

**AGENDA**  
**COUNCIL MEETING**  
**MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9**  
**February 12, 2019**  
**Immediately following Public Hearing for**  
**Bylaw No. 1295-18**

A. ADOPTION OF AGENDA

B. DELEGATIONS

Nil

C. MINUTES/NOTES

1. Council Committee Meeting Minutes  
- January 22, 2019
2. Public Hearing Minutes –Bylaw No. 1291-18  
- January 22, 2019
3. Public Hearing Minutes –Bylaw No. 1292-18  
- January 22, 2019
4. Council Meeting Minutes  
- January 22, 2019
5. Special Council Meeting Minutes  
- January 28, 2019

D. BUSINESS ARISING FROM THE MINUTES

E. UNFINISHED BUSINESS

1. Artwork for the Administration Building  
- Recommendation to Council from Interim Chief Administrative Officer,  
dated February 5, 2019
2. Land Use Bylaw Amendment – Bylaw No. 1291-18 – Cannabis Update  
- Recommendation to Council from Director of Development and Community Services,  
dated February 6, 2019
3. Land Use Bylaw Amendment – Bylaw No. 1292-18 – Micro Farm Concept Plan  
- Recommendation to Council from Director of Development and Community Services,  
dated February 6, 2019

F. COMMITTEE REPORTS / DIVISIONAL CONCERNS

1. Councillor Quentin Stevick – Division 1
  - a) Chinook Arch Library Board
    - Statement of Financial Position
    - Board Report
  - b) Disposal of Carcasses
2. Councillor Rick Lemire – Division 2
  - a) Alberta SouthWest
    - Bulletin February 2019
    - Minutes of December 12, 2018
  - b) Councillor Bev Everts– Division 3
  - c) Reeve Brian Hammond - Division 4
  - d) Councillor Terry Yagos – Division 5

G. CHIEF ADMINISTRATIVE OFFICER'S (CAO) REPORTS

1. Operations
  - a) Operations Report  
- Report from Operations, dated February 6, 2019

2. Planning and Development

Nil

3. Finance

Nil

4. Municipal

a) Waiver of Tax Penalty Request – Ryan Bell

- Recommendation to Council from Interim Chief Administrative Officer, dated January 31, 2019

b) Request for MD to Intervene in AUC Hearing

- Recommendation to Council from Interim Chief Administrative Officer, dated January 31, 2019

c) Corporate Policy – C-CO-001 Amendment

- Recommendation to Council from Interim Chief Administrative Officer, dated February 5, 2019

d) Kenow Wildfire – Compensation for Impacted Landowners

- Administration Guidance Report from Administration, dated January 31, 2019

e) Rural Municipalities of Alberta Patronage Rebate

- Administration Guidance Report from Interim Chief Administrative Officer, dated January 31, 2019

f) Invitation to Attend – AGM – Pincher Creek Chamber of Commerce

- Administration Guidance Report from Interim Chief Administrative Officer, dated February 1, 2019

g) Invitation to Meet – I.T. Partners for Business

- Administration Guidance Report from Interim Chief Administrative Officer, dated February 5, 2019

h) Advertisement Business Proposal

- Administration Guidance Report from Interim Chief Administrative Officer, dated February 5, 2019

i) Interim Chief Administrative Officer Report

- Report from Interim Chief Administrative Officer, dated February 6, 2019

H. CORRESPONDENCE

1. For Information

a) Informational Correspondence

- Recommendation to Council from Interim CAO, dated February 6, covering:
  - Letter from Municipal Affairs, dated January 9, 2019
  - Letter from Municipal Affairs, dated January 28, 2019
  - Email, with accompanying report, from Rural Municipalities of Alberta (RMA), dated January 18, 2019
  - Letter from Pincher Creek Emergency Services Commission, dated January 25, 2019
  - Email regarding Advancing Women in Agriculture, dated January 29, 2019
  - Email from Dawn Wright, dated February 2, 2019

I. CLOSED MEETING SESSION

1. Collective Bargaining Agreement – FOIP Section 19
2. Regional Director of Emergency Management – FOIP Section
3. Chief Administrative Officer Contract – FOIP Section 19

J. NEW BUSINESS

K. ADJOURNMENT

**MINUTES**  
**COUNCIL COMMITTEE MEETING**  
**MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9**  
**Tuesday, January 22, 2019; 9:00 am**

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

Staff: Interim Chief Administrative Officer Sheldon Steinke, Public Works Superintendent Stu Weber, Director of Development and Community Services Roland Milligan, Director of Finance Meghan Dobie, and Executive Assistant Tara Cryderman

Also: MPE Representatives:  
Gavin Nummi  
Jody Petrone

Reeve Brian Hammond called the meeting to order, the time being 9:00 am.

1. Approval of Agenda

Councillor Terry Yagos

Moved that the agenda for January 22, 2019, 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 9:03 am:

- Public Works Call Log – FOIP Section 16
- Small Tax Bylaw – FOIP Section 16

Carried

Councillor Quentin Stevick

Moved that Council open the Committee Meeting to the public, the time being 9:42 am.

Carried

Council recessed the Committee Meeting, the time being 9:51 am.

Council reconvened the Committee Meeting, the time being 10:03 am.

Gavin Nummi and Jody Petrone, with MPE Engineering Ltd, attended the meeting at this time.

3. Beaver Mines Water and Wastewater Project Update

The Capital Project List and Summary was explained.

Water to the reservoir was discussed.

The construction of the access road to the metering station was discussed.

The RFP – Beaver Mines Lot Services, dated January 17, 2019, was discussed and explained.

Discussion occurred regarding cisterns and holding tanks, and the requirements of Alberta Environment.

Future public meetings were discussed.

The costs to the residents for lot servicing was discussed.

The lot-servicing card was explained and discussed.

Councillor Terry Yagos

Moved that Council close the Council Committee Meeting to the public for discussions regarding the following, the time being 11:08 am:

- Land Report – FOIP Section 16
- CAO Contract – FOIP Section 19

Carried

Councillor Bev Everts

Moved that Council open the Committee Meeting to the public, the time being 11:59 pm.

Carried

4. Round Table Discussion

There was no round table discussion.

5. Adjournment

Councillor Bev Everts

Moved that the Committee Meeting adjourn, the time being 12:00 pm.

Carried

DRAFT

**MINUTES  
PUBLIC HEARING  
Municipal District of Pincher Creek No. 9  
Bylaw No. 1291-18  
Tuesday, January 22, 2019  
6:00 pm  
MD Council Chambers**

In order to receive public input on proposed Bylaw No. 1291-18, a Public Hearing, conducted by the Council of the Municipal District of Pincher Creek No. 9, was held on Tuesday, January 22, 2019, in the Council Chambers of the Administration Building.

In attendance:

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

Staff: Director of Development and Community Services Roland Milligan, Planning Advisor Gavin Scott, and Executive Assistant Tara Cryderman

1. Call Public Hearing to Order

The Public Hearing was called to order, the time being 6:00 pm.

2. Advertising Requirement

The Public Hearing was advertised in accordance with Section 606 of the *Municipal Government Act*. This Public Hearing was advertised in the Pincher Creek Echo on January 9, 2019 and January 16, 2019, as well as the MD website and MD Social Media pages.

3. Purpose of Public Hearing

The purpose of this Public Hearing is to receive public input on proposed Bylaw No. 1291-18

The purpose of Bylaw No. 1291-18 is to accommodate cannabis related uses in the bylaw in accordance with Federal and Provincial legislation.

4. Overview of Bylaw No. 1291-18

Planning Advisor Gavin Scott provided an overview of Bylaw No. 1291-18.

An amendment to Schedule A is required. The amendment is as follows:

Page 2 of 4 – Direct Control Redesignation requirements:

(1) ...(as outlined in sub-section 5 below)...This will be amended prior to second reading.

The legal process of this bylaw, and whether the Oldman River Regional Services Commission (ORRSC) obtained legal counsel in preparing this bylaw, was questioned. ORRSC does not seek legal opinions when preparing bylaws, this is the responsibility of the municipality.

5. Correspondence and Presentations

a. Verbal

No one indicated his or her desire to speak.

b. Written

No written submissions were received.

6. Closing Comments / Further Questions

There was no further discussion.

7. Adjournment

Councillor Quentin Stevick moved to adjourn the Public Hearing, the time being 6:10 pm.

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Reeve

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Interim Chief Administrative Officer

DRAFT

**MINUTES**  
**PUBLIC HEARING**  
**Municipal District of Pincher Creek No. 9**  
**Bylaw No.1292-18**  
**Tuesday, January 22, 2019**  
**Immediately Following Public Hearing for Bylaw No. 1291-18**  
**MD Council Chambers**

In order to receive public input on proposed Bylaw No. 1292-18, a Public Hearing, conducted by the Council of the Municipal District of Pincher Creek No. 9, was held on Tuesday, January 22, 2019, in the Council Chambers of the Administration Building.

In attendance:

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

Staff: Director of Development and Community Services Roland Milligan, Planning Advisor Gavin Scott, and Executive Assistant Tara Cryderman

1. Call Public Hearing to Order

The Public Hearing was called to order, the time being 6:11 pm.

2. Advertising Requirement

This Public Hearing was advertised in accordance with Section 606 of the *Municipal Government Act*. This Public Hearing was advertised in the Pincher Creek Echo on January 9, 2019 and January 16, 2019, as well as the MD website and MD Social Media pages.

3. Purpose of Public Hearing

The purpose of this Public Hearing is to receive public input on proposed Bylaw No. 1292-18.

The purpose of Bylaw No. 1292-18 is to amend Land Use Bylaw No. 1289-18 to allow for Grouped Country Residential use on lands described as:

Block P Plan 9210672 within the West ½ Section 34, Township 7, Range 30,  
West of the 4<sup>th</sup> Meridian.

4. Overview of Bylaw No. 1292-18

Planning Advisor Gavin Scott provided an overview of Bylaw No. 1292-18.

Mr. Scott mentioned the approved Concept Plan, which was accepted by Council.

5. Correspondence and Presentations

a. Verbal

Jim Welsch spoke at this time, and mentioned:

- Is opposed to the breaking of productive farmland to create acreages.
- Vacant lots within the area of the proposal are still available
- Livingstone Colony's approved concept plan, which isn't developed

b. Written

No written submissions were received.

6. Closing Comments / Further Questions

There was no further discussion.

7. Adjournment

Councillor Terry Yagos moved to adjourn the Public Hearing, the time being 6:15 pm.

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Reeve

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Interim Chief Administrative Officer

DRAFT

**MINUTES  
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9  
COUNCIL MEETING  
JANUARY 22, 2019**

9088

The Regular Meeting of Council of the Municipal District of Pincher Creek No. 9 was held on Tuesday, January 22, 2019, at 1:00 pm, in the Council Chambers of the Municipal District Administration Building, Pincher Creek, Alberta.

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

**STAFF** Interim Chief Administrative Officer Sheldon Steinke, Public Works Superintendent Stu Weber, Director of Development and Community Services Roland Milligan, Director of Finance Meghan Dobie, and Executive Assistant Tara Cryderman

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

**A. ADOPTION OF AGENDA**

Councillor Quentin Stevick 19/028

Moved that the Council Agenda for January 22, 2019, be amended, the amendment as follows:

Addition to Unfinished Business – E2 – Beaver Mines Water and Wasterwater Project – Citizen Engagement

Addition to Closed Meeting Session – I1 – Interim CAO Contract – FOIP Section 19

Addition to Closed Meeting Session – I2 – Collective Bargaining Agreement – FOIP Section 19

And that the agenda be approved, as amended.

