

**AGENDA
COUNCIL MEETING
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
November 22, 2021
5:00 pm via GoToMeeting**

A. ADOPTION OF AGENDA

B. DELEGATIONS

- a) 5:00 pm to 5:30 pm – John Grove – AltaLink
- b) 5:30 pm to 5:40 pm – Sgt. Ryan Hodge RCMP Pincher Creek Detachment

C. MINUTES/NOTES

- 1. Council Committee Minutes
 - November 9, 2021
- 2. Council Meeting Minutes
 - November 9, 2021
- 3. Council Committee Minutes
 - November 16, 2021

D. BUSINESS ARISING FROM THE MINUTES

E. UNFINISHED BUSINESS

- a) Letter of Support for Pincher Creek Library for their Expansion Project
 - Verbal Request Made at Last Council Meeting
- b) I-Hunter (Inside Outside Studios) - Permission Requested to use the MD's 2020 Ownership Map
 - Report from Administration, dated November 17, 2021

F. COMMITTEE REPORTS / DIVISIONAL CONCERNS

- 1. Councillor Tony Bruder – Division 1
- 2. Reeve Rick Lemire – Division 2
- 3. Councillor Dave Cox– Division 3
- 4. Councillor Harold Hollingshead - Division 4
- 5. Councillor John MacGarva – Division 5

G. ADMINISTRATION REPORTS

- 1. Operations
 - a) Operations Report
 - Report from Director of Operations dated November 17, 2021
 - Public Works Call Log
- 2. Finance
 - a) 2022 Revised Budget
 - Report from Director of Finance, dated November 17, 2021
 - b) Eco Station – Reserve Adjustment
 - Report from Director of Finance, dated November 17, 2021
 - c) 2021 Cabin Hill Funding Change
 - Report from Director of Finance, dated November 17, 2021
- 3. Planning and Development
 - a) AES Monthly Reports
 - Reports from AES November and December
- 4. Municipal
 - a) Chief Administrative Officer Report
 - Report from CAO, dated November 17, 2021
 - b) C-SAFE-002 Corporate Health and Safety
 - Report from Administration dated, November 18, 2021

H. CORRESPONDENCE

1. For Action

- a) Patton Park Society Partnership Request
 - Request from Patton Park Society of Lundbreck
- b) Alberta Provincial Police Service Transition Study Engagement Sessions
 - Department of Justice and Solicitor General
- c) Pincher Creek and District Food Center
 - Request to Share on Social Media
- d) Designing Healthy Communities Together
 - Request from Alberta Health Services

2. For Information

- a) Congratulations to Elected Officials
 - Letter from Alberta Municipal Affairs
 - Letter from Library Association of Alberta
 - Card from Chinook Sexual Assault Center
 - FORTIS Alberta
- b) Request for RMA Virtual Convention
 - Letter from County of Vermilion River
- c) Response Letter to MD Concerns with RCMP Retroactive Pay
 - Letter from Alberta Justice and Solicitor General
- d) Welcome to Chinook Arch
 - Letter from Chinook Arch Library Board
- e) Customer Service Reception Invitation
 - Invitation from FORTIS Alberta
- f) Alberta SouthWest Regional Alliance
 - Notes from Board September 1, 2021
 - Minutes of Board of Directors Meeting August 4, 2021

I. NEW BUSINESS

J. CLOSED MEETING SESSION

K. ADJOURNMENT

AltaLink 164L and 616L Transmission Lines Rebuild Municipal District of Pincher Creek

NOVEMBER 23, 2021

JOHN GROVE MUNICIPAL AND COMMUNITY RELATIONS MANAGER



AltaLink at a Glance

- 100% focused on energy solutions
- more than 13,800 km of lines
- more than 317 substations
- Backbone of Alberta's electricity grid
- Serving 85% of Albertans
- Owned by Berkshire Hathaway Energy



Key Industry Players

Alberta Electric System Operator (AESO)

Independent, not-for-profit system planner

Alberta Utilities Commission (AUC)

Independent regulatory body

Transmission Facilities Owner (TFO)

Own and operate transmission facilities

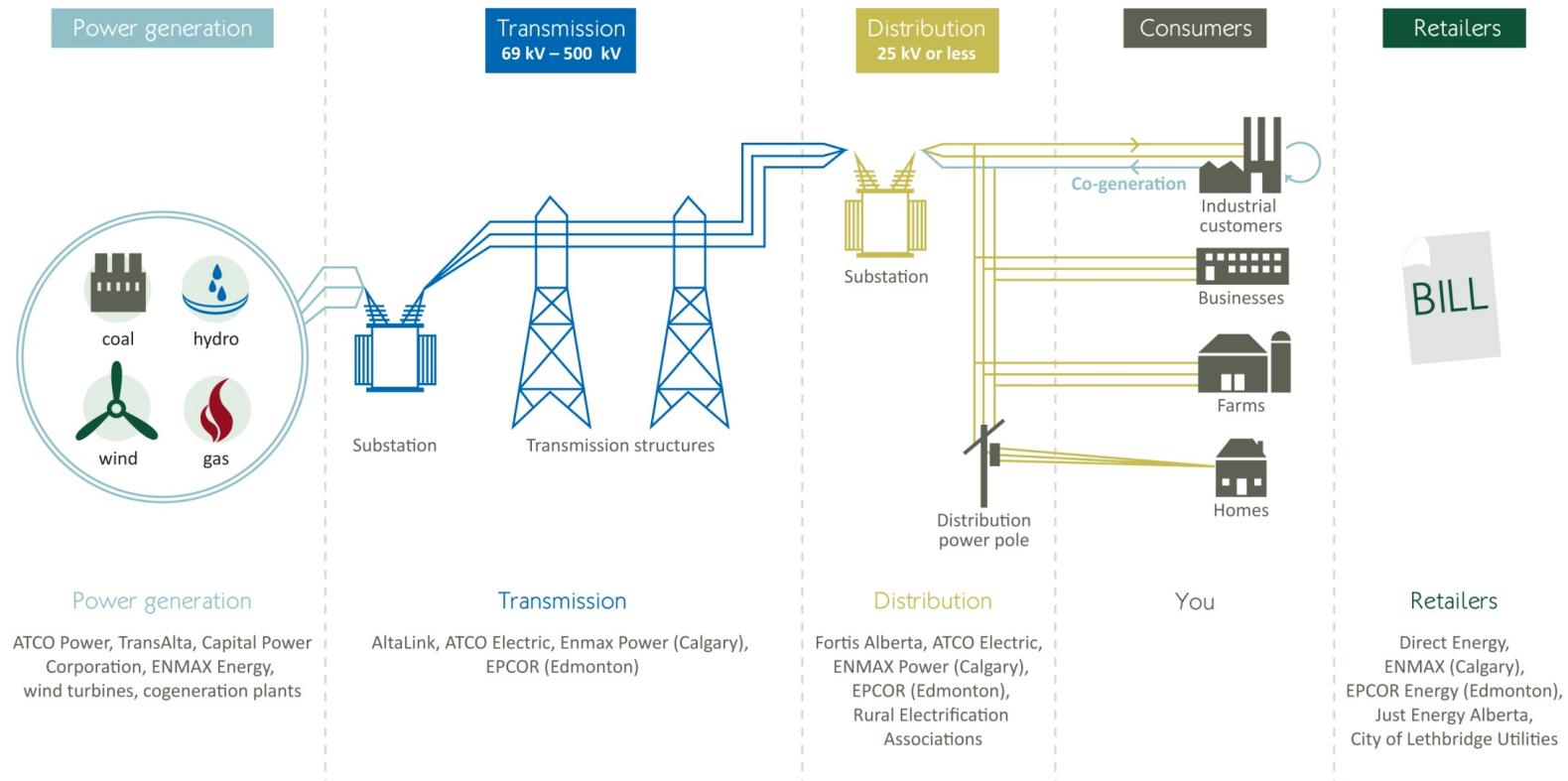
Distribution Facilities Owner (DFO)

Own and operate distribution facilities
Fortis/REA

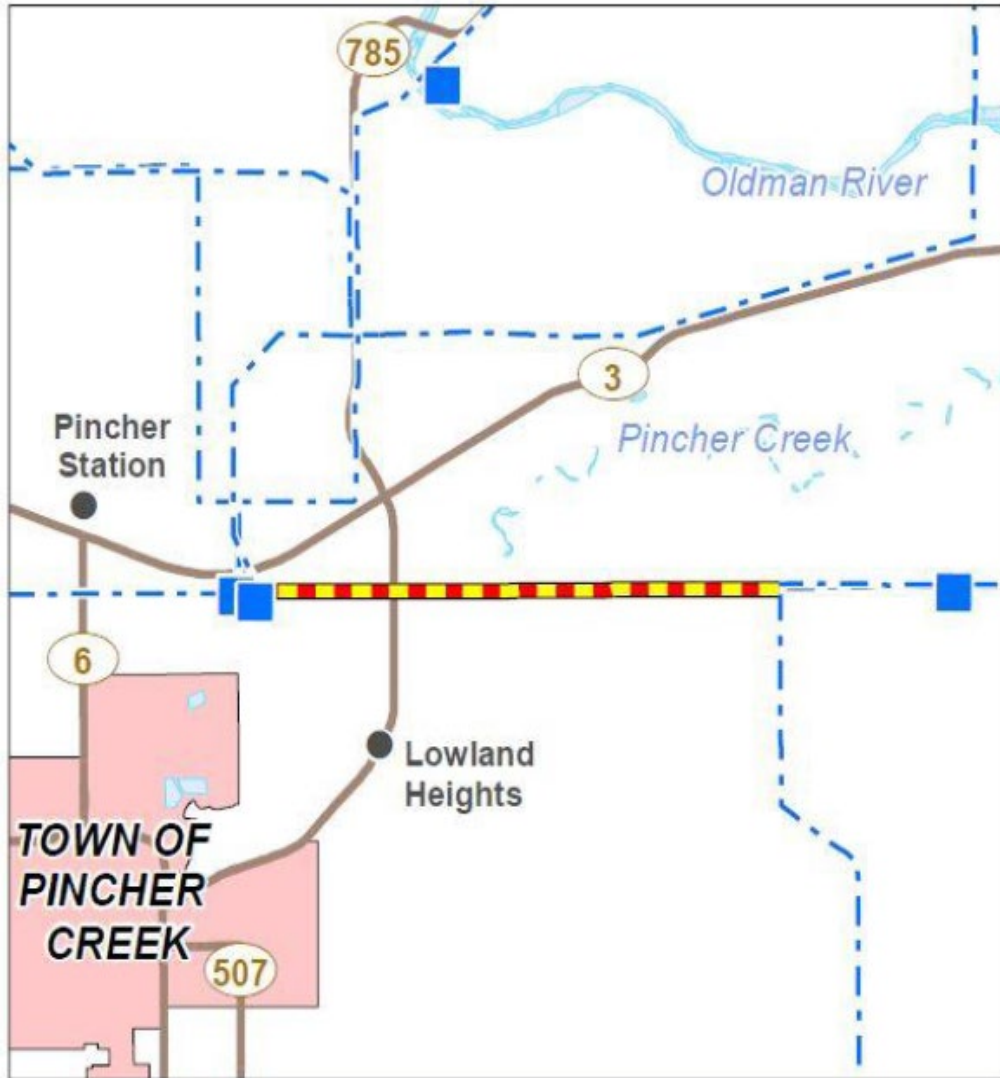
Our Customers

- Industry is more than 61%
 - Large industrial plants
 - Smaller local industrial businesses
- Commercial is 18%
- Residential is 13%
- Farms and Ranches is 3%
- Line losses 5%








Alberta's Electric Infrastructure



Proposed Project Map



LEGEND

- | | | | |
|---|--|---|------------|
|  | Existing Substation |  | Road |
|  | Proposed Salvage and Transmission Line Rebuild |  | Urban Area |
|  | Existing Transmission Line |  | Water Body |
|  | Hamlet or Locality | | |

Structure Types



- primarily monopole structures, but two pole structures may be required in some locations
- made of either wood or steel
- approximately 25-35 m tall
- approximately 4-5 m wide at the cross-arm
- spaced approximately 175 m apart

The structures on the existing lines are wood H-frame structures that are approximately 18 metres (m) tall

Project Schedule

- Notify and consult with stakeholders: October 2021
- File application with the AUC: February 2022
- Start construction if project is approved: Q4 2022 or 2023
- Anticipated construction completion: December 2023

FLAT for FIVE.

FLAT for FIVE.

Pledge: To hold AltaLink's transmission rates flat for the next 5 years.*

Rates negotiated with our customers for 2017/2018 agreement will not increase through to 2023.

Further Cost Reduction: AltaLink will offset increasing costs through continuous improvement.

Ultimately this commitment requires customer support to be successful.

FLAT_{for}
FIVE.

* AltaLink is one of 4 major transmission facility operators in the Province of Alberta which influence transmission rates.



Thank You

Contact information

website: www.altalink.ca/projects

toll-free: 1-877-267-1453

email: john.grove@altalink.ca



2021-10-19

Sgt Ryan Hodge
Detachment Commander
Pincher Creek, AB

Dear Mr. Hammond,

The Alberta RCMP remains committed to strengthening partnerships with the communities it serves. In light of municipal elections that took place on October 18th in communities across Alberta, I offer my sincerest congratulations to you and your elected council. Whether or not there are new faces within your executive council, my commitment to you and your team remains unwavering. As the Chief of Police for your community, please reach out to me directly if you require anything to bring your team up to speed.

Please find attached the quarterly Community Policing Report that covers the July 1st to September 30th, 2021 reporting period. The attached report serves to provide a quarterly snapshot of the human resources, financial data and crime statistics for the Pincher Creek Detachment. As part of maintaining engagement with the Albertans we serve, this quarterly report reinforces our commitment to communicate the work we do to ensure community safety. This reporting along with your valued feedback will allow us to assess and enhance our policing service to ensure we are meeting your needs on an ongoing basis.

In addition to sharing quarterly updates on community-identified policing priorities through this reporting, I remain available to discuss business and program planning processes to further optimize our services to address the priorities that are important to you.

Congratulations once again, and please feel free to contact me if you have any questions or concerns.

Regards,

Sgt Ryan Hodge

Sgt Ryan Hodge



Pincher Creek Provincial Detachment Crime Statistics (Actual) Q2: 2017 - 2021

All categories contain "Attempted" and/or "Completed"

October 6, 2021

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Homicides & Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		0	0	0	0	1	N/A	N/A	0.2
Sexual Assaults		0	0	3	1	1	N/A	0%	0.3
Other Sexual Offences		1	2	2	1	0	-100%	-100%	-0.3
Assault		27	10	13	22	30	11%	36%	1.8
Kidnapping/Hostage/Abduction		0	0	0	0	0	N/A	N/A	0.0
Extortion		0	0	0	0	0	N/A	N/A	0.0
Criminal Harassment		4	1	1	7	9	125%	29%	1.6
Uttering Threats		4	7	6	8	12	200%	50%	1.7
TOTAL PERSONS		36	20	25	39	53	47%	36%	5.3
Break & Enter		12	8	8	10	18	50%	80%	1.4
Theft of Motor Vehicle		4	10	9	3	12	200%	300%	0.9
Theft Over \$5,000		3	2	1	0	1	-67%	N/A	-0.6
Theft Under \$5,000		49	36	21	33	34	-31%	3%	-3.3
Possn Stn Goods		2	3	2	2	3	50%	50%	0.1
Fraud		20	16	11	7	9	-55%	29%	-3.1
Arson		2	0	0	0	0	-100%	N/A	-0.4
Mischief - Damage To Property		0	0	8	24	18	N/A	-25%	6.0
Mischief - Other		49	26	7	18	22	-55%	22%	-6.2
TOTAL PROPERTY		141	101	67	97	117	-17%	21%	-5.2
Offensive Weapons		1	2	1	3	4	300%	33%	0.7
Disturbing the peace		40	41	25	30	27	-33%	-10%	-3.7
Fail to Comply & Breaches		22	48	45	7	12	-45%	71%	-6.1
OTHER CRIMINAL CODE		12	5	6	7	12	0%	71%	0.2
TOTAL OTHER CRIMINAL CODE		75	96	77	47	55	-27%	17%	-8.9
TOTAL CRIMINAL CODE		252	217	169	183	225	-11%	23%	-8.8



Pincher Creek Provincial Detachment Crime Statistics (Actual) Q2: 2017 - 2021

All categories contain "Attempted" and/or "Completed"

October 6, 2021

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		4	3	1	3	0	-100%	-100%	-0.8
Drug Enforcement - Trafficking		0	1	1	0	2	N/A	N/A	0.3
Drug Enforcement - Other		1	0	0	2	0	-100%	-100%	0.0
Total Drugs		5	4	2	5	2	-60%	-60%	-0.5
Cannabis Enforcement		0	0	0	1	0	N/A	-100%	0.1
Federal - General		5	0	3	6	2	-60%	-67%	0.0
TOTAL FEDERAL		10	4	5	12	4	-60%	-67%	-0.4
Liquor Act		49	49	74	29	32	-35%	10%	-5.4
Cannabis Act		0	0	0	1	1	N/A	0%	0.3
Mental Health Act		10	12	14	27	20	100%	-26%	3.5
Other Provincial Stats		28	43	27	46	20	-29%	-57%	-1.3
Total Provincial Stats		87	104	115	103	73	-16%	-29%	-2.9
Municipal By-laws Traffic		1	1	1	1	0	-100%	-100%	-0.2
Municipal By-laws		6	5	3	3	6	0%	100%	-0.2
Total Municipal		7	6	4	4	6	-14%	50%	-0.4
Fatals		0	0	1	0	1	N/A	N/A	0.2
Injury MVC		7	7	3	8	9	29%	13%	0.5
Property Damage MVC (Reportable)		86	87	62	87	71	-17%	-18%	-3.0
Property Damage MVC (Non Reportable)		10	12	13	12	3	-70%	-75%	-1.4
TOTAL MVC		103	106	79	107	84	-18%	-21%	-3.7
Roadside Suspension - Alcohol (Prov)		0	0	0	0	3	N/A	N/A	0.6
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
Total Provincial Traffic		388	373	366	462	201	-48%	-56%	-28.5
Other Traffic		3	2	1	3	1	-67%	-67%	-0.3
Criminal Code Traffic		19	28	32	39	19	0%	-51%	1.1
Common Police Activities									
False Alarms		22	26	9	10	10	-55%	0%	-4.0
False/Abandoned 911 Call and 911 Act		26	17	20	26	26	0%	0%	0.9
Suspicious Person/Vehicle/Property		34	24	31	23	36	6%	57%	0.3
Persons Reported Missing		5	9	9	14	9	80%	-36%	1.3
Search Warrants		0	1	0	0	0	N/A	N/A	-0.1
Spousal Abuse - Survey Code (Reported)		9	8	8	20	13	44%	-35%	2.0
Form 10 (MHA) (Reported)		0	0	0	0	0	N/A	N/A	0.0



RCMP Provincial Policing Report

Detachment	Pincher Creek Provincial
Detachment Commander	Sgt Ryan Hodge
Quarter	Q2 2021
Date of Report	2021-10-19

Community Consultations

Date	Attendee(s)	Notes
		<p>Community consultations were limited during this quarter. Regular contact still occurred with both the MD and Town of Pincher Creek but there was no public meeting that occurred.</p> <p>There are planned/scheduled meetings with elected officials and a town hall style meeting for November.</p>



Community Priorities

<p>Priority 1</p>	<p>Communicate effectively - Build and maintain positive relations within the community</p>
<p>Current Status & Results</p>	<p>With the Municipal District Enhanced Position and intelligence based patrols there is a very strong policing presence in the rural Pincher Creek area. School patrols have been a daily focus since the start of September with in school visits occurring again. The Pincher Creek Detachment is regularly using media releases to remain engaged with the community and communicate relevant information. Members of the Pincher Creek Detachment were actively involved in several community events this summer.</p>
<p>Priority 2</p>	<p>Enhanced Road Safety</p>
<p>Current Status & Results</p>	<p>There is a decrease in traffic offences for this quarter partially due to members being focused in other areas of concern. There were several joint enforcement operations involving various partners (Alberta Sheriffs, Alberta Parks Officers, National Parks Wardens, and Community Police Officers). Enforcement is largely focused on speeding and alcohol related offences which continue to be an issue for the area. The majority of serious speeding offences are found on the primary highways in the area.</p>
<p>Priority 3</p>	<p>Crime Reduction - Prevent and Reduce property crimes</p>
<p>Current Status & Results</p>	<p>Investigation clearance rates (solved crime) continue to increase despite seeing an increase in property crime during this quarter. The increase in property offences was due to traveling groups of criminals who committed several crimes in very short periods of time, these people were quickly identified and held responsible. This success is due to intelligence based policing and the continual sharing of information between local detachments, Southern Alberta Crime Reduction Unit and crime analysts. Pincher Creek Detachment continued to work closely with Citizens on Patrol in promoting the Lock It or Lose It program and bringing community awareness to frauds involving pre-paid gift cards.</p>



Crime Statistics¹

The following table provides policing statistics on actual offences within the periods listed. Please see Appendix for additional information and a five-year comparison.

Category	July - September			January - December		
	2020	2021	% Change Year-over-Year	2019	2020	% Change Year-over-Year
Total Criminal Code	183	225	23%	718	650	-9%
<i>Persons Crime</i>	39	53	36%	135	131	-3%
<i>Property Crime</i>	97	117	21%	320	335	5%
<i>Other Criminal Code</i>	47	55	17%	263	184	-30%
Traffic Offences						
<i>Criminal Code Traffic</i>	39	19	-51%	90	97	8%
<i>Provincial Code Traffic</i>	462	201	-56%	1,469	934	-36%
<i>Other Traffic</i>	3	1	-67%	10	15	50%
CDSA Offences	5	2	-60%	14	24	71%
Other Federal Acts	12	4	-67%	29	38	31%
Other Provincial Acts	103	73	-29%	357	264	-26%
Municipal By-Laws	4	6	50%	24	15	-38%
Motor Vehicle Collisions	107	84	-21%	281	309	10%

¹ Data extracted from a live database (PROS) and is subject to change over time.

Trends/Points of Interest

There is a notable decrease in the amount of Criminal Code Traffic offences and also Provincial Traffic Offences. This is likely due to officers being required to focus more time on the increases in Criminal Code (persons/property) offences. These increases and decreases fall within norms over a 5 year period.



Provincial Police Service Composition²

Staffing Category	Established Positions	Working	Soft Vacancies ³	Hard Vacancies ⁴
Police Officers	11	11	1	0
Detachment Support	3	2	1	0

² Data extracted on September 30th, 2021 and is subject to change over time.

³ Soft Vacancies are positions that are filled but vacant due to maternity/paternity leave, medical leave, etc. and are still included in the overall FTE count.

⁴ Hard Vacancies reflect positions that do not have an employee attached and need to be filled.

