional SDAB Agreement, Bylaw and Procedural Guidelines(attachment)
 - (c) Town of Taber GIS.....
 - (d) Board of Directors’ Meeting March 7, 2019 – Guest Speaker.....
 - (e) Subdivision Activity 2018 and January 2019.....(attachment)
 - (f) Fee For Service.....(handout)
 - (g) CPAA Conference in Red Deer – April 29 - May 1, 2019.....(handout)
 - (h) Directors’ Insurance Coverage.....
5. **Accounts**
 - (a) Office Accounts –
 - (i) December 2018.....(attachment)
 - (ii) January 2019.....(handout)
 - (b) Financial Statements – January 1 - December 31, 2018.....(attachment)
6. **Director’s Report**.....
7. **Executive Report**.....
8. **Adjournment**.....

CHAIR GORDON WOLSTENHOLME CALLED THE MEETING TO ORDER AT 5:45 P.M.

1. APPROVAL OF AGENDA

Moved by: Jennifer Crowson

THAT the Executive Committee approve the agenda, as amended:

ADD: 4(g) CPAA Conference in Red Deer – April 29 - May 1, 2019

4(h) Directors' Insurance Coverage

CARRIED

2. APPROVAL OF MINUTES

Moved by: Ian Sundquist

THAT the Executive Committee approve the minutes of January 10, 2019, as presented. **CARRIED**

3. BUSINESS ARISING FROM THE MINUTES

- None.

4. NEW BUSINESS

(a) Borrowing Bylaw – ATB Financial

- This item was referred from the January 10 Executive Committee meeting so the Director could investigate whether or not three readings of this bylaw are required due to recent Municipal Government Act amendments.

Part 15.1 Regional Services Commissions (2) and (5) of the MGA states,

15.1(2) A reference to a bylaw or resolution in this Act outside this Part does not include a bylaw or resolution passed by a commission.

(5) The Regulations Act does not apply to the bylaws of a commission.

Regulations Act (2)(ii) states,

(2) The following are not regulations within the meaning of subsection (1)(f):

(ii) a corporation incorporated under a public Act

- Therefore, it was determined that three readings of the Borrowing Bylaw are not required and the Chair and Director received authorization to sign the 2019 bylaw.

Moved by: Doug MacPherson

THAT the Executive Committee authorize the Chair and Director to endorse the 2019 Municipal Borrowing Bylaw Form (Revolving Line of Credit) for ATB Financial. **CARRIED**

(b) Regional SDAB Agreement, Bylaw and Procedural Guidelines

- Approximately 30 municipalities were represented at an information meeting hosted by ORRSC on Friday, February 1, 2019 to introduce the draft Agreement, Bylaw and Procedural Guidelines for the proposed Regional Subdivision and Development Appeal Board. ORRSC will charge an annual fee to cover administration costs and the municipality where the appeal originates will bear the cost of the appeal. A small advisory committee of interested CAOs was established to determine administration fees, remuneration, etc. and finalize the documents before the April 1, 2019 deadline. Clerks and Board Members must certify every three years and Municipal Affairs will allow ORRSC to provide this training.

Moved by: Don Anderberg

THAT the Executive Committee authorize administration to proceed with the establishment of agreements to provide Regional Subdivision and Development Appeal Board services to interested member municipalities. **CARRIED**

(c) Town of Taber GIS

- ORRSC received a letter from the Town of Taber which gave 12-month formal written notice of termination of GIS services. Their intent is to maintain services for the 2019 calendar year and terminate services as of February 1, 2020.

Moved by: Jim Bester

THAT the Executive Committee accept the discussion regarding Town of Taber GIS, as information. **CARRIED**

(d) Board of Directors' Meeting March 7, 2019 – Guest Speaker

- Larry Randle, Director of Corporate Services for Lethbridge County, will be the guest speaker at the March 7, 2019 Board of Directors' meeting regarding parliamentary procedure.
- The Director plans to put out a quick survey to all Board members asking for ideas on possible bus tour destinations for the June Board meeting.

Moved by: Jennifer Crowson

THAT the Executive Committee accept the discussion on the Board of Directors' meetings, as information. **CARRIED**

(e) Subdivision Activity 2018 and January 2019

- Subdivision revenue totalled \$352,687.50 in 2018, and \$25,950.00 was received in January 2019.

Moved by: Margaret Plumtree

THAT the Executive Committee accept the report on Subdivision Activity 2018 and January 2019, as information. **CARRIED**

(f) Fee For Service

- The list of fee for service projects, current and quoted, were attached to the agenda. These are the projects we are currently focusing on with our limited resources.

Moved by: Doug MacPherson

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

CARRIED

(g) CPAA Conference in Red Deer – April 29 - May 1, 2019

- Four Executive Committee members expressed interest in attending the 2019 CPAA Conference in Red Deer on April 29 - May 1, 2019 on behalf of ORRSC: Gordon Wolstenholme, Jim Bester, Ian Sundquist and Margaret Plumtree. The theme of this year's conference is "Intersection of Planning and Politics".

Moved by: Doug MacPherson

THAT Executive Committee members Gordon Wolstenholme, Jim Bester, Ian Sundquist and Margaret Plumtree attend the CPAA Conference in Red Deer on April 29 - May 1, 2019, with registration fee, mileage and accommodations at the expense of ORRSC.

CARRIED

(h) Directors' Insurance Coverage

- AMSC has included Directors & Officers (D&O) Liability Coverage to our insurance package (\$650/year) which protects our directors and officers from claims against their personal property arising from their leadership role in our organization. Benefits of this coverage include \$1 million of protection per claim with a small deductible of \$1,000 per participant in the event of a claim and no administration fees. ORRSC has until February 22, 2019 to opt out of this coverage.

Moved by: Doug MacPherson

THAT the Executive Committee approve the inclusion of Directors & Officers Liability Coverage to the ORRSC insurance package.

CARRIED

5. ACCOUNTS

(a) Office Accounts –

(i) December 2018

5150	Staff Mileage	B. Brunner	\$	36.50
5150	Staff Mileage	S. Harty		84.50
5151	Vehicle Gas & Maintenance	S. Harty		3.00
5160	Staff Field Expense	S. Harty		6.70
5150	Staff Mileage	S. Johnson		73.50
5320	General Office Supplies	S. Johnson		49.98
5530	Coffee & Supplies	S. Johnson		87.91
5280	Janitorial Services	Madison Ave Business Services		586.69
5310	Telephone	Bell Mobility		543.96
5320	General Office Supplies	Desjardin Card Services		351.92
5380	Printing & Printing Supplies	Desjardin Card Services		839.42
5530	Coffee & Supplies	Desjardin Card Services		42.80
5330	Dues & Subscriptions	APPI		566.93
5330	Dues & Subscriptions	APPI		1,133.86
5380	Printing & Printing Supplies	Lethbridge Mobile Shredding		223.00
5380	Printing & Printing Supplies	Total Office Plus		236.97

5440	Land Titles Office	Minister of Finance	148.00
5460	Public Relations	S. Harty	200.00
5460	Public Relations	Walmart	71.91
5490	Consultants	MPE Engineering	2,528.00
5500	Subdivision Notification	Lethbridge Herald	328.64
5570	Equipment Repairs & Maintenance	Digitex	620.00
5570	Equipment Repairs & Maintenance	Xerox	1,171.50
5580	Equipment & Furniture Rental	Pitney Bowes	297.12
1160	GST Receivable	GST Receivable	423.96
		TOTAL	<u>\$10,656.77</u>

(ii) January 2019

4140	Approval Fees	Jim Aleman	\$ 25.00
5180	Staff Development	Ian MacDougall	595.00
5280	Janitorial Services	Madison Ave Business Services	475.00
5285	Building Maintenance	Wild Rose Horticultural	600.00
5310	Telephone	Bell Mobility	1,249.56
5310	Telephone	Shaw Business	145.85
5310	Telephone	Shaw Business	145.85
5320	General Office Supplies	Desjardin Card Services	162.76
5380	Printing & Printing Supplies	Desjardin Card Services	95.94
5320	General Office Supplies	Desjardin Card Services	294.25
5380	Printing & Printing Supplies	Desjardin Card Services	161.96
5330	Dues & Subscriptions	ADOA	125.00
5330	Dues & Subscriptions	CPAA	250.00
5330	Dues & Subscriptions	AUMA	55.00
5380	Printing & Printing Supplies	Lethbridge Mobile Shredding	23.00
5390	Graphic & Drafting Supplies	Digitex	2,350.28
5430	Aerial Photos & Maps	Lethbridge County	250.00
5440	Land Titles Office	Minister of Finance	276.00
5470	Computer Software	Safe Software	1,720.00
5470	Computer Software	ESRI Canada	3,565.00
5500	Subdivision Notification	Lethbridge Herald	674.66
5510	Insurance	AMSC	292.17
5570	Equipment Repairs & Maintenance	Digitex	816.50
5570	Equipment Repairs & Maintenance	Xerox	971.63
1160	GST Receivable	GST Receivable	415.82
		TOTAL	<u>\$15,736.23</u>

Moved by: Jim Bester

THAT the Executive Committee approve the Office Accounts of December 2018 (\$10,656.77) and January 2019 (\$15,736.23), as presented. **CARRIED**

(b) Financial Statements – January 1 - December 31, 2018

Moved by: Don Anderberg

THAT the Executive Committee approve the unaudited Financial Statements for January 1 - December 31, 2018, as presented. **CARRIED**

6. DIRECTOR'S REPORT

- The Director reported on his activities since the last Executive Committee meeting.

7. EXECUTIVE REPORT

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

8. ADJOURNMENT

Moved by: Jim Bester

THAT we adjourn the regular meeting of the Executive Committee of the Oldman River Regional Services Commission at 7:30 p.m. until **Thursday, March 14, 2019 at 6:00 p.m.** **CARRIED**

/bj

CHAIR: 

Alberta SouthWest Regional Alliance
Minutes of the Board of Directors Meeting
 Wednesday March 6, 2019 – Stockmans Grill, Fort Macleod

**Board Representatives**

Brent Feyter, Fort Macleod
 Scott Korbett, Pincher Creek
 Jim Bester, Cardston County
 Blair Painter, Crowsnest Pass
 Dale Gugala, Stavely
 Arlette Heck, Granum (alternate)
 Brad Schlossberger, Claresholm
 Bev Everts, MD Pincher Creek
 Dennis Barnes, Cardston
 Beryl West, Nanton

Resource Staff and Guests

Bev Thornton, Executive Director, AlbertaSW
 Tony Walker, CF Alberta Southwest
 Clara Yagos, LRSD
 Shalane Friesen, AEP
 Linda Erickson, AEDT
 Dr. Michael Duggan, EarthCheck

- | | |
|---|---|
| 1. Call to Order and welcome- | Vice-Chair called the meeting to order. |
| 2. Approval of Agenda | Moved by Dennis Barnes THAT the agenda be approved as presented.
Carried. [2019-03-617] |
| 3. Approval of Minutes | Moved by Blair Painter THAT the minutes of January 23, 2019 be approved with adjournment motion corrected.
Carried. [2019-03-618] |
| 4. Approval of Cheque Register | Moved by Scott Korbett THAT cheques #2585 to #2605 be approved as presented.
Carried. [2019-03-619] |
| 5. Highway 3 Request | Moved by Scott Korbett THAT AlbertaSW set aside up to \$3,000 of member funds (i.e. not provincial dollars, or matching dollars) that can be used, as needed, with board approval, to contribute to any Highway 3 Twinning Development Association projects or initiatives that address transportation corridor issues.
Carried. [2019-03-620] |
| 6. Sustainable Agri-food Futures | Moved by Bev Everts THAT AlbertaSW provide a letter of support, as requested by SouthGrow, offering AlbertaSW as an in-kind partner for "Sustainable Agri-food Futures" initiative. SouthGrow is applying to leverage the Varley Fund to work on projects that impact both our regions. The educational component may also be of relevance to Livingstone Range School Division. Bev Thornton will draft letter on behalf of the Board. |
| 7. Castle Region Destination Assessment | Dr. Michael Duggan, General Manager, Business Operations, EarthCheck, Brisbane, Queensland Australia discussed a process of identifying sustainability measures in the region. The Destination Assessment will provide a report to help identify current sustainability performance compared to the Global Sustainable Tourism Council's (GSTC) Destination criteria and indicators. |

8. Updates:
- a) EV Project Launch
"Peaks to Prairies" EV Charging Station Network project officially launched February 4, 2019. Brent Feyter, John Van Driesten and Scott Korbett attended.
 - b) Waste to Energy
John Van Driesten attended a Coordinated Action for Recycling Enterprises (CARE) event in High River and gained some interesting new information about waste to energy. Bev, Brent and John will follow-up and find ways to share this information with the region.
 - c) Great Trail
Barney has had correspondence on this subject regarding upgrades announced in the Kootenays. Further updates will be provided.
9. Upcoming Events
- April 10, 2019: Destination Development Association (Roger Brooks) free webinar on morning of April 10, 2019.
 - April 11, 2019 – Fort Macleod Town Office - Economic Resiliency Training for Community Leaders.
10. Executive Director Report
Accepted as information.
11. Round table updates
12. Board Meetings:
- April 3 rescheduled to April 10, 2019 – location TBD
 - May 1, 2019 – Cardston
 - June 5, 2019 – AGM Bomber Command Museum - Nanton
13. Adjournment
Moved by Dennis Barnes THAT the meeting be adjourned.
Carried. [2019-03-621]

Approved April 10, 2019

Chair

Secretary/Treasurer

Alberta SouthWest Bulletin April 2019

Regional Economic Development Alliance (REDA) Update

• EV Project moving forward

Formally launched on February 4, the Peaks to Prairies Electric Vehicle Charging Station Network is moving forward; ATCO and Community Energy Association are conducting community visits for input and planning.

