

**AGENDA**  
**COUNCIL MEETING**  
**MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9**

**April 14, 2020**

**1:00pm**

- A. ADOPTION OF AGENDA
- B. DELEGATIONS
- C. MINUTES/NOTES
  - 1. Council Committee Meeting Minutes
    - March 24, 2020
  - 2. Council Meeting Minutes
    - March 24, 2020
- D. BUSINESS ARISING FROM THE MINUTES
- E. UNFINISHED BUSINESS
- F. COMMITTEE REPORTS / DIVISIONAL CONCERNS
  - 1. Councillor Quentin Stevick – Division 1
  - 2. Councillor Rick Lemire – Division 2
  - 3. Councillor Bev Everts– Division 3
  - 4. Reeve Brian Hammond - Division 4
  - 5. Councillor Terry Yagos – Division 5
- G. ADMINISTRATION REPORTS
  - 1. Operations
    - a) Operations Report
      - Capital Budget Summary, dated April 9, 2020
      - PW Call Log, dated April 8, 2020
  - 2. Development and Community Services
    - a) AES Report for March 2020
      - Report from Agricultural Fieldman for March 2020
    - b) MD Enhanced Police Officer Report
      - Report from Constable Harvey, received April 6, 2020
  - 3. Finance
    - a) 2020 Tax Rate Bylaw
      - Report from Director of Finance, dated April 9, 2020
    - b) Changes to the 2020 Property Tax Penalties
      - Report from Director of Finance, dated April 9, 2020
    - c) Changes to the 2020 Utility Penalties
      - Report from Director of Finance, dated April 9, 2020
  - 4. Municipal
    - a) Chief Administrative Officer Report
      - Report from CAO, dated April 9, 2020

H. CORRESPONDENCE

1. For Action

- a) Request for a Council Resolution Supporting an Interagency Preplan Exercise at Castle Resort
- b) Request for Partnership with Shootin the Breeze

2. For Information

Recommendation to Council, dated April 9, 2020

- a) Local and Regional Emergency Resources
- b) Changes to Landfill Operations During COVID-19
- c) ICF Letter from Town to Municipal Affairs
- d) Community Foundation: Announcing a shift in our granting programs
- e) AltaLink's Chapel Rock to Pincher Creek Area Transmission Development
- f) Thank you to Council during COVID-19 from STARS
- g) Artist Project Update
- h) Food Bank Situational Update

I. CLOSED MEETING SESSION

J. NEW BUSINESS

- a) Changes to Scheduled Events

K. ADJOURNMENT

**MINUTES**  
**COUNCIL COMMITTEE MEETING**  
**MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9**  
**Tuesday, March 24, 2020 10:00 am**

Present: Reeve Brian Hammond (via conference call), Deputy Reeve Rick Lemire, Councillors Quentin Stevick, Bev Everts, and Terry Yagos.

Staff: CAO Troy MacCulloch (via conference call), Director of Development and Community Services Roland Milligan, Director of Operations Aaron Benson, Director of Finance Meghan Dobie, and Executive Assistant Jessica McClelland.

Deputy Reeve Rick Lemire called the meeting to order, the time being 10:12 am.

1. Approval of Agenda

Councillor Quentin Stevick

Moved that the agenda for March 24, 2020 be amended:

- Removing Corporate Policy C-CO-004 Donations – FOIP Section 23
- Removing Corporate Policy C-FIN-529 Fees and Charges – FOIP Section 23
- Removing Corporate Policy C-PW-009 Dust Control – FOIP Section 23

And that the agenda be approved as amended.

Carried

2. Closed Session:

Councillor Bev Everts

Moved that Council move into closed session to discuss the following, the time being 10:15 am:

- a. Brett Wuth, Director of Emergency Management, Presenting to Council – FOIP Section 24
- b. 2020 Tax Recommendations – FOIP Section 23
- c. ICF Municipal District of the Crowsnest Pass – FOIP Section 21
- d. ICF Town of Pincher Creek – FOIP Section 21

Carried

Councillor Quentin Stevick

Moved that Council open the Committee Meeting to the public, the time being 11:53 am.

Carried

3. Adjournment

Councillor Terry Yagos

Moved that the Committee Meeting adjourn, the time being 11:54 pm.

Carried

**MINUTES  
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9  
REGULAR COUNCIL MEETING  
MARCH 24, 2020**

The Regular Meeting of Council of the Municipal District of Pincher Creek No. 9 was held on Tuesday, March 24, 2020, at 1:00 pm, in the Council Chambers of the Municipal District Administration Building, Pincher Creek, Alberta.

**PRESENT** Reeve Brian Hammond (via conference call), Deputy Reeve Rick Lemire, Councillors Quentin Stevick, Bev Everts, and Terry Yagos

**STAFF** CAO Troy MacCulloch (via conference call), Director of Development and Community Services Roland Milligan, Director of Finance Meghan Dobie, Director of Operations Aaron Benson and Executive Assistant Jessica McClelland.

Deputy Reeve Rick Lemire called the meeting to order, the time being 1:00 pm.

a) **ADOPTION OF AGENDA**

Councillor Brian Hammond 20/113

Moved that the Council Agenda for March 24, 2020 be amended to include:

- Da) Update on Letter to MP Barlow re: DFO
- G4b) COVID-19 Update
- Id) 2020 Budget
- Ie) Recreation Agreement with Town of Pincher Creek
- If) ICF with Town of Pincher Creek
- Ig) ICF with Municipality of the Crownsnest Pass
- Ja) MD Office Closure/MD Playground Closures
- Jb) REMO Updates

And that the agenda be approved as amended.

Carried

**B. DELEGATIONS**

**C. MINUTES**

1. Council Committee Meeting

Councillor Quentin Stevick 20/114

Moved that the Minutes for Council Committee Meeting on March 10, 2020 be approved as presented.

Carried

2. Council Meeting Minutes

Councillor Bev Everts 20/115

Moved that the Minutes for the Council Meeting on March 10, 2020 be amended to include:

- Removal of the words "Training" on page 9261
- Removal of extra "Moved that" from resolution 20/110
- Replace word "funded" with "purchased" in resolution 20/110

And that the minutes be approved as amended.

Carried

Minutes  
 Regular Council Meeting  
 Municipal District of Pincher Creek No. 9  
 March 24, 2020

D. BUSINESS ARISING FROM THE MINUTES

Letter to Department of Fisheries and Oceans

The letter was not sent as MP Barlow contacted the MD to state that the Department of Fisheries and Oceans was prepared to sign off on our project at Cabin Creek.

E. UNFINISHED BUSINESS

F. COMMITTEE REPORTS / DIVISIONAL CONCERNS

1. Councillor Quentin Stevick – Division 1
  - a) Cardston County Bylaw Public Hearing
2. Councillor Rick Lemire – Division 2
  - a) Pincher Creek Foundation
3. Councillor Bev Everts– Division 3
  - a) ORRSC
  - b) FCSS Funding for Social Services
4. Reeve Brian Hammond - Division 4
  - a) PCCELC
  - b) Conference Calls re Provincial Response to COVID-19
5. Councillor Terry Yagos – Division 5

Councillor Terry Yagos 20/116

Moved to accept the Committee Reports and information.

Carried

Eric Blanchard attended the meeting at this time to discuss the Public Works Call Log, and left the meeting at 1:53 pm.

G. ADMINISTRATION REPORTS

1. Operations

a) Operations Report

Councillor Brian Hammond 20/117

Moved that Council receive for information the following Operations documents.

- Capital Budget Summary, dated March 15, 2020
- Public Works Call Log, dated March 15, 2020

Carried

2. Development and Community Services

a) AES Report for March 2020

Councillor Terry Yagos 20/118

Moved that Council accept the AES Report for March 2020 as information.

Carried

Minutes  
 Regular Council Meeting  
 Municipal District of Pincher Creek No. 9  
 March 24, 2020

b) Request for Development of Road Allowance ESE 26-03-30 W4M

Councillor Terry Yagos 20/119

Moved that Council receive the report on Request for Development of Road Allowance ESE 26-03-30 W4M as information, and further;

That Council direct administration to review the feasibility of the request and return a report to Council for consideration.

Carried

c) Nature Conservancy of Canada and Waterton Springs Campground

Councillor Brian Hammond 20/120

Moved that the report on the Nature Conservancy of Canada and Waterton Springs Campground be referred to administration for further information.

Carried

3. Finance

4. Municipal

a) Chief Administrative Officer Report

Councillor Terry Yagos 20/121

Moved that Council receive for information, the Chief Administrative Officer’s report dated March 19, 2020.

Carried

b) COVID-19 Update to Council

Council was updated on the current COVID-19 situation. The MD has taken specific actions to reduce risk to citizens and staff. The Public Works Office was closed to the visitors last week, and as of today, the Administration Office will close as well.

H. CORRESPONDENCE

1. For Action

a) Canada Day Fireworks Celebration

Councillor Quentin Stevick 20/122

Moved that Canada Day Fireworks Celebration letter be received as information.

Carried

2. For Information

Councillor Terry Yagos 20/123

Moved to receive the following as information:

- Crowsnest Pincher Creek Landfill AGM \*Council was advised that the Crowsnest Pincher Creek Landfill AGM has been postponed.

Carried

Minutes  
Regular Council Meeting  
Municipal District of Pincher Creek No. 9  
March 24, 2020

I. CLOSED SESSION

Councillor Brian Hammond 20/124

Moved that Council move into closed session, the time being 2:52 pm, for the purpose of discussing:

- a) Crushing at Bruder Pit – FOIP Section 23
- b) Beaver Mines Water & Wastewater Budget Update – FOIP Section 16
- c) Compressed Work Week – FOIP Section 23
- d) Budget 2020 – FOIP Section 16
- e) Recreation Agreement with Town of Pincher Creek – FOIP Section 21
- f) ICF Town of Pincher Creek – FOIP Section 21
- g) ICF Municipal District of the Crowsnest Pass – FOIP Section 21

Carried

Councillor Bev Everts 20/125

Moved that Council move out of closed session, the time being 5:21 pm.

Carried

J. NEW BUSINESS

- a) Crushing at Bruder Pit

Councillor Quentin Stevick 20/126

Moved that Council approve the agreement for the purchase of gravel at the Bruder pit.

Carried

- b) Compressed Work Week

Councillor Bev Everts 20/127

Moved that the compressed work week for the Public Works Department would begin on May 4, 2020 and end on October 1, 2020.

Carried

- c) ICF Recreation Agreement with Town of Pincher Creek

Councillor Bev Everts 20/128

Moved that the MD of Pincher Creek approve the recreation agreement with the Town of Pincher Creek as presented:

Councillor Quentin Stevick requested a recorded vote.

In Favor:	Opposed:
Councillor Bev Everts	Councillor Terry Yagos
Councillor Rick Lemire	Councillor Quentin Stevick
Councillor Brian Hammond	

Motion Carried



Minutes  
Regular Council Meeting  
Municipal District of Pincher Creek No. 9  
March 24, 2020

d) ICF Town of Pincher Creek

Councillor Bev Everts 20/129

Moved that ICF with the Town of Pincher Creek be approved as presented.

Councillor Quentin Stevick requested a recorded vote.

In Favor:	Opposed:
Councillor Bev Everts	Councillor Terry Yagos
Councillor Rick Lemire	Councillor Quentin Stevick
Councillor Brian Hammond	

Motion Carried

e) ICF Municipal District of the Crowsnest Pass

Councillor Terry Yagos 20/130

Moved that Council direct Administration to pursue a one year extension with the Government of Alberta, to finalize the ICF with the Municipality of Crowsnest Pass.

Carried

I. ADJOURNMENT

Councillor Brian Hammond 20/131

Moved that Council adjourn the meeting, the time being 5:26 pm.

Carried

\_\_\_\_\_  
REEVE

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER



## M.D. OF PINCHER CREEK NO. 9 OPERATIONS REPORT

### 1.0 Operations Activity Includes:

- 1.1 Beaver Mines and Capital Projects.
- 1.2 Summer Gravel Program.
- 1.3 Review the policy of C-PW-009 Dust Control.

### 2.0 Upcoming:

- 2.1 Beaver Mines and Capital Projects.

### 3.0 Public Works Activity Includes:

#### 3.1 Bridge Maintenance, Inspections and Texas Gates

3.1.1 The bridge assessment on major, standard and culvert bridges was completed (*see Figures 1 to 5*). Public Works will use this information in the Road Master Plan to allow better planning on minor and major repairs or complete replacement of the MD's bridge assets. The average life expectancy in WSP Engineering 5 year Infrastructure Master Plan of new structures was:

- (a) Bridge Culverts 45 years
- (b) Standard Bridges 60 years
- (c) Major Bridges 75 years

#### 3.2 Cold Mix Asphalt and chip seal

3.2.1 Public Works is in the Progress of reviewing all of the damaged locations where the cold mix is applied, and these roads include Christie Mines, Gladstone, Willow Valley and Maycroft surface roads. The proposed work will be to have a contractor remove small sections of damaged cold mix and replace it with only gravel in required locations. The total cost since 2015 associated with the application of the cold mix is **\$792,057**.

#### 3.3 Permanent & Temporary Snow Fence Repairs

- 3.3.1 Public Works will start in the middle of April 2020 to remove temporary snow fence in all Divisions.
- 3.3.2 Permanent snow fencing assessments total length were recorded at 20,448 meters (*See Figures 6 to 15*). The following information is a break down of permanent snow fence in all Divisions:

**Division No. 1**

- (a) Forty-Six (46) fences are standing with total length is **4,432** meters
- (b) Three (3) fences or 7 percent will need to be rebuilt
- (c) Twenty-Five (25) fences or 54 percent will need to have major repairs
- (d) Six (6) fences or 13 percent will need to have minor repairs
- (e) Two (2) fences or 4 percent is in good condition
- (f) Ten (10) fences or 22 percent is in excellent condition

**Division No. 2**

- (a) Twenty-Five (25) fences are standing with total length is **2,704** meters
- (b) Four (4) fences or 16 percent will need to be rebuilt
- (c) Fourteen (14) fences or 56 percent will need to have major repairs
- (d) Three (3) fences or 12 percent will need to have minor repairs
- (e) There is nothing to report for good Condition
- (f) Four (4) fences or 16 percent is in excellent condition

**Division No. 3**

- (a) Forty (40) fences are standing with total length is **4,382** meters
- (b) One (1) fence or 2 percent will need to be rebuilt
- (c) Six (6) fences or 15 percent will need major repairs
- (d) Nine (9) fences or 22 percent will need minor repairs
- (e) Fifteen (15) fences or 38 percent is in excellent condition

**Division No. 4**

- (a) Forty-One (41) fences are standing with total length is **5,992** meters
- (b) Two (2) fences or 5 percent will need to be rebuilt
- (c) Twelve (12) fences or 29 percent will require major repairs
- (d) Fourteen (14) fences or 34 percent will require minor repairs
- (e) Four (4) fences or 10 percent is in excellent condition

**Division No. 5**

- (a) Twenty-Three (23) fences are standing with total length is **2,938** meters
- (b) There is nothing to be rebuilt at this time
- (c) There is nothing to report on major repairs
- (d) Eight (8) fences or 35 percent will require minor repairs
- (e) Seven (7) fences or 30 percent is in good condition
- (f) Eight (8) fences or 35 percent is in excellent condition

**3.4 Continuous Dust Suppression Program**

3.4.1 Public Works has ordered only Lignosulfonate product this year for dust control.

There will be no contracting out dust control this year as the MD will be doing this service – following the approved schedule A for dust control.

3.4.2 The 2020 Dust Control Agreement and Dust Control Policy are on the MD website.

Due to the offices being closed to the public, applications for Dust Control can be made by emailing the form to [info@mdpincercreek.ab.ca](mailto:info@mdpincercreek.ab.ca), fax to 403 627 5070 and drop box at the administration office. The application deadline will be May 1, 2020.

### 3.5 Signage Repairs

3.5.1 There is nothing to report.

### 3.6 Road Works, & Miscellaneous

3.6.1 Public Works will receive compensation by Canfor Canadian Forest Products from damages caused on Gladstone Road.

3.6.2 Logging on Gladstone by Canfor was completed on March 2, 2020, with remaining logs hauled after on the Shell Road.

3.6.3 Gravel haul Tender is on the MD website and with a closing date of April 16, 2020.

3.6.4 An aggregate plan for roads (*See Figure 16*) will be used to record, and measure the number of kilometres, and tonnes of gravel to identify costs for this year;

- (a) The total length of roads to be gravelled is 348.91 km
- (b) Arterial roads are 182.21 km
- (c) Collector roads are 107.83 km
- (d) Local roads are 58.87 km
- (e) Total estimated volume at 100 m<sup>3</sup>/km = 34,891 m<sup>3</sup>
- (f) Total estimated volume at 150 m<sup>3</sup>/km = 52,336 m<sup>3</sup>

### 4.0 Capital Projects Update:

#### 4.1.1 Bridges & Miscellaneous

4.1.2 **Bridge File 6613 Status:** WSP Engineering has received the DFO clearance on April 2, 2020, for the BF 6613 Cabin Creek. Notification to the contractor has been given by WSP Engineering with the construction to take place on August 15, 2020, to September 1, 2020.

