

**AGENDA
COUNCIL MEETING
MUNICIPAL DISTRICT OF PINCHER CREEK
December 11, 2018
1:00 pm**

A. ADOPTION OF AGENDA

B. DELEGATIONS

1. STARS Update

- Email from STARS, dated November 1, 2018, with Powerpoint Presentation

C. MINUTES/NOTES

1. Council Committee Meeting Minutes

- November 27, 2018

2. Council Meeting Minutes

- November 27, 2018

3. Special Council Meeting Minutes

- December 3, 2018

D. BUSINESS ARISING FROM THE MINUTES

E. UNFINISHED BUSINESS

1. Farming Smarter

- Recommendation to Council from Interim Chief Administrative Officer, dated December 5, 2018

2. Fire Services Invoice

- Administration Guidance Request from Interim Chief Administrative Officer, dated December 5, 2018

F. COMMITTEE REPORTS / DIVISIONAL CONCERNS

Councillor Quentin Stevick – Division 1

Councillor Rick Lemire – Division 2

Councillor Bev Everts– Division 3

Agricultural Service Board

- Minutes of November 1, 2018

Reeve Brian Hammond - Division 4

Councillor Terry Yagos – Division 5

G. CHIEF ADMINISTRATIVE OFFICER'S (CAO) REPORTS

1. Operations

a) New Transport Canada Standards for Aerodrome Classification

- Recommendation to Council from Director of Operations, dated December 4, 2018

b) Castle Area Regional Water Supply – Contract 1 Pipeline Tender

- Recommendation to Council from Director of Operations, dated December 6, 2018

c) Beaver Mines Water and Wastewater Project Briefing

- Briefing dated December 4, 2018

d) Operations Report

- Report from Director of Operations, dated December 5, 2018

2. Planning and Development

a) Land Use Bylaw No. 1289-18 Amendment – Bylaw No. 1295-18 – Urban Fringe – Hamlet of Beaver Mines

- Recommendation to Council from Director of Development and Community Services, dated December 5, 2018

3. Finance

a) Statement of Cash Position

- Recommendation to Council from Finance, dated December 6, 2018

4. Municipal

a) Intermunicipal Library Agreement

- Recommendation to Council from Interim Chief Administrative Officer, dated December 5, 2018

b) Interim Chief Administrative Officer Report

- Report from Interim Chief Administrative Officer, dated December 7, 2018

H. CORRESPONDENCE

1. For Information

a) Informational Correspondence

- Recommendation to Council from Interim CAO, dated December 5, 2018, covering:
 - *City Charters Fiscal Framework Act*, letter from Municipal Affairs
 - McLaughlin Wind Aggregated Generating Facility Connection Project Update, dated November 19, 2018

I. CLOSED MEETING

Nil

J. NEW BUSINESS

K. ADJOURNMENT

Tara Cryderman

Subject: FW: 2018 STARS update presentation to M.D. of Pincher Creek
Attachments: 2018 Dec 11 MD of Pincher Creek.pptx

From: Fallon, Wendy <wfallon@stars.ca>
Sent: Thursday, November 1, 2018 2:43 PM
To: Tara Cryderman <AdminExecAsst@mdpincercreek.ab.ca>
Subject: 2018 STARS update presentation to M.D. of Pincher Creek

Good afternoon Tara,

My colleague Glenda Farnden would like to visit the MD of Pincher Creek to provide an update presentation to Council. Does your Council meet on December 11th and are there delegation openings for that day? Thanks, please advise at your convenience.

Wendy

Wendy Fallon

Stewardship, Major Gifts

STARS Foundation

1441 Aviation Park NE, Box 570

Calgary, AB T2E 8M7

P. 403.516.3826

C. 403.922.7199

wfallon@stars.ca

www.stars.ca



WE ARE ALL STARS

In the Beginning . . .



Dr. Greg Powell, STARS Founder

- * Chief of Emergency Medicine, Foothills Medical Center (formerly)
- * Studies showed 50% higher trauma-related death rates in Alberta
- * Dr. Powell recalled 1969 visit to Vietnam MASH Unit utilizing helicopter EMS

BORN OUT OF NECESSITY



- * A small group of people shared the same vision
- * Volunteer Doctors / Nurses / Paramedics
- * Lions of Alberta Foundation provide significant funding
- * Originally named Lions Air Ambulance Service

ONE FATEFUL DAY December 1, 1985 STARS 1st Mission

- * Critically ill newborn in rural Alberta
- * Radically changed the delivery of critical care in Alberta



Kelly Waldron, STARS 1st Patient

MANY FIRSTS FOR STARS



- * 1986 – STARS is incorporated as a charitable society
- * **1988 – Formally recognized as an essential service**
- * 1988 – Integrated into ERP for the Calgary Olympic Winter Games
- * **1991 – Edmonton Base established**
- * 1991 – Provincial Government awards STARS the rotary and fixed-wing air medical ambulance contracts
- * **1993 – 1st Calendar Campaign**
- * **1994 – 1st STARS Lottery**
- * **1996 – Emergency Link Centre established with funding from CAPP**
- * **1999 – Human Patient Simulator Program**
- * 2001 – STARS named Association of Air Medical Services (AAMS) “Program of the Year”
1st Canadian and non-U.S. program to be awarded
- * 2002 – G8 Summit air medical provider
- * **2003 – Night Vision Goggles / 1st Civilian air carrier in Canada**
- * 2004 – (3) helicopters simultaneously mobilized to respond to central Alberta
- * 2005 – Enhanced Site Registration Program with funding from CAPP & SEPAC
- * 2005 – Dr. Powell named one of Alberta’s 100 Physicians of the Century

HISTORY IN THE MAKING



- * 2005 – STARS receives Neil J. Armstrong Memorial Award
- * 2006 – Grande Prairie Base established
- * 2007 – Grande Prairie QEI Helipad Grand Opening
- * 2007 – Dr. Powell receives the Order of Canada
- * 2009 – Assisted Manitoba in flood crisis
- * **2010 – STARS celebrates “25 Years of Care in the Air”**
- * **2010 – 10 year affiliation agreement signed with Alberta Health Services (AHS)**
- * 2011 – Assisted Manitoba in flood crisis / STARS asked to stay in Manitoba
- * **2011 – Winnipeg Base established / 10 Year agreement signed with Manitoba Health**
- * 2012 – STARS Grande Prairie crew wins International SIM CUP Championship
- * **2013 – Blood Onboard / 1st in Canada**
- * **2012 – Regina and Saskatoon Bases established**
- * 2015 – Foothills Medical Centre Helipad named after STARS Founder Dr. Powell
- * 2016 – Addition of Airborne Ultrasound and Hamilton T-1 Ventilators
- * 2018 – STARS Saskatoon crew wins International SIM Cup Championship

TODAY TOMORROW THE FUTURE



- * 6 STARS Bases (AB / SK / MB)
- * Serving 4 Provinces across Western Canada (includes eastern BC)
- * 8 missions per day (averaged)
- * 11 Helicopters in the fleet
- * Nearly 40,000 missions flown to-date

2018 AMTC SIM CUP WORLD CLASS CHAMPIONS!



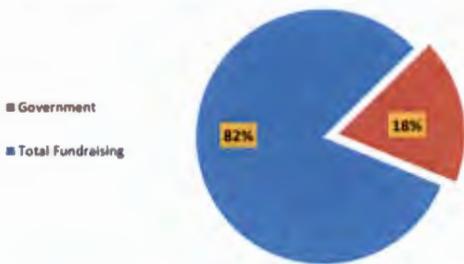
STARS CREW

JENNY THORPE, FLIGHT NURSE & MATT HOGAN, FLIGHT PARAMEDIC

FUELED BY GENEROSITY

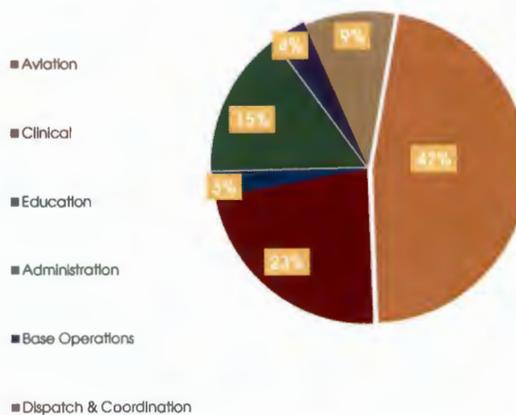
Achieving successes together

STARS Alberta Funding



Funding in Thousands	
AB Government Funding	\$ 7,089
Total Operating Costs /Capital Expenditures	\$ 38,379
AB Government Funding as a Percent of Costs	18%
STARS Gross Fundraising	
AB Lottery	\$ 10,263
Calendar	\$ 1,085
Site Registration / Emergency Contact Centre	\$ 3,105

STARS Alberta Expenditures (3 Bases)



M.D. of PINCHER CREEK November 30, 2018	2014	2015	2016	2017	2018	TOTAL
Near Beaver Mines	1	1				2
Burmis Weigh Scale	4	1	2			7
Near Cowley		1				1
Town of Pincher Creek Inter-facility	8	13	7	15	7	50
Town of Pincher Creek scene / SAR	3	2		1	1	7
Near Waterton Park					1	1
TOTAL	16	18	9	16	9	68

• Overall M.D. of Pincher Creek area averages approx. 14 missions per year – representing \$100K in service value

Airbus H145 THE FUTURE



- * **BK117's**
 - * End of life / phased out / costly to maintain
- * **Unified Fleet / Best Practice**
 - * Sustainability, operational safety, cost control
- * **Purchase (3) Airbus H145**
 - * Cash reserves + financing
- * **1st Airbus H145 – 1st Delivery 2019 Calgary**
- * **Cost approx. \$13M per helicopter**
 - * Goal of 9 total - (5)AB (3)SK (1)MB
 - * Build new fleet one helicopter at a time

M.D. of PINCHER CREEK



- * Life-saving Partnership Since 1991
- * STARS - Your vital protective services asset
- * Commitment to safety & excellence
- * Positive results! Lives saved!

OUR REQUEST

Your continued support of \$2 per capita
* Previous request (2018, 2019, 2020, 2021)

Consideration of standing motion / set amount
* Within Protective Services Budget



MINUTES
COUNCIL COMMITTEE MEETING
MUNICIPAL DISTRICT OF PINCHER CREEK
November 27, 2018; 8:00 am

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

Staff: Interim Chief Administrative Officer Sheldon Steinke, Director of Operations Leo Reedyk, and Executive Assistant Tara Cryderman

Reeve Brian Hammond called the meeting to order, the time being 8:00 am.

1. Approval of Agenda

Councillor Terry Yagos

Moved that the agenda for November 27, 2018, be approved as presented.

Carried

2. Closed Meeting Session

Councillor Quentin Stevick

Moved that Council close the Council Committee Meeting to the public for discussions regarding the following, the time being 8:03 am:

- Public Works Call Log – FOIP Section 16

Carried

Councillor Quentin Stevick

Moved that Council open the Committee Meeting to the public, the time being 8:28 am.

Carried

3. Beaver Mines Project Questions and Answers

The questions and answers were discussed.

The Bylaws need to be the “teeth” to the answers to the questions.

Connecting to the water system, but no connecting to the wastewater system, was discussed. Jeffery Wu, with Alberta Environment, did indicate that there is no true reason why residents not be connected to the wastewater system, and not connecting to the wastewater system is not recommended.

This issue was addresses during the meeting with Minister Phillips, during RMA. The direction was to present to Jeffery Wu for further discussion. This could be a draft bylaw for discussion.

The fees and charges schedule is still forthcoming.

What are the key concepts that Council wants to see in place??

Still need to discuss:

Incentive for hook up in bylaw

Still need to discuss mandatory hook ups

Fees and charges still need to be discussed

Equal payments throughout the Hamlet

Garbage pick up for the Hamlet is still required

The legal opinion from Brownlee from 2016 needs to be reviewed prior to establishing the final bylaws.

The questions and answers need to be edited for grammatical errors, etc but the general concepts for the Q and A are approved.

4. Round Table Discussions

Division 2:

- Blue signs are down or missing.

Division 3:

- Newsletter

Division 1:

- Twin Butte hosted a Rural Crime Workshop

5. Adjournment

Councillor Quentin Stevick

Moved that the Committee Meeting adjourn, the time being 9:29 am.

Carried

MINUTES
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
COUNCIL MEETING
NOVEMBER 27, 2018

9065

The Regular Meeting of Council of the Municipal District of Pincher Creek No. 9 was held on Tuesday, November 27, 2018, in the Council Chambers of the Municipal District Administration Building, Pincher Creek, Alberta.

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

STAFF Interim Chief Administrative Officer Sheldon Steinke, Director of Operations Leo Reedyk, Accounting Clerk III Brendan Schlossberger, and Executive Assistant Tara Cryderman

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

A. ADOPTION OF AGENDA

Councillor Terry Yagos 18/653

Moved that the Council Agenda for November 27, 2018, be amended, the amendment as follows:

Addition to Closed Meeting Session – Land Acquisition – FOIP Section 16

And that the agenda be approved, as amended.

Carried

B. DELEGATIONS

1. Fire Services Invoice

Nancy Barrios attended the meeting as a delegation to speak to her invoice for the grass fire that occurred in January 2018.

Mrs. Barrios spoke to the activities of the grass fire.

2. Farming Smarter

Jamie Puchinger, with Farming Smarter, attended the meeting as a delegation to introduce the association.

C. MINUTES

1. Council Committee Meeting Minutes

Councillor Quentin Stevick 18/654

Moved that the Council Committee Meeting Minutes of November 13, be approved as presented.

Carried

2. Council Meeting Minutes

Councillor Bev Everts 18/655

Moved that the Council Meeting Minutes of November 13, 2018, be approved as presented.

Carried

3. Special Council Meeting Minutes

Councillor Quentin Stevick 18/656

Moved that the Special Council Meeting Minutes of November 14, 2018, be approved as presented.

Carried

Minutes
 Regular Council Meeting
 Municipal District of Pincher Creek No. 9
 November 27, 2018

D. BUSINESS ARISING FROM THE MINUTES

There was no business arising from the minutes to discuss.

E. UNFINISHED BUSINESS

1. Winter Maintenance of Municipally Directed, Controlled and Managed Roads and Airport Surfaces – Policy C-PW-003 Annual Review

Councillor Rick Lemire 18/657

Moved that Policy C-PW-003 and Policy C-PW-003A be approved, as amended, the amendments as follows:

- Policy PW-003 – 2.a – snow removal will not occur unless there is six inches on gravel roads and four inches on paved roads, unless drifting has occurred
- Policy PW-003 – all roadways will be cleared within 72 hours from the last snow fall
- Policy PW-003 – 2.b – remove any reference to Appendix A
- Policy PW-003A – Driveway snow removal forms shall be submitted prior to October 1 of each year
- Policy PW-003A – change all “Aging in the right Place” to “Aging in Place”
- Driveway Snow Removal Form – insert a date accepted field
- Driveway Snow Removal Form – insert an “Aging in Place” check box

Carried

2. Twin Butte Community Society Update

Councillor Terry Yagos 18/658

Moved that that Twin Butte Society Delegation Presentation be received as information.

Carried

3. Request for Land for Beaver Mines Fire Hall

Councillor Quentin Stevick 18/659

Moved that Administration be instructed to engage with Mr. Steve Oczkowski, for right of access to his driveway to the edge of our property line so we can access for graders, to the metering station / holding tank and fire and ambulance to the new fire hall.

Councillor Quentin Stevick requested a recorded vote.

Councillor Quentin Stevick – In Favour
 Councillor Rick Lemire – Opposed
 Reeve Brian Hammond – Opposed
 Councillor Bev Everts – Opposed
 Councillor Terry Yagos – Opposed
 Motion Defeated

Minutes
 Regular Council Meeting
 Municipal District of Pincher Creek No. 9
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Councillor Quentin Stevick 18/660

Moved that Administration be instructed to supply information needed to Chief Dave Cox so an addition to the proposed Beaver Mines Fire Hall can be built at the same time as the fire hall so a grader, with snow plowing equipment, can be housed inside.

Councillor Quentin Stevick requested a recorded vote.

Councillor Quentin Stevick – In Favour
 Councillor Rick Lemire – Opposed
 Reeve Brian Hammond – Opposed
 Councillor Bev Everts – Opposed
 Councillor Terry Yagos – Opposed
 Motion Defeated

Councillor Rick Lemire 18/661

Moved that Council direct Administration to investigate the feasibility, including costs, of an addition to the proposed Beaver Mines Fire Hall, for the purpose of housing large snow removal equipment.

Carried

4. Letter of Support Request – Crowsnest / Pincher Creek Landfill Association

Councillor Quentin Stevick 18/662

Moved that Council recommend to the Crowsnest / Pincher Creek Landfill Association of the following:

- That effective immediately, dead animals and animal parts no longer be treated as garbage and that these animals and animal parts no longer be landfilled with domestic garbage
- And that a trench be dug in a suitable location on landfill property to handle the dead animals and animal parts.
- And further that that a suitable day and time be selected for each week when dead animals and animal parts can be disposed in said trench and covered with dirt before the end of the work day.
- This is a temporary solution until a regional long term solution can be found.

And that a letter be sent to each municipality, as well as the landfill, advising of this resolution.

Councillor Quentin Stevick requested a recorded vote.

