

**AGENDA**  
**COUNCIL MEETING**  
**MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9**  
**October 13, 2020**  
**1:00pm**

- A. ADOPTION OF AGENDA
- B. DELEGATIONS
  - 1. Closed Session – 1:00 pm to 2:00 pm  
Statements of Concern Beaver Mines Wastewater Site – FOIP Section 17
- C. MINUTES/NOTES
  - 1. Council Meeting Minutes
    - September 22, 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
    - FCSS Meeting Minutes July 16, 2020
    - ASB Meeting September 16, 2020 Minutes
    - LPRAG
  - 4. Reeve Brian Hammond - Division 4
  - 5. Councillor Terry Yagos – Division 5
- G. ADMINISTRATION REPORTS
  - 1. Operations
    - a) Operations Report
      - Capital Budget Summary, dated October 7, 2020
      - Program Capital Projects Status, dated October 7, 2020
      - PW Call Log, dated October 7, 2020
  - 2. Development and Community Services
    - a) AES Departmental Update
      - Report from Agricultural Fieldman dated October 8, 2020
    - b) Road Allowance Development – Liscombe
      - Report from Director of Development and Community Services dated October 7, 2020
  - 3. Finance
    - a) Q3 Financial Summary
      - Report from Director of Finance dated October 7, 2020
    - b) 2021 Budget Direction
      - Report from Director of Finance dated October 7, 2020
  - 4. Municipal
    - a) Chief Administrative Officer Report
      - Report from CAO, dated October 7, 2020

H. CORRESPONDENCE

1. For Action

- a) Upcoming RMA Community Meeting with K Division
- b) Legion Request – Remembrance Day Services

2. For Information

- a) 2020 CP Holiday Train Update
- b) Recreation Advisory Committee Meeting Minutes – June 24, 2020

I. NEW BUSINESS

- a) RMA Assessment Model Review and Proposed Alternate Solutions
- b) Municipal Administration of Campgrounds
- c) Proclamation for Alberta Development Officers Week

J. CLOSED MEETING SESSION

- 1) Pincher Creek Foundation Funding Formula Update – FOIP Section 17
- 2) Pincher Creek Emergency Services Funding Formula Update – FOIP Section 17
- 3) 2021 Budget Pincher Creek Emergency Services – FOIP Section 17
- 4) Regional Recreation Master Plan – Phase 2 Engagement Results – FOIP Section 17
- 5) Lundbreck Lagoon Treatment System - FOIP Section 17

K. ADJOURNMENT

**MINUTES**  
**MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9**  
**REGULAR COUNCIL MEETING**  
**SEPTEMBER 22, 2020**

9321

The Regular Meeting of Council of the Municipal District of Pincher Creek No. 9 was held on Tuesday, September 22, 2020, at 1:00 pm, in the Council Chambers of the Municipal District Administration Building, Pincher Creek, Alberta.

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

**STAFF** CAO Troy MacCulloch, Director of Development and Community Services Roland Milligan, Director of Finance Meghan Dobie and Executive Assistant Jessica McClelland.

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

**A. ADOPTION OF AGENDA**

Councillor Rick Lemire 20/330

Moved that the Council Agenda for September 22, 2020 be amended to include:

- Delegation b) PCREMO Dem, Brett Wuth, COVID-19 Update
- Closed Session c) PCEMS Dispute Process – FOIP Sec 17
- New Business a) Committee Meeting Discussion
- Correspondence Action e) Halloween in the Village
- Moving all of Closed Session J following Delegations

And that the agenda be approved as amended.

Carried

**B. DELEGATION**

1) Kootenai Brown Pioneer Village

President of the Board for Kootenai Brown Pioneer Village, Colleen Cyr, attended the meeting at this time to present Council the potential future plans of the museum. Some of these plans include a commercial kitchen, and indoor area that allows for more people to attend and be out of the weather, an increased area for archives and a full time bakery to allow for year round cookie sale fundraisers. At this time the museum is not asking for funding, but is planning on have this project commence by 2028.

Colleen also discussed the upcoming Halloween in the Village which is taking place on Saturday October 31, 2020. This is the 3<sup>rd</sup> year the museum has put on this event, each year the amount of children in attendance grows substantially.

Colleen Cyr left this meeting, the time being 1:21 pm.

2) PCREMO DEM - COVID-19 Update

Brett Wuth, Director of Emergency Management for Pincher Creek Regional Emergency Organization (PCREMO) attended the meeting to update Council on the COVID-19 pandemic. As of yesterday, September 21, 2020 the Pincher Creek region has one active confirmed case. In accordance with direction from Emergency Advisory Committee, the new confirmed case activated the group to a level 3, which means increased messaging from PCREMO to the public.

Brett Wuth, left the meeting at this time, the time being 1:28 pm.

Carried

**J. CLOSED SESSION**

Councillor Rick Lemire 20/331

Moved that Council move in to closed session to discuss the following, the time being 1:29 pm:

- a) ICF Town – FOIP Sec 17

Minutes  
 Regular Council Meeting  
 Municipal District of Pincher Creek No. 9  
 September 22, 2020

- b) Personnel Letter – FOIP Section 17
- c) PCEMS Dispute Process – FOIP Section 17

Councillor Rick Lemire 20/332

Moved that Council open the Council meeting to the public, the time being 2:07 pm.

Carried

Councillor Bev Everts left the meeting at this time, the time being 2:08 pm.

C. MINUTES

1. Council Committee Meeting

Councillor Quentin Stevick 20/333

Moved that the Minutes for Council Committee Meeting on September 8, 2020 be approved as presented.

Carried

2. Council Meeting Minutes

Councillor Terry Yagos 20/334

Moved that the Minutes for the Council Meeting on September 8, 2020 be approved as presented.

Carried

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
  - a) Pincher Creek Regional Library
  - b) Airport Meeting
3. Councillor Bev Everts– Division 3 *\*as read by Reeve Hammond*
  - a) Agricultural Service Board (ASB)
  - b) Family and Community Support Service (FCSS)
  - c) Livingstone Porcupine Regional Advisory Group (LPRAG)
  - d) Beaver Mines Community Association (BMCA)
  - e) Intermunicipal Collaborative Framework (ICF)
4. Reeve Brian Hammond - Division 4
  - a) Crowsnest/Pincher Creek Landfill
  - b) Foothills Little Bow
5. Councillor Terry Yagos – Division 5
  - a) Agricultural Service Board (ASB)
  - b) Pincher Creek Emergency Services Commission (PCEMS)
  - c) Intermunicipal Development Plan with Town
  - d) Lundbreck Citizens Council

Minutes  
 Regular Council Meeting  
 Municipal District of Pincher Creek No. 9  
 September 22, 2020

Councillor Rick Lemire 20/335

Moved to accept the Committee Reports and information.

Carried

Director of Operations Aaron Benson, and Public Works Superintendent Eric Blanchard, attended the meeting at this time to discuss the operations report.

G. ADMINISTRATION REPORTS

1. Operations

a) Operations Report

Councillor Quentin Stevick 20/336

Moved that Council receive for information the call logs, dated September 17, 2020

Carried

Eric Blanchard left the meeting at this time, the time being 2:49 pm.

Councillor Terry Yagos 20/337

Moved that Council receive for information the following Operations documents.

- Capital Budget Summary, dated September 17, 2020
- Program Capital Budget Projects Status, dated September 17, 2020

Carried

2. Development and Community Services

a) AES Departmental Update

Councillor Terry Yagos 20/338

Moved that the AES Departmental Update for September 2020 be received as information.

Carried

b) Draft Corporate Policy C-AES002 Landowners Assuming Responsibility for Weed Control on Municipal Right-of-Ways Adjacent to their Property

Councillor Quentin Stevick 20/339

Moved that corporate policy C-AES 002 Landowners Assuming Responsibility for Weed Control on Municipal Right-of-Ways Adjacent to their Property, be approved as presented.

Carried

c) Draft Corporate Policy C-AES-001 License of Occupation

Councillor Terry Yagos 20/340

Moved that corporate policy C-AES-001 License of Occupation, be approved as presented.

Carried

Minutes  
 Regular Council Meeting  
 Municipal District of Pincher Creek No. 9  
 September 22, 2020

3. Finance

4. Municipal

a) Chief Administrative Officer Report

Councillor Terry Yagos 20/341

Moved that Council receive for information, the Chief Administrative Officer's report for the period of September 9, 2020 – September 22, 2020.

Carried

b) Draft Corporate Policy C-CO-004 Donations

Councillor Terry Yagos 20/342

Moved that corporate policy C-CO-004 Donations, be approved as presented.

Carried

H. CORRESPONDENCE

1. For Action

a) AHS Decision to Consolidate EMS Dispatch Service

Councillor Terry Yagos 20/343

Moved that Council for the MD of Pincher Creek send a letter of opposition for AHS's decision to consolidate EMS dispatch services.

Carried

b) RMA Fall Convention - Potential Meeting Opportunity with Minister Allard

Councillor Quentin Stevick 20/344

Moved that the RMA Fall Convention - Potential Meeting Opportunity with Minister Allard, be received as information.

Carried

c) TELUS COVID-19 Update - Supporting Our Communities and Helping Them Stay Connected

Councillor Quentin Stevick 20/345

Moved that the TELUS COVID-19 Update - Supporting Our Communities and Helping Them Stay Connected, be received as information.

Carried

d) Resident Concern Beaver Mines – Gavey

Administration was directed to look at producing a survey to gauge the interest of a stand pipe in Beaver Mines area.

Minutes  
Regular Council Meeting  
Municipal District of Pincher Creek No. 9  
September 22, 2020

2. For Information

Councillor Terry Yagos 20/346

Moved the following be received as information:

- a) 2019 Annual Report ORRSC
- b) DoMoreAg - Our Mental Health Awareness Program is a success because of you!
- c) Town of Pincher Creek letter re: Impacts of Assessment Model Changes on Municipalities
- d) ORRSC Minutes March 5, 2020
- e) 2019 Annual Internal Review – Joint Municipal Accreditation
- f) Community Connection Partnership Thank you

Carried

I. NEW BUSINESS

- a) Council Committee Meetings

Discussion took place regarding Council committee meetings, and usage of the time for committee meetings.

J. ADJOURNMENT

Councillor Terry Yagos 20/347

Moved that Council adjourn the meeting, the time being 3:30 pm.