Carried

**B. DELEGATIONS**

There were no delegation presentations scheduled

**C. MINUTES**

1. Council Committee Meeting Minutes

Councillor Quentin Stevick 19/029

Moved that the Council Committee Meeting Minutes of January 8, 2019, be approved as presented.

Carried

2. Council Meeting Minutes

Councillor Bev Everts 19/030

Moved that the Council Meeting Minutes of January 8, 2019, be approved as presented.

Carried

3. Special Council Meeting Minutes

Councillor Terry Yagos 19/031

Moved that the Special Council Meeting Minutes of January 10, 2019, be approved as presented.

Carried

**D. BUSINESS ARISING FROM THE MINUTES**

There was no business arising from the minutes to discuss.

Minutes  
 Regular Council Meeting  
 Municipal District of Pincher Creek No. 9  
 January 22, 2019

E. UNFINISHED BUSINESS

1. Rotary Club of Pincher Creek Delegation Presentation

Councillor Rick Lemire 19/032

Moved that Council for the Municipal District of Pincher Creek No. 9 supports the Cohousing Living Concept Plan, as presented, in principle;

And that, once further information on the project becomes available, additional information be provided to Council for further consideration and budgetary decisions.

Carried

2. Beaver Mines Water and Wastewater Project – Lot Servicing Costs

Councillor Quentin Stevick 19/033

Moved that Council direct Administration to proceed with citizen engagement with the residents of the Hamlet of Beaver Mines with regards to the costs associated with lot servicing;

And that citizen feedback be provided to Council at their first meeting in February.

Carried

F. COMMITTEE REPORTS / DIVISIONAL CONCERNS

1. Councillor Quentin Stevick – Division 1
  - a) Crowsnest / Pincher Creek Landfill Association
    - Minutes of December 12, 2019
  - b) Deadstock Regional Sustainable Solution Meeting
  - c) Picnic Table Repair
  - d) Public Library / Chinook Arch Library
  - e) Emergency Management Equipment Stockpile
2. Councillor Rick Lemire – Division 2
  - a) Economic Development
    - Hiring locally for specific project
    - Signage Project
    - Summer Games
3. Councillor Bev Everts– Division 3
  - a) Alberta SouthWest – Scheduling of upcoming meetings
  - b) Beaver Mines Community Association
    - Minutes of November 17, 2018
    - Safety Tips
    - Signage
    - Miner’s Cabin
  - c) Oldman River Regional Services Commission
    - Minutes of November 6, 2018
  - d) Southern Eastern Slopes Webinar – [www.southeasternslopes.ca](http://www.southeasternslopes.ca)
  - e) Livingstone Porcupine Hills Advisory Group
4. Reeve Brian Hammond - Division 4
  - a) Healthcare Appreciation Event
  - b) Pincher Creek Foundation
  - c) Foothills Little Bow Regional Meeting
  - d) Napi Friendship Annual PowWow

Minutes  
 Regular Council Meeting  
 Municipal District of Pincher Creek No. 9  
 January 22, 2019

5. Councillor Terry Yagos – Division 5  
 a) Intermunicipal Development Plan Committee Meeting

Councillor Terry Yagos 19/034

Moved that the committee reports be received as information.

Carried

G. CHIEF ADMINISTRATIVE OFFICER'S (CAO) REPORTS

1. Operations

- a) Dust Control South Christie Mines

Councillor Terry Yagos 19/035

Moved that Council advise Jim and Suzanne Curran that their invoice for dust control for August 2018, remain at full price, as services were rendered, and product was distributed, accordingly.

Carried

- b) Operations Report

Councillor Terry Yagos 19/036

Moved that the Operations report from the Director of Operations, for the period dated January 4, 2019 to January 16, 2019, as well as the Call Logs, be received as information.

Carried

2. Planning and Development

- a) Request to Purchase Airport House

Councillor Terry Yagos 19/037

Moved that the request to purchase the airport house be granted;

And that the applicant be responsible to upgrade the residence to comply with the current Alberta Safety Codes Act;

And further that the applicant enter into a land lease with the municipality for the property.

Carried

3. Finance

- a) Policy Change – Year End Overdue Accounts

Councillor Quentin Stevick 19/038

Moved that Council amend Financial Revenue – Fees and Charges – Accounts Receivable Policy to reflect a 90-day outstanding accounts receivable transfer to the property tax account.

Carried

4. Municipal

a) Non Residential Small Business Taxation Bylaw

Councillor Terry Yagos 19/039

Moved that Bylaw No. 1298-19, being the Small Business Taxation Bylaw, be given first reading.

Carried

b) Citizen Nominations

Councillor Quentin Stevick 19/040

Moved that the documentation regarding citizen nominations, being the 2019 Minister's Award for Municipal Excellence, Minister's Seniors Service Award and the Alberta Order of Excellence, be received as information;

And that Council not nominate anyone for these awards.

Carried

c) Police Advisory Committee

Councillor Rick Lemire 19/041

Moved that this item be tabled pending the investigation of the necessity of a MD representative being appointed to the Police Advisory Committee.

Carried

d) Invitation to Attend – Community Foundation

Councillor Bev Everts 19/042

Moved that any Councillors wishing to attend the Friends of the Foundation Dinner, scheduled for March 28, 2019, in Lethbridge, be authorized to do so.

Carried

e) Invitation to Attend – Lethbridge County

Councillor Bev Everts 19/043

Moved that Councillor Quentin Stevick be authorized to attend the initial meeting with the Lethbridge County, regarding irrigation districts, to be held later this spring.

Carried

f) Deadstock Collection and Disposal – Regional Sustainable Solution Initiative

Councillor Terry Yagos 19/044

Moved that Administration be directed to request that the Crowsnest / Pincher Creek Landfill Association extend their deadline to accept deadstock to May 31, 2019, to allow for the investigation of alternative initiatives for the disposal of dead animals.

Carried

Minutes  
 Regular Council Meeting  
 Municipal District of Pincher Creek No. 9  
 January 22, 2019

Councillor Quentin Stevick 19/045

Moved that the MD of Pincher Creek No. 9 provide the lead, both in venue and administrative support, until May 31, 2019, to facilitate with the local and larger communities to develop long-term sustainable solutions of the disposal of dead animals.

Carried

g) Interim Chief Administrative Officer Report

Councillor Quentin Stevick 19/046

Moved that Council receive for information, the Interim Chief Administrative Officer's report for the period of January 4, 2019 to January 17, 2019, as information.

Carried

H. CORRESPONDENCE

1. For Information

Councillor Quentin Stevick left the meeting, the time being 4:11 pm.

a) Informational Correspondence

Councillor Bev Everts 19/047

Moved that Council receive the following documents as information:

- Municipal Sustainability Initiative, dated December 17, 2018
- Application for the Cowley Ridge Green Power Project – Proceeding 24054, received January 4, 2019

Carried

I. CLOSED MEETING SESSION

Councillor Quentin Stevick returned to the meeting, the time being 4:13 pm.

Councillor Quentin Stevick 19/048

Moved that Council close the Council Meeting to the public for discussions regarding the following, the time being 4:20 pm:

- Interim CAO Contract – FOIP Section 19
- Collective Bargaining Agreement – FOIP Section 19

Carried

Councillor Terry Yagos 19/049

Moved that Council open the Council Meeting to the public, the time being 5:35 pm.

Carried

Minutes  
Regular Council Meeting  
Municipal District of Pincher Creek No. 9  
January 22, 2019

J. NEW BUSINESS

a. Interim Chief Administrative Officer Contract

Councillor Rick Lemire 19/050

Moved that the Letter of Understanding, as presented during the Closed Meeting Session, be approved.

Carried

K. ADJOURNMENT

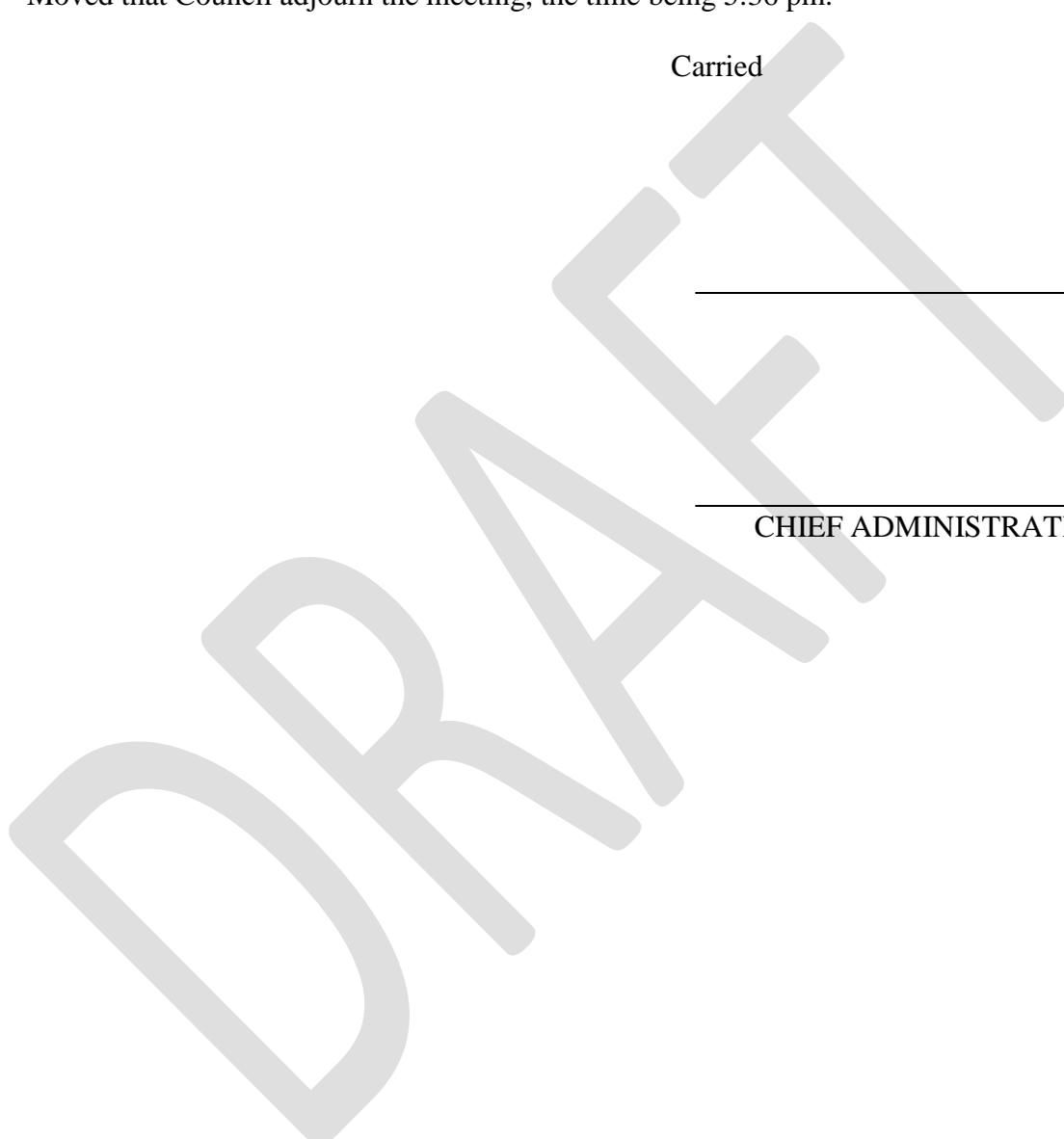
Councillor Quentin Stevick 19/051

Moved that Council adjourn the meeting, the time being 5:36 pm.