Councillor Quentin Stevick – In Favour
 Councillor Rick Lemire – Opposed
 Reeve Brian Hammond – Opposed
 Councillor Bev Everts – Opposed
 Councillor Terry Yagos – Opposed
 Motion Defeated

Councillor Terry Yagos 18/663

Moved that Council provide a letter of support, in principle, to the Crowsnest / Pincher Creek Landfill Association, for the incinerator project.

Councillor Terry Yagos requested a recorded vote.

Councillor Quentin Stevick – Opposed
 Councillor Rick Lemire – Opposed
 Reeve Brian Hammond – In Favour
 Councillor Bev Everts – Opposed
 Councillor Terry Yagos – In Favour
 Motion Defeated

Councillor Rick Lemire

18/664

Moved that a letter be returned to the Crownest / Pincher Creek Landfill Association advising that the Municipal District of Pincher Creek No. 9 cannot support the incinerator project, until such time as the ongoing appeal for said project is finalized.

Motion Defeated

F. CHIEF ADMINISTRATIVE OFFICER'S (CAO) REPORTS

1. Operations

a) Operations Report

Councillor Terry Yagos

18/665

Moved that the Operations report from the Director of Operations, for the period dated November 7, 2018 to November 22, 2018, as well as the Call Logs, be received as information.

Carried

2. Planning and Development

a) Land Use Bylaw Amendment – Bylaw No. 1291-18 – (Cannabis Update)

Councillor Terry Yagos

18/666

Moved that Bylaw No. 1291-18, being the Cannabis Update Bylaw, be given first reading.

Carried

b) Land Use Bylaw Amendment – Bylaw No. 1292-18 – (Ron Sekella Micro Farms Concept Plan)

Councillor Rick Lemire

18/667

Moved that Bylaw No. 1292-18, being the Land Use Redesignation Amendment, be given first reading;

And that the required Public Hearing for Bylaw No. 1291-18, being the Cannabis Update Bylaw and Bylaw No. 1292-18, being the Land Use Redesignation Amendment, be scheduled for January 22, 2018 at 6:00 pm, in the Council Chambers of the MD of Pincher Creek.

Carried

3. Finance

a) Statement of Cash Position

Councillor Bev Everts

18/668

Moved that Council receive the Cash Position, for the month ending October 2018, as information.

Carried

4. Municipal

a) Cancellation of Meetings due to Statutory Holidays

Councillor Terry Yagos 18/669

Moved that the Council Committee Meeting and Regular Council Meeting, scheduled for December 25, 2018 and the Municipal Planning Commission Meeting and Subdivision Authority Meeting, scheduled for January 1, 2019, be cancelled.

Carried

b) Council Engagement for 2019

Councillor Terry Yagos 18/670

Moved that Council will participate in the following activities for 2019:

- Spring RMA Convention – March 18 – 20, 2019
- Fall RMA Convention – November 12 – 15, 2019
- Beaver Mines Park Clean Up – May 11, 2019
- Lundbreck Cornfest Pancake Breakfast – August 24, 2019
- Foothills Park BBQ – date yet to be determined
- Coffee with Council – three dates yet to be determined

Carried

c) Interim Chief Administrative Officer Report

Councillor Bev Everts 18/671

Moved that Council receive for information, the Interim Chief Administrative Officer’s report for the period of November 7, 2018 to November 23, 2018.

Carried

G. CORRESPONDENCE

1. For Information

a) Informational Correspondence

Councillor Terry Yagos 18/672

Moved that Council receive the following documents as information:

- Email from David McIntyre, dated November 9, 2018
- News Release from Livingstone Landowners Group, dated November 20, 2018

Carried

H. COMMITTEE REPORTS / DIVISIONAL CONCERNS

Councillor Quentin Stevick – Division 1

Crowsnest / Pincher Creek Landfill Association

- Minutes of October 17, 2018
- Reorganizational Minutes of November 14, 2018

Rural Crime Presentation – Twin Butte

Citizens on Patrol – Rural Crime Watch

Minutes
 Regular Council Meeting
 Municipal District of Pincher Creek No. 9
 November 27, 2018

Councillor Rick Lemire – Division 2
 Alberta SouthWest
 - Bulletin November 2018
 - Minutes of October 10, 2018
 Transboundary Elected Officials Meeting in Fernie

Councillor Bev Everts– Division 3
 FCSS
 - Minutes of November 5, 2018
 - Grant Writer Update
 Beaver Mines Community Association
 - Miners Cabin
 - Snow removal within the park
 RMA Convention

Reeve Brian Hammond - Division 4
 Livingstone-Porcupine Recreation Management Advisory Group

Councillor Terry Yagos 18/673

Moved that Reeve Brian Hammond be authorized to participate in the Livingstone – Porcupine Recreation Management Advisory Group.

Carried

Councillor Terry Yagos – Division 5
 Nothing to report at this time

Councillor Terry Yagos 18/674

Moved that the committee reports be received as information.

Carried

I. CLOSED MEETING

Councillor Bev Everts 18/675

Moved that Council close the Council Meeting to the public for discussions regarding the following, the time being 3:51 pm

1. Land Acquisition – FOIP Section 16
2. Land Acquisition – FOIP Section 16

Carried

Councillor Terry Yagos 18/676

Moved that Council open the Council Meeting to the public, the time being 4:33 pm.

Carried

J. NEW BUSINESS

1. Castle Mountain Resort Land Options

Councillor Rick Lemire declared a potential conflict of interest, as he is employed by Alberta Transportation, and left the meeting at 4:34 pm

Minutes
 Regular Council Meeting
 Municipal District of Pincher Creek No. 9
 November 27, 2018

Councillor Bev Everts 18/677

Moved that Council direct Administration to advise Castle Mountain Resort, that the booster station location at Castle Mountain Resort is for their benefit and is part of the capital cost of the Regional Waterline, and that funding for the purchase of the site not come from the Municipal District but be part of the overall projects costs funded by the Province of Alberta.

Carried

Councillor Rick Lemire returned to the meeting, the time being 4:35 pm.

2. Beaver Mines Wastewater Land Options

Councillor Quentin Stevick 18/678

Moved that the Council direct Administration to proceed with the land acquisition agreement, as amended, for the preferred land location for the Beaver Mines Wastewater Treatment Location, including \$25,000 for land geotechnical and irrigation stability studies.

Carried

K. ADJOURNMENT

Councillor Quentin Stevick 18/679

Moved that Council adjourn the meeting, the time being 4:36 pm.

Carried

REEVE

CHIEF ADMINISTRATIVE OFFICER

**MINUTES
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
SPECIAL COUNCIL MEETING
DECEMBER 3, 2018**

9072

The Special Meeting of Council of the Municipal District of Pincher Creek No. 9 was held on Monday, December 3, 2018, at 10:00 am, in the Administration Building, of the Municipal District of Pincher Creek No. 9, in the Town of Pincher Creek, Alberta.

- PRESENT** Reeve Brian Hammond, Councillors Quentin Stevick, Rick Lemire, Bev Everts, and Terry Yagos
- STAFF** Interim Chief Administrative Officer Sheldon Steinke, Director of Operations Leo Reedyk, Director of Development and Community Services Roland Milligan, Public Works Superintendent Stu Weber, Accounting Clerk III Brendan Schlossberger, and Executive Assistant Tara Cryderman
- ALSO** Harold Johnsrude, with Harold Johnsrude Consulting Ltd.

Reeve Brian Hammond called the Special Council Meeting to order, the time being 10:08 am.

A. ADOPTION OF AGENDA

Councillor Terry Yagos 18/680

Moved that the Special Council Meeting Agenda, for December 3, 2018, be approved as presented.

Carried

B. 2019 DRAFT BUDGET PRESENTATION

The 2019 Draft Budget was presented to Council for consideration and discussion.

Councillor Terry Yagos 18/681

Moved that Council close the Council Meeting to the public for discussions regarding the following, the time being 1:17 pm:

1. Personnel – FOIP Section 16

Carried

Councillor Terry Yagos 18/682

Moved that Council open the Council Meeting to the public, the time being 1:19 pm.

Carried

C. NEW BUSINESS

There was no new business presented for discussion.

D. ADJOURNMENT

Councillor Terry Yagos 18/683

Moved that Council adjourn the meeting, the time being 4:09 pm.

Carried

REEVE

CHIEF ADMINISTRATIVE OFFICER

Recommendation to Council



TITLE: Farming Smarter Delegation Presentation

PREPARED BY: Sheldon Steinke

DATE: December 5, 2018

DEPARTMENT: Administration

**Department
Supervisor**

Date

ATTACHMENTS:

1. Delegation Presentation from November 27, 2018

APPROVALS:

Department Director

Date



Interim CAO

Date

2018 Dec 05

RECOMMENDATION:

That the November 27, 2018 delegation presentation from Farming Smarter, be received as information.

BACKGROUND:

Jamie Puchinger, with Farming Smarter, attended the November 27, 2018 as a delegation, to introduce their organization.

FINANCIAL IMPLICATIONS:

None at this time.

Tara Cryderman

Subject: FW: Delegation presentation to Council - November 27, 2018
Attachments: FINAL Research Report.pdf; FINAL extension report.pdf

Jamie Puchinger of Farming Smarter will introduce her association, it's function and achievements. She will highlight activities that benefit MD of Pincher Creek residents and take questions from Council. If you would like to know more about Farming Smarter in advance please visit www.farmingsmarter.com. Attached is a copy of the 2018 highlights from our research and extension programs.

Read the latest edition of the Farming Smarter Magazine: <https://issuu.com/fbcpublishing/docs/fms181105>

Thank you for the opportunity and I look forward to meeting with you next week.

Jamie

Jamie Puchinger B.Sc.
Assistant Manager
Farming Smarter
211034 Hwy 512
Lethbridge, AB T1J 5N9
www.farmingsmarter.com
Office: 403-317-0022
Cell: 403-308-9344

Research Scoop

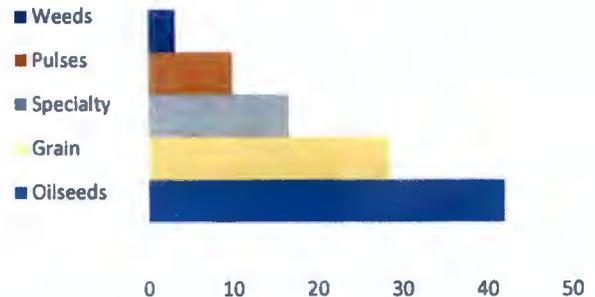


6185 total plots
1306 treatments
87 small plot trials
15 demo sites

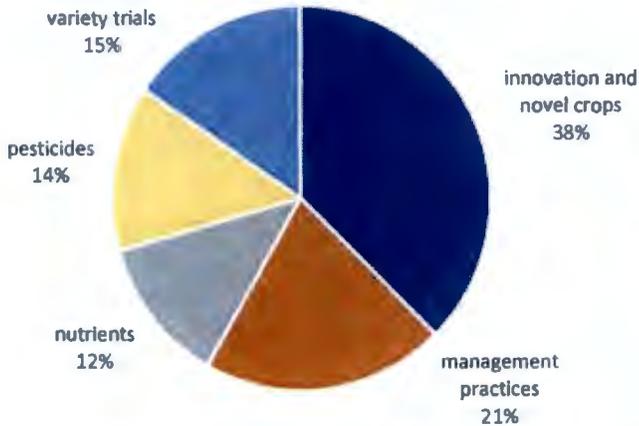


Approx. half of our research is focused on general agronomy (management practices 21%, nutrients 12% and pesticides 14%)

Crop Research %



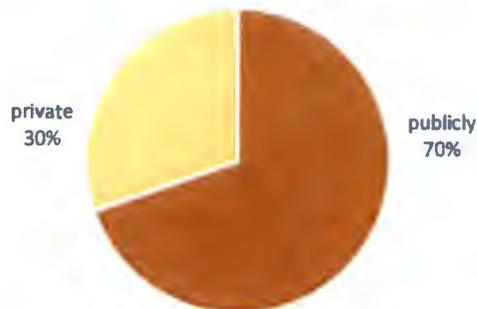
Research Funding %



70% of research is funded by crop commissions and public granting organizations

We are experienced industry trainers and do product demonstrations for:
Canterra, Dow, Dupont, FMC, FP Genetics, NuFarm, SeCan, SeedNet, and others

Research Funding %



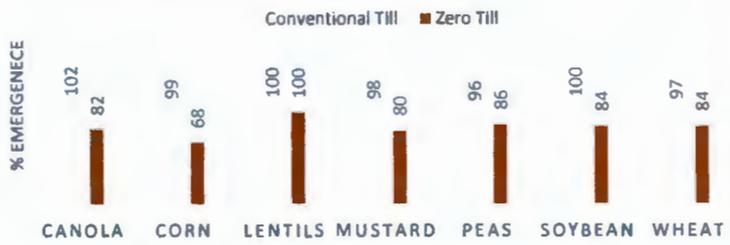
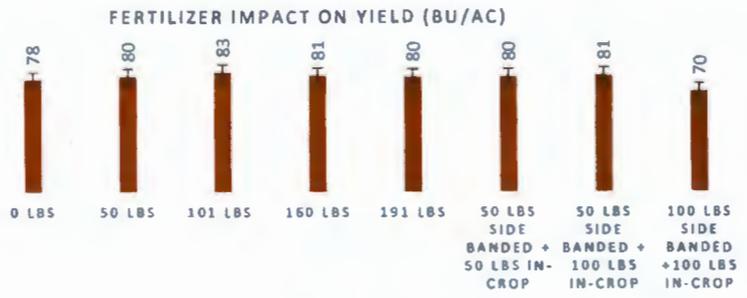
Dryland Grain Corn



Narrower Rows (20") and higher seeding rates (30,000+ seeds/ac) produced maximum yields in dryland fields of southern Alberta



There was NO significant yield response to Nitrogen Fertilizer. Anywhere between 50 lbs/ac to 200 lbs/ac of total available nitrogen (soil content + Fertilizer) was sufficient for maximum yield

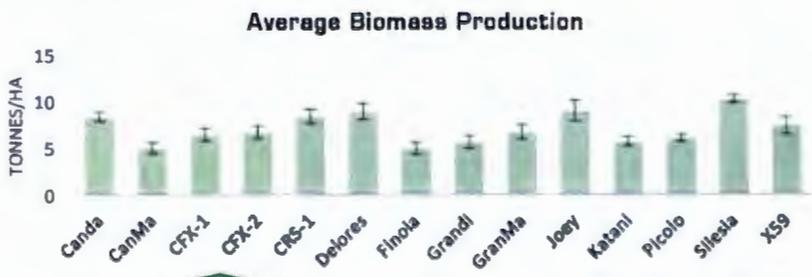


Corn emergence was 99% in cultivated plots and 84% in zero-till plots, but there was no significant difference in yield between Conventional and Zero Till systems

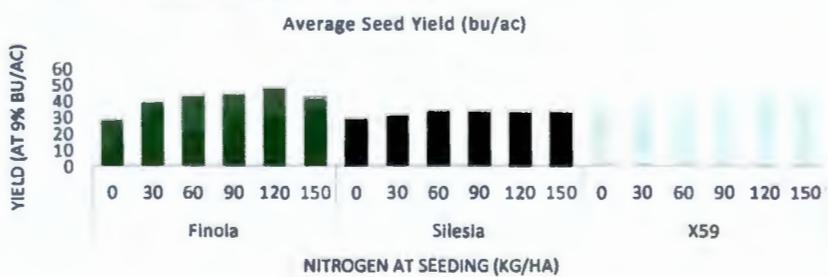
Irrigated Hemp Agronomy: Seeding Rate, Variety and Fertility

MAXIMUM SEED YIELD
6/9 yrs seeded early May
3/9 yrs seeded 3rd week of May
0/9 yrs seeded early June

In Lethbridge, seeding earlier increased seed yield



Variety selection is critical for biomass and straw management, but grain yield was similar for most commercial varieties



Irrigated hemp required approx. 200 kg/ha total N (soil + fertilizer) for optimal grain yield

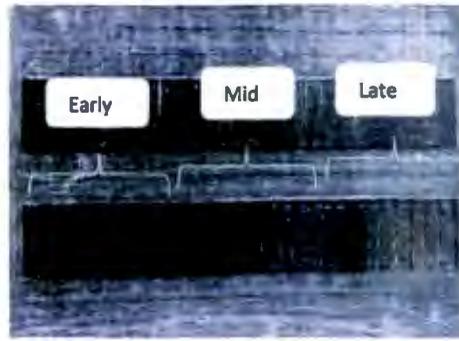


Hail Damage: Canola, Beans, Peas



Nutrients Blends and recovery products have shown inconsistent results

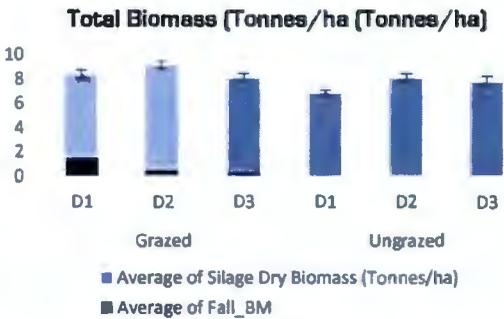
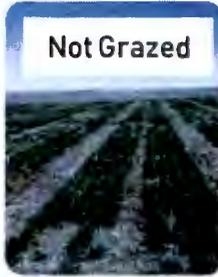
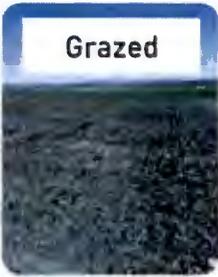
Crops in late growth stages were least able to recover from hail damage