This \$2M project is 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.



• EDA Conference presentations available on the website

The 2019 EDA Conference marked the 45th Anniversary for Economic Developers Alberta. Trevor Lewington, CEO of EDL was named Economic Developer of the Year.

Bev Thornton received the President's Award for contribution to EDA and the profession.

Many of the great conference presentations are now on-line; more are being added, so this link is a great resource!

<http://www.edaalberta.ca/2019-Conference-Presentations>



• Castle Parks and Alberta SouthWest named as a "2018 Top 100 Global Sustainable Tourism Destination".

This award was acknowledged at a world conference in Berlin on March 6, 2019.

Green Destinations Canada submitted the award on behalf of the region. Meeting the award criteria gives the region a great start on identifying performance measures for ongoing sustainable business and community development.



• Economic Resilience Training for Community and Regional Leaders

April 11 marked an excellent day of learning and sharing ideas, with a cross-section of input from emergency management, CAO, EDO, elected official, community futures, chamber and business perspectives. The participants recommended that we offer the course again in the fall.



- The **Community Toolkit for Economic Recovery and Resiliency** (2017 Canadian Version) is on the Economic Developers Alberta website <http://www.edaalberta.ca/page-1861533>
 - EDA is pioneering this work in Canada, building upon material developed by our partner organization, the International Economic Development Council (IEDC)
 - This approach is a way to combine all our knowledge, share best practices and protocols to ensure that our businesses, the foundation of our communities, are prepared for a disaster, can manage the incident and then bounce back as quickly as possible. A fascinating topic that requires vision, creativity and planning!

UPCOMING!

Southern Alberta Energy Forum - Wednesday, May 15, 2019 – 12:00pm-5:00pm lunch included
Fort Macleod Town Office, 410 20 St, Fort Macleod



The **Southern Alberta Alternative Energy Partnership (SAAEP)** and the **Pembina Institute** will bring together experts from industry, financial institutions, municipalities and business.

Join us for an afternoon of presentations, expert panels, table discussions, and networking!

** Explore the opportunities available to municipalities and small businesses in renewable energy, energy efficiency, energy storage.

** Learn about financing options and other information resources.

Free of charge; lunch included. SPACE IS LIMITED so please **REGISTER** asap at

<https://www.eventbrite.ca/e/southern-alberta-energy-forum-tickets-60163611983>

** Details of the event and links will be sent as a separate poster to share with your networks.

Alberta SouthWest Box 1041 Pincher Creek AB T0K 1W0

403-627-3373 (office) 403-627-0244 (cell)

bev@albertasouthwest.com

www.albertasouthwest.com



Pincher Creek and District



FCSS Family and Community
Support Services

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

FCSS Board Meeting, April 15, 2019 - Council Chambers Minutes - Draft

**Board Members present: Kathy Verhagen, Don Anderberg, Bonnie Scott,
Mary Kittlaus, Bev Everts**

Absent with regret: Kellie Leblanc

Staff Present: David Green

- 1.) **Call to order: Kathy Verhagen called the meeting to order at 6:30 PM**

Confirmation of Quorum: A quorum was present.

- 2.) **Approval of Agenda**

Motion 12 / 207 Kittlaus

That the Agenda be approved as amended (with the addition of 7 f.) Emergency Social Services).

Carried

- 3.) **Approval of Minutes March 18, 2019**

Motion 12 / 208 Everts

That the Minutes of the March 18, 2019 meeting be approved as circulated.

Carried

- 4.) **Presentation: None available**

- 5.) **Financial:**

a) Grant fund unallocated. This item will remain on the agenda pending resolution of the Social Needs Assessment quotations. (Amount in the fund is \$27,325.00)

b) 2018 Audit: Completed and awaiting the Review Engagement letter

6.) Correspondence

- a) Pincher Creek Family Centre – material request: This item will remain on the agenda until resolution of the Social Needs Assessment matter.

7.) New and on-going Business

- a.) Social Needs Assessment – Quotations: pending resolution of the problem with the Alberta Purchasing Connection.
- b.) Presentations to Councils re: Summary Powerpoint and Admin Agreement: Presentations are booked as follows: Town Council May 13; M.D. Council May 14 and Village of Cowley Council to be determined.
- c.) Recruitment for new Board Member (application): The Board has received one application to fill the vacant position on the Board.

Motion 12 / 209 Everts

That the Board approve the application from Stephanie Smith.

Carried

- d.) Youth Forum: Informal reports indicate that the Youth Forum was a success. The Board will expect to receive a report from event organizers.
- e.) Food Bank: The Board accepted an apology from Councillor O'Rourke for the information she presented at the March Board Meeting. Council has replaced Councillor O'Rourke with Mayor Don Anderberg on the FCSS Board.
- f.) Emergency Social Services: The Board reviewed the status of FCSS as it relates to the role of Emergency Social Services in the Community. David will continue to work with the local Emergency Management team to ensure training is kept current and inventories of emergency supplies are up to date and operational.

8.) Project Coordination

- a.) Housing: The Pincher Creek Regional Housing Committee is awaiting further planning information from the Alberta Rural Development Network regarding the development of a 5/6 plex adjacent to the old RCMP building. There has been no response to the Capital Plan submission for the 20 unit modular home park. This submission was sent to the province in October and then sent forward (with recommendations) to the federal government for final consideration.
- b.) Habitat – Don provided an overview of the Habitat project, emphasizing the success of the Elks Community Services fund-raising team (composed of eight local service clubs). A second family has now been recruited for the purchase of the second half of the duplex project. Construction will start this spring with ground breaking to take place either in late May or early June.

- c.) Pincher Creek Community Early Learning Centre: The Board received an update/overview of this project. New concept drawings and cost estimates have been received. Preliminary environmental and geotechnical site assessments will begin on May 3. The PCCELC Board meets on April 18.
- d.) Transportation – Regional Visioning Workshop March 22 report: The visioning workshop, facilitated by David, was attended by representatives from Crowsnest Pass; Town and M.D. of Pincher Creek, Fort Macleod, and Claresholm. The Board reviewed the notes from that meeting. The group will reconvene on June 14th.
- Town Bus: Continues to operate as a “free-ride” system until May 9th. Ridership has increased over the past month.
- e.) Strategic Planning Review: The Board received a copy of the notes recorded during Council’s Strategic Planning review. This review, facilitated by David, was essentially a “report card” where Council measured its progress against the goals established in the original Strategic Plan (January 2018)

9.) Date for Next Board Meeting – May 21, 2019 (long weekend)




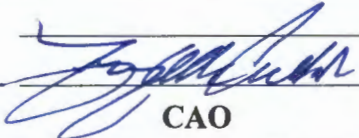

10.) Adjournment: there being no further business, Bonnie Scott declared the meeting adjourned at 8:05 PM

Read and approved this _____ day of May, 2019

Coordinator

Director

Recommendation to Council

TITLE: ASB Appeal Committee			
PREPARED BY: Lindsey Davidson		DATE: April 9, 2019	
DEPARTMENT: AES			
Roland Milligan	April 9, 2019	ATTACHMENTS: 1. Draft C-AES-Policy-609 2. Terms of Reference – ASB Appeal Committee	
Department Supervisor	Date		
APPROVALS:			
			
Department Director	Date	CAO	Date

RECOMMENDATION:

THAT Council adopt the attached Policy and Terms of Reference and direct administration to proceed with advertising for interest to serve on the Agricultural Service Board Appeal Panel so that appointments to this panel can be made as quickly as possible.

BACKGROUND:

In July 2018 an ASB Field Visit was conducted by Alberta Agriculture and Forestry Staff. It was identified that the MD of Pincher Creek is currently without a formally appointed appeal panel to address any appeals that may be made in regards to the *Weed Control Act*, *Agricultural Pests Act* and the *Soil Conservation Act*.

It is imperative that this appeal panel be in place to ensure the AES department receives annual provincial grant funding. The attached documents have been drafted in accordance with current recommendations being made by the Provincial Agricultural Service Board Program Manager.

FINANCIAL IMPLICATIONS:

In the event of an appeal, committee members will be remunerated as per C-CO-01, Council Remuneration and Expenses Policy.

M.D. OF PINCHER CREEK NO. 9

CORPORATE POLICY

C-AES-609

TITLE: AGRICULTURAL SERVICE BOARD APPEAL COMMITTEE

Approved by Council

Date:

Revised by Council

Date:

Applicable Provincial Legislation:

Weed Control Act
Soil Conservation Act
Agricultural Pests Act

Policy Statement

M.D. of Pincher Creek Council will appoint an independent Agricultural Service Board Appeal Committee annually, pursuant to the *Weed Control Act*, *Soil Conservation Act*, and the *Agricultural Pests Act*.

Purpose:

To hear and determine appeals brought forward to the M.D. by recipients of notices issued under the aforementioned acts.

Application of this Policy:

The committee will be comprised of three members at large, following the terms of reference.

Applications will be advertised through local media and/or M.D. website. Committee members will be appointed annually at the Organizational Meeting of Council.

Remuneration will be paid to members according to the C-CO-01, Council Remuneration and Expenses Policy.

**MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
AGRICULTURAL SERVICE BOARD APPEAL COMMITTEE**

TERMS OF REFERENCE

1. Committee Designation:

M.D. of Pincher Creek Agricultural Service Board Appeal Committee

2. Committee Members:

The M.D. of Pincher Creek Agricultural Service Board Appeal Committee shall be comprised of:

- Three members at large (voting members)
- Administrative Support (secretary)

Length of terms for persons appointed to the Agricultural Service Board Appeal Committee will be established as per **C-CO-002, Council Boards and Committees Policy**.

3. Scope of Activities, and Duties:

The M.D. Agricultural Service Board Appeal Committee shall:

- be called upon when an appeal is filed
- be independent and have a neutral opinion
- not be involved in the issuing of notices
- exclude themselves if a personal conflict of interest is apparent

4. Cost to Appellant:

A \$250.00 deposit is to be submitted with the appeal
If a successful appeal decision is rendered, \$250.00 shall be refunded

5. Time Period Necessary for the Committee to Carry Out its Purpose:

The Committee will meet when called upon and will provide the appellant with a decision within 15 days of appeal.

6. **Committee Administrative and Financial Support:**

- M.D. of Pincher Creek shall provide appropriate administrative and financial support.
- The M.D. of Pincher Creek Administrative Building shall provide meeting space.
- Committee members shall be reimbursed for their expenses as per **C-CO-01, Council Remuneration and Expenses Policy**.
- Committee is to be appointed annually by M.D. of Pincher Creek Council.

Request for Guidance

TITLE: Carcass and Butchering Waste Collection Site			
PREPARED BY: Lindsey Davidson		DATE: April 5, 2019	
DEPARTMENT: AES			
Roland Milligan	April 5, 2019	ATTACHMENTS: 1. Letter to CNPC Landfill Board 2. Crowsnest Pincher Creek Landfill Proposal 3. Cost Estimation for Disposal	
Department Supervisor	Date		
APPROVALS:			
			
Department Director	Date	CAO	Date

RECOMMENDATION:
THAT Council determine their ability to support the proposed waste collection and disposal initiative.

BACKGROUND:

As of May 31st, 2019 the Crowsnest/Pincher Creek Landfill will no longer accept dead animal carcasses and butchering waste for general burial as a means to protect the health and safety of their workers.

A solution is urgently being sought for the disposal of waste material from butcher shops, agricultural producers, Alberta Transportation (road waste), veterinary practices and hunters.

The potential exists for improper disposal of this material in the future which will result in complaints (unsightly material, nuisance smells), increased potential for carnivore conflict, bio-security concerns and occupational health and safety issues.

A series of discussions have transpired and resulted in the identification of a seemingly reasonable and effective solution to collect and dispose of this waste utilizing a method identified by the Canadian Food Inspection Agency as effectively destroying prions associated with **Bovine Spongiform Encephalopathy (BSE)**. This initiative will involve collecting waste within a dedicated bin at the Crowsnest Pincher Creek Landfill, transporting the material as necessary to the Lethbridge Bio-Gas Facility and maintaining documentation for the purpose of audits conducted by the CFIA.

This proposed solution will protect the health and safety of workers, satisfy the requirements of regulatory bodies (CFIA), and provide an operationally feasible solution to dispose of carcasses and butchering waste. Furthermore, it is probable to implement this program prior to the May 31st, 2019 deadline.

Request for Guidance

If the cost of this initiative is to be borne by those disposing of carcasses and butchering waste, it may prohibit them from participating in the program.