Carried

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REEVE

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CHIEF ADMINISTRATIVE OFFICER



**MINUTES  
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9  
SPECIAL COUNCIL MEETING  
JANUARY 28, 2019**

9094

The Special Meeting of Council of the Municipal District of Pincher Creek No. 9 was held on Monday, January 28, 2019, at 10:00 am, in the Small Meeting Room of the Administration Building, 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

Reeve Brian Hammond called the Special Council Meeting to order, the time being 10:00 am.

**A. ADOPTION OF AGENDA**

Councillor Quentin Stevick 19/052

Moved that the Special Council Meeting Agenda, for January 28, 2019, be approved.

Carried

**B. CLOSED MEETING SESSION**

Councillor Rick Lemire 19/053

Moved that Council close the Council Meeting to the public for discussions regarding the following, the time being 10:02 am:

- CAO Contract – FOIP Section 19

Carried

Councillor Terry Yagos 19/054

Moved that Council open the Council Meeting to the public, the time being 11:35 am.

Carried

**C. NEW BUSINESS**

Councillor Bev Everts 19/055

Moved that Council forward a five (5) year Contract of Employment to the prime candidate of the five (5) persons interviewed for the position of Chief Administrative Officer.

Carried

**D. ADJOURNMENT**

Councillor Terry Yagos 19/056

Moved that Council adjourn the meeting, the time being 11:38 am.

Carried

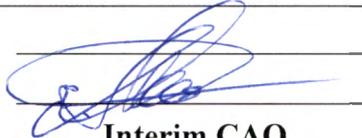
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REEVE

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CHIEF ADMINISTRATIVE OFFICER

## Recommendation to Council

<b>TITLE: ARTWORK FOR THE ADMINISTRATION BUILDING</b>			
<b>PREPARED BY: Sheldon Steinke</b>		<b>DATE: February 5, 2019</b>	
<b>DEPARTMENT: Administration</b>			
			<b>ATTACHMENTS:</b>
<b>Department Supervisor</b>	<b>Date</b>	<ol style="list-style-type: none"> <li>1. Email from Glenbow Museum, dated February 4, 2019</li> <li>2. Email, dated January 29, 2019</li> <li>3. Sampler pictures from the Annora Brown Collection</li> </ol>	
<b>APPROVALS:</b>			
			<i>04 Feb 2019</i>
<b>Department Director</b>	<b>Date</b>	<b>Interim CAO</b>	<b>Date</b>

### RECOMMENDATION:

**That Council determine if they wish to purchase artwork for the Administration Building.**

### BACKGROUND:

In August 2018, discussions occurred regarding artwork for the Administration Building.

A suggestion was provided to Council to purchase some Annora Brown prints. Discussion also occurred regarding accepting donations from local residents. An additional suggestion was to contact the Allied Arts Council of Pincher Creek to investigate a partnership where local art is displayed on a temporary basis.

On January 15, 2019, a response was provided from Allied Arts Council, indicating that they did not have the capacity for the partnership at this time.

Discussions with the Glenbow Museum have provided a price list, and sampler pictures of Annora Brown prints are included.

### FINANCIAL IMPLICATIONS:

There is money in the budget for artwork.

## Tara Cryderman

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**From:** Katie Fisher <kfisher@glenbow.org>  
**Sent:** Monday, February 4, 2019 3:32 PM  
**To:** Tara Cryderman  
**Subject:** Glenbow - Annora Brown prints

Hello,

I'm sorry for the delay in getting back to you. Our printer has been fixed so we are able to provide prints of works from our collection. For gifts and personal use, the cost is \$55 +GST for an 8x10. If you would prefer a digital file to print yourself, it is \$40.

If you let me know the name of the Annora Brown print you would like (and ideally the catalogue number) I can get your order started. Please allow 2-3 weeks for orders to process.

Regards,  
Katie

**Katie Fisher**  
Registrar, Collections  
[kfisher@glenbow.org](mailto:kfisher@glenbow.org)

130 9 Avenue SE Calgary, Alberta T2G 0P3  
**D** 403 268 4205  
**F** 403 514 6381

**WhatWillYouSee?AtGlenbow**

## Tara Cryderman

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**From:** Sheldon Steinke  
**Sent:** Tuesday, January 29, 2019 8:40 AM  
**To:** Quentin Stevick; Bev Everts  
**Cc:** Brian Hammond; Rick Lemire; Terry Yagos; Tara Cryderman  
**Subject:** RE: Anora Brown

Quentin

The discussion a number of months ago was not conclusive on the purchase of Anora Brown Prints. Council did authorise a communication (email) to the Allied Arts Council expressing the Council interest in having the Allied Arts Council coordinate the display of Local Art in the Hallways of the MD building which was done in the July August time frame.

In late December the Allied Arts Council representative verbally responded to Tara's follow up on the email and Tara was told they did not have the organizational capacity to undertake such an activity and they declined the offer.

The item can now be brought back to Council for further Direction.

Thanks  
Sheldon

**From:** Quentin Stevick <CouncilDiv1@mdpincercreek.ab.ca>  
**Sent:** January 29, 2019 8:11 AM  
**To:** Sheldon Steinke <CAO@mdpincercreek.ab.ca>; Bev Everts <CouncilDiv3@mdpincercreek.ab.ca>  
**Subject:** Anora Brown

Good morning Sheldon and Bev:

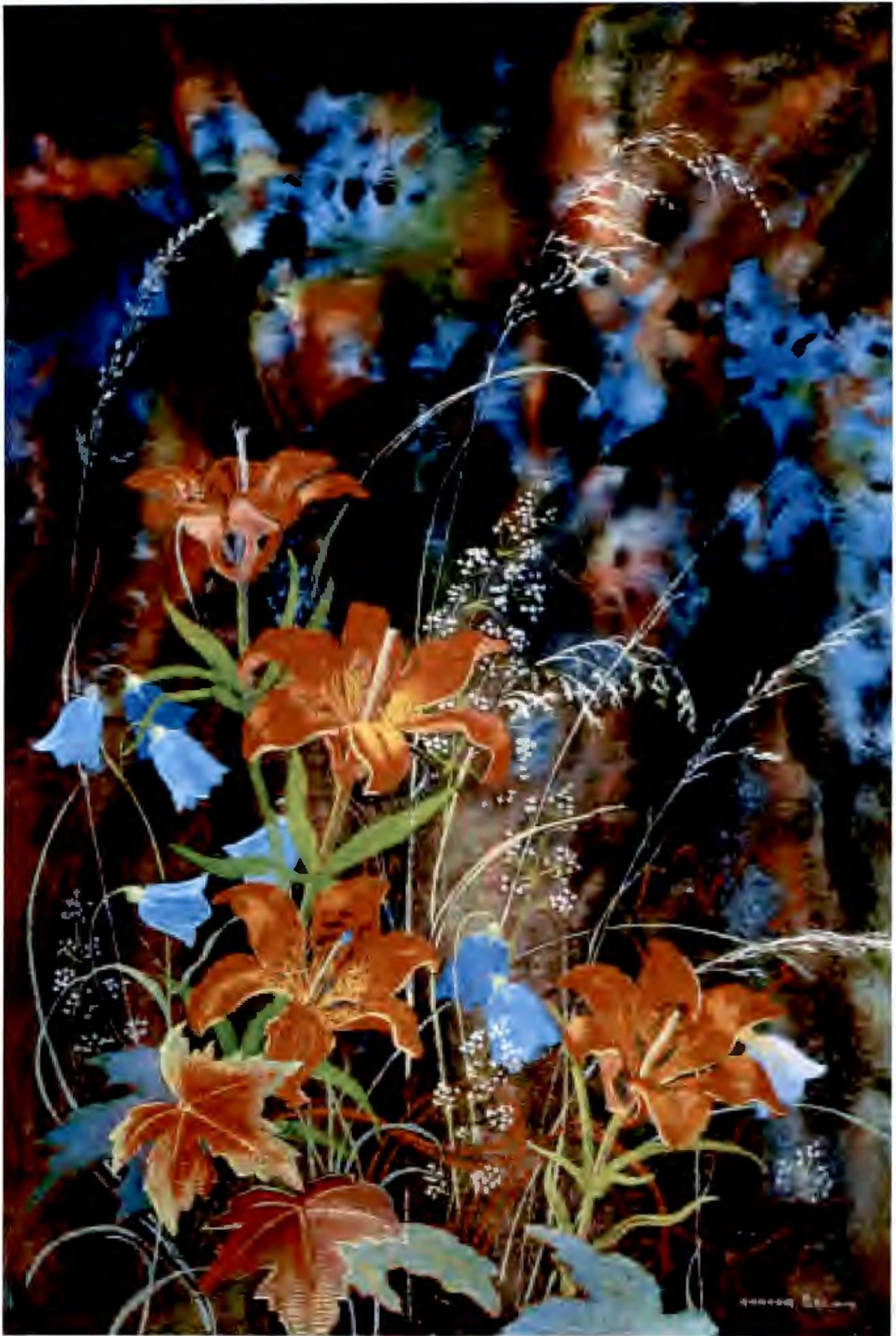
On Sunday at the Anglican Church Joyce Sassie asked me about the proposal she made to council concerning Anora Brown prints.

I do not remember where that proposal is with the council.

Could you remind me and if we need to take further action.

Thanks, Quentin











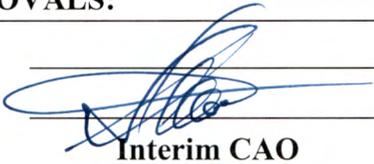


FRANCIS BROWN





## Recommendation to Council

<b>TITLE:</b> <b style="text-align: center;">LAND USE BYLAW AMENDMENT, BYLAW No. 1291-18 (CANNABIS UPDATE)</b>			
<b>PREPARED BY:</b> <b>Roland Milligan</b>		<b>DATE:</b> <b>2019-02-06</b>	
<b>DEPARTMENT:</b> <b>Development and Community Services</b>			
		<b>ATTACHMENTS:</b> <b>1. Bylaw 1291-18</b>	
<b>Department Supervisor</b>	<b>Date</b>		
<b>APPROVALS:</b>			
 <b>Roland Milligan</b>	 <b>2019/02/06</b>	 <b>Interim CAO</b>	 <b>06 Feb 2019</b>
<b>Department Director</b>	<b>Date</b>	<b>Interim CAO</b>	<b>Date</b>

**RECOMMENDATION:**

**That Council give second and third reading to Bylaw No. 1291-18.**

**BACKGROUND:**

Updated LUB (Bylaw 1289-18) was adopted by Council on November 13, 2018. This was a general cleanup of the bylaw.