Peas and wheat were least able to recover from late hail damage

Winter Grazing

Fall grazing decreased winter survival from approx. 100% to 60%

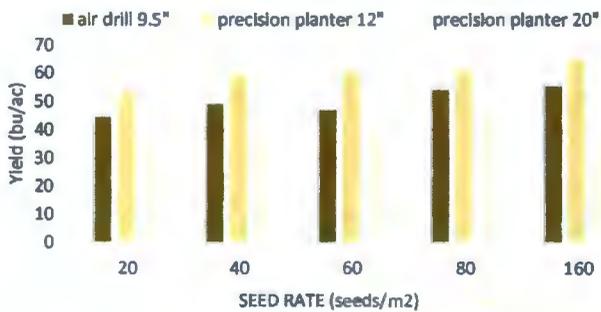
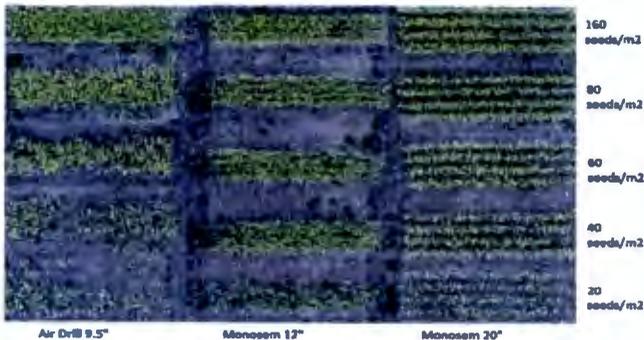


Additional fall growth helped grazed cereals produce more overall biomass than ungrazed

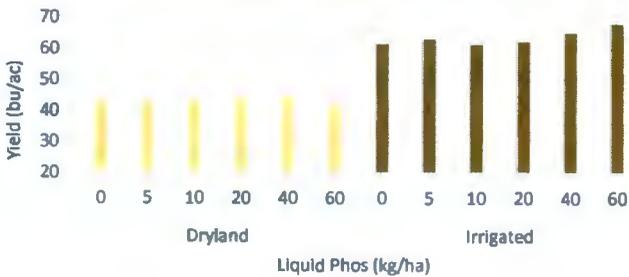
Crops seeded in August produced the most fall biomass

Crops seeded early to mid-September had the highest total biomass (fall and silage)

Precision Canola: Seeding Rate and Liquid Phosphorus



On 12" Row spacing, 40 seeds/m2 was sufficient under irrigation



High canola yields required more phosphorus but % emergence decreased sharply after adding 60 kg/ha of 10-34-0 liquid phosphorus

Our People and Equipment

Our research team has a wide range of expertise in

- Pesticides application
- Weed management
- Insect collection
- Plant identification
- PGRs
- IPM
- Liquid fertilizers
- Novel crops
- Field scale research
- UAV imagery
- Trial design
- Data analysis
- Greenseeker/NDVI
- Veris



Our On-Farm research program helps Alberta farmers to see new products, technologies, and ideas proven and adapted in a real-world field environment. Farming Smarter works with producers to conduct field scale trials using the tools of precision agriculture, GPS technology, and spatial analysis.

Our extension team provides education through events, demonstrations, tours, video, conferences, magazines and more

Name	Position	Years	Expertise
Ken Coles	General Manager	20+	M. Sc., B.Sc., P.Ag, CCA
Jamie Puchinger	Assistant Manager	10+	B.Sc., CCA
Michael Gretzinger	Research Coordinator	10+	B.Sc., CCA
Toby Mandel	Field Manager	15+	
Lewis Baarda	Precision Ag Specialist	5+	M.Sc., B.Sc., CCA
Claudette Lacombe	Communication Manager	20+	Journalist
Shelly Barclay	Office Manager	20+	Contracts, budget, reports

We use a custom-built air drill with dual Almaco cones and 4 seed boxes for endless configurations. We use a 4 row Monosem vacuum planter or two-row corn planter for precision crops.



We use a 2013 Wintersteiger Classic combine (with weight scale and corn header) and have a custom-built biomass/grain dryer and NIR (protein/oil machine)



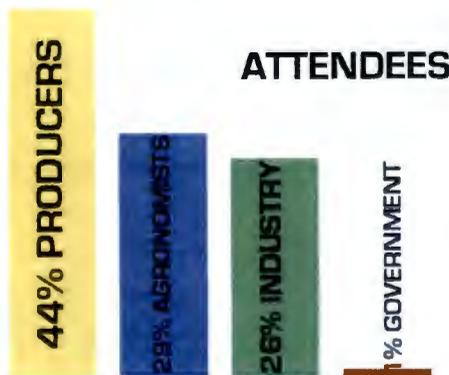
2017 Achievements

FARMING SMARTER ECONOMIC IMPACT: \$803 MILLION



Our extension program continues to attract attention. This year we saw incredible growth in media coverage of our work and our events, and solid attendance at our field days and conferences. Our extension vehicles keep growing more subscribers: YouTube, E-News, magazine and social media.

SPARKED 57 NEWS STORIES



1,774 people
 10 events
 65 speakers
 70 new videos
 2,697 hours on YouTube
 1,087 email subscribers



INCOME SOURCES	
Research Projects	69%
Government	12%
Grower Organizations	8%
Industry & Sponsorship	6%
Registrations	5%

EXPENSES	
Labor	53%
Overhead	14%
Research	12%
Extension	11%
Equipment	10%

Annual Growers meeting - March 1, 2017

Farming Smarter turned our AGM into a social event where members joined us to celebrate a successful year and tour our new office. We had a full house (110 people) and everyone enjoyed roast pig with all the fixin's and refreshments. We also elected Board members, publicly reviewed our financials and selected our auditor.



Planter Clinic - March 7, 2017

We always look for opportunities to join forces and bring value to our audiences. Canterra Seeds worked with us to host a planter clinic with nearly 40 participants that came to learn successful agronomic trends for planting corn.

Lethbridge Plot hop - June 8, 2017

Our first Learning Adventure of 2017 brought 82 participants to our fields for the day. The early season plot hop gives people a chance to watch for expected trends for the season.



Field School - June 27-29, 2017

Farming Smarter celebrated Canada's 150th by looking at the past, present and future of farming in southern Alberta. Over three days, 216 people heard from senior farmers, retired scientists and active researchers about the amazing changes in on-farm management practices & mechanical innovations throughout the years.

"I thoroughly enjoyed all of it! And always recommend friends to sign up. Its informative, eye opening and fun. It is easy to get tunnel vision in your own area with certain situations and issues. Attending Farming Smarter and other informative tours helps with seeing the bigger picture."

~ Participant comment

Cypress Field Day - July 6, 2017

We took our Learning Adventures east to Cypress County and had 40 participants spend a blistering day with Farming Smarter. We offered tips on mustard, forage, grain corn and hail recovery.







July 20, 2017

Our partnership with Alberta Wheat Commission produced some serious fun at this event! Over 70 participants learned about wheat varieties, diseases, agronomy, hail recovery and insect pests.



August 20, 2017

An amazing transformation took place in our research field Aug 20 as we welcomed 197 urban folks for an afternoon of Learning Adventures. We taught them about crops & seeds, living soils, bug battles, crop protection and harvest basics. Crafts, games and face painting kept the kids entertained and many enjoyed a BBQ with local Taber corn courtesy of Molnar Farms.



Student Learning - September 11, 18, 19 & 26, 2017

Once again, Farming Smarter hosted the Lethbridge College Ag students to give them hands on experience with research, data collection, and sampling procedures. Students learned hand sampling (biomass), processing the samples to collect data, looked at stats, soil sampled, and talked about precision agriculture.

"Farming Smarter conducts high quality research to bring innovative solutions to concerns and questions of Alberta producers using good management practices and advanced technologies."

~Adriana Navarro Borrell, Lethbridge College

Cypress Conference - October 26, 2017

We strengthened the relationship with our members in eastern Alberta and Cypress County by hosting this inaugural event. We had 90 people join us. We plan our next one to be March 2019.



Farming Smarter Conference December 5 & 6, 2017

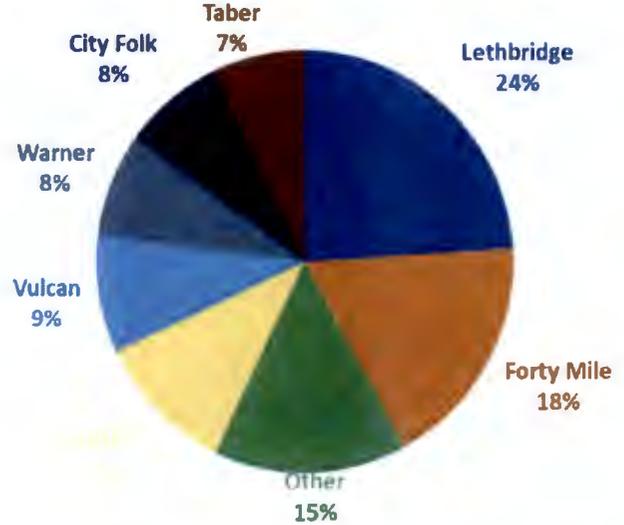


With the move to Lethbridge Exhibition Park, Farming Smarter Conference & Trade show 2017 had a whole new feel to it. Over two hundred participants had elbow room, networking spaces close to the action or away from the crowd and the trade show stood on its own as a place to linger and learn. Farming Smarter staff shared a wealth of knowledge from our field work related to corn, canola, wheat, pulses, hail recovery and hemp.

WEBSITE TRAFFIC



REGIONAL DRAW



FARMING SMARTER MAGAZINE

People compliment on this biannual publication calling it relevant information for farmers, agronomists and industry representatives. Distributed through Alberta Farmer Express it reaches approximately 10,000 rural addresses. It also has an international following on issuu.com.

E-NEWSLETTER

We send our E-newsletter to over 1,000 addresses each month and subscriptions continue to increase. Each newsletter features Bug of the Month, Weed Wisdom, a stewardship feature, upcoming event information and news updates. Read past issues here:

www.farmingsmarter.com/growing-knowledge/the-farming-smarter-e-newsletter/



Find all popular press news articles here:

www.farmingsmarter.com/about-us/farming-smarter-in-the-news

www.farmingsmarter.com

Administration Guidance Request

E2

TITLE: Fire Services Invoice			
PREPARED BY: Sheldon Steinke		DATE: December 5, 2018	
DEPARTMENT: Administration			
		ATTACHMENTS:	
Department Supervisor	Date	<ol style="list-style-type: none"> 1. Delegation Presentation from November 27, 2018 2. Invoice No. IVC04656, with supporting documentation 3. Draft letter for consideration 	
APPROVALS:			
			2018 Dec. 07
Department Director	Date	Interim CAO	Date

REQUEST:
That Council provide direction with regards the invoice for fire services.

BACKGROUND:

During their August 28, 2018 Council Meeting, several fire services invoices were presented to Council for consideration of payment.

At that time, Council passed this resolution:

Moved that all invoices, submitted by Pincher Creek Emergency Services Commission, be forwarded to the landowners, where the fires occurred.

Administration was also directed to amend Bylaw No. 1234-13.

Council, at the September 11, 2018 Council Meeting, approved the rescinding of Bylaw No 1234-13, putting the responsibility of all fires within the MD back onto the landowner.

Nancy Barrios appeared before Council at their November 27, 2018 to speak to her invoice of a grass fire which occurred on her parcel of land.

In October 2018, a similar request for fire services reimbursement was presented to Council. Council denied that request during their October 9, 2018 Council Meeting.

FINANCIAL IMPLICATIONS:
 Reimbursement of invoices will impact the budget.

Nov. 14th '18

Dear Tara

I would like to go before
council + contest my bill
about a grass fire on
Jan 29 '18. I don't know the
procedure or how quickly this
will happen. I am just getting
over a cold & am still a
"mush brain". Hopefully it
won't happen for a week
or two.

Thank you
Nancy R. 15





MD of Pincher Creek
P.O. Box 279
1037 Herron Avenue
Pincher Creek Alberta T0K 1W0

INVOICE	IVC04656
Date	2018-09-06
GST Registration # 107747347	
A 1.5% Penalty will be applied after 30 days	

Bill to:

Barrios, Nancy L.

Customer ID	Payment Terms				
BARR004	Net 30				
Item Number	Description	Quantity	U Of M	Unit Price	Ext. Price
SA-ADMIN-FIRE-BILLING	Sale of Fire Fighting Services Grass fire caused by ash blowing out of barrell	1.00	Each	\$2,400.00	\$2,400.00
				Subtotal	\$2,400.00
				GST	\$0.00
				Total	\$2,400.00

Invoice

Account
Tax Roll

Date: September 4, 2018

Description: Fire costs associated with grass fire on
January 29, 2018. Costs forwarded to landowner in accordance
to Bylaw 1234-13 and Council Resolution 18/448

Account	Total
1-23-0-420-1420	2,400.00 <i>SK</i>

Approved by: *J. Keller* GST Exempt
Date: *9/4/18*

Pincher Creek Emergency Services Commission

P. O. Box 1086
655 Charlotte Street
Pincher Creek, AB T0K 1W0

Invoice

Date 5/24/2018
Invoice # MD-01-18

Invoice To
M.D. of Pincher Creek No.9 Box 279 Pincher Creek, AB T0K 1W0

RECEIVED
JUN 29 2018
M.D. OF PINCHER CREEK

Description	Qty	Rate	Amount
PINCHER CREEK ENGINE 11	2	400.00	800.00
PINCHER CREEK ENGINE 43	2	400.00	800.00
PINCHER CREEK TENDER	2	400.00	800.00
PINCHER CREEK COMMAND 1 - NO CHARGE	2	0.00	0.00
Responded to NW 01-04-30-W4 for an outside grass fire on January 29, 2018.			
<i>2-23-0-151-2151</i> <i>Julian</i> <i>7/5/18</i> PAID			
Total			\$2,400.00

PAYMENT DUE IN 30 DAYS. OVERDUE ACCOUNTS ARE SENT TO A COLLECTION AGENCY. IF THIS IS AN INSURABLE CLAIM, PLEASE FORWARD TO YOUR INSURANCE PROVIDER.

GST/HST No. 762413524

Phone #	Fax #
(403) 627-5333	(403) 627-3502

21:16:24 VIA THE RADIO-THE CALL WAS PAGED OUT TO PINCHER CREEK. DISPATCHER DIDN'T SEE ON

21:16:24 THE MAP THAT IT WAS THAT IWAS BY TWIN BUTTE AND NOT PICTURE BUTTE- ONCE THIS WAS

21:16:24 CONFIRMED WITH THE CALLER PICTURE BUTTE WAS STOOD DOWN AND PINC CREEK WAS PAGED

21:16:24 OUT.

21:40:19 NANCY CALLED AGAIN, FIRE IS NOW OUT.

21:40:33 ADVISED FIRE WILL STILL ATTEND TO INSURE IT IS EXTINGUISHED.

discretion

BVMFE31	DP	01-29-2018 21:38:13
	ER	01-29-2018 21:38:14
	RS	01-29-2018 22:21:38
	AV	01-29-2018 23:02:45
BVMFPAGE	DP	01-29-2018 21:13:38
	AK	01-29-2018 21:16:28
	AS	01-29-2018 21:24:26
PBFE101	DP	01-29-2018 21:04:59
	AV	01-29-2018 21:07:43
PBFPAGE	DP	01-29-2018 21:04:55
	AS	01-29-2018 21:07:43
PCFE11	DP	01-29-2018 21:17:57
	ER	01-29-2018 21:18:00
	AR	01-29-2018 22:02:57
	AV	01-29-2018 22:21:34
PCFE43	DP	01-29-2018 21:18:53
	ER	01-29-2018 21:18:54
	AR	01-29-2018 22:02:57
	AV	01-29-2018 22:21:34
PCFPAGE	DP	01-29-2018 21:02:55
	T	01-29-2018 21:06:56
	AK	01-29-2018 21:09:58
	AS	01-29-2018 21:24:26
PCFT01	DP	01-29-2018 21:19:58
	ER	01-29-2018 21:20:04
	AR	01-29-2018 22:02:57
	AV	01-29-2018 22:21:34

Pincher Creek Emergency Services

Fire Rescue Report

Date of Service (Y/M/D) 2015 - Jan 29		Responded To NW1-4-30 W4				
Received 2105	Time Responded	Arrived Scene	Left Scene	At Station 2300	In Service 23	Total Hrs
VER Surname Barrie Barris			Given Name Nancy			
VER Mailing Address			City Pincher Creek	Prov. AB	Postal Code T1K 2K1	
			Police Name/No.	File #	Detachment	

THIS CALL BILLABLE? YES NO

Report of large grass fire. From back Ash pile
 fire out on arrival. Fire Run towards the east
 about 15m wide by 110m long.
 Extinguished hot spots, saw pictures

EMP: 5

WIND: 80 -> NW

REL. HUMIDITY: 74%

Engine 11	Engine 15	Tender 1	Rescue	2195
Engine 12	Engine 31	Command 1	2117	2296
Engine 14	Engine 43	Command 2	2056	2309

Completed By: 

MD-01-18

Additional Information on Reverse

Lethbridge Fire/EMS Dispatch Incident Report

CAD Event #: F18004655
Incident Date: 01-29-2018 21:02:42 **Clear Time:** 01-29-2018 23:02:47
Common Place Name:
Address: ,
Cross Streets:
Type of Incident: 67D020 - OUTSIDE FIRE LARGE BRUSH/GRASS FIRE

MD-01-18

Complainant Name: NANCY BARIO
Complainant Phone:
Complainant Address: NW 24-04-30 W4M TOWN_OF_PICTURE_BUTTE

Weather Conditions: MOSTLY CLOUDY
Wind Direction: 61G78
Wind Speed: W
Temperature: 6
Humidity: 60

CAD Operator Notes:

21:02:42 ASHES JUMPED OUT OF A BARRELL, GRASS FIRE - GOING DOWN A HILL
 21:02:42 Problem: OUTSIDE
 21:02:42 Chief Complaint: Outside Fire
 21:02:42 Suffix Text: Other
 21:02:42 KQ: 1: The caller is on scene (1st party).
 21:02:42 KQ: 2: This is a BRUSH/GRASS fire.
 21:02:42 KQ: 3: A LARGE area is burning.
 21:02:42 KQ: 4: The fire has not been extinguished.
 21:02:42 KQ: 5: The fire is threatening: LITTLE CABIN
 21:05:00 SHE THINKS SHE'S GOT MOST OF IT OUT.
 21:05:16 HWY SIGN SAYS: DRYWOOD CREEK HIDEAWAY
 21:05:28 TURN WEST AFTER THEY SEE THE SIGN
 21:09:22 CALL IS ACTUALLY IN THE PINCHER CREEK AREA
 21:13:48 BEAVER MINES PAGED OUT AS PER PAT IN PINCHER CREEK
 21:16:24 DISPATCHER SAW "TOWN OF PICTURE BUTTE" AND DISPATCHED TO PICTURE BUTTE INITIALLY

DRAFT

December 11, 2018

Pincher Creek Emergency Services Commission
PO Box 1086
Pincher Creek, AB T0K 1W0

To Whom It May Concern:

Reference: Fire Service Invoice MD-01-18

In June 2018, the Municipal District of Pincher Creek No. 9 received Invoice No. MD-01-18 for services rendered from the Pincher Creek Emergency Services for a grass fire. The grass fire occurred on January 29, 2018, on a parcel of land described as NW 1-4-30 W4M.