Comments

Police Officers - The eleven established positions are currently filled. The Enhanced Policing position, funded by the Municipal District of Pincher Creek is currently filled. One officer is on medical leave and the position is backfilled to ensure coverage. One officer is due to transfer out in the new year and a replacement has been identified to fill that position.

Detachment Support - The 3 established support positions are currently filled. One support staff is currently off duty.

Quarterly Financial Drivers

The detachment budget is within normal spending compared to forecast budget and year to year spending.

MINUTES
COUNCIL COMMITTEE MEETING
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
Tuesday, November 9, 2021 1:00 pm
Via GoToMeeting

Present: Reeve Rick Lemire, Deputy Reeve Tony Bruder, and Councillors Dave Cox, Harold Hollingshead and John MacGarva.

Staff: CAO Troy MacCulloch, Director of Development and Community Services Roland Milligan, Public Works Superintendent Eric Blanchard, Director of Finance Meghan Dobie, Finance and Executive Assistant Jessica McClelland.

Reeve Rick Lemire called the meeting to order, the time being 1:15 pm.

1. Approval of Agenda

Councillor Harold Hollingshead

Moved that the agenda for November 9, 2021 be approved as presented.

Carried

2. What did you hear at the doorstep?

Each divisional Councillor discussed issues that they heard from residents while campaigning. Administration will compile concerns and present information to Council at a future meeting.

3. Closed Session

Councillor Dave Cox

Moved that Council move in to closed session to discuss the following, the time being 3:40 pm:

a) What did you hear at the doorstep? – FOIP Sec 17

Councillor Herald Hollingshead

Moved that Council open the Council meeting to the public, the time being 4:26 pm.

4. Adjournment

Councillor John MacGarva

Moved that the Committee Meeting adjourn, the time being 4:27 pm.

Carried

MINUTES
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
REGULAR COUNCIL MEETING
NOVEMBER 9, 2021

9477

The Regular Meeting of Council of the Municipal District of Pincher Creek No. 9 was held on Tuesday, November 9, 2021, at 5:00 pm, via GoToMeeting.

PRESENT Reeve Rick Lemire, Deputy Reeve Tony Bruder, Councillors Dave Cox, Harold Hollingshead and John MacGarva.

STAFF CAO Troy MacCulloch, Director of Development and Community Services Roland Milligan, Director of Finance Meghan Dobie, Public Works Superintendent Eric Blanchard and Executive Assistant Jessica McClelland.

Reeve Rick Lemire called the meeting to order the time being 5:00 pm.

A. ADOPTION OF AGENDA

Councillor Harold Hollingshead 21/410

Moved that the Council Agenda for November 9, 2021 be amended to include:

- New Business – Pincher Creek Legion, Poppy Donation
- New Business – Joint Meeting Dates with Town of Pincher Creek

And that the agenda be approved as amended.

Carried

B. DELEGATIONS

Pincher Creek Municipal Library

Janice Day, Michael Barkwith and Sandra Baker with the Pincher Creek Municipal Library attended the meeting at this time to discuss with Council the library statistics of usage for 2020/2021. The library is wanting to expand the building and create space that can be utilized by performance groups in the area. They are looking for support from the Town and MD to begin this project. A formal request will be presented to Council for consideration at the November 22, 2021 meeting.

Janice Day, Michael Barkwith and Sandra Baker left the meeting at this time, the time being 5:25 pm.

Fire Billing

Trish Greyeyes, lawyer with Ratzlaff Danielson, attended the meeting at this time to discuss a fire bill for Alan Petrone.

C. CLOSED SESSION

Councillor Harold Hollingshead 21/411

Moved that Council move into closed session to discuss the following, the time being 5:27 pm:

- a) Fire Billing – FOIP Section 17

Carried

Councillor John MacGarva 21/412

Moved that Council open the meeting to the public, the time being 5:55 pm.

Carried

Council will add the Fire Billing discussion to New Business. Trish Greyeyes left the meeting at this time, the time being 5:57 pm.

Minutes
 Regular Council Meeting
 Municipal District of Pincher Creek No. 9
 November 9, 2021

D. MINUTES

1. Committee Meeting Minutes

Councillor John MacGarva 21/413

Moved that the Minutes of the Committee Meeting of October 26, 2021 be approved as presented.

Carried

2. Organizational Meeting Minutes

Councillor Tony Bruder 21/414

Moved that the Minutes of the Organizational Meeting of October 26, 2021 be approved as presented.

Carried

D. BUSINESS ARISING FROM THE MINUTES

E. UNFINISHED BUSINESS

F. COMMITTEE REPORTS / DIVISIONAL CONCERNS

1. Councillor Tony Bruder – Division 1
 - a) ASB
 - b) Mayors and Reeves
2. Reeve Rick Lemire – Division 2
 - a) Airport meeting with K2S
 - b) Utility Provider
3. Councillor Dave Cox– Division 3
 - a) Pincher Creek Library
4. Councillor Harold Hollingshead - Division 4
 - a) Pincher Creek Emergency Services Commission
5. Councillor John MacGarva – Division 5
 - a) Crowsnest/Pincher Creek Landfill Association

Councillor Dave Cox 21/415

Moved to accept the Committee Reports and information.

Carried

G. ADMINISTRATION REPORTS

1. Operations

a) Operations Call Log

Councillor Tony Bruder 21/416

Moved that Council receive the Operations report, which includes the call log, for the period October 13, 2021 to November 9, 2021 as information.

Carried

Minutes
 Regular Council Meeting
 Municipal District of Pincher Creek No. 9
 November 9, 2021

2. Finance

3. Development and Community Services

a) Agricultural Environmental Services Monthly Report

Councillor John MacGarva 21/417

Moved that the Environmental Services Monthly Report for November 2021 be received as information.

Carried

b) DEVELOPMENT PERMIT NO. 2021-68 Albion Ridge Farms Ltd (John Dykstra) SE 12-7-3 W5M (Hiawatha Campground)

Councillor John MacGarva 21/418

Moved that Development Permit No. 2021-68, for the replacement of an existing manufactured home with a newer manufactured home, be approved, subject to the following Condition(s):

- 1) That this development meets the minimum provisions as required in Land Use Bylaw 1289-18.
- 2) That the home be finished from the floor level to the ground within 90 days of placement. All finish material shall either be factory fabricated or of equivalent quality, so that the design and construction complements the dwelling to the satisfaction of the development authority.
- 3) That the home be placed on a permanent foundation (e.g. grade beam), or a basement which satisfies the requirements of the Alberta Safety Code.

Carried

4. Municipal

a) Chief Administrative Officer Report

Councillor Dave Cox 21/419

Moved that Council receive for information, the Chief Administrative Officer's report for the period of October 13, 2021 to November 9, 2021.

Carried

b) Rescheduling of Council Meeting

Councillor Harold Hollingshead 21/420

Move that the regularly scheduled Council Meeting of November 23, 2021 be moved to November 22, 2021 to allow for Council and Senior Administration to attend the Rural Municipalities of Alberta Conference.

Carried

c) I-Hunter (Inside Outside Studios)

Councillor Tony Bruder 21/421

Moved that the request to use the MD's 2020 ownership map by I-Hunter (Inside Out Studios), be tabled to the meeting of November 22, 2021 pending further information.

Carried

Minutes
 Regular Council Meeting
 Municipal District of Pincher Creek No. 9
 November 9, 2021

d) Corporate Policy C-SAFE-001 Workplace Violence and Harassment

Councillor Dave Cox 21/422

Moved that Council approve policy C-Safe-001 Workplace Violence and Harassment.

Carried

e) Beaver Mines Water Servicing and Waste Water Collection, Beaver Mines Waste Water Treatment System and Lift Station and Force Main Budget Update

Councillor Harold Hollingshead 21/423

Moved that Council approve the revised forecast for the Beaver Mines projects for a total of \$12.892 Million dollars which includes Change Order C, \$35,000.00 for the Appeal process, to cover engineering and legal fees.

Carried

H. CORRESPONDENCE

1. For Action

a) Carnivore Working Group (CWG) Waterton Biosphere Association

Councillor John MacGarva 21/424

Moved that the request for representation from MD of Pincher Creek to the Carnivore Working Group (CWG) Waterton Biosphere Association, be received and Councillor Tony Bruder be appointed as the MD representative.

Carried

b) Dust Control McRae Pit

Councillor Dave Cox 21/425

Moved that a letter be drafted to Travis and Chester McRae addressing their concerns related to dust control while the MD is hauling from the McRae pit.

Carried

c) Budget Consideration for 2022 Membership Fee, Promote H3TDA, and Inclusion in ICF - Highway 3 Development Association Request

Councillor Harold Hollingshead 21/426

Moved that Council approve the request for budget consideration for the 2022 membership fee to the H3TDA in the amount of \$1037.75,

AND THAT the MD will have a representative at future H3TDA meetings.

Carried

Minutes
 Regular Council Meeting
 Municipal District of Pincher Creek No. 9
 November 9, 2021

2. For Information

Councillor Tony Bruder 21/427

Moved that the following be received as information:

- a) Thank you letter
 - Letter from Livingstone School dated October 20, 2021
- b) Community Policing Report
 - Crowsnest Pass Detachment
- c) Municipal Sustainability Initiative (MSI) Allocation Estimates
 - Email from Honourable Minister Ric McIver
- d) Crowsnest/Pincher Creek Landfill Minutes
 - Minutes of September 15, 2021
- e) Thanking our local leaders for the 2017 – 2021 municipal term
 - Email from TELUS
- f) AltaLink's 164L and 616L Transmission Lines Rebuild
- g) Update from the Coal Policy Committee
- h) Rural Engagement Session
 - Email from AlbertaSW

Carried

I. NEW BUSINESS

- a) Pincher Creek Legion - Poppy Donation

Councillor John MacGarva 21/428

Moved that Council approve a donation of \$125 towards the Pincher Creek Legion Poppy Campaign, with the amount taken from administration budget.

Carried

- b) Joint Meeting Dates with Town of Pincher Creek

Council directed administration proposed the date of December 2, 2021 to the Town for our next Joint Council meeting.

- c) Fire Billing

Councillor Tony Bruder 21/429

Move that Council deny Mr. Alan Petrone's request to have invoice ICV06232 for fire response reduced;

AND THAT Council waive all late penalties on invoice ICV06232 for the 2021 fiscal year.

Carried

As this is the last Council meeting prior to Remembrance Day, Council and staff observed a moment of silence in honour of those who have fallen.

J. CLOSED SESSION

Councillor Harold Hollingshead 21/430

Moved that Council move into closed session to discuss the following, the time being 8:26 pm:

- a) Road Closure and Purchase Request – FOIP Section 17
- b) Road Closure and Purchase Request – FOIP Section 17
- c) Land Transfer Request - FOIP Section 17
- d) Herbicide Overspray (referred from ASB) – FOIP Section 17

Carried

Minutes
 Regular Council Meeting
 Municipal District of Pincher Creek No. 9
 November 9, 2021

Councillor Harold Hollingshead 21/431

Moved that Council open the meeting to the public, the time being 9:15 pm.

Carried

a) Road Closure and Purchase Request

Councillor Harold Hollingshead 21/432

Moved that pursuant to Policy 123 - Purchase, Sale, and Disposal of Road Allowances or Roadways, Council deny the applicant's request as there is no clear benefit to the MD.

Carried

b) Road Closure and Purchase Request

Councillor Tony Bruder 21/433

Moved that pursuant to Policy 123 - Purchase, Sale, and Disposal of Road Allowances or Roadways, Council deny the applicant's request as there is no clear benefit to the MD.

Carried

c) Land Transfer Request

Councillor Harold Hollingshead 21/434

Moved that Council transfer Plan 1993N, Block 5, Lane to the Pincher Creek Seed Cleaning Co-op Ltd.,
 AND THAT the applicant consolidate the Lane with the applicant's existing title, with the applicant being responsible for all associated costs.

Carried

d) Herbicide Overspray (referred from ASB)

Councillor Tony Bruder 21/435

Moved that administration provide information to the affected landowners on mitigating issues with herbicide overspray as well as other avenues for dispute with neighbors.

Carried

K. ADJOURNMENT

Councillor John MacGarva 21/436

Moved that Council adjourn the meeting, the time being 9:16 pm.

Carried

REEVE

CHIEF ADMINISTRATIVE OFFICER

MINUTES
COUNCIL COMMITTEE MEETING
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
Tuesday, November 16, 2021 4:00 pm
Via GoToMeeting

Present: Reeve Rick Lemire, Deputy Reeve Tony Bruder, and Councillors Dave Cox, Harold Hollingshead and John MacGarva.

Staff: CAO Troy MacCulloch, Director of Development and Community Services Roland Milligan, Public Works Superintendent Eric Blanchard, Director of Finance Meghan Dobie, Finance and Executive Assistant Jessica McClelland.

Reeve Rick Lemire called the meeting to order, the time being 4:00 pm.

1. Approval of Agenda

Councillor Dave Cox

Moved that the agenda for November 16, 2021 be amended to include a discussion on the upcoming Parade of Lights,

AND THAT the agenda be approved as amended.

Carried

2. 2021 Parade of Lights

Council made the decision to take part in the 2021 Parade of Lights on Friday November 19, 2021. Official ask will come to the Council meeting on Monday November 22, 2021, but given the time constraints approval was given to administration to register and purchase items for the parade.

3. Closed Session

Councillor Tony Bruder

Moved that Council move in to closed session to discuss the following, the time being 4:08 pm:

- a) 2022 Budget Discussion – FOIP Section 19
- b) Overview of Beaver Mines Project – FOIP Section 19

Councillor Dave Cox


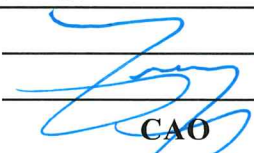
Moved that Council open the Council meeting to the public, the time being 6:45 pm.

4. Adjournment

Councillor Harold Hollingshead

Moved that the Committee Meeting adjourn, the time being 6:45 pm.

Administration Guidance Request

TITLE: i-Hunter (Inside Outside Studios) - permission requested to use the MD's 2020 ownership map.			
PREPARED BY: Jason Wagenaar		DATE: 2021-10-26 originally submitted 2021-11-17 revised on	
DEPARTMENT: IT/GIS			
Department Supervisor: Troy M.		ATTACHMENTS: None	
Date: 2021-10-26			
APPROVALS:			
<hr style="border: none; border-top: 1px solid black;"/>	<hr style="border: none; border-top: 1px solid black;"/>		18 Nov. 21
Department Director	Date	CAO	Date

REQUEST: That Council determine if they want to proceed with a data sharing agreement with I-Hunter (Inside Outside Studios) to allow the MD's 2020 ownership map to be used for the I-Hunter application. The data sharing agreement will be reviewed every time a new edition of the MD's ownership map is provided to i-Hunter. Use either cost recovery option noted below under the Financial Implications section. The MD produces ownership maps every 3-5 years.

BACKGROUND: i-Hunter is typically used by hunters and contains a variety of MD and County georeferenced ownership maps that can be displayed on user's smart devices. i-Hunter has made this request in the past, but was turned down by Council citing privacy concerns around a third-party organization (i-Hunter) publishing owner names in public online forum.

- **Alberta MD's/Counties:** 33 of Alberta's MD's/Counties have signed up with i-Hunter. Alberta has 63 in total.
- **i-Hunter maps:** i-Hunter currently creates its own inhouse version of the MD's ownership map using a variety of sources. The MD's Copyrighted ownership map is not, and never has been used for the i-Hunter application.
- **Map production:** 800 maps were printed in 2020 (200 laminated and 600 paper) for a total cost of \$5,493.08
- **Privacy:** the MD's ownership maps are sold publicly by the MD as well as third party organizations such as MapTown who bulk purchase hardcopies for resale. Since the MD's ownership map is already publicly available and has been for years, I see no difference if i-Hunter uses the MD's ownership map within their application so long as the MD is fairly compensated.
- **Benefits:** less hunters coming into the office to purchase maps, and less hardcopy ownership maps needed to be printed for future ownership map editions.
- **Private Grazing Leases:** i-Hunter looks after providing this information which is also publicly available.

Administration Guidance Request

FINANCIAL IMPLICATIONS: loss of revenue generated by ownership map sales to hunters (\$10/map).

Cost Recovery Option 1: i-Hunter charges customers an agreed upon price (\$15-\$30), and split the net revenue 50/50 between I-Hunter and the MD. This option is administratively more complex than option 2.

Cost Recovery Option 2: i-Hunter pays the MD a lump sum of \$3,845.15 for each released version of the ownership map. About 70% of the ownership maps sold by the MD are for hunters which corresponds to the above noted value.

RECOMMENDATION: that the MD enters into an agreement with i-Hunter using option 2 for the 2020 version of the MD ownership map. The next time an MD ownership map is produced, this agreement will be reviewed.



OPERATIONS REPORT

Current Public Works Activity

- Road Maintenance – Roads are being graded in all Divisions. Public Works has Six (6) graders out on the roads doing maintenance.
- Temporary repair on RR1-2 (Bitango road) took place Nov 15 and 16 2021. Barricade has been removed and 2 lanes re-opened.
- Started Mulching with our new excavator on November 15 2021. Already 2 location completed. Several km's of mulching required in all division.
- Removed culvert installed without permission on unimproved road (RR1-0A)
- Recycling and water taken to the airport.
- Drains gravel pit was assessed for reclamation by PW supervision Nov 16, 2021
- Completed mowing with Skidsteer at the water plant and beaver mine metering station in preparation for winter.
- Grader training for operator 2 to start when snow fence is completed in gravel pit and will move in division with mentorship.
- Measuring gravel stockpile in gravel pit with the newly purchase drone for the end of the year inventory. .
- First call are all completed for the temporary snow fence installation. Post Installation has begun September 16, 2021 and has been completed in all division. Snow fence installation has started October 28, 2021 and his now completed in Division 1, 2, 3 and 5. All division to be completed by Nov 24th. . .
- Working on call log items daily.

Capital Projects Update - Bridges

- **Bridge File 75009 – Wild Cat Ranch**
 - Tender awarded to NL Smith and Sons at **\$257,977.50 (Budget \$580,000)**
 - 2nd East Butte Contracting Ltd
 - 3rd Don Boyce Contracting Ltd
 - Construction set for July – Sept 15
 - At a meeting on September 2, 2021 the Contractor achieved substantial completion. The only deficiency is seeding the disturbed areas which will be completed in October.
 - The contractor has been notified to repair a segment of silt fence.
 - The adjacent landowner spread manure on the disturbed areas prior to the contractor getting the seeding completed.
 - The contractor repaired the silt fence and will seed the site in the spring.

- **Bridge File 75377 – Local Road over Screwdriver Creek**

- Tender awarded Ossa Terra Ltd at **\$266,704.29 (Budget \$370,000.00)**
2nd Don Boyce Contracting Ltd
3rd East Butte Contracting Ltd

- Construction set for Aug 15 – Sept 01 (fish window) Access to private land adjacent to the bridge has been negotiated.
- A start-up meeting was held on August 9 to review roles and responsibilities, safety, eco and traffic plans.
- Following an inspection that identified a Barn Swallow nest inside the bridge culvert, the dates in the approved Code of Practice were changed by a month to allow any swallow chicks to fledge prior to work on the structure, assuming the creek remains dry and non-fish bearing.
- Approval to work in the stream has been received to conclude prior to October 31, 2021. Fledging of the nest will be confirmed prior to construction.
- The contractor has ordered the pipe and is scheduled to start construction October 4th.
- At a meeting October 5th the contractors Traffic Accommodation Strategy was reviewed. The contractor is looking to start this week and be complete by November 5.
- Ossa Terra was found in default and the contract was terminated on October 29th.
- Project has now been referred to Legal for next steps. Project is now going to Council for deferral til August of 2022 for completion. Project will be retendered in Spring 22.

- **Bridge File 74119 – Pony Truss Bridge**

- Tender awarded JA Building Systems at **\$163,107.50 (Budget \$170,500.00)**
2nd Nitro Construction
3rd Volker Stevin

- The bridge was closed July 23 and construction started on July 26th with a site safety meeting The installation of the decking is significantly completed. The contractor is waiting for backordered parts to complete the bridge.
- The contractor is projecting completion around August 23rd.
- The bridge has been returned to service with the bridge components completed.
The contractor has indicated they expect the deficiencies to be corrected the week of November 1. Final Inspection is taking place today Nov 17.

- **Bridge File 2224 – Lank Bridge**

- Tender awarded – JA Building Systems at **\$258,604.25 (Budget \$198,000.00)**
2nd Nitro Construction
3rd Volker Stevin

Additional funds req'd & approved by Council on Apr 13, 2021
Apr 13 Council approved additional funds for BF2224 to meet the low bid required for work to be completed.

- Construction was set for completion by September 31 for both projects until the contractor's supplier was unable to supply wood for the project. Once the contractor has a supplier lined up a new construction date will be determined. Wood has been secured for the project to continue as initially tendered

- The contractor mobilized to the site August 31, 2021, installed signage and have removed the decking to expose the sub-decking. Subdeck that requires replacement has been identified.
- The sub-deck and strip-deck have been replaced and the contractor is working on the wheel guards, lattice work and guardrail
- final inspection on the project is tentatively scheduled for October 7.
- A October 21st inspection of deficiencies noted at the Oct 7 inspection noted seeding of disturbed areas and road profile necessary for drainage to be outstanding. The contractor has indicated they expect the deficiencies to be corrected the week of November 1.
- Final Inspection is taking place today Nov 17.**

- **Bridge File 75265 – Local Road over Heath Creek**

- Tender awarded for engineering in 2021
Roseke Engineering at **\$52,162.00 (Budget \$53,000.00)**
- Have requested updated proposed construction costs to be ready for September for 2022 budget discussions
- the contractor has indicated that work is underway.
- Construction set to commence in 2022
- The preliminary design report draft is completed and will be used for the AT STIP – BIM Grant application.
- Roseke Engineering has been instructed to complete the bridge design detail as well as provide engineering and construction estimates for an adjacent stream bank protection work.
- The surveyor was unable to find a property pin to tie the project into. This is required to identify land to be purchased.
- Survey has determined that the whole bridge and road is off the road right of way. Roseke Engineering will provide the MD with a survey plan to use for land negotiations.
- The STIP-LRB grant application for this project is in final draft stage.**

- **Bridge File 7743 – Local Road over Gladstone Creek**

- Tender awarded for engineering in 2021
Roseke Engineering at **\$45,015.00 (Budget \$46,000.00)**
- Have requested updated proposed construction costs to be ready for September for 2022 budget discussions
- the contractor has indicated that work is underway.
- Construction set to commence in 2022
- The preliminary design report is awaiting results from the coring process prior to completion.
- Coring has been scheduled following changes to Alberta Transportation changes to inspector ratings.
- Coring has been completed with favourable results.**
- A tender package is due to be completed by the end of November for Budgeting and allocation of Gas Tax Funds. AT has confirmed this bridge is not eligible for STIP-LRB funding given its current condition rating.**

- **Bridge File 2488 – Fisher Bridge**

- Engineering to be completed in 2021 due to change in rating since first inspected
- Construction/replacement/removal options to be presented to Council for action in 2022
- After April 27th meeting with Council additional options have been sought and we are currently sourcing material, engineering and build cost options for Council. Recycling a longer used bridge from Alberta Transportation has been ruled out. A forestry style bridge with 50 + years of life expectancy could be installed for an estimated \$600,000 – 900,000.00 med range, with a high range of \$1.24M.
- Proposals for a longer term, lower cost option are being received on Friday June 4, 2021.
- ISL Engineering has been retained to do design engineering for the project. A project start-up meeting was held on June 18, 2021 and the Geo-Technical work has been completed.
- Preliminary design has progressed including contact with companies that fabricate this type of bridge structure.
- The geotechnical investigation and evaluation have been completed and design work has commenced.
- a significant segment of concrete has fallen from the north abutment into the river.
- The preliminary report is due to be completed for October 31 and the AT Grant application completed by November 12th. The preliminary report has been received and comments sent back to ISL for consideration.
- The STIP-LRB grant application for this project is in final draft stage.