FINANCIAL IMPLICATIONS:

Capital Costs:

Locally constructed 30 cubic yard bin: \$5,000 (cost shared 50/50 with landfill - \$10,000 total)

Operational Costs:

Transport of waste to Lethbridge Bio-Gas Facility as needed: \$390/trip, once or twice weekly

Processing of waste through Lethbridge Bio-Gas Facility: \$100/tonne

*See cost estimation for disposal attached

April X, 2019

RE: Carcass and Butchering Waste Collection Site

Dean Ward,

Following a series of discussions with stakeholders and landfill management, it has been determined that hosting a centralized collection site for animal carcasses and butchering waste at the Crowsnest Pincher Creek Landfill, is the most feasible, short-term solution to continue to provide a core service to our residents whilst protecting the health and safety of workers.

The MD of Pincher Creek is extremely appreciative of the willingness of the landfill board to work towards a solution, and we intend to continue the conversation in this regard.

Please review the attached project proposal and contact us with any questions that may arise.

Regards,

Reeve Brian Hammond

Regional Sustainability Initiative for Carcass and Butchering Waste Disposal

Background:

The Municipal District of Pincher Creek supports the objective of protecting worker health and safety by eliminating the need to handle carcasses and butchering waste to facilitate proper disposal. As such, it has been determined that a centralized, contained collection site that allows waste to be transferred to an approved disposal facility as required represents an operationally feasible alternative to burying this type of material in the landfill.

Preference has been given to the Crowsnest Pincher Creek Landfill as the most appropriate collection site

Operational Requirements:

Receiving and Documentation:

The Crowsnest Pincher Creek Landfill Association will need to obtain a Permit to Receive SRM from the CFIA (available at no cost, on an annual basis through an online application platform).

Upon arrival at the landfill all carcasses/butchering waste will require to be weighed in. Scale tickets must accompany the entire load to the Lethbridge Bio-Gas Facility and be provided to them for the purpose of accurately invoicing all contributors.

If any SRM is included within the load, the transporter will be required to produce a valid CFIA issued Permit to Transport SRM and complete the associated log book (appendix A.) Entire cattle carcasses will require a Canadian Cattle Identification Association (CCIA) tag affixed to an ear and butchering waste containing SRM will require to be accurately weighed and recorded. Log books will be retained by the Crowsnest Pincher Creek Landfill and provided to the MD of Pincher Creek on a quarterly basis to facilitate audits with a CFIA Inspector.

Collection Site:

An appropriate dedicated site will need to be prepared within the compound of the landfill at the discretion of the landfill manager. The site will include a 30 cubic yard bin, access ramp and chain-link fence to control access by scavengers and predators.

Transportation to Lethbridge Bio-Gas Facility.

As needed, the carcass and butchering waste bin will be transported by the Crowsnest Pincher Creek Landfill Association to the Lethbridge Bio-Gas Facility. Communication between the two organizations will be instrumental to ensure appropriate timing.

The Lethbridge Bio-Gas Facility is capable of receiving material transported within the equipment described. Furthermore, the facility is equipped with a fire hose and will provide a wash-out of the container using a bleach solution, if necessary.

Proposed Cost Structure:

Cost Type	Estimated Cost	Organization Responsible	Cost Share
<i>Administrative</i> Weigh-in, Log Book SRM Audit	In-Kind In-Kind	CNPC Landfill MD PC	
<i>Capital/Start-up</i> Site Prep 30 cubic yard bin	In-Kind \$10,000	CNPC Landfill CNPC Landfill/MD PC	50/50
<i>Operational</i> Transportation	\$130/hour	Waste Contributors (TBD)	Determined as percentage based on # of contributors/load
Lethbridge Bio-Gas Disposal	\$100/tonne	Waste Contributors (TBD)	As per scale ticket

Summary:

This solution as proposed will protect the health and safety of workers, satisfy the requirements of regulatory bodies (CFIA), and provide an operationally feasible solution to dispose of carcasses and butchering waste. Furthermore, it is probable to implement this program prior to the May 31st, 2019 deadline.

Carcass and Butchering Waste Disposal – Cost Estimation

Cost Comparison between Current Disposal Strategy and Proposed Lethbridge Bio-Gas Solution

*Based on 2017 data – Does NOT include bovine/SRM waste

Area	Tonnes	CNPC Landfill Disposal ¹	Lethbridge Bio-Gas Rate (\$100/tonne)	Transport once per week (52/annum)	Total	Transport twice in summer (69/annum)	Total
Crowsnest Pass	1.61	\$77.20	\$161.00	\$20,280.00 ²	\$42,967.00	\$26,910.00 ²	\$49,597.00
Cowley	0.07	\$3.36	\$7.00				
Back Country Butchering	45.26	\$2,045.10	\$4,526.00				
MD of Pincher Creek	73.44	\$3,521.45	\$7,344.00				
Pincher Creek Meats	80.46	\$3,858.10	\$8,046.00				
Pincher Creek Vet	1.21	\$58.02	\$121.00				
Volker Stevin	24.82	\$1,517.74	\$2,482.00				
TOTAL	226.87	\$11,080.97	\$22,687.00				

¹Regional rate \$47.95/tonne, non-regional rate \$61.15/tonne (Volker Stevin only)

²based on \$130/hour for 3-hour trip (\$390/trip)

MD of Pincher Creek(only) + Transportation = \$27,624 - \$34,254/annum

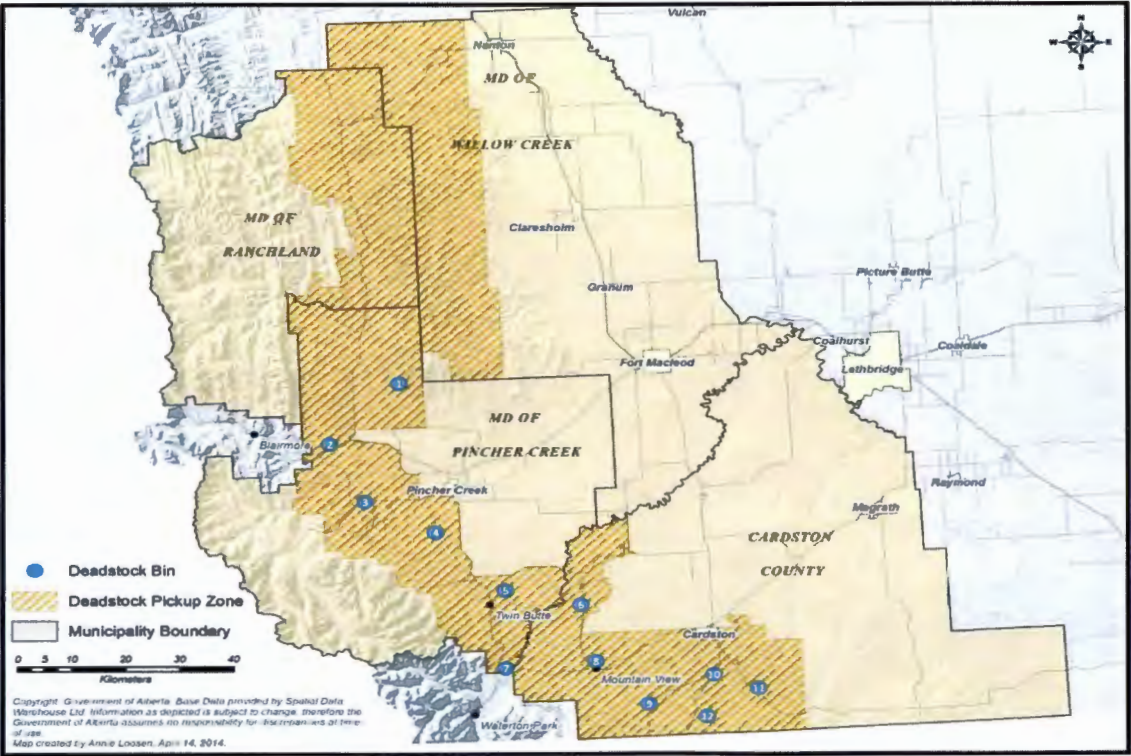
Additional Costs to Consider

Regional Costs for Waterton Biosphere Reserve Association Collection and Disposal Program (2018)
(Cattle and Horses within the Carnivore Conflict Area¹)

Location	\$ Spent
Cardston County	\$13,889.80
MD of Pincher Creek	\$35,313.00
MD of Willow Creek	\$6,100.00
MD of Ranchland	\$8,372.00
TOTAL	\$63,674.80

*This program is supported by grant dollars (public money)

¹Carnivore Conflict Area





The Crowsnest/Pincher Creek Landfill Association

Oct 16 2018

Incinerator Proposal
Board of Directors CNPC Landfill

Incinerator Budget Numbers

The building and ancillary equipment to operate the incinerator in and handle all the waste inside a captive area will consist of the following:

- 60' X 80' Behlen Steel Building
- 25 cu yd inground pit with sump
- Overhead doors
- HVAC system with filter bag house for emissions.
- Extend reach forklift to handle waste.
- Utilities

Budgetary cost estimate of \$ 900,000.00

The incinerator build, install and commissioning would consist of the following

- 10 tonne Batch plant incinerator
- APC system complete with monitoring system
- Install and commissioning
- Operator Training
- Startup air quality testing and monitoring

Budgetary cost estimate of \$,1,500,000.00 to \$2,500,000.00 depending on options

Budgetary number for cost of incinerator operation

- **Natural Gas consumption**
- **Load and unload labor and equipment.**
- **Equipment operation and maintenance.**

**Estimated cost per tonne of waste being processed at unit capacity of 10 tonne per batch.
\$75 to \$80 per tonne processed.**

As you can see the cost to process is higher than current rates collected by the Landfill. These costs will need to be passed of to the producer or Government body that sponsors this project.

Providing a service to outside the area customers such as CFIA could help reduce local producer costs and help keep the plant operating at a steady daily pace.

The information provided above is for budget purposes and will further review as this project progresses.

Timeline for decision, funding and construction is 24 months from July 2018 as per the amendment to our approval.

Thank You
Emile J Saindon
Landfill Manager
esaindon@shaw.ca
1-403-628-3849 office
1-403-653-0209 cell

Operations Report April 17, 2019

Operations Activity Includes:

Agricultural and Environmental Services Activity Includes:

- April 2 Policy Review
- April 3 Meeting regarding documentation requirement for deadstock collection site
- April 3 Safety Inspection – Lundbreck Facilities
- April 4 ASB Meeting
- April 8-10 Interviews for Admin Summer Student
- April 9 Jim Gerrish Grazing School Preparation
- April 10 Joint Health and Safety
- April 10 BioControl Meeting
- April 11 Staff Meeting
- April 12 Funding Application Assistance
- April 15 Safety Event Planning
- April 15 Dam Inspections
- April 16 Staff Orientation

Public Works Activity Includes:

- Regular road maintenance
- Snow Fence Removal
- Bid farewell to Stu, April 5
- Welcomed Shawn, April 15
- Installed replacement location signs
- Put up new sign at Fishburn Park

Upcoming:

- April 17 Interviews for Admin Summer Student
- April 17 Conference Call – Manure Management Update
- April 17 Patton Park Gophers
- April 25 Staff Meeting
- April 26 Dam Inspection
- April 27 Board Leadership Lethbridge Seminar
- April 30 Bio Control

Project Update:

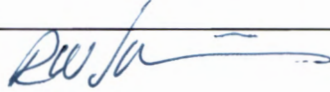
- Director of Operations position – Aaron Benson starting May 6
- Public Works Manager position – Interviews scheduled
- Head Mechanic position – Posting closes April 17

Call Logs – attached.

Recommendation:

That the Operations report for the period April 2, 2019 to April 17, 2019, and the call log, be received as information.