Invoice No. MD-01-18 was paid in July 2018.

The MD, under Bylaw No. 1201-10, then invoiced the landowner for reimbursement of payment.

Nancy Barrios appeared as a delegation at the November 27, 2018 Council Meeting, to discuss the events that occurred during the grass fire.

Ms. Barrios submitted to Council the attached records and questioned the discrepancies from the Call Log of 911 and when the resources arrived at Ms. Barrios' residence and the invoice.

Ms. Barrios also informed Council that she called the 911 operator and informed them that the fire was out before the arrival of resources, however, she was still charged for fire-fighting services.

There appears to be a calamity of events throughout the 911 call. From the dispatcher mistakenly believing the fire was occurring within the Town of Picture Butte, to the length of time that resources arrived on site, to the actual invoicing of the event.

Ms. Barrios does not feel the cost she incurred are fair or an accurate portrayal of the event.

Page 2

Council for the MD of Pincher Creek No. 9 requests that Invoice No. MD-01-18 be reviewed by PCEMC.

If you require further information or clarification, please do not hesitate to contact us.

Yours truly,

S. Steinke, CLGM, CAO

Enclosures

DRAFT

Meeting Minutes
of the
Agricultural Service Board – Municipal District of Pincher Creek No. 9
November 1, 2018 – MD Council Chambers

Present: Chair John Lawson, Councillor Quentin Stevick, Councillor Bev Everts,
Members Frank Welsch, and David Robbins.

Also Present: Director of Operations Leo Reedyk, Agricultural Services Manager
Shane Poulsen and Receptionist, Jessica McClelland.

Absent: Vice Chair Martin Puch, Environmental Services Technician Lindsey
Davidson

Chair John Lawson, called the meeting to order at 9:38 am.

A. ADOPTION OF AGENDA

David Robbins 18/088

Moved that additions to the agenda include:

For Information:

- Alberta Beef Producers meeting in Twin Butte
- Council Appointments for 2018/2019

New Business:

- Surface Water Allocation Directive

And that the agenda be accepted as amended.

Carried.

B. MINUTES

Councillor Stevick 18/089

Moved that the minutes from the October 4, 2018 meeting be accepted as presented.

Carried.

C. BUSINESS ARISING FROM THE MINUTES

D. ASB KEY CONTACT REPORT

E. UNFINISHED BUSINESS

1. Draft Regional Emergency Livestock Service Plan

Frank Welsch 18/090

Moved to table the discussion on the Draft Regional Emergency Livestock Services Plan, to the next meeting.

Carried

F. 2019 SOUTH REGION ASB RESOLUTIONS

David Robbins 18/091

Moved that the report on the 2019 South Region ASB Resolutions be received as information.

Carried

G. ERADICABLE WEEDS POLICY

Councillor Stevick 18/092

Moved to table the discussion on the draft policy on Eradicable Weeds to the next meeting pending further information and a complete package.

Carried

H. AGRICULTURAL AND ENVIRONMENTAL SERVICES DEPARTMENTAL REPORTS

Frank Welsch 18/093

Moved that the AES Departmental Reports for the month of October 2018 be accepted as information.

Carried.

I. CORRESPONDANCE

1. For Action

a) ASB Review Letter

Councillor Stevick 18/094

Moved that David Robbins and Frank Welsch be named as representatives to the Agriculture Services Program Review committee.

2. For Information

Councillor Stevick 18/095

Moved that the following be received as information;

- a) Verbal Update on Council Appointments for 2018/2019
- b) Southern Alberta Weed Coordinator Report
- c) Farm Health and Safety Producer Grant Program
- d) Municipalities Declaring Agricultural Disaster

Carried

I. NEW BUSINESS

Councillor Everts 18/096

Moved that the report on the Surface Water Allocation be placed on the MD website, and that the report be brought back to the next meeting.

Carried

J. NEXT MEETING

Frank Welsch 18/097

Moved that the next ASB meeting be on Thursday November 29, 2018.

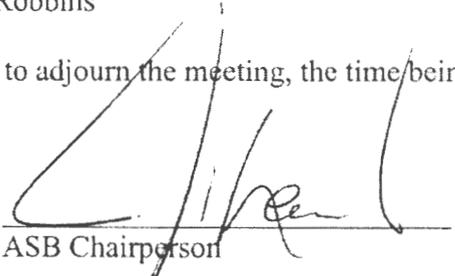
Carried

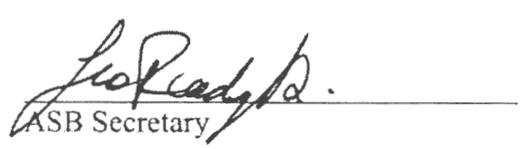
K. ADJOURNMENT

David Robbins 18/098

Moved to adjourn the meeting, the time being 12:37 pm.

Carried.


ASB Chairperson


ASB Secretary

Recommendation to Council

G1a

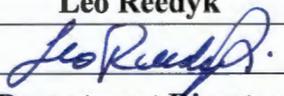
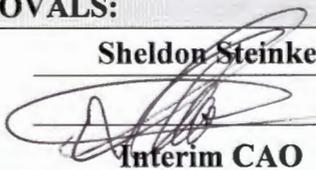
TITLE: NEW TRANSPORT CANADA STANDARDS FOR AERODROME CLASSIFICATION	
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PREPARED BY: Leo Reedyk	DATE: December 4, 2018
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DEPARTMENT: Airport

		ATTACHMENTS: 1. Jetpro letter dated October 23, 2018
Department Supervisor	Date	

APPROVALS:

Leo Reedyk  Department Director	November 22, 2018 <hr style="width: 100%;"/> Date	Sheldon Steinke  Interim CAO	04 Dec 18 <hr style="width: 100%;"/> Date
--	--	--	--

RECOMMENDATION:
That Council direct Administration to respond to Jetpro to schedule the airport runway and obstacle survey at their convenience and that the cost for the survey be funded from the Airport Reserve.

Transport Canada has updated the requirement for classification of aerodromes. One of the changes relates to the sub-classification of the aircraft approach category based on the speed of the aircraft on approach. Jetpro is gearing up to provide this service should the Municipal District choose to use their services.

Jetpro has built, flown and maintained the non-precision approach paths for the aerodrome since turbines were constructed in the vicinity of the aerodrome. Administration recommends the Municipal District continue to use their services.

FINANCIAL IMPLICATIONS:

The cost of the operation is yet unknown, but the Airport Reserve has adequate funds to cover this expense.

23 October 2018

JetPro Client

New Transport Canada Standards for Aerodrome Classification

To whom it may concern:

JetPro is the organization that maintains your instrument flight procedures (approaches and departures) to your aerodrome. This letter is to advise our clients of recent changes to the standards for aerodromes like yours, alert you of the potential implications, assure you that JetPro will be assessing your aerodrome and advising you of an offer to do a highly accurate aerodrome three-dimensional model.

The classification of runways to registered aerodromes (as opposed to certified airports) is governed by Transport Canada Advisory Circular AC 301-001 Edition 1. This document was used to determine whether the runway satisfied certain obstacle clearance requirements. Depending upon the application of this standard and the obstacle environment at your airport, there were several potential outcomes in terms of runway status and the wingspan of aircraft.

There are major runway classifications:

1. Non-precision – this allows instrument approach limits to as low as 250 ft above the airport and the procedures can be published in the public Canada Air Pilot (CAP)¹. An aerodrome attestation is provided attesting to the runway meeting this standard.
2. Non-instrument – this allows instrument approach limits to as low as 500 ft above the airport and the procedures can be published in the public Canada Air Pilot (CAP). An aerodrome attestation is provided attesting to the runway meeting this standard.
3. Non-attested – the runway does not satisfy any of the runway obstacle clearance standards, the lowest approach limits are 500 ft, above the airport and the procedures are published in the Restricted Canada Air Pilot (RCAP).

¹ The Canada Air Pilot (CAP) is the catalogue of instrument procedures used by pilots and can be used by any appropriately trained pilot. The Restricted Canada Air Pilot (RCAP) is the catalogue of instrument procedures that have restrictions and their use is limited to commercial air operators that can satisfy the restrictions, thus making the RCAP procedures distribution more limited, i.e. not recreational pilots as an example.



These three classifications were also sub-classified by wingspan with demarcations at 49 ft, 79 ft and 118 ft. Aircraft with wingspans equal to or less than these values were permitted to operate to the approach limits defined in 1. and 2. above.

Transport Canada has issued new aerodrome standards for registered aerodromes like yours, Advisory Circular AC 301-001 Edition 2. This document is attached as an appendix to this letter. The following are some of the highlights of this new standard:

1. The same conditions of non-attested, non-precision and non-instrument still exist.
2. The subclassification is now a function of aircraft approach category, i.e. Category A, B, C and D.²
3. The deadline to comply with the new standard is December 31, 2020, two short years away.
4. At this time, Transport Canada is not allowing grandfathering of runway classification based upon Edition 1 should the application of Edition 2 result in a degradation of capability. Undoubtedly aerodromes will experience this problem and this policy will be challenged.

The outcome of the implementation of the new runway classification standards could have several outcomes. These include no change to the current status (except for the wingspan versus aircraft category), an improvement to your runway classification (non-attested>non-instrument>non-precision) or a degradation of the runway classification (non-precision>non-instrument>non-attested). The answer to this question can only be determined when the new standards are applied to your airport and its unique obstacle environment.

As the organization that maintains your instrument procedures and for which you pay an maintenance annual fee, reassessing the runway status will be done by JetPro and the instrument procedure designer for your aerodrome over the next two years. This will be done at no cost as it is one of the many service provided in the annual maintenance fee.

JetPro is also assessing the potential to add a LIDAR-like (3-dimensional orthographic photometry) runway and obstacle survey capability to our aircraft. This would allow us to overfly the airport area and gather terrain and obstacle information that would be used in the assessment of the new runway status. Often, we must make very conservative assumptions regarding the height of terrain, trees and other obstacles near an airport as part of the runway assessment and instrument procedure design; this often leads to overly conservative results including a lower runway classification (i.e. non-instrument when non-precision is desired) and higher instrument approach limits.

² Aircraft approach category is based upon the approach speed of the aircraft. For example, the Beech King Air and Dash 8, common aircraft to most of the airports, are Category B aircraft.



Should our assessment of the technical and economic issues related to upgrading our aircraft prove feasible, we are planning flight checking missions across Canada in the Summer of 2019 and Summer 2020. If your aerodrome would be interested in having this service done by JetPro, please respond to this letter with a short email to that effect. Unfortunately, I cannot provide a price at this time as it will be driven by market demand which is unclear at this time however your response or non-response will help with the economic assessment.

Alternatively, if you choose to source this information elsewhere, we would appreciate getting this data as it would provide a more accurate and likely more favourable assessment of your instrument approaches and runway classification.

As always, feel free to call myself or email should you have any questions or concerns. The best phone number is 780-966-5902.

Sincerely,

Ed McDonald, P.Eng., MBA

Attachment: AC 301-001 Edition 2



Advisory Circular

Subject: **Procedure to be followed in order to support Instrument Approach Procedures (IAP) at a non-certified aerodrome**

Issuing Office:	Civil Aviation, Standards	Document No.:	AC 301-001
File Classification No.:	Z 5000-34	Issue No.:	02
RDIMS No.:	11230682v15	Effective Date:	2018-10-15

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1.0 INTRODUCTION

- (1) This Advisory Circular (AC) is provided for information and guidance purposes. It describes an example of an acceptable means, but not the only means, of demonstrating compliance with regulations and standards. This AC on its own does not change, create, amend or permit deviations from regulatory requirements, nor does it establish minimum standards.

1.1 Purpose

- (1) The purpose of this Advisory Circular (AC) is to provide operators of non-certified aerodromes with a set of instructions that outlines the procedure to be followed in order to support *Instrument Approach Procedures* (IAP) at a non-certified aerodrome.

1.2 Applicability

- (1) This document is applicable to operators of all non-certified aerodromes, registered aerodromes, TCCA headquarters and regional Aerodromes and Air Navigation divisional personnel, IP designers and sponsors, and is also available to the aviation industry for information purposes.

1.3 Description of Changes

- (1) Addition of paragraphs in 3.0 for expanded background information.
- (2) Addition of paragraphs in 4.0 for expanded information relating to periodical review of IAPs.
- (3) Addition of paragraphs in 4.1 for expanded information on procedure to follow.
- (4) Updated document history in section 6.0.
- (5) Updated Table 2 and associated figure in consideration of new information in TP312 5th Edition – Aerodrome Standards and Recommended Practices and other changes of an editorial nature.
- (6) Updated the attestation to use the aircraft approach speed category as the reference linking to the aerodrome infrastructure requirements in Table 2.

2.0 REFERENCES AND REQUIREMENTS

2.1 Reference Documents

- (1) It is intended that the following reference materials be used in conjunction with this document:
 - (a) Part VIII Subpart 3 of the Canadian Aviation Regulations (CARs) – Aeronautical Information Services;
 - (b) AC803-007 – Notification of changes to the Aerodrome Operator Attestation requirements;
 - (c) CAR 803.02 – Development and Publication of Instrument Procedures;
 - (d) Transport Publication (TP) 308/GPH 209, dated 2018-01-01 - *Criteria for the Development of Instrument Procedures*; and
 - (e) Transport Canada Publication (TP) 312 5th Edition — *Aerodrome Standards and Recommended Practices*;

Procedure to be followed in order to support an IAP at a non-certified aerodrome

2.2 Cancelled Documents

- (1) By default, it is understood that the publication of a new issue of a document automatically renders any earlier issues of the same document null and void.

2.3 Definitions and Abbreviations

- (1) The following **definitions** are used in this document:
 - (a) **Sponsor** means a person or organization that funds and supports the IPs that are submitted, maintained and reviewed.
- (2) The following **abbreviations** are used in this document:
 - (a) **IAP** means Instrument Approach Procedure;
 - (b) **IP** means Instrument Procedure

NOTE: Refer to *Aerodrome Physical Characteristics* (Table 2) of this document for the description of terms used to complete the *Aerodrome Operator Attestation* (Appendix A).

3.0 BACKGROUND

- (1) Section 803.02 of the *Canadian Aviation Regulations* (CARs) regulates the development of civil instrument procedures in Canada through the standards manual entitled *Criteria for the Development of Instrument Procedures*, known as TP308. Paragraph 120(a) of this document requires that specific aerodrome standards be met prior to the publishing of any instrument procedure.
- (2) The rationale for linking the aerodrome standards and TP308 is to ensure that a specific obstacle-free environment is provided in the vicinity of the non-certified aerodrome to support the visual segment of an IAP.
- (3) TP312 5th Edition Aerodrome Standards and Recommended Practices document came into effect on September 15th 2015 and includes a number of changes relating to the physical characteristics needed to support an IAP at an airport. While TP312 5th is not in itself binding on aerodromes, it does establish the physical characteristics of the runway environment needed to support an IAP.
- (4) This AC has been updated to provide the recognized level of safety of the 5th Edition. In some situations there is an increase to the minimum aerodrome physical characteristics.
- (5) The attestation has been updated to use the Aircraft Approach Speed as the reference element linking to the aerodrome infrastructure requirements. This change is for consistency with the airspace design criteria document TP308, and facilitates publication of the minima's in the aeronautical publication.
- (6) As stated in paragraph 213 of TP308 "*When designing an instrument procedure, Category A, B, C and D normally will be considered...*" In some cases, the lack of categories C and D minimums on IAPs results in the loss of access to some aerodromes by aircraft operators.
- (7) The change to Aircraft Approach Speed category also provides the possibility of having a higher minima, in some situations, for the speed C and D categories where the obstacle environment may only be compatible with speed categories A and B for the lower non-precision minima's.