Carried

\_\_\_\_\_  
REEVE

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

## Pincher Creek and District



Family and Community  
Support Services

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

### **FCSS Board Meeting, July 9, 2020 – Council Chambers 6:30 PM Agenda**

- 1.) **Call to order: 6:30 PM**  
Confirmation of Quorum
- 2.) **Approval of Agenda**  
**Motion 12 / 245**
- 3.) **Approval of Minutes of June 18**  
**Motion 12 / 246**
- 4.) **Delegation: Pincher Creek Family Centre: Jacqui Bruns & Japhia Epp**
- 5.) **Social Needs Assessment discussion with Consultant Tracy Apoll**
- 6.) **New and on-going Business**
  - a.) Food Bank – up-date
  - b.) Outcome Measures & Financial Reporting
  - c.) 2020 Project Fund disbursement **\$32,923.00**
  - d.) 2021 Project funding advertising
  - e.) PC Family Centre - discussion
  - f.) Social Needs Assessment – discussion
  - g.) David vacation
  - h.) Summer meeting schedule

**7.) Date for Next Board Meeting – \_\_\_\_\_, 2020**

**7.) Adjournment**



# Pincher Creek and District



**FCSS** Family and Community  
Support Services

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

## **FCSS Board Meeting, July 9, 2020 – Council Chambers 6:30 PM**

### **Minutes – Signature Copy**

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

**Board members present:** Brian McGillivray (alt for Don Anderberg), Bev Everts, Mary Kittlaus, Kathy Verhagen, Roxanne Debroux, Alice Wagenaar.

**Absent with regret:** Don Anderberg, Stephanie Smith

**Staff Present:** David Green, Wendy Catonio

Confirmation of Quorum: A quorum was present

- 2.) **Approval of Agenda**

**Motion 12 / 245 / McGillivray**

**That the Agenda be approved as circulated/amended**

**Carried**

- 3.) **Approval of Minutes of June 18**

**Motion 12 / 246 / Everts**

**That the Minutes of the June 18 meeting be approved as circulated/amended**

**Carried**

- 4.) **Delegation: Pincher Creek Family Centre: Jacqui Bruns & Japhia Epp**

Jacqui Bruns, Executive Director & Japhia Epp, Chair of the Board attended to provide an update describing programming changes since the core funding realignment. The Board thanked Jacqui and Japhia for their presentation.

## 5.) **Social Needs Assessment discussion with Consultant Tracy Apoll**

Tracy Apoll, Nichols Applied Management, attended via conference call to respond to questions and comments related to the Board's initial discussion about the Social Needs Assessment.

- Project "intent" should be reviewed: The Board had approved the "Terms of Reference" for the study.
- Stats Canada information conflicts with current demographic/economic conditions. It was noted that the Assessment took place using the most recent Stats Canada data.
- The consultant should be able to confirm their data source: To be done. The Board can do that.
- The draft report should be compared to the Crowsnest Pass assessment.
- The Town receives Crime Statistics on a monthly basis from the RCMP
- The trends indicated require more "substance". More detail would be beneficial.
- Figure 4-5 requires clarity: The terms "Poor, Fair, or Good need better definition.
- Is the information relevant to Pincher Creek focused enough. It was noted that the surveys and focus groups were totally "Pincher-Centric"
- Item 4.2 Priority Social Issues – are they ranked the way they are presented? Yes
- Pages 56 and 57 Needs less focus on the economy and more on social need. It was noted that social need is, in many cases, a direct function of the economy.
- It was agreed that David would send out Nichols proposal.
- It was also agreed that David would send out the Napi survey

## 6.) **New and on-going Business**

- a.) Food Bank – Alice provided an up-date on the new Food Bank group forming. A new location will be confirmed in the near future

b.) Outcome Measures & Financial Reporting: David reported that Outcome Measures reporting processes are underway.

c.) 2020 Project Fund disbursement **\$32,923.00**

**Motion 12 / 247 McGillivray**

To support continuance of Family Centre Programming and Operations by agreeing to forward the final 2020 Quarterly Payments (\$8,000.00 per quarter) and to provide the surplus 2020 FCSS Project funds (\$32,923.00).

Carried

d.) 2021 Project funding advertising

**Motion 12 / 248 Everts**

To proceed with advertising for 2021 Funding Proposals.

Carried

e.) PC Family Centre – discussion: As per Item 4 and 6 c) above

f.) Social Needs Assessment – discussion as per Item 5 above


g.) David vacation: July 22 to August 31

h.) Summer meeting schedule: Given that the receipt deadline for 2021 funding applications is Sept 15, the Board agreed to meet on September 21.

**7.) Date for Next Board Meeting – September 21, 2020**

**8.) Adjournment: There being no further business, Kathy Verhagen declared the meeting adjourned at 9:10**

Read and approved this 7<sup>th</sup> day of OCTOBER 2020

  
\_\_\_\_\_  
Coordinator

  
\_\_\_\_\_  
Director

Meeting Minutes  
of the  
Agricultural Service Board – Municipal District of Pincher Creek No. 9  
September 16, 2020 – MD Council Chambers

Present: Councillor Terry Yagos, Councillor Bev Everts, Chair Frank Welsch and Members David Robbins, and Martin Puch .

Also Present: Director of Development and Community Services Roland Milligan, Agricultural Fieldman Shane Poulson, and Executive Assistant Jessica McClelland.

Not Present: Anna Welsch

Frank Welsch called the meeting to order at 1:33 pm.

A. ADOPTION OF AGENDA

Martin Puch 20/087

Moved that agenda be amended to include:

- Business Arising from the Minutes
  - 2020 Farm Family
- Unfinished Business
  - **ALUS** program

AND THAT the agenda be approved as amended.

Carried

B. MINUTES

David Robbins 20/088

Moved that the minutes of July 8, 2020 be approved as presented.

Carried

C. BUSINESS ARISING FROM THE MINUTES

1. Watering Livestock from Drywood Creek Letter  
David Robbins 20/089

Moved to accept the letter regarding watering livestock from Drywood Creek as information.

Carried

2. Update on Calgary Stampede Farm Family Award  
David Robbins 20/089

Moved that as staff has been unable to get into contact with this years recipients of the Farm Family of the Year Award, administration mail them their certificate along with a letter requesting permission to release the information to the media.

Carried

D. UNFINISHED BUSINESS

David Robbins

20/090

Moved that the following be received as information:

- RMA Guide for Declaring Municipal Agricultural Disasters in Alberta
- Verbal update on ALUS program

Carried

E. 2020 AES DEPARTMENT REPORT

Councillor Terry Yagos

20/091

Moved to accept the departmental report from the Agricultural Fieldman for August 2020 as information.

Carried

F. POLICY REVIEW

1. C-AES-001 Licence of Occupation

Councillor Bev Everts

20/092

Moved that policy C-AES-001 Licence of Occupation be forwarded to Council for approval with changes as discussed.

Carried

2. C-AES-002 Landowners Assuming Responsibility for Weed Control on Municipal Right-of-Ways Adjacent to their Property

Councillor Bev Everts

20/093

Moved that policy C-AES-002 Landowners Assuming Responsibility for Weed Control on Municipal Right-of-Ways Adjacent to their Property, be forward to Council for approval.

Carried

G. CORRESPONDENCE

1. FOR ACTION

a) Provincial Agricultural Service Board Committee

Councillor Terry Yagos 20/094

Moved the Provincial Agricultural Service Board Committee information be received as information.

Carried

b) Working Well Workshops Go Virtual

Councillor Terry Yagos 20/095

Moved that the Agricultural Fieldman contact the organizers for the Working Well Workshops and request more information and costs to host a virtual event.

Carried

A) FOR INFORMATION

David Robbins 20/096

Moved the following be received as information:

- a) 2019-2020 Farm Safety Center Annual Report
- b) Agro Max Letter - 2% Liquid Strychnine Concentrate
- c) Alberta Crop Reports
  - June 16, 2020
  - June 23, 2020
  - June 29, 2020
  - July 14, 2020
  - July 28, 2020
  - August 8, 2020
- d) Moisture Situation Updates
  - Map 1 – 9 Day Precipitation Accumulation
  - Map 2 – 90 Day Precipitation Accumulation Relative to Normal
  - Map 3 – 90 Day Precipitation Accumulation
  - Map 4 – 418 Day Precipitation Accumulation Relative to Normal
  - Map 5 – 418 Day Precipitation Accumulation

Councillor Terry Yagos 20/097

Moved the following be received as information:

- e) Prairie Pest Monitoring Network (PPMN) Website
- f) STOPDED e-Bulletin "Check your elm trees for DED symptoms"

Carried

Martin Puch

20/098

Moved the following be received as information:

- g) MD Post – Harvest Fire Safety
- h) County of Vulcan Posts – Harvest Fire
- i) Do More Agricultural Foundation – Southern Alberta Grazing School
- j) Alberta Farm Fresh Website – [www.albertafarmfresh.com](http://www.albertafarmfresh.com)

Carried

H. NEW BUSINESS

H. NEXT MEETING

October 7, 2020

I. ADJOURNMENT

Councillor Terry Yagos

20/099

Moved to adjourn the meeting, the time being 3:10 pm.

Carried

---

ASB Chairperson

---

ASB Secretary





**OPERATIONS REPORT**

**1.0 Upcoming Meetings:**

- MPE and Banner Engineering on BM W & WW project.
- Capital Project review.

**2.0 Discussion:**

- Meeting with Alberta Environment and Parks on reclamation on Carbondale (Lynx Creek) and Castle Falls sand and gravel pits.
- Meeting with Consultant on Lundbreck Lagoon.
- Meeting with Supplier on costing of Standpipes.
- Meeting with Public Works Superintendent, CAO and Finance Director on Capital Project Final review.
- Meeting with local residents on Cabin Hill road.

**2.0 Public Works Activity Includes:**

- Mowing – 99 percent completed.
- Fencing – Permanent snow fence repair is in progress; and temporary fencing for the first call has started.
- Bridge inspections – On going.
- Lundbreck – Engaging with the consultant and testing samples with the water plant operator.
- Dust Control – Test trials by the supplier were completed on the East Kerr Road. The MD is monitoring the types of used.

**3.0 Capital Projects Update:**

- Bridge File – 7235 Scotton's. The proposed completion of the bridge liner is by October 15, 2020.
- Bridge File 8860 – Beavermines Creek. Completion will be at the end of October, 2020.
- Ridge File 13957 – Connelly Creek. Completion will be in the end of October, 2020.
- Castle Area Regional Water Supply Contracts 1 (Pipeline) & Contracts 2 (Mechanical)
- Contract 1 – Pipeline:
  - LW Dennis will be focused on completing the pipeline.
  - As of September 30, 2020, there is 24,365 meters of water pipeline completed out of the 25,400 meters from the original contract.
  - The contractor expects to be installing pipe around Beaver Mines near October 19, 2020 and they have begun preparation including topsoil stripping.
- Beaver Mines Water Distribution, Collection and Wastewater Treatment System.
  - Meeting was held on September 24, 2020, with MPE and Banner Environmental Consultants.
  - MPE has begun preparation of contract documents. Will be issued to MD for review once complete.