- Bridge File: 6613 (SW 3-9-1-W5)
- Location: Cabin Creek
- Scope of Work: Replacement of bridge sized culvert
- Consultant: WSP Engineering
- Contractor: Ossa Terra Ltd.
- Funding: Local Roads and Bridges (STIP) or MSI

4.1.3 **Bridge File 7235 Status:** WSP Engineering has started on the tender package with the proposed construction is to take place from August 15 through September 1, 2020.

- Bridge File: 7235
- Location: Scottons (NW 5 - 9-1-W5M)
- Scope of Work: Replacement of bridge sized culvert
- Consultant: WSP Engineering
- Contractor: TBD
- Funding: Local Roads and Bridges (STIP) or MSI



4.1.4 **Bridge File 76293 Status:** WSP Engineering has started on the tender package where the proposed construction completion is in September 2020.

- Bridge File: 76293 (NE 3-6-2-W5M)
- Location: Grumpy Road NE 3 -6 -W5M
- Scope of Work: Replacement of bridge sized culvert
- Consultant: WSP Engineering
- Contractor: N/A
- Funding: Provincial Gas Tax

4.1.5 **Bridge File 8860 Status:** We are waiting for DFO approval as we need the authorization to proceed as one (1) pier is in the water. The proposed construction of this project will be from August 15 through September 1, 2020. – In Progress

- Bridge File: 8860 (NW 11-6-2-W5)
- Location: Beaver Mines Creek
- Scope of Work: Repair selected piles and replace all caps
- Consultant: Roseske Engineering
- Contractor: TBD
- Funding: Reserve under the bridge repair, replacement

4.1.6 **Bridge File 13957 Status:** The proposed construction completion of this project will be in September 2020. – in Progress

- Bridge File: 13957 (NE 5-8-2-W5)
- Location: Connelly Creek
- Scope of Work: Replacement of abutement caps
- Consultant: Roseke Engineering
- Contractor: TBD
- Funding: Reserve under the bridge repair, replacement

4.1.7 **Bridge File 75009 Status:** The project has completed the bridge culvert design. The recommendations are to do an open cut method by supply and install a 2000mm diameter bridge culvert due to the size of the existing culvert.

- Bridge File: 75009 (NE 9-9-2-W5)
- Location: Wild Cat Ranch
- Scope of Work: Replacement of bridge sized culvert
- Consultant: Roseke Engineering
- Contractor: N/A
- Funding: Reserve under the bridge repair, replacement

4.1.8 **Bridge File 75377 Status:** The project is only to do the bridge design with the Engineering Company with completion by August 2020.

- Bridge File: 75377 (NW 8-6-2-W5)
- Location: Local Road over Screwdriver Creek
- Scope of Work: Replacement of bridge sized culvert
- Consultant: Roseke Engineering
- Contractor: N/A
- Funding: Reserve under the bridge repair, replacement

## 4.2 Road & Miscellaneous

4.2.1 **Lundbreck Road Status:** The tender package will be sent out on April 9, 2020, and with a tender closing date of April 23, 2020. Tenders openings will be closed to the public due to the COVID-19 pandemic; unofficial results shall be distributed by email or fax to bidders.

- Roads: 3<sup>rd</sup> Street
- Location: Lundbreck
- Scope of Work: New asphalt & drainage improvements
- Consultant: WSP Engineering
- Contractor: TBD
- Funding: MSI funding

4.2.2 **RR29-3 Road Status:** The Public Works has received the soil stabilizer product by the supplier. The proposed work is in June 2020.

- Roads: North of 507 East, to Tower Road
- Location: RR29-3
- Scope of Work: Add new soil stabilizer in gravel road
- Consultant: N/A
- Contractor: Public Works
- Funding: MSI funding

4.2.3 **Range Road 1-0 Road Status:** The Consultant will do geotechnical work to indicate no issues are below the asphalt pavement of Southfork Road from Range Road 1-0 to the Castle Valley Campground. The proposed work is in the spring of this year.

- Roads: Range Road 1-0 to Campground
- Location: Southfork Hill
- Scope of Work: Geotechnical work
- Consultant: ISL Engineering
- Contractor: N/A
- Funding: MSI funding

## 4.3 Facilities

4.3.1 **Camera Security Status:** The Consultant has almost completed the design of the project. The proposed completion of the design and tender package is expected by the end of May 2020 with a construction completion date of September 2020.

- Location: Administration and Public Works Buildings
- Scope of Work: Camera security system
- Consultant: SMP Engineering
- Contractor: N/A
- Funding: MSI

## 5.0 Beaver Mines Water Servicing & Waste Water Collection

5.1.1 There is nothing to report at this time.

## 6.0 Beaver Mines Lift Station and ForceMain

6.1.1 There is nothing to report at this time.

## 7.0 Beaver Mines Waste Water Treatment System

7.1.1 A project update was sent to the Beaver Mines Community on March 27, 2020;

7.1.2 The landowner signed the review of the detailed design package of the Beaver Mines Wastewater Treatment System;

7.1.3 The MD received confirmation on why the Investing in Canada Infrastructure Program (ICIP) was not successful for the Beaver Mines Wastewater Treatment project. The situation was the number of applicants applied, the type of project, and the secure funding source on the available funds. There is no available Investing in Canada Infrastructure Program (ICIP) grant at this time.

7.1.4 The proposed application submission for Environmental Approval with the Province is still scheduled for April 15, 2020.

## 8.0 Castle Area Regional Water Supply Contracts 1:

8.1.1 Parks will allow LW Dennis to continue construction. Highway 774 is not closed, just park facilities and areas area.

8.1.2 LW Dennis is prepared to begin work around May 1, 2020.

## 9.0 Castle Area Regional Water Supply Contracts 2:

9.1.1 Booster Station at Castle Park and Beaver Mines:

(a) There is nothing to report at this time.

### Attachments

Program Capital Projects Status

Call Logs

### Recommendation:

That the Operations report for April 9, 2020, will include the Program Capital Projects Status update, and the call log is received as information.

---

Prepared by: Aaron Benson



Date: April 9, 2020

Reviewed by: Troy MacCulloch

Date: April 9, 2020

Submitted to: Council

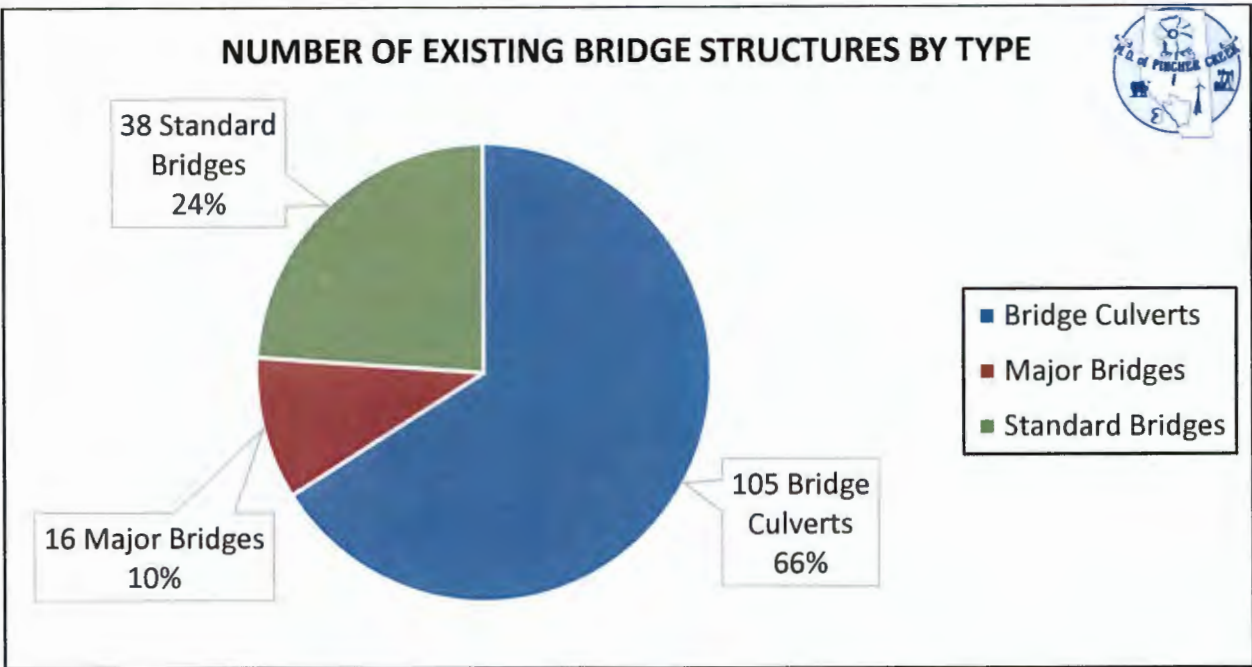
Date: April 9, 2020

## **FIGURES**

- 1. Bridge Inventory Summary**
- 2. Number of Bridge Structures**
- 3. Age of Existing Structures**
- 4. Bridge Structural Condition Rating**
- 5. Bridge Sufficiency Rating**
- 6. Percentage of Fence in Division No. 1**
- 7. Condition of Fence in Division No. 1**
- 8. Percentage of Fence in Division No. 2**
- 9. Condition of Fence in Division No. 2**
- 10. Percentage of Fence in Division No. 3**
- 11. Condition of Fence in Division No. 3**
- 12. Percentage of Fence in Division No. 4**
- 13. Condition of Fence in Division No. 4**
- 14. Percentage of Fence in Division No. 5**
- 15. Condition of Fence in Division No. 5**
- 16. Gravel Program Map**
- 17. Capital Budget Summary**