Roads

- **Lundbreck – 1st, 2nd, & 3rd Street – Construction Summer 2021**

- Design was completed and approved April 29, 2021
- Tender for construction in 2021 has been awarded to Silver Ridge construction LTD at \$452,954.76 + ISL Engineering at \$23,750.00 for a total of \$476,704.76 (Budget \$605,000.00)
- Silver Ridge Construction started work July 5, 2021. Completion Notification was received July 30th 2021. Inspection was completed August 10, 2021 and Punch list was created and submitted to the contractor for remediation..
- Meeting held on site with Engineers and Contractor on August 25th following flooding at the east end of Second Street. Remediation work was outline to resolve the drainage and aesthetic issue.
- Final progress payment and release of hold back signed and approved November 12, 2021

- **Bruder Hill - Construction Summer 2021**

- Wood Engineering provided Final design April 29, 2021.
- Pre Tender meeting has been held on site Thursday May 27, 2021
- Tender opening has been completed June 7, 2021. Lowest qualifying Tender is Dennis Dirtworks LTD at \$427,617.60
- Council approved recommendation to increase budget to \$530,000 June 22, 2021
- Award Letter has been sent to Dennis Dirtworks Ltd June 23, 2021
- Mobilization to site and work started July 15, 2021

- Earthwork was completed and inspected September 15, 2021. Erosion control and seeding has been completed October 08, 2021.
 - Substantial completion inspection was completed with the MD and Wood engineering on September 30, 2021.
 - MD internal force has installed one cattle guard, one culvert, and a temporary fence to protect the newly seeded area. Permanent to be installed by MD force.
 - Legal survey and as built has been completed Nov 12, 2021. As-Built drawing to be provided by Wood by end of November.
- **Gladstone Road – Construction Summer 2021 (September 13– September 24, 2021)**
 - The proposed road construction on the road is to happen in the summer of 2021. Drainage improvement on east ditch. Road surface to be ripped, material will be windrow to the side, Rock picker to remove rock from windrow, lay material back, compact with grid and smooth drum, Re-gravel and apply MG 30 as a stabilizer.
 - Work scheduled to start September 13, 2021 and to be completed September 24, 2021.
 - Road Surface re-habilitation has been completed September 22, 2021. Re-gravel and installation of MG30 Soil stabilizer has been completed September 28, 2021
 - Notification has been posted on social media and MD Website
- **Cabin Hill Road - Engineering only for 2021**
 - Wood Engineering to design the Local Road - Design option have been reviewed.
 - I approved SC#2 to include post construction legal survey. Topographic survey was completed April 8-9 and Geotechnical drilling was completed April 15-16
 - Detailed design and C-estimate has been received June 23rd 2021.
 - Preliminary design drawing have been reviewed and accepted September 27, 2021
- **Hucik Hill Road – Construction Summer of 2021 (July 18th – July 26th, 2021)**
 - The work is located at Range Road 1-4 and would be to excavate, add a French drain, Ditch grading and stabilize the slope on the east side of the road. Though Country Excavation (Don Boyce) has been hired to assist with the work and equipment combine with the MD Equipment.
 - Work has been completed July 18, 2021 to July 26, 2021 by Don Boyce Contracting and the MD crew.
 - Notification has been posted on social media and MD Website

Large Capital and other Water Projects

- **Lundbreck Lagoon Aerated System**

- Tender awarded – Riteline Electric at **\$38,229.81 (Project Budget \$195,000.00)**
 - 2nd Nitro Construction
 - 3rd Tregenna Investments
- **Construction complete** – Commissioning was May 27th. - **Operational**
Total project cost was **\$102,000.00**

- **ECO Station**

- IMDP Meeting on Friday Aug 27th . IMDP Committee passed a resolution stating they have no concerns with this development.
- continued work with AEP for approval process and issuing of Development Permit
- construction set to commence in November. Needs to begin after the standpipe at our sand shed is completed.

- September 17, 2021, project information sent to Alberta Health Services for comment.
- September 22, 2021, letters requesting consent to vary the *Subdivision and Development Regulation's* 300m setback requirement from a Storage Site were sent via registered mail to all landowners within the 300m radius of the site. Many have been returned with positive endorsement of this project and agreement to the waiver.
- AEP information circulation process completed. Submission by MDPC to AEP to take place first week of December.

- **Beaver Mines Water Distribution, Collection System.**

- Tender was awarded to BYZ on July 21, 2021.
 1. BYZ Enterprises Inc. **\$5,468,977.50 (Budget \$6,251,600)**
 2. Porter Tanner Associates Inc.
 3. McNally Contractors (2011) Ltd.
 4. Jenex Contracting Ltd.
 5. Whissell Contracting Ltd.
- Mobilization was week of Aug. 17th . Site prep and grubbing to commence week of Aug. 23 and construction week of Aug. 30
- directional drilling has begun.
- bi-weekly updates are being supplied by the contractor and posted by the MD
Last update was Oct 26th. BYZ is locating a site office to the site week of Nov. 8
Next update is scheduled for Nov. 5th. Work is proceeding well and according to Schedule. Resident interaction with BYZ, MPE and MD has been very supportive thus far is very much appreciated by all involved.

- **Beaver Mines Waste Facility/System**
 - Tender packages are ready for the Waste Facility/System.
 - Waste System will not started be until 2022 at the earliest to allow for the AEP Approval Process to run its course.
 - AB Appeals Board Hearing/Mediation is slated to begin Dec 15-17, 2021
- **Beaver Mines Forcemain & Lift Station**
 - The tender packages are ready
 - Construction start date is being reviewed and may possibly fall under the scope of the Appeal. This is being reviewed by all parties as well as the Appeals Board.

25 June, 2021 - Draft Approval returned to AEP with signed LOU (Letter of Understanding) which is the legal document that binds us to the conditions of the approval.

13 July, 2021 – Updated Project Forecast presented to Council. Project currently stands at 380k over previous due to protracted AEP Approval, design changes to further address SOC’s, legal and commodity cost increases. (3.6% increase in the budget).

21 July, 2021 – Tender closed for Distribution and Collection portion of the project and was awarded to BYZ. As of this report they have already mobilized to site and will commence site prep and surface work – ground breaking will await a decision of the Appeals Board to ensure we are in compliance with the Appeal Process.

24 August, 2021 – Appellants withdraw their request for “a stay” in regards to our construction based upon the proposed build schedule. Where the Force Main and Waste Water Facility will be later in 2022 and 2023, it is felt that there is enough time for the Appeal to run its natural course without impacting our proposed construction schedule. This approach by the Appellants was very much appreciated by the MD.

Our first pre-meeting with the Board will be Dec 8th, 2021

Our first Mediated Meeting with the Board and the Appellants is Dec 15th, 2021.

- **Lead Management Plan - Lundbreck**
 - Samples were taken in late July and August and are away for testing. This program will continue for many years under this program and anyone wanting to volunteer may do so at any time, but samples will only be taken under certain conditions.
- **Dam Study**
 - RFP for Dam Safety Review Closed at 1400, April 20, 2021
 - The MD received seven (7) proposals prior to the deadline. We will be putting a three member Project Evaluation Board together to review the proposals. Panel has made their selection and are beginning the work.
 - Tender awarded to
 - SNC Lavalin inc. at **\$54,027 (Budget \$90,000)**
 - 2nd WSP Canada Inc.
 - 3rd Golder Associates Ltd

- Start-up Meeting with SNC was June 11^h.

Site visit and inspection of all 5 PRFA dams on Monday June 14.

Two engineers with SNC-Lavalin Inc., Dam Safety Operation and Infrastructure officer from AEP, MD's Agriculture Fieldman, Safety Coordinator and myself.

Will be bringing final report to Council when received in September/October for direction on the future of the dams and budget considerations for 2022.

September 13, 2021 – DRAFT Dam Safety Review report received from SNC Lavalin. Review of the report is underway.

- **Standpipes (Cowley, PC and new site in BM)**

- MPE hired to provide engineered drawings and cost estimates for presentation to Council on July 13th.
- Council approved both new sites to be completed in 2021.

Construction still slated for November/December with the unit arriving in late November for installation and hook up. Commissioning in November. **Please note PC Standpipe is now going to be located at the MD's Sand Shed Site off Pronghorn.**

- land purchase with BM Standpipe has been completed and the Development Permit and subdivision are in progress.

Survey is completed for both sites.

Drilling for water lines will follow for the site to be ready in late October, early November. The company building the buildings for us has run into some supply issues but is confident we will have them in late November or first week of Dec. at the latest.

A few additional reports are required for the site in town to satisfy their development permit. These are being worked on by both MPE and our Development Officer. **PC Standpipe Permits are now secured.**

Loop Road construction and culverts are completed in BM.

Water is being drilled currently as well as the Fortis install for electricity. Pilings are to be poured late next week or early 4th week of Nov.

Cowley interface upgrade to coincide with the installation of our two new units in October.

Recommendation:

That the Operations report for the period Nov 10, 2021 to Nov 22, 2021 is received as information.

Prepared by: Eric/Roland/Troy 

Date: Nov. 17, 2021

Submitted to: Council




Date: Nov. 22, 2021

	DIVISION	LOCATION	APPROACH NUMBER	CONCERN/REQUEST	ASSIGNED TO	ACTION TAKEN	REQUEST DATE	FOLLOW UPDATE	COMPLETION DATE
3004	Division 4	WC Ranches	by Glider Strip	To put in another approach & possible culvert	Jonathan	-	March 31, 2021	will be completed when available, not a priority	-
3020	Division 1	St Henrys	-	Brush need cutting / Maintenance	Jonathan	-	June 3, 2021	talk to him, told him we would do it in the winter	November 17, 2021
3068	Division 5	Maycroft Road	RR2-4 into their place	Has a "Dead End Sign" but would like a "No thru Road Sign" at the junction of the Maycroft Road	Eric	Completed	July 12, 2021	First call had to be re-submitted Nov 10, 2021. Cattle removed some of the flags.	November 19, 2021
3138	Division 1	SW4 T4 R29 W4	#29326 TWP4-6	Re wanting to clean ditch for drainage to direct water from his property to drain into the culvert	Jonathan	-	August 30, 2021	Meet with him, might have to wait till spring 2022	-
3168	Division 1	SW15 T4 R30 W4	-	Re Mulching and Brushing	John	-	September 15, 2021	Has been added to the winter Mulching list	November 17, 2021
3178	Division 2	SE25 T5 R30 W4	-	Requested Grader to level his field after fence has been removed.	Eric/John	Defered tp 2022	September 20, 2021	Jon has talk to Mick B at the end of October and the work would be schedule in the spring of 2021	-
3203	Division 2	-	-	Has some dust control questions	Eric	-	October 13, 2021	called a few time, left message.	November 16, 2021
3216	Division 3	SE16 T6 R30 W4	#6207 RR30-3	Requested to have driveway graded (Off Christie Mines Rd)	Shawn	Completed	October 27, 2021	-	November 15, 2021
3217	Division 5	SW14 T9 R2 W5	-	Requested to have private driveway graded	Dave	Completed	October 27, 2021	-	November 10, 2021
3220	Division 3	-	-	Twp 6-5 Needs a grader	Glen	Completed	November 1, 2021	-	November 5, 2021
3221	Division 4	-	-	Rd north past M&H Feedlot im bad shape /re culvert promised	Eric/John	-	November 2, 2021	Road has been graded. Culvert would be extended Spring 2021. Jon talk to him November 05, 2021	-
3224	Division 4			Ashvale road need mmaintenance	Tony T	Completed	November 3, 2021	gravel has been added	November 9, 2021
3225	Division 3	-	-	Jackson Creek New Culvert Big heavy sign is down	John		November 3, 2021	Jon Couldn't find the sign or location, would talk to Counselor McGarva to get location.	
3226	Division 2	NW5 T5 R28 W4	-	RR28-4 Needs to be graded	Kent	Completed	November 4, 2021	-	November 15, 2021
3227	Division 4	NE25 T6 R30 W4	#6432 Hwy 785	West off Hwy 785 just before Hwy 3 Junction need grading	Tony T	Completed	November 4, 2021	-	November 9, 2021
3228	Division 3	NW15 T5 R1 W5	#5219 RR1-3A	Christie Mines and Alberta Ranch Roads in brutal shape	Shawn	Completed	November 5, 2021	-	November 15, 2021
3229	Division 3	-	-	Toney Drive in terrible shape - Damage to her vehicle (Oil Pan)	Shawn	Completed	Novemeber 5, 2021	-	November 15, 2021
3230	Division 2	SW4 T6 R29 W4	#6017 RR29-4	Asking to have grader on RR29-4	Kent	Completed	November 9, 2021	-	November 12, 2021
3231	Division 2	NE23 T5 R29 W4	#5313	Putting in a new fence & found a damaged culvert	John	Completed	November 9, 2021	John called him Nov 10	November 10, 2021
3232	Division 3	-	-	RR6-3A off 507 coming out of September Springs STOP sign is down	Don	Completed	November 12, 2021	Dianne Contacted Volker	November 15, 2021
3233	Division 1	SE26 T4 R1 W5	#4408 RR30-3	Private driveway X2 Eggert Farms	Brian/John	Completed	November 12, 2021	John spoke with Christie	November 18, 2021
3234	Division 3	SW28 T5 R30 W4	#30324 TWP5-4	Reporting Alberta Ranch Road is in bad need of maintenance	Shawn	Completed	November 12, 2021	-	November 15, 2021
3235	Division 1	SE15 T4 R29 W4	-	Concern about snow fence being miss. Concern about ditching south of St-Henry's church. Asking about deleneator or something to increase visibility along new section of road by his house. Cattle at large sign also requested at top of the hill.	Eric/Jon		November 3, 2021	Snow fence has been installed, one was left out where house is being build. Ditching at St- Henry was authorized by PW superintendent and now completed. PW will look at options to increase shoulder visibility and signs would be installed when snow fence is completed.	
3226	Division 3	-	-	RR1-2 where road was closed - road closure signs should be picked up, Christie Mines rd SW15 & NW10 6" gas pipe is exposed	John		November 15, 2021	Barricade removed as road as been repaired. Old yellow jacket pipe has been use to build an un-authorized culvert/bridge on an unimproved road. Pipe has been removed.	November 16, 2021
3227	Division 3	NE18 T6 R1 W5	#1502 Hwy 507	RQ driveway grading (Free one)	Glen		Noveber 15,2021	Glen advised, would be done Nov 19, 2021	

	DIVISION	LOCATION	APPROACH NUMBER	CONCERN/REQUEST	ASSIGNED TO	ACTION TAKEN	REQUEST DATE	FOLLOW UPDATE	COMPLETION DATE
3228	Division 4	NE20 T8 R29 W4	#8320 RR29-4	Dead End sign knocked down in summer by mowers needs fixing Also has requested RR29-4 be maintained	John/Don		November 15 & 17	Two calls making sure his call got passed on	
3229	Division 3	NW18 T6 R1 W5	31518 Hwy 507	Dead deer on south side of Hwy (Near the creek) before bridge by Randy Marshs across from green house	Fish & Wildlife	Completed	November 16, 2021	-	November 17, 2021
3230	Airport	-	-	Wanting to do training at airpoort, Hurculees CC130 wantingt to know the avement road rating	Leo/Dianne	Completed	November 17, 2021	Pincher Creek Airport has no rating	November 17, 2021
					Indicates Completed				
					Indicates Defered to Spring				
					indicates On the To Do List				

Recommendation to Council

G2a

TITLE: 2022 Revised Budget			
PREPARED BY: Meghan Dobie		DATE: November 17, 2022	
DEPARTMENT: Finance			
		ATTACHMENTS: 1. Revised Draft Budget	
Department Supervisor	Date		
APPROVALS:			
	<i>Nov 17, 2021</i>		<i>17 Nov. 2021</i>
Department Director	Date	CAO	Date

RECOMMENDATION:

The Council rescind resolution 21/393 and approve the amended budget as presented.

BACKGROUND:

- Council passed the 2022 budget on October 12, 2021 (resolution 21/393).
- The revised budget includes the following adjustments:
 - Cabin Hill - moved from 2022 to 2023
 - BF2488 Fisher Bridge – price changed to \$1,240,200
 - BF75377 Screwdriver Creek – added project into 2022 as a result of unforeseen delays
 - Eco Station – moved 225k in construction entirely in 2022 (total increase to \$250k)
 - Station Street – added 100k into 2023 due to a change in length.
 - MSI – changed 2022 allocation to align to revised estimate of 620k from the Province.
 - Water and Wastewater Reserve – opening balance and transfer out changed to coincide with the changes to the Eco Station.

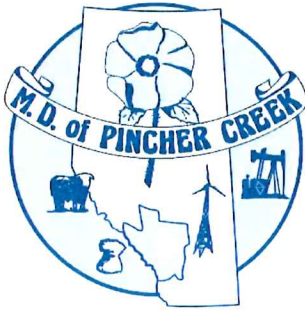
FINANCIAL IMPLICATIONS:

See Budget



2022

**Municipal District of
Pincher Creek No. 9
Budget**



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October 12, 2021

Dear MD Ratepayers;

As the term of office of the current MD Council draws to a close this letter is intended to provide some background related to the recently approved 2022 Municipal Budget. Council chose to approve this budget prior to the Municipal Election in part to facilitate a smoother transition for the incoming Council who will assume a significant number of other responsibilities soon after the October 18, Election. This budget attempts to anticipate a number of potential challenges, such as reducing federal and provincial grants, anticipated changes to assessment models, a new police-funding model and the reality of very significant amounts of unpaid taxes.

The 2022 Budget seeks to fund the services that you have come to expect and to do so in a fiscally responsible manner. Some of the highlights and challenges of the 2022 budget include:

Contribution to the Pincher Creek Community Early Learning Centre (PCCELC)

In 2020 the MD committed to a \$1M contribution to the PCCELC over a 5 year period, \$600k has been paid to date, with \$100k committed to be paid for each of the next four years.

Contributions to Pincher Creek Emergency Service and Policing

In 2022, the Municipal Tax Levy will include the costs of Policing and for Pincher Creek Emergency Services (PCESC). The 2022 amount for Policing is expected to be \$215,920, up from \$162,050 in 2021, the first year.

Mediation talks dealing with how PCESC is funded were delayed at the request of the Town until after the election. It is hoped that the process will resume with the new Councils at the earliest opportunity.

Beaver Mines Project Update

Considerable effort has been made by staff, council and residents to ensure the Beaver Mines Projects continues to move forward. We received Final Approval for the project on June 2, 2021 and, have secured an extension on our grants into 2023.

Cash Flow Concerns

The economic climate continues to put pressure on MD finances. Currently the MD is faced with some \$3M in outstanding taxes. In addition, from 2022 onwards, many grants previously applied for and received by the MD, will decrease significantly or no longer be available. In an effort to offset these fiscal challenges, the MD has further directed increased funds to the Tax Rate Stabilization Reserve to help offset these shortfalls over time.

Administration

MD Administration continues to pursue the restructuring of corporate accounts in order to ensure more accurate cost tracking and enhanced financial reporting.