4.0 REQUIREMENT

- (1) The aerodrome attestation form is required to support public IAPs at non-certified aerodromes. This attestation is also required to obtain minima lower than 500 ft for restricted IAPs at non-certified aerodromes.
- (2) The aerodrome operator must complete the attestation using the procedure stated in this AC for new and existing IAPs
- (3) The attestation for existing IAPs, must be updated and provided to the IP sponsor by 2020-12-31.
- (4) IAPs are usually designed for all aircraft approach speed. The aerodrome operator must work in cooperation with the IP sponsor of an instrument approach procedure to support access for the greatest number of users and aircraft approach categories.
- (5) In considering a proposed procedure, the IP sponsor should respect an aerodrome's request not to publish a given line of minima if in doing so it would incur financial obligation or responsibility they are unable or unwilling to accept.

4.1 Procedure

- (1) Table 1, attached, specifies the type of instrument procedure, the associated minima and application (public or restricted use) authorized for any combination of navigation aid (NAVAID capability versus the landing surface and applicable aerodrome design requirements) and approach system.
- (2) The procedure that a non-certified aerodrome operator is to follow in order to support a public IAP, or a restricted IAP with minima lower than 500 ft is outlined in this section.
 - (a) The aerodrome operator is responsible to ensure an assessment of the "Aerodrome Physical Characteristics" is conducted and to maintain the aerodrome in the attested, or improved, condition. It is expected that a qualified person will conduct the assessment of the actual physical aerodrome characteristics. A qualified person in respect of this assessment, is a person who, because of his knowledge, training and experience, is qualified to perform this assessment.
 - (b) The aerodrome operator must ensure an assessment is conducted for each runway end for which an IAP is published. The assessment is based on the minimum requirements for the Aircraft Approach Speed category specified in Table 2, "Aerodrome Physical Characteristics", attached. Figure 1 is provided to illustrate the obstacle limitation surface terminology used in Table 2.
 - (c) Should the actual aerodrome physical characteristics be compatible with more than one type of runway (non-precision and non-instrument), the Aerodrome Operator Attestation (Section C) should be reflecting this. For example, where the obstacle environment is compatible for a non-precision runway categories (CAT) A and B, the same runway could also be compatible for non-instrument CAT A, B, C & D. If values are verified and entered in the attestation for both types of runway, the IAP could provide non-precision minima's for CAT A & B and non-instrument minima's for CAT C & D (500' AGL or higher).

Procedure to be followed in order to support an IAP at a non-certified aerodrome

- (d) The aerodrome operator is responsible for gathering all the required information to complete the Aerodrome Operator Attestation (Appendix A), and providing a signed copy of the attestation form along with the assessment results, to the IP sponsor. This information and the attestation provides the IP designer with the documentation to confirm compliance with the requirements set out in paragraph 120(a) of TP 308.

5.0 INFORMATION MANAGEMENT

- (1) Not applicable.

6.0 DOCUMENT HISTORY

- (1) Advisory Circular (AC) 301-001 Issue 01, RDIMS 4014811 (E), 4172160 (F), dated 2008-10-01 – Procedure to be followed in order to support an IAP at a non-certified aerodrome.

7.0 CONTACT OFFICE

For more information, please contact the appropriate Transport Canada Civil Aviation Regional Office - Aerodromes at the following address:

<http://www.tc.gc.ca/eng/regions.htm>

Suggestions for amendment to this document are invited, and should be submitted via:

TC.FlightStandards-Normsvol.TC@tc.gc.ca

Original signed by

Robert Sincennes
Director, Standards
Civil Aviation

Procedure to be followed in order to support an IAP at a non-certified aerodrome

APPENDIX A – AERODROME OPERATOR ATTESTATION

SECTION A

Attestation type – Check appropriate box

INITIAL

UPDATED

Note: Sections A, B and C must be fully completed for proper processing.

SECTION B

I attest that the information, specified in Section C below, on Aerodrome Physical Characteristics provided for _____ is accurate,

(Name of aerodrome)

and I further agree to maintain the physical characteristics of the aerodrome in the same, or improved, condition as they were on the date of the signing of this document. Failing this, I agree to immediately inform NAV CANADA of any change or modification of the aerodrome characteristics in order that an assessment of the continuing validity of these procedures be made.

Print name of aerodrome operator)

Signature of Aerodrome Operator

Date

Procedure to be followed in order to support an IAP at a non-certified aerodrome

SECTION C				
ACTUAL AERODROME PHYSICAL CHARACTERISTICS				
Runway end ID :	Threshold Elevation (feet)	RWY Orientation (degrees)	Threshold Coordinates (1/100th sec)	
_____	_____	_____ (M or T)	_____	
Type of Runway	Non-Instrument runway		Non-Precision Runway	
AIRCRAFT APPROACH SPEED CATEGORY	CAT A, B, C & D	CAT A, B (only)	CAT A, B, C & D	CAT A, B (only)
CHARACTERISTICS				
Runway Strip Specifications:				
Strip width (each side of centreline)	_____ m (ft)	_____ m (ft)	_____ m (ft)	_____ m (ft)
Strip length (Prior to threshold)	_____ m (ft)	_____ m (ft)	_____ m (ft)	_____ m (ft)
Approach Surface Specifications:				
Length of inner edge	_____ m (ft)	_____ m (ft)	_____ m (ft)	_____ m (ft)
Distance from threshold	_____ m (ft)	_____ m (ft)	_____ m (ft)	_____ m (ft)
Divergence (minimum each side)	_____ %	_____ %	_____ %	_____ %
Length (minimum)	_____ m (ft)	_____ m (ft)	_____ m (ft)	_____ m (ft)
Slope(maximum)	_____ %	_____ %	_____ %	_____ %
Slope offset (where applicable)	_____ degrees _____ (N, S, E, W)			
<ul style="list-style-type: none"> • Offset degrees and orientation relative to extended runway centreline • Length of straight segment 	_____ m (ft)			
Transition Surface Specifications				
Slope (maximum)	_____ %	_____ %	_____ %	_____ %
Lower segment	_____ %	_____ %	_____ %	_____ %
Upper segment(where required)	_____ %	_____ %	_____ %	_____ %
Notes:				
(1) The values entered in this section have to meet or exceed the minimum requirements of TABLE 2 , and TABLE 3 where applicable				
(2) A form is required for each runway end served by an instrument approach procedure.				
(3) For slope offset, the visual procedures must be annotated on the IAP chart.				

Procedure to be followed in order to support an IAP at a non-certified aerodrome

TABLE 1 - INSTRUMENT PROCEDURE AND MINIMA AUTHORIZED VERSUS AERODROME OPERATOR ATTESTATION

Non-Certified Aerodrome		TP 308		
NAVAID / Approach System Capability	Type of Runway	Type of Procedure	Minima Authorized	Application
Precision	Non-Precision	PA, NPA or APV	DH, MDA or DA not lower than 250 feet HAA/HAT	Public or Restricted
Precision	Non-Instrument	PA, NPA or APV	DH, MDA or DA not lower than 500 feet HAA/HAT	Public or Restricted
Non-Precision/ APV	Non-Precision	NPA or APV	MDA or DA not lower than 250 feet HAA/HAT	Public or Restricted
Non-Precision/ APV	Non-Instrument	NPA or APV	MDA or DA not lower than 500 feet HAA/HAT	Public or Restricted

APV: Approach Procedure with Vertical Guidance

DA: Decision Altitude

DH: Decision Height

HAA: Height Above Aerodrome

HAT: Height Above Touchdown Zone Elevation

MDA: Minimum Descent Altitude

NPA: Non-precision Approach

PA: Precision Approach

Level of precision of the information provided:

- Threshold elevation: elevation shall be given to the nearest foot.
- Threshold coordinates: the geographic coordinates of the runway threshold shall be given to the nearest 1/100th of a second.
- Runway Orientation: bearings shall be given to the nearest degree.

Procedure to be followed in order to support an IAP at a non-certified aerodrome

TABLE 2 - AERODROME PHYSICAL CHARACTERISTICS				
Minimum Requirements				
	TYPE OF RUNWAY			
	Non-Instrument Runway		Non-Precision Runway	
AIRCRAFT APPROACH SPEED	CAT A & B ONLY	CAT A, B, C & D	CAT A & B ONLY	CAT A, B, C & D
CHARACTERISTICS				
Runway Strip specifications				
Strip width (each side of centre line)	40 m (131.5 ft)	75 m (246 ft)	75 m (246 ft)	122 m (400 ft)
Strip length (Prior to threshold and beyond departure end)	60 m (197 ft)	60 m (197 ft)	60 m (197 ft)	61 m (200 ft)
Approach surface specifications				
Length of the inner edge	80 m (262.5 ft)	150 m (492 ft)	150 m (492 ft)	244 m (800 ft)
Distance from threshold	60 m (197 ft)	60 m (197 ft)	60 m (197 ft)	61 m (200 ft)
Divergence (minimum each side)	10%	10%	10%	15%
Length (minimum)	2500 m (8202 ft)	3000 m (9843 ft)	2500 m (8202 ft)	5000 m (16405 ft)
Slope (maximum)	4% (1:25)	2.5%(1:40) to 720 m thereafter 2.9%(1:34) to 3000 m	3.33% (1:30)	2.5%(1:40) to 720 m thereafter 2.9%(1:34) to 5000 m
NOTE: Some aerodromes may require an offset in the approach surface to clear obstacles. Where applicable, the criteria in Table 3 and associated notes is to be utilized in addition to the above.				
Transition Surfaces Specifications				
Slope	20.0%(1:5) to 45 m above origin	14.3%(1:7) to 45 m above origin	25.0% to 23 m above origin thereafter 14.3%(1:7) to 45 m	25.0% to 23 m above origin, thereafter 14.3%(1:7) to 45 m

Procedure to be followed in order to support an IAP at a non-certified aerodrome

TABLE 2 DEFINITIONS:

AIRCRAFT APPROACH SPEED CATEGORY. A grouping of aircraft based on a reference landing speed (V_{REF}), if specified, or if V_{REF} is not specified, 1.3 times stall speed (V_{SO}) at the maximum certificated landing weight. V_{REF} , V_{SO} , and the maximum certificated landing weight are those values as established for the aircraft by the certification authority of the country of registry.

- 1) Category A: Speed less than 91 kt.
- 2) Category B: Speed 91 kt or more but less than 121 kt.
- 3) Category C: Speed 121 kt or more but less than 141 kt.
- 4) Category D: Speed 141 kt or more but less than 166 kt.

Note: FAA Airport Design Advisory Circular (AC) 150/5300-13A contains a partial aircraft listing of aircraft approach speeds. Further information may be obtained from the aircraft manufacturer.

OBSTACLE LIMITATION SURFACE (OLS). A surface that establishes the limit to which objects may project into airspace associated with an aerodrome so that aircraft operations at the aerodrome may be conducted safely. Obstacle limitation surfaces consist of the following:

(1) **Approach Surface.** An incline plane preceding the threshold of a runway. The origin of the plane comprises:

- 1) An inner edge of specified length (strip width), perpendicular to and evenly divided on each side of the extended centre line of the runway, and beginning at the end of the runway strip; and
- 2) Two sides originating at the ends of the inner edge, diverging uniformly at a specified rate in the direction of an approaching aircraft.

The elevation of the inner edge is equal to the elevation of the threshold.

(2) **Transitional Surface.** A complex surface sloping up at a specified rate from the side of the runway strip and from part of the approach surface.

The elevation of any point on the lower edge of the surface is:

- (a) Along the side of the approach surface, equal to the elevation of the approach surface at that point;
- (b) Along the runway strip, equal to the elevation of the centreline of the runway, perpendicular to that point; and

The elevation of any point of the upper edge is located at 45m above;

- (a) the point of origin of the lower edge for non-precision runways, or
- (b) the aerodrome elevation for non-instrument runways .

(3) **Runway Strip.** A defined area, which includes the runway and stopway where provided, intended to protect aircraft flying over it during take-off and landing operations. The elevation of the runway strip at any point is equal to the elevation of the centreline, or edge if higher, of the runway, perpendicular to that point.

Procedure to be followed in order to support an IAP at a non-certified aerodrome

TABLE 3 – OFFSET APPROACH SURFACE (NON-INSTRUMENT RUNWAYS)	
Straight segment for Offset Approach Surfaces	
Intercept angle (degrees)	Minimum length
< 5	0 m (0 ft)
5 < 10	458 m (1503 ft)
10 < 20	915 m (3002 ft)
20 < 30	1372 m (4502 ft)

NOTES:

(1) An approach surface offset from the extended runway centreline may be established for non-instrument runways provided that;

- (a) there are geographical points and/or other visual aids available to reference the offset approach;
- (b) the visual manoeuvring procedures relating to the offset approach are published;
- (c) the divergence on the affected side of the approach surface is increased in the same direction and number of degrees as the off-set from the extended runway centreline;
- (d) a final straight-in segment is established in accordance to the criteria above; and
- (e) obstacle(s) in the area opposite to the offset, (identified as area "D") in Figure 2, are assessed using the same slope as the approach surface, for the identification of obstacles that may require marking, lighting and publication.

(2) See Figure 2 for depiction of an offset approach surface.