- Review of the Beaver Mines Community Association Community Advisory group questions by the MD and MPE. Responses to their questions on the water and collection system will be available by next council.
- The prequalification list of contractors provided by MPE has been reviewed and selected by the MD.
- Public notice of the application for the Beaver Mines Waste Water Treatment System closed on August 14, 2020.
  - Four statements of concern were filed for the AEP Wastewater System Application.
  - The project received the statements of concerns and sent out letters to AE requesting more confirmation and clarification on what is relevant and non-relevant.
  - The project is still waiting for AEP responses.
- Beaver Mines Forcemain
  - The wastewater forcemain will be incorporated into the Beaver Mines Water Distribution and Wastewater Collection project for tendering and construction.
- Beaver Mines Lift Station
  - Process design is complete, structural, and electrical and HVAC designs are underway.

**Attachments**

Program Capital Projects Status  
Call Logs

**Recommendation:**

That the Operations report for the period September 23, 2020 to October 13, 2020, which includes the Program Capital Projects Status update and the call log, is received as information.

Prepared by: Aaron Benson

Date: October 8, 2020

Reviewed by: Troy MacCulloch 

Date: October 8, 2020

Submitted to: Council

Date: October 13, 2020

# Capital Budget Summary

Project #	Service Area	Description	Total Cost	Grants	Sources of Project Funding			Total Revenue
					Debt	Reserves	Operations	
<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 October 6, 2020**

*JM*



### AES, October, 2020

Finally, a fall season! Was beginning to think summer led to winter these last few years. This is mostly a planning report but we are taking full advantage of the first good fall weather in three years.

- October 1 – 31, MRF mapping & records, billing
- October 1 – 31, Roadside (weather permitting), all Divisions (Canada Thistle [CT] & Perennial Sow Thistle control)
- October 1 – 31, spot spraying crews, Blueweed (BW) regrowth, Nodding thistle (some removal of CT for ease of inspections next year as well), Hoary Cress, fall spraying on watercourses for Common Mullein and BW regrowth, Spotted Knapweed germination and regrowth
- October 1 – 31, rentals are constantly busy
- October 1 – 20, South Region Conference preparations
- October 1, ASB prep, reporting, South Region Conference prep
- October 2, roadside unit, spot spraying, meet with Weed Coordinator
- October 5, Ag Services review meeting with admin, meeting in Crowsnest Pass
- October 6, Crop Report, vehicle usage report, decommission/winterize two spray trucks
- October 7, PW Safety Meeting, South Region Resolution Committee Meeting, ASB Meeting
- October 8, AES Safety Meeting, fire extinguisher, shop & first aid kit inspections
- October 9, 13, formal and field hazard assessments review, safety binder review and compilation
- October 12, Thanksgiving STAT
- October 13 – 19, receive any emergent Resolutions
- October 13, circulate Regional Resolutions for South Region ASB delegates to review
- October 14, JHS meeting
- October 15, 16, prep for Safety Audit
- October 19, AES Operating Budget discussions
- October 20, South Region ASB Conference
- October 21, AES Operating Budget meeting
- October 22, dams
- October 23, roadside & spot crews (weather permitting)
- October 26, SWIM meeting, shop and yard
- October 27, reporting, mapping, billing
- October 28, winterize and park all spot spray trucks for season
- October 29, ASB Package, exit interviews for remaining seasonal staff
- October 30, last day for seasonal staff (no summer or seasonal staff left at AES after this)


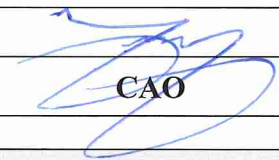

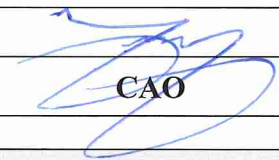

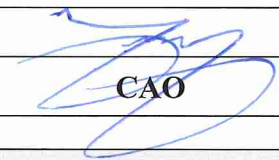
Sincerely,

Shane Poulsen,  
Agricultural Fieldman





## Recommendation to Council

<b>TITLE:</b> Request to Develop Statutory Road Allowance East of SE 15-5-1 W5M (Liscombe)										
<b>PREPARED BY:</b> Roland Milligan		<b>DATE:</b> October 8, 2020								
<b>DEPARTMENT:</b> Planning and Development										
		<b>ATTACHMENTS:</b> 1. GIS Map Showing Road 2. Engineering Plan for Road								
<b>Department Supervisor</b>	<b>Date</b>									
<b>APPROVALS:</b>										
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%; text-align: center; padding: 5px;"> <b>Roland Milligan</b>    <hr/> </td> <td style="width: 20%; text-align: center; padding: 5px;">   <hr/> </td> <td style="width: 30%; text-align: center; padding: 5px;">   <hr/> </td> <td style="width: 20%; text-align: center; padding: 5px;">   <hr/> </td> </tr> <tr> <td style="text-align: center; padding: 5px;"> <b>Department Director</b> </td> <td style="text-align: center; padding: 5px;"> <b>Date</b> </td> <td style="text-align: center; padding: 5px;"> <b>CAO</b> </td> <td style="text-align: center; padding: 5px;"> <b>Date</b> </td> </tr> </table>			<b>Roland Milligan</b>  <hr/>	 <hr/>	 <hr/>	 <hr/>	<b>Department Director</b>	<b>Date</b>	<b>CAO</b>	<b>Date</b>
<b>Roland Milligan</b>  <hr/>	 <hr/>	 <hr/>	 <hr/>							
<b>Department Director</b>	<b>Date</b>	<b>CAO</b>	<b>Date</b>							

**RECOMMENDATION:**

**That Council accept the Roadway Design Plan supplied by the applicant, and further:**  
**That the MD enter into an agreement with the applicant to develop a portion of Undeveloped Statutory Road Allowance located between the SE 15-5-1 W5M and SW 14-5-1 W5M, to provide access to the adjoining minimum standard road allowance for the purpose of providing physical access to the NE 15-5-1 W5M.**

**BACKGROUND:**

At the Council meeting of June 23, 2020, the MD reviewed a request from applicant Thomas Liscombe, to develop a portion of statutory road allowance to provide legal and physical access to the NE 15-5-1 W5M (*Attachment No. 1*). The applicant requested to construct the road to the minimum standard as established in Policy C-PW-019.

After considering the information provided by, Council passed the following resolution:

Moved that Council will consider the request to develop a portion of Undeveloped Statutory Road Allowance located between the SE 15-5-1 W5M and SW 14-5-1 W5M, to provide access to the adjoining minimum standard road allowance for the purpose of providing physical access to the NE 15-5-1 W5M, upon Council’s receipt and acceptance of a report prepared by a professional engineer showing the design of the proposed roadway.

The applicant engaged the services of an engineering firm and supplied a Roadway Design Plan, dated September 15, 2020 (*Attachment No. 2*).

## Recommendation to Council

The design plan was circulated to the MD's Public Works Department for comment. On September 28, 2020, the PW Superintendent stated that the plan was sufficient to meet the concerns he had raised to the applicant.

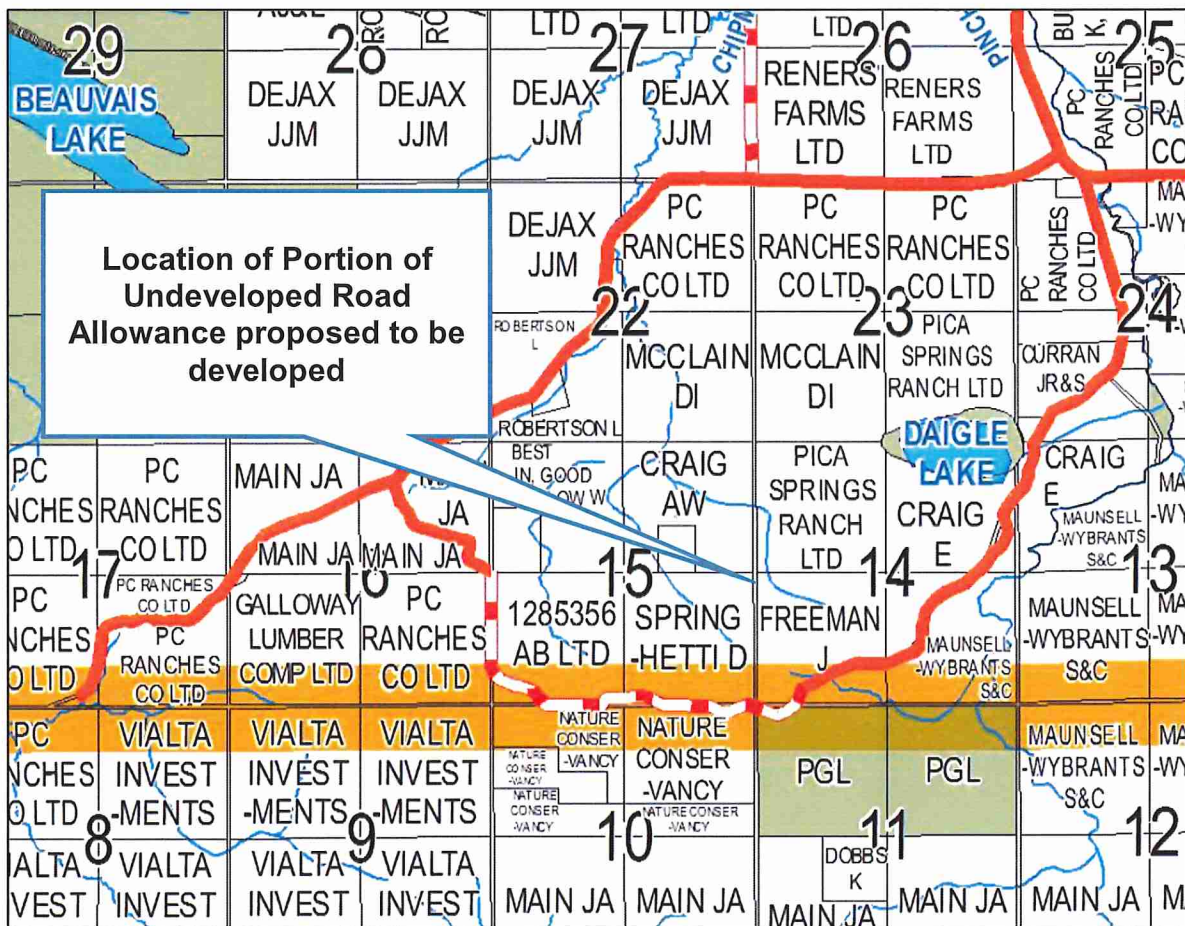
If Council approves the plan, the next step would be to have the applicant enter into an agreement with the MD to proceed with the work on the road and have the engineer sign off on the final construction.