MD Council

Operating Budget Summary by Department

	2020	2021	2022	Variance	2021 vs 2022 Variance Highlights
Revenue					
Requisitions	3,709,110	4,029,110	3,175,215	(853,895)	Unfavorable as PCESC is not considered a "requisition" under the MGA or Housing Act.
Council	10,000	10,000	10,000	-	
General	352,130	351,030	495,030	144,000	Favorable penalty revenue as a direct result of high outstanding taxes.
Administrative Services	39,860	25,760	25,735	(25)	
Planning & Development	65,550	134,710	64,800	(69,910)	Unfavorable as the MDP is complete.
Law Enforcement	10,150	10,250	10,250	-	
Fire	40,000	40,000	95,000	55,000	
REMO	70,880	68,650	-	(68,650)	PCREMO now included as a contribution to a local agency under Fire.
Public Works	714,560	674,880	269,630	(405,250)	Unfavorable because no transfers from reserves are required to fund operating expenses and the water services labour allocation is no longer required.
Agriculture & Environmental Services	231,860	309,900	309,900	-	
Lundbreck	-	-	-	-	
Airport	44,950	94,950	44,950	(50,000)	Unfavorable as contributions from neighboring municipalities for the Regional Airport Committee is not required.
Waste Management	84,940	73,070	240,000	166,930	Coding adjustment - municipal contributions for recycling should be coded against the expense.
Water Services	102,600	202,500	226,900	24,400	
Wastewater Services	38,000	39,400	12,000	(27,400)	
Community Services	251,490	311,730	207,000	(104,730)	Coding adjustment - municipal contributions for Joint Funding should be coded against the expense.
Parks & Recreation	7,500	-	-	-	
Cemeteries	-	-	-	-	
Total Revenues	5,773,580	6,375,940	5,186,410	(1,189,530)	
Expense					
Requisitions	3,676,070	4,029,110	3,165,215	(863,895)	Favorable as PCESC is not considered a "requisition" under the MGA or Housing Act.
Council	248,510	276,550	266,010	(10,540)	
Administrative Services	2,265,545	2,413,490	2,246,675	(166,815)	Favorable mainly due the removal of air photos in 2022 and a smaller contribution to the tax rate stabilization reserve.
Planning & Development	357,020	390,160	410,200	20,040	Unfavorable due to additional head count, offset slightly by completion of IDP and MDP.
Law Enforcement	311,540	168,050	221,920	53,870	Unfavorable due to an increase in costs paid to the Province for policing.
Fire	101,750	101,965	815,090	713,125	Unfavorable due to contributions to PCREMO and PCESC included here.
REMO	134,200	142,510	-	(142,510)	
Public Works	5,187,635	6,223,795	5,725,640	(498,155)	Favorable mainly due to the accounting change for gravel.
Agriculture & Environmental Services	533,790	587,920	583,300	(4,620)	
Lundbreck	103,530	112,600	-	(112,600)	Coding adjustment - Lundbreck is a location code, not a segment. Therefore it is now combined with PW.
Airport	83,240	161,850	73,710	(88,140)	Favorable as no reserve transfer to the Regional Airport Committee is needed in 2022.
Waste Management	423,550	405,750	627,700	221,950	
Water Services	459,290	526,930	590,650	63,720	Unfavorable due to an increase in costs as a result of new water infrastructure.
Wastewater Services	8,600	16,600	19,000	2,400	
Community Services	558,320	645,670	574,285	(71,385)	Coding adjustment - municipal contributions for Joint Funding should be coded against the expense.
Parks & Recreation	515,930	539,930	543,430	3,500	
Cemeteries	55,140	55,140	55,140	-	
Total Expenses	15,023,660	16,798,020	15,917,965	(880,055)	
Deficiency of Revenue Over Expenses	21,252,420	10,422,080	10,731,555	309,475	
Tax Levy for Capital	1,573,140	1,683,140	1,666,540	(16,600)	
Debt Principal	458,060	368,790	375,970	7,180	
Water Hookups			450,000	450,000	
Municipal Tax Levy	23,283,620	12,474,010	13,224,065	750,055	

Note: Amortization expense to be included in budget but not funded 3,350,000 3,350,000

Operating Budget Summary by Type

	2020	2021	2022	Variance	2021 vs 2022 Variance Highlights
Revenue					
Property Taxes Excluding Municipal	3,709,110	4,029,110	3,175,215	(853,895)	Unfavorable as PCESC is not considered a "requisition" under the MGA or Housing Act.
Grants	355,360	317,480	295,900	(21,580)	
Sales and User Charges	438,670	692,850	590,300	(102,550)	Coding adjustment - municipal contributions for recycling should be coded against the expense, and less revenue from dust control and gravel sales.
Permits & Fines	10,150	10,250	10,250	-	
Leases & Rentals	54,170	54,190	54,435	245	
Intermunicipal Charges	256,000	256,000	66,000	(190,000)	Unfavorable due to the labour allocation change.
Transfer from Local Gov't or Local Boards/Agencies	332,640	344,660	117,280	(227,380)	Coding adjustment for Joint Funding and PCREMO, as well as no airport reserve contribution from neighbouring municipalities.
Tax Penalties & Costs	95,130	94,030	238,030	144,000	Favorable penalty revenue as a direct result of high outstanding taxes.
Investment Income	257,000	257,000	257,000	-	
Miscellaneous Revenue	7,850	2,040	2,000	(40)	
Transfers From Reserves	257,500	318,330	155,000	(163,330)	Transfers from reserves to fund daycare and PCREMO.
Total Revenues	5,773,580	6,375,940	4,961,410	(1,414,530)	
Expense					
Salaries & Benefits	4,186,110	4,559,645	4,851,030	291,385	Unfavorable mainly due to change in head count in both the Planning and Water Departments.
General Purchases	2,761,150	3,334,425	3,038,250	(296,175)	Favorable due to gravel reclamation change and less dust control and cold mix product.
Contracted Services	2,224,830	2,218,060	2,100,600	(117,460)	
Contributions to Local Gov't or Local Boards/Agencies	1,005,010	1,092,575	1,684,315	591,740	Unfavorable as contributions to PCESC and PCREMO are included here.
Training	58,005	108,000	95,000	(13,000)	
Safety	56,250	50,850	48,640	(2,210)	
Information Technology	229,020	279,220	202,870	(76,350)	Favorable as Air Photo's were not required in 2022.
Legal Fees	51,000	51,000	38,000	(13,000)	
Interdepartmental Charges	256,000	251,000	61,000	(190,000)	Favorable due to labour allocation change.
Bank Charges and Interest	197,730	120,510	109,650	(10,860)	
Tax Rebates, Bad Debts, & Penalties	18,000	18,000	18,000	-	
Transfer to Operating Reserves	304,485	685,625	280,395	(405,230)	Decrease in transfers to operating reserves.
Requisitions	3,676,070	4,029,110	3,165,215	(863,895)	
Total Expenses	15,023,660	16,798,020	15,692,965	(1,105,055)	
Deficiency of Revenue Over Expenses	9,250,080	10,422,080	10,731,555	309,475	
Tax Levy for Capital	1,573,140	1,683,140	1,666,540	(16,600)	
Debt Principal	458,060	368,790	375,970	7,180	
Water Hookups	-	-	450,000	450,000	
Municipal Tax Levy	11,281,280	12,474,010	13,224,065	300,055	

Note: Amortization expense to be included in budget but not funded.

3,350,000

3 Year Operating Budget Summary by Department

Required per MGA (283.1)	2022	2023	2024	2025
Requisitions	3,175,215	3,165,220	3,165,220	3,165,220
Council	10,000	10,000	10,000	10,000
General	495,030	340,030	340,030	340,030
Administrative Services	25,735	25,735	25,735	25,735
Planning & Development	64,800	64,800	64,800	64,800
Law Enforcement	10,250	20,250	20,250	20,250
Fire	95,000	-	-	-
Public Works	269,630	240,850	236,950	232,940
Agriculture & Environmental Services	309,900	309,900	309,900	309,900
Airport	44,950	44,950	44,950	44,950
Waste Management	240,000	15,000	15,000	15,000
Water Services	226,900	251,900	261,900	261,900
Wastewater Services	12,000	15,000	18,000	18,000
Community Services	207,000	207,000	207,000	207,000
Parks & Recreation	-	10,000	10,000	10,000
Cemeteries	-	-	-	-
Total Revenues	5,186,410	4,720,635	4,729,735	4,725,725
Requisitions	3,165,215	3,165,215	3,165,215	3,165,215
Council	266,010	269,425	272,905	292,960
Administrative Services	2,246,675	2,540,624	2,723,441	2,824,567
Planning & Development	410,200	386,340	394,560	403,865
Law Enforcement	221,920	330,100	330,100	330,100
Fire	815,090	882,010	882,300	882,300
Public Works	5,725,640	5,829,540	5,846,565	5,917,895
Agriculture & Environmental Services	583,300	585,700	592,165	596,155
Airport	73,710	78,510	83,510	94,510
Waste Management	627,700	410,755	418,960	427,335
Water Services	590,650	602,465	614,495	626,775
Wastewater Services	19,000	19,380	19,760	20,150
Community Services	574,285	577,840	581,415	582,665
Parks & Recreation	543,430	550,546	557,804	565,208
Cemeteries	55,140	55,140	55,140	55,140
Total Expenses	15,917,965	16,283,590	16,538,335	16,784,840
Deficiency of Revenue Over Expenses	10,731,555	11,562,955	11,808,600	12,059,115
Tax Levy for Capital	1,666,540	1,668,875	1,671,250	1,673,675
Debt Principal	375,970	385,180	394,620	404,300
Water Hookups	450,000			
Municipal Tax Levy	13,224,065	13,617,010	13,874,470	14,137,090

Property Tax

Municipal	2021 Actuals	Bylaw	Variance	Tax Revenue 2022 (1% increase)	Additional Revenue from 2021 Actuals
Residential	2,656,705	2,661,366	(4,661)	2,687,980	31,275
Farmland	408,777	408,762	15	412,860	4,083
Non-Residential (NR)	9,337,370	9,357,721	(20,351)	9,430,740	93,370
NR - Small Commercial	86,177	88,695	(2,518)	89,580	3,403
Minimum Tax	5,079	5,100	(21)	5,100	-
	12,494,109	12,521,644	(27,535)	12,626,260	132,130

Municipal	Tax Levy	Assessment	Tax Rate
Residential	2,687,980	565,862,810	4.7502
Farmland	412,860	58,806,200	7.0207
Non-Residential	9,430,740	968,016,670	9.7423
NR - Small Commercial	89,580	9,686,230	9.2482
Minimum Tax	5,100		
Total	12,626,260	1,602,371,910	

Alberta School Foundation Fund			
Residential and Farmland	1,592,785	608,773,070	2.6164
Non-Residential	1,179,487	316,774,290	3.7234
Pincher Creek Foundation	320,364	1,602,371,910	0.1999
Pincher Creek Emergency Services Commission	597,800	1,602,371,910	0.3731
Designated Industrial Property	72,571	858,470,020	0.0845
Grand Total	16,389,267		

The MD. is required to raise the revenue needed to pay requisitions to the Alberta School Foundation Fund, Pincher Creek Foundation and Designated Industrial Property. It has been past practice for the MD to recognise PCESC as a requisition. However it is not included as part of under the MGA section 359 or the Housing Act section 7, as an eligible requisition. Therefore, it should be recognised as part of the Municipal tax levy. This has been corrected in the 2022 fiscal year.

Revised Rates Not Including PCESC

Municipal	2021 Tax Rate	2022 Tax Rate	Rate Increase
Residential	4.7032	4.7502	0.99%
Farmland	6.9510	7.0207	0.99%
Non-Residential	9.6669	9.7423	0.77%
NR - Small Commercial	9.1568	9.2482	0.99%

Revised Rates Including PCESC

Municipal	Tax Levy	Assessment	Tax Rate
Residential	2,899,090	565,862,810	5.1233
Farmland	434,800	58,806,200	7.3938
Non-Residential	9,791,880	968,016,670	10.1154
NR - Small Commercial	93,195	9,686,230	9.6214
Minimum Tax	5,100		
Total	13,224,065	1,602,371,910	

Rate Comparison

	2021 Tax Rate	2022 Tax Rate (Without PCESC)	2022 Tax Rate (With PCESC)	Rate Increase
	4.7032	4.7502	5.1233	7.28%
	6.9510	7.0207	7.3938	5.05%
	9.6669	9.7423	10.1154	3.69%
	9.1568	9.2482	9.6214	3.88%

General			
2022 Net Budget	\$	13,729,095	The 'General' section of the budget addresses the following items: <ul style="list-style-type: none"> • Municipal Tax Revenue • The Alberta School Foundation Fund, Designated Industrial Property and Senior Housing which are collected from special tax levies on behalf of those agencies. • Tax arrears, penalty, other revenues, and property assessment adjustments • Investment income and interest expenses • Unconditional grants that are not identified to a specific department.
2021 Net Budget	\$	12,738,340	
% Change		7.8%	

Summary Budget

	Budget 2021	Budget 2022	Variance Highlights
Municipal Property Taxes	12,390,440	13,227,195	1% increase + contribution to PCESC
Tax Penalties and Costs	70,900	234,900	↑ Outstanding taxes
Investment Income	257,000	257,000	
Taxation Collected for Requisition	4,049,110	3,175,215	↓ PCESC is no longer considered a municipal requisition
Total Revenues	\$ 16,767,450	\$ 16,894,310	
Requisitions	4,029,110	3,165,215	↓ PCESC is no longer considered a requisition - different from above due to PERC
Net Revenue	\$ 12,738,340	\$ 13,729,095	

Council

2022 Net Budget	(256,010)	The Council budget area deals with all costs associated and incurred by Municipal Council including stipends, per diems and fees for meetings and conferences.
2021 Net Budget	(266,550)	
% Change	-4.0%	

M.D. Council members sit on various internal and external boards including: Agricultural Services Board, Agricultural Service Appeal Committee, Airport Committee, Alberta Southwest Regional Alliance, Beaver Mines Community Association, Castle Mountain Community Association, Chinook Arch Regional Library Board, Crowsnest Pincher Creek Landfill Association, Economic Development, Facilities Planning Study Steering Committee, Family & Community Support Services, Housing Committee, Inter Collaborative Framework Committee, Inter Municipal Development Committee, Lundbreck Citizens Council, Oldman River Regional Services Commission, Pincher Creek Emergency Services Commission, Pincher Creek Foundation, Pincher Creek Municipal Library Board, Pincher Creek Regional Emergency Management Organization, Recycling Management Committee and Regional Emergency Livestock Plan.

2021 Key Accomplishments

- Completion of the Castle Water Line to Castle Mountain Resort and Castle Parks.
- Construction of the Distribution and Collection system has commenced for the Beaver Mines Water and Waste Water Project.
- Completed the ICF with Crowsnest Pass – all seven ICF's were completed within the provincially mandated timeframe.
- Sick time review has moved from a plan to implementation and is planned to be addressed within the 2022 and possibly 2023 budget years.
- MDP has had First Reading and is nearing completion as we head into our engagement sessions.
- Passed an Asset Management Policy to provide governance and support to the Asset Management Team/Plan.
- Worked towards the development of an Eco-Station to help mitigate the challenges on MD transfer stations and cardboard recycling.

Summary Budget

	Budget 2021	Budget 2022	Variance Highlights
Sales of Good & Services	10,000	10,000	
Total Revenues	10,000	10,000	
Personal Costs	170,800	170,800	No changes to Council Remuneration
Training, Workshops, Conferences, Etc. Paid	13,500	13,500	\$750 x 10 (RMA Spring & Fall) + \$1000 FCM + \$5000 Council Requested Training/Workshops
Mileage	16,250	16,250	6500km x .50/km x 5
Hotels and Accommodation	17,000	17,000	\$500/night x 30 nights RMA + \$2000 Misc. + FCM
Meals	10,000	10,000	\$250/meal X 32 meals per year + \$2000 (Misc. + FCM)
Airfare	7,000	7,000	\$500 X 10 (RMA Flights) + 2000 (FCM)
Information Technology	2,500	5,000	2 Computer Replacement
Election Costs	17,500	3,500	↓ 2021 Election Year
Memberships and Subscriptions	19,500	19,960	Mainly RMA and AB South West
General Purchases	2,500	3,000	\$500 X 5 Divisions (Coffee with Council)
Total Expenses	276,550	266,010	
Net Operations	(266,550)	(256,010)	

Administration		
2022 Net Budget	(2,220,940)	Administration Services provided are: <ul style="list-style-type: none"> • Finance • Reception • Information Technology • Health and Safety • Human Resources
2021 Net Budget	(2,387,730)	
% Change	-7.0%	

2021 Key Accomplishments • Employees continued to successfully adapt to the changing environment that resulted from the COVID-19 pandemic. Administration worked with Council to overhaul various policies including Reserves, Employee Leaves and Asset Management.

2022 Initiatives

- #1 Asset Management remains an ongoing priority. In 2021 the MD participated in the cohort program and developed an internal working group. The focus for 2022 is to develop accurate asset registers and to work with Council to define levels of service.
- #2 The Software upgrade processes remains ongoing. In 2021/22 the MD is working towards eSend for utility bills. In 2023 the focus will be on implementation of the COA remap.
- #3 Perform a external health and safety risk assessment to determine where we are and what we should focus on to improve the health, safety, and wellness of our employees.

Summary Budget

	Budget 2020	Budget 2021	Budget 2022	2021 vs 2022 Variance Highlights
Sales of Good & Services	10,100	10,980	10,750	
Leases, Rentals and Other	14,760	14,780	14,985	
Government Grants	10,000	-	-	
Transfer from Reserves	5,000	-	-	
Total Revenues	\$ 39,860	\$ 25,760	\$ 25,735	
Personnel Costs	1,267,990	1,291,070	1,348,730	
General Purchases	230,630	223,180	228,240	
Insurance	137,960	144,855	152,090	General ↑ on all policies
Training	13,690	25,250	25,250	
Safety	13,880	12,430	17,430	
Information Technology	117,900	176,520	101,170	↓ Air photos not required in 2022
Legal Fees	41,000	41,000	28,000	
Contracted Services	292,440	301,900	270,800	
Bank Charges	11,000	10,000	10,000	
Tax Rebates, Bad Debts	18,000	18,000	18,000	
Subtotal Expenses	\$ 2,144,490	\$ 2,244,205	\$ 2,199,710	
Transfer to Reserves	121,055	169,285	46,965	Transfer to Tax Rate Stabilization
Total Expenses	\$ 2,265,545	\$ 2,413,490	\$ 2,246,675	
Net Operations	(2,225,685)	(2,387,730)	(2,220,940)	

Planning

2022 Net Budget	(345,400)	Planning & Development department ensures all development within M.D. conforms with the policies and requirements of the municipal planning documents and Provincial legislation or regulations that affect land development within the M.D. Services provided include: <ul style="list-style-type: none"> • Development and utility permits • Compliance certificates • Geographical Information System inquiries • Land use bylaw amendments • Liaison between the public and Council regarding road closures
2021 Net Budget	(255,450)	
% Change	35.2%	

2021 Key Accomplishments Completed and adopted the Municipal Development Plan (MDP) and MD and Cowley Intermunicipal Development Plan (IDP)

2022 Initiatives

- #1 Explore a community values study.
- #2 Explore a hamlet growth strategy to facilitate an orderly expansion of hamlets.

Other Highlights Oldman River Regional Services Commission is contracted to provide the following services:

- Subdivision processing
- Statutory plans and bylaw amendments as required
- Advice and assistance
- Regional Subdivision and Development Appeal Board

Summary Budget

	Budget 2021	Budget 2022	Variance Highlights
Sales of Good & Services	8,500	8,500	
Fees and Other	6,300	6,300	
Safety Codes	50,000	50,000	
Government Grants	36,580	-	↓ MDP complete
Transfer from Reserves	33,330	-	- Carryforward to cover MDP expenses
Total Revenues	134,710	64,800	
Personnel Costs	149,050	207,000	↑ Additional head count
General Purchases	12,450	12,450	
Safety	-	-	
Training	3,250	3,250	
Legal Fees	10,000	10,000	
Contracted Services	195,410	157,500	↓ due to the completion of both the IDP's and MDP's.
Right of Way Purchases	20,000	20,000	
Subtotal Expenses	390,160	410,200	
Net Operations	(255,450)	(345,400)	

Law Enforcement		
2022 Net Budget	(211,670)	Bylaw enforcement operates on a complaint basis. The related bylaws are: <ul style="list-style-type: none"> • Land use • Community services • Unsightly premises • Noise • Animal Control
2021 Net Budget	(157,800)	
% Change	34.1%	

2021 Key Accomplishments • A sale of service agreement was signed with the Town of Pincher Creek in 2020 to use Town bylaw officers enforce animal control. In 2021 this was extended to include noise complaints.

2022 Initiatives

#1 Develop and implement a hamlet traffic bylaw

Summary Budget

	Budget 2021	Budget 2022	Variance Highlights
Licenses	250	250	
RCMP Fines	10,000	10,000	
Government Grants	-	-	
Total Revenues	10,250	10,250	
Police Costing	162,050	215,920	↑ Provincial download - Police Funding Model (20% Recovery)
Contracted Services	6,000	6,000	
Subtotal Expenses	168,050	221,920	
Net Operations	(157,800)	(211,670)	

Fire/PCREMO

2022 Net Budget	(820,090)	Items included in the Fire budget are: <ul style="list-style-type: none"> • Contribution to Pincher Creek Emergency Services Commission (PCESC) • Contribution to Pincher Creek Regional Emergency Management Organization (PCREMO) • Revenue/expense for M.D. residents requiring fire services • M.D. fire hall utility costs • Contribution to Pincher Creek Search & Rescue
2021 Net Budget	(111,965)	
% Change	632.5%	

It has been past practice for the MD to recognise PCESC as a requisition, however under the MGA it should be recognised as part of the Municipal Tax Levy. This has been corrected in the 2022 fiscal year. Contributions to PCESC will now be recorded here. The funding percentage changes annually. In 2021, the MD funded % of PCESC. In 2022 PCREMO will be administered through PCES. Therefore contributions to PCREMO will now be recorded here. The MD funds 49% of PCREMO.

Summary Budget

	Budget 2021	Budget 2022	Variance Highlights
Sale of Service	40,000	40,000	
Transfer from Reserves	-	55,000	↑ Transfer from Carry Forward 2021 PCREMO to fund 2022 PCREMO
Total Revenues	40,000	95,000	
General Purchases	1,000	1,000	
Contracted Services	40,000	40,000	
Contributions to PCESC		597,800	↑Contribution to PCESC
Contributions to PCREMO		65,000	↑Contribution to PCREMO
Contributions to Other Agencies	10,965	11,290	2% ↑ to PC Search and Rescue
Transfer to Op Reserves	50,000	100,000	Transfer to Reserve
Subtotal Expenses	101,965	815,090	
Net Operations	(111,965)	(820,090)	

Public Works

2022 Net Budget	(7,181,360)	The Public Works department provides oversight to all municipal infrastructure including 5 hamlets, 5 dams, approx. 1,205 km of roads, 160 bridges, the airport, regional water system, wastewater systems, all buildings and the equipment fleet.
2021 Net Budget	(7,319,215)	
% Change	-1.9%	

- 2021 Key Accomplishments**
- The 2021 gravel and dust control programs were complete on schedule and on budget.
 - The dust control program was completed in 40% less time than previous years due to the use of Calcium Chloride.
 - With the use of the new excavator PW was able to perform significant drainage improvements, cattle guard replacements, and culvert replacements all in-house.
 - Old airport road surface reconditioned and improved.
 - MRF LIDAR data collection project completed on all arterial and collector roads.
 - Investment in bistrainer enhanced safety training and provided access to training for all PW employees. Program was able to track completion and competency assessments.

2022 Initiatives

- #1 Continue to improve application methods and efficiency for dust control program.
- #2 Continue developing new processes and methodologies to improve the level of service provided by our road maintenance program.
- #3 Review and assess gravel pit inventory and reclamation on pits no longer in service.
- #4 Explore long term solution for hard surface arterial roads such as Gladstone and Maycoft.