Prepared by: Roland Milligan



Date: April 17, 2019

Reviewed by: Troy MacCulloch


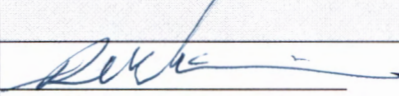

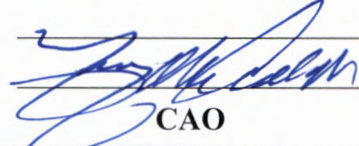
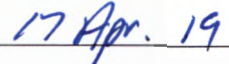
Date: April 17, 2019

Submitted to: Council

Date: April 23, 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		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	
1859	Division 4	NW29 T8 R1 W5	#8471	Road & Driveway / May have to wait for mud to dry		Brian Layton	On list	Friday, March 15, 2019	
1878	Division 3	SE11 T6 R2 W5		Wants to build a new approach		Jared	On the list to do	25-Mar-19	25-Mar-19
1880	Division 2	NW32 T5 R29 W4		Would like an approach put in		Jared	On the list to do	26-Mar-19	
1883	Division 4	SW36 T8 R1 W5	#8505 RR1-1	Request to get gravel		Jared	On the gravel list	27-Mar-19	
1884	Division 1	NE11 T4 R29 W4	Home location * NW21 T5 R29 W4	*#29319 TWP5-4 /Would like a road put in to access property for equipment and grain trucks to get in		Jared	To be actioned when snow melts	28-Mar-19	
1885	Division 2	NE17 T6 R30 W4	#30332 TWP6-2A	Grader took out fence and left lawn damaged/we need to check also neighbors Chrapco		Jared	To be actioned	22-Mar-19	
1886	Division 1	SE31 T3 R28 W4		Wants to discuss an approach & Culvert		Jared	In progress	28-Mar-19	
1890	Lundbreck	21 Oakley Crescent		Concerned that pavement is sinking after Atco dug up street to put in lines		Atco	will contact Atco to repair	02-Apr-19	
1891	Division 2	NE2 T6 R29 W4		KUDOS good job on driveway & Dianne is easy & good to deal with. Also needs a bigger approach & culvert		Bob Millar/Jared	Has been inspected now on the work list	03-Apr-19	
1892				Re Road Use Agreement		Jared	Called again & Mike handled it	04-Apr-19	04-Apr-19
1893	Division 2			Concerned grader damaged dust control		Jared	was checked & just normal damage done	04-Apr-19	04-Apr-19
1894	Division 3	SW10 T6 R2 W5		RQ a larger approach		Jared	Site visit reqrd w/Atco	04-Apr-19	
1895	Division 3	NE6 T6 R1 W5	#6024 RR1-5	Has talked to Stu re an approach on an easement Needs followup		Jared	To be actioned	08-Apr-19	
1896	Division 5		RR2-5A	Re road closure		Mike Killoran	Completed	08-Apr-19	08-Apr-19
1897		Airport		Re doing repairs on the taxiway		Bob Salmon	Waiting to hear when and how long	08-Apr-19	
1898	Lundbreck			Wanting spring cleanup for May 15			Completed	08-Apr-19	10-Apr-19
1899		Beaver Mines		Trenches on road sides 2nd Ave and along by store		Jared	Contractor to do	09-Apr-19	
1900	Division 2	NW22 T5 R29 W5		Re:Bridge file #1744 Contractor are going to neighbors for info		Mike Killoran	Completed	09-Apr-19	12-Apr-19
1901	Division 3	SE1 T6 R2 W5	By Stilman	Reported rough road signs were put in & reported to Jared		Checked by Jared	Advised to leave it as it will heal itself	Wednesday, March 27, 2019	Tuesday, April 9, 2019

Recommendation to Council

TITLE: WESTERN MUD SLINGERS ENVENT LICENSE JULY 13, 2019 MUD BOG SW 7-6-28 W4M		
PREPARED BY: Roland Milligan		DATE: April 15, 2019
DEPARTMENT: Development and Community Services		
		ATTACHMENTS: 1. Letter from Western Mud Slingers Dated April 8, 2019 2. GIS Map 3. Event Layout
Department Supervisor	Date	
APPROVALS:		
 Roland Milligan	 Date	 CAO
Department Director	Date	 Date

RECOMMENDATION:

That Council, acting in their capacity as the Licensing Officer pursuant to Bylaw No. 918A, grant the applicant a license for the mud racing event planned for July 13, 2019.

BACKGROUND:

On April 11, 2019 the MD received the attached letter from Greg Chartier on behalf of the Western Mud Slingers (the Applicant) regarding the fourth annual mud bog event they are proposing on July 13, 2019, within the SW 7-6-28 W4M (*Attachment No. 1*).

The Western Mud Slingers are a member of Chinook Mud Racing.

To help license and regulate entertainment events the MD adopted Bylaw No. 918A in March of 1993. For the bylaw to come into effect, a threshold number of people attending an event is 500. The applicant has indicated they are estimating between 500-700 spectators.

As such, the applicant was advised that the bylaw would come into effect and that they should apply to the Licensing Officer (Council or such person or persons as Council may designate).

The event is scheduled for 6 hours, commencing at 11:00 am and concluding at 5:00 pm.

The Pincher Creeks Elks will have nine security members as per the AGLC license requirements.

The Club (Western Mud Slingers) will be supplying security members also.

The RCMP, health inspector, and the fire department, have to sign the AGLC license.

Recommendation to Council

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FINANCIAL IMPLICATIONS:

None

Western Mud Slingers

Re: By-Law 918A Entertainment Events

April 8, 2019

The western mudslingers are part of a southern Alberta mud racing association that host events all over southern Alberta from Raymond to Hilda. On July 13th the Western mudslingers are planning a mud bog on Lloyd Sproule's land in the SW7-6-28-W4. The event will start at 11:00am and run roughly to 5:00pm. we are guessing that we will have 500-700 spectators and 50 drivers.

Mustangs High School Football team is volunteering their time in return we are donating a portion of our proceeds back to the team.

So far, we have most the tasks completed to make this a successful event.

- Insurance will be provided through the co-operators insurance
- we will have security personal onsite
- on duty police officer to make an appearance (will confirm this when closer to the event)
- There will be two paramedics onsite,
- two firemen will be onsite with first responder unit and an additional water tanker with 56000L of water
- 12 Washrooms will be provided
- Garbage bins, cans and ashtrays will be provided
- The Elks are providing concession and beer Gardens and their own security
- We have booked the legion bus to drive people back to town
- Adequate parking will be provided with volunteers parking the vehicles

Any question please does not hesitate to call.

President, Greg Charier



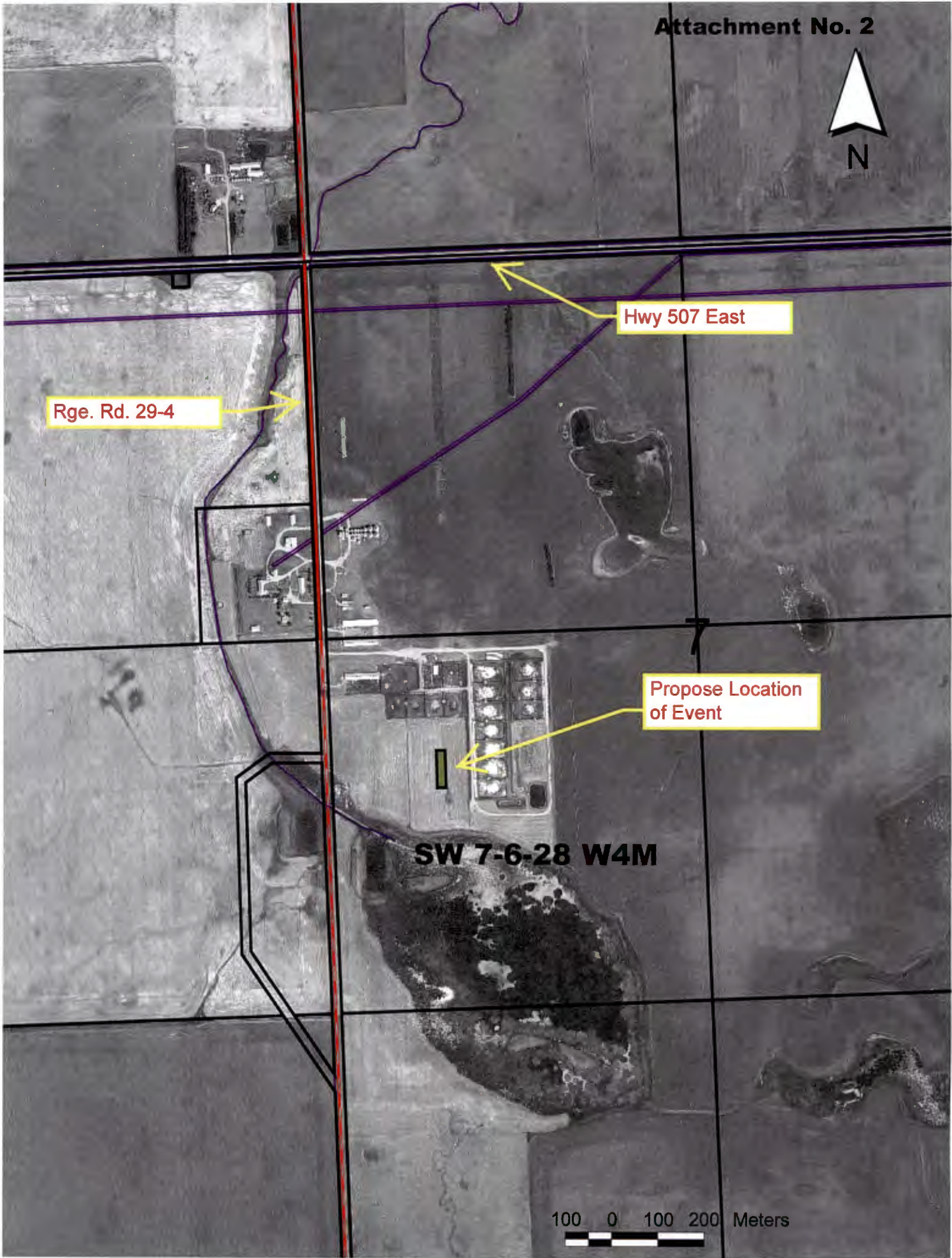
Rge. Rd. 29-4

Hwy 507 East

Propose Location of Event

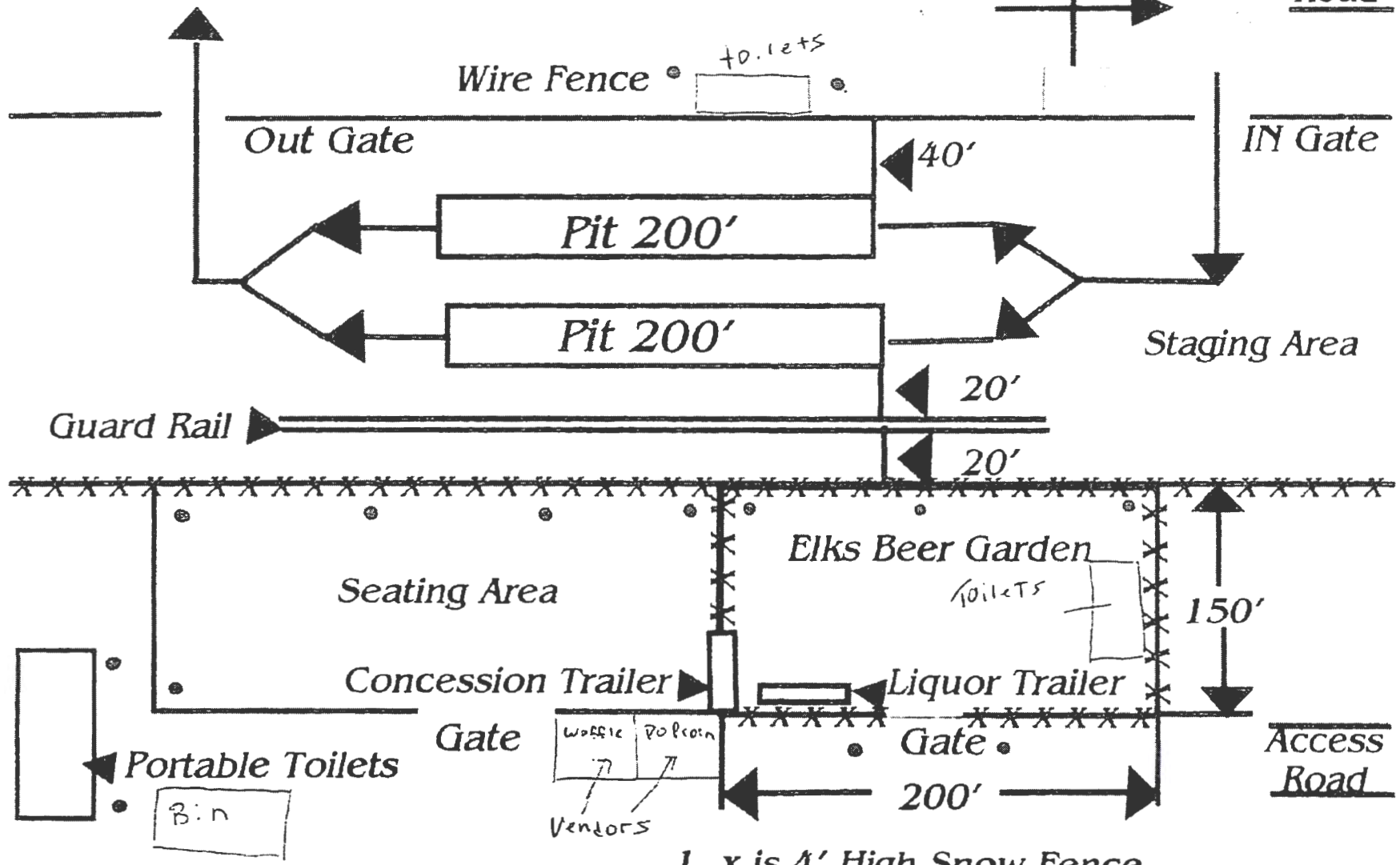
SW 7-6-28 W4M

100 0 100 200 Meters



● = Garbage Barrel

Access Road



Parking

- 1. x is 4' High Snow Fence
- 2. July 15th. Start 11:00 AM

Access Road

Recommendation to Council

TITLE: LETTER OF SUPPORT – FENCING – SUMMER GAMES SOCIETY		
PREPARED BY: Troy MacCulloch		DATE: April 17, 2019
DEPARTMENT: Administration		
		ATTACHMENTS:
Department Supervisor	Date	<ol style="list-style-type: none"> 1. Email, dated April 16, 2019 2. Draft Letter of Support for consideration
APPROVALS:		
		 CAO
		17 Apr 19 Date
Department Director	Date	

RECOMMENDATION:

That Council provide a letter of support for the application to the Community Facility Enhancement Program, submitted by the Pincher Creek and District Summer Games Society.