### FINANCIAL IMPLICATIONS:

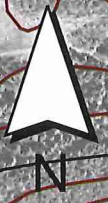
None at this time. If the road is improved to the MD minimum standard, the ongoing cost of year round care and maintenance will be borne by the landowner.

### Map Showing Location

*(2014 MD Map, current landowners may vary)*







NE 15-5-1 W5M  
(Liscombe)

NW 14-5-1 W5M

SE 15-5-1 W5M

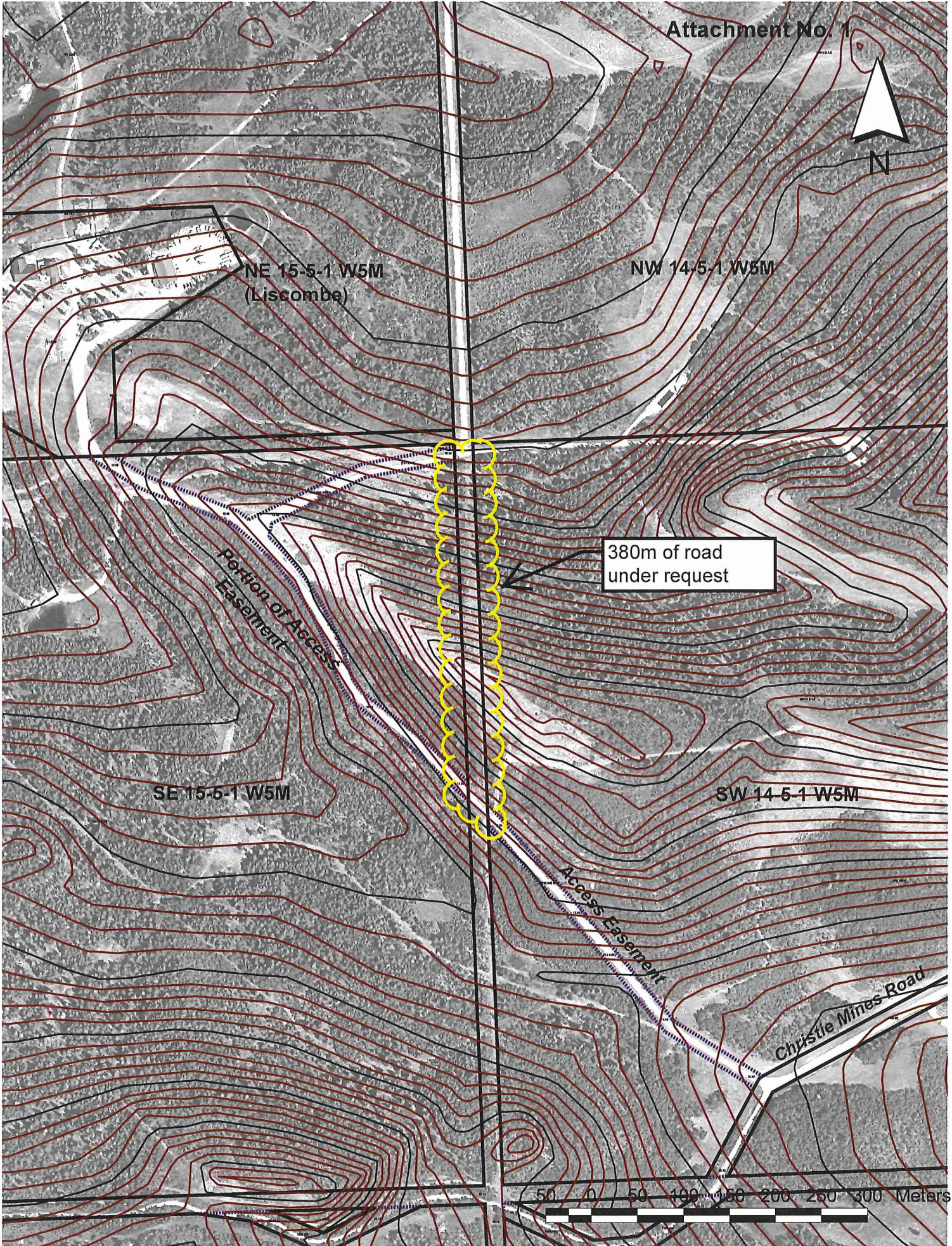
SW 14-5-1 W5M

Portion of Access  
Easement

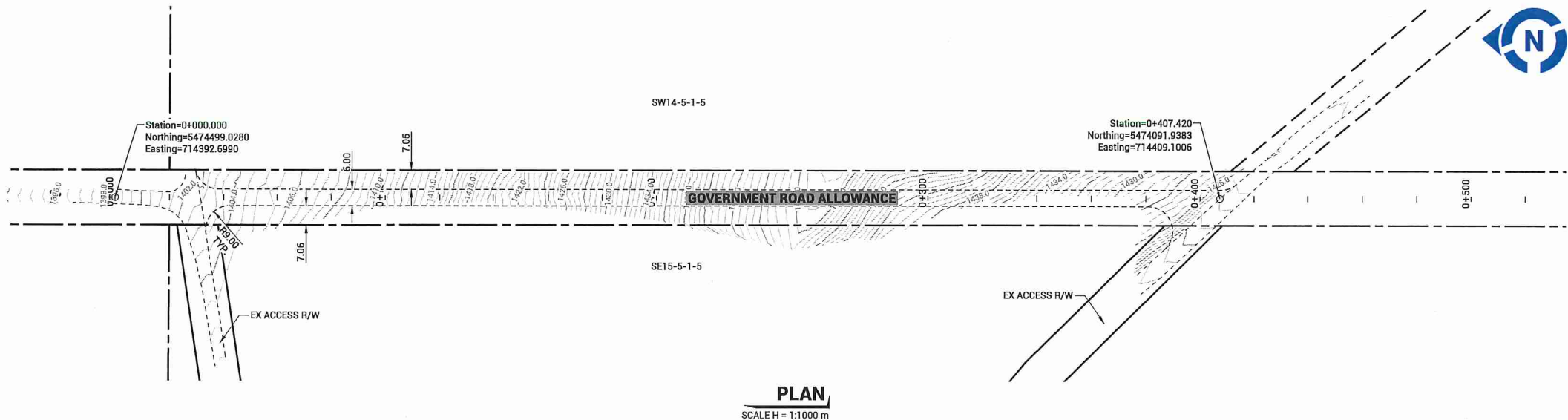
380m of road  
under request

Access Easement

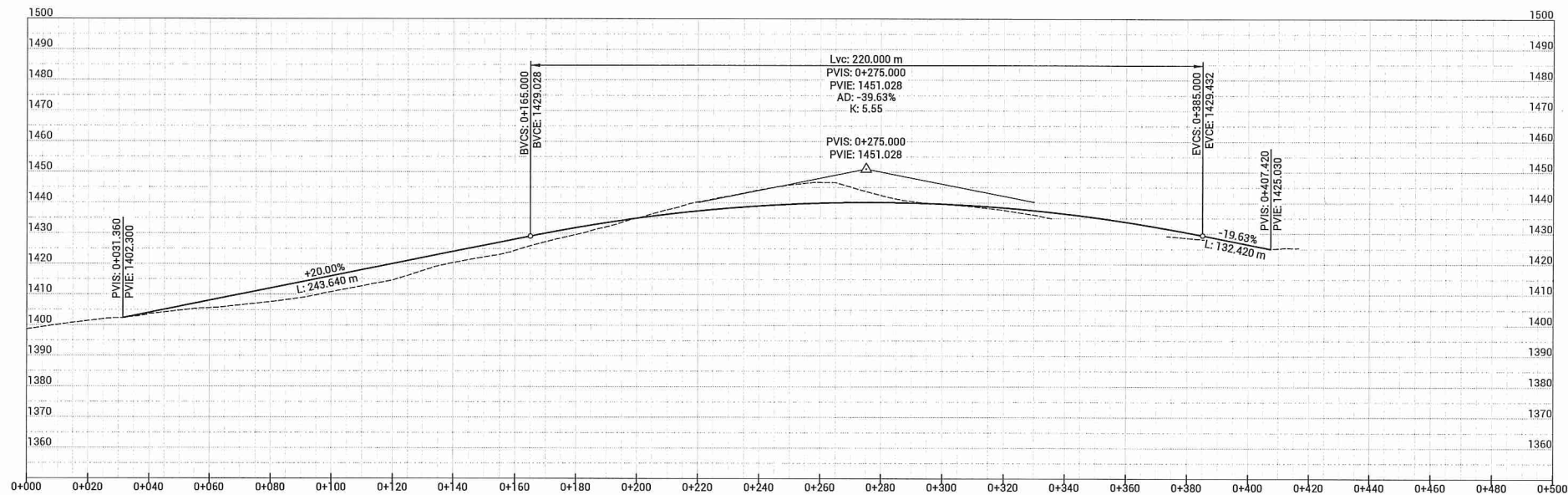
Christie Mines Road



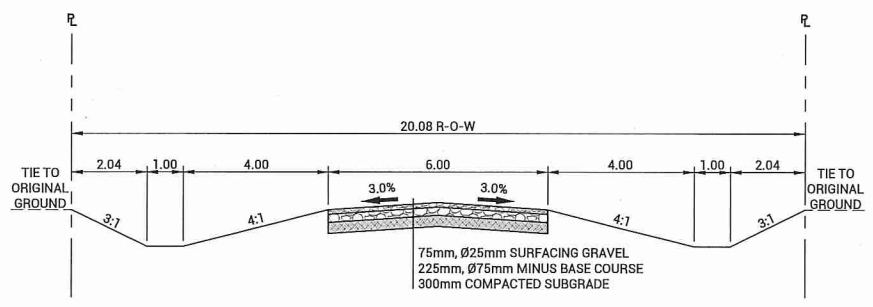




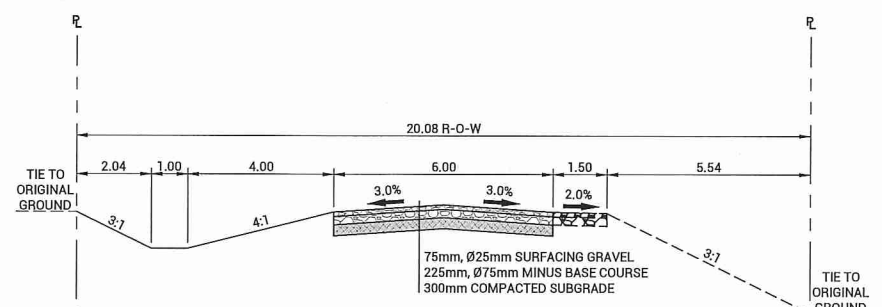
**PLAN**  
SCALE H = 1:1000 m



**PROFILE**  
SCALE H = 1:1000 m  
V = 1:1000 m



**TYPICAL DETAIL**  
Scale = 1:100m  
RURAL ROAD STANDARD CROSS SECTION  
MD OF PINCHER CREEK



**TYPICAL DETAIL**  
Scale = 1:100m  
ALTERNATIVE CROSS SECTION

**GENERAL LEGEND**

	EXISTING FEATURES
PROPERTY LINE	-----
SECTION LINE	-----
EASEMENT	-----
EDGE OF GRAVEL	-----

**GENERAL NOTES**

1. THE COORDINATE VALUES REPRESENTED ON THESE DRAWINGS ARE UTM NAD83 ZONE 11 GRID COORDINATES. SURVEY BASED ON FD 1 AT THE NE CORNER SEC 10. COORDINATES WERE SUPPLIED BY BOA AND ELEVATION OF CP 1 WAS ASSUMED AT 1437.000 METERS AS THERE WERE NO ASCM IN THE VICINITY. \*SURVEYOR IS TO CONFIRM COORDINATES\*
2. ALL ELEVATIONS AND MEASUREMENTS ON THESE DRAWINGS ARE IN METRES UNLESS OTHERWISE INDICATED.
3. UNLESS SPECIFIED FOR REMOVAL AND DISPOSAL, THE CONTRACTOR IS RESPONSIBLE FOR THE REPAIR AND RESTORATION OF ANY DAMAGE CAUSED BY CONSTRUCTION ACTIVITIES.
4. THE CONTRACTOR IS RESPONSIBLE FOR THE VERIFICATION OF DESIGN DIMENSIONS AND ELEVATIONS DURING THE LAYOUT SURVEY AND THE PROMPT REPORTING OF ANY DISCREPANCIES, TO THE ENGINEER.
5. ENGINEER MUST BE NOTIFIED PRIOR TO CONSTRUCTION OF THE ROAD AND AFTER CONSTRUCTION IS COMPLETED TO VERIFY THAT THE DESIGN INTENT IS MET.

**DESIGN NOTES**

1. COMPLETE SURVEY DATA WAS NOT OBTAINED DUE TO LOSS OF GPS/SATELLITE SIGNAL FROM TREE COVER.
2. REFER TO MD OF PINCHER CREEK DEVELOPMENT AND ENGINEERING STANDARDS - CURRENT EDITION - FOR APPLICABLE INFORMATION.
3. THIS ROADWAY IS INTENDED FOR PRIVATE USE ONLY. EACH END SHALL HAVE A GATE CONSTRUCTED AND KEPT CLOSED AT ALL TIMES. MINIMUM MD OF PINCHER CREEK GRADIENT CANNOT BE ACHIEVED DUE TO ELEVATION DIFFERENCE.
4. SIGNAGE SHALL BE POSTED AT BOTH ENTRANCES - PRIVATE ACCESS ONLY - NO UNAUTHORIZED ENTRY PERMITTED.
5. AT TIME OF CONSTRUCTION, ROADWAY WILL BE FIELD FITTED IN ORDER TO PROVIDE ADEQUATE DRAINAGE. MAINTAIN MD OF PINCHER CREEK CROSS SECTION STANDARDS. BACKSLOPE SHALL TIE INTO EXISTING GROUND.
6. UPHILL/DOWNHILL SLOPE SIGNAGE MUST BE INSTALLED TO WARN PRIVATE USERS.
7. WHERE FINAL UPHILL ROCK SURFACE ROAD SHOULDER OF 3:1 CANNOT BE MET, ADEQUATE WIRE NETTING SHALL BE INSTALLED TO CATCH POTENTIAL LOOSE ROCKS FALLING.
8. EROSION CONTROL SHALL BE PROVIDED TO ENSURE THE INTEGRITY OF THE EXISTING ROAD AT BOTH ENDS OF THE NEW ROAD. EROSION CONTROL METHOD SHOULD BE EVALUATED AND APPROPRIATE INSTALLATIONS COMPLETED DURING CONSTRUCTION.
9. 30m OF Ø600mm CSP SHALL BE MADE AVAILABLE ON SITE AND CULVERTS SHALL BE INSTALLED BY FIELD INSTRUCTION DURING CONSTRUCTION.

**NOTICE:**  
THE EXISTENCE, LOCATION AND ELEVATION OF UTILITIES AND/OR CONCEALED STRUCTURES AT THE PROJECT SITE ARE NOT GUARANTEED BY TALBERA INTERNATIONAL TECHNOLOGIES LTD.  
  
THE CONTRACTOR IS RESPONSIBLE FOR DETERMINING THE EXISTENCE, LOCATION AND ELEVATION OF ALL SUCH UTILITIES AND/OR STRUCTURES AND IS RESPONSIBLE FOR NOTIFYING THE APPROPRIATE COMPANY, DEPARTMENT OR PERSON(S) OF ITS INTENTION TO CARRY OUT ITS OPERATIONS.