As a result of the legalization of cannabis, Council requested that cannabis production and cannabis retail sales be addressed within the LUB.

The general LUB update included some preliminary changes regarding cannabis production facilities and the land use districts where that use could be considered.

As the issue of cannabis production and sales may require greater consideration, it was the desire of Council to adopt the cleaned up LUB and then address the cannabis issues as a further amendment.

LUB Amending Bylaw No. 1291-18 has been prepared for Council's consideration.

The key areas of the proposed amendment are the addition of:

- Definitions of Cannabis, Medical Cannabis and Retail Cannabis Store to the Definitions Part I Section 6.
- Amending certain definitions to specify the application of the cannabis production facility and retail store uses.
- Addition of Section 62, under Special Land Use Provisions, specifically addressing Retail Cannabis Stores.
- Development Permit Application requirements and Development Criteria relating specifically to cannabis.

## Recommendation to Council

- The addition of Cannabis Production Facility to the Agriculture –A and Windfarm Industrial -WFI Land Use Districts as a Discretionary Use.

The Bylaw received first reading on November 27, 2018.

The required Public Hearing was held on January 22, 2018. Minutes from the Public Hearing are included in this Council Package.

### **FINANCIAL IMPLICATIONS:**

None at this time.

**MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9  
BYLAW NO. 1291-18**

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.

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**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 reviewed the legislation regarding the legalization of cannabis at the Provincial and Federal levels of Government; and

**WHEREAS** the purpose is to accommodate cannabis related uses in the bylaw in accordance with Federal and Provincial legislation.

**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. 1291-18”.
2. Land Use Bylaw No. 1289-18 shall be amended and consolidated as per “Schedule A” attached.
3. The amendment is authorized to be prepared, including changes to formatting, page numbering, and any necessary section numbering throughout including the Table of Contents.
4. This bylaw shall come into force and effect upon third and final passing thereof.

READ a first time this 27<sup>th</sup> day of November, 2018.

A PUBLIC HEARING was held this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

READ a third time and finally PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

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*Reeve*

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*Chief Administrative Officer*

Attachment  
- “Schedule A”

## Schedule A

### Amend and add to Part I Section 6 'Definitions' section of bylaw

#### **Add new Definitions to Part I Section 6:**

Cannabis means the Cannabis plant, including the phytocannabinoids produced by, or found in, such a plant, regardless of whether that part has been processed or not, and any substance or mixture of substances that contains or has on it any part of such a plant; and any substance that is identical to any phytocannabinoid produced by, or found in, such a plant, regardless of how the substance was obtained, but does not include a non-viable seed of a cannabis plant.

Medical Cannabis means a substance used for medical and pharmaceutical purposes authorized by a license issued under the federal government and in accordance with the Government of Canada's Access to Cannabis for Medical Purposes Regulations (ACMPR) or any subsequent legislation which may be enacted in substitution.

Retail cannabis store means the use of a store, premises or a building for a commercial retail cannabis business, licensed by the Province of Alberta, where legal non-medical cannabis and cannabis accessories are sold to individuals who attend at the premises and the product sales or associated sales are expressly authorized by the Alberta Gaming and Liquor Commission (AGLC).

#### **Amend the following existing Definitions in Part I Section 6 with the bolded additions:**

##### 6.58 Extensive Agriculture

The production of crops or livestock or both by expansive cultivation or open grazing. "Intensive horticultural facility" and "**Cannabis Production Facility**" are separate uses.

##### 6.78 Intensive Horticultural Operation

Uses of land or buildings for the high yield production and/or sale of specialty crops. This use includes greenhouses, nurseries, hydroponics or market gardens, tree, mushroom, and sod farms. "Extensive agriculture", "**Cannabis Production Facility**" and "Topsoil stripping" are separate uses.

##### 6.126 Retail Store

Development for the retail sale of any one or all of the following: groceries, beverages, household goods, furniture and appliances, confectioneries, pharmaceuticals and personal care units, automotive parts and accessories, office equipment, stationery and similar goods. Minor service-oriented facilities such as postal services and film processing depots shall be allowed as accessory uses. This use includes supermarkets, jewelry stores, clothing stores, convenience stores, hardware stores and second-hand stores. "Automotive repair and service", "Household

repair services”, “Personal service”, “**Retail cannabis store**”, and “Vehicle sales and rental use” are separate uses.

**Add to Part VIII, SPECIAL LAND USE PROVISIONS, the following:**

**SECTION 62 RETAIL CANNABIS STORE**

**Use Eligibility**

- (1) Retail Cannabis Stores uses may only be permitted on a parcels of land designated as Direct Control for that specific land use. The proponents of an application for a proposed Retail Cannabis Store must apply to Municipal District Council for a redesignation to the Direct Control Land Use District.
- (2) The Direct Control bylaw for a proposed Retail Cannabis Store shall reflect that Council has the sole authority to make decisions on development permits for Retail Cannabis Stores.
- (3) Council for the Municipal District of Pincher Creek will consider, amongst other matters, the following criteria in making a determination of the suitability of a site or building for a Retail Cannabis Store. Council, at their discretion acting in the role of decision maker, shall apply any standards or conditions they determine necessary which shall be applied to the issuance of any development permit for the said use.

**Direct Control Redesignation requirements:**

- (1) The applicant must submit details of the proposed store location and a detailed listing and site plan of surrounding business and uses, both on adjacent (contiguous) parcels and those identified as sensitive sites (as outlined in sub-section 5 below) within 200 m (drawn on a high quality and clearly legible site plan with text descriptions).
- (2) The Municipal District of Pincher Creek Council may require neighbourhood consultation to be conducted by the applicant. If a public consultation process is requested, the applicant must then provide to Council a description of when and what type of consultation was carried-out by the proponent and a general summary of the public input provided on the proposal (and a complete description of any objections or concerns raised).
- (3) Council may take into account the following factors when making a decision respecting an application to redesignate premises for a Retail Cannabis Store:
  - a. the extent and nature of opposition from community members or groups to establishment of a Retail Cannabis Store in a particular location; and
  - b. the suitability of the site in relation to adjacent land uses or other uses in proximity (200 m or less) to the proposed Retail Cannabis Store site.
- (4) The applicant must demonstrate to Council’s satisfaction how the site and proposal conforms to the criteria as stipulated.

- (5) Council may consider that a site for a Retail Cannabis Store shall not be approved for redesignation or the issuance of a development permit if the premises parcel boundary is located within a 200 metre distance of:
- a. the boundary of a parcel of land on which a provincial health care facility is located, or
  - b. the boundary of a parcel of land containing a school (public or private) facility, or
  - c. the boundary of a parcel of land containing an approved child or daycare facility, or
  - d. the boundary of a parcel of land that is designated as a school reserve or municipal and school reserve under the *Municipal Government Act*, or
  - e. the boundary of a parcel of land containing a municipal park or playground facility, if the land is not designated as a school reserve or municipal and school reserve under the *Municipal Government Act*, or
  - f. the boundary of the parcel of land of which contains a church, community centre, library or recreation facility where persons under 18 years of age may attend or congregate.
- (6) Additionally, a Retail Cannabis Store shall not be approved for a development permit if the premises is located within the distance of (as measured wall to wall of the buildings):
- a. 100 metres of a building containing a separate Retail Cannabis Store that has been approved (in the absence of any provincial set of rules regarding how closely the standalone stores will be allowed to operate to one another, otherwise the provincial rules apply), and
  - b. 50 metres of a building containing a licensed liquor store.
- (7) The specified separation distances are reciprocal and also apply to those described in subsection (5) above applying for development permit locating in proximity of established Retail Cannabis Stores.

**Development Permit Application requirements:**

In addition to the development application requirements as stipulated in Part I Section 16 of the of the Land Use Bylaw, the following additional requirements for an application for a development permit for a Retail Cannabis Store must also be provided when requested by the Development Authority to present to Council to make a decision:

- (1) If a redesignation to the Direct Control Land Use District is granted, the applicant is required to apply to the Alberta Gaming and Liquor Commission (AGLC) for a determination of eligibility to obtain a licence, and submit verification of the AGLC eligibility as part of the development application for a municipal development permit for a Retail Cannabis Store,
- (2) All Retail Cannabis Stores approved for a development permit must obtain a Retail Cannabis Store license from the AGLC and failure to secure an AGLC license will make the local development permit approval null and void. Proof of provincial license (for a Retail Cannabis Store) shall be required as a condition of a development permit approval.

**Development Criteria and standards:**

- (1) In issuing a development permit for a Retail Cannabis Store, Council will consider and may place as a condition of approval the following:
  - (a) A Retail Cannabis Store must be a separate use from any other business activities (i.e. non-Cannabis store) unless it is an activity or use expressly authorized by the AGLC.
  - (b) Maximum hours of operation, applicable to all approved Retail Cannabis Store operations, shall be limited between 11:00 a.m. and 10:00 p.m. which will be placed as a condition on a development permit approval, unless Council decides otherwise.
  - (c) All signage, including the contents, must comply with the land use bylaw Part VIII, Section 55, Sign Provisions, and municipal development permit approval is required. The applicant/developer is also responsible to ensure any signage and its message contents comply with all federal and provincial requirements, including AGLC policies.
  - (d) All parking requirements shall be provided in accordance with Part VIII, Section 56, Off-Street Parking and Loading Requirements, and shall be deemed to be similar to other 'Retail store' uses for determining the number and size of the required parking spaces.
  - (e) If an approved Retail Cannabis Store's existing AGLC license expires, the business must provide verification to the municipality that a new license has been obtained within 12-months of the expiry date, otherwise, the use will be deemed to have been discontinued and any development permit that may have been issued is no longer valid and said use may not be recommenced until a new application for a development permit has been made and a new development permit issued.
  - (f) Council, acting as the Development Authority may, as a condition of approval on a development permit, specify a time limit on the development permit in regards to its validity. At the time of expiry, the applicant/developer must reapply to the municipality for a development permit approval to continue the use.
  - (g) A developer/operator of a Retail Cannabis Store is responsible for meeting and adhering to all provincial requirements for the physical security for the premises.
  - (h) The design and construction of a Retail Cannabis Store must meet all provincial building code requirements.

**Add to Part IX Districts, 'Agriculture – A', 'Hamlet General Industrial and Warehousing – HGIW', 'Multi-Lot Heavy Rural Industrial - MHRI' and 'Wind Farm Industrial – WFI' land use districts under subsection 2.2 Discretionary uses the following:**

Cannabis Production facility

## Recommendation to Council

<b>TITLE:</b> LAND USE BYLAW AMENDMENT, BYLAW No. 1292-18 (RON SEKELLA MICRO FARMS CONCEPT PLAN)			
<b>PREPARED BY:</b> Roland Milligan		<b>DATE:</b> 2019-02-06	
<b>DEPARTMENT:</b> Development and Community Services			
		<b>ATTACHMENTS:</b> 1. Bylaw 1292-18 2. Maps	
<b>Department Supervisor</b>	<b>Date</b>		
<b>APPROVALS:</b>			
			
Roland Milligan	2019/02/06	_____	_____
<b>Department Director</b>	<b>Date</b>	<b>Interim CAO</b>	<b>Date</b>

**RECOMMENDATION:**

**That Council give second and third reading to Bylaw No. 1292-18.**

**BACKGROUND:**

Landowner Ron Sekella has made application for amendment to the Land Use Bylaw.