Procedure to be followed in order to support an IAP at a non-certified aerodrome

FIGURE 1 – OVERVIEW OF OBSTACLE LIMITATION SURFACES

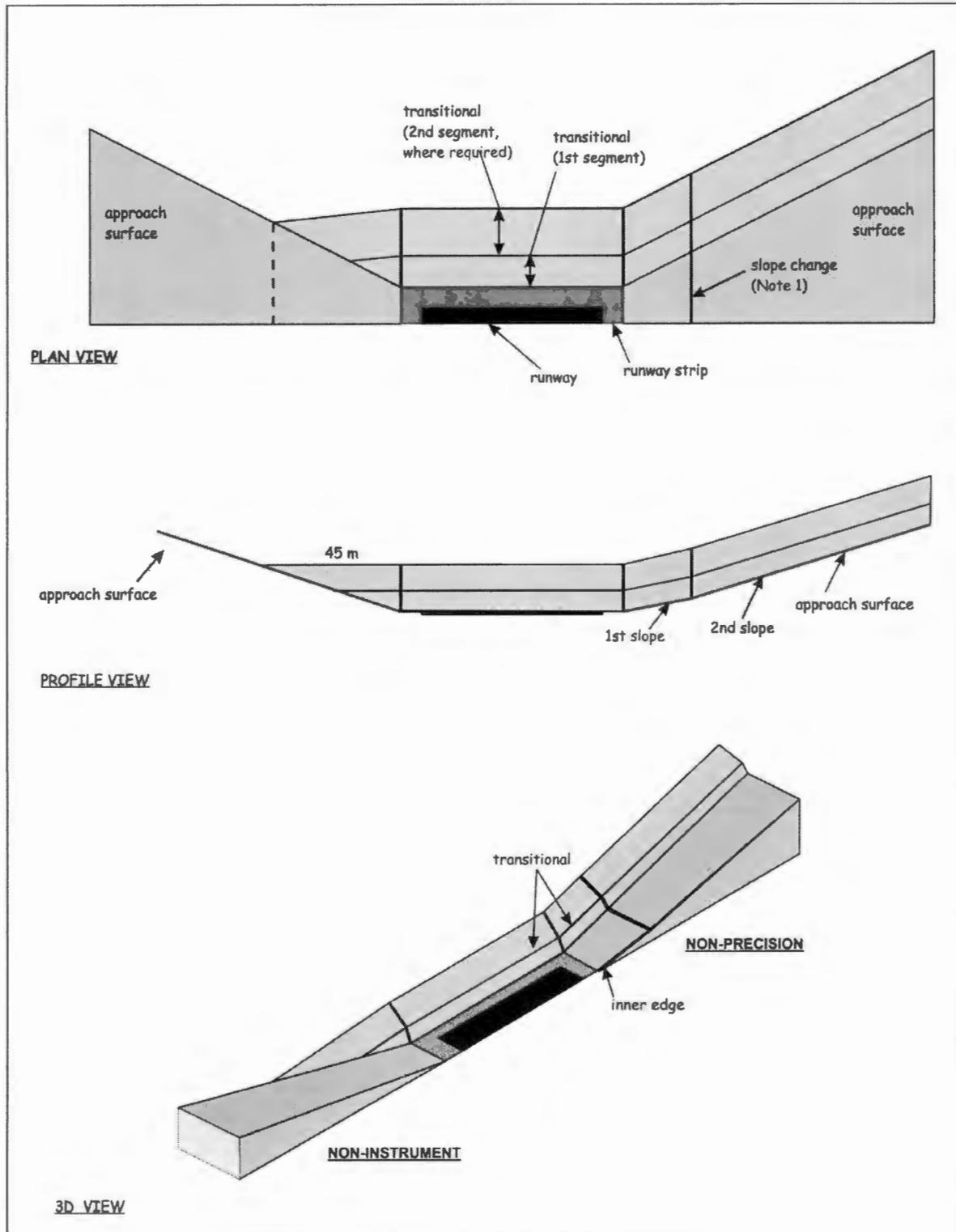
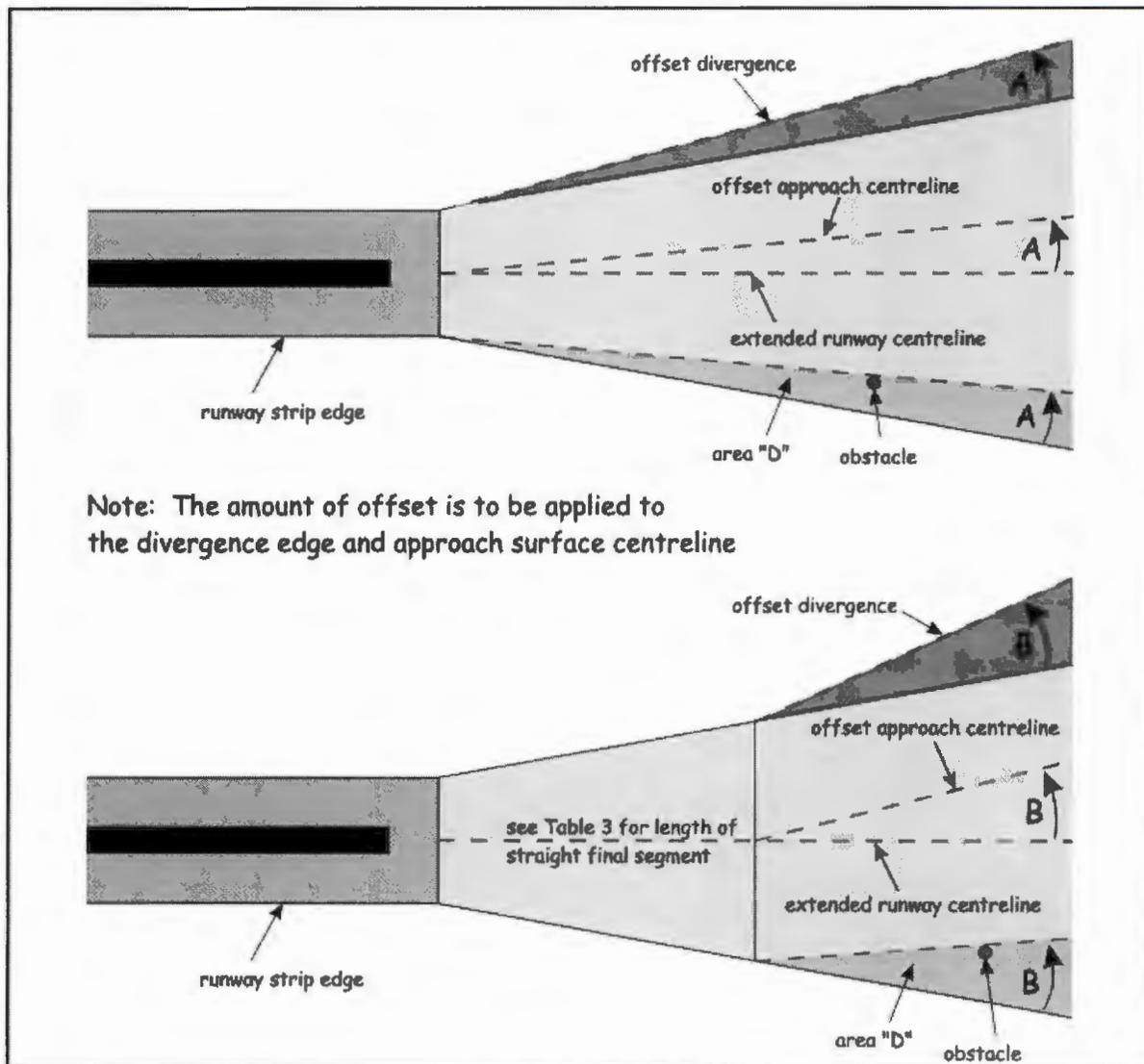
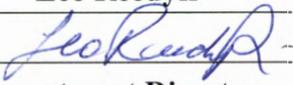
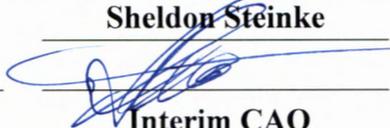


FIGURE 2 – OFFSET APPROACH SURFACE (NON-INSTRUMENT RUNWAYS)



Recommendation to Council

TITLE: CASTLE AREA REGIONAL WATER SUPPLY - CONTRACT 1 PIPELINE TENDER		
PREPARED BY: Leo Reedyk		DATE: December 6, 2018
DEPARTMENT: Public Works		
		ATTACHMENTS:
Department Supervisor	Date	<ol style="list-style-type: none"> 1. MPE Letter of Recommendation 2. Province letter of support
APPROVALS:		
Leo Reedyk	December 6, 2018	Sheldon Steinke
		
Department Director	Date	Interim CAO
		Date

RECOMMENDATION:
That Council direct Administration to prepare contract documents for the Castle Area Regional Water Supply – Contract 1 Pipeline project for the Reeve and Chief Administrative Officer to sign.

BACKGROUND:
 On November 8, 2018, tenders closed for the Castle Area Regional Water Supply – Contract 1 pipeline project. Three tenders were received.

 MPE Engineering has reviewed the tenders and have made a recommendation to award the contract to L.W. Dennis Contracting Ltd for a contract sum of \$8,291,745.00.

 The Province supplied a letter of support for the project after the tender price was reviewed.

FINANCIAL IMPLICATIONS:
 The project is fully funded by the Province of Alberta and there is no known impact to the budget.

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



M.D. Of Pincher Creek
1037 Herron Avenue
Pincher Creek, AB T0K 1W0

November 28, 2018
File: N:\1770-016-00.L05

Attention: Leo Reedyk, Director of Operations

Dear Mr. Reedyk:

**Re: Castle Area Regional Water Supply – Contract 1 Pipeline
Tender Results and Recommendation**

On November 8, 2018 at 2:00 p.m. local time, a total of three (3) Tenders were submitted and opened at the M.D. Office in Pincher Creek for the above noted project. We have reviewed the tender submissions and checked for arithmetic errors. The following summarizes the corrected tenders received from lowest to highest.

<u>Tenders</u>	<u>Tender Amount</u>
1. L.W Dennis Contracting Ltd.	\$8,291,745.00
2. Kelsey Pipelines Ltd.	\$10,605,931.88
3. TA Excavating Ltd.	\$19,095,326.25

The tender amount includes a 10% extra work allowance and 5% GST.

L.W. Dennis Contracting Ltd. has provided the proper bid bond, surety and safety qualifications and has completed many similar projects of this nature. Based upon the above, it is our recommendation that the work be awarded to the low bidder, L.W. Dennis Contracting Ltd. for the tender amount of \$8,291,745.00.

Upon notice from the M.D. of Pincher Creek and confirmation of funding, MPE will prepare the necessary Contract Documents for execution by both parties.

If you have any questions or require additional information, please contact the undersigned at (403) 317-3658.

Yours truly,

MPE ENGINEERING LTD.



Gavin Nummi, P. Eng.
Project Engineer
:gn

cc: Sheldon Steinke, CAO
Keith Schenher, Alberta Transportation
Jody Petrone, MPE Engineering



ALBERTA
TRANSPORTATION

*Office of the Minister
Government House Leader
MLA, Edmonton - Highlands - Norwood*

November 23, 2018

AR74302

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

Dear Reeve Stevick:

The Government of Alberta is pleased to advise that grant funding will be provided for the construction of the waterline from Beaver Mines to Castle Mountain Resort through Castle Provincial Park.

The government previously committed to the construction of the waterline from Beaver Mines to Castle Mountain Resort. The Municipal District of Pincher Creek will receive grant funding of 100 per cent of the estimated eligible costs, or up to \$11.3 million for this project. Department staff will contact your administration in the near future to make arrangements for grant payments.

Our government is committed to investing in Alberta provincial parks and resilient rural communities. Investments like this one help support local economies and sustain jobs.

Sincerely,



Brian Mason
Minister

Beaver Mines Water and Wastewater Project Briefing

December 4, 2018 updates in Bold

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

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

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

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

Beaver Mines Water and Wastewater Project Briefing

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

Beaver Mines Water and Wastewater Project Briefing

- j. Packages are being developed to provide information to residents on the project including: applications, residential parcel information, utility bylaws, possible costs, etc.
 - k. Minor edits are being made to the design documents based on information provided by the Beaver Mines Community Association Advisory Group.
- 3) The wastewater treatment system component of the project includes a force main to the wastewater treatment system from the Hamlet.
- a. The Municipal District is awaiting word in the spring of 2017 on a grant application for this component of the project. On May 29, 2017 the Province announced the AMWWP grant funded projects, no grant was received for this project in 2017.
 - b. Land negotiations for an easement for a wastewater force main are ongoing.
 - c. Council has commissioned MPE Engineering to do a detailed design of this component of the project.
 - d. Council has requested additional information on the Mill Creek site access.
 - e. Meetings with area residents were held to discuss preliminary details of the project and to listen to their concerns.
 - f. A meeting to discuss access to the Mill Creek site was held with the local landowner and MPE engineering. Options on access have been developed and are awaiting review and comment.
 - g. A Historical Resources Assessment of the site will be initiated in October 2017. An informal walkabout with local landowners and Arrow Archaeology Ltd. occurred on the proposed site on Saturday October 21, 2017.
 - h. Boreholes and test pits to accommodate Historical Resource Impact Assessment and Geotechnical investigation are completed. Awaiting reports before determining next steps.
 - i. Following the determination that the Mill Creek site was not a viable site for a wastewater lagoon, Council directed MPE Engineering to look at other sites and options, as well as enter into communications with the Town of Pincher Creek to determine if using their lagoon at Pincher Station is a viable option.
 - j. Meetings with the Town of Pincher Creek were held to look at the viability of using the Town's lagoon system.
 - k. A request for proposals is being developed to look for alternate sites for a wastewater treatment system.
 - l. The request for proposals for land closed on May 10, 2018. No responses were received.
 - m. Additional letters have been sent to landowners whose land met criteria for further investigation. Two landowners responded to letters indicating they are not interested in selling land for a waste water treatment system.
 - n. Two parcels of land are being investigated to determine if they are viable for a wastewater treatment option.
 - o. **Council reviewed options on types of wastewater treatment systems and land locations at their November 13, 2018 meeting and chose to go with a lagoon system. Negotiations with land owners is ongoing**

Beaver Mines Water and Wastewater Project Briefing

- 4) The Castle Servicing component of the project integrates the Castle requirements into the Beaver Mines Servicing and Beaver Mines Water Distribution components of the project. As well the pipeline from Beaver Mines to the Castle Parks and Castle Mountain Resort.
 - a. A meeting was held with Alberta Environment and Parks, Alberta Tourism, Alberta Transportation, MPE Engineering and the MD to discuss some of the technical issues associated with supplying water to Castle Parks and Castle Mountain Resort. A meeting with Castle Mountain Resort staff identified historical use and provided insight into the long term development requirements for water, excluding water for making snow. Note: The water line to the Castle Mountain Resort is not intended to supply water for snow making. The final report of the Castle Area Servicing Study was provided on August 4, 2017.
 - b. MPE was commissioned to do the detailed design of the Castle Servicing project.
 - c. On November 1, 2017, the pipeline route to Castle Mountain Resort was toured to determine the best route and any impediments to the project.
 - d. Castle Mountain Staff provided a tour of their facilities to familiarize MPE Engineering with their equipment as the pipeline termination will need to be coordinated.
 - e. On November 22, 2017 a meeting with Alberta Transportation, Alberta Environment and Parks, MPE Engineering and Municipal District staff identified project requirements for dispositions, regulatory reporting, routing, plan review and probable timelines.
 - f. Detailed design of the project is underway and requirements for environmental assessments are being identified to allow for spring and summer assessment work.
 - g. Land negotiations are ongoing.
 - h. A request for prequalification of pipeline contractors has been initiated and will close on September 27, 2018. The tender documents will be provided to contractors who prequalify.
 - i. Tenders for the Castle Pipeline contract closed on November 8, 2018.

Director of Operations Report December 5, 2018

Operations Activity Includes:

- November 27, Council Meetings;
- November 28, Beaver Mines Mechanical Contract meeting;
- November 29, Highway 3 open house;
- November 29, Agricultural Service Board meeting;
- November 30, Municipality Christmas party;
- December 3, Council Budget meeting;
- December 5, Public Works Safety meeting.

Agricultural and Environmental Services Activity Includes:

- November 26, Content Creation and Management Seminar;
- November 27, Inventory, Purchasing and Budget Prep;
- November 29, Agricultural Service Board meeting;
- December 3-7 In Service Training - Calgary.

Public Works Activity Includes:

- Temporary snow fence install completed;
- Last minute mowing around Pincher Station and the Water Treatment Plant completed;
- Chainsaw training completed for 4 operators;
- Permanent snow fence repair;
- Sign install and repair;
- Plow snow as required;
- Airport light repair;
- Survey gravel piles for year end.

Upcoming:

- December 11, Council meetings;
- December 12, Joint Worksite Health and Safety meeting;
- December 13, Council Budget meeting;
- December 22-January 1, Holiday Break
- January 3, Agricultural Service Board meeting.

Project Update:

- Capital Projects
 - Beaver Mines Water Supply, Pipeline – Pipe cleaning and commissioning is ongoing. The Castle River Crossing casing is installed. Mechanical Contractor's work is substantially complete and commissioning is ongoing;
 - Beaver Mines Water Distribution and Waste Water Collection, detailed design and land negotiation ongoing and resident packages are being compiled;

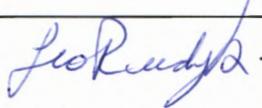
- Beaver Mines Wastewater Treatment, Lagoon site investigation ongoing;
- Castle Servicing, Tender closed November 8, 2018.

Call Logs – attached.

Recommendation:

That the Operations report for the period November 22, 2018 to December 5, 2018 and the call logs be received as information.

Prepared by: Leo Reedyk



Date: December 5, 2018

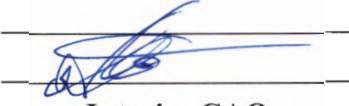
Reviewed by: Sheldon Steinke, Interim CAO

Date:

Submitted to: Council

Date: December 11, 2018

Recommendation to Council

TITLE: LAND USE BYLAW AMENDMENT, BYLAW No. 1295-18 (URBAN FRINGE – HAMLET OF BEAVER MINES)			
PREPARED BY: Roland Milligan		DATE: December 5, 2018	
DEPARTMENT: Development and Community Services			
Department Supervisor	Date	ATTACHMENTS: 1. Bylaw 1295-18, with Schedule A 2. Planner's Memo – 2018-06-04 3. Urban Fringe Land Use District Information	
APPROVALS:			
 Roland Milligan	 Date	 Interim CAO	 Date
Department Director	Date	Interim CAO	Date

RECOMMENDATION:

That Council give first reading to Bylaw No. 1295-18, being the bylaw to amend Land Use Bylaw 1289-18, by establishing an Urban Fringe Land Use Designation for the Hamlet of Beaver Mines;

And that a Public Hearing date be set.

BACKGROUND:

During a recent Planning Session, the establishment of an Urban Fringe Land Use District for the Hamlet of Beaver Mines was discussed.

This discussion arose as a result of planning and development pressures being placed on the Hamlet of Beaver Mines due to the water and sewer service currently being constructed.

Planning Advisor Gavin Scott presented a memorandum to Council at the June 12, 2018 Council meeting (*Attachment No. 2*), in response to a request to place a moratorium on subdivision within the hamlet.

Mr. Scott advised that Council place an urban fringe zone around the hamlet as a first step. The UF land use district attempts to address the issue of hamlet growth. Due to the uniqueness of all the MD's hamlets, there may be further policy development required in the upcoming MDP review to address the particular issues for the separate hamlets.

This Land Use Designation would assist with future planning for the growth of the Hamlet.

FINANCIAL IMPLICATIONS:

None at this time.

**MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
BYLAW NO. 1295-18**

Being a bylaw of the Municipal District of Pincher Creek No. 9 in the Province of Alberta, to amend Bylaw No. 1289-18, being the Land Use Bylaw.

WHEREAS Section 639 of the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26, as amended, provides that a municipality must pass a Land Use Bylaw; and

WHEREAS the Municipal District of Pincher Creek No. 9 has decided to amend the land use designation of lands legally described as:

All of Section 10 and South ½ Section 15 including Lot 1 Plan 9010037 within Township 6 Range 2 West of the 5th Meridian excepting all roads, portions within the boundary for the Hamlet of Beaver Mines and Lot 1 Block 8 Plan 1210773

And as shown on Schedule ‘A’ attached hereto, from “Agriculture - A” to “Urban Fringe - UF”; and

WHEREAS the purpose of the proposed amendment is to establish an urban fringe around the Hamlet of Beaver Mines;

NOW THEREFORE, under the authority and subject to the provisions of the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26, as amended, the Council of the Municipal District of Pincher Creek No. 9, in the Province of Alberta, duly assembled does hereby enact the following:

1. This bylaw shall be cited as “Land Use Bylaw Amendment No. 1295-18”.
2. Amendments to Land Use Bylaw No. 1289-18 as per “Schedule A” attached.
3. This bylaw shall come into force and effect upon third and final passing thereof.

READ a first time this _____ day of _____, 2018.

A PUBLIC HEARING was held this _____ day of _____, 2019.