Summary Budget

	Budget 2020	Budget 2021	Budget 2022	2021 vs 2022 Variance Highlights
Sales of Good & Services	17,600	42,600	42,600	Landfill Road Agreement expires 2022
Sale of Gravel & Asphalt	45,000	45,000	20,000	
Sale of Dust Control	50,000	50,000	43,750	
Government Grants	50,000	50,000	50,000	
Contribution from agencies	55,960	51,280	52,280	Debtenture Revenue from the Landfill
Transfer from Reserves	245,000	185,000	-	↓ no transfer from reserves required to fund operations
Interdepartmental Changes	251,000	251,000	61,000	↓ Water labour will be coded directly to water in 2021. Lundbreck no longer required.
Total Revenues	714,560	674,880	269,630	
Personnel Costs	2,317,730	2,560,825	2,585,000	
General Purchases	1,067,150	986,650	1,043,750	↑ Fencing materials, culverts, repairs, and Lundbreck expenses moved here
Contracted Services	179,000	202,000	175,400	↓ Gap year for line painting
Safety	30,280	28,180	21,870	↓ PW employees are up to date in safety training, offset slightly by a Health and Safety Risk Assessment in 2022.
Training	21,625	33,250	33,250	
Information Technology	85,730	96,670	90,170	
Gravel Hauling	240,000	270,000	270,000	
Gravel Crushing	502,500	527,500	502,500	
Gravel Royalties	220,000	270,000	270,000	
Gravel Pit Reclamation	22,000	185,000	50,000	↓ Change to accounting for reclamation, 2022 amount is the change in estimate.
Bridge Repairs	28,000	50,000	25,000	↓ 2021 anticipated more small bridge deck repairs, this is not required in 2022
Engineering & Surveying	46,000	46,000	66,000	↑ 10 year bridge study
Dust Control & Cold Mix Product	353,000	648,000	528,000	↓ 2021 included overlay work on South Fork and 3A Cowley, this is not required in 2022
Long Term Debt Interest	74,620	69,720	64,700	
Subtotal Expenses	5,187,635	5,973,795	5,725,640	
Transfer to Reserves	1,500,000	1,850,000	1,550,000	↓ Change to accounting for reclamation, no transfer to reserve required.
Long Term Debt Principal	165,400	170,300	175,350	
Total Expenses	6,853,035	7,994,095	7,450,990	
Net Operations	(6,138,475)	(7,319,215)	(7,181,360)	

Agricultural and Environmental Services

2022 Net Budget	(273,400)	The Agricultural and Environmental Services department provides oversight to the municipal obligations of the Weed Control Act, Pest Act and the Soil Conservation Act. Services include: <ul style="list-style-type: none"> • Weed control (primary task) • Extension services for residents to assist with farm and ranch productivity • Manage the MD dams and water requirements to benefit residents downstream.
2021 Net Budget	(278,020)	
% Change	-1.7%	

- 2021 Key Accomplishments**
- Worked directly with the province to establish protocols for weed control on provincial land.
 - MRF, environmental farm planning, Canadian Agricultural Partnership and other conservation projects initiated with support from CoolPro Solutions.
 - Spray Truck was operational in 2021.

2022 Initiatives

- #1 Offer more workshops, specifically on ranching, herd management, and grazing.
- #2 Fill gaps in provincial information distribution (due to provincial staff reductions).
- #3 Continue to expand contracts for Invasive control on provincial land.

Summary Budget

	Budget 2020	Budget 2021	Budget 2022	2021 vs 2022 Variance Highlights
Sales of Good & Services	73,600	151,000	141,000	↓ in contract with AB Parks, offset slightly by an increase in sale of premix.
Government Grants	183,360	123,900	138,900	↑ in provincial grant
Deadstock Program	30,000	35,000	30,000	
Misc. Revenue	-	-	-	
Transfer from Reserves	5,000	-	-	
Total Revenues	291,960	309,900	309,900	
Personnel Costs	329,070	299,300	292,500	
Training	8,000	9,250	9,750	
General Purchases	120,930	113,100	117,680	
Contracted Services	30,000	62,500	62,500	
Safety	6,850	10,240	9,340	
Information Technology	6,140	3,530	6,530	
Chemical	70,000	80,000	75,000	
Interdepartmental	10,000	10,000	10,000	
Subtotal Expenses	580,990	587,920	583,300	
Net Operations	(289,030)	(278,020)	(273,400)	

Hamlet of Lundbreck

2022 Net Budget	-	Public Works provides operational and maintenance services to the Hamlet of Lundbreck regarding the following infrastructure: <ul style="list-style-type: none"> • Streets and lanes • Grader shelter • De-commissioned water treatment facility currently used for storage
2021 Net Budget	(112,600)	
% Change	-100.0%	

- Lundbreck is a location code, not a segment. Therefore it has been combined with PW in 2022 onwards.

Summary Budget

	Budget 2021	Budget 2022	Variance Highlights
Total Revenues	-	-	
General Purchases	34,500	-	
Contracted Services	3,100	-	
Interdepartmental	75,000	-	
Subtotal Expenses	112,600	-	
Net Operations	(112,600)	-	

Airport

2022 Net Budget	(28,760)	<p>The Pincher Creek Airport is managed by the M.D. There is minimal activity; therefore, there is little revenue generated.</p> <p>M.D. is responsible for:</p> <ul style="list-style-type: none"> • Grass Cutting • Maintenance of Facility • Snow Removal
2021 Net Budget	(66,900)	
% Change	-57.0%	

2021 Key Accomplishments • The Regional Airport Committee was re-established in 2020. The Airport Master Plan is scheduled to be presented to the Joint Committee in November 2021.

2022 Initiatives

#1 Pending the Joint Committee meeting scheduled for November 2021.

Summary Budget

	Budget 2021	Budget 2022	Variance Highlights
Leases	39,950	39,950	
Misc. Revenue	50,000	-	↓ Airport expansion contributions from the Town and CNP
Interdepartmental Changes	5,000	5,000	
Total Revenues	94,950	44,950	
General Purchases	28,150	26,010	
Contracted Services	18,500	7,500	
Interdepartmental	40,000	40,000	
Subtotal Expenses	86,850	73,710	
Transfer to Reserves	75,000	-	↓ no transfers into the regional airport reserve
Net Operations	(66,900)	(28,760)	

Waste Management

2022 Net Budget	(387,700)	Solid waste services are provided within this department by the Crowsnest Pincher Creek Landfill Association as a contractor to the M.D. The most significant service provided is the placement of roll off bins for residents to place their solid waste for pick-up. Curbside pickup is provided to the Hamlets of Beaver Mines and Lundbreck. The MD continues to explore recycling options through the development of an Eco Station.
2021 Net Budget	(332,680)	
% Change	16.5%	

2021 Key Accomplishments Policy change to landfill billing has proven to be fair for rate payers and resulted in noticeable savings.

2022 Initiatives

- #1 Continue to develop relationship with CNPC Landfill through the new Eco Station.
- #2 Review the location and billing structure for the non-residential bins within the MD.

Summary Budget

	Budget 2021	Budget 2022	
Waste Management Fees	9,820	15,000	↑ BM's included and new utility bylaw
Contribution from Agencies	63,250	-	↓ Coding Adjustment
Total Revenues	73,070	15,000	
Bin Rentals/Pickups	131,500	155,500	↑ Increasing number of bin pick-ups and rentals for bins through-out the MD
Tipping Fees	157,000	133,000	↓ Tipping fee reduction from enhanced policy controls.
Recycling Services	117,000	114,200	MD recycling fees only - Includes 100% operational costs of Eco Station
Contracted Services	250	-	
Subtotal Expenses	405,750	402,700	
Net Operations	(332,680)	(387,700)	

Water Services		
2022 Net Budget	(1,130,910)	The Water Services Segment provides potable water for the Hamlet of Lundbreck, Castle Parks, Castle Mountain Resort and contracts potable water treatment and delivery services to the Village of Cowley. Additional services are being currently installed for the Hamlet of Beaver Mines. Water services also temporarily includes Dams (Other Environmental Use and Protection) for financial reporting purposes.
2021 Net Budget	(606,060)	
% Change	86.6%	

2021 Key Accomplishments • Successfully implemented the Water Utility Bylaw in March 2021.

2022 Initiatives

- #1 Installation of service hookups in the Hamlet of Beaver Mines.
- #2 Proper separation of Water and Wastewater expenses for reporting purposes.
- #3 Utility Bill Efficiencies - eSend and automatic account withdrawal.

Summary Budget			
	Budget 2021	Budget 2022	Variance Highlights
Sales of Good & Services	202,500	226,900	↑ due to new Water Utility Bylaw
Total Revenues	202,500	226,900	
Personnel Costs	-	247,000	↑ Labour coded directly to Water
Interdepartmental	115,000	-	↓ Labour allocation no longer required
Training	4,500	10,000	
General Purchases	161,640	174,200	General ↑ due to new pipeline.
Contracted Services	115,000	124,500	General ↑ due to new pipeline.
Long Term Debt Interest	40,790	34,950	
Miscellaneous*	90,000	-	↓ 2021 Dam Study required by Alberta Environment and Parks
Subtotal Expenses	526,930	590,650	
Transfer to Capital Reserves	83,140	116,540	General ↑ due to new Water Utility Bylaw
Transfer for Hook-Ups (LOANS)	-	450,000	↑ Residential Loans - BM Hookups
Long Term Debt Principal	198,490	200,620	
Additional Cash Required	281,630	767,160	
Net Operations	(606,060)	(1,130,910)	

Wastewater Services

2022 Net Budget	(7,000)	Wastewater services are provided to the Hamlet of Lundbreck by Water Operations personnel. These services include: <ul style="list-style-type: none"> • Inspections • Flushing • General maintenance
2021 Net Budget	22,800	
% Change	-130.7%	

2021 Key Accomplishments • In 2021 the MD continued to move the Beaver Mines Waste Water Solution forward towards final regulatory approval from Alberta Environment and Parks.

- Installation of aerators at the Lundbreck Lagoon to improve wastewater management.

2022 Initiatives

- #1 The new wastewater system for the hamlet of Beaver Mines continues to be a top priority. The project timeline has been expanded to a in service date of 2023.

Summary Budget

	Budget 2021	Budget 2022	Variance Highlights
User Fees	39,400	12,000	↓ Sewer rates (\$40.40 vs \$12.00)
Total Revenues	39,400	12,000	
General Purchases	16,600	19,000	
Subtotal Expenses	16,600	19,000	
Net Operations	22,800	(7,000)	

Community Services

2022 Net Budget	(367,285)	Community Services includes the following services: <ul style="list-style-type: none"> • Family and Community Support Services • Joint Funding Program – The MD and the Town decide together to fund local organizations on a per capita basis. • Chinook Arch Regional Library & Pincher Creek Library • Community funding and donations • ICF Funding Objectives • Pincher Creek Community Early Learning Centre (PCCCEL) contribution
2021 Net Budget	(333,940)	
% Change	10.0%	

Summary Budget

	Budget 2021	Budget 2022	Variance Highlights
Joint Funding (Town Portion)	104,730	-	↓ Coding adjustment - Town contribution should not be included here
Government Grants	107,000	107,000	FCSS Provincial
Reserve Transfer	100,000	100,000	
Total Revenues	311,730	207,000	
FCSS Grants	134,000	134,000	
PC Library and Chinook Arch	137,230	139,840	
PCCCEL	100,000	100,000	
Town ICF (RCMP, CRC and Lebel)	38,910	60,000	
Humane Society	21,000	21,000	
Joint Funding	190,000	85,265	↓ 2022 is only reflective of MD Joint Funding
Other Contributions to Groups	24,530	34,180	↑ Additional funds for Grant Writer
	-	-	
Subtotal Expenses	645,670	574,285	
Net Operations	(333,940)	(367,285)	

Parks & Recreation

2022 Net Budget	(543,430)	Maintained by MD personnel:
2021 Net Budget	(539,930)	<ul style="list-style-type: none"> • Patton Park in the Hamlet of Lundbreck • Foothills (Fishburn) Park on RR 28-4 • Beaver Mines Park
% Change	0.6%	Contracted Maintenance:
		<ul style="list-style-type: none"> • Castle River Rodeo Grounds & Campground • Bobby Burns Fish Pond

2021 Key Accomplishments • Developed an Off-Leash Dog Park for the Hamlet of Lundbreck. Currently being surveyed and will be fenced before the winter season.

2022 Initiatives

- #1 Connect the Patton Park sprinkler and drip system to the MD's water distribution line.

Summary Budget

	Budget 2021	Budget 2022	Variance Highlights
Transfer from Reserves	-	-	
Total Revenues	-	-	
General Purchases	-	3,500	
Contracted Services	14,700	14,700	
Interdepartmental	11,000	11,000	
Contributions to Town Rec	355,800	355,800	Change unknown - ICF - Based on previous year.
Contributions to CNP Rec	25,000	25,000	
Transfer to Op. Reserve	133,430	133,430	Held in reserve for future capital contributions to the community
Subtotal Expenses	539,930	543,430	
Net Operations	(539,930)	(543,430)	

Cemeteries		
2022 Net Budget	(55,140)	The Municipal District of Pincher Creek agreed to an annual contribution to the Town as part of ICF.
2021 Net Budget	(55,140)	
% Change	0.0%	Cemeteries throughout the MD are maintained by local residents at no cost to the MD.

Summary Budget

	Budget 2021	Budget 2022	Variance Highlights
Transfer from Reserves	-	-	
Total Revenues	-	-	
Contributions to Town	55,140	55,140	
Subtotal Expenses	55,140	55,140	
Net Operations	(55,140)	(55,140)	

Long Term Debt

2020 Debt Limit

The Municipal Government Act requires municipalities to keep long term debt below thresholds determined by annual revenues. The debt (total debt) and debt servicing (annual payments of principal and interest) limits as at December 31, 2020 are:

Debt Limit (1.5 times revenue)	20,414,073
Actual Debt	3,816,421
Debt Servicing Limit (0.25 times revenue)	3,402,346
Actual Debt Servicing	479,285

Debt as of December 31, 2021	Principal Owning	Interest Rate	Annual Principal Payment	Annual Interest	Repayment Date
Lundbreck Water Reservoir	608,661	2.9420%	47,612	17,559	Dec 2032
Lundbreck Regional Water System	345,332	2.9420%	27,013	9,962	Dec 2032
Landfill Road (75% Landfill Association)	1,681,244	2.9420%	131,513	48,502	Dec 2032
Landfill Road (25% MD)	560,415	2.9420%	43,838	16,167	Dec 2032
Cowley Waterworks Purchase	252,000	2.9420%	126,000	7,414	Dec 2023
Total Debt	3,447,651		375,976	99,604	

Debt as of December 31, 2022	Principal Owning	Interest Rate	Annual Principal Payment	Annual Interest Payment	Repayment Date
Lundbreck Water Reservoir	608,661	2.9420%	46,241	18,929	Dec 2032
Lundbreck Regional Water System	345,322	2.9420%	26,234	10,739	Dec 2032
Landfill Road (75% Landfill Association)	1,681,243	2.9420%	124,051	55,964	Dec 2032
Landfill Road (25% MD)	560,414	2.9420%	41,350	18,655	Dec 2032
Cowley Waterworks Purchase	252,000	2.9420%	126,000	11,121	Dec 2023
Total Debt	3,447,641		363,876	115,407	

STAFF COUNT

	2021 Budget	2021 Actual	2022 Budget
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Public Works			
Superintendent	1	1	1
Road Foreman	1	1	1
Operations Coordinator	1	0	0
Field Lead		1	1
Buyer	1	1	1
Admin	1	1	1
Technical Assistant	0	1	1
Full Time Union - Operator 4	13	11	10
Full Time Union - Operator 2	2	2	3
HDM - Union	2	2	2
Seasonal Operator 1	1	1	1
Seasonal Operator 3	4	4	4
Temp Union	1	1	1
Total PW	28	27	27

AES			
Environmental Specialist	1	1	1
Summer Student (Temp weed inspector - Short)	7	5	4
Summer Student (Temp weed inspector - Long)	0	2	2
Seasonal (Operator PAC)	1	1	2
Total AES	9	9	9

Admin			
CAO	1	1	1
Director of Ops	1	0	0
Director of Finance	1	1	1
Director of Development and Community Services	0.25	0.25	0.25
Infrastructure and Utilities Specialist	0	0	1
Safety	1	1	1
Executive Assistant	1	1	1
IT Specialist	1	1	1
HR/Payroll	1	1	1
Financial Specialist	0	0	1
Customer Service Clerk	1	1	1
Financial Service Clerk	1.5	1.5	1
Summer Student	1	1	1
Total Admin	10.75	9.75	11.25

Planning			
Director of Development and Community Services	0.75	0.75	0.75
Assistant Development Officer	0	0	1
Planning Clerk	0.5	0.5	0
Total Planning	1.25	1.25	1.75

Water and Wastewater			
Water Plant Operator	0	1	2
Total Water and Wastewater	0	1	2

Staff Total	49	48	51
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Council	5	5	5
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Grand Total	54	53	56
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Restricted Surplus Accounts (Reserves) and Trusts

	2022 Beginning	Transfer In	Transfer Out	2022 Ending
Airport	329,770			329,770
Bridge	2,698,930	400,000		3,098,930
Buildings	200,000		30,000	170,000
Dams (Water Storage)	75,000			75,000
Equipment	3,344,580	800,000	295,000	3,849,580
Emergency management	61,000			61,000
Next Year Completion	151,910		55,000	96,910
PCESC Equipment	100,000	100,000		200,000
Regional Community Initiatives	228,900	133,430	100,000	262,330
Road Infrastructure	3,140,880	350,000	50,000	3,440,880
Recycle Equipment	89,390			89,390
Senior Housing	200,000			200,000
Tax Rate Stabilization*	1,227,320	1,246,965		2,474,285
Water and Waste Water Infrastructure	1,163,100	116,540	225,000	1,054,640
Total Restricted Surplus	13,010,780	3,146,935	755,000	15,402,715
Unrestricted Surplus*	3,797,030		1,200,000	2,597,030
Public Trust	108,470		40,000	68,470
Regional Airport Development Trust	75,000			75,000
Tax Recovery Sales Trust	14,400			14,400
Total Trusts	197,870	-	40,000	157,870

***Policy C-FIN-523 Reserves, section 24, states the balance in the tax rate stabilization reserve shall not exceed 10% of Municipal Tax Revenue, unless there is a substantial balance of taxes owed. The projected 2022 balance exceeds the 10% because of the high outstanding taxes (\$3M+) is a significant area of concern for the MD. The projected balance is a reassurance that the MD is financially capable to withstand the financial pressure presented. However, should this continue to grow, the MD may need to consider other alternatives.*

Long Range Plan

Future Capital Projects			2023	2024	2025	2026
Infrastructure						
Bridges		Bridge File #74260 Tributary to Foothills Creek	580,000			
Bridges		Bridge File #13960 81A over a Tributary to the Oldman River	45,000	400,000		
Bridges		Bridge File #76203 Watercourse on Local Road near MayCroft		55,000	400,000	
Bridges		Bridge File #75481 Fullerton Culvert			50,000	300,000
Roads		Cabin Hill	1,007,500			
Roads		Bitango Road RR1-2	260,000			
Roads		Station Street	410,000			
Roads		Christie Mines	45,000	975,000		
Roads		Grumpies/Knotch Road	200,000			
Roads		Gladstone Road	900,000			
Roads		Snake Trail				50,000
Water/Wastewater		Beaver Mines Distribution and Collection	1,245,864			
Water/Wastewater		Beaver Mines Lift Station and Forcemain	-			
Water/Wastewater		Beaver Mines Waste Water Treatment Facility	2,223,406			
Infrastructure Total			6,916,770	1,430,000	450,000	350,000
Equipment						
Public Works		Grader	515,000	515,000	515,000	515,000
Public Works		Gravel Truck and Plow	375,000			
Public Works		Water truck		150,000		150,000
Public Works		Welder			15,000	
Public Works		Backhoe			130,000	
Public Works		Tractor & loader		130,000		
Public Works		Airport mower			9,300	
Public Works		Packer				40,200
Public Works		Riding lawn mower			5,600	
Public Works		Snow Blower - Airport		350,000		
Agriculture		Animal scale	15,000			
Agriculture		Quad		15,000		
Agriculture		Truck mounted intelligent sprayer			20,000	
Equipment Total			905,000	1,160,000	694,900	705,200
Fleet						
Public Works		Light truck	50,000	50,000	50,000	50,000
Public Works		1 Ton Truck	50,000			
Agriculture		Light truck		50,000		50,000
Fleet Total			100,000	100,000	50,000	100,000
Information Services						
Administration		Audio equipment - Council Chambers	20,000			
Information Services Total			20,000	-	-	-
Facilities						
Public Works		Public Works Shop wash bay	370,000			
Facilities Total			370,000	-	-	-
Grand Total Expenditures			8,311,770	2,690,000	1,194,900	1,155,200
Sources of Project Funding						
Grants			6,916,770	1,430,000	450,000	350,000
Reserves			1,395,000	1,260,000	744,900	805,200
Operations			-	-	-	-
Total Sources of Project Funding			8,311,770	2,690,000	1,194,900	1,155,200

2022 Capital Budget Summary

Project #	Service Area	Description	Sources of Project Funding					Total Revenue
			2022 Total Cost	Grants	Debt	Reserves	Operations	
Infrastructure								
PW-BF-1	Bridges	Bridge File #75265 Heath Creek	380,000	380,000				380,000
PW-BF-2	Bridges	Bridge File #7743 Local Road over Gladestone Creek	275,000	275,000				275,000
PW-BF-3	Bridges	Bridge File #2488 Fischer Bridge	1,225,200	1,225,200				1,225,200
PW-BF-4	Bridges	Bridge File #74260 Tributary to Foothills Creek	30,000	30,000				30,000
PW-BF-5	Bridges	Bridge File 75377 Local Road over Screwdriver Creek	338,000	338,000				338,000
PW-R-2	Roads	Bitango Road RR1-2	40,000					40,000
PW-R-3	Roads	Station Street	40,000	40,000				40,000
PW-R-4	Roads	Gladstone	50,000			50,000		50,000
BMDC	Water/Wastewater	Beaver Mines Distribution and Collection	3,737,575	3,737,575				3,737,575
BMLF	Water/Wastewater	Beaver Mines Lift Station and Forcemain	2,378,730	2,378,730				2,378,730
BMWW	Water/Wastewater	Beaver Mines Waste Water Treatment Facility	555,850	555,850				555,850
Infrastructure Total			9,050,355	9,000,355	-	50,000	-	9,050,355
Equipment								
	Public Works	Skid Steer	125,000			125,000		125,000
	Public Works	Sheepfoot Compactor	20,000			20,000		20,000
	Public Works	Loader Forks	15,000			15,000		15,000
Equipment Total			160,000	-	-	160,000	-	160,000
Fleet								
	AES	Light Truck	50,000			50,000		50,000
	Admin	Yukon XL	65,000			65,000		65,000
Fleet Total			115,000	-	-	115,000	-	115,000
Community Services								
	Parks	Patton Park Sprinkler	40,000			40,000		40,000
	Waste Management	Eco-Station	225,000			225,000		225,000
Parks Total			265,000	-	-	265,000	-	265,000
Facilities								
	Public Works	Lundbreck Shop Floor	30,000			30,000		30,000
Facilities Total			30,000	-	-	30,000	-	30,000
Grand Total			9,620,355	9,000,355	-	620,000	-	9,620,355

Capital Grants & Reserves Summary

Capital Grants Summary

Available Grant Funding*	2022	2023	2024	2025	2026
Beginning of year	14,710,446	7,720,365	1,588,671	943,746	1,278,821
Grant Funding Received	785,075	785,075	785,075	785,075	785,075
Expenditures	(7,775,155)	(6,916,770)	(1,430,000)	(450,000)	(350,000)
End of year	7,720,365	1,588,671	943,746	1,278,821	1,713,896