BACKGROUND:

On April 16, 2019, the MD received that attached email from Grants Specialist Liza Dawber, requesting a letter of support regarding the grant application to the Community Facility Enhancement Program to replace the fencing at the tennis courts and around the multi-purpose facility.

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

FINANCIAL IMPLICATIONS:

None at this time.

April 23, 2019

Liza Dawber, Grants Specialist
Pincher Creek Community Development Initiative
PO Box 1297
Pincher Creek, AB T0K 1W0

Dear Ms. Dawber:

RE: Letter of Support – Fencing – Community Facility Enhancement Program

Council for the Municipal District of Pincher Creek No. 9 proudly supports the application for the Community Facility Enhancement Program, submitted by the Pincher Creek and District Summer Games Society.

The 2019 Summer Games is the 50th Anniversary of the games, with the inaugural games held in our region, and it is an honour to be actively involved with this event.

Please consider this project for approval, as it will only enhance the facilities and highlight the beautiful area surrounding us.

Yours truly,

Troy MacCulloch
Chief Administrative Officer

Tara Cryderman

Subject: FW: Letter of support

From: grants@pccdi.ca <grants@pccdi.ca>

Sent: April 16, 2019 2:46 PM

To: Troy MacCulloch <CAO@mdpincercreek.ab.ca>

Cc: 'Recreation Manager' <recmanager@pinchercreek.ca>

Subject: Letter of support

Hi Troy

The PC & D Summer Games Society are applying for CFEP funding to replace the fencing around the tennis courts and to erect new fencing around the rest of the outdoor multi-purpose facility.

We are looking for a few letters of support from the community and wondered if we could get one from the MD as you have committed funds to this project?

Please let me know if you need help writing it and I can throw something together for you. I need it by the 29th.

Many thanks

Liza Dawber
Grants Specialist
PCCDI
403-682-7421

Beaver Mines Community Association
P.O. Box 2563
Pincher Creek, AB, T0K 1W0

M.D. of Pincher Creek No. 9
P.O. Box 279
Pincher Creek, Alberta
T0K 1W0

April 8, 2019

Subject: Beaver Mines Park Drainage, Other Park Improvements and the Community Facility Operating Agreement

Attention: MD Council

At the March 30, 2019 BMCA board meeting, we discussed the issues the Hamlet has experienced this spring with drainage. A resident adjacent to the park just sent the board a letter requesting that we look into long term solutions for fixing the drainage issue. Coincidentally, at the same meeting, we are starting to review the Community Facility Operating agreement. We discussed whether park improvements need to be made before taking on the park responsibility. A committee has been formed to make recommendations about the agreement. And at the same meeting the board discussed broader hamlet drainage issues.

It was decided to send two letters to the MD. This letter deals with park drainage issues and park improvements. The two topics are related because there may be reasons to do construction at the same time and because of the Facility Operating agreement. The second letter deals with drainage in the overall hamlet.

Here are some park improvements we've been discussing:

1. Drainage System for Park
 - build drainage swale on the NE boundary
 - intercept drainage at the tennis court
 - drain swales for the trail system (unfortunately most drains on the trail are on the low side of the trail)
2. Extend 2nd Ave into the Park
 - clear right-of-way
 - build roadway full width
 - extend ditches to connect with park drainage
 - adjust approaches (culverts) as req'd
 - relocate horseshoe pits
3. Park Pathways
 - improve paths to ORRSC standard
4. Miners Cabin
 - site preparation
 - historic marker
5. Park Water, Sewer and Gas


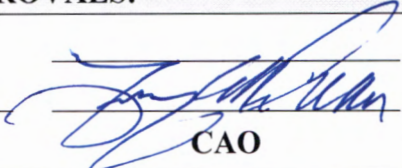
The Board would like to proceed with some of these improvements this year, with priority given to the park drainage and miners cabin. Beaver Mines requests a meeting with the MD Public Works Superintendent to discuss the above items further.

Regards

A handwritten signature in black ink, appearing to read "Pete Falkenberg". The signature is written in a cursive, flowing style.

Pete Falkenberg
President BMCA

Administration Guidance Request

TITLE: BEAVER MINES HAMLET DRAINAGE AND THE WATER AND WASTE WATER PROJECT		
PREPARED BY: Troy MacCulloch		DATE: April 16, 2019
DEPARTMENT: Administration		
		ATTACHMENTS: 1. Letter from Beaver Mines Community Association, dated April 8, 2019
Department Supervisor	Date	
APPROVALS:		
Department Director	Date	 CAO
		16 Apr. 19 Date

REQUEST:

That Council review the letter, from the Beaver Mines Community Association, regarding the Beaver Mines Hamlet Drainage and the Water and Waste Water Project, and provide direction.

BACKGROUND:

On April 8, 2019, the MD received the attached letter from the Beaver Mines Community Association, addressing some drainage concerns within the Hamlet of Beaver Mines.

FINANCIAL IMPLICATIONS:

There is nothing specifically budgeted in 2019 to address this item.

**Beaver Mines Community Association
P.O. Box 2563
Pincher Creek, AB, T0K 1W0**

M.D. of Pincher Creek No. 9
P.O. Box 279
Pincher Creek, Alberta
T0K 1W0

April 8, 2019

Subject: Beaver Mines Hamlet Drainage and the Water and Waste Water Project

Attention: MD Council

At the March 30, 2019 BMCA board meeting, we discussed the issues the Hamlet has experienced this spring with drainage. The board decided to send two letters to the MD. This letter is regarding the overall drainage in the hamlet. A second letter deals with drainage in the park.

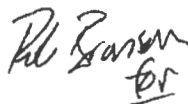
As the subject suggests, we see a connection between improving overall hamlet drainage and the Water and Waste Water Project. The gas line replacement work may also provide opportunity to improve drainage.

Our understanding is that during construction, any culverts determined by the contractor to be damaged will be replaced in-kind. We think a better approach would be to have someone with an understanding of what construction is going to be done, review the current hamlet drainage. We suspect that in addition to damaged culverts, there are undersized culverts. There may also be opportunity to look at drain swale improvement without increasing the construction scope of work.

Another issue to be addressed is the need to clear existing roadway right-of-ways of vegetation, including brush and trees, to improve snow clearing, storage and overall drainage. As it is now the plows can't even clear the entire roadway and remove ridges because of the presence of trees (especially on 5th Street). The vegetation also precludes having the water utility valves placed at the property lines without obstruction.

A review of Beaver Mines current drainage is necessary in order to take advantage of the opportunity for improvement and need to coordinate with water, waste water and gas pipelines. We request that Council discuss this matter in your April 23rd meeting and make a recommendation to have a review done. If there are any questions, Beaver Mines CAG would be pleased to meet with the MD Public Works Superintendent to provide further details.

Regards



Pete Falkenberg
President BMCA

CHIEF ADMINISTRATIVE OFFICER'S REPORT

April 5 – April 17, 2019

DISCUSSION:

- April 8 ICF Meeting with Laurie / Safety Program Review with Brian / Flag Revealing / Welcoming Ceremony / Coffee with Council
- April 9 Committee / Council Meeting
- April 10 Joint Health and Safety Meeting / Volunteer Appreciation Luncheon / Meet with Livingstone Landowners Group / BM Project with Leo
- April 11 IT meeting with Jason – email protocols and structure / gravel crushing tender
- April 12 BM Meeting with LEO / Road Inspection with Public Works / PW Mgr review with Mary and Meghan / Gravel Haul tender
- April 15 Meeting with David from SCAT (Syncline) – became phone call
- April 16 Biogas Facility Tour in Lethbridge / Meeting with Fortis
- April 17 Review with MPE for all projects – current status and costs

UPCOMING:

- April 18 Interviews for Public Works Manager
- April 23 Committee / Council Meeting with ICF discussion at Lunch
- April 24 Lundbreck and Patton Park
- April 25 Emergency Management Advisory Committee
Castle Area RWS Contract 1 - Pipeline Construction Meeting
- April 26 Pincher Creek Flood Hazard Strategy – AEP
2019 Southern Region Dams Stakeholder Open House
- April 29 Intercollaborative Framework Meeting with all Council
- April 30 Intercollaborative Framework Committee Meeting

OTHER

Director Position	Aaron Benson to commence employment May 6
Manager of Public Works	Interviews scheduled
Heavy Duty Mechanic	Position closes on April 17

RECOMMENDATION:

That Council receive for information, the Chief Administrative Officer's report for the period of April 5, 2019 to April 17, 2019.




Prepared by: Troy MacCulloch, CAO

Date: April 17, 2019

Respectfully presented to: Council

Date: April 23, 2019

Recommendation to Council

TITLE: INFORMATIONAL CORRESPONDENCE			
PREPARED BY: Troy MacCulloch		DATE: April 16, 2019	
DEPARTMENT: Administration			
Department Supervisor		ATTACHMENTS:	<ol style="list-style-type: none"> 1. Invitation from Town of Pincher Creek, dated April 12, 2019 2. Letter from Castle-Crown Wilderness Coalition, received April 11, 2019 3. Letter from Alberta Capital Finance Authority, dated April 3, 2019 4. Letter from American Public Works Association, Alberta Chapter, dated March 29, 2019 5. Email from Watershed Council, dated April 11, 2019 6. Letter from Maurice Fritze, dated March 31, 2019
APPROVALS:			
			
Department Director	Date	CAO	Date

RECOMMENDATION:
<p>That Council receive the following documentation as information:</p> <ol style="list-style-type: none"> 1. Invitation from Town of Pincher Creek, dated April 12, 2019, regarding the National Day of Mourning 2. Letter from Castle-Crown Wilderness Coalition, received April 11, 2019, regarding the State of the Castle Report 3. Letter from Alberta Capital Finance Authority, dated April 3, 2019, regarding the Annual General Meeting 4. Letter from American Public Works Association, Alberta Chapter, dated March 29, 2019, regarding the National Public Works Week 5. Email from Watershed Council, dated April 11, 2019, regarding the resolution passed during the Rural Municipalities of Alberta Convention 6. Letter from Maurice Fritze, dated March 31, 2019 Alberta School Foundation Fund, dated March 19, 2019, regarding lobbying the government

Recommendation to Council

BACKGROUND:

Informational correspondence was received.

FINANCIAL IMPLICATIONS:

None at this time.

Tara Cryderman

From: economic <economic@pinchercreek.ca>
Sent: Friday, April 12, 2019 9:34 AM
To: Tara Cryderman
Subject: Invitation to attend National Day of Mourning Ceremony
Attachments: National Day of Mourning Ceremony.pdf

Hi Tara,

I would like to extend an invitation to the MD Administration and Council to attend the National Day of Mourning Ceremony. No need for an RSVP. Details attached, please let me know if you have any questions.

Kind Regards,

Marie Everts

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





National Day of Mourning Ceremony

**Town Hall Flag
April 26 at 11:00 a.m.**

962 St. John Ave, Pincher Creek

Pincher Creek National Day of Mourning Ceremony

Friday April 26, 2019

11am Town Hall Flag

Come together as workers, family, employers, and employees to remember those who have lost their lives to work-related incidents or occupational disease. Renew our commitment to creating and maintaining safe workplaces.

Ceremony Details:

Welcome, Mayor Anderberg

Oh Canada, all

Moment of Silence

Prayer, Pastor Stephen

Open forum for anyone wishing to speak

Closing words, Mayor Anderberg

Everyone is invited to attend, share and commit to creating safe workplaces.



TOWN OF PINCHER CREEK

926 St. John Ave (Box 159) Pincher Creek, AB T0K 1W0

Phone 403 627 3156 Fax 403 627 4784

economic@pinchercreek.ca www.pinchercreek.ca

RECEIVED

APR 11 2019

M.D. OF PINCHER CREEK



CASTLE-CROWN WILDERNESS COALITION

Box 2621, Pincher Creek, AB, T0K 1W0, Canada (403)627-5059 office@ccwc.ab.ca

Dear Reeve Hammond,

Thank you for your work serving the MD of Pincher creek. We appreciate your energy and efforts!

Since 1998 and the inception of the Castle-Crown Wilderness Coalition (CCWC), the Board of Directors and all CCWC supporters have worked hard to ensure that Castle area remains wild. CCWC's vision of a world in which wilderness survives so that wild lands and wildlife may thrive, and future generations can know their natural beauty and diversity, remains integral to our purpose and keeps us focused on our advocacy and stewardship work.

Twenty-nine years later, this 2018 report is provided by the Board of Directors as one in a series of *State of the Castle Reports*, and is a snapshot of the CCWC's recent activities and observations in the Castle. There are both encouraging and discouraging remarks provided in this report and although CCWC is delighted with the recent designations of the Castle Provincial Park and Castle Wildland Provincial Park, we are acutely aware that it is also our responsibility to ensure wilderness values are upheld under this new legislation.