The proposed amendment is to redesignate Block P, Plan 921 0672 from Agriculture - A to Grouped Country Residential – GCR.

A Concept Plan was presented to Council at the September 11, 2018 Council Meeting, and subsequently adopted by Council at the September 25, 2018 Council meeting.

The adoption of the Concept Plan allows the redesignation process to commence. Bylaw No. 1292-18, a bylaw to amend Land Use Bylaw 1289-18, was prepared and presented to Council at the November 27, 2018 Council meeting where it was given first reading.

The required Public Hearing was held on January 22, 2018. Minutes from the Public Hearing are included in this Council Package.

**FINANCIAL IMPLICATIONS:**

None at this time.

**MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9  
BYLAW NO. 1292-18**

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.

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**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 is in receipt of a request to amend the land use designation of lands legally described as:

Block P Plan 9210672 within the West ½ Section 34 Township 7 Range 30 West of the 4<sup>th</sup> Meridian

And as shown on Schedule ‘A’ attached hereto, from “Agricultural - A” to “Grouped Country Residential - GCR”; and

**WHEREAS** Council having adopted by Resolution 18/518 a concept plan in keeping with the Oldman River Reservoir Area Structure Plan finds the designation is appropriate for lands proposed for the use of country residential development; and

**WHEREAS** the purpose of the proposed amendment is to allow for grouped country residential use;

**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. 1292-18”.
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 November 27, 2018.

A PUBLIC HEARING was held this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

READ a third time and finally PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

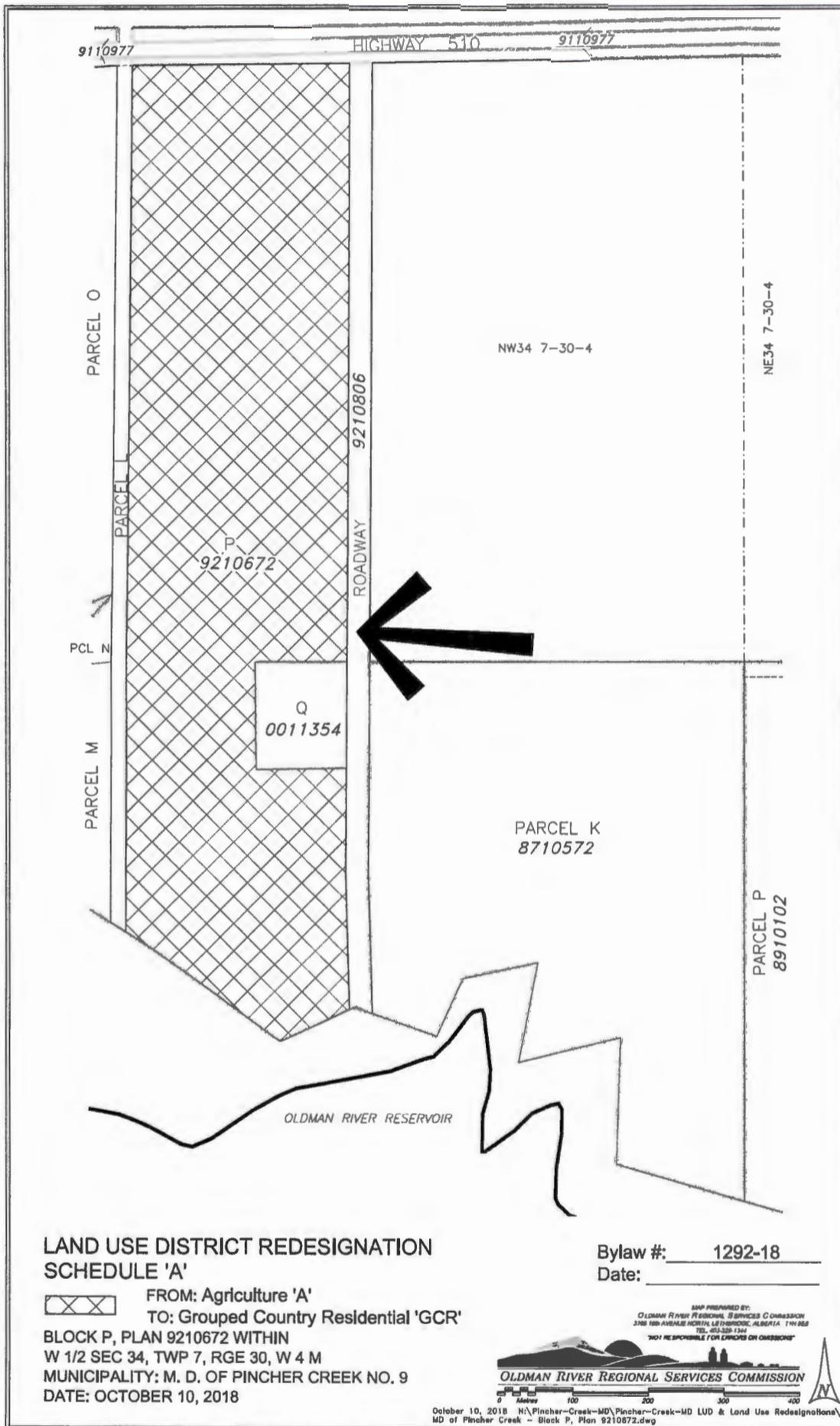
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*Reeve*

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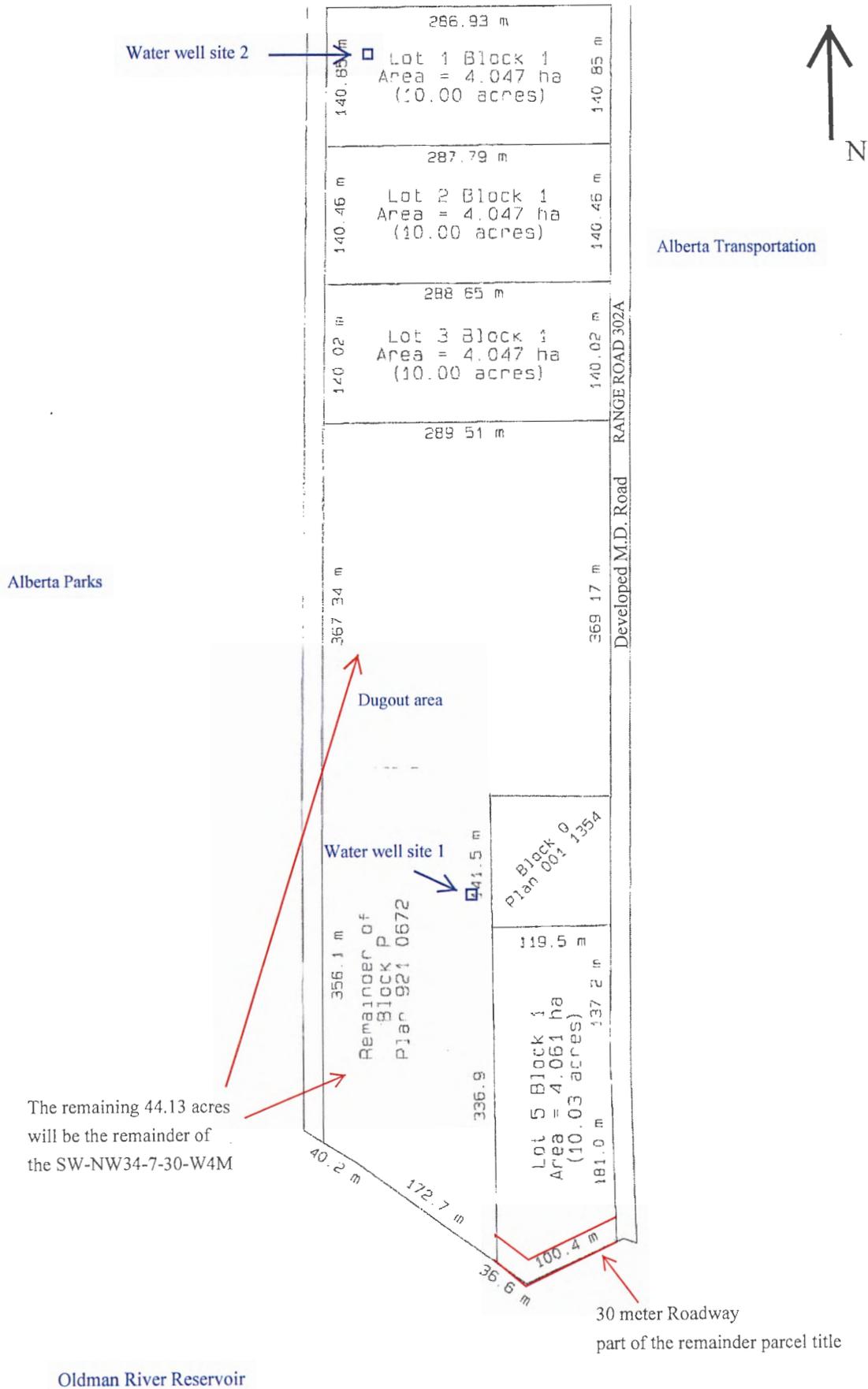
*Chief Administrative Officer*

Attachment  
- “Schedule A”



**Diagram No. 4**  
**Proposed Lot Layout**  
 Highway 510

**Attachment No. 2**



Chinook Arch Library Board  
Statement of Financial Position YE Dec 31, 2018

	YE Dec 31, 2017	YE Dec 31, 2018	Projection: Year End 2018	Projected Difference 2018- 2017
<b>ASSETS</b>				
<b>CURRENT ASSETS</b>				
1 Cash and Temporary investments	\$ 1,073,850	\$ 1,094,537	\$ 1,100,000	\$ 26,150
2 Restricted Cash	\$ 2,103,053	\$ 1,298,217	\$ 1,200,000	\$ (903,053)
3 Accounts Receivable	95,103	114,240	56,500	(38,603)
4 Prepaid expenses	162,113	159,673	165,000	2,887
5 <b>TOTAL CURRENT ASSETS</b>	<b>3,434,119</b>	<b>2,666,667</b>	<b>2,521,500</b>	<b>(912,619)</b>
<b>LONG TERM ASSETS</b>				
7 Capital Assets	813,289	813,687	816,406	3,117
8 <b>TOTAL LONG TERM ASSETS</b>	<b>813,289</b>	<b>813,687</b>	<b>816,406</b>	<b>3,117</b>
9 <b>TOTAL ASSETS</b>	<b>4,247,408</b>	<b>3,480,354</b>	<b>3,337,906</b>	<b>(909,502)</b>
<b>LIABILITIES</b>				
<b>CURRENT LIABILITIES</b>				
12 Accounts Payable & Accrued Liabilities	61,781	127,256	50,000	(11,781)
13 Deferred Revenue	2,103,053	1,324,717	1,226,000	(877,053)
14 Employee Benefit Obligations	148,083	148,083	125,000	(23,083)
15 <b>TOTAL CURRENT LIABILITIES</b>	<b>2,312,917</b>	<b>1,600,056</b>	<b>1,401,000</b>	<b>(911,917)</b>
16 <b>TOTAL LIABILITIES</b>	<b>2,312,917</b>	<b>1,600,056</b>	<b>1,401,000</b>	<b>(911,917)</b>
<b>NET ASSETS</b>				
18 Restricted surplus	1,120,101	1,065,509	1,119,698	(403)
19 Invested in Property and equipment	813,289	813,687	816,406	3,117
20 Excess of income over distribution	-	-	-	-
21 Externally restricted surplus	1,101	1,102	802	299
22 <b>TOTAL NET ASSETS</b>	<b>\$ 1,934,491</b>	<b>\$ 1,880,297</b>	<b>\$ 1,936,906</b>	<b>\$ 2,415</b>
				\$ -
23 <b>LIABILITIES AND NET ASSETS</b>	<b>\$ 4,247,408</b>	<b>\$ 3,480,354</b>	<b>\$ 3,337,906</b>	<b>\$ (909,502)</b>