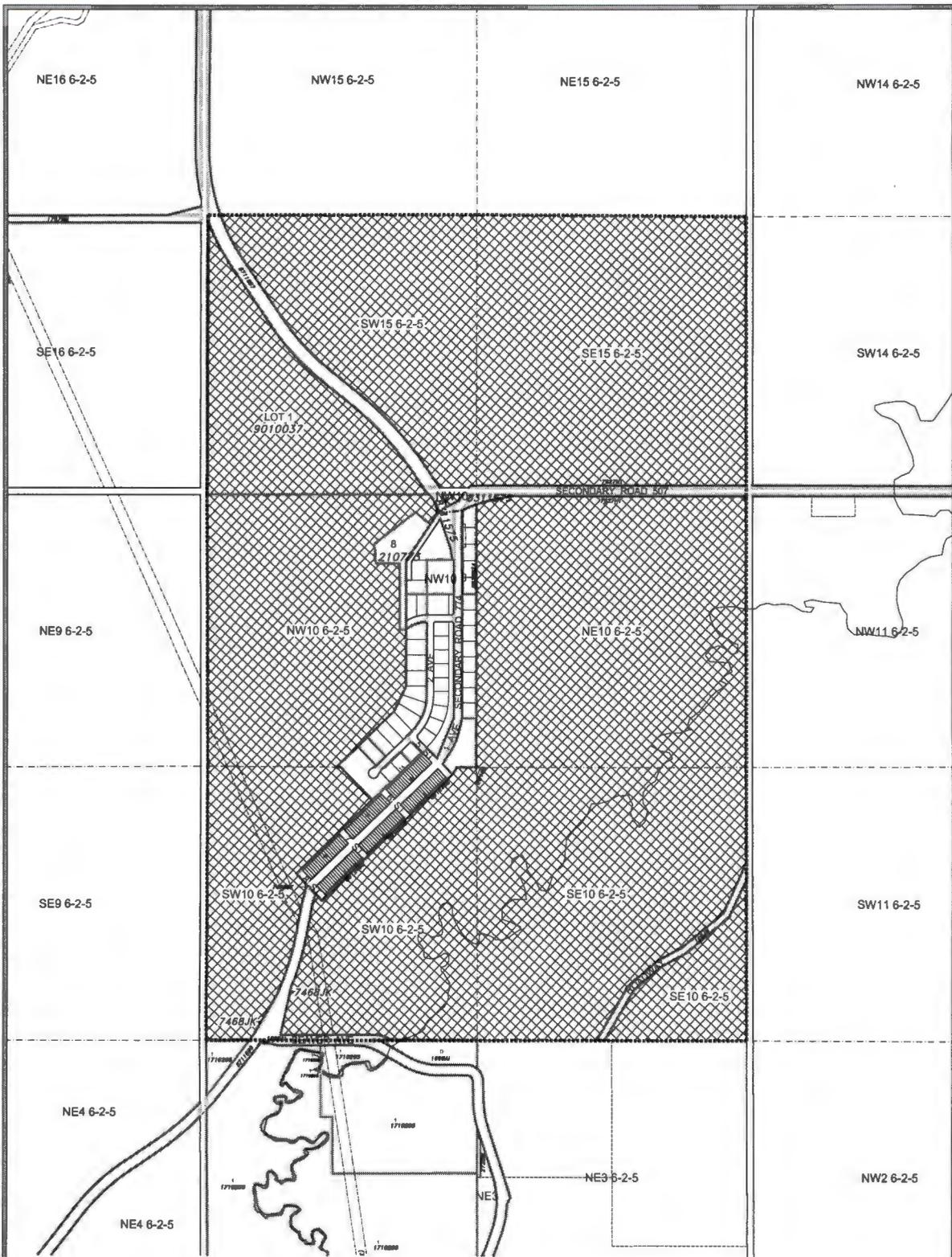
READ a second time this _____ day of _____, 2019.

READ a third time and finally PASSED this _____ day of _____, 2019.

Reeve

Chief Administrative Officer

Attachment
- “Schedule A”



**LAND USE DISTRICT REDESIGNATION
SCHEDULE 'A'**

 FROM: AGRICULTURE - A
TO: URBAN FRINGE - UF

ALL OF SECTION 10 AND SOUTH 1/2 OF SECTION 15 INCLUDING LOT 1
PLAN 9010037 WITHIN TOWNSHIP 6 RANGE 2 WEST OF THE 5TH MERIDIAN
EXCEPTING ALL ROADS, PORTIONS WITHIN THE BOUNDARY FOR THE
HAMLET OF BEAVER MINES AND LOT 1 BLOCK 8 PLAN 1210773

MUNICIPALITY: MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
DATE: DECEMBER 3, 2018

Bylaw #: 1295-18
Date: _____





Memorandum

To: MD of Pincher Creek Council
From: Gavin Scott, Senior Planner
Date: June 4, 2018
Re: Response to Beaver Mines Moratorium on subdivision

Internal to the boundary of Beaver Mines

Beaver Mines subdivision has had a long history of concern from Alberta Health Services and Alberta Environment. With each subdivision and subsequent development on septic system, the concerns were such that a limitation on Beaver Mines growth was imposed on its current boundary. This is entrenched in the Municipal Development Plan as policy H.5.

The municipal development plan does not speak to the means by which the municipality transitions from private septic to municipal services. In its silence on the issue, council may direct a course of action by means of amendment to the current planning instruments.

If council chooses not to amend its documents, the subdivision authority still has the power to make decisions based on sound planning conditions and reasons. If an application for subdivision was proposed on private septic, the subdivision authority could deny the application for the reason that municipal servicing is pending construction. This decision however can be appealed and the appeal board has the power to reverse the subdivision authorities' decision.

The same would go for an application that proposes to be on municipal services. As the services are not installed the subdivision authority could chose to deny the application pending the installation or approve the subdivision on the condition (development agreement) that the proposal not be developed until services are installed. Again, the appeal board has the power to reinterpret this decision and chose its own direction.

External to the boundary of Beaver Mines

These lands are zoned Agriculture. Unlike the Town of Pincher Creek, Hamlet of Pincher Station and Hamlet of Lundbreck, the Hamlet of Beaver Mines has no urban fringe and therefore subdivision is based on Agriculture subdivision policies of the Municipal Development Plan.

During the McRae subdivision south of Beaver Mines there was objection from citizens of Beaver Mines who believed this subdivision was related to the Hamlet. And in many ways it is except for its land use district designation. An urban fringe around Beaver Mines could remove the agriculturally driven subdivision policies and put a different slant on subdivision in Beaver Mines' fringe. This would be helpful in relation to a Beaver Mines Hamlet Study. Until the Study is completed fragmentation of land is a threat to the urban style growth that may be desired outside the existing hamlet boundary.

Attachment No. 2

3105 - 16th Avenue North
Lethbridge, Alberta T1H 5E8

Phone: (403) 329-1344
Toll-Free: 1-844-279-8760
E-mail: admin@orrsc.com
Website: www.orrsc.com



Next Steps: Recommendation

I would like to see a council resolution directing staff to take steps to amend the planning documents regarding Beaver Mines pending servicing. The intent is that this would end the ability to do septic system subdivisions within its current boundary.

Further, any proposed subdivisions for serviced lots should be processed, but not registered until the servicing is completed. This would be done by holding back on signing the development agreement until the services were installed. Each proposed subdivision should be reviewed against the service engineering to ensure design capacity of the system is not exceeded.

This is a first in time first in right approach to bringing more lots on line and is a sound legal position for decision making. It allows the MD to do the service stubs to those that are pending rather than adding service connections immediately after the project is completed. The goal here is to work towards the systems projected build out by identifying the lots early and allow for the engineers to plan the system expansion now rather than after the fact.

Further, I would also like to see a redesignation process for urban fringe zoning around Beaver Mines. This is generally done as a one quarter section depth surrounding the hamlet boundary. With supporting policy restricting subdivision in the fringe, this will provide time to complete the Hamlet Study.

URBAN FRINGE – UF

1. INTENT

The intent of the Urban Fringe - UF district is to:

- (a) continue extensive agricultural use of lands surrounding urban municipalities and designated hamlets until the lands are needed for urban expansion; and
- (b) discourage the development and the fragmentation of land which may compromise the logical, orderly and economic expansion of urban boundaries; and
- (c) discourage uses and development which would conflict with those in the adjoining urban community; and
- (d) provide coordinated and mutually satisfactory management of land uses in consultation with the adjoining urban municipality;
- (e) implement the Intermunicipal Development Plan surrounding the Town of Pincher Creek.

2. USES

2.1 Permitted Uses

Accessory buildings (see Section 36)
Accessory structures (see Section 37 and Section 15.1(l))
Accessory use
Extensive agriculture (see Section 15.1(b))
Farm building and structures (see Section 15.1(a))
Manufactured homes, singlewide and doublewide (see Section 54)
Single-detached residence
Solar energy system, household (see Section 15.1(r))

2.2 Discretionary Uses

Animal care major and minor
Bed and breakfast facility (see Sections 47.13 - 47.16)
Cemetery
Existing commercial / Private recreation
Outdoor storage
Garden suite (see Section 49)
Home occupation (see Section 47)
Intensive horticultural operation
Moved-in accessory building (see Section 54.6 - 54.9)
Moved-in residential building (see Section 54.6 - 54.9)
Public and institutional uses
Public park or recreation
Public utility
Secondary suite
Shipping containers (see Section 58)
Sign (see Section 51)
Solar energy system, household - greater than 150 kW (see Section 59)
Topsoil stripping
Wastewater treatment plant
Wind Energy Conversion System - Category 1 (see Section 57)



2.3 Prohibited Uses

Grouped country residential

3. MANDATORY REFERRAL – Adjoining Urban Municipality

Except where a development permit is not required or a permitted use, the Development Officer or the MPC shall:

- (a) refer all development applications in this district to the adjoining urban municipality;
- (b) in the case of an application made in the Town of Pincher Creek Urban Fringe, the application may also be forwarded to the Intermunicipal Development Plan Committee for comment.

4. MINIMUM SETBACK REQUIREMENTS

Front yard setback

(frontage on public roadway): 30 m (98.4 ft.)

Side yard setback: 7.5 m (24.6 ft.)

Rear yard setback: 7.5 m (24.6 ft.)

Provincial highways: Minimum distance as set by Alberta Transportation and may be increased by MPC where warranted

Railways

(application: dwelling or sleeping units): 40 m (131 ft.) or less if mitigated by sound attenuation and not considered an unsafe location

See Section 57 for setbacks pertaining to WECS.

Note: Setbacks can be varied by the MPC if they meet the generally accepted rules of variances as outlined in Section 18.20.

5. ENVIRONMENTAL SETBACKS AND SEPARATION DISTANCES

See Sections 35, 44 and 45.

6. MINIMUM LOT SIZE

All residences: 1.2 ha (3 acres)

Other uses: 1.2 ha (3 acres)

7. MAXIMUM BUILDING HEIGHT

The Development Authority may limit the height of a principal building, accessory building or accessory structure where the Development Authority considers it reasonable and appropriate.

8. OFF-STREET PARKING AND LOADING REQUIREMENTS

See Section 56, Off-Street Parking and Loading Requirements.



Recommendation to Council



TITLE: Statement of Cash Position

PREPARED BY: Brendan Schlossberger

DATE: December 6, 2018

DEPARTMENT: Finance

Sheldon Steinke

Interim CAO

December 6, 2018

ATTACHMENTS:

1. Statement of Cash Position

APPROVALS:

S. Steinke

Brendan Schlossberger *Dec 6, 2018*
 Accounting Clerk III Date

[Signature] *2018 Dec 07*
 Interim CAO Date

RECOMMENDATION:

That Council receive the Statement of Cash Position, for the month ending November 2018, as information.

BACKGROUND:

Every month a Statement of Cash Position is provided for Council's review.

FINANCIAL IMPLICATIONS:

None at this time.

M.D. of Pincher Creek No. 9 Statement of Cash Position

Month Ending November 30th, 2018

BANK STATEMENT C.I.B.C.	November	October
General Accounts		
Bank Statement Balance	975,187.28	1,073,549.84
Deposits After Month End	11,151.51	32,777.87
Cash On Hand	600.00	600.00
Outstanding Cheques	(475,528.41)	(840,511.00)
Month End Cash Available	511,410.38	266,416.71

M.D.'S GENERAL LEDGER	November	October
Balance Forward from Previous Month	266,416.71	(901,692.68)
Revenue for the Month:		
Receipts for the Month	691,909.15	1,249,551.26
Interest for the Month	1,857.39	1,179.50
Transferred from Short Term Investments	750,000.00	3,081,981.75
Disbursements for the Month:		
Cheques Written	(852,013.99)	(1,913,650.80)
Payroll Direct Deposits and Withdrawals	(315,304.02)	(299,870.21)
Electronic Withdrawals - Utilities and VISA	(30,856.71)	(43,104.69)
Banking Transaction Fees	(598.15)	(1,241.77)
Transfer to Short Term Investments	0.00	(906,735.65)
M.D.'s General Ledger Balance at Month End	511,410.38	266,416.71

SHORT TERM INVESTMENTS - C.I.B.C.	November	October
General Account Operating Funds	3,041,255.79	3,783,593.12
MSI Capital Grant Advances	5,475,641.24	5,466,078.86
Public Reserve Trust Funds	100,809.87	100,633.82
Tax Forfeiture Land Sales	13,836.98	13,812.82
Recycling Committee	34,577.89	34,517.50
Water Intake Advance	-	-
Water For Life Advance	145,147.94	144,686.32
Federal Gas Tax Fund	163,934.79	163,648.49
8,975,204.50	9,706,970.93	

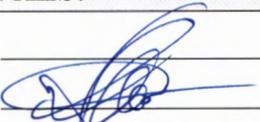
LONG TERM INVESTMENTS	November	October	Annual Rate	Original	Original
Financial Institution	Market Value	Market Value	of Return	Investment	Investment
			2017	Date	Amount
C.I.B.C. Wood Gundy - Bonds	8,716,763.00	8,656,221.00	1.14%	Nov-88	1,255,915.75

COMMENTS

December Items of Note	Amount
Revenue In - Property Taxes	150,000.00
Expense Out - Debentures	(171,000.00)
Expense Out - School Requisitions	(675,000.00)

This Statement Submitted to Council this 11th Day of December 2018.

Recommendation to Council

TITLE: Intermunicipal Library Agreement			
PREPARED BY: Sheldon Steinke		DATE: December 5, 2018	
DEPARTMENT: Administration			
ATTACHMENTS:			
1. Letter from Town of Pincher Creek, dated November 28, 2018			
2. Bylaw 1296-18, with Appendix A			
APPROVALS:			
_____	_____		_____
Department Director	Date	Interim CAO	Date
			<i>2018 Dec 06</i>

RECOMMENDATION:

That Council give first, second and final reading to Bylaw No. 1296-18, authorizing the agreement to establish an Intermunicipal Library Board.

BACKGROUND:

The MD received the attached letter from the Town of Pincher Creek.

A Bylaw has been prepared, with the supporting Appendix A for Council's consideration.

FINANCIAL IMPLICATIONS:

None at this time.

**MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
BYLAW NO. 1296-18**

**A BYLAW OF THE MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9 IN THE
PROVINCE OF ALBERTA, TO ENTER INTO AN AGREEMENT FOR THE
ESTABLISHMENT OF AN INTERMUNICIPAL LIBRARY BOARD**

WHEREAS the *Municipal Government Act*, Chapter M26 and amendments thereto, authorizes the Municipal District of Pincher Creek No. 9 to pass bylaws to enter into agreements, and;

WHEREAS the *Libraries Act*, RSA 2000, Chapter L-11, Part 1.1, authorized Municipal Councils, by bylaw, to enter into agreements respecting the establishment of an intermunicipal board, and;

WHEREAS the Councils for the Town of Pincher Creek, the Municipal District of Pincher Creek No. 9, and the Village of Cowley, have negotiated an agreement for the establishment of an intermunicipal library board;

NOW THEREFORE, Council for the Municipal District of Pincher Creek No. 9, duly assembled, hereto enacts as follows:

1. That the Reeve and Chief Administrative Officer, for the Municipal District of Pincher Creek No. 9 be and are hereby empowered to execute an agreement, with the Town of Pincher Creek and the Village of Cowley, attached hereto as Appendix A, to establish the Pincher Creek and District Public Library Board.
2. That the said agreement, annexed hereto as Appendix A, is hereby incorporated and make part of this Bylaw.
3. This Bylaw comes into force upon third and final reading.

Read a first time this _____ day of _____, 20__.

Read a second time this _____ day of _____, 20__.

Read a third and final time this _____ day of _____, 20__.

REEVE

CHIEF ADMINISTRATIVE OFFICER



TOWN OF PINCHER CREEK

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

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

e-mail: reception@pincherocreek.ca

web page: www.pincherocreek.ca



November 28, 2018

Brian Hammond, Reeve
Municipal District of Pincher Creek
Box 279
Pincher Creek, Alberta
T0K 1W0

Dear Reeve and Council,

Re: Intermunicipal Library Agreement

The 2009 Agreement to Establish an Intermunicipal Library Board between the Town of Pincher Creek, Municipal District of Pincher Creek and the Village of Cowley expired December 31, 2013. A new agreement was drafted in June 2018 and circulated to all parties for review. All parties responded that they were favorable to the proposed changes.

At the November 13, 2018 meeting, Council for the Town of Pincher Creek adopted Bylaw No. 1601-18 which authorizes the Town to enter into an agreement to establish an Intermunicipal Library Board. The revised Agreement to Establish an Intermunicipal Library Board, Schedule A is attached and as well, the Town bylaw for use as a template if you wish.