We are pleased to provide a copy to you. Please do not hesitate to contact me if you have any questions.

Sincerely,

Andrea Hlady
President, CCWC on behalf of our Board of Directors

Vice President: Dr. Andy Hurlly
Secretary Treasurer: James Tweedie
Jim Cameron
Rob Goasdoue
Phil Hazelton
Judy Huntley

Peter Lee
Gordon Petersen
Cathy Scrimshaw
Kathleen Sheppard
Nancy Tripp
Melodey Wood

State of the Castle 2018

1 **Lynx Creek Road**
Sites with Henbane.

12 **Minimum Security Camp**
Cattle found.

23 **Beaver Mines Lake PRA**
Sites with Blueweed, Daisy, Mullein and Toadflax.

2 **Syncline Brook**
A new parking lot built to accommodate hikers.

13 **Headwaters**
Sites with Hawkweed.

24 **Blind Canyon**
Weed pull completed. Burdock reduced.

3 **West Castle Road**
With new paving, increased traffic speeds may increase the likelihood of accidents involving cattle.

14 **Sartoris Road**
Weed pull completed.

25 **Front Range Canyons**
Overgrazing

4 **University of Lethbridge Research Station**
Weedy area.

15 **Syncline Trails**
Mullein has been greatly reduced.

26 **Middle Kootenay Pass**
Most used wildlife corridor in Castle Park.

5 **West Castle Road**
Sites with Henbane, Blueweed and Scentless Chamomile.

16 **Syncline Trails**
New benches have been added on the cross-country ski trails. Fat bikes are becoming popular in the winter.

27 **Logging sites**
Trash piles

6 **West Castle Road**
With random camping

17 **Castle Falls Road**
Sites with Lamb's Ear.



areas are reclaiming themselves.

Castle River Bridge PRA
Cattle found.

7

West Castle Wetland Ecological Reserve
Weed pull completed.

19

Beaver Mines Lake Road
Sites with Hawkweed.

8

Castle Mountain Resort
Invasive plants need controlling.

20

Beaver Mines Lake
Shoreline clean-up completed.

9

South Castle Road
New opening from road to Grizzly Lake.

21

Beaver Mines Lake
The staging area for the Table Mountain trail has been improved with tables and landscaping. A trail to the outhouse at the boat launch has been developed.

10

Yarrow Creek Shell Pipeline
Sites with Burdock and Bull Thistle.


22


Beaver Mines Lake PRA
Cattle found.


11


Minimum Security Camp
New temporary information centre. Weed pull completed.

CASTLE-CROWN
WILDERNESS
COALITION

 Successes

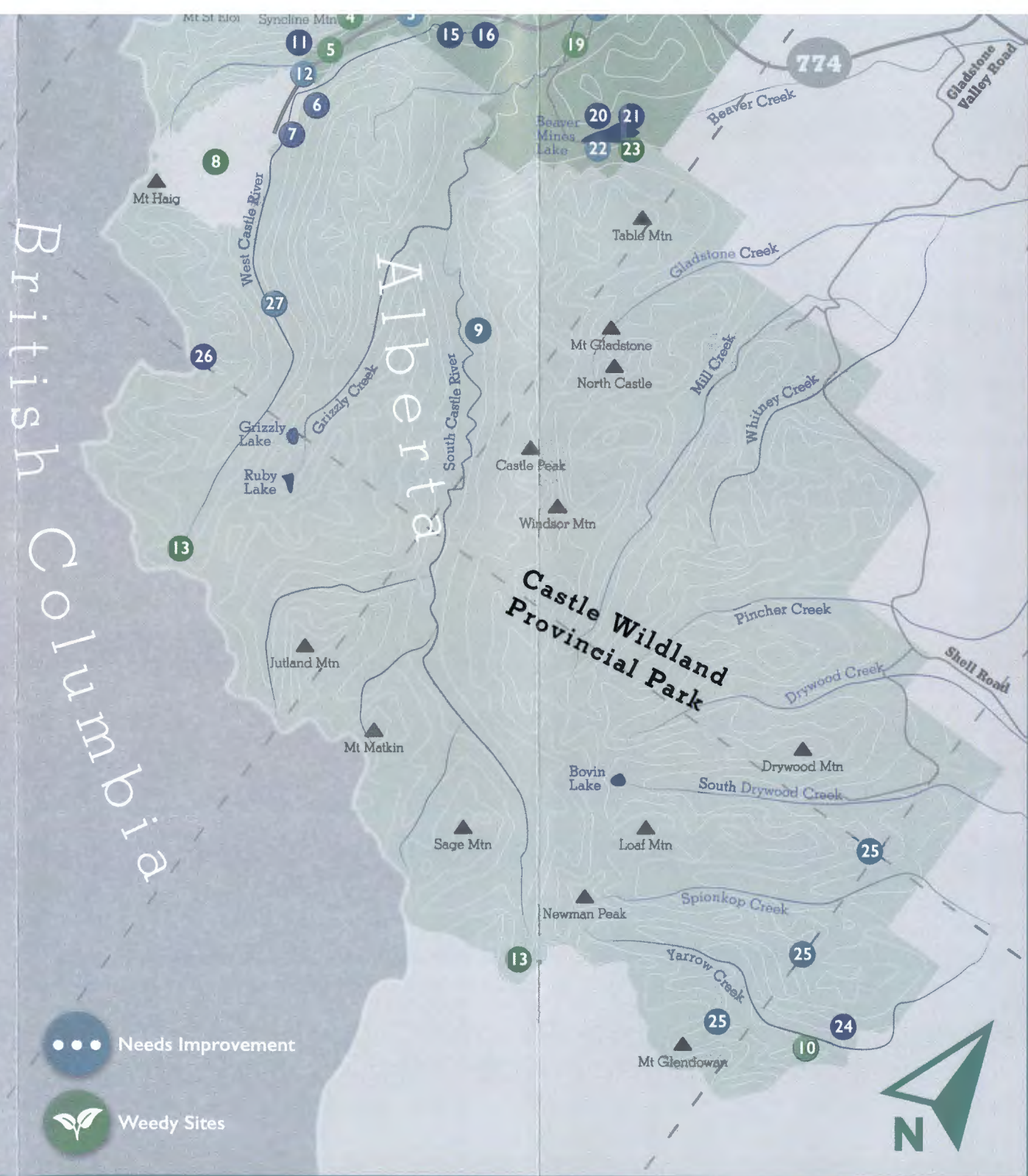
 Weed Successes

 Needs Improvement

 Weedy Sites

British Columbia

Alberta



Keeping the Castle Wild

Since the inception of the Castle-Crown Wilderness Coalition (CCWC) in 1989, the Board of Directors and all CCWC supporters have worked hard to ensure the Castle area remains wild.

CCWC's vision – **a world in which wilderness survives so that wildlands and wildlife may thrive and future generations can know their natural beauty and diversity** – remains integral to our purpose and keeps us focussed on advocacy and stewardship.

The annual *State of the Castle* report is a snapshot of CCWC's recent activities and observations in the Castle. There are both encouraging and discouraging remarks. CCWC is delighted with the recent designations of the Castle Provincial Park and Castle Wildland Provincial Park, but we are acutely aware that it is our responsibility to ensure wilderness values are upheld under this new legislation.



The CCWC Board of Directors and all coalition members would like to thank the Government of Alberta for moving quickly to commit to “fully protect” the area. We thank the many volunteers and conservation partners who participated in numerous stakeholder meetings, consultations, interviews and focus groups. During this period for input, the advocacy work intensified while we continued our on-the-ground work of clearing out trash, pulling weeds and reporting what we saw through the hiking program.

We also acknowledge the scientists, local residents, conservationists, authors and recreationists who have been telling the story of stewardship for the Castle wilderness for 50 years. This dedication and the goal of protection never wavered, even as abusive responses and threatening actions mounted. We kept our vision paramount and remained focused, patient and disciplined.

Special Mention

CCWC acknowledges our dear friends and supporters who recently passed away: **Larry Frith (2016), Norman Simmons (2016), John Russell (2016) and Charlie Russell (2018)** were advocates who valued wilderness and contributed greatly to the protection of the Castle.

Wendy Ryan, our Summer Stewardship Program Coordinator, received the Alberta Wilderness Defenders Award in 2018. The award is dedicated to individuals who have inspired us with their love of Alberta's wild lands. Wendy follows other CCWC supporters as recipients including **Andy Russell (2003), Peter Sherrington (2006), Dave Sheppard (2008), Judy Huntley and James Tweedie (2009), Peter Lee (2010) and Gordon Petersen (2015).**

Special thanks to our volunteer hike leaders: **Karla B., Rob B., Susan G., Rob G., Andrea H., Kevin K., Kris L., Sabrina R., and Wendy R.**

Thank you to our funders and collaborators:

Alberta Agriculture and Forestry
Alberta Environment and Parks
Bert Riggall Environmental Foundation
Community Foundation of Lethbridge and Southwestern Alberta
Employment and Social Development Canada
Fanwood Foundation
Land Stewardship Centre
Municipal District of Pincher Creek
Nature Conservancy of Canada

Board of Directors

Andrea Hlady – President
Dr. Andy Hurly – Vice President
James Tweedie – Secretary Treasurer
Jim Cameron – Director
Rob Goasdoue – Director
Phil Hazelton – Director
Judy Huntley – Director
Peter Lee – Director
Gordon Petersen – Director
Cathy Scrimshaw – Director
Kathleen Sheppard – Director
Nancy Tripp – Director
Melodey Wood – Director



www.ccwc.ab.ca
403-627-5059
office@ccwc.ab.ca

CASTLE-CROWN
WILDERNESS
COALITION

State of the Castle 2018



CASTLE-CROWN
WILDERNESS
COALITION

Box 2621
Pincher Creek, Alberta
T0K 1W0

www.ccwc.ab.ca
403-627-5059
office@ccwc.ab.ca

Notable Changes in 2018

2018 was the inaugural year of working under a different land use structure. The new parks have resulted in a lot of change, mostly for the better.

- **Enthusiasm for peace and quiet:** The elimination of OHV's south of Highway 774 has resulted in peace and quiet in the backcountry.
- **Cycling:** More bicycles and fat bikes, bringing visitors further into the backcountry.
- **Fewer random campers:** Areas that have been badly damaged from random camping are reclaiming themselves. Garbage at these sites is greatly reduced.

Improvements

- **Beaver Mines Lake:** The staging area for the Table Mountain trail has been improved.
- **Cross-country ski trails:** New benches and many trails have been brushed.
- **Minimum Security Camp:** A new information centre has been developed.
- **Syncline Brook:** A new parking lot is being built.

Disappointments

- **South Castle Road:** New opening to Grizzly Lake.
- **Snowmobiles:** It seems their use will continue to be allowed in the short term.
- **Trail information:** General lack of signage and educational info at trailheads.
- **Backcountry huts:** It appears that huts may be built in environmentally sensitive areas.
- **Equestrian camping:** Remains unregulated.

I have studied hummingbirds in the Westcastle valley for the past seven years. This year I saw wildlife I had never seen in previous years, such as American Martens. And many other species, including beavers and osprey, appeared much closer than I had ever seen them before – I suspect due to the decrease in noise from off-road motor vehicles, especially at the weekends.

We still saw plenty of people enjoying the area but I was delighted to see that most were hiking or cycling, which I had only rarely seen in previous years. The restrictions on camping in the southern half of the Westcastle valley dramatically reduced the litter we experienced. I am grateful for the addition of staff (who were all very helpful), and to those responsible for this amazing transformation.

- Post-doctoral researcher

Stewardship

Stewardship has always been an essential part of our work.

- 1 Report to all levels of government on any problems observed in the Castle.
- 2 Conduct weed eradication and reclamation programs.
- 3 Haul out garbage.
- 4 Introduce the public to the Castle through our hiking program.

Successes

Weed Pulls

- 86 volunteers and over 250 volunteer hours at 4 sites
- Number of fire pits removed and reclaimed: 17
- Pounds of garbage removed: 71
- Pounds of metal removed: 212
- Number of 40-pound bags of weeds removed or composted: 318

Junior Forest Rangers (Calgary Crew)

- Made the park safer for animals by removing 300 metres of old fence and over 800 lbs of wire and poles.

West Castle Wetland Ecological Reserve Weed Pull

- 11th annual event had 35 volunteers
- Only eight bags of weeds were collected (compared to 64 in the first year!)

Weed Observations

- Only one tansy plant was found out of four prior locations along West Castle Road.
- The Castle Mountain Resort knapweed site was improved – only a few plants were found.
- Mullein was greatly reduced in the West Castle and South Castle valleys and along the Syncline Castle Trails.
- Bull Thistle sites are estimated to be 95% cleaned up.
- Burdock reduced by 95% in Blind Canyon.
- Knapweed areas monitored three times this summer and are reduced.

Hiking Program

- 15 unique hikes in both the Wildland and Provincial Parks.
- From 4 km to 25 km with elevation gains up to 1,000 metres.
- 137 hikers ranging in age from three to 83
- 9% of the hikers experienced the Castle for the first time!
- Nine hike leaders volunteered



Challenges

Logging Camps

Trash piles remain.