*Does not include STIP Funding BF2488

Capital Reserve Summary

	Equipment	Road Construction	Bridges	Buildings	Water and Waste Water Infrastructure
Annual Transfer to Reserve	800,000	350,000	400,000	-	100,000
Projected End of the Year Balance					
2021	3,148,000	2,507,000	2,610,000	200,000	808,000
2022	3,673,000	2,857,000	2,960,000	170,000	683,000
2023	3,448,000	3,207,000	3,360,000	- 200,000	783,000
2024	2,988,000	3,557,000	3,760,000	- 200,000	883,000
2025	3,043,100	3,907,000	4,160,000	- 200,000	983,000
2026	3,037,900	4,257,000	4,560,000	- 200,000	1,083,000

Detailed Capital Grant Summary

	Municipal Sustainability Initiative (MSI) Capital	Federal Gas Tax Fund (GTF)	Alberta Municipal Water/ Wastewater Partnership (AMWWP)	Small Community Funds (SCF)
Projected Balance Jan 1, 2022	6,198,000	841,310	3,230,209	4,440,927
Estimated 2022 Allocation	620,075	165,000	-	-
Funding Available	6,818,075	1,006,310	3,230,209	4,440,927
Beaver Mines Distribution and Collection	(1,245,735)	-	-	(2,491,840)
Beaver Mines Lift Station and Forcemain	(99,708)	-	(1,267,345)	(1,011,677)
Beaver Mines Waste Water Treatment Facility	(112,499)	-	(372,780)	(70,571)
Bridge File #75265 Heath Creek		(380,000)		
Bridge File #7743 Local Road over Gladstone Creek		(275,000)		
Bridge File #2488 Fischer Bridge	(306,300)			
Bridge File #74260 Tributary to Foothills Creek	(30,000)			
Bridge File #75377 Local Road over Screwdriver Creek	(338,000)			
Bitango Road RR1-2 Station Street	(40,000) (40,000)			
Projected Balance December 31, 2022	4,605,833	351,310	1,590,084	866,839
Estimated 2023 Allocation	620,075	165,000	-	-
Beaver Mines Distribution and Collection	(530,473)	-	-	(715,391)
Beaver Mines Waste Water Treatment Facility	(481,874)	-	(1,590,084)	(151,448)
Bridge File #74260 Tributary to Foothills Creek	(580,000)			
Bridge File #13960 81A over a Tributary to the Oldman River		(45,000)		
Cabin Hill	(1,007,500)			
Bitango Road RR1-2 Station Street	(260,000) (410,000)			
Christie Mines	(45,000)			
Grumpies/Knotch Road	(200,000)			
Projected Balance December 31, 2023	1,711,061	471,310	-	-

Project Name	Bridge File 75265 Local Road Over Heath Creek
Project Number	PW-BF-1
Priority	4 - Medium/High
Service Area	Public Works - Bridges
Division	Division 4
Project Description	Culvert replacement, NE SEC 11 TWP 10 RGE 1 W5M
Project Cost	Engineering (2021): \$20,000 Engineering/Construction (2022): <u>\$380,000</u> Total Project Costs: \$400,000
Funding Sources	Federal Gas Tax Fund The MD will submit a application for grant funding under the Local Roads & Bridges Program under STIP (AB Transportation). For Budget purposes this project will flow through the guaranteed Federal Gas Tax Fund (GTF) funding.
Timeline	Complete in 2022
Rationale for Need	The bridge structure was constructed in 1960 and facilitates the passage of a local road over Heath Creek near Cowley, AB. The bridge culvert is currently in poor condition primarily due to cracked longitudinal seams with 55 mm of steel remaining in ring 4 and 68 mm of steel remaining in ring 3.
Impact on future operating costs	
Impact on other departments	
Treatment of asset replaced	
Implications of deferral	Delay in reconstruction of this bridge will result in further deterioration and road closure. There is no available detour available for residents as the road is a dead end. The Average Daily Traffic (AADT) is 32 vehicles.
Other options to Recommendation	A bridge liner and metal struts were reviewed but due to the condition of the culvert it isn't recommended.

Project Name	Bridge File #7743 Local Road over Gladstone Creek
Project Number	PW-BF-2
Priority	5 - High
Service Area	Public Works - Bridges
Division	Division 3
Project Description	Capital repairs, SW 23-05-02-W5
Project Cost	Engineering (2021): \$20,000 Construction (2022): <u>\$275,000</u> Total Project Costs: \$295,000
Funding Sources	Federal Gas Tax Fund
Timeline	Complete in 2022
Rationale for Need	The bridge structure was constructed in 1908 and facilitates the passage of a local road over Gladstone Creek near Pincher Creek, AB. The condition of the bridge is in poor condition due to repairs in strip decking, wheel guards, bridge rails, stringers, pilings and minor plank replacement.
Impact on future operating costs	
Impact on other departments	
Treatment of asset replaced	
Implications of deferral	Delay in reconstruction of this bridge will result in further deterioration and road closure. Detour is 79km.
Other options to Recommendation	

Project Name	Bridge File 2488 Fischer Bridge
Project Number	PW-BF-3
Priority	2 - Low/Medium
Service Area	Public Works - Bridges
Division	Division 5
Project Description	Single lane bridge replacement, NW 26-7-2-W5
Project Cost	Engineering (2021): \$15,000 Construction (2022): <u>\$1,225,200</u> Total Project Costs: \$1,240,200
Funding Sources	Strategic Transportation Infrastructure Program The MD will submit a application for grant funding under the Local Roads & Bridges Program under STIP (AB Transportation). This project is contingent on the success of this grant application which will cover 75% of the total capital costs. The remainder, will be funded through MSI. Should the grant application be unsuccessful, any engineering costs incurred to date will be funded through the Bridge Reserve (Res 20/432).
Timeline	Complete in 2022
Rationale for Need	The bridge is 92 years old and is currently closed by the MD. A bridge at this location is needed in the future should the twinning of Highway 3 occur.
Impact on future operating costs	
Impact on other departments	
Treatment of asset replaced	
Implications of deferral	Local residents and travelers will be required to detour 4.9km over Highway 3, 22 and local roads. The bridge will remain a fully closed bridge until Alberta Transportation requires it for Highway 3 Twinning.
Other options to Recommendation	1. Options explored in 2021 included concrete span and full refurbishment, that price was also in excess of \$1,000,000. 2. Remove bridge and construct capital upgrades on detour through RR2-1A (estimated at \$240,000).

Project Name	Bridge File 74260 Tributary to Foothills Creek
Project Number	PW-BF-4
Priority	3 - Medium
Service Area	Public Works - Bridges
Division	Division 2
Project Description	Culvert replacement, SW 13-05-29-W4M.
Project Cost	Engineering (2022): \$30,000 Construction (2023): <u>\$580,000</u> Total Project Costs: \$610,000
Funding Sources	Municipal Sustainability Initiative Grant - Capital In 2022 - The MD will submit a application for grant funding under the Local Roads & Bridges Program under STIP (AB Transportation). For Budget purposes this project will flow through the guaranteed MSI funding.
Timeline	2022 - Engineering 2023 - Complete
Rationale for Need	The bridge culvert was built in 1954. The original shape dimensions were a rise of 1920mm and a span 1742mm. Today, the actual dimensions are a rise of 1631mm and span 1955mm. The sag for the roof is at 15% and the deflection is at 12%. There are isolated perforations on the floor and the structure is poorly aligned to the drainage.
Impact on future operating costs	
Impact on other departments	
Treatment of asset replaced	Recycle steel
Implications of deferral	Delay in reconstruction of this bridge will result in further deterioration and an increase in financial resources for ongoing repair and maintenance costs. Detour is approximately 10km
Other options to Recommendation	

Project Name	Bridge File 75377 Local Road over Screwdriver Creek								
Project Number									
Priority	5 - High								
Service Area	Public Works - Bridges								
Division	Division 3								
Project Description	Culvert Replacement; NW 8-6-2-W5								
Project Cost	<table> <tr> <td>Engineering (2020):</td> <td>\$22,000</td> </tr> <tr> <td>Construction (2021):</td> <td>\$60,000</td> </tr> <tr> <td>Construction (2022):</td> <td><u>338,000</u></td> </tr> <tr> <td>Total Project Costs:</td> <td>\$420,000</td> </tr> </table>	Engineering (2020):	\$22,000	Construction (2021):	\$60,000	Construction (2022):	<u>338,000</u>	Total Project Costs:	\$420,000
Engineering (2020):	\$22,000								
Construction (2021):	\$60,000								
Construction (2022):	<u>338,000</u>								
Total Project Costs:	\$420,000								
Funding Sources	<p>Municipal Sustainability Initiative Grant - Capital</p> <ul style="list-style-type: none"> The M.D. submitted an application for grant funding under the Local Roads & Bridges Program under STIP (AB Transportation) in 2021. It was denied mainly because the BIM rating was above 40%. Therefore this project will be funded through MSI. 								
Timeline	<p>2020 - Engineering 2021 - Delayed 2022 - Compete</p>								
Rationale for Need	The bridge structure is currently in poor condition primarily due to large floor perforations due to corrosion. The BIM model suggested a 2016 replacement year.								
Impact on future operating costs									
Impact on other departments									
Treatment of asset replaced									
Implications of deferral	Delay in reconstruction of this bridge culvert could result in further deterioration and road closure as this bridge was constructed in 1962.								
Other options to Recommendation									

Project Name	Bitango Road RR1-2
Project Number	PW-R-2
Priority	5 - High
Service Area	Public Works - Roads
Division	Division 3
Project Description	Excavate and replace 64m of 24" culvert with a 36" culvert. Backfill road and repair slides and sink holes on side slope.
Project Cost	Engineering (2022): \$40,000 Construction (2023): <u>\$260,000</u> Total Project Costs: \$300,000
Funding Sources	Municipal Sustainability Initiative Grant - Capital
Timeline	2022 - Engineering 2023 - Complete
Rationale for Need	Culvert is undersized. It is separated at a few locations forcing the water to go upward, creating sliding and slope failures.
Impact on future operating costs	
Impact on other departments	
Implications of deferral	Potential road failure and concern to public safety which could result in a road closure and a detour of approximately 15 km.
Other options to Recommendation	

Project Name	Station Street
Project Number	PW-R-3
Priority	1 - Low
Service Area	Public Works - Roads
Division	Division 4
Project Description	Repair subgrade and install new asphalt on approximately 70m on intersection of 3rd avenue and Station street and approximately 375m on Station street going East. Install Culvert across 3rd avenue to drain water from North side of Station street.
Project Cost	Engineering (2022): \$40,000 Construction (2023): \$410,000 Total Project Costs: \$450,000
Funding Sources	Municipal Sustainability Initiative Grant - Capital
Timeline	2022 - Engineering 2023 - Complete
Rationale for Need	Increase to the level of service to businesses within the Hamlet of Pincher Station by providing easier access for heavy trucking.
Impact on future operating costs	Reduced repair and maintenance costs.
Impact on other departments	
Implications of deferral	Increase in ongoing repair and maintenance costs. An increase in subgrade failure and drainage issues will continue to create strain on the road structure.
Other options to Recommendation	1. Pulverize existing road and return to gravel. 2. Wait until the MD can explore water and wastewater options at Pincher Station, to allow the MD to do both at one time.

Project Name	Gladstone
Project Number	PW-R-4
Priority	3 - Medium
Service Area	Public Works - Roads
Division	Division 3
Project Description	Gladstone valley road review - engineering and public engagement in 2022, with land purchases and construction to be determined.
Project Cost	Engineering (2022): \$50,000 Construction (2023?): <u>\$900,000</u> Total Project Costs: \$950,000
Funding Sources	Reserve - Road Construction The MD will explore additional funding sources upon further project review.
Timeline	Other: To be determined
Rationale for Need	The MD continues to receive a high number complaints as a result of the poor road conditions. The conditions present include: extensive wash boarding and big rock.
Impact on future operating costs	Reduced repair and maintenance costs.
Impact on other departments	
Implications of deferral	
Other options to Recommendation	

Project Name	Beaver Mines Distribution and Collection				
Project Number	BMDC				
Priority	5 - High				
Service Area	Water Services				
Project Description	Install a water distribution system and wastewater collection system at Beaver Mines followed by rehabilitation of the road surface (MPE).				
Project Cost	Engineering, Regulatory and Construction (2019-2021*): \$1,663,561 Construction (2022): \$3,737,575 Construction (2023): <u>\$1,245,864</u> Total Project Cost \$6,647,000 <i>*2021 is inclusive of a 5 month estimate</i>				
Funding Sources	Other: The MD has received funding under Small Community Funds (SCF). Effective June 30th 2020 (resolution 20/287) the MD will fund the Beaver Mines Distribution and Collection project, where eligible, by applying SCF (66.67%), followed by MSI (100%). Funding under SCF is shared equally between the Federal, Provincial and Municipal District of Pincher Creek.				
		2019-2021	2022	2023	Total
	SCF	1,031,824	2,491,840	715,391	4,239,055
	MSI	447,180	1,245,735	530,473	2,223,388
	Reserve	184,557	-	-	184,557
	Total	\$ 1,663,561	\$3,737,575	\$1,245,864	\$ 6,647,000
Timeline	Complete in 2023 As of July 8, 2021, the MD received final approval from Alberta Environment and Parks. The MD plans to complete this section the Beaver Mines Water and Wastewater project in 2023. For budget purposes, the MD has assumed 20% of the remaining capital expenditures will be incurred in the remainder of 2021, 60% in 2022, with the remaining 20% incurred in 2023.				
Rationale for Need	Beaver Mines presently relies on point of use wells/cisterns for potable water and septic systems for wastewater collection and treatment. There are health and safety issues due to bacteria found in the water samples as well as septic systems in a state of deterioration.				
Impact on future operating costs	Increased time for water treatment and wastewater collection personnel to monitor and maintain the system.				
Impact on other departments	Health and safety issues will continue and may increase. Project costs may also increase.				
Treatment of asset replaced	Land owners are responsible for the abandonment and reclamation of existing wells and septic systems.				
Implications of deferral					
Other options to Recommendation					

Project Name	Beaver Mines Lift Station and Forcemain																										
Project Number	BMLSF																										
Priority	5 - High																										
Service Area	Wastewater																										
Project Description	Lift station and forcemain up to the tie in location (MPE)																										
Project Cost	Engineering (2019-2021):	\$258,270																									
	Construction (2022):	<u>\$2,378,730</u>																									
	Total Project Cost	\$2,637,000																									
Funding Sources	<p>Other:</p> <p>The MD has received funding under Alberta Municipal Water, Wastewater Partnership (AMWWP) and Small Community Funds (SCF). Effective June 30th 2020 (resolution 20/287) the MD will fund the Beaver Mines Lift Station and Forcemain, where eligible, by applying SCF (66.67%), followed by AMWWP (75%) and MSI (100%).</p> <table border="1"> <thead> <tr> <th></th> <th>2019-2021</th> <th>2022</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>SCF</td> <td>171,411</td> <td>1,011,677</td> <td>1,183,088</td> </tr> <tr> <td>AMWWP</td> <td>86,567</td> <td>1,267,345</td> <td>1,353,912</td> </tr> <tr> <td>MSI</td> <td>292</td> <td>99,708</td> <td>100,000</td> </tr> <tr> <td>Reserves</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td>Total</td> <td>\$ 258,270</td> <td>\$ 2,378,730</td> <td>\$ 2,637,000</td> </tr> </tbody> </table>				2019-2021	2022	Total	SCF	171,411	1,011,677	1,183,088	AMWWP	86,567	1,267,345	1,353,912	MSI	292	99,708	100,000	Reserves	-	-	-	Total	\$ 258,270	\$ 2,378,730	\$ 2,637,000
	2019-2021	2022	Total																								
SCF	171,411	1,011,677	1,183,088																								
AMWWP	86,567	1,267,345	1,353,912																								
MSI	292	99,708	100,000																								
Reserves	-	-	-																								
Total	\$ 258,270	\$ 2,378,730	\$ 2,637,000																								
Timeline	<p>Complete in 2022</p> <p>As of July 8, 2021, the MD received final approval from Alberta Environment and Parks. The MD plans to complete this section the Beaver Mines Water and Wastewater project in 2022.</p>																										
Rationale for Need	<p>Beaver Mines presently relies on point of use wells/cisterns for potable water and septic systems for wastewater collection and treatment. There are health and safety issues due to bacteria found in the water samples as well as septic systems in a state of deterioration.</p>																										
Impact on future operating costs	<p>Future operating costs are unknown at this time.</p>																										
Impact on other departments																											
Treatment of asset replaced																											
Implications of deferral																											
Other options to Recommendation																											

Project Name	Beaver Mines Waste Water Treatment Facility				
Project Number	BML				
Priority	5 - High				
Service Area	Wastewater				
Project Description	Banner Environmental Engineering Ltd. has been chosen to design and build infrastructure following the tie-in point, treatment, at grade system and access road (Banner).				
Project Cost	Engineering and Regulatory (2019-2021): \$748,334 Engineering, Regulatory and Construction (2022): \$555,850 Construction (2023): <u>\$2,223,406</u> Total Project Cost \$3,527,590				
Funding Sources	Other: The MD has received funding under Alberta Municipal Water, Wastewater Partnership (AMWWP) and Small Community Funds (SCF). Effective June 30th 2020 (resolution 20/287) the MD will fund the Beaver Mines Waste Water Treatment System, where eligible, by applying SCF (66.67%), followed by AMWWP (75%) and MSI (100%).				
		2019-2021	2022	2023	Total
	SCF	355,838	70,571	151,448	577,857
	AMWWP	335,188	372,780	1,590,084	2,298,052
	MSI	27,173	112,499	481,874	621,546
	Reserves	30,135	-	-	30,135
	Total	\$ 748,334	\$ 555,850	\$2,223,406	\$ 3,527,590
Timeline	Complete in 2023 As of July 8, 2021, the MD received final approval from Alberta Environment and Parks. The MD plans to complete this section the Beaver Mines Water and Wastewater project in 2023. For budget purposes, the MD has assumed 20% of the remaining capital expenditures will be incurred in 2022, with the remaining 80% incurred in 2023.				
Rationale for Need	Beaver Mines presently relies on point of use wells/cisterns for potable water and septic systems for wastewater collection and treatment. There are health and safety issues due to bacteria found in the water samples as well as septic systems in a state of deterioration.				
Impact on future operating costs	Banner anticipates operating costs of \$20,000/year.				
Impact on other departments					
Treatment of asset replaced					
Implications of deferral					
Other options to Recommendation					

Project Name	Skid Steer
Project Number	
Priority	3 - Medium
Service Area	Public Works - Equipment
Project Description	299D3 XE Compact Track Loader (CAT)
Project Cost	\$125,000
Funding Sources	Reserve - Equipment Replacement
Timeline	Complete in 2022
Rationale for Need	The existing 2011 Bobcat skid steer is starting to require more repair and more maintenance. The warranty has expired. All existing skid steer attachments will fit to this new one.
Impact on future operating costs	Reduced repair and maintenance costs on a highly used piece of equipment.
Impact on other departments	
Implications of deferral	Continued downtime and higher repair and maintenance costs, which may ultimately impact the service level provided.
Other options to Recommendation	

Project Name	Sheepfoot Compactor
Project Number	
Priority	3 - Medium
Service Area	Public Works - Equipment
Project Description	Sheepfoot Double Roller Tow Behind Compactor
Project Cost	\$20,000
Funding Sources	Reserve - Equipment Replacement
Timeline	Complete in 2022
Rationale for Need	It will increase the compaction ability for road rehabilitation and construction projects.
Impact on future operating costs	It will increase efficiency on our heavy maintenance crew, as well as eliminate the need for rentals.
Impact on other departments	
Implications of deferral	Deferral increase schedule time on road projects. Increase in wear and tear on ride on Compactor and higher fuel consumption.
Other options to Recommendation	The MD will purchase this piece of equipment via auction or another 2nd hand source.

Project Name	Loader Forks
Project Number	
Priority	3 - Medium
Service Area	Public Works - Equipment
Project Description	Forks for the 938M Caterpillar Loader
Project Cost	\$15,000
Funding Sources	Reserve - Equipment Replacement
Timeline	Complete in 2022
Rationale for Need	The shop fork lift is under sized to unload deliveries of chemicals for AES and to load/unload culverts.
Impact on future operating costs	
Impact on other departments	Both PW and AES would benefit as the forks would be used to unload chemicals stored in the PW quonset.
Implications of deferral	Decreased efficiency in yard operations.
Other options to Recommendation	The use of forks on the loader will eliminate the need of a bigger fork lift for the yard.

Project Name	Light Truck
Project Number	
Priority	3 - Medium
Service Area	AES - Equipment
Project Description	A Heavy Duty, 3/4 ton, long box, super/double cab (depends on make).
Project Cost	\$50,000
Funding Sources	Reserve - Equipment Replacement
Timeline	Complete in 2022
Rationale for Need	The AES vehicle fleet is getting old with an increasing number of km's on each vehicle. Truck replacement is required on Unit #600 - 16 yrs. old with 200,000 km's.
Impact on future operating costs	Reduced maintenance costs on older vehicles.
Impact on other departments	
Implications of deferral	For AES, the most important considerations are road worthiness and stability under heavy load. Heavy loads, even after ten years, makes the vehicles more risky to drive. Reliability, downtime and increased maintenance costs play a factor as well.
Other options to Recommendation	Unit 600 will be sold in an auction with any proceeds going directly into the equipment reserve.

Project Name	Yukon XL
Project Number	
Priority	3 - Medium
Service Area	Admin
Project Description	2022 Yukon XL
Project Cost	\$65,000
Funding Sources	Reserve - Equipment Replacement
Timeline	Complete in 2022
Rationale for Need	The Administration building is assigned both Unit 504 and the Equinox. Unit 504 would be better utilized as part of the PW fleet to replace Unit 640 - 2008 with 230,000 km. The Equinox is currently under utilized due to it's limitations on MD roads.
Impact on future operating costs	
Impact on other departments	
Implications of deferral	The Administration building would continue to use Unit 504, with the Equinox remaining as part of the Administration fleet. PW would require a truck to replace Unit 640 in the coming years.
Other options to Recommendation	The Equinox will be sold in an auction with any proceeds going directly into the equipment reserve. Unit 504 will be reassigned into the PW fleet.