Please have your Council present a bylaw with the new Schedule A attached. Once it has been approved by your Council, please provide a copy of the bylaw and arrange for signature of the original agreement at the Town Office. Once all has been executed, the Town will file the bylaws and agreement with the Library Branch.

If you have any questions, please contact me at 403-627-4322 or by email at comsrvs@pincherocreek.ca.

Thanking you for your assistance in this regard.

Yours truly,

Diane Burt Stuckey, Director
Community Services
Town of Pincher Creek

Attachment



AGREEMENT TO ESTABLISH AN INTERMUNICIPAL LIBRARY BOARD

Pursuant to section 12 of the Libraries Act

Memorandum of an agreement made this _____ day of _____ A.D. 2018

BETWEEN:

Then Municipal District of the Pincher Creek No. 9
of the first part

and

The Town of Pincher Creek
of the second part

and

The Village of Cowley
of the third part

WHEREAS Section 12 of the Libraries Act (part 1.1) makes provisions whereby such Councils may, with the consent of the Minister, enter into agreements relating to the provision of a library service; and

WHEREAS it is deemed expedient and proper by Councils and Parties concerned, that such an agreement be entered into.

NOW THEREFORE, the parties hereto covenant and agree as follows:

1. That the parties hereto agree to establish and operate jointly an intermunicipal library board to be known as The Pincher Creek & District Public Library Board (hereafter referred to as the Board).
2. That the management and operation of the library shall be delegated to the Board constituted as follows:
 - a) 4 members appointed by the Council of the Town of Pincher Creek of which only 1 appointee may be a member of Council;
 - b) 4 members appointed by the Council of the Municipal District of Pincher Creek No. 9 of which only 1 appointee may be a member of Council;
 - c) 1 member appointed by the Council of the Village of Cowley;

- d) All these appointments shall be for a term of one to three years;
 - e) Appointees may serve a maximum of nine years.
3. That the Board so appointed shall exercise all powers and perform all the duties delegated to an Intermunicipal Library Board under Section 12 of the *Libraries Act*.
 4. That the financing of the Board shall be arranged as follows:
 - a) The Board shall submit the annual budget and estimate of funding for the upcoming year by September 15th of the current year to the Town of Pincher Creek, Municipal District of Pincher Creek No. 9 and Village for their review and approval;
 - b) The Village of Cowley shall contribute \$1300 annually towards the Board's annual approved budget;
 - c) The Town of Pincher Creek and the Municipal District of Pincher Creek No. 9 shall contribute equally to the remaining balance towards the Board's annual approved budget;
 - d) These monies shall be due to the Intermunicipal Library Board.
 5. That an annual financial report shall be conducted in accordance with the *Libraries Act* by a person appointed by the Board and ratified by Councils and when complete, shall be submitted to each Council that is party to this agreement. The person appointed by the Board shall not be a Library employee, nor a Board Trustee, nor a Councilor of a municipality that is party to this agreement. He or she shall be certified as at least a Registered Public Accountant.
 6. That the Board or any party to this agreement may propose amendments to this agreement. Proposed amendments must be agreed to by at least two parties to this agreement. Amendments will be filed with the Minister responsible for libraries.
 7. Using the following system, it is hoped that any dispute between the parties to This agreement can be settled.

- | | |
|---------------|---|
| Step 1 | It is important to avoid any dispute by ensuring the plan is adhered to as adopted. |
| Step 2 | Should any party to this agreement identify an issue that it wishes to dispute, that party should inform the other parties, in writing, the reasons for its dispute. |
| Step 3 | Each party to the agreement will appoint a representative, all of whom will constitute an ad hoc Dispute Committee. |
| Step 4 | The Committee should discuss the issue with the intent to seek a solution by consensus. |
| Step 5 | Should the Committee be unable to arrive at a consensus, then each Committee representative will contact his or her Chief Elected Officer to arrange a joint meeting of the Councils of the municipalities that are parties to this agreement. Councils will then discuss possible solutions. |

- Step 6** Should the Councils be unable to reach a solution, any municipality may contact Alberta Municipal Affairs to commence a mediation process under the department’s guidance.
- Step 7** In a case where further action under the Act is unavailable, the results of the mediation report will be binding on each municipality.
8. That this agreement shall remain in full effect until December 31, 2023. This agreement may be reopened by any party, with reasons being given to the other parties with 60 days notice in writing.
9. That each party to this agreement contributes as assets and liabilities to the Board those assets and liabilities which each Council and Library Board has invested in the Pincher Creek and District Municipal Library on the day this agreement takes effect.
10. Withdrawal: A party may withdraw from the agreement by giving a one year notice by September 15, one year in advance. If any municipality withdraws from this agreement, it leaves all its assets and liabilities with the Board.
11. If at least two of the three municipalities, parties to this agreement, jointly wish to dissolve the Intermunicipal Library Board they shall proceed in accordance with Section 17.2 of The Libraries Regulations. The final dissolution shall be in accordance to the directions, and the order, of the Minister responsible for libraries.
12. This Agreement comes into effect on the date first written above.

Town of Pincher Creek

Mayor

CAO

Municipal District of Pincher Creek No. 9

Reeve

CAO

Village of Cowley

Mayor

CAO



**BYLAW NO. 1601-18
OF THE
TOWN OF PINCHER CREEK
FOR THE PURPOSE OF AUTHORIZING THE MUNICIPAL COUNCIL
OF THE TOWN OF PINCHER CREEK TO ENTER INTO AN AGREEMENT
WITH THE MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
AND THE VILLAGE OF COWLEY TO ESTABLISH
AN INTERMUNICIPAL LIBRARY BOARD**

WHEREAS the Municipal Government Act, RSA 2000, chapter M26 and amendments thereto, authorizes the Town of Pincher Creek to pass bylaws to enter into agreements;

WHEREAS the Libraries Act, RSA 2000, Chapter L-11, Part 1.1, authorized Municipal Councils, by bylaw, to enter into agreements respecting the establishment of an intermunicipal library board;

WHEREAS the Councils for the town of Pincher Creek, the Municipal District of Pincher Creek No.9 and the Village of Cowley have negotiated an agreement for the establishment of an intermunicipal library board;

NOW THEREFORE, Council of the Town of Pincher Creek, duly assembled, hereto enacts as follows:

1. That the Mayor and CAO of the Town of Pincher Creek be and are hereby empowered to execute an agreement, with the Municipal District of Pincher Creek No. 9, and the Village of Cowley, attached hereto as Appendix A, to establish The Pincher Creek and District Public Library Board.
2. That the said agreement, annexed hereto as Appendix A, is hereby incorporated and made part of this Bylaw.
3. This Bylaw comes into force on the final passing thereof.

READ A FIRST TIME THIS _____ DAY OF _____, 2018 A.D.

Mayor, Don Anderberg

CAO, Laurie Wilgosh

READ A SECOND TIME THIS _____ DAY OF _____, 2018 A.D.

Mayor, Don Anderberg

CAO, Laurie Wilgosh

READ A THIRD TIME THIS _____ DAY OF _____, 2018 A.D.

Mayor, Don Anderberg

CAO, Laurie Wilgosh

INTERIM CHIEF ADMINISTRATIVE OFFICER'S REPORT

November 27, 2018 to December 07, 2018

DISCUSSION:

- Nov 28 Joint Town/MD ICF Meeting/CNP Elected Official Meeting,
- Nov 29 Staff De-Brief from Council Meeting,
- Nov 30 MD Christmas Party
- Dec 03 Council Operating Budget Presentation,
- Dec 04 REMO Tor For DEM,
- Dec 05 PW Safety Meeting/CAO Interview Skype Setup,
- Dec 06 Meeting Safety Coordinator re Draft Safety Policy,

UPCOMING:

- Dec 10 Senior Management Team/ CAO Interviews,
- Dec 11 Council Committee/Council Meeting,
-

OTHER

Director Positions

Ms. Meghan Dobie Announces as New Director of Finance,
The advertisement for the Director of Operations close 07
December.

CAO

Fast4Ward has worked with Council on the 1st Interview and the
process is ongoing until the 20th of December.

RECOMMENDATION:

That Council receive for information, the Interim Chief Administrative Officer's report for the period of November 7, 2018 to November 23, 2018.

Prepared by:

Interim CAO, S. Steinke

Date: Dec 07, 2018

Presented to:

Council

Date: Dec 11, 2018

Recommendation to Council

H1a

TITLE: Informational Correspondence			
PREPARED BY: Sheldon Steinke		DATE: December 5, 2018	
DEPARTMENT: Administration			
Department Supervisor		ATTACHMENTS:	
		<ol style="list-style-type: none"> 1. <i>City Charters Fiscal Framework Act</i>, letter from Municipal Affairs 2. <i>McLaughlin Wind Aggregated Generating Facility Connection Project Update</i>, dated November 19, 2018 	
APPROVALS:			
			
_____	_____	_____	_____
Department Director	Date	Interim CAO	Date

RECOMMENDATION:

That Council receive the following documents as information:

1. *City Charters Fiscal Framework Act*, letter from Municipal Affairs
2. *McLaughlin Wind Aggregated Generating Facility Connection Project Update*, dated November 19, 2018

BACKGROUND:

Multiple documents were received.

FINANCIAL IMPLICATIONS:

None at this time.



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Leduc-Beaumont*

AR96015

Dear Mayors, Reeves, and local Councillors across Alberta,

I am writing to inform you that, later today, I will introduce new legislation, the *City Charters Fiscal Framework Act*, which will formalize a new capital infrastructure funding agreement with the cities of Edmonton and Calgary to replace the Municipal Sustainability Initiative (MSI) beginning in 2022-23.

This legislation is in response to the Government of Alberta's commitment in Budget 2018 to work with Alberta's two largest cities on a long-term revenue-sharing formula that would support their capital infrastructure needs. The cities of Edmonton and Calgary have worked with the province to achieve a path to balance that saw MSI funding allocations for the two cities reduced by \$152 million in Budget 2018. These reductions to the cities are also sustained each year until fiscal year 2021-22. All other municipalities have remained whole through the economic downturn and until 2021-2022, when MSI is set to expire.

With this stated, I wish to make clear the Government of Alberta recognizes all municipalities require stable, predictable, and permanent capital infrastructure funding. This is why our government committed in Budget 2018 to pursue new funding arrangements with all municipalities and why we remain engaged in continued discussions with AUMA and RMA over the coming weeks to complete a long-term, revenue-sharing agreement for municipalities for implementation in 2022-23 after MSI expires.

We were able to reach an agreement with the cities of Edmonton and Calgary through the City Charter process, and the next phase is to reach a long-term agreement with the rest of Alberta's municipalities. The infrastructure needs of Albertans in mid-sized cities, towns, villages, summer villages, MDs and counties is important and our commitment remains to form a legislated capital funding framework so that your communities can continue to build and thrive.

Yours in partnership,

Hon. Shaye Anderson
Minister of Municipal Affairs

cc: Barry Morishita, President, Alberta Urban Municipalities Association (AUMA)
Al Kemmere, President, Rural Municipalities of Alberta (RMA)

November 19, 2018

RECEIVED
NOV 27 2018
M.D. OF PINCHER CREEK

McLaughlin Wind Aggregated Generating Facility Connection Project update

Thank you for your ongoing participation in the McLaughlin Wind Aggregated Generating Facility Connection project. We submitted an application for the project to the Alberta Utilities Commission (AUC) on December 16, 2015. We would like to inform you of changes to the project and share an updated schedule with you.

Project details

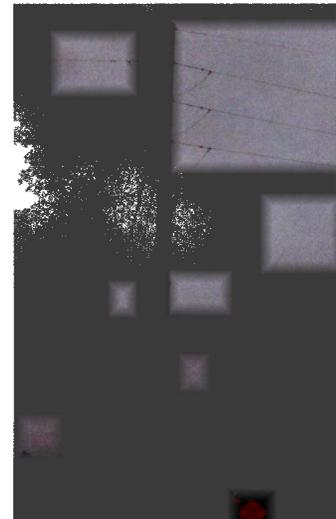
AltaLink is proposing to connect Renewable Energy Services Ltd.'s McLaughlin Wind Farm to the electric system, providing Alberta with a new source of renewable energy. This project involves:

- Based on the approved customer substation location AltaLink will be constructing approximately 110 metres (360 feet) of new transmission line, which will be called 164AL
- modifying the existing 164L transmission line
- installing fibre optic cable in three locations

Project update

The five (5) Guy-wire supported structures initially proposed will no longer be required on the 164L. As a result, the previously proposed guy wire easement and additional right-of-way along the existing transmission 164L line will no longer be required. AltaLink is also no longer proposing to salvage any structures as previously proposed along the 164L.

Instead, a proposed self-supporting steel structure will be built on the 164L line that will look similar to the structure shown on the right.



Updated anticipated project schedule

File amendment with Alberta Utilities Commission (AUC)	April 2019
Start construction if project is approved	June 2020
Construction completed	August 2020

Although we attempt to follow the anticipated project schedule it is subject to change. We will continue to provide you with updated schedule information if required as the project progresses.

Next Steps

AltaLink will consult with directly affected landowners on the changes to the project noted in the Project update.

We will file an amendment with the AUC in Spring 2019 for the updated schedule outlined above, as well as the updated project cost. Please note that all costs for this project will be paid by Renewable Energy Services Ltd. In an effort to keep you updated we ask that you review the information and contact us if you have any concerns.

The AUC will review the amended application and can approve, approve with conditions, or deny the project. We will notify stakeholders when we file the amendment and again when the AUC has reached a decision about the project.

Contact us

We are available to address any questions or concerns you may have regarding the project or the project amendment. Please contact us at stakeholderrelations@altalink.ca or 1.877.269.5903.

Further information about this project and maps are available at:

<http://www.altalink.ca/projects/view/114/mclaughlin-wind-aggregated-generating-facility-connection>

To learn more about Alberta's electric system and the need for the project, please contact:

ALBERTA ELECTRIC SYSTEM OPERATOR (AESO)

1-888-866-2959 E-mail: stakeholder.relations@aeso.ca

The AESO is an independent, not-for-profit organization responsible for the safe, reliable and economic planning and operation of the provincial transmission grid. For more information about why this project is needed, please refer to the AESO's Need Overview included with this package, or visit www.aeso.ca. If you have any questions or concerns about the need for this project or the proposed transmission development to meet the need you may contact the AESO directly. You can make your questions or concerns known to a transmission facility owner representative who will collect your personal information for the purpose of addressing your questions and/or concerns to the AESO. This process may include disclosure of your personal information to the AESO.

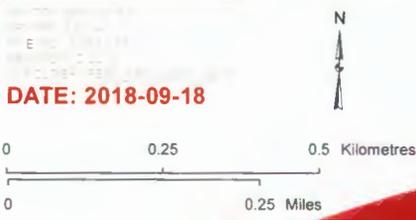
Sincerely,

Dave Lee
Manager, Consultation



LEGEND

- Proposed Structure
- Proposed Transmission Line
- Proposed Underground Fibre Optic Cable
- - - Existing Transmission Line
- 20m Right of Way Boundary
- Approved Customer Substation
- Temporary Workspace
- Residence
- Road



DETAIL PHOTO **DP1**



PROPOSED
**McLaughlin Wind Aggregated
 Generating Facility Connection**

Need for the McLaughlin Wind Power Plant Connection in the Pincher Creek Area

Renewable Energy Services Ltd. (RESL) has applied to the Alberta Electric System Operator (AESO) for transmission system access to connect its proposed McLaughlin Wind Power Plant (Facility) in the Pincher Creek area.

Distribution of the original AESO Need Overview began in May 2015 and the AESO filed a needs identification document (NID) application in December 2015. As a result of a change in schedule, the AESO determined that an amendment to the filed NID application will be required. The AESO intends to submit the amended NID as described below.

RESL's request can be met by the following solution:

PROPOSED SOLUTION

- Add one 138 kilovolt (kV) transmission line to connect the Facility to the existing 138 kV transmission line 164L.
- Add or modify associated equipment as required for the above transmission developments.

REVISED NEXT STEPS

- The AESO has determined that the NID application submitted in December 2015 needs to be amended. The AESO now intends to submit the amended NID application to the Alberta Utilities Commission (AUC) for approval of the need in early 2019.
- The AESO's needs identification document (NID) application will be available on the AESO's website at www.aeso.ca/grid/projects at the time of its application to the AUC.

The following organizations have key roles and responsibilities in providing access to the transmission system:

THE AESO

- Must plan the transmission system and enable access to it for generators and other qualified customers.
- Is regulated by the AUC and must apply to the AUC for approval of its NID.

ALTALINK

- Is the transmission facility owner in the Pincher Creek Area.
- Is responsible for detailed siting and routing, constructing, operating and maintaining the transmission facilities.
- Is regulated by the AUC and must apply to the AUC for approval of its transmission facilities applications.

WHO IS THE AESO?

The Alberta Electric System Operator (AESO) plans and operates Alberta's electricity grid and wholesale electricity market safely, reliably and in the public interest of all Albertans. We are a not-for-profit organization with no financial interest or investment of any kind in the power industry.

We appreciate your views, both on the need for transmission system development and proposed transmission plans. If you have any questions or comments, please contact us directly.

CONTACT US

Alberta Electric System Operator

AESO Stakeholder Relations
stakeholder.relations@aes0.ca
1-888-866-2959

2500, 330-5th Avenue SW
Calgary, AB T2P 0L4
Phone: 403-539-2450

www.aeso.ca | [@theaes0](https://twitter.com/theaes0)