**NOTICE:**  
THE EXISTENCE, LOCATION AND ELEVATION OF UTILITIES AND/OR CONCEALED STRUCTURES AT THE PROJECT SITE ARE NOT GUARANTEED BY TALBERA INTERNATIONAL TECHNOLOGIES LTD.  
  
THE CONTRACTOR IS RESPONSIBLE FOR DETERMINING THE EXISTENCE, LOCATION AND ELEVATION OF ALL SUCH UTILITIES AND/OR STRUCTURES AND IS RESPONSIBLE FOR NOTIFYING THE APPROPRIATE COMPANY, DEPARTMENT OR PERSON(S) OF ITS INTENTION TO CARRY OUT ITS OPERATIONS.

This document may have been reduced from its original size. All measurements are to be obtained from actual measurements.

WWW.TALBERA.COM

**SMART DRAWING®**  
SCAN QR CODE FOR  
DIGITAL DRAWING ACCESS  
AVAILABLE FOR ONE YEAR

PROFESSIONAL'S STAMP/PERMIT

**PERMIT TO PRACTICE**  
TALBERA INTERNATIONAL  
TECHNOLOGIES LTD.

SIGNATURE: *Albert Na Tagde*  
ALBERT NA TAGDE  
DATE: 2020 SEPTEMBER 18  
PERMIT#: P13122  
THE ASSOCIATION OF PROFESSIONAL  
ENGINEERS AND GEOSCIENTISTS OF ALBERTA

2020 SEPTEMBER 18

CONSULTANT LOGO

**TALBERA**


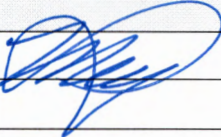
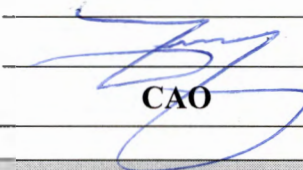
CLIENT LOGO

CLIENT NAME	<b>TOM LISCOMBE</b>
PROJECT NAME	<b>ROADWAY DESIGN</b>
DRAWING TITLE	<b>ROADWAY PLAN / PROFILE</b>

REV	DATE	ISSUE/REVISION DESCRIPTION	DRN	CHK	DES	CHK
B	2020 SEPT 15	ISSUED FOR CONSTRUCTION	CDC	CDC	AT	AT
A	2020 AUG 26	ISSUED FOR CONSTRUCTION	CDC	CDC	AT	AT
REV	YYYY MM DD	ISSUE/REVISION DESCRIPTION	DRN	CHK	DES	CHK
PROJECT #	2020-0708	DRAWING #	01-C-101	ISSUE/REVISION #	A	

# Recommendation to Council

G3a

<b>TITLE: Q3 Financial Summary</b>			
<b>PREPARED BY: Meghan Dobie</b>		<b>DATE: October 7, 2020</b>	
<b>DEPARTMENT: Finance</b>			
			<b>ATTACHMENTS:</b>
<b>Department Supervisor</b>		<b>Date</b>	<ol style="list-style-type: none"> <li>1. Actual vs Budget – Sept 30, 2020</li> <li>2. Reserves – Sept 30, 2020</li> </ol>
<b>APPROVALS:</b>			
	<u>Oct 7, 2020</u>		<u>08 Oct 2020</u>
<b>Department Director</b>	<b>Date</b>	<b>CAO</b>	<b>Date</b>
<b>RECOMMENDATION:</b>			
That Council receive the Q3 Financial Summary as information.			
<b>BACKGROUND:</b>			
<ul style="list-style-type: none"> <li>• Financial information is to be provided to Council quarterly, with the exception of Q1.</li> </ul>			
<b>FINANCIAL IMPLICATIONS:</b>			
N/A			

## Reserve Summary

September 30, 2020

GL ACCOUNT STRING	Restricted Surplus	Opening Balance	Transfer To Reserves*	Transfer From Reserve	Ending Balance	Notes
6-12-0-735-6735	Tax (Mill) Rate Stabilization	1,091,246	121,055	(7,008)	1,205,292	(A)
6-12-0-740-6740	Airport	329,771	-	-	329,771	
6-12-0-742-6740	Bridge Repair and Replacement	2,139,615	400,000	(40,779)	2,498,836	(B)
6-12-0-744-6740	Seniors Housing	200,000	-	-	200,000	
6-12-0-746-6740	Emergency Management	47,622	-	(5,537)	42,086	
6-12-0-748-6740	Gravel Reclamation Reserve	1,162,461	8,820	(57,800)	1,113,481	(C)
6-12-0-751-6740	Buildings	200,000	-	-	200,000	
6-12-0-752-6740	Equipment	2,298,901	800,000	(34,777)	3,064,124	(D)
6-12-0-753-6740	Next Year Completions	143,599	-	(20,376)	123,223	(E)
6-12-0-754-6740	Town Recreation Facilities	562,044	133,430	-	695,474	(F)
6-12-0-755-6740	Recycle Equipment M.D.	89,388	-	-	89,388	
6-12-0-757-6740	Road Construction	2,362,843	50,000	-	2,412,843	(G)
6-12-0-758-6740	Water Infrastructure	843,341	33,140	(31,838)	844,642	(H)
6-12-0-759-6740	Wastewater Infrastructure	370,495	40,000	(203,147)	207,348	(I)
6-12-0-761-6740	PCES Equipment Reserve	-	50,000	-	50,000	
		<u>11,841,325</u>	<u>1,586,445</u>	<u>(401,263)</u>	<u>13,026,507</u>	