**Figure 2:** Represents Number of Existing Bridge Structures by Type



**Figure 3:** Represents Age of Existing Structures

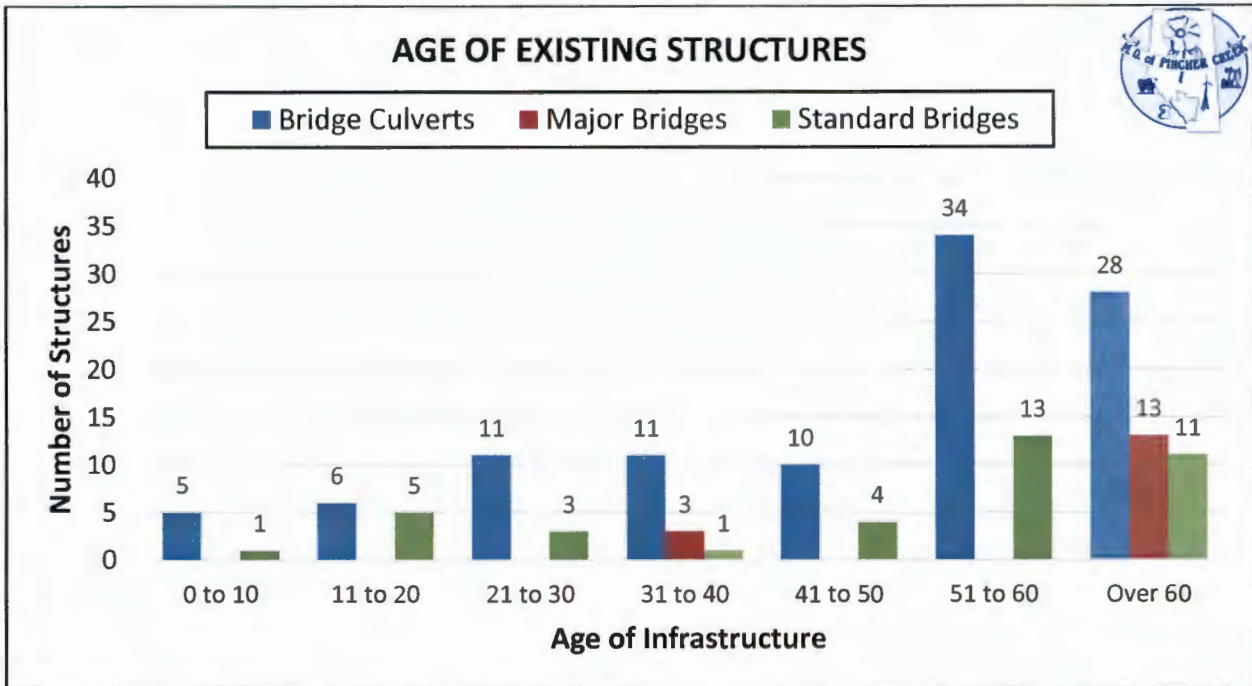


Figure 4: Represents Bridge Structural Condition Rating

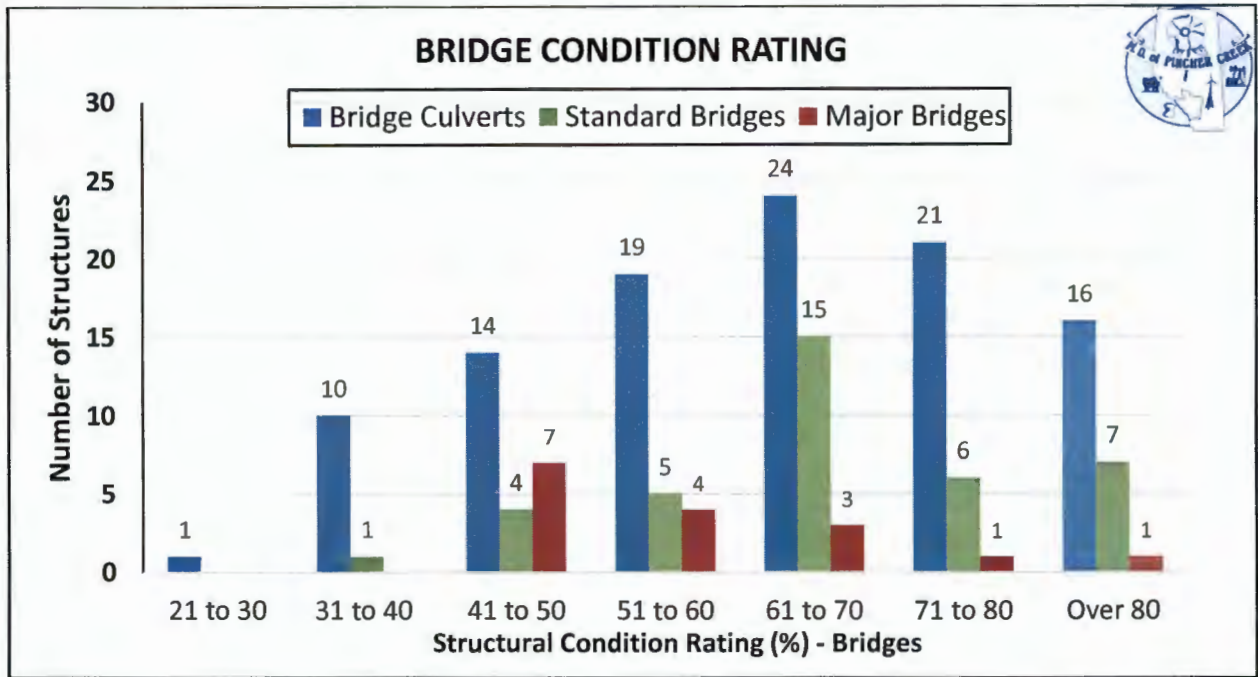
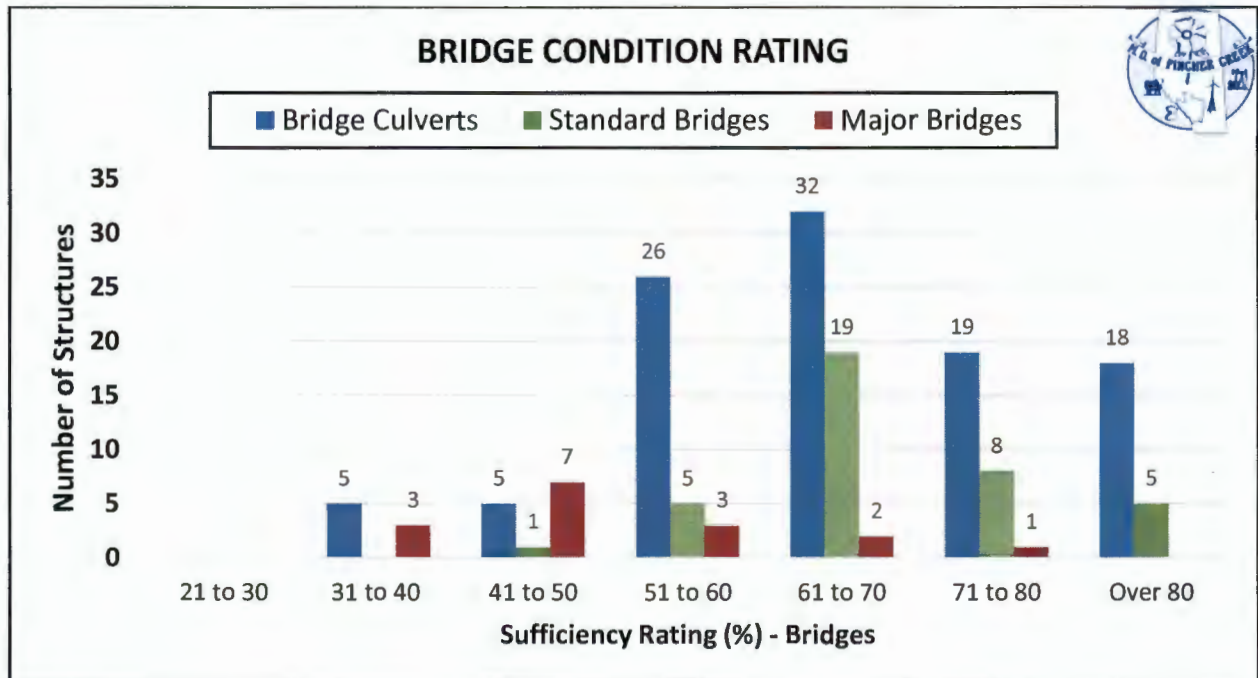
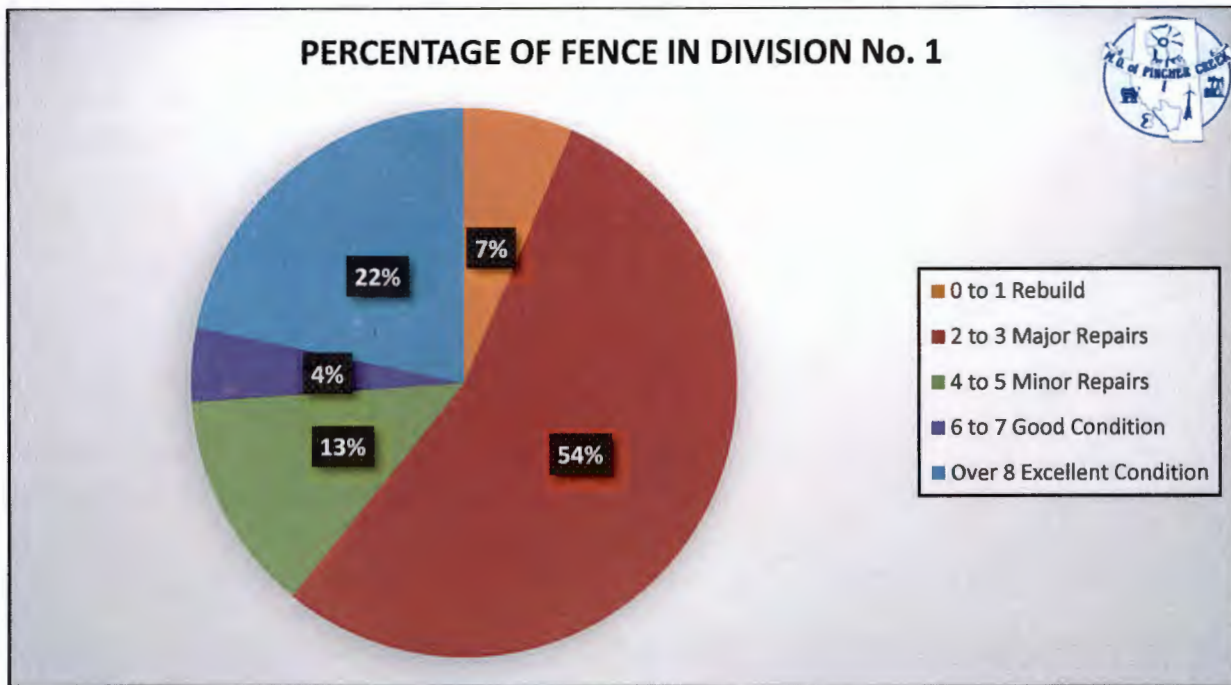


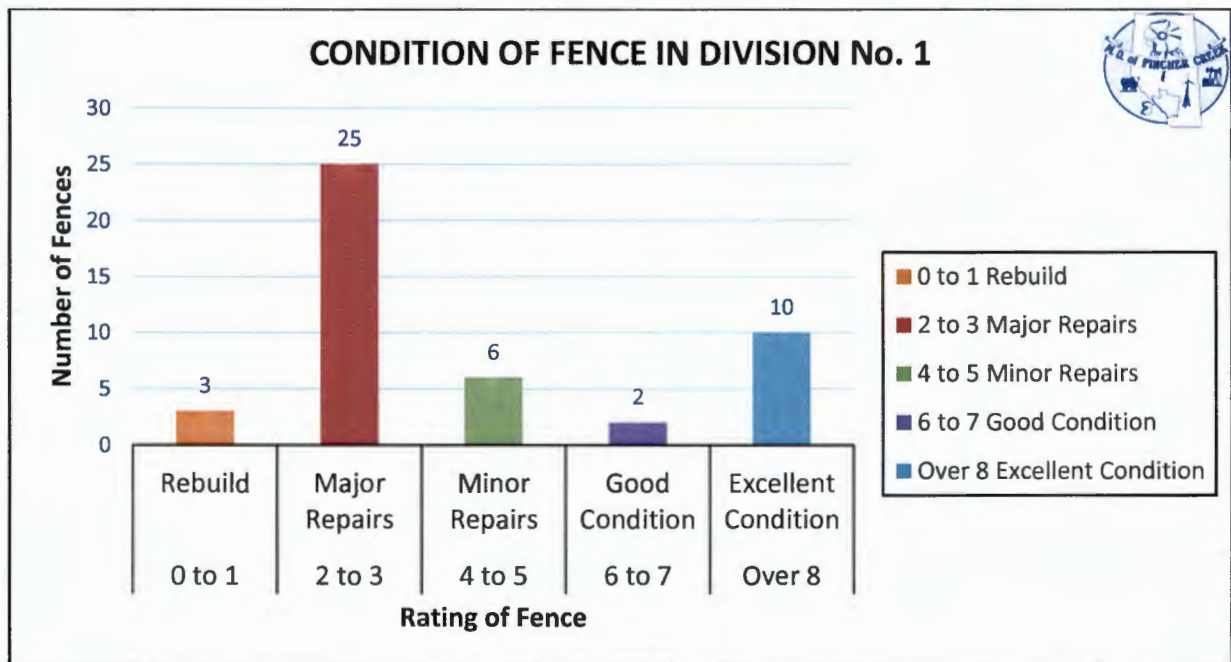
Figure 5: Represents Bridge Sufficiency Rating



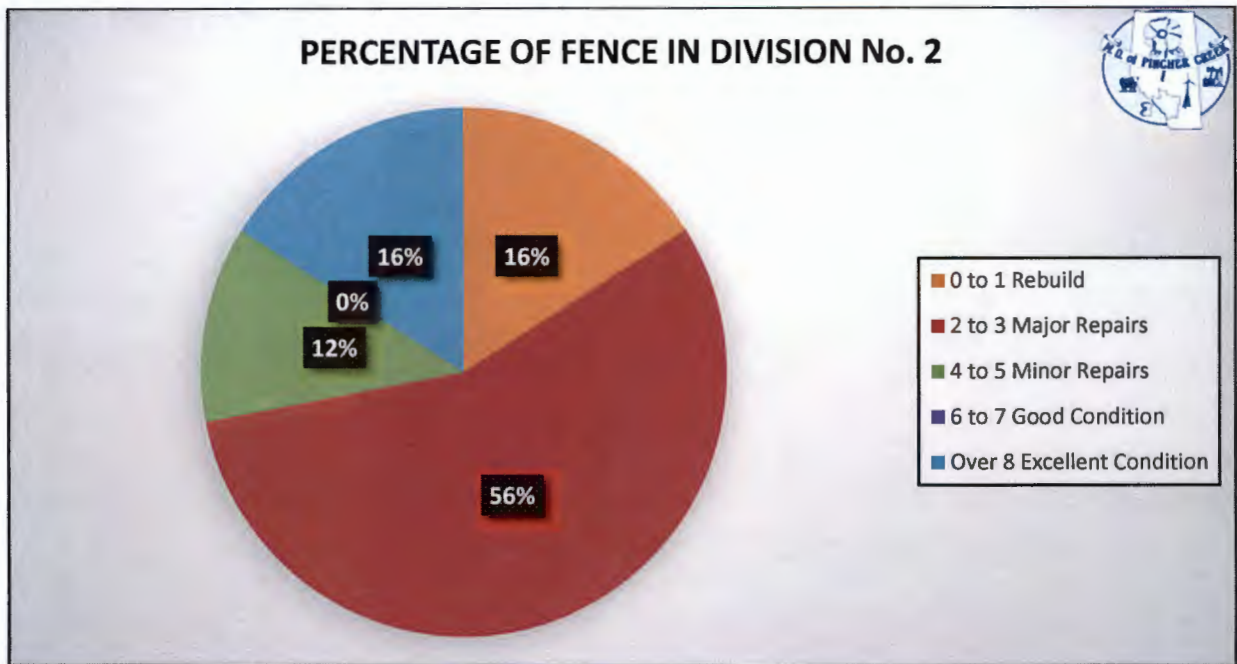
**Figure 6:** Represents Percentage of Fence in Division No. 1



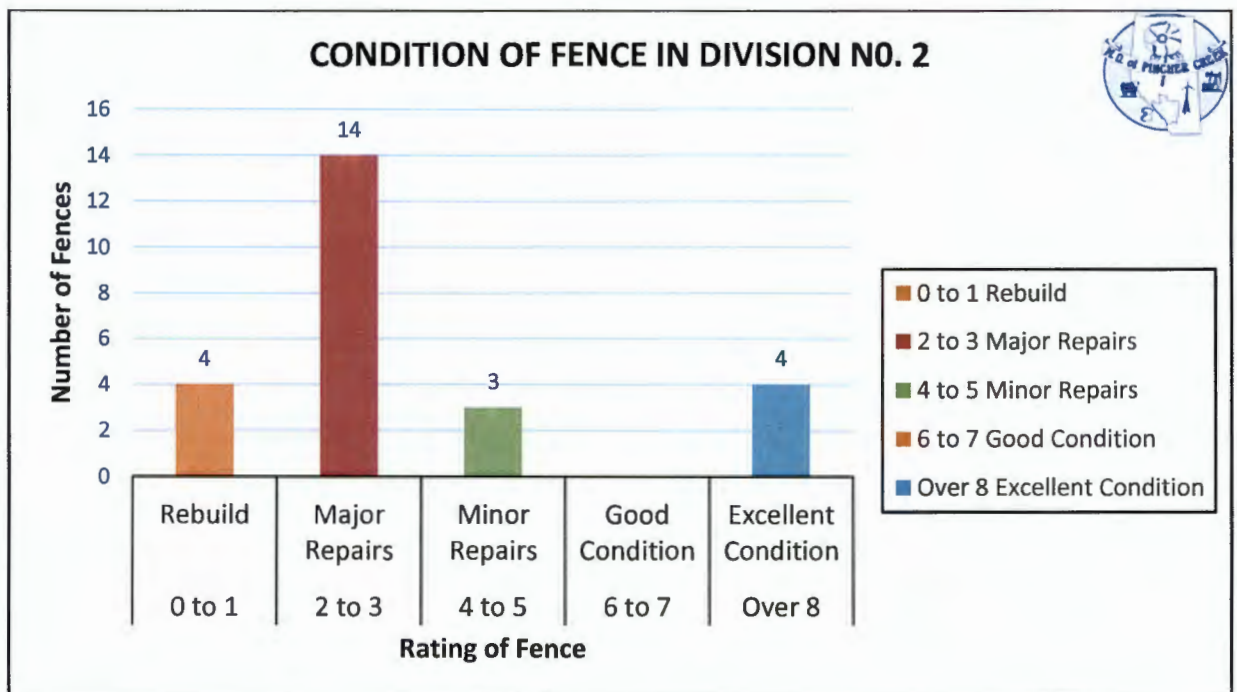
**Figure 7:** Represents Condition of Fence in Division No. 1