Invasive Weeds

- Beaver Mines Lake Public Recreation Area: Bone Yard area has Blueweed, Daisy and Mullein
- Beaver Mines Lake Road: Tree Plot site has Hawkweed and the fence is in bad condition
- Castle Falls Road at Shell's reclaimed well-site: Lamb's Ear
- Headwaters of South & West Castle: Hawkweed
- Lost Creek: Hawkweed
- Lynx Creek Road: Henbane
- University of Lethbridge Research Station: weedy area
- West Castle Road: Henbane, Blueweed and Scentsless Chamomile was spotted for the first time
- Yarrow Creek Shell Pipeline: Burdock and Bull Thistle

Cattle

While cattle were removed from the park by the end of September (about 10 days sooner than normal), there continues to be a significant problem with overgrazing and cattle in all the Public Recreation Areas.

With the paving of the West Castle Road, we have concerns that increased traffic speeds may also increase the likelihood of accidents involving cattle. A solution may be to either fence the area or remove cattle completely from this area.

This was the first time my husband and I had been to the Castle area for hiking and we were not disappointed! The area is lush and the trails are not heavily used. Our guide led us to Suicide Creek Tam which was both challenging and rewarding. Definitely an area we want to go back to!

- First-time hiker in the Castle Wildland Park



April 3, 2019

To the Shareholders of the
Alberta Capital Finance Authority

Re: Annual General Meeting

Enclosed is the agenda for the Annual General Meeting (AGM) of the Alberta Capital Finance Authority (ACFA) to be held on **Wednesday, May 1, 2019**, together with a copy of the minutes of the AGM held on May 2, 2018.

In accordance with ACFA's General Bylaws, nominations from the floor regarding the **Class "C"** and **Class "E"** elections will not be accepted. Please see the Nomination Notification page for instructions on submitting a nomination prior to the AGM. Shareholders of this class will also be required to submit authorization for a representative to vote their shares in the Class "C" or Class "E" election, unless a standing resolution has been previously submitted.

In order to plan for the luncheon to be held in conjunction with the AGM, attendees must register via EventBrite no later than **April 17, 2019**.

Thank you for your attention to this matter.

Yours truly,

Rachel Anderson
Senior Administrative Assistant & Corporate Officer

Atts.



April 3, 2019

To the Shareholders of the
Alberta Capital Finance Authority

Re: Annual General Meeting

Date: Wednesday, May 1, 2019

Time: 10:00 a.m. – AGM Commences
12:00 p.m. – Luncheon & Guest Speaker

Location: Derrick Golf & Winter Club – Jasper Room
3500 – 119 Street NW
Edmonton, AB T6J 5P5

AGENDA

1. Call to order.
2. Introduction of Board of Directors and Officers.
3. Approval of minutes of the last Annual General Meeting.
4. Chair & President's report.
5. Presentation of ACFA's audited financial statements for 2018.
6. Group meetings of each shareholder class
(**Election of Class "C" and Class "E" director**).
7. Guest Speaker – Lorne Rubis
8. Other Business.
9. Adjournment.

With respect to item 6 of the Agenda (shareholder class meetings including election of a **Class "E"** and **Class "C"** director), the present elected directors are:

Ed Kaemingh **Representing Class "B" shareholders** – Municipal authorities
Ed Gibbons **Representing Class "C" shareholders** – Cities
Kim Craig **Representing Class "D" shareholders** – Towns & Villages
Ron Ritter **Representing Class "E" shareholders** – Education authorities

Class "C" and Class "E" shareholders will be electing a representative to the Board of Directors of the Alberta Capital Finance Authority this year. Pursuant to the General Bylaws, incumbent Class "E" Director Ron Ritter is unable to stand for re-election, as he has served three consecutive terms. Nominations for a Class "C" and "E" Director will be accepted until **Wednesday, April 24, 2019**.

To establish eligibility to vote in the election of a Class "C" and Class "E" Director (applies to Class "C" and Class "E" members only), please designate a representative to vote at the Annual General Meeting by complying with 4.8(a) of the General Bylaws of the Alberta Capital Finance Authority, which reads, in part, as follows:

"... a shareholder shall attend a meeting of the shareholders by a person appointed as its authorized representative by delivering to the Corporation, no later than 3 business days immediately preceding the meeting, notice of the bylaw, resolution or other authority of the governing body of the shareholder (whether the governing body is a council, board of governors, board of directors or other similar body, and including any administrator or other person appointed by law to act for an on behalf of the body) appointing the individual as its authorized representative."

Please forward via email to webacfa@acfacapital.ca as soon as possible (no later than **Friday, April 26, 2019**) a copy of your bylaw, resolution or other authority of the governing body of the shareholder designating the name and/or title of the person eligible to vote the share(s) of the shareholder at the Annual General Meeting. Suggested wording is as follows:

That _____, or designee, be appointed to represent and vote the shares of the _____ at the Annual General Meeting of the Alberta Capital Finance Authority to be held on May 1, 2019 in Edmonton, Alberta.

Yours truly,

Rachel Anderson
Senior Administrative Assistant & Corporate Officer

ALBERTA CAPITAL FINANCE AUTHORITY

ELECTION NOTICE TO

CLASS "C" & CLASS "E"

SHAREHOLDERS

This year Class "C" and Class "E" shareholders will be required to elect a Director to the Board of Directors of the Alberta Capital Finance Authority.

ACFA requires nominations to be submitted to webacfa@acfacapital.ca no later than 5 business days prior to the Annual General Meeting.

The nomination deadline is April 24, 2019.

PLEASE NOTE THE ANNUAL GENERAL MEETING WILL BE HELD AT 10:00 A.M. PRIOR TO THE LUNCHEON.

Sample wording for Nomination Notification

INSTRUCTONS: Copy and paste the nomination wording provided onto your own letterhead. Ensure the individual nominating the person to be a representative of their class prints their name, title and name of shareholder group (i.e. University of xxxx, City of xxxx) and signs the nomination form on the signature line.

Nominations shall be submitted to the Alberta Capital Finance Authority no later than **April 24, 2019. NOMINATIONS FROM THE FLOOR BY SHAREHOLDERS ARE NO LONGER ACCEPTED, AS PER THE GENERAL BYLAWS.** Nominations can be submitted via email directly to webacfa@acfacapital.ca and receipt will be acknowledged in kind.

Please note that all nominees are encouraged to submit a short bio and a statement of intent along with their nomination notification form. ACFA will distribute the information submitted by all nominees to the electing class of shareholders (Class “C” and Class “E”), to ensure they have opportunity to consider the candidate(s) in advance of the AGM.

Nomination Notification – ACFA Class “E” / “C” Director

We hereby nominate _____ for election to the Board of Directors by the Class ____ shareholders at the Alberta Capital Finance Authority Annual General Meeting held on Wednesday, May 1, 2019 in Edmonton, Alberta.

Signature

Name: _____

Shareholder: _____

Dates to Remember:

Confirmation of Attendance as soon as possible - no later than April 17, 2019

Nomination Notification as soon as possible - no later than April 24, 2019

Designation of Eligibility to Vote as soon as possible - no later than April 26, 2019

ALBERTA CAPITAL FINANCE AUTHORITY
Minutes of the Annual General Meeting
held at 10:00 a.m. on Wednesday, May 2, 2018
at the Derrick Golf and Winter Club, Edmonton, Alberta

1. Introduction of Board of Directors, Officers and Staff

The reading of the notice calling the meeting was waived as it had been sent to all shareholders in accordance with the General Bylaws. The Chair of the Board (Chair) introduced the Board of Directors, Committee Members, Officers and Staff of the Alberta Capital Finance Authority (ACFA). It was declared quorum had been met and the meeting duly constituted.

2. Minutes of Meeting

The minutes of the Annual General Meeting (AGM) held on May 4, 2017 were duly adopted as distributed.

Motion: That the Annual General Meeting minutes of May 4, 2017 be duly adopted.
Moved by a Shareholder; Seconded by a Shareholder. MOTION CARRIED.

3. Business Arising from the Minutes

There was no business arising from the minutes.

4. Chair's Report

The Chair opened his remarks with a brief summary of his report on the activities of the Authority for the year ended December 31, 2017. The full text of the Chair's report is contained in the 2017 ACFA Annual Report.

5. Review of 2017 Financial Statements

The President reviewed the structure of the agenda for guests. He advised that the Vice President and Senior Financial Officer (VP, SFO) will present the financial information, and he will then speak to ACFA's operational accomplishments over the past year.

The VP, SFO presented the salient points of ACFA's financial statements for the year ended December 31, 2017. The audience then had an opportunity to have their questions answered.

The Management Discussion and Analysis and ACFA's 2017 audited financial statements can be found in ACFA's 2017 Annual Report.

The President then examined the Authority's key operational achievements during 2017. He highlighted the continued work on digital transformation projects in the effort to improve operational efficiencies and modernize core business systems. This work is based on a long-term vision and ACFA continues to work closely with consultants to bring this transformation to bear. It was further noted ACFA continues to cultivate strong relationships with the Government Financial Officers Association's (GFOA) International and Alberta chapters. The President announced his recent appointment to the GFOA International Standing Committee on Canadian Issues, a forum which provides opportunity to share best practices in Government finance across jurisdictions. Questions were welcomed throughout the presentation.

6. Shareholder Class Meetings and the Election of Directors

The Chair advised that the Class "B" shareholders are holding an election to determine who will represent their shareholder class on ACFA's Board of Directors. Shareholders were directed to attend their shareholder class meetings. The election supervisors attended the Class "B" meeting to provide direction to the shareholders and to oversee the procedures.

The following delegates were duly nominated as a candidate in the Class "B" election:

<u>Nominee</u>	<u>Nominating Authority</u>
Murray Hagan	Rick Emmons, Clearwater County
Ed Kaemingh	Alana Hnatiw, Sturgeon County
Diane Urkow	Lou Hall, Westlock County

The following delegates submitted the proper authorization to vote in the Class "B" election:

<u>Class B Shareholder</u>	<u>Authorized Person</u>
Alberta Capital Region Wastewater Commission	Paul Krueger
Bethany Care Society	Alasdair Smith
Clearwater County	Murray Hagen
Edmonton Airport Authority	Roxanne Leblanc
John S. Batiuk Regional Water Commission	Daniel Warawa
Lethbridge County	Tracy Anderson
Mountain View Regional Water Services Commission	John Van Doesburg
Sturgeon County	Rick Wotkiw

7. Result of Class “B” Election

Following the meeting of the Class “B” shareholders, the Chair announced the election results; Ed Kaemingh was elected as director representing the Class “B” shareholders on ACFA’s Board of Directors for a three-year term effective immediately.

Motion: To accept that Ed Kaemingh is a director representing the Class “B” shareholders on ACFA’s Board of Directors, for a three-year term effective immediately. Moved by a shareholder; Seconded by a Shareholder. MOTION CARRIED.

8. Other Business

There was no other business to discuss.

9. Persons Attending the Annual Meeting

Alvin Allim	Murray Hagen	Denean Robinson
Rachel Anderson	Frank Hawkins	Alasdair Smith
Tracy Anderson	Bernadiene Hsie	Peter Smyl
Clem Benoit	Troy Holinski	Marc Song
Sherrri Bullock	Sharleen Horchuk	Mike Storey
Paul Chauvet	Ed Kaemingh	Greg Switenky
Scott Chen	Pamela Keenan	Diane Urkow
Riley Clark	Paul Krueger	John Van Doesburg
Kim Craig	Anthony Lemphers	Cherry Wang
Jeff Dumont	Linda Mortenson	Dan Warawa
Rick Ellis	Jim Palmer	Ross Whitelaw
Wayne Fu	Rob Palmer	Rick Wojtkiw
Ed Gibbons	Phil Poon	Wayne Woldanski
Bob Gibson	Ron Ritter	

10. Guests Attending the Luncheon

Darwin Bozek	Aleks Nelson	Kal Souleiman
Mark Enright	Ron Ogilvie	Dan Stahl
Brad Ireland	David Oh	Tim Wiles
Phil Minaar	Steve Sevcik	Doug Wylie

11. Adjournment

There being no further business to discuss the meeting adjourned at 11:45 a.m. with luncheon and guest speaker to follow.

Motion: To adjourn the Alberta Capital Finance Authority 2019 Annual General Meeting. Moved by a Shareholder; Seconded by a Shareholder. MOTION CARRIED.

CHAIR

**SENIOR ADMINISTRATIVE ASSISTANT &
CORPORATE OFFICER**



March 29, 2019

Attention: Honourable Mayors,
Members of Council and
Chief Administrative Officers

Re: National Public Works Week, May 19-25, 2019 – "It Starts Here"

The APWA Alberta Chapter is seeking your support to recognize and promote National Public Works Week (NPWW) by acknowledging May 19-25, 2019 as National Public Works Week in your community. This year's theme is "It Starts Here."