\*Transfers to Reserves are all the 2020 budgeted Transfers

	Completed	Open	Total
(B) Bridge Files			
Bridge File #8860 Beaver Mines Creek		1,240	
Bridge File #13957 Connelly Creek		1,395	
Bridge File #75009 Wild Cat Ranch		26,833	
Bridge File #75377 Local Road over Screwdriver Creek		<u>11,311</u>	
	-	40,779	40,779

	Purchase Price
(D) Purchases	
AE5 Spray Truck	11,938
6 Way Plow Attachment - Unit# 007 Loader	22,839
Steamer Unit	-
Standby Generator	-
	<u>34,777</u>

	Opening Balance	Transfer To Reserves	Transfer From Reserve	Ending Balance	Notes
(E) REMO Surplus	16,698			16,698	Carryforward surplus for EMA committee - Request for use of funds sent to EMA Committee
Admin Artwork	9,611			9,611	Carryforward - Art Committee
Admin Safety Vests	1,970		(176)	1,794	Carryforward -
Bylaw RCMP Contract	200		(200)	-	
Planning Documents	47,500			47,500	Carry Forward - MD Review and Development Plans 2019/2020
PW Gravel Crushing & Royalties	22,620			22,620	Carryforward -
PW Line Painting	20,000		(20,000)	-	Funds originally for line painting, re restricted for crack sealing work res 20/183
PW Crack Sealing	-	20,000	(20,000)	-	Res: 20/183 - funds restricted for crack sealing work to be done in 2020
Recreation - Ag Society Roof	5,000			5,000	Res: 17/435 Contribution to Ag Society for roof repairs, 2018 - MD Supports Grant Application for new roof. Keep reserve if grant not given
Diamond Software Upgrades	5,000			5,000	Upgraded scheduled for 2019, complete in 2020
Maycroft Road	15,002			15,002	Maycroft Road- Legal fees
Rounding	(2)			(2)	
	<u>143,599</u>	<u>20,000</u>	<u>(40,376)</u>	<u>123,223</u>	

	Transfers Out
(H) Project Name	
Beaver Mines Water Servicing (BMWS)	11,059
Beaver Mines Distribution & Collection (BMDC)	<u>20,779</u>
	31,838

	Transfers Out
(I) Project Name	
Beaver Mines Waste Water Solution (BMWW)	175,518
Beaver Mines Lift Station and Forced Main (BMLF)	16,630
Beaver Mines Waste Water Lagoon	<u>11,000</u>
	203,147



**Municipal District of Pincher Creek No 9.**  
**Actual vs Budget**  
**Segmented Net Income**  
**Sept 30, 2020**

	2020 Actual	2020 Budget	Variance	% of Budget Remaining	Comments
Wages					
Council	(77,813)	(170,800)	92,987	54.4%	
Administration	(939,297)	(1,408,820)	469,523	33.3%	
AES	(189,111)	(288,760)	99,649	34.5%	
Public Works	(1,514,212)	(2,317,730)	803,518	34.7%	
Taxes and Requisitions	13,040,398	11,410,450	1,629,948	-14.3%	Timing - Tax Revenue is recorded in May; however the MD has not made requisition payments of \$1.7M to ASFF.
Investment Income	28,868	256,000	(227,132)	88.7%	Investment income for bonds is a year end entry
Council	(21,260)	(67,710)	46,450	68.6%	Favorable due to less travel, training, hotels, etc. as a result of COVID-19.
Administration	(606,474)	(957,690)	351,216	36.7%	Favorable due to timing and decreased spending as a result of COVID-19. Legal fees are on track to be fully spent (12k remaining of a total of 41k)
Fire	(59,130)	(61,750)	2,620	4.2%	Immaterial
Emergency Management (PCREMO)	(16,469)	(63,320)	46,851	74.0%	PCREMO is shared between the Town (49%) MD (49%) and Cowley (2%). Favorable as REMO initiatives have been delayed as a result of COVID-19.
Bylaw	(45,688)	(301,390)	255,702	84.8%	Timing as we have not yet paid the Q2-Q4 Enhanced Policing costs and the new province-wide policing initiative (approx. 230k combined).
Public Works	(2,654,828)	(3,820,750)	1,165,922	30.5%	See note (A) below
Lundbreck	(19,065)	(103,530)	84,465	81.6%	Due to the labour allocation from PW done at year end (budget 75k) and timing as result of minimal repair and utility costs thus far.
Airport	16,797	(38,290)	55,087	143.9%	Favorable due to the airport lease of 33K invoiced in Q1 offset by timing as a result of minimal repair and utility costs thus far and the PW labour allocation not yet posted (40k).
WasteWater	(15,353)	(10,600)	(4,753)	-44.8%	Timing - service fees and charges still need to be billed in Q3/Q4, and timing a result of minimal repair costs to date. It is anticipated that this line item will be over-spent in Q4 as result of the Lagoon issues in Lundbreck.
Waste Management	(192,239)	(338,610)	146,371	43.2%	Landfill charges were on track to be fully spent, however, financial changes at the Landfill will be seen in Q3 & Q4. Recycling will be slightly over at year end as a result of a newly signed agreement. In the process of reviewing policies for other various bins within the MD. Labour allocation from PW done at year end (budget 115k), remaining debenture payments (212k).
Regional Water	(364,357)	(682,490)	318,133	46.6%	Contracted services will be over spent. This is due to 14k in unforeseen costs as result of a pipeline break along highway 3 and increased internet service costs for two metering station added at Castle and Beaver Mines metering stations
Cemetery - Town of Pincher Creek	(55,140)	(55,140)	-	0.0%	
Planning	4,833	(150,640)	155,473	103.2%	Favorable mainly due to timing - have not yet been fully invoiced or incurred expenses for Municipal Development Plan Subdivision Policy review, ORSCC and Superior Safety Codes.
Agricultural and Environmental Services	(100,945)	(13,170)	(87,775)	-666.5%	Timing - have not yet received the annual ASB grant (183k) offset by favorable spending. We have not yet incurred substantial charges for pesticides, fuel, IT, contracted services and various other costs.
Recreation	(490,679)	(508,430)	17,751	3.5%	Favorable mainly due to timing as well as reduced spending due to COVID-19, 11k due to labour allocation recorded at year end and remaining funds available for park maintenance.
Comm. Services	(320,421)	(306,830)	(13,591)	-4.4%	Favorable mainly due to timing as well as reduced spending due to COVID-19 - Have not received last quarter of the F.C.S.S. grant, offset slightly by payments Q4 payment remaining to the humane society. 4k still remaining in Council discretionary funding, 4k as a result of cancelled events.
	-	-	-		
<b>Deficiency of Revenue over Expenses Before Other</b>	<b>5,408,414</b>	<b>-</b>	<b>5,408,414</b>		

Transfers to and from reserves are not recorded on the statement of operations under Generally Accepted Accounting Principles (GAAP) until the expense is incurred. For tracking purposes they are included in the above summary.  
Q1: Jan - Mar; Q2: Apr- Jun; Q3: Jul - Sep; Q4: Oct - Dec


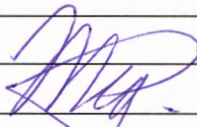
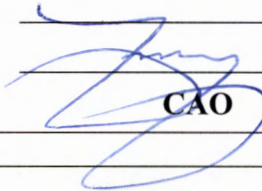
**Note A Public Works**

Labour Allocation to other segments (entry done at YE)	(251,000)
Favorable Repair Costs due to timing - 40% through budget	80,290
Favorable Gravel Crushing	69,933
Favorable Gravel Royalties mainly due to reversed year end accrual (164k) on pit 510. Working with Province to fix.	158,117
Favorable Dust Control and Cold Mix Products (seasonal - Q3)	53,933
Favorable Fuel and Grease (on track to be under budget due to change in fuel costs)	205,639
P.W. - Inventory Change	472,986
Budgeted transfer to reserves not yet booked as based on actuals (booked at YE)	250,000
Debenture payment/revenue (landfill) not yet recorded	64,050
Other	61,975

**\*\*Confirmed with PW that spending is forecasted to remain within budget.**

# Administration Guidance Request

G3b

<b>TITLE: 2021 Budget Direction</b>			
<b>PREPARED BY: Meghan Dobie</b>		<b>DATE: October 6, 2020</b>	
<b>DEPARTMENT: Finance</b>			
		<b>ATTACHMENTS:</b> 1. 2021 Budget Direction	
<b>Department Supervisor</b>	<b>Date</b>		
<b>APPROVALS:</b>			
 <hr/> Department Director	Oct 7, 2020 <hr/> Date	 <hr/> CAO	07 Oct 2020 <hr/> Date

**REQUEST:**  
 That Council provide Administration with any potential service level changes they wish to see in 2021, and provide Administration with a target percentage increase to municipal property tax revenue for the 2021 Budget.

- BACKGROUND:**
- The 2021 focus for setting municipal taxes will remain on tax revenue.
  - The inflation rate in Alberta for July 2020 was 0.3%
  - The cost of living rate in Canada for June 2020 was 0.2%
  - The proposed assessment model changes for non-residential taxes are not anticipated to materialize for the upcoming tax year. However, the Minister has indicated that some one-year assessment changes may be implemented. The MD will proceed under the assumption that no major changes to assessment will be made. Should this change, we will re-evaluate our budget at that time.
  - Substantial real growth is anticipated (upwards of 1M in tax revenue)
  - As a result of COVID-19, the MD made significant operating budget cuts and did not increase tax rates in 2020.
  - The target percentage increase will be used during the preparation of the 2021 operating budget, however adjustments will be re-evaluated and confirmed during the preparation of the tax rate bylaw in early 2021.

**FINANCIAL IMPLICATIONS:**

## 2021 Budget Direction

The 2021 focus will remain on tax revenue. The budget will be developed under the assumption that substantial real growth (new assessment - estimated \$1M in tax revenue) is anticipated. The MD is also aware that assessment models may change in the future. We have received confirmation that no permanent changes will be made for the 2021 tax year. However, the Minister has indicated that some one-year changes may be implemented. At this time, the MD will not consider any of these changes to have an effect revenue in 2021. Should any changes materialize for 2021 tax year, the MD will re-evaluate the budget at that time.