**Figure 8:** Represents Percentage of Fence in Division No. 2

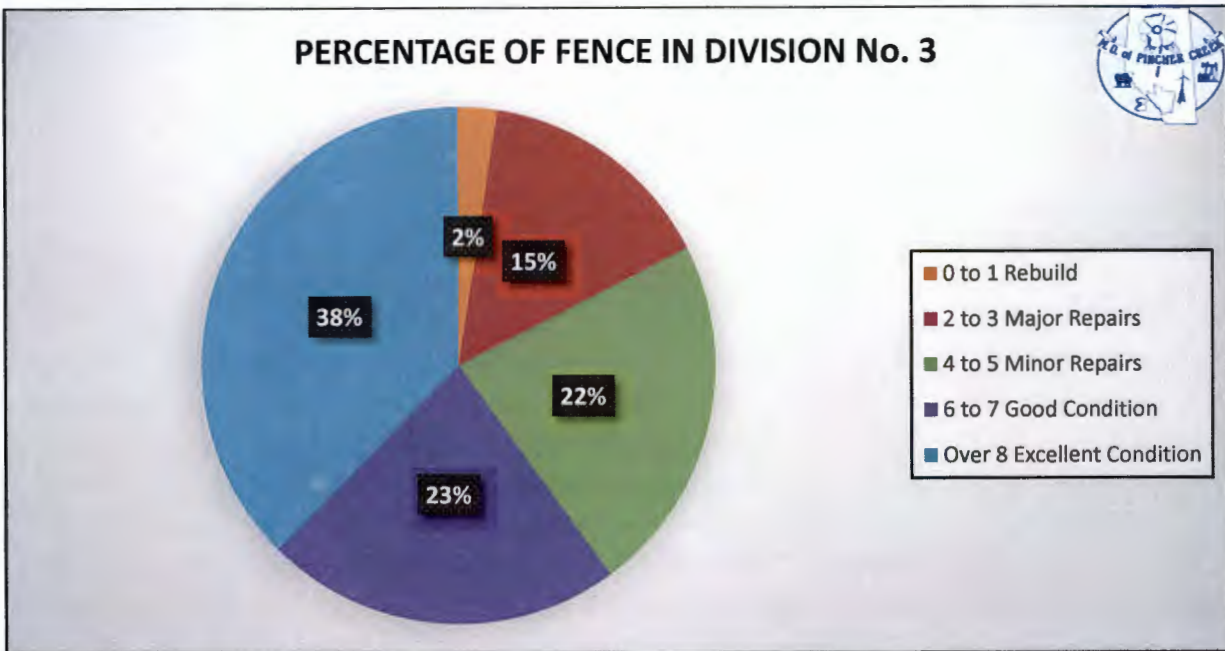


**Figure 9:** Represents Condition of Fence in Division No. 2

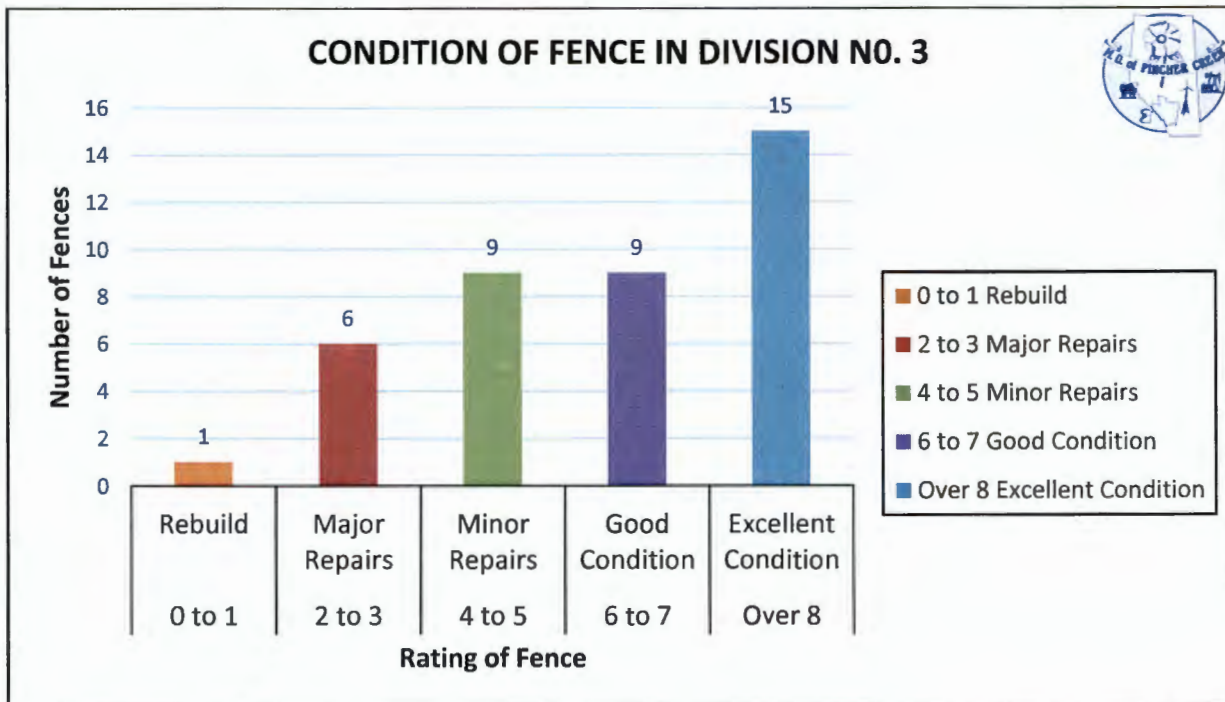




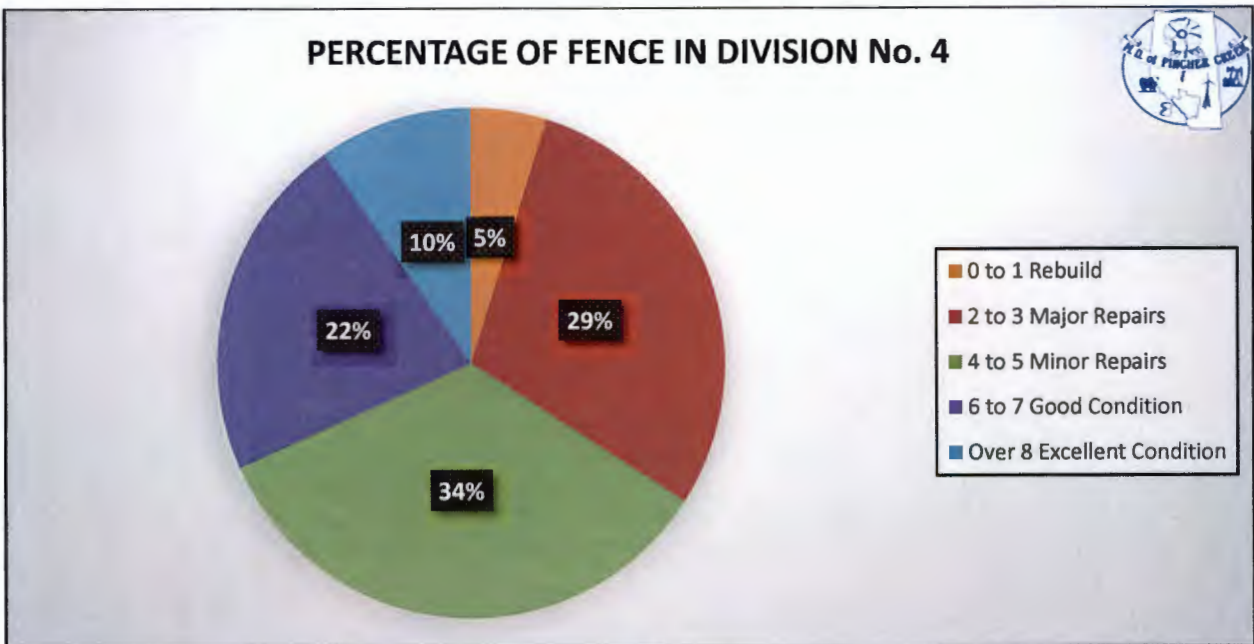
**Figure 10:** Represents Percentage of Fence in Division No. 3



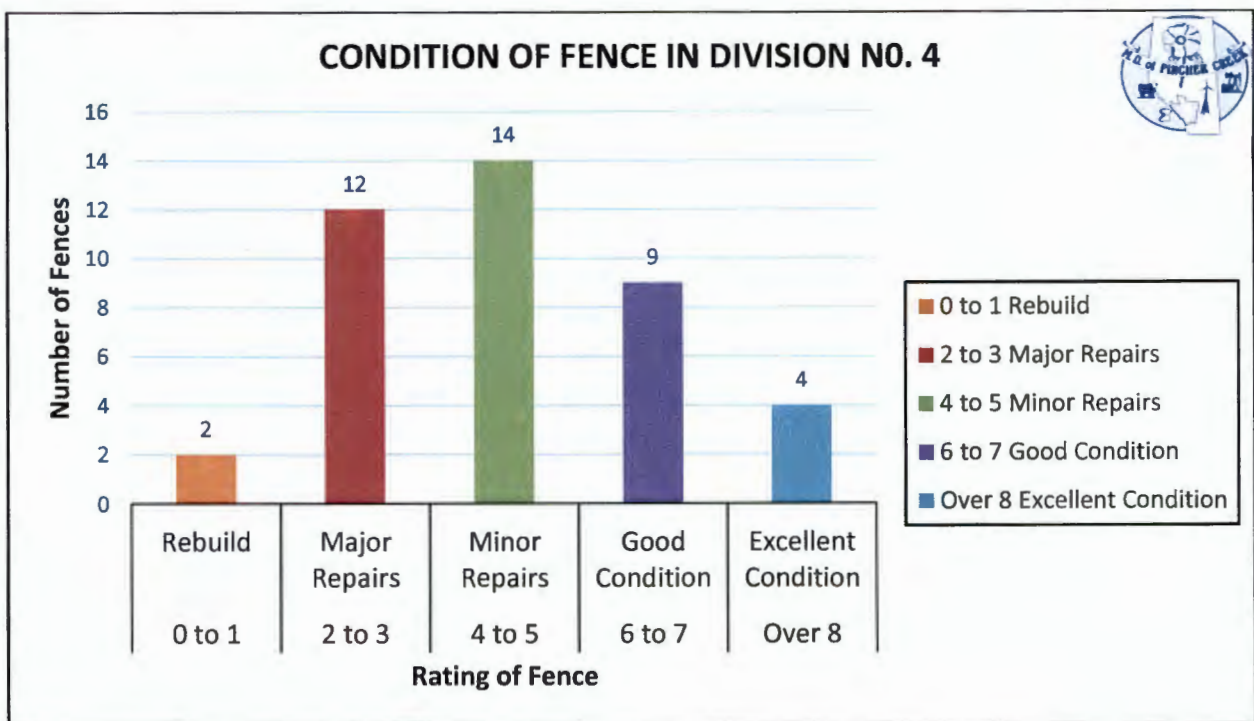
**Figure 11:** Represents Condition of Fence in Division No. 3



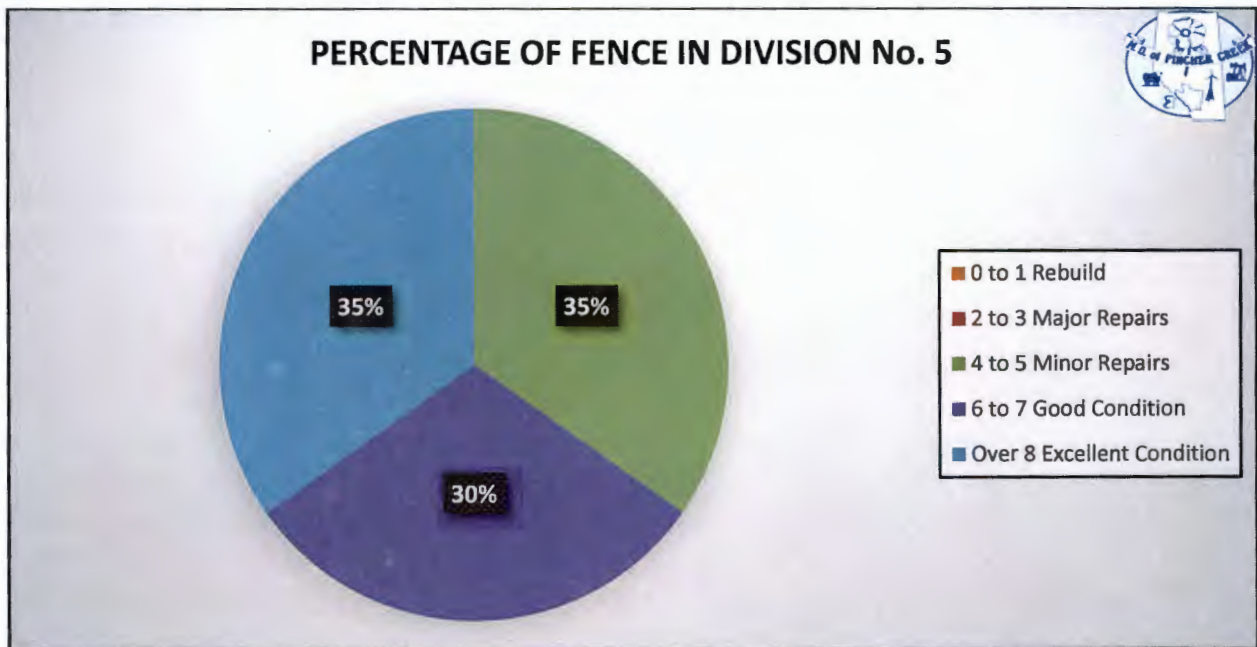
**Figure 12:** Represents Percentage of Fence in Division No. 4



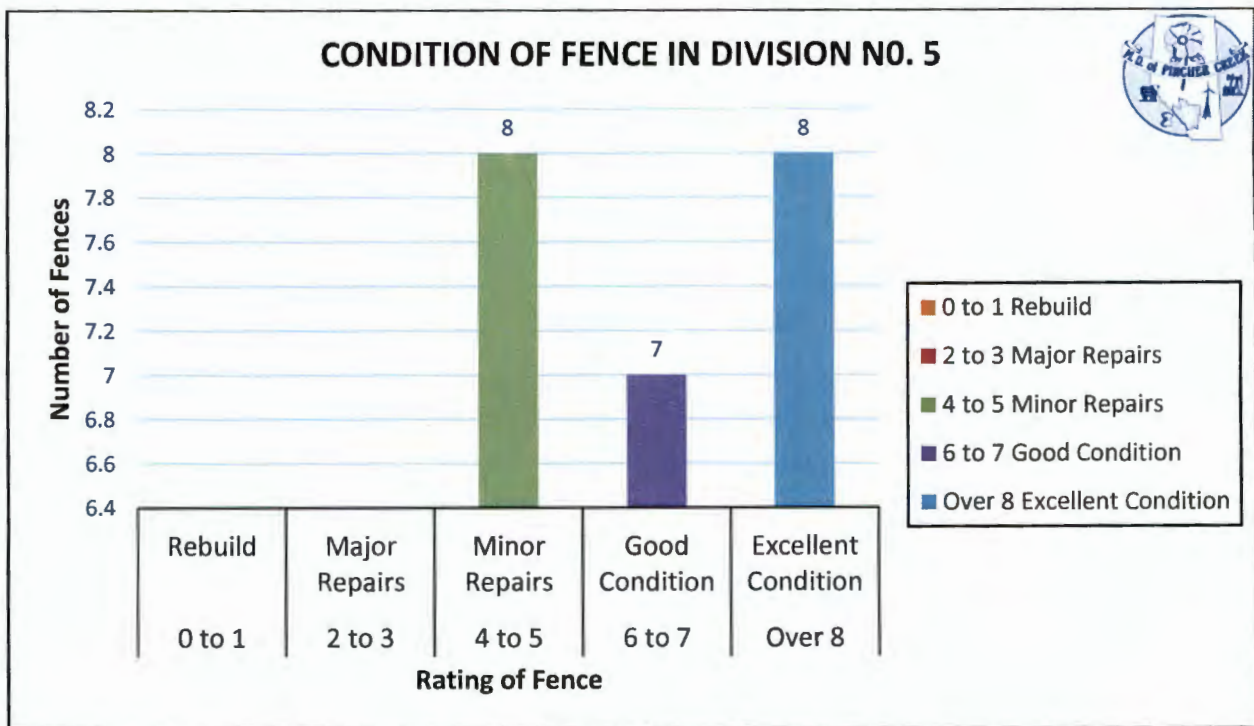
**Figure 13:** Represents Condition of Fence in Division No. 4



**Figure 14:** Represents Percentage of Fence in Division No. 5



**Figure 15:** Represents Condition of Fence in Division No. 5

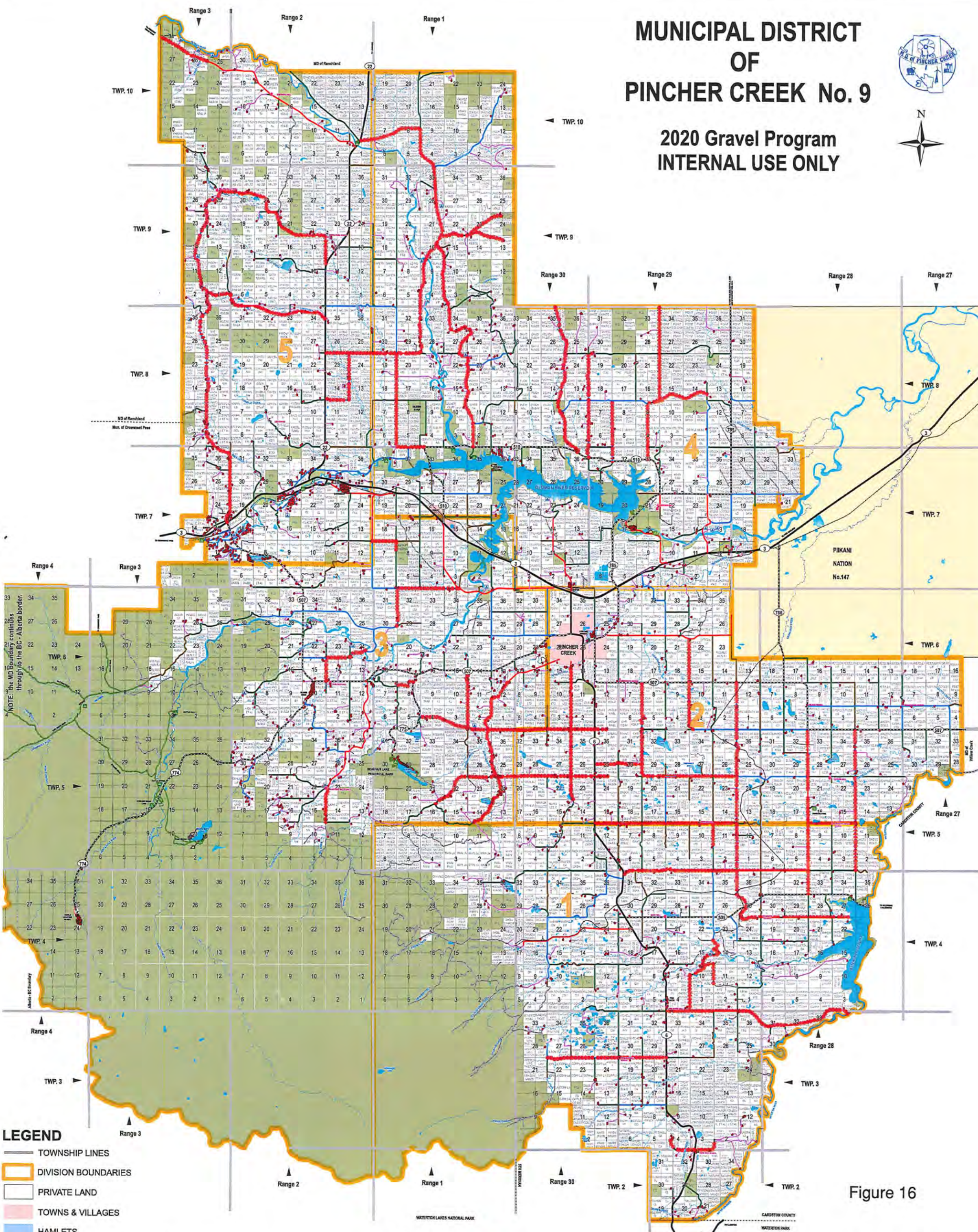




# MUNICIPAL DISTRICT OF PINCHER CREEK No. 9



## 2020 Gravel Program INTERNAL USE ONLY



- LEGEND**
- TOWNSHIP LINES
  - DIVISION BOUNDARIES
  - PRIVATE LAND
  - TOWNS & VILLAGES
  - HAMLETS
  - ABORIGINAL LAND
  - CROWN LAND
  - WATER
  - CAMPGROUNDS & RECREATION AREAS
  - COMMUNITY HALLS
  - FORMER SCHOOL SITES
  - CHURCHES
  - HABITATION LOCATION
  - PRIVATE CAMPGROUND

- Access**
- Primary Highways
  - Secondary Highways
  - MD Arterial Roads
  - MD Collector Roads
  - MD Local Roads
  - Province Local Roads
  - MD Streets
  - MD Unimproved Roads
  - Private Roads
  - Private Campground Roads
  - Provincial Campground Roads
  - Province Streets
  - Castle Mt. Streets
  - Resource Roads

**2020 Road Graveling**

**Arterial roads:** 182.21 km  
 - Volume at 100 m<sup>3</sup>/km = 18,221.00 m<sup>3</sup>  
 - Volume at 150 m<sup>3</sup>/km = 27,331.00 m<sup>3</sup>

**Collector roads:** 107.83 km  
 - Volume at 100 m<sup>3</sup>/km = 10,783.00 m<sup>3</sup>  
 - Volume at 150 m<sup>3</sup>/km = 16,174.50 m<sup>3</sup>

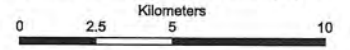
**Local roads:** 58.87 km  
 - Volume at 100 m<sup>3</sup>/km = 5,887.00 m<sup>3</sup>  
 - Volume at 150 m<sup>3</sup>/km = 8,830.50 m<sup>3</sup>

**Total length of roads to be gravelled:** 348.91 km

**Total volume at 100 m<sup>3</sup>/km = 34,891.00 m<sup>3</sup>**  
**Total volume at 150 m<sup>3</sup>/km = 52,336.00 m<sup>3</sup>**

Figure 16

Scale: 1 : 65,000  
 When printed on 42x60 inch paper



Information depicted is subject to change, therefore the MD Of Pincher Creek assumes no responsibility for discrepancies at time of use.