National Public Works Week is observed each year during the third full week of May and this is the 59th year. The theme for the 2019 National Public Works Week is "It Starts Here." This theme represents the many facets of modern civilization that grow out of the efforts put forth by the public works professionals across North America. What starts here? Infrastructure starts with public works... Growth and innovation starts with public works... Mobility starts with public works... Security starts with public works... Healthy communities start with public works... The bottom line is that citizens' quality of life starts with public works. Many Councils and Public Works departments make this an annual celebration in their communities.

The APWA encourages public works agencies and professionals to take the opportunity to celebrate the week by parades, displays of public works equipment, high school essay contests, open houses, programs for civic organizations and media events. The occasion is marked each year with scores of resolutions and proclamations from Mayors and Premiers and raises the public's awareness of public works issues and increases confidence in public works agencies like yours who are dedicated to improving the quality of life for present and future generations.

For your convenience, I have attached a sample Council proclamation that you may consider using. You may wish to go to www.publicworks.ca for a digital copy of the proclamation and information about this year's theme and resources on making your Public Works Week a success. Also please consider entering your event for our annual awards as well as the National Public Works Week award from CPWA. www.cpwa.net If you have any further questions or require any additional information, please do not hesitate to contact Jeannette Austin, Executive Director at 403.990.2792. Thank you for making a difference.

Please note that declarations should be forwarded to office@publicworks.ca or by mail to:
APWA Alberta Chapter
44095 Garside Postal Outlet
EDMONTON AB T5V 1N6

Yours truly,

A handwritten signature in black ink, appearing to read 'Peter McDowell'.

Peter McDowell, APWA President

RECEIVED
APR - 5 2019
M.D. OF PINCHER CREEK





National Public Works Week

May 19 – 25, 2019

“It Starts Here”

Provincial/Territorial Proclamation (SAMPLE)

WHEREAS, public works professionals focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life and well-being of the people of **[insert Province/Territory]**; and,

WHEREAS, these infrastructure, facilities and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers and employees at all levels of government and the private sector, who are responsible for rebuilding, improving and protecting our nation’s transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,

WHEREAS, it is in the public interest for the citizens, civic leaders and children in **[Insert Canada -or- Province/Territory]** to gain knowledge of and to maintain a progressive interest and understanding of the importance of public works and public works programs in their respective communities; and,

WHEREAS, the year 2019 marks the 59th annual National Public Works Week sponsored by the American Public Works Association/Canadian Public Works Association be it now,

RESOLVED, I, **[Insert Full Name of Premier]**, **[Insert Premier -or- other title]** of **[Insert Province/Territory]**, do hereby designate the week May 19 – 25, 2019 as National Public Works Week; I urge all citizens to join with representatives of the American Public Works Association/Canadian Public Works Association and government agencies in activities, events and ceremonies designed to pay tribute to our public works professionals, engineers, managers and employees and to recognize the substantial contributions they make to protecting our national health, safety, and quality of life.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the **[Province/Territory]** of **[Insert Province/Territory]** (to be affixed),

DONE at the **[City/Town/Rural Municipality]** of **[Insert City/Town/Rural Municipality]**, **[Insert Province/Territory]** this _____ day of _____ 2019.

[Insert Full Name of Premier]

[SEAL]



Celebrate Public Works Week May 19-25, 2019 It Starts Here – Public Works

Proclamation

Ensure that your Municipality proclaims or recognizes NPWW! See our website for digital copy of proclamation www.publicworks.ca

What You Can Do

Environmental Campaign

Develop a week of activities to improve the community's environment. Show the many ways public works departments contribute to your community's environmental health.

Thought starters:

- Invite garden clubs, civic groups, historic preservation societies, schools and scouting councils to join you in an environmental project, or suggest a project of their own.
- Organize a tree-planting ceremony, recycling drive, public grounds clean-up or free, safe disposal of oversized items and household hazardous wastes.
- Launch a campaign to solicit organizations to adopt a highway or public park.

Public Works Exhibit

Create an exhibit to spotlight your organization's recent successes and emphasize how they benefit all citizens. Arrange to display your exhibit at libraries, community centers and shopping malls. You may be able to take advantage of a captive audience by exhibiting at a scheduled community event.

Thought starters:

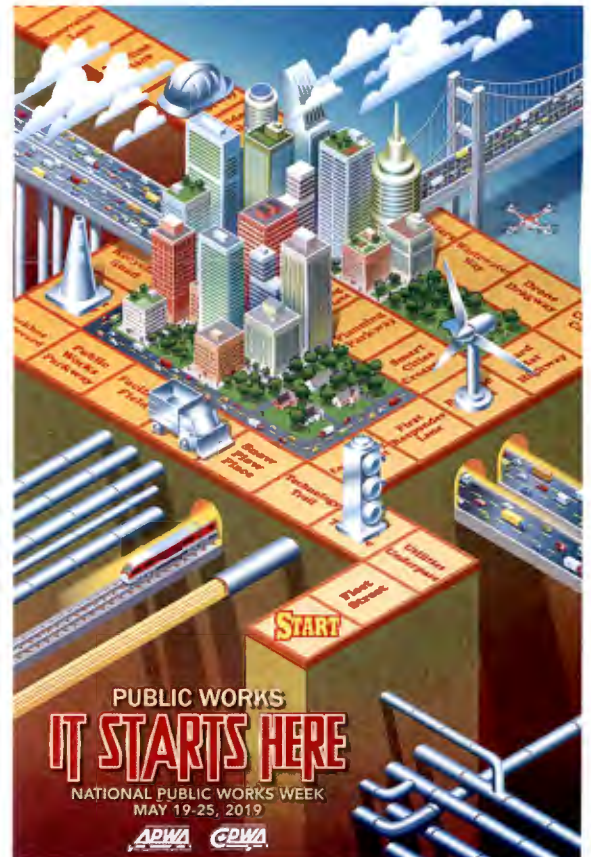
- Feature public works equipment, display photos of facilities and provide information on upcoming public works projects.
- Show a film or video of public works in action.
- When practical, have a representative from various departments staff the exhibit to answer questions and provide information.

Rodeo/Equipment Shop

Display equipment your department uses in day-to-day operations. Give public works employees the opportunity to show the skill required to operate public works equipment.

Thought starters:

- Select a location with high visibility such as a parking lot, city park, or public gathering place. Allow adequate time to research and reserve a location.
- Invite elected officials to participate in an activity during the event.
- Sponsor a regional contest and challenge other municipalities to a test of skills necessary to operate a backhoe, garbage pickup, forklift and lawn tractor.
- Emphasize safety; highlight the cost-effective measures and unique features of your equipment and vehicles.
- Have representatives from various departments show equipment and answer questions.



Open House or Tour

An open house or tour offers participants a new perspective on public works and gives professionals an opportunity to discuss the daily operation at their facility. It also is a good time to gather community members opinions of public works projects and services.

Thought starters:

- Plan the open house in conjunction with a dedication ceremony, an anniversary, or a celebration of a completed project.
- Select employees to serve as ambassadors or tour guides.
- Provide a forum for citizens to learn about various departments and their functions.
- Develop a survey to gather attendees' opinions about a public works project or service of importance to your organization.

Employee Appreciation Day

Acknowledge the many accomplishments public works employees contribute throughout the year with a special recognition event.

Thought starters:

- Sponsor a banquet to recognize outstanding performance, special achievements, safety records and attendance. Award honourees with a gift registration to a seminar, an engraved plaque, a special proclamation or a cash award.
- Include family members of honourees.
- Invite elected officials.
- Hold your event in a public works facility. For example, host a barbecue in an equipment garage.

Sporting Event

Healthy people are happy people. Promote healthful living by sponsoring a sporting event.

Thought starters:

- Plan the route of a race to end at a facility or project you believe deserves attention.
- Sponsor a golf tournament and arrange for the proceeds to be dedicated to a public works project, such as the purchase of playground equipment in a community park.
- Sponsor a public works night at an organized or professional sporting event. Arrange for a message about public works to be announced during the game.

For further information see our website: www.publicworks.ca

Or contact Jeannette Austin

Executive Director

admin@publicworks.ca

Tara Cryderman

From: Troy MacCulloch
Sent: Thursday, April 11, 2019 11:02 AM
To: Tara Cryderman
Subject: FW: Thank you for supporting Watershed Councils!

For the next council package

Thanks

troy

From: MDInfo <MDInfo@mdpincercreek.ab.ca>
Sent: April 11, 2019 11:01 AM
To: Bev Everts <CouncilDiv3@mdpincercreek.ab.ca>; Brian Hammond <CouncilDiv4@mdpincercreek.ab.ca>; Quentin Stevick <CouncilDiv1@mdpincercreek.ab.ca>; Rick Lemire <CouncilDiv2@mdpincercreek.ab.ca>; Terry Yagos <CouncilDiv5@mdpincercreek.ab.ca>; Troy MacCulloch <CAO@mdpincercreek.ab.ca>
Subject: FW: Thank you for supporting Watershed Councils!

From: Shannon Frank <shannon@oldmanwatershed.ca>
Sent: Thursday, April 11, 2019 11:00 AM
Subject: Thank you for supporting Watershed Councils!

Hello Municipal Partners,

Thank you very much for endorsing the recent resolution (below) at the RMA convention to support Watershed Planning and Advisory Councils! We truly appreciate it.

"THEREFORE, BE IT RESOLVED that the Rural Municipalities of Alberta request the Government of Alberta to provide Watershed Planning and Advisory Council funding annually before May 1 to assure that professional staff can be retained to deliver extension and education programs, as well as examine the advantages of a three-year funding model for these."

Please share our thanks with your Council members. Thank you,

Shannon



Phone 587-523-9467
Email lobby@sando.ca
Twitter @MauriceFritze

March 31st, 2018

Reeve Mr. Brian Hammond
Municipal District of Pincher Creek No. 9
PO Box 279
Pincher Creek, AB T0K 1W0

RECEIVED

APR - 8 2019

M.D. OF PINCHER CREEK

Dear Reeve Hammond:

When I encounter former students of my lobbying seminar, it is usually at a political event such as a budget speech, a political fund raiser or at a town hall meeting hosted by MLAs. Typically, they comment on how much improved their presentation is because of what they learned. I am also told they feel more confident because they have a better idea of how to conduct their government relations. In either case, it is a mutual benefit; I listen to their experience and it helps keep my seminar relevant.

Learning how government actually works is one of the goals of the seminar. Some "asks" are simply more difficult and understanding the politics of the day certainly helps. The seminar digs deep.

Albertans are facing an **important election** with high expectations. If you are interested in positioning your municipality, your cause or your business with the next government, you might consider refreshing your skills and your understanding of how this government sets priorities and makes decisions.

"Lobby Government Effectively" is a **one-day seminar** which offers a boot camp for beginners, improves skills for those who need renewal and offers participants an update on industry leading best practices. I will bring the seminar to you.

More than 500 Mayors, Reeves, Councilors, business leaders, school trustees and advocates for arts, sport and health have taken "Lobby Government Effectively." I have taught this seminar at MacEwan University every semester for ten years. I have been a guest lecturer at Local Government Administration Association [Zone 2], AAMDC [now RMA], and AUMA. I recently completed consulting to the Edmonton Metropolitan Region Board. I am confident you will find value in this one-day training session.

I am available to answer your questions. Call me to book your seminar. I look forward to meeting you.

Sincerely,

Maurice Fritze
Seminar Leader and Registered Lobbyist

LOBBY GOVERNMENT EFFECTIVELY

Advocacy Training for a Competitive Edge



What will you learn?

- ✓ What is a Lobby Campaign? What are its characteristics?
- ✓ Who to Lobby? Who has the authority?
- ✓ Four Pillars - the essence of advocacy
- ✓ Getting the Message Out
- ✓ Stakeholder Matrix - who are you targeting?
- ✓ The Q Factor - what are the merits of your connections?
- ✓ Selecting your Lobbyist [Your chief spokesperson]
- ✓ Elevator Pitch/30 second commercial
- ✓ Factors that influence a politician
- ✓ The Lobbying Ladder of Effectiveness
- ✓ How to run the lobby meeting
- ✓ Joining Forces: The Importance of Building Alliances and Networks
- ✓ Monitoring, Evaluation and Feedback

WHAT DO OTHERS SAY?

- A lot of professionals are good at what they do but can't relate it to others.
- You have a way of making it look easy.
- I am grateful for your insight of how to lobby and start those important conversations.
- Maurice is an excellent educator. Perfect level of knowledge and textbook theory vs participation.
- Opened my eyes to lobbying - how it can be done and its effects
- Thanks @mauriceFritze for the excellent info. Here's hoping the lobbying attempts are as successful as the seminar.
- Thoroughly enjoyed material and Maurice was/is an excellent instructor
- Willingness to address individual questions and discussion

MacEwan University Evaluation

	VERY SATISFIED	SATISFIED	NEUTRAL	UNSATISFIED	VERY UNSATISFIED	COMMENTS
Overall rating of course	75%	25%				Great material and presentation. Excellent!
Overall rating of the instructor	87%	13%				Very engaging & knowledgeable
Instructor's preparedness	100%					Excellent

Participants get a free step-by-step strategic plan to lobby government.

Maurice Fritze | 587-523-9467 | Email: lobby@sando.ca