**Chinook Arch Library Board**  
**Statement of Operation - Year End 2018 (Summary)**

	2017 YE ACTUAL	2018 YE ACTUAL	2018 Revised Budget, Approved Dec 2017	2019 Revised Budget	Variance 2018 YE/2017 YE	Variance 2018 YE/Budget
<b>REVENUE</b>						
1 Local Contributions	\$ 2,157,930	\$ 2,231,668	\$ 2,230,892	\$ 2,293,150	\$ 73,738	\$ 775
2 Rural Municipal Service fees	64,550	66,633	66,327	67,818	2,083	306
3 Grants	1,169,859	1,178,568	1,163,216	1,291,290	8,709	15,352
4 Contracts & Other Services	310,799	415,017	287,700	298,220	104,219	127,317
5 Other Income	405,390	406,760	360,000	352,000	1,370	46,760
6 <b>TOTAL REVENUE</b>	<b>\$ 4,108,528</b>	<b>\$ 4,298,646</b>	<b>\$ 4,108,135</b>	<b>\$ 4,302,478</b>	<b>\$ 190,119</b>	<b>190,511</b>
7						
<b>EXPENSES</b>						
9 Materials & Collections	\$ 963,785	\$ 889,789	\$ 887,400	\$ 930,624	\$ (73,996)	\$ 2,389
10 Shipping & Delivery	51,361	54,005	52,500	51,000	2,643	1,505
11 Network Services	282,104	281,254	262,000	268,000	(850)	19,254
12 Bibliographic Services	97,893	90,584	99,400	92,500	(7,309)	(8,816)
13 Programs and Services	351,563	345,823	356,500	367,400	(5,740)	(10,677)
14 Training & Development	92,832	108,133	92,000	102,250	15,301	16,133
15 Salaries & Benefits	1,852,096	1,972,326	1,953,000	2,101,200	120,230	19,326
16 Administration	47,974	40,520	45,500	43,150	(7,455)	(4,980)
17 Bldg & Maintenance	50,472	49,955	48,000	42,000	(517)	1,955
18 Board Expenses	39,129	34,023	33,700	30,700	(5,106)	323
19 Contract & Other Services	190,307	292,820	180,200	176,633	102,513	112,620
20 <b>Subtotal Expenses</b>	<b>\$ 4,019,516</b>	<b>\$ 4,159,231</b>	<b>\$ 4,010,200</b>	<b>\$ 4,205,457</b>	<b>\$ 139,715</b>	<b>\$ 149,031</b>
21 Amortization	96,327	119,244	110,000	96,000	22,917	9,244
22 <b>TOTAL EXPENSES</b>	<b>\$ 4,115,843</b>	<b>\$ 4,278,475</b>	<b>\$ 4,120,200</b>	<b>\$ 4,301,457</b>	<b>\$ 162,632</b>	<b>\$ 158,275</b>
23						
24 <b>Operating Surplus/Deficit</b>	<b>\$ (7,316)</b>	<b>\$ 20,171</b>	<b>\$ (12,065)</b>	<b>\$ 1,020</b>	<b>\$ 27,487</b>	<b>\$ 32,236</b>

Chinook Arch Library Board - Statement of Operations  
2018 Year End

Line		YE December 31, 2017	2018 YE ACTUAL	2018 Revised Budget, Approved Dec 2017	2019 Revised Budget	Variance 2018 YE/2017 YE	Variance 2018 YE/Budget	Variance Notes
	<b>REVENUE</b>							
1	<b>LOCAL CONTRIBUTIONS TO SYSTEM</b>							
2	Library Boards	\$ 594,986	\$ 601,609	\$ 601,607	\$ 608,300	\$ 6,622	\$ 2	
3	Member Fees	\$ 1,562,944	\$ 1,630,059	\$ 1,629,285	\$ 1,684,850	\$ 67,115	\$ 774	
4	<b>TOTAL LOCAL CONTRIBUTIONS</b>	<b>\$ 2,157,930</b>	<b>\$ 2,231,668</b>	<b>\$ 2,230,892</b>	<b>\$ 2,293,150</b>	<b>\$ 73,738</b>	<b>\$ 776</b>	
5								
6	<b>MUNICIPAL RURAL SERVICES FEES</b>							
7	Municipal Rural Services Fees	\$ 64,550	\$ 66,633	\$ 66,327	\$ 67,818	\$ 2,083	\$ 306	
8	<b>TOTAL MUNI RURAL SERVICES FEES</b>	<b>\$ 64,550</b>	<b>\$ 66,633</b>	<b>\$ 66,327</b>	<b>\$ 67,818</b>	<b>\$ 2,083</b>	<b>\$ 306</b>	
9								
10	<b>GRANTS</b>							
11	Other Grants	\$ 6,129	\$ 14,840	\$ -	\$ 128,050	\$ 8,711	\$ 14,840	
12	Provincial Operating Grant	\$ 970,086	\$ 970,499	\$ 970,476	\$ 970,500	\$ 413	\$ 23	
13	Establishment Grant	\$ 904	\$ -	\$ -	\$ -	\$ (904)	\$ -	
14	Provincial Rural Library Services Grant	\$ 192,740	\$ 193,229	\$ 192,740	\$ 192,740	\$ 489	\$ 489	
15	<b>TOTAL GRANTS</b>	<b>\$ 1,169,859</b>	<b>\$ 1,178,568</b>	<b>\$ 1,163,216</b>	<b>\$ 1,291,290</b>	<b>\$ 8,709</b>	<b>\$ 15,352</b>	
16								
17	<b>CONTRACTS &amp; OTHER SERVICES</b>							
18	ILL Resource Sharing Contract Grant	\$ 151,402	\$ 160,872	\$ 152,000	\$ 160,000	\$ 9,470	\$ 8,872	
19	Contracts	\$ 36,538	\$ 36,512	\$ 33,700	\$ 36,220	\$ (25)	\$ 2,812	
20	Staff Purchases of Library Materials	\$ 865	\$ 359	\$ 2,000	\$ 2,000	\$ (507)	\$ (1,641)	
21	Technology Purchase Reimbursement	\$ 121,994	\$ 217,274	\$ 100,000	\$ 100,000	\$ 95,281	\$ 117,274	Corresponding expense on Line 128
22	<b>TOTAL CONTRACT SERVICES</b>	<b>\$ 310,799</b>	<b>\$ 415,017</b>	<b>\$ 287,700</b>	<b>\$ 298,220</b>	<b>\$ 104,219</b>	<b>\$ 127,317</b>	
23								
24	<b>OTHER INCOME</b>							
25	Additional Contributions to Lib Materials	\$ 323,117	\$ 328,397	\$ 310,000	\$ 300,000	\$ 5,280	\$ 18,397	Estimate based on past years
26	Interest & Investment Income	\$ 17,573	\$ 47,275	\$ 20,000	\$ 10,000	\$ 29,702	\$ 27,275	Matured GIC interest + Construction \$\$
27	Building Renovations Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
28	Fundraising & Donations - General	\$ 37,536	\$ 44	\$ -	\$ -	\$ (37,492)	\$ 44	No casino in 2018

Chinook Arch Library Board - Statement of Operations  
2018 Year End

Line		YE December 31, 2017	2018 YE ACTUAL	2018 Revised Budget, Approved Dec 2017	2019 Revised Budget	Variance 2018 YE/2017 YE	Variance 2018 YE/Budget	Variance Notes
29	Employment Programs	\$ 7,889	\$ 3,264	\$ 8,000	\$ 7,000	\$ (4,625)	\$ (4,736)	Only received one grant in 2018
30	Southern Alberta Library Conference	\$ 18,849	\$ 23,898	\$ 20,000	\$ 23,000	\$ 5,049	\$ 3,898	Increased revenue due to LPL attendance
31	Lost material Reimbursement	\$ 26	\$ 41	\$ -	\$ -	\$ 16	\$ 41	
32	Gain/Loss on disposal	\$ -	\$ 3,576	\$ -	\$ 10,000	\$ 3,576	\$ 3,576	
33	Miscellaneous Revenue	\$ 400	\$ 265	\$ 2,000	\$ 2,000	\$ (135)	\$ (1,735)	
34	<b>TOTAL OTHER INCOME</b>	<b>\$ 405,390</b>	<b>\$ 406,760</b>	<b>\$ 360,000</b>	<b>\$ 352,000</b>	<b>\$ 1,370</b>	<b>\$ 46,760</b>	
35								
36	<b>TOTAL REVENUE</b>	<b>\$ 4,108,528</b>	<b>\$ 4,298,646</b>	<b>\$ 4,108,135</b>	<b>\$ 4,302,478</b>	<b>\$ 190,119</b>	<b>\$ 190,511</b>	
37								
38	<b>EXPENSES</b>							
39	<b>MATERIALS &amp; COLLECTIONS</b>							
40	Library Materials	\$ 961,679	\$ 887,238	\$ 885,100	\$ 928,524	\$ (74,441)	\$ 2,138	
41	ILL Services for member libraries	\$ 1,855	\$ 2,367	\$ 2,000	\$ 2,000	\$ 512	\$ 367	
42	Lost material Reimbursement	\$ 251	\$ 184	\$ 300	\$ 100	\$ (67)	\$ (116)	
43	<b>TOTAL MATERIALS &amp; COLLECTIONS</b>	<b>\$ 963,785</b>	<b>\$ 889,789</b>	<b>\$ 887,400</b>	<b>\$ 930,624</b>	<b>\$ (73,996)</b>	<b>\$ 2,389</b>	
44								
45	<b>SHIPPING &amp; DELIVERY</b>							
46	Freight	\$ 6,100	\$ 5,896	\$ 5,500	\$ 5,000	\$ (204)	\$ 396	
47	Postage & Shipping	\$ 4,894	\$ 3,479	\$ 6,500	\$ 5,000	\$ (1,415)	\$ (3,021)	
48	Vehicle Insurance	\$ 5,289	\$ 3,804	\$ 5,500	\$ 5,000	\$ (1,485)	\$ (1,696)	
49	Vehicle Expenses	\$ 35,078	\$ 40,826	\$ 35,000	\$ 36,000	\$ 5,747	\$ 5,826	
50	<b>TOTAL SHIPPING &amp; DELIVERY</b>	<b>\$ 51,361</b>	<b>\$ 54,005</b>	<b>\$ 52,500</b>	<b>\$ 51,000</b>	<b>\$ 2,643</b>	<b>\$ 1,505</b>	
51								
52	<b>NETWORK SERVICES</b>							
53	Telecommunications	\$ 42,012	\$ 40,656	\$ 37,000	\$ 27,000	\$ (1,356)	\$ 3,656	
54	Network Support and Maintenance	\$ 161,134	\$ 186,674	\$ 170,000	\$ 175,000	\$ 25,540	\$ 16,674	
55	RISE Bridge & network support	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ -	\$ -	
56	Equipment and Software	\$ 43,958	\$ 18,925	\$ 20,000	\$ 31,000	\$ (25,034)	\$ (1,075)	
57	<b>TOTAL NETWORK SERVICES</b>	<b>\$ 282,104</b>	<b>\$ 281,254</b>	<b>\$ 262,000</b>	<b>\$ 268,000</b>	<b>\$ (850)</b>	<b>\$ 19,254</b>	