Copyright © 2020 Municipal District of Pincher Creek No.9  
 All rights reserved. No part of this publication may be reproduced, distributed, or transmitted in any form or by any means, including photocopying, recording, or other electronic or mechanical methods, without the prior written permission of the Municipal District of Pincher Creek No.9.  
 Produced by the MD of Pincher Creek 2020-04-01  
 ProjectFile: C:\GIS\WorkSpace\PAJW  
 Division\Maps\_Graveling\ProjectFiles  
 2020GravelProgram.mxd



Figure 17

Capital Budget Summary			Sources of Project Funding					
Project #	Service Area	Description	Total Cost	Grants	Debt	Reserves	Operations	Total Revenue
<b>Infrastructure</b>								
PW-R-1	Roads	Highway 3A – Landfill road repairs	1,076,000	860,000		216,000		1,076,000
PW-R-2	Roads	Lundbreck Pave and Drainage (3rd street)	195,000	195,000				195,000
PW-R-4	Roads	RR29-3 (North of 507 East, to Tower Road)	150,000	150,000				150,000
PW-R-3	Roads	Southfork Hill	40,000	40,000				40,000
PW-BF-1	Bridges	Bridge File # 6613 Cabin Creek	698,000	698,000				698,000
PW-BF-2	Bridges	Bridge File #7235 Scottons	948,000	948,000				948,000
PW-BF-3	Bridges	Bridge File #76293 Grumpy Road	440,000	440,000				440,000
PW-BF-4	Bridges	Bridge File #8860 Beaver Mines Creek	181,500			181,500		181,500
PW-BF-5	Bridges	Bridge File #13957 Connelly Creek	43,500			43,500		43,500
PW-BF-6	Bridges	Bridge File #75009 Wild Cat Ranch	60,000			60,000		60,000
PW-BF-7	Bridges	Bridge File #75377 Local Road over Screwdriver Creek	50,000			50,000		50,000
RWCAST	Water/Wastewater	Castle Area Water Servicing	3,105,000	3,105,000				3,105,000
BMDC	Water/Wastewater	Beaver Mines water servicing & wastewater collection	4,715,000	3,143,334	1,571,666			4,715,000
BMLSF	Water/Wastewater	Beaver Mines Lift Station and Forcemain	2,750,000	1,833,334	916,666			2,750,000
BML	Water/Wastewater	Beaver Mines Waste Water Treatment System	40,000	26,666	-	13,334		40,000
<b>Infrastructure Total</b>			<b>14,492,000</b>	<b>11,439,334</b>	<b>2,488,332</b>	<b>564,334</b>	<b>0</b>	<b>14,492,000</b>
<b>Equipment</b>								
	Public Works	Steamer Unit	25,000			25,000		25,000
	Public Works	6 Way Plow Attachment	30,000			30,000		30,000
	Water	Standby Generator	60,000			60,000		60,000
<b>Equipment Total</b>			<b>115,000</b>	<b>0</b>	<b>0</b>	<b>115,000</b>	<b>0</b>	<b>115,000</b>
<b>Fleet</b>								
<b>Fleet Total</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Information Services</b>								
<b>Information Services Total</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Facilities</b>								
ADMIN-SEC-1	Public Works/Admin	Security Camera for Admin and PW Buildings	85,000	85,000				85,000
<b>Facilities Total</b>			<b>85,000</b>	<b>85,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>85,000</b>
<b>Grand Total</b>			<b>14,692,000</b>	<b>11,524,334</b>	<b>2,488,332</b>	<b>679,334</b>	<b>0</b>	<b>14,692,000</b>

**LEGEND**

- Projects on Hold
- Projects in Planning & Design Stage
- Projects in Tender Stage
- Projects in Construction Stage
- Projects in Close Out Stage
- Proposed Preliminary Engineering Costs

Progress Report for Projects as of April 9, 2020

40	NAME	PHONE NUMBER	DIVISION	LOCATION	APPROACH NUMBER	CONCERN/REQUEST	ASSIGNED TO	ACTION TAKEN	REQUEST DATE	FOLLOW UP DATE	COMPLETION DATE
1558			Division 1	SW36 T4 R30 W4	-	Re getting an <b>approach</b> built	Developer	waiting on agreement with Development Officer	18-Apr-18		
1617			Division 1	West Kerr	-	Trees on the west side of Kerr road need cut back signs/culverts MD's most dangerous area	Erik/Aaron/Roland	To meet w/Russell	30-May-18	Met Nov 7	Deferred to Spring 2020
1643			Division 4	SW22 T7 R1 W5	-	Would like a <b>culvert</b> put in to solve water problem	Eric/Bob M	To be scheduled	26-Jun-18	inspected site Dec.10	Deferred to Spring 2020
1982			Division 2	-	-	The old Reed Pit needs to be reclaimed	Aaron/WSP	On the list	27-Jun-19	Talked w/colony Jan 08 2020	
1995			Division 2	NW23 T5 R29 W4	#5313	Wetland/shoulder of road & drainage problem	Eric Blanchard	Engineer to look at 2020 Project	16-Jul-19	November 1, 2019	Deferred to Spring 2020
2014			Division 3	NW3 T6 R2 W5	-	<b>Culvert</b> smashed	Bob Millar	On list to do	29-Jul-19	October 2019	Deferred to Spring 2020
2058			Division 1	NE3 T5 R29 W4	-	Needs existing <b>approach</b> widened for Super B's	Eric Blanchard	To be done	9-Sep-19	October 16 followup	Deferred to Spring 2020
2074			Division 4	A/P road n.of Cowley	-	complaining of big rocks on road needs proper gravel pounded down	Eric/Brian	On to do list	23-Sep-19	October 2019	Deferred to Spring 2020
2134			Division 5	SE16 T8 R2 W5	-	RQ to have a <b>cattle guard</b> removed from MD Road memo from Head Office July 3 /PW just heard now	Eric Blanchard	Been in contact	12-Nov-19	Met w/Roger Pizony in December	Deferred to Spring 2020
2182			Division 3	SE18 T6 R1 W5	-	An E-mail from Brian Hammond re <b>culvert</b> issues	Eric Blanchard	Will contact for detailed info	12-Jan-20	Met On Feb 27th	Will Reassess in spring
2206			Division 3	SW15 T6 R2 W5	-	Grader operator knocked down post or part of his fence & would like it repaired as needs to use field	Tony Tuckwood	Completion at a later date	14-Feb-20	Feb 20 temporarily fixed	
2208			Division 1	SW14 T4 R29 W4	-	Bent sign by Tony Bruder Bridge	Bob Millar	Completed	18-Feb-20	Parts arrived	30-Mar-20
2213			Division 5	SW35 T8 R3 W5	#3106 TWP8-5A	Still has not received their blue sign/ordered last spring	Joyce/Roland	Signs to be put in	25-Feb-20	signs are in	
2216			Division 1	NW2 T5 R30 W4	-	Looking to building a new approach/putting a new building on property	Eric Blanchard	Completed	09-Mar-20	Met March 18th	12-Mar-20
2229			Division 3	NE30 T5 R2 W5	#5418 RR2-5	RQ Driveway for tomorrow if possible	Tony Tuckwood	Completed	19-Mar-20		20-Mar-20
2230			Division 1	SW21 T4 R29 W4	#4315 RR29-4	Damaged culver (grader oops) to be repaired	To Do List	Culvert repair	20-Mar-20	For Spring	Deferred to Spring 2020
2231			Division 4	NE29 T8 R1 W5	-	Blocked Culvert	Brian Layton	completed	24-Mar-20	NA/ Sinnott	25-Mar-20
2232			Pincher Stn	-	-	Blocked Culvert	-	Completed	23-Mar-20	NA / Sinnott	25-Mar-20
2233			Division 3	NW15 T5 R5 W5	-	Blocked Culvert	Tony Tuckwood	Completed	25-Mar-20	NA	26-Mar-20
2234			Division 4	8418 TWP8-4	-	Blocked Culvert	Brian Layton	Completed	25-Mar-20	NA	26-Mar-20
2235			Division 4	RR1-3A TWP9-6	-	Skyline/Heath Creek / Blocked Culvert	Brian Layton	Completed	25-Mar-20	NA / Sinnott	26-Mar-20
2236			Division 4	RR1-5	-	Zellers/Morgan Loop Blocked Culvert	Brian Layton	Completed	25Mar202	NA/ Sinnott	26-Mar-20
2237			Division 3	Range Road 20	-	Road Washing out	Tony Tuckwood	Completed	29-Mar-20	Sunday Call out	30-Mar-20
2238			Division 3	SW14 T5 R1 W5	#5203 RR1-0A	Would like some expert advice on repairing and maintaining his road	John	Completed	30-Mar-20	N/A	31-Mar-20
2239			Division 5	SE29 T9 R2 W5	#9415 RR2-4A	Blocked Culvert	Dave Sekella	Completed	30-Mar-20	NA / Sinnott	31-Mar-20
2240			Lundbreck	-	-	Water Flowing past trailor park	Randy McLeod	Completed	28-Mar-20	Sat, call out	28-Mar-20
2241			Division 3	-	-	Water gushing south of Hagglands house	Tony Tuckwood	Completed	30-Mar-20	NA	30-Mar-20
2242			Division 3	-	-	Hill washing out	Tony Tuckwood	Completed	30-Mar-20	NA	31-Mar-20
2243			Division 5	SW36 T9 R3 W5	-	Culvert flowing over	Dave Sekella	Completed	30-Mar-20	NA	31-Mar-20
2244			Division 5	NE2 T8 R3 W5	#8026 RR3-1	North Burmis road after paved section needs plowing	Dave Sekella	Completed	31-Mar-20	A Big Thank You	01-Apr-20
2245			Division 2	NW32 T5 R29 W4	#29417 TWP6-0	RR29-5 very buddy and difficult to drive on	Kent Zielke	checking what can be done	06-Apr-20	07-Apr-20	07-Apr-20
2246			Lundbreck	15 Patton Place		Street is very icy & walkers are falling		Melting should help	07-Apr-20	NA	08-Apr-20
2247			Division 4			Culvert Problem	Bob Salmon	On culvert list	07-Apr-20	08-Apr-20	Deferred to Spring 2020
2248			Division 1	SE26 T4 R30 W5	#4408 RR30-3	By Halton Dam water flowing over road	Rod Nelson	On going problem	08-Apr-20	Did what was possible	08-Apr-20



**AES, March, 2020**

- March 2, visit dams, safety
- March 3, budget, Strychnine conference call
- March 4, PW Safety meeting, ASB Meeting
- March 5, rental equipment, reporting
- March 6, hiring & job descriptions
- March 9, deadstock bin inspections, repairs & cleaning
- March 10 – 13, Strategic Plan & provincial funding
- March 10, AWRAC (Alberta Weed Regulatory Advisory Committee) meeting (conference call)
- March 11, met with Marilyn Neville about July 22, 23, GRF (Grasslands Restoration Forum) Workshop
- March 11, 12, SRD information package (mapping & records)
- March 12, 13, updating files (server & paper)
- March 16, South Region AAAF Meeting (cancelled due to COVID-19)
- March 16, 17, updating and organizing AES files on servers/computers
- March 17, rental equipment, shop work
- March 18, reporting, rental equipment policy
- March 19, move rental equipment to PW
- March 19, 20, summer weed program planning
- March 20, ASB Grant Webinar
- March 23 – 31, Patton Park gophers (weather permitting)
- March 23 – 31, MRF software (training, installations, transferring mapping data, etc)
- March 23 – 31, shop and equipment prep
- March 23 – 31, resumes and interviews
- March 23, dams & deadstock bins
- March 24, review of purchasing for upcoming season
- March 25, ASB Agenda prep
- March 26, 27, Strategic Plan/Provincial Funding Application
- March 27, reschedule of exam for Landscape Certification (cancelled due to COVID)
- March 30, SWIM Meeting (conference call)
- March 31, Weed Species Review meeting (AWRAC – a committee of AAAF)(online due to COVID)

Sincerely,

Shane Poulsen,  
Agricultural Fieldman

**MD OF PINCHER CREEK ENHANCED POLICING  
MONTHLY REPORT MARCH 2020**

Cst. Laurence Harvey  
RCMP Pincher Creek

Shifts worked: 19

**Monthly Traffic Ticket Summary**

**MD Hamlet Patrols**

Speeding		
Stop Sign Violations	2	Division 1 : 5
Administrative Violations		Division 2 : 7
Equipment Violations		Division 3 : 6
Other		Division 4 : 7
Warnings Given	5	Division 5 : 5

**Total:**

**Distance Driven:** 2700 km

**Number of Violation Tickets Issued:** 2

**Violation ticket location:**



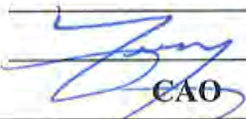
Beaver Mines:  
Hwy 3/6/507:2  
Hwy 22:

**Public Meetings/Events/Training:**

Patrolled Provincial Parks, Old man Dam, Waterton Dam  
Patrolled the Shell road, Chapel Rocks road, Willow Creek road, and Snake trail road.  
Assisted general duty members with investigation  
Attended Citizen on Patrols AGM  
All community events and meetings cancelled due to COVID-19 Pandemic

# Recommendation to Council

G3a

<b>TITLE: 2020 Tax Rate Bylaw</b>			
<b>PREPARED BY: Meghan Dobie</b>		<b>DATE: April 7, 2020</b>	
<b>DEPARTMENT: Finance</b>			
<b>Department Supervisor</b>			<b>ATTACHMENTS:</b> 1. Bylaw No. 1319-20 2. Requisitions – ASFF, DIP, PCF, PCESC
<b>APPROVALS:</b>			
 <hr/> Department Director	April 7, 2020 <hr/> Date	 <hr/> CAO	27 Apr. 2020 <hr/> Date

**RECOMMENDATION:**

That council pass first, second and third reading for bylaw 1319-20.

- BACKGROUND:**
- Municipal Tax Levy of \$11,281,279 is required for 2020
  - Designated Industrial Property requisition for 2020 is \$65,244
  - PC Emergency Services requisition for 2020 is \$492,965
  - PC Foundation requisition for 2020 is \$321,997
  - Alberta School Foundation Fund requisition for 2020 is \$2,826,776

**FINANCIAL IMPLICATIONS:**  
Noted Above



**MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9  
BYLAW NO. 1319-20**

A BYLAW TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY WITHIN THE MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9 FOR THE 2020 TAXATION YEAR.