Project Name	Patton Park Sprinkler
Project Number	
Priority	3 - Medium
Service Area	Parks
Division	Division 5
Project Description	Connect the Patton Park sprinkler and drip system to the MD's water distribution line.
Project Cost	\$40,000
Funding Sources	Public Trust Reserve
Timeline	Complete in 2022
Rationale for Need	To provide sufficient water supply to operate the sprinkler and drip system in Patton Park
Impact on future operating costs	Reduce potential for trees, bushes and grass replacement in the park
Impact on other departments	Will reduce fertilizing need from AES.
Implications of deferral	The existing system connects to an old water well does not provide enough water to run the entire system. Trees, bushes and grass may die from the lack of water.
Other options to Recommendation	

Project Name	Eco-Station
Project Number	
Priority	5 - High
Service Area	Waste Management
Division	
Project Description	A central, fenced and supervised location to allow ratepayer to safely dispose of waste material. Due to the time constraints of 2021, the construction of the eco-station has been pushed to 2022.
Project Cost	2021: \$25,000 2022: <u>\$225,000</u> Total: <u>\$250,000</u>
Funding Sources	Reserve - Water and Wastewater Infrastructure
Timeline	Complete in 2022
Rationale for Need	A need to control the abuse at current transfer stations, has resulted in the MD exploring a Eco Station.
Impact on future operating costs	The operations will be run through CNPC Landfill. The operating costs are projected to be more favorable than our current waste management contracts.
Impact on other departments	
Implications of deferral	
Other options to Recommendation	

Project Name	Lundbreck Shop Floor
Project Number	
Priority	2 - Low/Medium
Service Area	Parks
Division	Division 5
Project Description	Install concrete floor and sumps into the Lundbreck shop.
Project Cost	\$30,000
Funding Sources	Reserve - M.D. Buildings
Timeline	Complete in 2022
Rationale for Need	Provide a sufficient area to store material and provide proper maintenance on equipment.
Impact on future operating costs	Reduced fuel and mobilization costs for equipment services.
Impact on other departments	
Implications of deferral	Continual time and fuel costs for travel from Lundbreck to MD shop with Grader or other equipment requiring services.
Other options to Recommendation	Leave gravel floor as is.

Recommendation to Council

G2b

TITLE: Eco Station - Reserve Adjustment	
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PREPARED BY: Meghan Dobie	DATE: November 17, 2022
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DEPARTMENT: Finance

			ATTACHMENTS: 1. 2022 Draft Budget – Eco Station
Department Supervisor	Date		

APPROVALS:			
 <hr/>	<i>Nov 17, 2021</i> <hr/>	 <hr/>	<i>17 Nov. 2021</i> <hr/>
Department Director	Date	CAO	Date

RECOMMENDATION:

That Council allocate \$224,000 into the Water and Wastewater Reserve (6-12-0-758-6740); and further

That Council fund current year expenditures for the Eco Station through the Water and Wastewater Reserve.

BACKGROUND:

- Earlier in 2021, the MD “repurposed” a surplus as a result of a change in accounting for gravel reclamation. As part of this repurpose (res 21/289 and res 21/299), \$224,000 in operating funds were earmarked for the Eco Station. Essentially, we planned to fund the Eco Station through Operations.
- This no longer works because the construction schedule for the Eco Station will now be done in 2022. Without doing some accounting entries, we cannot fund a 2022 project on a 2021 surplus. If we don’t make an adjustment, we would still fund this project through the water and wastewater reserve but would skip the fact we have already earmarked funds for this said purpose.
- Therefore, the recommendation is to restrict the operating surplus (and already earmarked amount) of 224,000 into the water and wastewater reserve. When we incur costs, as shown in the 2022 capital budget, we are taking from this same reserve.

FINANCIAL IMPLICATIONS:
Noted above

Project Name	Eco-Station
Project Number	
Priority	5 - High
Service Area	Waste Management
Division	
Project Description	A central, fenced and supervised location to allow ratepayer to safely dispose of waste material. Due to the time constraints of 2021, the construction of the eco-station has been pushed to 2022.
Project Cost	2021: \$25,000 2022: <u>\$225,000</u> Total: \$250,000
Funding Sources	Reserve - Water and Wastewater Infrastructure
Timeline	Complete in 2022
Rationale for Need	A need to control the abuse at current transfer stations, has resulted in the MD exploring a Eco Station.
Impact on future operating costs	The operations will be run through CNPC Landfill. The operating costs are projected to be more favorable than our current waste management contracts.
Impact on other departments	
Implications of deferral	
Other options to Recommendation	

Recommendation to Council

G2c



TITLE: 2021 Cabin Hill Funding Change	
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PREPARED BY: Meghan Dobie	DATE: November 17, 2022
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DEPARTMENT: Finance

			ATTACHMENTS: 1. 2021 Budget – Cabin Hill
Department Supervisor	Date		

APPROVALS:

 _____	Nov 17, 2021 _____	 _____	17 Nov. 2021 _____
Department Director	Date	CAO	Date

RECOMMENDATION:

That Council adjust the 2021 funding for the Cabin Hill capital project, from MSI to the Road Reserve (6-12-0-757-6740).

BACKGROUND:

- The 2021 budget includes \$64,000 in capital expenditure for Cabin Hill, funded through MSI.
- In the 2022 budget, Cabin Hill has been pushed into 2023 pending further information.
- The MD should not submit an MSI application in 2021 if the project is pending further information, with no guarantee to go to the construction stage. Therefore the recommendation is to change the funding from MSI to Reserve.
- The balance in the MD road reserve is approximately \$2.7M.
- Should Council decide to move forward with Cabin Hill in the future, we can relook at MSI.

FINANCIAL IMPLICATIONS:
Noted above

Project Name	Cabin Hill
Project Number	PW-R-4
Priority	4 - Medium/High
Service Area	Public Works - Roads
Division	Division 4
Project Description	Upgrade and re-align the unimproved road to current standards of approximately 4 KM of Cabin Hill Road from intersection of Range Road 1-0A and Township Road 8-4 to 1 KM south of Township Road 9-0A.
Project Cost	Engineering (2021): \$64,000 Construction (2022): <u>\$1,007,500</u> Total Project Costs: \$1,071,500
Funding Sources	Municipal Sustainability Initiative Grant - Capital
Timeline	Complete in 2022
Rationale for Need	Large snowdrifts and ice buildup caused by west blowing winds towards the valley result in the road becoming inaccessible to residents during the winter season.
Impact on future operating costs	
Impact on other departments	
Implications of deferral	If the service level cannot be maintained during winter conditions, sections of this road may become inaccessible to the six residents living in the area.
Other options to Recommendation	Upon completion, road will be reclassified to a local road.

AES, November, 2021

- November 1 – 15, rental equipment busy
- November 1, airport (heavy snow from October 29, 30), shop, safety
- November 2, ALUS Meeting, Dams, rental equipment, reporting
- November 3, PW Safety Meeting, ASB Meeting, parts & equipment orders for 2022
- November 4, Invoicing, deadstock bins record sheets, rental equipment
- November 5, MRF, mapping, Raven injection system training
- November 8 – 19, Build/improve Excel database(s) for 2022 spray season
- November 9, Records & Billing (Province, Gravel Pits etc.)
- November 10, Safety forms & records, Joint Health & Safety, shop and shed winterization
- November 11, STAT (Remembrance Day)
- November 12, Vacation day taken
- November 15, Airport runway lights, ALUS, SWIM meeting
- November 16, budget, billing, reporting, rental equipment maintenance
- November 17, soil moisture/erosion inspections (weather related), shop work
- November 18, AAAF webinar, deadstock reporting for year, update gravel pit information sheet,
- November 19, ASB Agenda items, 2022 herbicide rates/use chart, SDS's for new herbicide
- November 22, work done on 507 deadstock bin gravel,
- November 22 – 25, Review Crew Seasonal Safety Program (Morning Meetings, SWP, Hazard Assessment, Emergency Response)
- November 25, 26, crews working on airport lights
- November 26, vacation day taken
- November 29, vacation day taken
- November 30, Seed Cleaning Plant, inventory and purchasing

Sincerely,

Shane Poulsen,
Agricultural Fieldman

AES, December, 2021

- December 1, ASB Meeting
- December 2, Seed Cleaning Plant Inspection
- December 3, Management Training
- December 6 – 10, Alberta Association of Agricultural Fieldmen (AAAF) In Service Training (IST) in Edmonton
- December 13, vacation day taken
- December 14, general office and shop work in prep for Christmas/New Year absence
- December 15, mapping, 2022 planning, set up contingencies for vacation time taken
- December 16, rental equipment plans and policies for 2022
- December 17 – 31, combination of vacation days taken, Christmas STAT's and Christmas Shutdown

Sincerely,

Shane Poulsen,
Agricultural Fieldman

CHIEF ADMINISTRATIVE OFFICER'S REPORT

Nov 10 – Nov 22, 2021

Discussion

Nov 10	Post Council and SMT (senior mgmt. team) Meeting Covid-19 Update for Municipalities with MA (Chief Medical Officer) JHSC (Joint Health & Safety Meeting) HR Meeting
Nov 11	Remembrance Day Observance
Nov 12	Bridge and other Capital Project Review
Nov 15	STIP (Strategic Transportation Infrastructure Program) Application review with consultant Orientation for new hire with Safety Officer Safety Officer Agreement with Town of Pincher Creek NavCan work for our airport Stats Can request for information
Nov 16	NG 911 Meeting Alberta Environment Disposition for Water Utility Committee of Council Meeting
Nov 17	Covid-19 Update for Municipalities with MA (Chief Medical Officer) Water Hookup meeting with Resident Pre-Commission Meeting with MD Commissioners
Nov 18	Council Package Prep On site meeting with resident for rural water hookups
Nov 19	BM Project Walkthrough with MPE Parade of Lights
Nov 22	Council Meeting

Numerous other meetings throughout this period to address any issues or tasks from the Nov 9 th meeting.

Upcoming Meetings

- Nov 23 - 26 – RMA Convention in Edmonton with Council and SMT
- Nov 30 - EAC (Emergency Advisory Comm)
- Dec 01 - ASB (Ag. Services Board), Water Seminar by McMillan Law
- Dec 02 - Training Session - Muni's 101 with George Cuff
- Dec 03 - Management Training Session

RECOMMENDATION:

That Council receive for information, the Chief Administrative Officer's report for the period Nov 10, 2021 – Nov 22, 2021.

Prepared by:

Troy MacCulloch, CAO



Date: Nov 18, 2021

Respectfully presented to:

Council

Date: Nov 22, 2021

Letters from last Council:

1. Trish Greyeyes re Fire Billing
2. H3TDA Membership
3. McRae re Dust Control
4. Waterton Biosphere Membership

Advertising/social:


1. National Test Emergency Alert
2. Recycle Station Safety Closure
3. Promoting Lundbreck/Beaver Mines Recruiting Firefighters
4. Promoting Willow Valley Country Christmas Market
5. Notification of change of Council meeting date

Other Admin action items

1. Parade of Lights

Recommendation to Council

G4b

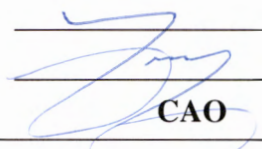
TITLE: CORPORATE POLICY C-SAFE-002 CORPORATE HEALTH AND SAFETY	
---	---

PREPARED BY: JESSICA MCCLELLAND	DATE: November 18, 2021
--	--------------------------------

DEPARTMENT: ADMINISTRATION

			ATTACHMENTS: Draft C-Safe-002 Corporate Health and Safety Policy
Department Supervisor	Date		

APPROVALS:

			
Department Director	Date	CAO	Date

RECOMMENDATION: That Council approve policy C-Safe-002 Corporate Health and Safety.
--

BACKGROUND: Administration has been directed to continue the process of updating the Corporate Policy Manual.

<u>FINANCIAL IMPLICATIONS:</u> None at this time.



MD OF PINCHER CREEK NO. 9

CORPORATE POLICY

C-SAFETY-002

TITLE: CORPORATE HEALTH AND SAFETY

Approved by Council

Date: April 2019

Revised by Council

Date: November 22, 2021

Related Provincial Legislation: *Occupational Health and Safety;
Act, Regulations and Code*

Policy Statement

The MD is committed to a health and safety program intended to significantly reduce the risk of physical, psychological and social harm to the MD's employees, contractors and general public. Furthermore, the organization embraces a commitment to the establishment, maintenance and annual review of an active health and safety program comprised of policies, procedures, standards, performance measurements and initiatives to ensure compliance with Alberta Occupation Health and Safety Act, Regulation and Code. The MD recognizes health and safety as one of its core values and will continuously examine its operations to eliminate or minimize hazards to people and property. It is the expectation that employees will comply with the applicable legislation.

Safety is the direct responsibility of all Managers, Supervisors, Employees and Contractors. It is the responsibility of all MD staff, to invest in their health and safety and the health and safety of others through training, understanding, vigilance and compliance with health and safety related programs, policies and standards applicable to their workplace. This responsibility extends to the prompt reporting of workplace hazards to the immediate supervisor. Processes include incident reporting, safety-related training and the maintenance of appropriate records. The MD confirms its commitment that no negative consequences will arise for any staff member or other individual composing a report.

Everyone who undertakes, or has the authority to direct how another person does work or performs a task, is under a legal duty to take reasonable steps to prevent bodily harm to that person, or any other person, arising from that work or task.

It is the responsibility of all employees to take all reasonable steps to prevent incidents and accidents. It is the responsibility of those in Management roles to provide resources, training, and guidance while demonstrating a commitment to the MD's health and safety program through active participation in its initiatives, monitoring compliance with regulatory requirements and regularly reviewing related policies, procedures and performance measurements.

The MD will take all opportunities to work collaboratively in developing initiatives and enhancements to its health and safety program with a goal of continuous improvement to meet or exceed recognized industry standards and peer performance in all aspects of health and safety. The MD requires that contractors, service providers and consultants perform their services at a level and in a manner that meets or exceeds the requirements of this policy.

An all-encompassing health and safety culture is the foundation of responsible management and safe operations.

Richard D. Lemire
Reeve

Troy A. MacCulloch
Chief Administrative Officer

To: Troy McCulloch
CAO
MD of Pincher Creek #9

Correspondence action
November 10, 2021
RECEIVED
NOV 15 2021

As per meeting and walk-through of Patton Park Society members and officials of the M.D. on November 8th. We would inform the MD Council of the approved grant of \$9000 to the Society by TC Energy for paved pathway development within the Park.

Application for the grant was made for a 900 foot and 5 foot wide paved pathway connecting the main parking lot, the playground, through the west hill development, an on to the old highway. The cost would be maximum of \$27,000.

We would suggest that a partnership of TC Energy, Patton Park Society, and the MD of Pincher Creek be formed to develop this pathway – one third contribution of \$9000 by each participant.

This proposed pathway would not only facilitate handicap access, but also play a major role in the health and well-being of community citizens. The committee has had this proposed development on its plans every year since 2015, so this proposal is a culmination of ideas, of fundraising and will play a major role in the overall future plans for the park and health and well-being of the Community.

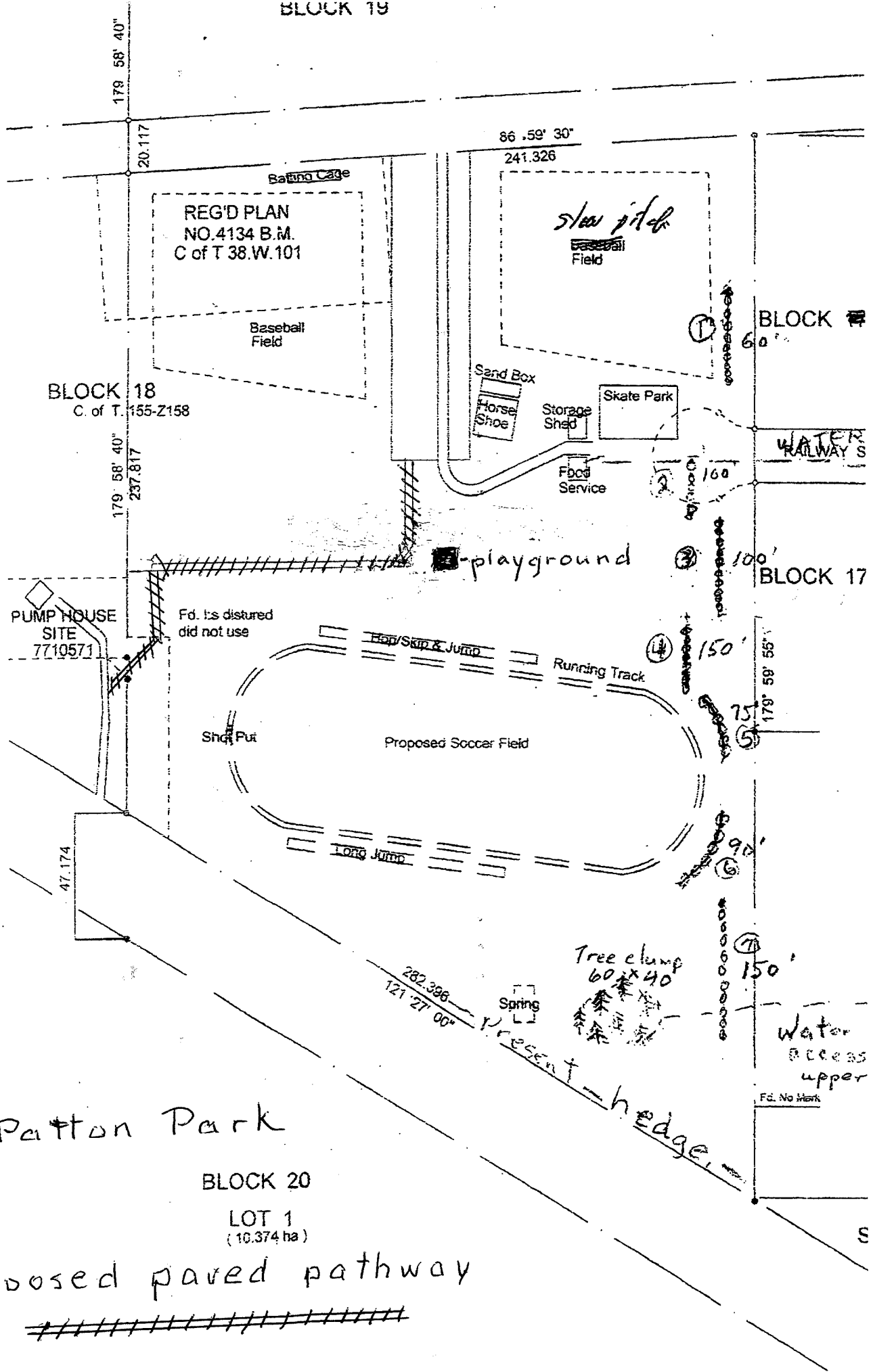
Your considerations would be very much appreciated.

Submitted by Dennis & Rose Olson on behalf of Patton Park Society of Lundbreck.

Attached is map of proposed pathway development.

Dennis Olson
Rose Olson

BLOCK 19



BLOCK 6

BLOCK 18
C. of T. 155-Z158

WATER RAILWAYS

BLOCK 17

PUMP HOUSE SITE
7710571

Fd. lts distured
did not use

Shot Put

Proposed Soccer Field

Running Track

Long Jump

282.398
121 27 00"

Spring

Tree clump
60x40

Present hedge

Water access
upper

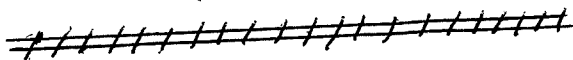
Fd. No Mark

Patton Park

BLOCK 20

LOT 1
(10.374 ha)

* Proposed paved pathway





ALBERTA
JUSTICE AND SOLICITOR GENERAL

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

AR 43835

Dear Mayor/Reeve and Council:

I am pleased to announce the release of the *Alberta Provincial Police Service Transition Study* completed by PricewaterhouseCoopers (PwC) Canada, and to invite your municipality to participate in further engagement on the findings of this report.

The Department of Justice and Solicitor General will be hosting virtual and in-person municipal engagement sessions between January 2022 and March 2022. Municipal engagement sessions will be open to municipal elected representatives, municipal employees, and organizations representing municipalities. Please see the attachment for instructions on how to register for a session near your community.

The engagement sessions will explore the concepts and information outlined in PwC's work, gather feedback on these ideas as well as local policing perspectives that will be used to refine PwC's proposed model and inform provincial government decision making. Discussions during the engagement sessions will draw on material from all three PwC reports:

- PwC's Final report: <https://open.alberta.ca/publications/apps-transition-study-final-report>
- PwC's Current state report: <https://open.alberta.ca/publications/apps-current-state-report>
- PwC's Future state report: <https://open.alberta.ca/publications/apps-future-state-report>

It is important to emphasize that no decisions have been made with regard to Alberta establishing its own provincial police. The Royal Canadian Mounted Police (RCMP) is an important Canadian institution consisting of exceptional women and men who perform great work, risking their lives every day to keep our communities safe. While Alberta's government has the utmost respect and appreciation for the work of the RCMP's front-line members, we also have a responsibility to examine our model of provincial policing to see if there are other innovative alternatives that would increase policing services for Albertans, involve Albertans in key decision-making processes, is cost-effective, and places community policing at the forefront.

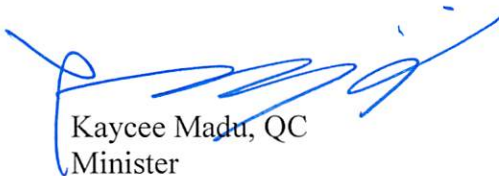
In 2020, the Fair Deal Panel consulted with tens of thousands of Albertans and heard many people's frustrations with the challenges of relying on a contracted provincial police force that is ultimately managed by Ottawa. The panel recommended that the province create an Alberta Provincial Police Service to replace the RCMP. The Alberta government supported this recommendation in principle, but committed to additional analysis. In October 2020, Justice and Solicitor General contracted with PwC to develop this analysis, and on April 30, 2021 PwC delivered their report. PwC's *Alberta Provincial Police Service Transition Study* details the operational requirements, process steps, and costs of a potential transition to an Alberta provincial police service.

The *Alberta Provincial Police Service Transition Study* presents an innovative provincial policing model that would:

- Increase the number of front-line police officers and civilian specialists serving our communities;
- Have dedicated mental health nurses and social workers to assist front-line police response;
- Prioritize community policing that would see Albertans recruited and serving in their local communities;
- See less transfer of officers in and out of communities (and the province) which would increase police knowledge of local public safety issues and improve detachment staffing levels;
- Reduce federal/provincial jurisdictional barriers that limit the integration of police services across Alberta;
- Have a governance model to increase the provincial police's accountability to local priorities and policing needs;
- Introduce new approaches to detachment deployment models to reduce police response times; and
- Leverage efficient back-office functions by utilizing existing provincial government resources to make the provincial police more cost effective.

I encourage you to attend a virtual or in-person engagement session to discuss the proposed model for an Alberta provincial police service, and to discuss what this model could mean for your community. If you have questions about the engagement sessions, please contact my department by emailing jsg.appstranstionstudy@gov.ab.ca.

Yours very truly,



Kaycee Madu, QC
Minister

Attachment

cc: Honourable Rick McIver, Minister of Municipal Affairs



Every day, some Pincher Creek and area residents struggle to put food on the table for themselves and their families.

As a farmer or rancher, you can help fight hunger, right here in our community.

Last month the Pincher Creek and District Community Food Centre provided food hampers to 41 households, including 119 family members. We also help by providing food to other organizations such as Group Group Youth, Women's Emergency Shelter, Napi Friendship Centre and One Pot Wonder Program. This food assistance to local organizations further helps those in need.