Chinook Arch Library Board - Statement of Operations  
2018 Year End

Line		YE December 31, 2017	2018 YE ACTUAL	2018 Revised Budget, Approved Dec 2017	2019 Revised Budget	Variance 2018 YE/2017 YE	Variance 2018 YE/Budget	Variance Notes
58								
59	<b>BIBLIOGRAPHIC SERVICES</b>							
60	Cataloguing Subscriptions	\$ 4,262	\$ 4,238	\$ 4,400	\$ 2,500	\$ (24)	\$ (162)	
61	Supplies for library materials	\$ 16,117	\$ 15,927	\$ 15,000	\$ 15,000	\$ (190)	\$ 927	Materials purchased in bulk orders
62	Support Services	\$ 77,514	\$ 70,419	\$ 80,000	\$ 75,000	\$ (7,095)	\$ (9,581)	
63	<b>TOTAL BIBLIOGRAPHIC SERVICES</b>	<b>\$ 97,893</b>	<b>\$ 90,584</b>	<b>\$ 99,400</b>	<b>\$ 92,500</b>	<b>\$ (7,309)</b>	<b>\$ (8,816)</b>	
64								
65	<b>PROGRAMS &amp; SERVICES</b>							
66	Summer Programs	\$ 3,381	\$ 2,439	\$ 4,000	\$ 2,500	\$ (942)	\$ (1,561)	
67	Membership Programs	\$ 8,820	\$ 8,922	\$ 9,500	\$ 9,500	\$ 102	\$ (578)	TAL Membership
69	Rural Library Services Grant Transfers	\$ 227,716	\$ 225,492	\$ 226,500	\$ 232,400	\$ (2,225)	\$ (1,008)	
70	Library Membership Cards	\$ 3,455	\$ 774	\$ 4,000	\$ 4,000	\$ (2,681)	\$ (3,226)	Single order this year pending new logo
71	Marketing & Communications	\$ 17,579	\$ 17,354	\$ 20,000	\$ 28,000	\$ (225)	\$ (2,646)	
72	Regional Resource Sharing	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ -	\$ -	
73	Special Projects	\$ 612	\$ 843	\$ 1,000	\$ 1,000	\$ 231	\$ (157)	Author tour: Michele Veldhoen
74	<b>TOTAL PROGRAMS</b>	<b>\$ 351,563</b>	<b>\$ 345,823</b>	<b>\$ 356,500</b>	<b>\$ 367,400</b>	<b>\$ (5,740)</b>	<b>\$ (10,677)</b>	
75								
76	<b>TRAINING &amp; DEVELOPMENT</b>							
77	Librarians Meetings and Training	\$ 14,413	\$ 18,873	\$ 18,000	\$ 18,000	\$ 4,460	\$ 873	
78	Southern Alberta Library Conference	\$ 28,362	\$ 32,551	\$ 28,000	\$ 32,000	\$ 4,189	\$ 4,551	Increased due to LPL attendance
79	Conferences, Courses, Staff Travel	\$ 49,606	\$ 52,929	\$ 45,000	\$ 50,250	\$ 3,322	\$ 7,929	
80	Programs & Training for Libraries	\$ 450	\$ 3,780	\$ 1,000	\$ 2,000	\$ 3,330	\$ 2,780	Travel bursary for 5 member libraries
81	<b>TOTAL TRAINING &amp; DEVELOPMENT</b>	<b>\$ 92,832</b>	<b>\$ 108,133</b>	<b>\$ 92,000</b>	<b>\$ 102,250</b>	<b>\$ 15,301</b>	<b>\$ 16,133</b>	
82								
83	<b>SALARIES AND BENEFITS</b>							
84	Salaries	\$ 1,506,320	\$ 1,633,220	\$ 1,625,000	\$ 1,748,500	\$ 126,899	\$ 8,220	
85	Benefits	\$ 341,987	\$ 336,053	\$ 325,000	\$ 349,700	\$ (5,934)	\$ 11,053	
86	Worker's Compensation	\$ 3,788	\$ 3,053	\$ 3,000	\$ 3,000	\$ (735)	\$ 53	
87	<b>TOTAL SALARIES &amp; BENEFITS</b>	<b>\$ 1,852,096</b>	<b>\$ 1,972,326</b>	<b>\$ 1,953,000</b>	<b>\$ 2,101,200</b>	<b>\$ 120,230</b>	<b>\$ 19,326</b>	

Chinook Arch Library Board - Statement of Operations  
2018 Year End

Line		YE December 31, 2017	2018 YE ACTUAL	2018 Revised Budget, Approved Dec 2017	2019 Revised Budget	Variance 2018 YE/2017 YE	Variance 2018 YE/Budget	Variance Notes
88								
89	<b>ADMINISTRATION</b>							
90	Bank Charges	\$ 868	\$ 1,393	\$ 400	\$ 400	\$ 524	\$ 993	
91	Subscriptions	\$ 3,634	\$ 4,217	\$ 3,000	\$ 2,750	\$ 583	\$ 1,217	
92	Audit & Professional Fees	\$ 7,800	\$ 6,500	\$ 7,600	\$ 7,000	\$ (1,300)	\$ (1,100)	
93	Advertising	\$ -	\$ 55	\$ 1,000	\$ 500	\$ 55	\$ (945)	
94	Memberships	\$ 467	\$ 318	\$ 500	\$ 500	\$ (149)	\$ (182)	
95	Recruitment	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ -	\$ (2,500)	
96	Office Supplies & Equipment	\$ 5,961	\$ 7,400	\$ 6,000	\$ 10,000	\$ 1,439	\$ 1,400	
97	Maintenance - Office Equipment	\$ 13,907	\$ 12,656	\$ 17,000	\$ 13,000	\$ (1,250)	\$ (4,344)	
98	Coffee Service	\$ 6,679	\$ 5,982	\$ 5,000	\$ 5,000	\$ (698)	\$ 98	
99	Printing	\$ 1,461	\$ 34	\$ 2,000	\$ 1,000	\$ (1,427)	\$ (1,966)	
100	Miscellaneous	\$ 42	\$ 281	\$ 500	\$ 500	\$ 238	\$ (219)	
101	U.S. exchange	\$ 7,154	\$ 1,683	\$ -		\$ (5,470)	\$ 1,683	
102	<b>TOTAL ADMINISTRATION</b>	<b>\$ 47,974</b>	<b>\$ 40,520</b>	<b>\$ 45,500</b>	<b>\$ 43,150</b>	<b>\$ (7,455)</b>	<b>\$ (4,980)</b>	
103								
104	<b>BUILDING &amp; MAINTENANCE</b>							
105	Building Maintenance	\$ 12,393	\$ 7,166	\$ 10,000	\$ 6,500	\$ (5,228)	\$ (2,834)	
107	Furnishings	\$ 4,206	\$ 4,952	\$ 1,000	\$ -	\$ 746	\$ 3,952	Stand-up desks for staff
108	Utilities	\$ 27,424	\$ 30,586	\$ 30,000	\$ 28,000	\$ 3,162	\$ 586	
109	Maintenance Supplies	\$ 1,985	\$ 3,053	\$ 2,000	\$ 2,000	\$ 1,068	\$ 1,053	
110	Insurance	\$ 4,464	\$ 4,198	\$ 5,000	\$ 4,500	\$ (266)	\$ (802)	
111	<b>TOTAL BLDG &amp; MAINTENANCE</b>	<b>\$ 50,472</b>	<b>\$ 49,955</b>	<b>\$ 48,000</b>	<b>\$ 42,000</b>	<b>\$ (517)</b>	<b>\$ 1,955</b>	
112								
113	<b>BOARD EXPENSES</b>							
114	Board & Committee Meetings	\$ 16,426	\$ 13,294	\$ 15,000	\$ 15,000	\$ (3,132)	\$ (1,706)	
115	Board Development	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ -	\$ (1,000)	
115	Memberships - Board	\$ 655	\$ 655	\$ 700	\$ 700	\$ -	\$ (45)	ALTA Membership
117	Conferences, Workshops, Travel	\$ 9,905	\$ 15,045	\$ 11,000	\$ 10,000	\$ 5,140	\$ 4,045	

Chinook Arch Library Board - Statement of Operations  
2018 Year End

Line		YE December 31, 2017	2018 YE ACTUAL	2018 Revised Budget, Approved Dec 2017	2019 Revised Budget	Variance 2018 YE/2017 YE	Variance 2018 YE/Budget	Variance Notes
118	Hospitality - Recognition	\$ 11,460	\$ 4,341	\$ 5,000	\$ 3,000	\$ (7,119)	\$ (659)	
119	Liability Insurance	\$ 684	\$ 689	\$ 1,000	\$ 1,000	\$ 5	\$ (311)	
120	<b>TOTAL BOARD EXPENSES</b>	<b>\$ 39,129</b>	<b>\$ 34,023</b>	<b>\$ 33,700</b>	<b>\$ 30,700</b>	<b>\$ (5,106)</b>	<b>\$ 323</b>	
121								
122	<b>CONTRACT &amp; OTHER SERVICES</b>							
123	Better Beginnings Card Coupons	\$ 243	\$ 60	\$ 1,200	\$ 500	\$ (183)	\$ (1,140)	
124	Provincial ILL Resource Sharing	\$ 2,280	\$ 2,806	\$ 4,000	\$ 4,000	\$ 526	\$ (1,194)	
125	ILL VDX Maintenance	\$ 35,533	\$ 38,678	\$ 38,000	\$ 35,000	\$ 3,145	\$ 678	
126	ILS Maint. & Subs. contract services (SLS)	\$ 22,123	\$ 34,110	\$ 23,000	\$ 35,133	\$ 11,987	\$ 11,110	Increased due to added services
127	Internet Services Contract (SLS)	\$ 8,580	\$ 2,145	\$ 12,000	\$ -	\$ (6,435)	\$ (9,855)	Contract with Shortgrass for ISP ended
128	Technology purchasing services	\$ 120,748	\$ 214,823	\$ 100,000	\$ 100,000	\$ 94,075	\$ 114,823	
129	Library materials - staff purchases	\$ 799	\$ 197	\$ 2,000	\$ 2,000	\$ (602)	\$ (1,803)	
130	<b>TOTAL CONTRACT &amp; OTHER SERVICES</b>	<b>\$ 190,307</b>	<b>\$ 292,820</b>	<b>\$ 180,200</b>	<b>\$ 176,633</b>	<b>\$ 102,513</b>	<b>\$ 112,620</b>	
131								
132	<b>Subtotal Expenses</b>	<b>\$ 4,019,516</b>	<b>\$ 4,159,231</b>	<b>\$ 4,010,200</b>	<b>\$ 4,205,457</b>	<b>\$ 139,715</b>	<b>\$ 149,031</b>	
133	<b>AMORTIZATION EXPENSE</b>	<b>\$ 96,327</b>	<b>\$ 119,244</b>	<b>\$ 110,000</b>	<b>\$ 96,000</b>	<b>\$ 22,917</b>	<b>\$ 9,244</b>	
134								
135	<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 4,115,843</b>	<b>\$ 4,278,475</b>	<b>\$ 4,120,200</b>	<b>\$ 4,301,457</b>	<b>\$ 162,632</b>	<b>\$ 158,275</b>	
136	<b>Operating Surplus/Deficit</b>	<b>\$ (7,316)</b>	<b>\$ 20,171</b>	<b>\$ (12,065)</b>	<b>\$ 1,021</b>	<b>\$ 27,487</b>	<b>\$ 32,236</b>	
137								
138	<b>CAPITAL &amp; SPECIAL PROJECTS</b>							
139	Technology	\$ 77,752	\$ 105,533					
140	Building /furnishings	\$ -	\$ 890,078					
141	Vehicles							
142	<b>TOTAL CAPITAL &amp; SPECIAL PROJECTS</b>	<b>\$ 77,752</b>	<b>\$ 995,610</b>					