---

**WHEREAS**, the Municipal District of Pincher Creek No. 9 has prepared and adopted detailed estimates of municipal revenue, expenses and expenditures as required, at the Council meeting held on November 26, 2019, with budget amendments approved at the Council meeting held on April 14 ,2020; and

**WHEREAS**, the estimated municipal revenues from all sources other than taxation is estimated at \$13,364,341; and

**WHEREAS**, the estimated municipal expenses (excluding non-cash items) set out in the annual budget for the Municipal District of Pincher Creek No. 9 for 2020 total \$11,043,105; and

**WHEREAS**, the estimated amount required for current year capital expenditures is \$14,691,992; and

**WHEREAS**, the estimated amount required to repay principal debt is \$458,060; and

**WHEREAS**, the estimated amount required for future financial plans to be raised by municipal taxation is \$1,877,625; and

**WHEREAS**, the estimated amount transferred from reserves is \$936,830; and

**WHEREAS** the estimated amount required from borrowings is \$2,488,332; and

**WHEREAS**, the total amount to be raised by general municipal taxation is \$11,281,279; and

**WHEREAS**, the requisitions are:

<b>ASFF (Alberta School Foundation Fund)</b>	
Residential and Farmland	1,666,585
Non-Residential	1,160,191
<b>Pincher Creek Foundation</b>	321,997
<b>Pincher Creek Emergency Services Commission</b>	492,965
<b>Designated Industrial Property (DIP)</b>	65,244

**NOW THEREFORE**, under the authority of the *Municipal Government Act*, the Council of the Municipal District of Pincher Creek No. 9, in the Province of Alberta, enacts as follows:

1. That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property as shown on the assessment roll of the Municipal District of Pincher Creek No. 9:

<b>General Municipal</b>	<b>Tax Levy</b>	<b>Assessment</b>	<b>Tax Rate</b>
Residential	2,586,687	549,984,570	4.7032
Farmland	400,600	58,788,500	6.8146
Non-Residential:			
Designated Industrial Property (DIP):			
Electrical Co-Generation	3,619,362	387,511,980	9.3400
Linear	2,411,446	258,184,810	9.3400
Machinery & Equipment	1,692,542	181,214,310	9.3400
Land Improvements	294,760	31,558,920	9.3400
Machinery & Equipment	8,555	915,900	9.3400
Other Non-Residential	176,422	18,888,880	9.3400
Small Commercial	84,995	9,282,220	9.1568
Minimum Tax	5,910		
<b>Total</b>	\$11,281,279	1,496,330,090	
<b>Alberta School Foundation Fund</b>			
Residential and Farmland	1,666,585	608,773,070	2.7376
Non-Residential	1,160,191	316,774,290	3.6625
<b>Pincher Creek Foundation</b>	321,997	1,496,330,090	0.2152
<b>Pincher Creek Emergency Services</b>	492,965	1,496,330,090	0.3294
<b>Designated Industrial Property</b>	65,244	858,470,020	0.0760
<b>Grand Total</b>	\$14,988,261		

2. That the minimum amount payable per parcel as property tax for general municipal purposes shall be \$20.00 per tax roll.
3. This bylaw shall take effect on the date of the third and final reading and has been signed in accordance with the *Municipal Government Act*.

READ a first time on this \_\_\_\_ day of \_\_\_\_\_, 2020.

READ a second time on this \_\_\_\_ day of \_\_\_\_\_, 2020.

READ a third time on this \_\_\_\_ day of \_\_\_\_\_, 2020

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Chief Administrative Officer





**Alberta Municipal Affairs**  
**2020 Designated Industrial (DI) Property Tax Requisition Notice**

**Municipal Code:** 0251  
**Municipality:** Municipal District of Pincher Creek No. 9  
 PO Box 279

**Notice Date:** 2020-03-31  
**Tax Year:** 2020  
**Due Date:** 30 days from Municipal  
 tax due date

Pincher Creek, Alberta, T0K 1W0

<p>PLEASE MAKE CHEQUES PAYABLE TO GOVERNMENT OF ALBERTA AND MAIL TO:</p> <p style="margin-left: 40px;">Alberta Municipal Affairs          Provincial Assessor's Office          Assessment Services Branch          15<sup>TH</sup> Floor Commerce Place          10155 - 102 Street NW          Edmonton AB T5J 4L4          Canada</p>	<p>THIS DOCUMENT IS ISSUED BY:</p> <p style="margin-left: 40px;">Alberta Municipal Affairs          Provincial Assessor's Office          Assessment Services Branch          15<sup>TH</sup> Floor Commerce Place          10155 - 102 Street NW          Edmonton AB T5J 4L4          Canada          Ph: 780-422-1377</p>
--	--

Ministerial Order No:	Balance Forward From Previous Year	2019 Designated Industrial Property Assessment	Tax Rate Per \$1,000	2020 Designated Industrial Property Tax Requisition	Balance Owning
MAG:011/20	\$ -0.01	\$ 858,470,020.00	\$ 0.0760	\$65,243.72	\$ 65,243.71

**Notes:**

1. All taxable designated industrial property is subject to the requisition.
2. The tax rate set by the Minister must be the rate applied. Do not adjust the rate.
3. Machinery and equipment exempted from taxation under Section 364(1.1) of the *Municipal Government Act* is not subject to the DI Requisition.
4. Properties, where GIPOT is paid, are not subject to the DI Requisition.
5. If the total requisition amount is less than \$1,000 for a municipality, there will be no requirement to remit payment, but it still must be applied to the DI property owners' tax bill.

March 23, 2020

Mr. Troy MacCulloch  
Municipal District of Pincher Creek No. 9  
PO Box 279

Pincher Creek, Alberta, T0K 1W0

Dear Chief Administrative Officer,

**Subject: 2020 Tax Year - Designated Industrial (DI) Property Tax Requisition**

Legislated changes within the *Municipal Government Act (MGA)* has the cost of centralization of DI Property assessments recovered through a requisition paid by the DI property assessed persons.

The 2020 provincial uniform tax rate for all DI property assessment was set at **\$0.0760** per \$1,000 of DI property assessment as per Ministerial Order No.011/20.

If the total requisition amount is less than \$1,000 for a municipality, there will be no requirement to remit payment, but it still must be applied to the DI property owners' tax bill.

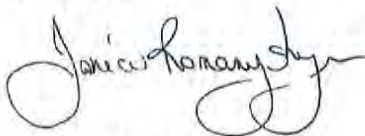
The details of the requisition amount and any balance forward from the 2019 requisition for your municipality is included in the attached notice.

A reconciled notice will be sent to municipalities in early 2021 and will reflect DI property assessment changes that occurred in the year as a result of an amendment, Municipal Government Board decisions, or a supplementary assessment. Credit balances or balances owing will be reflected on the 2021 requisition payable by the municipality.

If you have any questions about the requisition, please contact Ken Anderson, Manager, Finance and Administration at (780) 427-8962 or email at [ken.anderson@gov.ab.ca](mailto:ken.anderson@gov.ab.ca).

We look forward to maintaining a strong working relationship as we move forward with centralization.

Sincerely,



Janice Romanyshyn  
Provincial Assessor  
Assessment Services Branch

Attachment



## Pincher Creek Emergency Services Commission

---

MD of Pincher Creek # 9  
1037 Herron Avenue  
Pincher Creek, Alberta  
T0K 1W0

March 23, 2020

SUBJECT: 2020 Pincher Creek Emergency Services Commission Levy-

Attention: Troy Mac Culloch

Dear, Mr. Mac Culloch

The Pincher Creek Emergency Services Commission Board approved an operations budget for the Pincher Creek Emergency Services Commission for 2020 with resolution 2019/ 162 at the Regular Meeting held November 28, 2019.

The Board also approved the levy amount of the capital portion of the budget at the same meeting with resolution 2019/ 161.

The levy percentage for the MD of Pincher Creek No. 9 for 2020 is 64.15%.

The levy calculation for the capital portion is as follows:

2020 Capital Budget	\$65,000.00	
$\$65,000.00 \times .6415$		\$41,697.50

The levy calculation for the operations portion is as follows:

2020 Operations Budget	\$703,456.00	
$\$703,456.00 \times .6415$		<u>\$451,267.02</u>
		\$492,964.52





## Pincher Creek Emergency Services Commission

---

The Levy paid in January 2020 was \$96,057 each using a calculation of 50% per member.

The remaining amount for 2020	\$492,964.52
	<u>-\$ 96,057.00</u>
	\$396,907.52

divided into 3 payments are due on the following:

March 31	\$132,302.51
June 30	\$132,302.51
September 30	\$132,302.50

Please call if you have any questions.

Yours Truly,

David Cox

Chief

Pincher Creek Emergency Services Commission



Crestview Lodge    Canyon Manor    Willow Court Cottages  
Canyon Cottages    Family Social Housing

## Pincher Creek Foundation

**“Providing Safe & Affordable Housing for Seniors for over 50 years”**

March <sup>25</sup> 05, 2020

Meghan Dobie, CPA, CMA  
Director of Finance  
Municipal District of Pincher Creek No. 9  
Box 279, Pincher Creek, Alberta T0K 1W0

Dear Meghan,

### RE: 2020 REQUISITION INVOICE - Crestview Lodge

The Board of Directors of the Pincher Creek Foundation has approved the 2020 requisition & mill rate by Motion at our last regular Board meeting on February 18, 2019. The 2020 requisition for Crestview Lodge has been calculated in accordance with Section 7 of the Alberta Housing Act (RSA 2000), based on the 2019 equalized assessment figures provided to us. A copy of the 2020 Requisition calculations is enclosed for your records.

The amount owing to the Pincher Creek Foundation is as follows:

2020 Requisition for the MD of Pincher Creek No. 9:                    **\$321,996.60**

As per section 7(5) of the Alberta Housing Act, please forward your payment to the Foundation within 90 days.

A copy of the 2019 Audited Financial Statements for Crestview Lodge, approved by the Board is attached.

Please contact us if you have any further questions.

Yours truly,

*Linda Noecker*

Financial Administrator  
Pincher Creek Foundation  
Crestview Lodge/Community Housing  
Box 1058  
Pincher Creek, AB T0K 1W0  
403-627-3833 ext 3  
finance@pcfoundation.ca



Crestview Lodge    Canyon Manor    Willow Court Cottages  
 Canyon Cottages    Family Social Housing

**Pincher Creek Foundation**

**“Providing Safe & Affordable Housing for Seniors for over 50 years”**

**RECEIVED**  
 MAR 30 2020  
 M.D. OF PINCHER CREEK

March <sup>25</sup> 05, 2020

INVOICE

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

Attention: Meghan Dobie, Director of Finance

RE: CRESTVIEW LODGE 2020 REQUISITION

INVOICE:                    2020 Equalized Assessment

Mill Rate:	\$1,539,220,762
	X                    .209194
<b>2020 REQUISITION</b>	<b>\$ 321,996.60</b>



PRELIMINARY

**2020 EDUCATION PROPERTY TAX REQUISITION**

**FOR**

**MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9**

**PAYMENT TO ALBERTA SCHOOL FOUNDATION FUND (ASFF)**

Assessment Class	Basic Rate (1)	Equalized Assessment (2)	ASFF Requisition (1) x (2) / 1,000
Residential and Farmland	\$ 2.55	\$ 584,400,446	\$ 1,490,221.14
Non-Residential	\$ 3.75	\$ 315,106,836	\$ 1,181,650.63
Machinery & Equipment	\$ 0.00	\$ 180,619,300	\$ 0.00
<b>Total</b>			<b>\$ 2,671,871.77</b>

**PAYMENT TO HOLY SPIRIT RCSRD**

Assessment Class	Basic Rate (1)	Equalized Assessment (2)	Opted Out Requisition (1) x (2) / 1,000
Residential and Farmland	\$ 2.55	\$ 45,607,690	\$ 116,299.61
Non-Residential	\$ 3.75	\$ 2,051,880	\$ 7,694.55
Machinery & Equipment	\$ 0.00	\$ 0	\$ 0.00
<b>Total</b>			<b>\$ 123,994.16</b>

<b>Total 2020 Property Taxes for Education:</b>	<b>\$ 2,795,865.93</b>
---	------------------------

Report created on Apr 07, 2020.

ASSESSMENT CLASS  
RES & FARM

2020 TOTAL  
1,606,520.75

2019 OVER/UNDER LEVY  
60,064.63

2020 REQ TO COLLECT  
1,666,585

NON-RES 1,189,345.13

<29,154.56>

1,160,190.62  
2,826,776

**2019 EDUCATION PROPERTY TAX REQUISITION**

**FOR**

**MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9**

Assessment Class	Basic Rate (1)	Equalized Assessment (2)	Education Requisition (1) x (2) / 1,000
Residential and Farmland	\$ 2.56	\$ 599,882,162	\$ 1,535,698.33
Non-Residential	\$ 3.76	\$ 313,663,530	\$ 1,179,374.87
Machinery & Equipment	\$ 0.00	\$ 178,868,100	\$ 0.00
<b>Total</b>			<b>\$ 2,715,073.21</b>

<b>Total 2019 Property Taxes for Education:</b>	<b>\$ 2,715,073.21</b>
---	------------------------

Report created on Apr 07, 2020.

2019  
REQ PAID

2019  
COLLECTED

2020  
ADJ

RES & FARM

1,535,698.33

1,475,633.70

60,064.63

NON-RES




1,179,374.87

1,208,528.26

<29,154.56>



## Recommendation to Council

<b>TITLE: Changes to 2020 Utility Penalties</b>		
<b>PREPARED BY: Joyce Mackenzie-Grieve</b>		<b>DATE: March 27, 2020</b>
<b>DEPARTMENT: Finance</b>		
		<b>ATTACHMENTS:</b> 1. Utility Bylaw 995
<b>Department Supervisor</b>	<b>Date</b>	
<b>APPROVALS:</b>		
	April 5, 2020	
<b>Department Director</b>	<b>Date</b>	<b>CAO</b>
		05 Apr 2020
		<b>Date</b>

**RECOMMENDATION:**

**That Council waive all penalties associated with utilities from April 30, 2020 to December 31, 2020.**

**BACKGROUND:**

The Utility Bylaw 995 imposes a 1.5% penalty on outstanding utility balances

The change to the utility bylaw for 2020, is recommended as a measure to support and financially assist property owners through the economic hardship of COVID-19.

**FINANCIAL IMPLICATIONS:**

Based on prior year trends, it is estimated to be a loss of approximately \$500.

MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9  
BY-LAW NO. 995

A By-law of the Municipal District of Pincher Creek No. 9 in the Province of Alberta to set rates, policies and procedures for providing water, sewer and garbage pick-up services in the Hamlet of Lundbreck, as authorized by the Municipal Government Act Chapter M26.1 of the Revised Statutes of Alberta, 1994, Part 2, Division 1 Section 7 (f) and Part 3, Division 3.

\*\*\*\*\*

WHEREAS a water distribution system and a sewage collection system has been provided to serve the residents of the Hamlet of Lundbreck, and

WHEREAS a garbage collection service has been provided to serve the residents of the Hamlet of Lundbreck.

THEREFORE be it enacted that a schedule of rates for providing such services be established as shown on Rate Schedule A attached to and forming part of this By-law.

Every person, firm or corporation being the registered owner or purchaser entitled to possession under an agreement for sale of the property served directly or indirectly by a connection with the water/sewage system within the boundaries of the Hamlet of Lundbreck shall pay every two months to the Municipal District of Pincher Creek No. 9, utility rates set out in Schedule A.

It shall be the responsibility and cost of the owner of every residential or commercial building located in the Hamlet of Lundbreck on property adjoining a street or lane where water/sewage lines are located, to connect the plumbing system to the water/sewage disposal system at their property line. The M.D. will be responsible to extend the line from the main service to the property line.

It shall be the responsibility and cost of the owner of any parcel of land within the Hamlet of Lundbreck not serviced by the water/sewage disposal system to make connection to the main system if the service is so desired. Connection procedures set forth by Policy #407, and its amendments, must be followed.

A penalty of one and one half percent (1 ½%) shall be added to all utility service charges remaining unpaid on the last day of the second month of the current billing period and one and one half percent (1 ½%) on the last day of each month thereafter.

Each application for water and sewer hookup connection/reconnection shall be accompanied by a connection fee as set forth on Schedule A and will only be accepted from the registered parcel owner or owner stipulated in an Agreement for Sale.

The Chief Administrative Officer (CAO) may order the utility service disconnected for any misuse of the system.

Any utility fees remaining unpaid for the previous year as at March 31<sup>st</sup> of the current year shall be added to the property tax account of the owner of the premises on April 1<sup>st</sup> of each year, and shall become due and payable in the same manner as property taxes as provided for in Section 42(1) of the Municipal Government Act.

In the event that any utility service charges are not paid within 90 days of the date of invoice, the CAO may, after written notification, disconnect the utility service until such time as payment is received in full and when an application for reconnection, with required fee, has been received, order the service reconnected.

In the event that the supply of water to the system is not capable of meeting the demands of consumers, the CAO may order the use of water for certain purposes be restricted to certain days or times of the day.

The CAO has the discretion to set non-residential rates for utilities consumed, so long as the minimum charge assigned is not lower than the basic residential charge set out in Schedule A.

All residences are subject to the fee for garbage collection unless the CAO feels it is reasonable to cancel the service.