It is recommended the increase in tax revenue, as a result of real growth, be used to fund MD reserves, not operations. As noted above, future assessment model changes and grant changes, may result in less money to the MD in future years (2022 onwards). Therefore, in the event to plan for the future, the recommendation for 2021 is to fund reserves more aggressively. This will help the MD to maintain service levels and reduce significant impacts to tax payers in any given year.

Table 1 – Tax Revenue Comparison - Municipal

	2020 Tax Revenue as set out bylaw	Real Growth 2021	Tax Revenue Including Real Growth	2021 Increase		
				1.5%	2%	2.5%
Residential	2,586,687	-	2,586,687	2,625,487	2,638,421	2,651,354
Farmland	400,600	-	400,600	406,609	408,612	410,615
Non-Residential:	8,203,087	1,000,000	9,203,087	9,341,133	9,387,149	9,433,164
Small Commercial	84,995	-	84,995	86,270	86,695	87,120
Total	11,275,369	1,000,000	12,275,369	12,459,499	12,520,877	12,582,253
Estimated revenue increase over 2020				1,184,130	1,245,508	1,306,884

## Examples

### Residential Example

Table 2 – Residential Example

		1.5%	2%	2.5%
Assessment	500,000	500,000	500,000	500,000
Tax Rate	4.7032	4.774	4.797	4.821
Municipal Tax Levy*	2,352	2,387	2,398	2,410

\*Municipal Tax Levy = Assessment x Tax Rate/1000

### Non-Residential Example

Table 3 – Non-Residential Example

		1.5%	2%	2.5%
Assessment	1,000,000	1,000,000	1,000,000	1,000,000
Tax Rate	9.3400	9.4801	9.5268	9.735
Municipal Tax Levy*	9,340	9,480	9,526	9,574

\*Municipal Tax Levy = Assessment x Tax Rate/1000

# CHIEF ADMINISTRATIVE OFFICER'S REPORT

G4a

Sept 23, 2020 – Oct 13, 2020

## DISCUSSION:

Sept 23 Post Council action items and letters with Exec. Assistant McClelland  
Beaver Mines Walk Through with PW and BMCA Members

Sept 24 SMT (senior mgmt. meeting)  
MPE and Banner Engineering Meeting in Lethbridge

Sept 25 Meeting with Chief Cox  
ICF Meeting with the Town of Pincher Creek

Sept 28 Meeting with Banner Engineering regarding Statements of Concern  
BM Subdivision Meeting with ORSSC and Planner  
Post Incident review with Safety and PW – North Burmis Fire

Sept 29 Utility Bylaw review with Dir of Finance  
Rural Crime survey for RMA and Solicitor General  
Meeting with PW and residents of Cabin Hill regarding road improvements

Sept 30 EAC (Emerg Advisory Comm) Meeting  
HR meeting with staff member  
Terms of Reference review for Joint Health & Safety Comm. With Co-Chair

Oct 01 Capital Budget review with SMT

Oct 02 Lundbreck Lagoon Strategy with Engineers  
BM W/Water Subdivision Meeting with Banner Engineering  
MD Garbage Bin review with CFO (usage and placement option review)

Oct 05 Head Count Meeting with SMT  
Regional Ag Services Meeting for ICF with Crowsnest Pass

Oct 06 Meetings with Dir Ops and MPE to review Castle Mountain Water line Project

Oct 07 Monthly Safety meeting at PW  
Local Authority Elections Act update webinar with Municipal Affairs  
Meetings with Dir Ops and MPE to review Castle Mountain Water line Project  
Budget review of PCESC with Dir Finance  
Meeting with Alberta Parks, Ministry of Environment, MPE and ISL regarding Castle Water Project

Oct 08 Meetings with Dir Ops and MPE to review Castle Mountain Water line Project  
Meeting with Management of CMR regarding Castle Mt Water Project  
Council Prep day

Oct 09 Airport Committee Meeting

Oct 13 Council and Committee Meetings

- Numerous other meetings throughout this period to address any issues or tasks from the Sept 23<sup>rd</sup> meeting.

## Upcoming Meetings

- Oct 14 - Next Joint Health and Safety Meeting
- Oct 14 - Joint Funding Meeting at 1800 hrs in the gym with the Town
- Oct 23 – ARMAA (Alberta Rural Municipal Administrators Assoc) meeting (virtual)



**RECOMMENDATION:**

That Council receive for information, the Chief Administrative Officer's report for the period Sept 23, 2020 – Oct 13, 2020.

Prepared by:

Troy MacCulloch, CAO

TM

Date: Oct 08, 2020

Respectfully presented to:

Council

Date: Oct 13, 2020

**From:** Ryan HODGE  
**Sent:** October 6, 2020 8:07 AM  
**To:** Troy MacCulloch <AdminCAO@mdpincercreek.ab.ca>  
**Subject:** Upcoming RMA Meetings

Troy,  
Just reaching out to see if the MD council wants to meet with the Commanding Officer of K Division during the upcoming RMA - Community Meetings via Zoom Oct 29-30.

If they would like to meet, please provide the following details and I will forward it up to K Division.

Community Name:  
Contact Name:  
Email address:  
Phone Number:  
Issues/Concerns:

Regards,

Ryan



**ROYAL CANADIAN LEGION PINCHER CREEK BRANCH #43**

P.O. BOX 131, 691 MAIN STREET, PINCHER CREEK, ALBERTA T0K1W0

Tel: 403 627 4024

H1b

**RECEIVED**  
OCT - 5 2020  
M.D. OF PINCHER CREEK

September 25, 2020

Municipal District of Pincher Creek #9  
Box 279  
Pincher Creek, Alberta  
T0K 1W0

During the coming months, the Royal Canadian Legion Pincher Creek Branch #43 will be honoring and remembering our Veterans and their families, through our sale of Poppies and Wreaths and our REMBRANCE DAY SERVICES.

The Royal Canadian Legion Pincher Creek Branch #43 request permission for:

1. Pincher Creek Branch #43 Members and Pincher Creek Branch #43 Ladies Auxiliary Members to canvas businesses, individuals and organizations beginning October 1, 2020 for the sale of wreaths and donations to the Royal Canadian Legion Pincher Creek Branch #43 Poppy Fund.
2. To distribute poppy boxes, as soon as authorized by Dominion Command
3. Youth Groups to canvas the residential areas with poppies on the first Saturday in November

Funds received from donations and the sales of poppies and wreaths are used exclusively to assist Veterans of the Canadian Forces and the RCMP and their families, who need assistance.

Thank you for considering our request and we await your response.

Yours sincerely

Dick Burnham, Poppy Chairman

Royal Canadian Legion Pincher Creek Branch #43

**LEST WE FORGET**

September 24, 2020

Reeve Brian Hammond  
MD of Pincher Creek  
PO Box 279  
Pincher Creek AB T0K 1W0



via email: [councildiv4@mdpincercreek.ab.ca](mailto:councildiv4@mdpincercreek.ab.ca)

Dear Reeve Hammond:

I am writing to inform you that Canadian Pacific (CP) has made the decision to hold a virtual holiday themed concert for the 2020 CP Holiday Train season, instead of running our typical CP Holiday Train program. This difficult decision is necessary to protect the health and safety of our neighbours and employees, given the ongoing global health threat posed by the COVID-19 pandemic.

CP intends to resume the traditional CP Holiday Train tour in 2021.

This year CP will donate to all communities that the program benefits, including communities that typically receive the CP Holiday Train in alternating years.

CP launched the Holiday Train in 1999. Every year since, it has traveled across Canada and the northern U.S. to raise money, collect food and draw attention to the important work of local food banks. In its first 21 years, the CP Holiday Train program raised C\$17.8 million and collected 4.8 million pounds of food for local food banks in communities along CP's network.

Live music and entertainment has always been part of the CP Holiday Train show. To keep that tradition alive, CP will produce a virtual benefit concert. We will share details of this concert in the coming weeks on our social media channels.

If you have any questions about this year's CP Holiday Train virtual program, please reach out to us at [Holiday\\_Train@cpr.ca](mailto:Holiday_Train@cpr.ca).

The CP Holiday Train relies on the generous support of great communities like yours. I look forward to your community's engagement and support with our virtual program this year.

Sincerely,

A handwritten signature in black ink, appearing to read 'Mike LoVecchio'. The signature is fluid and cursive, with a long horizontal stroke at the end.

Mike LoVecchio  
Director Indigenous Relations and Government Affairs

Canadian Pacific  
General Yard Office  
1670 Lougheed Highway  
Port Coquitlam BC V3B 5C8  
778 772-9636  
[mike\\_lovecchio@cpr.ca](mailto:mike_lovecchio@cpr.ca)

----- IMPORTANT NOTICE - AVIS IMPORTANT -----  
----- Computer viruses can be transmitted via email. Recipient should  
check this email and any attachments for the presence of viruses. Sender and  
sender company accept no liability for any damage caused by any virus  
transmitted by this email. This email transmission and any accompanying  
attachments contain confidential information intended only for the use of the  
individual or entity named above. Any dissemination, distribution, copying or  
action taken in reliance on the contents of this email by anyone other than the  
intended recipient is strictly prohibited. If you have received this email in error  
please immediately delete it and notify sender at the above email address. Le  
courrier électronique peut être porteur de virus informatiques. Le destinataire doit  
donc passer le présent courriel et les pièces qui y sont jointes au détecteur de  
virus. L'expéditeur et son employeur déclinent toute responsabilité pour les  
dommages causés par un virus contenu dans le courriel. Le présent message et les  
pièces qui y sont jointes contiennent des renseignements confidentiels destinés  
uniquement à la personne ou à l'organisme nommé ci-dessus. Toute diffusion,  
distribution, reproduction ou utilisation comme référence du contenu du message  
par une autre personne que le destinataire est formellement interdite. Si vous avez  
reçu ce courriel par erreur, veuillez le détruire immédiatement et en informer l'  
expéditeur à l'adresse ci-dessus. ----- IMPORTANT  
NOTICE - AVIS IMPORTANT -----

**TOWN OF PINCHER CREEK  
RECREATION ADVISORY COMMITTEE MEETING  
June 24, 2020 @ 6:00 PM  
Town Hall Chambers**

---

**Attending:**

Kris Larson – Chair  
Kari Grandoni – Vice Chair  
Sabrina Ryans – Member at Large  
Faith Zachar – Member at Large  
Sheena Adamson – Member at Large  
La Vonne Rideout – Community Services  
Adam Grose – Parks & Recreation  
Rhonda Oczkowski – Parks & Recreation

**Regrets:**

Mark Barber – Town Council

**1. Call to Order**

Kris Larson  
Call the meeting to order at 6:03 p.m.