We are a non-profit organization that supplies healthy, real food to people facing economic hardship. We strive to stock our hampers with as much fresh, locally produced food as possible. Your donation of ranch-raised Alberta beef would be an incredible asset for our program.

We accept donations of food items year-round. Ranch donations may range from a few packages of beef to an entire cow. All donations are gratefully accepted! If needed, we can arrange for and cover costs of processing.

If you have questions or want to discuss details of your donation, please contact our coordinator Teresa at (403) 632-6716.



Sincerely,

Alice Wagenaar
Board Member
Pincher Creek and District Food Centre



November 9, 2021

H1d

Dear Municipal Officials, Planners, and Chief Administrative Officers:

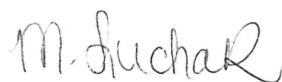
Re: Designing Healthy Communities Together

Local community planning and design directly affect the health and well-being of all citizens. Municipalities are key to this process, and thus, have a unique responsibility for creating healthier places for citizens where they live, learn, work and play. Supporting Alberta Health Services' (AHS) vision, *Healthy Albertans. Healthy Communities. Together*, the initiative, AHS South Zone Healthy Communities by Design, endorses an evidence-based public health approach to designing healthy communities. Examples of improved health and well-being where communities adopt this approach include, but are not limited to: stronger social connections; reduction of injuries; reduction of chronic diseases and cancer; healthier growth and development of children and youth; and safer, more resilient communities. Key principles towards achieving these outcomes include: optimal neighbourhood design (e.g. green spaces); transportation networks (e.g. connected, walkable neighbourhoods); natural environments; healthy food systems (e.g. access to healthy foods for all); and affordable housing. Communities that prioritize healthy built environments experience many social and economic benefits.

AHS South Zone Healthy Communities by Design is a multi-disciplinary team comprising of Medical Officers of Health, Health Promotion Facilitators, Population and Public Health Dietitians, Health Data Analyst, and Environmental Public Health. This team aims to strengthen relationships with municipal planners, other external partners and community agencies to collaborate in the planning and design of healthy communities. This team is able and willing to work with your municipality to develop resources, policies and practices that help guide planning and development in your local area. A recent initiative that involved collaboration between municipalities and AHS is [Alberta's Nutrition Report Card](#). This process identified numerous opportunities to improve Alberta's current food environments and remove barriers to healthy eating for children and youth. To access other tools and resources for building a healthy community, or to get inspired by local community stories, please visit [Home - Alberta Healthy Communities Hub \(healthiertogether.ca\)](http://Home - Alberta Healthy Communities Hub (healthiertogether.ca)).

In response to this letter, we would greatly appreciate hearing from you regarding your willingness to participate in a discussion regarding future opportunities for collaboration, or if you would like more information. Thank you for your time and attention to this important matter.






Sincerely,



Mila Luchak, MD MPH CCFP FRCPC
Medical Officer of Health- South Zone
Alberta Health Services

ML/wg
attachment

Healthy Communities by Design is an evidence-based public health approach to municipal planning.

 <p>Neighbourhood Design</p> <p>Complete, compact, communities where people can live, work and play support physical, mental and social health. Connected neighbourhoods provide social supports and access to amenities to meet daily needs.</p>	 <p>Transportation Networks</p> <p>Prioritizing infrastructure to support active transportation modes can increase physical activity and reduce environmental impact. Connected, safe and accessible routes provide healthy mobility options for all.</p>	 <p>Housing</p> <p>Access to quality, suitable, affordable housing positively impacts physical and mental health. Diverse housing options help to meet the needs of all, including vulnerable populations.</p>	 <p>Food Systems</p> <p>Healthy eating is more than individual choice, and is influenced by local policies and environments. A healthy, resilient local food system includes accessible, affordable, safe food options.</p>	 <p>Natural Environments</p> <p>Access to natural areas promotes physical activity, social interactions, and mental health. Green spaces can improve air quality and reduce climate impacts, supporting a healthy and resilient ecosystem.</p>
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Alberta Health Services Safe Healthy Environments supports

designing complete, compact, and connected communities

transportation options that are active, safe, and accessible for all.

development of diverse and suitable housing options.

local food systems that offer healthy food options for everyone.

natural features and diverse green spaces in community plans.

For more information, contact your local Public Health Inspector or email

SafeHealthyEnvironments@ahs.ca



Office of the Minister
MLA, Calgary-Hays

H2a

RECEIVED

NOV 16 2021

M.D of P

AR106789

November 10, 2021

Reeve Rick Lemire
Reeve
Municipal District of Pincher Creek No. 9
PO Box 279
Pincher Creek, AB T0K 1W0

Dear Reeve Lemire and Council,

Congratulations on your election to office and choosing to serve as an elected official for the Municipal District of Pincher Creek No. 9.

Our government looks forward to working with you to make life better for Albertans. As our economy recovers, there are many opportunities for us to collaborate on shared priorities like jobs and public safety, and making sure Albertans have access to strong public services they can count on, like transportation, infrastructure, parks and libraries.

It is an honour and privilege to serve Albertans in elected office. As elected officials, we strive to act with integrity, to work openly and transparently, and to actively demonstrate our democratic accountability to Albertans. This is fundamental to our success as stewards in managing the affairs of our offices and in achieving demonstrable results for our communities.

Once again, I extend my congratulations and thanks for your willingness to participate in our democratic process and for your commitment to Albertans. I wish you all the best in this new term of office, and look forward to meeting and working with you to provide good government, improve our communities, and faithfully serve the needs of Albertans.

Sincerely,

A handwritten signature in blue ink that reads "Ric McIver".

Ric McIver
Minister

Library Association of Alberta

November 15, 2021

Dear Mayor and elected Councillors,

On behalf of the Library Association of Alberta, I would like to extend my congratulations on your recent election to your municipal council! I'm sure you are eager to begin your work serving constituents.



The purpose of this letter is to introduce the Library Association of Alberta (LAA) as a valuable partner in advocating for your library. The LAA is a non-profit, volunteer run organization whose mission is to strengthen the library community in Alberta by effectively advocating for libraries and library workers from all sectors.

Like you, the LAA believes that libraries are a thriving and vital aspect of Alberta's communities. They are places that serve all members of the community with the programs, resources and technology necessary to build thriving communities and informed citizens. Local entrepreneurs, students, families, newcomers, seniors and educators are just a few examples of the types of people that use your local library to build skills, gain employment, make connections and most importantly, build community.

I am also writing today to highlight the important relationship between municipalities and public libraries. As a member of council, you have the ability to make a significant impact on your community through your support of your local library. If you would like to learn more about the relationship between municipal council and library boards, we recommend [this short document](#) from the Alberta Government. We also encourage you to reach out to your local library if you haven't already, to see firsthand the great work being done for community members.

Once again, my congratulations on your appointment to council. We value the work you are doing to build your community, and we encourage you to reach out at any time with questions or simply to connect.

Warmest regards,

A handwritten signature in black ink, appearing to read "Kirk MacLeod", is positioned above the printed name.

Kirk MacLeod

Library Association of Alberta, President

Reeve and Councillors,

On behalf of the Chinook Sexual Assault Centre, and our newest program, Chinook Child and Youth Advocacy Centre, we send you congratulations on your recent election and thank you for your commitment to public office. We know this role is not an easy one but have faith that you will lead with humility and by example. Thank you for all you do!

Kind Regards,

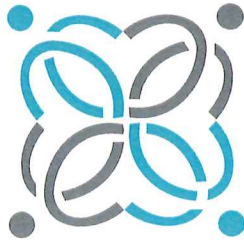
A handwritten signature in blue ink, appearing to read 'Michele Montgomery', with a large, stylized flourish at the end.

Michele Montgomery
Chair, Board of Directors

A handwritten signature in blue ink, appearing to read 'Kristine Cassie', with a large, stylized flourish at the end.

Kristine Cassie
Chief Executive Officer

CHINOOK SEXUAL ASSAULT CENTRE



**CHINOOK SEXUAL
ASSAULT CENTRE**

Vision: To end sexual violence in SW Alberta

November 5, 2021

Reeve and Council
Municipal District of Pincher Creek No. 9
PO Box 279
Pincher Creek, AB T0K 1W0

Dear Reeve and Council:

I would like to offer the council my congratulations to all those newly elected or those returning to council as a result of the recent municipal election. It takes a special individual to run for public office with all the current challenges that we are facing today. On behalf of FortisAlberta and myself thank you for your commitment to a better future for all Albertans.

I look forward to being a resource for your municipality and council, to provide support in meeting any future challenges and the privilege on continuing to work and build a strong working relationship.

In addition, you will be receiving an invitation on behalf of FortisAlberta, to participate in Electricity 101, a course which has been designed specifically for Elected Officials and Senior Administration.

As you focus on the work ahead, please do not hesitate to contact me if I can be of assistance, my contact information is below.

Once again, congratulations and best wishes for a successful term.

Sincerely,



Sunny Parmar
Stakeholder Relations Manager
FortisAlberta
403-333-8416
sunny.parmar@fortisalberta.com



4912 50 Avenue, Box 69
Kitscoty, Alberta T0B 2P0
Ph: 780.846.2244
Fax: 780.846.2716
www.vermilion-river.com

H2b

November 10, 2021

Paul McLauchlin, President
RMA
2510 Sparrow Drive
Nisku, AB T9E 8N5

Dear Paul,

Re: Fall 2021 RMA Convention

The County of Vermilion River would like to thank the RMA for putting together the opportunity for Rural Municipalities to meet at the 2021 Fall RMA Convention. While it is exciting there will be an opportunity for delegates to meet in person, the County Council feels it is important to also offer the ability for council members to attend virtually.

Since the pandemic, municipal councils have had to find ways to get our working done. Virtual attendance not only accommodates people who may not be comfortable with gathering together in large groups but, maybe more importantly, helps municipalities reduce the financial cost associated with conference attendance. Notwithstanding, we do recognize the information gained from the convention is very important especially for newly elected Councillors.

Therefore, the County of Vermilion River, respectfully requests the RMA provide municipalities with the opportunity to receive the information from the Reeves and Mayors meeting as well as the conference sessions through a virtual option.

I look forward to hearing from you regarding this request.

Sincerely,

Stacey Hryciuk
Reeve
County of Vermilion River



ALBERTA
JUSTICE AND SOLICITOR GENERAL

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

H2c

RECEIVED

NOV 12 2021

M.D of Pincher Creek

AR 47965

NOV 04 2021

Reeve Rick Lemire
Municipal District of Pincher Creek
1037 Herron Avenue
P.O. Box 279
Pincher Creek AB T0K 1W0

Dear Reeve Lemire:

Congratulations on your recent electoral win. I am writing in response to the letter dated September 30, 2021 from your predecessor, Brian Hammond, to the Honourable Jason Kenney, Premier of Alberta, regarding the Municipal District of Pincher Creek's concerns with the Royal Canadian Mounted Police (RCMP) retroactive pay. Premier Kenney forwarded the municipal district's letter and as Minister of Justice and Solicitor General, I appreciate the opportunity to provide the following information.

In 2015, the Supreme Court of Canada ruled that RCMP regular members have the right to "advance their workplace concerns free from management's influence" and it struck down the law that prevented the RCMP from unionizing. As a result of that decision, RCMP members voted to unionize and collective bargaining followed with the National Police Federation (NPF) as the certified bargaining agent, representing approximately 20,000 RCMP members.

In August 2021, the Government of Canada and the NPF signed the first collective agreement for RCMP non-commissioned regular members and reservists, which has been applied retroactively from April 1, 2017 to March 31, 2023.

The implications of this pay increase to municipalities is not yet known as the actual financial impact depends on a variety of factors and this detailed information has not yet been provided by Ottawa. I can advise that our ministry does have concerns relating to the retroactive pay and its effect on both the province and municipalities. We will continue to engage in discussions with Public Safety Canada in relation to this matter.

.../2

I trust this information is helpful and wish to thank the municipal district for their continued advocacy in support of community safety and sharing your concerns on police funding in Alberta.

Yours very truly,



Kaycee Madu, QC
Minister

cc: Honourable Jason Kenney, Premier of Alberta
Roger Reid, MLA for Livingstone-MacLeod



CHINOOK
ARCH REGIONAL
LIBRARY SYSTEM

November 4, 2021

H2d

RECEIVED

NOV 12 2021

M.D of Pincher Creek

Councillor Dave Cox
c/o M.D. of Pincher Creek
PO Box 279
Pincher Creek, AB
T0K 1W0

Dear Councillor Cox

Welcome to the Chinook Arch Library Board!

The Chinook Arch Library Board is responsible for the operation of the Chinook Arch Regional Library System, a member-driven organization that serves 40 communities in southwestern Alberta.

The Chinook Arch Library Board normally meets three times per year. Board Members are invited to serve on one of the Board's three standing committees: Planning and Facilities, Marketing and Communications, and Finance and Personnel. There is also an Executive Committee that is elected at the annual organizational meeting in December.

I have attached a separate document with information about the roles of the Chinook Arch Library Board and its committees. Board and Committee meetings are scheduled ahead of time and then reminders are communicated by e-mail. You can expect information to be e-mailed from time to time during the course of the year.

Board Meetings

All Board meetings are usually held at the Chinook Arch headquarters at 2902 7th Ave N, Lethbridge, AB. The main entrance is toward the middle of the building and faces west. Meetings begin with a light supper at 5:30 p.m. and the meeting begins at 6:00 p.m.

In light of the COVID pandemic, larger meetings are held via Zoom and information will be forwarded to you.

Upcoming Meetings

December 2nd, 2021
April 7th, 2022
August 4th, 2022

I look forward to working with you on the Chinook Arch Library Board. If you have any questions, please do not hesitate to contact me.

Sincerely,

DeVar Dahl
Chair, Chinook Arch Library Board

TEL. 403.380.1500
CHINOOKARCH.CA

2902 7 Ave N, Lethbridge, AB T1H 5C6

Chinook Arch Library Board: Overview

The Chinook Arch Library Board is a **volunteer** governing board. Members are appointed to the Board pursuant to the Alberta Libraries Act as follows:

- **One member is appointed by each member municipal council** [some councils choose to appoint a councillor; others appoint someone from the general public or their Library Board.]
- The Board of the Resource Centre Library (Lethbridge Public Library) appoints one member
- One member is appointed by the Minister of Municipal Affairs at the request of the Board
- Appointments under the Alberta Libraries Act are normally for a three year term and are renewable.

Councils may appoint an alternate member if they wish.

Board members attend general Board meetings and work on committees which have been established by the Board. The Chinook Arch Board is responsible for the overall governance of the System including the following functions: governance policy, financial review, planning, and marketing/communications.

General Information

Meetings:

Three regular Business Meetings held the first Thursday of April, August and December. There may also be occasional additional special meetings called by the Chair. Supper is served at 5:30 and the meeting begins at 6 PM.

Executive Committee:

The Executive Committee of the Chinook Arch Board is created by the Board under the Library Regulation Section 25(1)(e) and according to Clause 8 of the System Agreement for the Chinook Arch Library Board. The Executive Committee is elected by the Board at the December Board meeting for the following year.

Executive Officers of the Board include three table officers: Chair, Vice-Chair, and Secretary-Treasurer. Additional Executive Committee members include: immediate Past-Chair and five or six Officers-at-large. At least one Executive Committee Member shall represent the Resource Centre (Lethbridge Public Library) or the City of Lethbridge. Executive Officers form the Executive Committee of the Board.

The Executive Committee is governed by the Committees and Committee Mandate Policy and is empowered to recommend policy to the Board and to administer policy and spending approved by the Board.

Standing Committees

Members are invited to serve on one of three standing committees:

- **Planning and Facilities Committee:** recommends and reviews policies relating to Board governance, library system services and the headquarters facility
- **Marketing/ Communications Committee:** develops policies regarding community and public relations, corporate image, communications, fund raising, advocacy and cooperation with outside agencies
- **Finance & Personnel Committee:** reviews financial statements and develops and recommends System policy relating to finances, and staff and Board personnel

Standing Committees are chaired by Executive Officers and are governed by the Committees and Committee Mandate Policy. Each Committee meets 4 to 6 times per year. All policies and procedures discussed by the Board are first discussed at length in committee. *Standing Committees have advisory powers only, unless specifically authorized by the Executive or the Board to act on behalf of the Board.*

Sub-committees and Ad Hoc Committees

When the need arises, the Board may establish sub-committees or ad hoc committees. A sub-committee may be short-term or ongoing, and will report to the appropriate standing committee.

Reimbursement of Expenses for Board Members

Travel

If travel expenses are not paid by the member municipality, Board members may request reimbursement for expenses for traveling to Board and Committee meetings. The rate is determined annually based on the Alberta Government mileage rate established in April each year. The per kilometer rate shall also apply to travel on behalf of the Board for other meetings or activities with the exception of travel to the Alberta Library Conference at Jasper. In order to allow a maximum number of attendees at the Alberta Library Conference, travel to the annual conference shall be reimbursed at a flat rate of \$250.00 and staff and board members shall be encouraged to travel together when possible. Reimbursement for expenses is governed by the Expenses Policy.

Meals

Meetings commencing between 4 pm and 6 pm shall be considered supper meetings at which a light meal shall be provided. When attendance at Board and Committee meetings requires travel during normal meal hours, reasonable expenses for meals shall be reimbursed based on receipts provided or current Alberta government rates for employees.

Additional Resources

Please visit our website www.chinookarch.ca for additional resources, including Chinook Arch Board Policies, Mission & History, and Reports & Plans.

On behalf of
FortisAlberta

RMA CUSTOMER RECEPTION

We would like to invite you to our customer service reception.

Tuesday, Nov.23, 2021

7 – 10 p.m.

Drinks & Hors d'oeuvres

Fairmont Hotel Macdonald, Empire Ballroom
10065 100 Street, Edmonton AB

Dress: Business Casual

COVID-19 Protocol

*For this reception, the hotel is participating in the Restrictions Exemption Program.

FORTIS
ALBERTA



RMA
RURAL MUNICIPALITIES
of ALBERTA

Alberta SouthWest Regional Alliance
Notes from Board, CAOs, EDOs Special Meeting
 Wednesday September 1, 2021-Heritage Inn, Pincher Creek

H2f



Board Representatives	CAOs	Guests and Resource Staff
Dr. Brian (Barney)Reeves, Waterton Jim Bester, Cardston County Scott Korbett, Pincher Creek Brent Feyter, Fort Macleod Brad Schlossberger, Claresholm Warren Mickels, Cowley Bev Everts, MD Pincher Creek Blair Painter, Crowsnest Pass Dale Gugala	Scott Barton, Waterton Abe Tinney, Claresholm EDOs and Planners Angel Issac, Cardston Jay Hallet, MD Willow Creek Brady Schnell, Claresholm Marie Everts, Pincher Creek	MLA Roger Reid Yvonne Chau, Travel Alberta Natalie Gibson, InnoVsions Brock Skretting, KAR Tony Walker, CFABSW Sacha Anderson CFCNP Bev Thornton, AlbertaSW

1. Barney Reeves called the meeting to order and welcomed guests to the Special Meeting.

2. Round table introductions

Each guest introduced and offered few words about a special event or insight gained over the last year.

3. A Regional Update

Purpose of the meeting is to review AlbertaSW operations and key projects, to ensure communities have an information reference to transition smoothly through the October municipal elections.

Bev Thornton commented on the Regional Project Overview that was distributed as a hard copy

4. Socially distanced supper: Seated at tables of 4; Roast beef menu served cafeteria-style.

5. Current and Ongoing Projects:

BASTION (Building A Sustainable Investment Opportunity Network

Natalie Gibson, InnoVisions and Associates and Yvonne Chau, Travel Alberta, Manager Tourism Development provided an overview of this project to conduct research, engage communities and businesses in identifying, developing and promoting investment opportunities and implementing a system of ongoing data collection.

WE LOVE ALBERTA FILM: FILM FRIENDLY SOUTHWEST ALBERTA

Bev Thornton, AlbertaSW and Brock Skretting, Head of Advocacy, Keep Alberta Rolling (KAR), described plans to celebrate the rich history of film-making in our region, increase community awareness of the importance of being prepared for opportunity. This will be implemented in partnership with all our Chamber offices. The project is sponsored jointly by AlbertaSW and Community Futures Southwest.

PROMOTING INVESTMENT OPPORTUNITIES

AlbertaSW is also working with SouthGrow, Economic Development Lethbridge, Palliser Economic Partnership, Regional Innovation Network partners and Invest Alberta to identify and promote investment opportunities in all key sectors: Agriculture, Energy and Tourism

6. Helping each other succeed?

Natalie Gibson, InnoVisions and Associates, led a facilitated discussion to capture key issues and best ideas. There will be additional follow-up on the very good ideas generated.

8. Outgoing Chair Barney Reeves was recognized and thanked for his decades of commitment to the region. Event adjourned.

Alberta SouthWest Regional Alliance

Minutes of the Board of Directors Meeting

Wednesday August 4, 2021-Cowley and District Community Hall



Board Representatives

Barney Reeves, Waterton
Jim Bester, Cardston County
Scott Korbett, Pincher Creek
Blair Painter, Crowsnest Pass
Dennis Barnes, Cardston
Brad Schlossberger, Claresholm
Terry Yagos, MD Pincher Creek
Victor Czop, Nanton

John Van Driesten, MD Willow Creek
Brent Feyter, Fort Macleod
Dale Gugala, Stavely
Warren Mickels, Cowley

Resource Staff and Guest Councillor

Mary Kittlaus, Cowley
Bev Thornton, AlbertaSW

- 1 Call to Order and Welcome Chair Barney Reeves called the meeting to order.
- 2 Approval of Agenda Moved by Dennis Barnes THAT the agenda be approved with addition of office space rental added to item #7.
Carried. [2021-08-738]
- 3 Approval of Minutes Moved by Scott Korbett THAT the minutes of May 5, 2021 be approved as presented.
Carried. [2021-08-739]
- 4 Approval of Cheque Register Moved by Warren Mickels THAT cheques #2940 to #2955 be approved as presented.
Carried. [2021-08-740]
- 5 Board Executive Meeting Board discussed notes of July7, 2021 Executive Meeting. Consensus is that continuity planning and transition should be inclusive of CAOs, EDOs and partners, and begin prior to October municipal election.
- 6 Alberta Opportunity Book Invest Alberta Corporation is developing a "Deal Book" to promote investment opportunities. Communities and businesses are invited to submit details. Contact Bev for the template and upcoming submission deadlines.
- 7 Budget and Operations -Financial resources are sustainable for the next 2 years.
-Alberta Infrastructure is changing no-cost lease policy in provincial buildings; AlbertaSW office is under review.
- 8 Executive Director Report Accepted as information.
- 9 Round Table Updates Accepted as information.
- 10 Upcoming Meetings ➤ September 1, 2021: regional planning session (tentative).
- 11 Adjourn Moved by John Van Driesten THAT the meeting be adjourned.
Carried. [2021-08-741]

Chair

Approved November 3, 2021

Secretary/Treasurer