The failure of any person to comply with such an order shall be an offence subject to, upon summary conviction, a fine of not more than \$100.00.

This By-law shall become effective November 1, 1997

By-law No. 995 hereby rescinds By-laws No. 741 and No. 840.

READ a first time this 26<sup>th</sup> Robert Mitchell  
day of August, 1997. REEVE  
Ra Lof  
CHIEF ADMINISTRATIVE OFFICER

READ a second time this 26<sup>th</sup> Robert Mitchell  
day of August, 1997. REEVE  
Ra Lof  
CHIEF ADMINISTRATIVE OFFICER

READ a third time and finally passed this Robert Mitchell  
26<sup>th</sup> day of August, 1997. REEVE  
Ra Lof  
CHIEF ADMINISTRATIVE OFFICER

**HAMLET OF LUNDBRECK  
UTILITY BY-LAW # 995 amended by BY-LAW 1044.00**

Rate Schedule A

	<u>Monthly</u>	<u>BiMonthly</u>
<b><u>RESIDENTIAL RATES</u></b>		
Residential Water – per connection	22.50	45.00
Residential Sewer – per connection	11.65	23.30
Residential Garbage – per household	4.50	9.00
Residential Garbage – age 65 or older	2.25	4.50

**NON-RESIDENTIAL RATES**

Same as residential except as amended by CAO including the following:

Concrete Plant	Water (3 times)	67.50	135.00
	Sewer	11.65	23.30
	Garbage	.00	.00
Hotel	Water (3 ½ times)	78.75	157.50
	Sewer (3 ½ times)	40.80	81.60
	Garbage (3 ½ times)	15.75	31.50
Restaurant/ Laundromat	Water (1 ½ times)	33.75	67.50
	Sewer (1 ½ times)	17.50	35.00
	Garbage	.00	.00
Car Wash	Water (2 times)	45.00	90.00
	Sewer (2 times)	23.30	46.60
	Garbage	.00	.00
School	Water (5 times)	112.50	225.00
	Sewer (5 times)	58.25	116.50
	Garbage	.00	.00
Confectionery Store	Water	22.50	45.00
	Sewer	11.65	23.30
	Garbage ( 2 times)	9.00	18.00
P Bar T Farms	Water	22.50	45.00
	Sewer	11.65	23.30
	Garbage	.00	.00
Peterson, Ken	Water	22.50	45.00
	Sewer	.00	.00
	Garbage	.00	.00

**CONNECTION/RECONNECTION RATES** 50.00

Implemented by Council July 1, 2000

MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9  
BY-LAW NO. 1044-00

A By-law of the Municipal District of Pincher Creek No. 9 in the Province of Alberta, to amend Schedule 'A' of By-law No. 995, being the by-law to set rates, policies and procedures for providing water, sewer and garbage pick-up services in the Hamlet of Lundbreck, as authorized by the Municipal Government Act Chapter M26.1 of the Revised Statutes of Alberta 1994, Part 2, Division 1 Section 7 (f) and Part 3, Division 3.

\*\*\*\*\*

**WHEREAS** the Council of the Municipal District of Pincher Creek No. 9 has deemed it necessary to increase rates for providing water in the Hamlet of Lundbreck to offset the cost of operation of the water system;

**NOW THEREFORE,** be it enacted that By-law #995 be amended by replacing Schedule "A" with Schedule "A", which Form part of By-law 1044-00.

This By-law comes into force and effect upon final passing thereof.

READ a first time this 12<sup>th</sup>  
day of September, 2000.

  
REEVE

  
CHIEF ADMINISTRATIVE OFFICER

READ a second time this 12<sup>th</sup>  
day of September, 2000.

  
REEVE

  
CHIEF ADMINISTRATIVE OFFICER




READ a third time and finally passed this  
12<sup>th</sup> day of September, 2000.

  
REEVE

  
CHIEF ADMINISTRATIVE OFFICER



## Recommendation to Council

<b>TITLE: Changes to 2020 Property Tax Penalties</b>			
<b>PREPARED BY: Joyce Mackenzie-Grieve</b>		<b>DATE: March 27, 2020</b>	
<b>DEPARTMENT: Finance</b>			
		<b>ATTACHMENTS:</b>	
<b>Department Supervisor</b>	<b>Date</b>	<b>1. Tax Penalty Bylaw 1264-15</b>	
<b>APPROVALS:</b>			
	<u>April 15, 2020</u>		<u>05 Apr, 2020</u>
<b>Department Director</b>	<b>Date</b>	<b>CAO</b>	<b>Date</b>

**RECOMMENDATION:**

**That Council waive the tax penalty for outstanding taxes on July 2, 2020 and reduce the November 1, 2020 penalty to 2%.**

**BACKGROUND:**

The Tax Penalty Bylaw 1264-15 imposes a 2% penalty on outstanding tax balances on July 2nd and a 4% penalty on November 1st.

The change to the tax penalty bylaw for 2020, is recommended as a measure to support and financially assist property owners through the economic hardship of COVID-19.

**FINANCIAL IMPLICATIONS:**

It is estimated to be a loss of approximately \$16,000. There is also a potential for cash flow issues should all rate payers not pay until Oct 31, 2020.

MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9  
PROVINCE OF ALBERTA

BY-LAW NO. 1264-15  
TAX PENALTY BYLAW

A BYLAW OF THE MUNICIPAL DISTRICT OF PINCHER CREEK NO.9, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF IMPOSING PENALTIES ON CURRENT AND ARREARS TAXES OWING TO THE MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9.

**WHEREAS** the Council is authorized to impose discounts and penalties on current and arrears taxes outstanding, subject to the *Municipal Government Act*, Chapter M26, s339 and s344-s346, Revised Statutes of Alberta 2000;

**AND WHEREAS** Council for the Municipal District of Pincher Creek No. 9, as a means to keep property taxes current and up to date, wishes to impose penalties on current and arrears taxes owing to the Municipality;

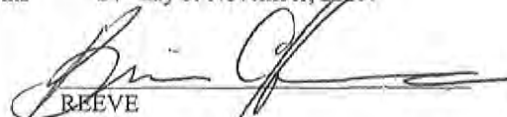
**NOW THEREFORE** the Municipal Council of The Municipal District of Pincher Creek No. 9 duly assembled enacts as follows:

1. TITLE  
This Bylaw may be referred to as the Tax Penalty Bylaw, Bylaw 1264-15.
2. DATE BYLAW COMES INTO EFFECT  
This Bylaw to be effective January 1, 2016 and will remain in effect until amended or repealed.
3. REPEALED BYLAWS  
Bylaw 1249-14 Tax Discount and Penalties Bylaw is hereby repealed.
4. APPLICATION OF PENALTY  
Any penalty once applied will be considered part of the outstanding taxes owing on the property.
5. CURRENT TAX PENALTY  
A penalty of two percent (2%) to be applied on July 2<sup>nd</sup> and a further penalty of four percent (4%) to be applied on November 1<sup>st</sup> on any property tax account that has current years taxes outstanding at the time of the penalty being applied.
6. ARREARS TAX PENALTY  
A penalty of 12% to be applied on January 1<sup>st</sup> on any property tax account that has taxes from previous years outstanding at the time of the penalty being applied.

READ a first time this 10<sup>th</sup> day of November, 2015.

READ a second time this 10<sup>th</sup> day of November, 2015.

READ a third time and finally passed this 24<sup>th</sup> day of November, 2015.

  
REEVE

  
CHIEF ADMINISTRATIVE OFFICER



## CHIEF ADMINISTRATIVE OFFICER'S REPORT

March 25, 2020 – April 14, 2020

### DISCUSSION:

Mar 25	ICF Finalization and submission to Government of Alberta SMT (Sr. Mgmt Team meeting)
Mar 26	Remo DEM (Director of Emergency Management) Contract Safety Review of Operations with Safety Officer – re COVID 19 PCREMO Planning Meeting for COVID 19
Mar 27	Alberta Counsel Conference Call – legal obligations during COVID 19 PCCELC final report preparation
Mar 30	RMA (Rural Municipalities of Alberta) Conference Call SMT (Sr. Mgmt Team meeting) Revised Budget Preparation PCREMO Planning Meeting for COVID 19
Mar 31	BCP (Business Continuity Plan) Preparation with SMT and Safety Officer AHS Conference Call
Apr 01	PPE and Staff Safety review with Safety Officer
Apr 02	PCREMO Planning Meeting for COVID 19
Apr 03	Economic Development Roundtable
Apr 06	SMT (Sr. Mgmt Team meeting) PCREMO Planning Meeting for COVID 19 EAC (Emergency Advisory Committee) for PCREMO
Apr 07	BCP (Business Continuity Plan) Preparation with SMT and Safety Officer Virtual Meeting Testing with GO TO Meeting Town Hall Meeting with Premier Kenney and Cabinet re COVID 19 Ops.
Apr 08	REMO DEM contract meeting Joint Health and Safety Committee Meeting CAO Meeting with Village and Town CAO's. Virtual Meeting test with Full Council and SMT
Apr 09	Foodbank Meeting with Town Southern Alberta Safety Council Meeting PCREMO Planning Meeting for COVID 19 RMA conference Call

### Upcoming Meetings

### Points of Interest

### RECOMMENDATION:

That Council receive for information, the Chief Administrative Officer's report for the period March 25, 2020 – April 14, 2020.

Prepared by:

Troy MacCulloch, CAO 

Date: Apr 09, 2020

Respectfully presented to: Council

Date: Apr 14, 2020





## Pincher Creek Emergency Services

---

P.O. Box 1086  
655 Charlotte Street  
Pincher Creek, Alberta T0K 1W0  
Ph. 403-627-5333 Fax 403-627-3502

MD of Pincher Creek  
Box 279  
Pincher Creek, Alberta  
T0K 1W0

April 7, 2020

Attention: MD Council

SUBJECT: Request for a Council Resolution Supporting an Interagency Preplan Exercise at Castle Resort

**FRIAA** (the Forest Resource Improvement Association of Alberta) has funding several projects in the Pincher Creek MD starting with the Wildfire Mitigation Strategy and includes several education projects as well as a vegetation management project.

Last year PCESC had applied for and received funds from FRIAA to develop a pre-incident plan for Castle Resort, the University of Lethbridge site, Camp Impessa, and Beaver Mines for provision of structure protection in the event of a wildfire.

This plan has been done and I made a request for FRIAA to fund an exercise to test a portion of this plan utilizing PCESC and mutual aid partner resources in the amount of \$36,000.00. This amount covers the costs of developing the exercise, overseeing the exercise, and compensating mutual aid partners plus incidental costs.

We have been approved to submit a detailed plan for doing the "Castle Preplan Interagency Exercise".

The Exercise proposed will involve using resources from adjacent jurisdictions to set up structure protection according to the preplan and also exercise tactics to be used to support that protection.

Part of the detailed submission is a requirement for a MD council resolution supporting this exercise.

I am requesting that MD council approve a resolution supporting this project.

David Cox  
Chief  
Pincher Creek Emergency Services Commission

**From:** [Shannon Robison](#)  
**To:** [Marie Everts](#); [Jessica McClelland](#)  
**Subject:** Revised information  
**Date:** April 2, 2020 2:53:01 PM  
**Attachments:** [COVID 19 12 Weeks.pdf](#)

---

Hello ladies,

I've attached a document with concise details on the partnership I am hoping to secure with the MD of Pincher Creek and with PCREMO.

When the idea was originally put out last week, it was presented as a sponsorship as a publisher in High Level had shared what had happened in his community to support local businesses and to ensure the newspaper was able to continue publishing in print during the pandemic.

I was trying to come up with something similar for Pincher Creek and believe it may have come off the wrong way. It should have been presented as a request for an advertising partnership with benefit for the community as a whole and for the partners.

I firmly believe a print newspaper is essential at this time. Social media may be free, but it is cluttered and many of our most vulnerable do not use the Internet.

Details are attached.

The deadline on the flat sheet is listed as tomorrow, but if you can let me know as soon as possible that will help greatly if I need to look for alternate partners.

I appreciate your thoughtful consideration and am happy to answer any questions.

Thank you,  
Shannon

--

**Shannon Robison**  
Publisher/Owner of Shootin' the Breeze

403-904-2227 Office | 403-627-8829 Cell  
697A Main Street | Box 811, Pincher Creek, AB T0K 1W0  
[shannon@shootinthebreeze.ca](mailto:shannon@shootinthebreeze.ca)   [www.shootinthebreeze.ca](http://www.shootinthebreeze.ca)

Our business is to help you increase yours!  
We are proud to be locally owned and locally staffed.

If you no longer wish to receive email correspondence from Shootin' the Breeze, please reply with "remove" in the subject line.



# COVID-19 Community Partnership



**You can help us keep the community informed in this unprecedented time**

Shootin' the Breeze is committed to providing information to the community through both our print paper and online media as the COVID-19 pandemic progresses.

Social media is crowded and full of misinformation. It may be free, but it is cluttered and not reaching the most vulnerable — Pincher Creek's demographic is not a young one.

Our goal is to put **FREE** print papers into the hands of as many people as possible for the next 12 weeks.

**Your commitment to 12 weeks of advertising makes a difference to your community!**

**Quarter Page = \$235 x 12    Half Page = \$420 x 12    (GST not included)**

## For your business ...

**High-visibility advertising to 2,350 + during a time when businesses need to stay connected to community**

Partners will be acknowledged weekly:

- \* In a banner ad underneath the page 1 masthead in print
- \* In subscriber email notices with link to online paper
- \* In weekly social media posts
- \* In a banner ad below the masthead at [www.shootinthebreeze.ca](http://www.shootinthebreeze.ca)

*25% of your ad purchase will be used to cover additional printing and delivery costs to increase print circulation from 1,100 to 2,300*

## For the community ...

2,000+ FREE COPIES of Shootin' the Breeze will be distributed through Canada Post to all boxes in Pincher Creek, Twin Butte, Lundbreck and Cowley. Bulk deliveries will be dropped at seniors facilities, free copies will be available at regular vendors and the online version will also be free. Crowsnest Pass currently receives 350.

This is a critical time for accurate information to reach as many people as possible and *Shootin' the Breeze* has proven to be a trusted source for Pincher Creek and area. People also need a sense of normalcy and a means to stay connected to their community. It is not a time for this to be limited to subscribers or to those who can pay.

## For the local economy ...

Small businesses doing their best to operate under restrictions or from behind closed doors will benefit from the increased circulation and visibility during this challenging time.

## Win-win situation — Wednesdays, April 8 to June 24

- Solid advertising and partnership recognition benefits your business
- Everyone in the immediate area has access to important information and stays connected
- Small businesses have greater chance of surviving and thriving once we're past this tumultuous time

**Deadline is Friday, April 3 at noon    Contact Shannon Robison, Publisher    403-904-2227    [publisher@shootinthebreeze.ca](mailto:publisher@shootinthebreeze.ca)**

**From:** [Brian Hammond](#)  
**To:** "[Minister.MunicipalAffairs@gov.ab.ca](mailto:Minister.MunicipalAffairs@gov.ab.ca)"  
**Subject:** local and regional emergency resources  
**Date:** March 29, 2020 9:10:00 PM  
**Attachments:** [Manpower shortages\\_natural disasters.docx](#)

---

Honorable Minister Madu:

The idea of a regular Town Hall with the Premier and key Ministers and senior administrators is an excellent idea and am fully supportive thereof!

I am following up the Town Hall conference with a question around the provision of local and regional emergency services in extraordinary circumstances. I would appreciate your advise at your convenience on the issue attached and how to better prepare for the kind of situation described.

Thank you

*Brian*

Brian C. Hammond  
Reeve  
MD of Pincher Creek #9  
[bhammond@mdpincercreek.ab.ca](mailto:bhammond@mdpincercreek.ab.ca)

\*\*\*\*\*  
Emails and associated attachments are confidential and intended solely for the individual or entity to whom they have been addressed. In the event you have received this email by mistake, please notify the sender and delete it from your email system. Disclosing, copying, or distributing this information is strictly prohibited. We do not accept any liability from software viruses that may have been transmitted via email, or associated attachments.



ALBERTA  
MUNICIPAL AFFAIRS

*Office of the Minister  
MLA, Edmonton - South West*

AR100566

APR 08 2020

Reeve Brian C. Hammond  
Municipal District of Pincher Creek  
PO Box 279  
Pincher Creek AB T0K 1W0  
[info@mdpincercreek.ab.ca](mailto:info@mdpincercreek.ab.ca)

Dear Reeve Hammond,

Thank you for your email of March 29, 2020, regarding the Premier's Town Halls. I am pleased to hear that you find them worthwhile.


The Alberta Emergency Management Agency, the River Forecast Centre at Alberta Environment and Parks, and the Agriculture and Forestry Wildfire Branch are monitoring this year's upcoming hazard season and are developing plans to address events as they unfold. This includes compliance with the directions of the Chief Medical Officer of Health to limit the spread of COVID-19.