**2. Approval of Agenda**

Faith Zachar  
That the Recreation Advisory Committee approve the June 24, 2020 minutes as presented  
**CARRIED**

**3. Approval of Minutes**

Judy Lee  
That the Recreation Advisory Committee approve the May 27, 2020 minutes as presented  
**CARRIED**

**4. Business Arising from the Minutes****4a. Recreation Master Plan**

Adam Grose informed the Committee Expedition Consulting has been awarded the contract to develop the recreation master plan. We would like to see some in person consulting/surveys with residents. This will increase their fee. Once we get the numbers on the increase it will be brought forward to council for approval.

**4b. Re-opening of facilities**

The pool opened to limited programming on June 29. We will offer lane swim, aquafit and bootcamp. Staff had to trained for Covid-19 protocols. There will be extensive cleaning in-between classes. The schedule will add more programming starting July 13. The spray park is closed, waiting for a part to turn on the water.

**4c. Bike Bingo**

Sheena Adamson said there were those who participated in the activity but did not report or check in to claim a prize donated by Alpendland.

**5. New Business**

**5a. Fitness Report Card**

Rhonda Oczkowski talked about the ParticipAction Report Card that was just released on the physical activity of youth, families and adults in Canada. Canadians are not doing well scoring an "F" overall all.

**6. Open Discussion/Reports**

**6a. Department Reports**

**i. Programming and Event Report**

Rhonda reported that all events have been cancelled that the Town annual hosts. Did have a very successful June Recreation & Parks month by posting virtual challenges. Communities in Blooms rolled out 7 self- watering planters rented by downtown businesses. Continue to educate public about invasive weeds in Pincher Creek. The first outdoor farmers market started on June 19, located next to the spray park.

**ii. Pool, Arena & Parks Report**

Adam reported in 4.b

**6b. Member Reports**

La Vonne Rideout – Open house for both of the child care centers are July 3.

Sheena Adamson – none

Kari Grandoni – none

Faith Zachar – Flag football, bantam and PeeWee will start on August 16.

Judy Lee – SCAT has submitted their OHS manual, waiting to see if it is approved.

Kris Larson – stated he is willing to do some work on the bike park, will need some direction.

**7. Next Meeting**

No date set, but will meet to go over the Recreation Master Plan

**8. Adjournment**

Sabrina Ryans

Adjourned the meeting 7:25 p.m.

Date \_\_\_\_\_

Approved \_\_\_\_\_

**From:** Gerald Rhodes <gerald@rmaalberta.com>

la

**Sent:** September 25, 2020 12:02 PM

**Cc:** Tasha Blumenthal <tasha@RMAAlberta.com>

**Subject:** Assessment Model Review - Call for Alternative Solutions to support the oil and gas industry

Hello CAOs

First off I wish to thank you for your advocacy efforts on the Assessment Model Review this summer. You have done an outstanding job of engaging your MLA's, your public, and your local media on the challenges to rural municipality sustainability posed by the Assessment Model Review scenarios. Your effort has resonated politically and caused pushback by both industry and even the Canadian Taxpayer Federation (CTF) which has further identified errors in some of their advice to government and allowed us to speak to these errors. I can not emphasise how important your voice has been on advocating on this issue to make these things happen and we thank you for your part in doing this.

### Assessment Model Review Update

For those not aware we have heard some recent positive signs from new Minister of Municipal Affairs related to the changes being considered to the assessment model review. As organized by local MLAs the Minister has met with a number of rural municipalities in a number of regions to discuss the Assessment Model Review and, in doing so, has provided some early indications on her perspective on this issue. The big news is that according to the comments made publicly by the Minister is that scenario D is not being considered and, no permanent changes will be made for the 2021 tax year. However, the Minister has indicated that some one-year changes may be implemented, with an announcement on what they will be by early October.

The Minister has also indicated that further dialogue will be required involving municipalities, industry, and others. We are working with the Minister to ensure that such future discussions engage our members and are open and not embargoed. The Minister has advised that these discussions would need to be focussed on solutions that support competitiveness for the oil & gas industry who have indicated that Alberta is currently not competitive to other jurisdictions.

Lastly Minister Allard indicated at the AUMA convention today that a "Fiscal Reckoning" is now in play for the province and it's municipalities. That none of us can expect the status quo to continue and that all of us are going to need to do our part to deal with the challenges that are upon us.

### Alternate Solutions

The Minister and your MLAs have indicated that if RMA members are going to push back hard on the assessment model changes being considered, that we must follow this up with alternate solutions to support the oil and gas industry. As well, the Minister is clear that the solutions cannot be fully focused on the province picking up the tab as they do not have the fiscal capacity to do so. There is a suggestion that everyone will need to share shouldering lost revenue and/or costs.

The RMA Advocacy staff is therefore engaging in developing alternate solutions under these parameters and are seeking your wisdom and help. We are seeking input from all of you on your ideas for municipally-focused solutions that could help the oil and gas industry and ideally be much more effective than the assessment model changes in making sure that help will generate increased investments and jobs in the province, and will not unfairly harm other commercial and residential taxpayers. These solutions could be specific to the assessment model (i.e. like a higher minimum depreciation base), could be related to property taxation, or could be completely unrelated to assessment and taxation and focus more on innovative economic development approaches, etc.



We know that many of you have been thinking hard about what solutions could be proposed, and many of you likely already have effective strategies in place to support your local oil and gas industry that could potentially be extended province-wide. We are open to any ideas and thoughts you may have, ideally with a focus on actions that can be taken at a municipal level.

Please consider this a first call for ideas, informal as it is, in anticipation to being invited to a solutions building table later. Based on information provided we may circulate a more structured follow-up to flush out ideas provided with you. I anticipate that at minimum we will prepare and share a summary of what we hear from you so we all can learn from and build from the ideas of the others.

In conclusion please **forward your ideas in writing to either myself or Tasha Blumenthal (tasha@rmalberta.com)**. Feel free to talk to your council and others in developing solutions for

consideration.

Thank you.

### **Gerald Rhodes, CLGM, MBA, CAE**

*Executive Director*




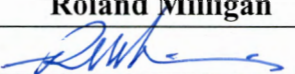
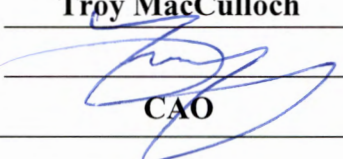

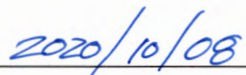
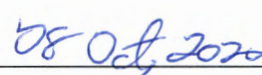
Office: 780.955.4077  
Cell: 780.893.3783  
Scheduling: 780.955.4076  
[RMAAlberta.com](http://RMAAlberta.com)

2510 Sparrow Drive, Nisku, Alberta T9E 8N5 780.955.3639

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error, please notify the system manager. Please note that any views or opinions presented in this email are solely those of the author and do not necessarily represent those of the organization. The sender does not accept liability for any errors or omissions in the contents of this message which arise as a result of virus/malware infection or email transmission errors.

# Administration Guidance Request

Ib

<b>TITLE:</b> <b>Municipal Administration of Campgrounds</b>		
<b>PREPARED BY:</b>		<b>DATE:</b> 2020-10-08
<b>DEPARTMENT:</b> Community Services		
		<b>ATTACHMENTS:</b>
<b>Department Supervisor</b>	<b>Date</b>	
<b>APPROVALS:</b>		
<b>Roland Milligan</b>	<b>Troy MacCulloch</b>	
		
<b>Department Director</b>	<b>Date</b>	<b>CAO</b>
		

**REQUEST:**

**That Council provide direction to administration for the purpose of entering into conversations/negotiations with the Province of Alberta to explore opportunities for the MD to provide administration of some of the proposed delisted parks and recreation areas.**

**BACKGROUND:**

The government of Alberta has assessed all 473 sites in the Alberta Parks system and identified 164 sites proposed for partnerships.

Sites removed from the parks system would have their legal park designations removed, and could be open for alternate management approaches. This includes potential Park Partnerships through transfer to another entity such as a municipality, so that sites could continue to provide important economic and recreational benefits to local communities. Some of the sites could also stay open under a public lands management model or revert back to vacant public land.

The MD has been approached by a company that would be interested in partnering with the MD to manage reservations if the MD took ownership or management of some of the parks within our municipal boundary.

List of possible parks within the MD of Pincher Creek:

- Lundbreck Falls Provincial Recreation Area (overnight)
- Maycroft Provincial Recreation Area (overnight)
- North Fork Provincial Recreation Area (overnight)

## **Administration Guidance Request**

- Oldman Dam Provincial Recreation Area (overnight + group use)
- Oldman River North Provincial Recreation Area (overnight + group use)
- Oldman River Provincial Recreation Area (overnight)
- Waterton Reservoir Provincial Recreation Area (overnight)

### **FINANCIAL IMPLICATIONS:**

To be determined based on the MD's future involvement.

**PROCLAMATION**

**ALBERTA DEVELOPMENT OFFICERS WEEK**

**OCTOBER 26<sup>TH</sup> TO OCTOBER 30<sup>TH</sup> 2020**

---

WHEREAS, A *Development Officer* is a current planning and development specialist with knowledge in current legislation, policy and bylaws, systems and technical requirements for physical development within communities in the Province of Alberta. A *Development Officer* enforces and administers land use regulations and policies on behalf of a municipality and is designated to the position of *Development Authority* by the municipality as defined by the *Municipal Government Act, RSA 2000, Chapter M-26*.

WHEREAS the *Alberta Development Officers Association*, representing professional *Development Officers* in Alberta, endorses *Alberta Development Officers Week* to recognize sound development and planning practices and the contribution made by *Development Officers* to the quality of development within our communities and environment; and,

WHEREAS *Alberta Development Officers Week* helps us to publicly recognize the work of our municipal colleagues in planning and development for the improvement of the Municipal District of Pincher Creek No. 9; and,

WHEREAS we recognize *Development Officers* and their commitment to public service; and,

NOW, THEREFORE, I, \_\_\_\_\_, do hereby proclaim the week of October 26<sup>th</sup> to October 30<sup>th</sup>, 2020, to be designated as *Alberta Development Officers Week* in the Municipal District of Pincher Creek No. 9.

Proclaimed this 13<sup>th</sup> day of October, 2020

\_\_\_\_\_  
Reeve

SEAL