The Alberta Emergency Management Agency is also holding weekly conference calls with Directors of Emergency Management to ensure all local authorities are informed of the situation across the province and are able to fully inform their respective administrations.

We encourage all municipal and First Nations communities to consider regional or mutual partnerships with a view to building a stronger emergency management system in Alberta.

Thank you again for writing and for your contributions to the safety of your community.

Yours very truly,

  
Kaycee Madu, QC  
Minister



**THE CROWSNEST/PINCHER CREEK  
LANDFILL ASSOCIATION**

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

H2b

April 1, 2020

**Troy A. MacCulloch**

Chief Administrative Officer  
Municipal District of Pincher Creek No. 9  
1037 Herron Drive, PO Box 279  
Pincher Creek, AB T0K 1W0  
Phone: 403-627-3130  
[cao@mdpincercreek.ab.ca](mailto:cao@mdpincercreek.ab.ca)

Dear Troy:

This letter is to inform you and the MD of Pincher Creek council of some of the safety protocols and changes we have made at the Landfill with the Covid Virus restrictions. We have split up our crews, we have 4 staff members working Mondays – Wednesdays and 4 different staff members working Thursdays – Saturdays to eliminate cross contamination. We are still operating with our regular hours 8:00 am – 5:00 pm. The office doors are locked and we are only doing Point of Sale transactions through a slit at the bottom of the office door window. All staff is having to adhere to the self distancing rules and only using the shared facilities two at a time. We are disinfecting all areas in the building and machinery through out the day. Administration is looking into the government work share programs on financial help offered to small business and employees effected by loss of hours and revenue. We will continue to operate with these protocols until federal guidelines tell us it is safe to slowly go back to normal. Management is taking the health and safety of our staff and the general public very seriously and we just wanted to let you know of our conscientious efforts. Here's hoping everyone stays healthily and happy.

Sincerely,

Management and Staff

The Crowsnest/Pincher Creek Landfill Association.







## TOWN OF PINCHER CREEK

962 St. John Ave. (BOX 159), PINCHER CREEK, AB. T0K 1W0

PHONE: 403-627-3156 FAX: 403-627-4784

e-mail: [reception@pinchercreek.ca](mailto:reception@pinchercreek.ca)

web page: [www.pinchercreek.ca](http://www.pinchercreek.ca)



March 27, 2020

Honourable Paul Wynnyk,

Deputy Minister, Municipal Affairs

c/o 18<sup>th</sup> Floor Commerce Place, 10155 – 102 Street

Edmonton, Alberta T5J 4L4

RE: ICF Agreement Completed and Approved by Motion of Councils'  
Town of Pincher Creek and Municipal District of Pincher Creek No. 9

Honourable Paul Wynnyk,

The Town of Pincher Creek and the Municipal District of Pincher Creek No. 9 have recently completed our ICF Agreement, and all has been approved by Motion in Councils' between our two municipalities.

Our ICF describes services being shared on an intermunicipal basis by the municipalities and how services will be delivered and funded to residents as required by the MGA.

We have completed the required motions (20-168), minutes, individual service agreements to address this initiative and we trust this is the information you require.

Thank you in advance for confirming receipt of this notice and confirming this is on record.

Please contact my office via our CAO, Ms. Laurie Wilgosh, at 403 627-3156 or [cao@pinchercreek.ca](mailto:cao@pinchercreek.ca) should you require further information.

Sincerely,

A handwritten signature in blue ink, appearing to read "Laurie Wilgosh".

Laurie Wilgosh, Chief Administrative Officer, Town of Pincher Creek

c.c. Reeve Brian Hammond and Council, M.D. Pincher Creek No. 9

**Jessica McClelland**

---

**From:** Troy MacCulloch  
**Sent:** March 30, 2020 9:34 AM  
**To:** Jessica McClelland  
**Subject:** FW: Announcing a shift in our granting programs

For correspondence - info

t

**Troy A. MacCulloch**

Chief Administrative Officer  
Municipal District of Pincher Creek No. 9  
Herron Drive, PO Box 279  
Pincher Creek, AB T0K-1W0  
Phone: 403-627-3130  
cao@mdpincercreek.ab.ca

Emails and associated attachments are confidential and intended solely for the individual or entity to whom they have been addressed. In the event you have received this email by mistake, please notify the sender and delete it from your email system. Disclosing, copying, or distributing this information is strictly prohibited. We do not accept any liability from software viruses that may have been transmitted via email, or associated attachments.

---

**From:** Community Foundation of Lethbridge and Southwestern Alberta <communications@cflsa.ca>  
**Sent:** March 30, 2020 9:23 AM  
**To:** Troy MacCulloch <CAO@mdpincercreek.ab.ca>  
**Subject:** Announcing a shift in our granting programs



**COMMUNITY  
FOUNDATION**  
LETHBRIDGE + SOUTHWESTERN ALBERTA

**Caring for our Community: Responding to COVID-19**

The Community Foundation of Lethbridge and Southwestern Alberta is committed to supporting its community. In this time of uncertainty, we are shifting our grants programs so that we can respond to the impacts the COVID-19 pandemic on Southwestern Alberta.

In order to address the urgent needs arising throughout our region, the Community Foundation is shifting the Community Priorities, Henry S. Varley Fund for Rural Life, and Youth in Action granting programs for spring 2020. This shift will enable the Community Foundation to provide \$375,000 for frontline charitable organizations dealing with those most affected by the pandemic in four priority areas: food, shelter, health care, and families with children. It will also facilitate support for recovery efforts in the months ahead. The Community Foundation will work with community leaders and charities throughout Southwestern Alberta to ensure a coordinated and responsible approach to help mitigate the impact of the pandemic on our community.

The Community Foundation will begin accepting applications through its online platform ([cflsa.fluidreview.com](https://cflsa.fluidreview.com)) on Monday, March 30, 2020. The deadline to apply for the first round of funding is Friday, April 17, 2020. Additionally, charitable partners are asked to complete a brief online survey to give the Community Foundation a better understanding of how charities are being affected. [Please click here to complete the survey.](#)

Anyone can contribute to the community's response to the pandemic through the Community Foundation. **All donations received by the Community Foundation for the COVID-19 response and recovery will go right back out to support the community.** They will not be added to any permanently endowed funds. If you are interested in supporting the COVID-19 grants program, please contact Executive Director Charleen Davidson at [cdavidson@cflsa.ca](mailto:cdavidson@cflsa.ca) or 403-328-5297. You can also donate online through the Community Foundation of Lethbridge and Southwestern Alberta's listing on CanadaHelps.org—choose "COVID-19 Response" from the funds listed. Gifts are eligible for a tax-deductible donation receipt.

Donors with a Donor-Advised Fund at the Community Foundation can support response and recovery efforts by requesting to make a contribution from their fund, and are asked to contact Charleen to discuss arrangements.

The Community Foundation's first priority is, and has always been, the community's well-being. Addressing the effects of the pandemic through the Response and Recovery Grants Program will help to ensure the continued health and well-being of Southwestern Alberta.

Community Foundation of Lethbridge and Southwestern Alberta | 1202 2nd Ave S Unit 50,  
Lethbridge, Alberta T1J 0E3 Canada

[Unsubscribe cao@mdpincercreek.ab.ca](mailto:cao@mdpincercreek.ab.ca)

[Update Profile](#) | [About Constant Contact](#)

Sent by [communications@cflsa.ca](mailto:communications@cflsa.ca) in collaboration with



Try email marketing for free today!

**From:** [Grove, John](#)  
**To:** [Quentin Stevick](#); [Roland Milligan](#); [Brian Hammond](#); [Terry Yagos](#); "[cao@ranchland66.com](#)"; "[Cindy Cornish](#)"; "[Laurie Wilgosh](#)"; "[danderberg@pinchercreek.ca](#)"; "[Blair Painter](#)"; "[patrick.thomas@crownestpass.com](#)"; [Troy MacCulloch](#); [Jessica McClelland](#); [Jessica McClelland](#); "[Kim Uhersky](#)"; "[Bonnie Kawasaki](#)"; "[Lisa.Sygutek@crownestpass.com](#)"  
**Cc:** [Schreiner, Scott](#); [Janssen, Jack](#); [Lee, Dave](#)  
**Subject:** AltaLink's Chapel Rock to Pincher Creek Area Transmission Development  
**Date:** March 27, 2020 2:43:38 PM

---

Dear Municipal Stakeholder:

Today, as part of my commitment to keep you informed of our projects in your area and out of respect for landowners and in cooperation with the AESO, we have agreed to delay any public outreach (mail outs) until May 1. We will evaluate the situation in late April and determine if it is appropriate to move forward with consultation activities at that time. AltaLink anticipates filing the Facility Application for the Chapel Rock to Pincher Creek Area Transmission Development with the Alberta Utilities Commission later this year.

We are continuing to respond to questions we receive from Stakeholders.

Sincerely,

**John Grove** Municipal and Community Affairs Manager

**T** (403) 387-8273 **C** (403) 519-7426 **E** [john.grove@altalink.ca](mailto:john.grove@altalink.ca)

**AltaLink** A Berkshire Hathaway Energy Company

2611 – 3<sup>rd</sup> Avenue SE, Calgary, AB, T2A 7W7  
[www.altalink.ca](http://www.altalink.ca)

---

This e-mail message contains confidential information. The contents of this message are the property of AltaLink Management Ltd. the general partner of AltaLink, L.P. If you have received this e-mail in error, please return it to the sender and delete the message immediately.

March 26, 2020

Dear Council Members,

I hope this finds you safe and well during the uncertainties that we are all experiencing with the COVID-19 Pandemic at the forefront of our everyday lives.

It is times like these, when we must rely on the goodness of humanity and it brings to mind; people like yourselves, leaders of the community, who have made solid commitments to ensure the safety and well-being for all. We need you more than ever now and we thank you for your unwavering support that enables STARS to be available for the next patient who needs us.

It may appear that the world has come to a stand-still . . . but life still goes on. During such stressful times, critical illnesses like heart attack or stroke occur every day, motor vehicle collisions, and those who may have lost their way (search & rescue) are still happening. STARS remains mission-ready to answer these calls for help. Please remember, this is not the first time that we have faced this type of situation i.e. HIV, SARS, H1N1 and now COVID-19. Be assured, our air medical crews routinely care for patients who may be afflicted with a range of communicable diseases. STARS have protocols and training in place to ensure that we can safely manage these illnesses, including COVID-19.

We commend the dedicated men and women within emergency protective services who continue to put our lives, ahead of their own and STARS is honored to work alongside them every day. Even behind the scenes, medical supply companies contacted us in advance, to ensure that safety and medical supplies would be readily available. Just another way that emphasizes how it takes a community to save a life.

Most councils have closed offices and cancelled their meetings until further notice. We have done the same and apart from medical crews at the bases, all support staff are working from home. I look forward to future opportunities when we can re-connect, and I can visit your councils again. In the meantime, I will continue to keep you updated through e-mail. I am also available directly on cell at (780) 512-6205 if you have any questions.

Thank you for being there for STARS. Together, we will persevere and realize a better tomorrow.



Glenda Farnden  
Senior Municipal Relations Liaison  
STARS Foundation



**From:** [Troy MacCulloch](#)  
**To:** [Brian Hammond](#); [Rick Lemire](#); [Quentin Stevick](#); [Bev Everts](#); [Terry Yagos](#)  
**Cc:** [Jessica McClelland](#); [Roland Milligan](#)  
**Subject:** Artist project  
**Date:** March 26, 2020 2:07:02 PM

---

Hi all,

Just a quick update from this committee. Due to current circumstances and Bob being quite busy at the moment, they do not feel like they can hit their original date with a report to Council. The third person of the committee, has left our community, so Linde and Bob and are dividing her artists to review. The response from our community has been fantastic and it sounds like you are all going to have some very difficult decisions to make in determining which pieces are eventually purchased.

Stay well,

troy

**Troy A. MacCulloch**

Chief Administrative Officer  
Municipal District of Pincher Creek No. 9  
1037 Herron Drive, PO Box 279  
Pincher Creek, AB T0K-1W0  
Phone: 403-627-3130  
cao@mdpincercreek.ab.ca

Emails and associated attachments are confidential and intended solely for the individual or entity to whom they have been addressed. In the event you have received this email by mistake, please notify the sender and delete it from your email system. Disclosing, copying, or distributing this information is strictly prohibited. We do not accept any liability from software viruses that may have been transmitted via email, or associated attachments.

## Food Bank Summary for MD Council – April 9/20

### Current situation

The Food Bank is open and operating out of the Vertical Church facility. The Town has set up an account with a food wholesaler and has now received two orders. We have only received ½ of what we requested because of supply chain issues. Food Banks Alberta is now prepared to begin shipping again.

Food Bank financial contributions are being received by the Town of Pincher Creek (until a new account is established).

A new dedicated phone was activated and the number was publicized on social media, and the Town and MD websites. A laptop is on order. Training of volunteers is on-going.

Efforts are underway to recruit volunteers as Board Members for a new Food Bank organization

April 8, 2020	Town staff on site (administrative oversight)
	Volunteers on site (6 - assembling hampers)
Hamper Distribution:	25 hampers
Food Inventory:	enough for 30 more
Food Order:	April 9

The Food Bank requires concerted administrative management and oversight. There are a lot of “moving parts” that require coordination.

As a community, we are dealing with two levels of food security:

- one is the traditional food bank system where one family, with constrained financial resources, gets one hamper per month (this is the one we are dealing with, projecting that hamper frequency may have to increase)
- The second is the new food-order-and-delivery system initiated by the Abundant Springs Church where clients are able to buy groceries but are isolated or unable to use normal food access systems. This is not the system under consideration by the PC Food Bank.

### Going forward: 3 options are open to the Town/MD

- **Vertical Church** -- currently only able to provide venue. Everything else they need assistance with. Once the COVID problem is resolved, the Church will require its sanctuary back meaning that all food must be moved and managed either from the church’s basement or a new facility. Chris and Gemma Ney have agreed to contract with the Town for two weeks to train new administration with client registration, food order systems, and food distribution

systems. That gives municipal government a chance to better understand all the moving parts and to assemble a solid group of trained staff and volunteers.

**- Newly formed organization –**

- composed of various groups that have expressed interest (Board of Directors).
- located either in another facility once the crisis is over (ie. old RCMP building or other facility) or continue to operate out of the basement of the Vertical Church (**not recommended**).

**- FCSS** -- Would require administrative assistance and coordination to facilitate transition to a new organization.

**Note:** Food bank oversight and administrative activity by FCSS is not eligible within the normal FCSS Funding Eligibility Guidelines. FCSS has remained involved because of a social responsibility that reaches beyond those guidelines (which explains our involvement in matters such as Food Bank and Emergency Reception Centre operations). Through the Province's allocation of a Covid Emergency Fund which overrides the normal eligibility guidelines, FCSS is currently providing front-line administrative oversight for the Food Bank and Covid-related grant applications from groups and organizations in our District.

This is an opportunity for the greater community to get fully behind the Food Bank. The Food Bank must function in times beyond the Covid crisis. This is our chance to approach Food Bank operations realistically, to build what should be built, in a location that is conducive to food bank operation. We have been fortunate to have had continued food bank presence in this community. This is an opportunity to make that presence even more effective. Let's put the Food Bank on new footings.

# Administration Guidance Request

Ja

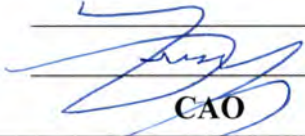
<b>TITLE: CHANGES TO SCHEDULED EVENTS</b>	
---	---

<b>PREPARED BY: JESSICA MCCLELLAND</b>	<b>DATE: April 9, 2020</b>
--	----------------------------

<b>DEPARTMENT: ADMINISTRATION</b>
-----------------------------------

		<b>ATTACHMENTS: None</b>
<b>Department Supervisor</b>	<b>Date</b>	

<b>APPROVALS:</b>
-------------------

<b>Department Director</b>	<b>Date</b>	 <b>CAO</b>
		<b>Date</b>

<b>REQUEST:</b>  <b>To keep with proper social distancing, and recommendations from the Province on numbers of people in groups, that Council cancel previously arranged Coffee with Council dates.</b>
---

<b>BACKGROUND:</b> <ul style="list-style-type: none"> <li>• Volunteer Appreciation Lunch (April 22) <i>*postponed</i></li> <li>• Pincher Creek Trade Show (May 1 &amp; 2) <i>*cancelled</i></li> <li>• Coffee with Council Lundbreck (May 7)</li> <li>• Beaver Mines Clean up (May 9)</li> <li>• Coffee with Council Summerview (June 11)</li> </ul>
--

<b><u>FINANCIAL IMPLICATIONS:</u></b>  None.
--