Chinook Arch Library Board  
Statement of Financial Position YE Dec 31, 2018

	YE Dec 31, 2017	YE Dec 31, 2018	Projection: Year End 2018	Projected Difference 2018- 2017
<b>ASSETS</b>				
<b>CURRENT ASSETS</b>				
1 Cash and Temporary investments	\$ 1,073,850	\$ 1,094,537	\$ 1,100,000	\$ 26,150
2 Restricted Cash	\$ 2,103,053	\$ 1,298,217	\$ 1,200,000	\$ (903,053)
3 Accounts Receivable	95,103	114,240	56,500	(38,603)
4 Prepaid expenses	162,113	159,673	165,000	2,887
5 <b>TOTAL CURRENT ASSETS</b>	<b>3,434,119</b>	<b>2,666,667</b>	<b>2,521,500</b>	<b>(912,619)</b>
<b>LONG TERM ASSETS</b>				
7 Capital Assets	813,289	813,687	816,406	3,117
8 <b>TOTAL LONG TERM ASSETS</b>	<b>813,289</b>	<b>813,687</b>	<b>816,406</b>	<b>3,117</b>
9 <b>TOTAL ASSETS</b>	<b>4,247,408</b>	<b>3,480,354</b>	<b>3,337,906</b>	<b>(909,502)</b>
<b>LIABILITIES</b>				
<b>CURRENT LIABILITIES</b>				
12 Accounts Payable & Accrued Liabilities	61,781	127,256	50,000	(11,781)
13 Deferred Revenue	2,103,053	1,324,717	1,226,000	(877,053)
14 Employee Benefit Obligations	148,083	148,083	125,000	(23,083)
15 <b>TOTAL CURRENT LIABILITIES</b>	<b>2,312,917</b>	<b>1,600,056</b>	<b>1,401,000</b>	<b>(911,917)</b>
16 <b>TOTAL LIABILITIES</b>	<b>2,312,917</b>	<b>1,600,056</b>	<b>1,401,000</b>	<b>(911,917)</b>
<b>NET ASSETS</b>				
18 Restricted surplus	1,120,101	1,065,509	1,119,698	(403)
19 Invested in Property and equipment	813,289	813,687	816,406	3,117
20 Excess of income over distribution	-	-	-	-
21 Externally restricted surplus	1,101	1,102	802	299
22 <b>TOTAL NET ASSETS</b>	<b>\$ 1,934,491</b>	<b>\$ 1,880,297</b>	<b>\$ 1,936,906</b>	<b>\$ 2,415</b>
23 <b>LIABILITIES AND NET ASSETS</b>	<b>\$ 4,247,408</b>	<b>\$ 3,480,354</b>	<b>\$ 3,337,906</b>	<b>\$ (909,502)</b>

# BOARD REPORT



**CHINOOK**  
ARCH REGIONAL  
LIBRARY SYSTEM

CHINOOK ARCH LIBRARY BOARD MEETING - DECEMBER 13, 2018

## BOARD APPROVES NEW VISION AND MISSION STATEMENTS

This is an exciting period in Chinook Arch's history, with the building renovations currently underway, a new Plan of Service, and a new logo and graphic identity! With all these changes, the Marketing Committee recommended new, catchier vision and mission statements that are easier to remember and therefore more likely to have an impact.



VISION

### **THRIVING LIBRARIES. THRIVING COMMUNITIES.**

The new vision statement captures the well-documented relationship between healthy, thriving communities and their public libraries. This new vision underscores the notion that Chinook Arch's goal is to contribute in a meaningful way to libraries and communities in such a way that they continue to flourish.



MISSION

### **CONNECTING TO PROVIDE EXCEPTIONAL LIBRARY SERVICE.**

The new mission statement emphasizes the collaborative nature of Chinook Arch's work with member municipalities, library boards, and library staff - along with partners across Alberta and beyond.

## ANNUAL ORGANIZATIONAL MEETING

Each December, the Chinook Arch Library Board holds its organizational meeting, where executive officers are elected for the following year. While three ex officio members will maintain their place on executive, the positions of Vice-Chair and Secretary-Treasurer were elected by acclamation, and the five Officers-At-Large were elected by secret ballot.

### **Congratulations to**

DeVar Dahl (Chair, Magrath)

Howard Paulsen (Past Chair, Stavely)

Marie Logan (Vice-Chair, Lomond)

Lloyd Kearn (Secretary-Treasurer, Cardston County)

Wendy Kalkan (LPL Resource Centre)

Kathy Davies (Claresholm)

Doug Logan (Vulcan County)

Vic Mensch (Ministerial Appointment)

Christopher Northcott (Milo)

Quentin Stevick (MD of Pincher Creek)

**Thank you all for your service!**

## BOARD MEMBERS PRESENT

Arrowwood	Wendy Williams
Barnwell	Jane Johnson
Town of Cardston	Dennis Barnes
Cardston County	Lloyd Kearl
Carmangay	Joanne Juce
Claresholm	Kathy Davies
Coaldale	Tamara Waites
Crowsnest Pass	Doreen Glavin
Fort Macleod	Jim Monteith
Granum	Arlette Heck
Lethbridge County	Tory Campbell
Lomond	Marie Logan
Magrath	DeVar Dahl (Chair)
Milk River	Margaret McCanna
Milo	Christopher Northcott
Picture Butte	Teresa Feist
Town of Pincher Creek	Mark Barber
Pincher Creek MD	Quentin Stevick
Raymond	Joan Harker
Town of Taber	Andrew Prokop
Taber MD	Tamara Miyanga
Vauxhall	Kim Cawley
Town of Vulcan	Liz Hammond
Village of Warner	Colette Glynn
Warner County	Morgan Rockenbach
ID of Waterton	Lesley Little
Willow Creek MD	Maryanne Sandberg
Kainai Board of Education	Linda Weasel Head
LPL Resource Centre	Wendy Kalkan
Ministerial Appointment	Vic Mensch

### Regrets:

Barons	Ron Gorzitza
Glenwood	David Rolfsen
Nanton	Gordon Given
Stavelly	Howard Paulsen
Vulcan County	Doug Logan

### Absent:

Champion	Trevor Wagenvoort
Coalhurst	Heather Caldwell
Coutts	Tom Butler
Hill Spring	Suzanne French
City of Lethbridge	Brittany Dow
Stirling	Rob Edwards

## CHINOOK ARCH/CITY OF LETHBRIDGE BENEFIT-COST ANALYSIS

In 2001, the Chinook Arch Library Board, the City of Lethbridge, and the Lethbridge Public Library Board undertook a Benefit-Cost Analysis (BCA) in order to quantify the net benefit (or cost) the City of Lethbridge enjoyed as a result of its membership in the System. The goal of the BCA was to determine the cost of "Alternative Service Delivery," should the City wish to offer the same level of service to its residents in absence of Chinook Arch. The original BCA, conducted by finance department staff at the City, showed a \$203,825 annual benefit in 2001, and a projected \$131,937 benefit for 2002.

In 2018, the BCA was updated using the same methodology as the 2001 study. The BCA shows a net benefit of \$149,462 to the City of Lethbridge for the fiscal year 2017 as a result of their membership in Chinook Arch.



This results in a cost/benefit ratio of 1:1.12; in other words, to maintain a comparable level of library service without Chinook Arch, Lethbridge would need to spend \$1.12 where it currently spends \$1.00.

## 2019 – 2022 MEMBER LEVY SCHEDULE APPROVED

The proposed member levy schedule for the 2019-2022 budget cycle received sufficient support from member councils to come into effect on January 1, 2019. No member council declined the levy schedule. The per-capita municipal levy for the next four years is as follows:

	2019	2020	2021	2022
	\$8.01	\$8.17	\$8.29	\$8.41

### CONTACT US

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chinook.arch7



@chinooklibs



@chincoklibs

# Alberta SouthWest Bulletin February 2019

## Regional Economic Development Alliance (REDA) Update

### • AEDO Plaque arrives from Washington

Those who braved winter roads to attend the January Board meeting were the first to see the Accredited Economic Development Organization (AEDO) Award that arrived from the International Economic Development Council (IEDC) based in Washington DC. AlbertaSW is the third economic development organization in Canada to achieve AEDO designation; the others are the Greater Halifax Partnership and the City of Hamilton Economic Development Division. There are currently 62 AEDOs world-wide.



### • Tips for Grant Applications

A recent webinar featuring Mark Werthmann, economic development representative at the U.S. Department of Commerce, provided the following advice and insight to apply for grants effectively.

- **Identify a quantifiable solution to a defined problem.** What are your community's assets and gaps, and what will move your community forward in a demonstrable and measurable way?
- **Formulate measures and benchmarks for success.** Make sure you have the tools to measure your progress towards your proposed solution.
- **Find the right funder.** Find funders whose missions match your problem. What's in it for the funder? What is the funder trying to accomplish? How can you help funders reach their goals and make them proud of their investment? Align your goals with theirs.
- **Find the right collaborators.** Collaborate with other organizations to show that you have community buy-in and support. Make sure your collaborators are engaged and committed.
- **Be direct.** Make sure your solution directly addresses what the funders are asking.
- **Have a long-term plan for measuring success.** How will you demonstrate results, and sustain these efforts?



### • Economic Development for Elected Officials

On January 7 Economic Developers Alberta (EDA) provided a day of learning and discussion on the role of elected officials in providing leadership to support economic growth.

#### UPCOMING

- **Economic Developers Alberta Conference**  
[www.edaalberta.ca](http://www.edaalberta.ca) April 3-5, 2019 - Banff Centre

➤ Is your community interested in developing its own renewable energy projects?

- **Alberta Community Generation Roadshow Open House** <https://www.encyclopediaalberta.ca/commgen/>  
February 4, 2019 - 3:00pm- 7:00pm Southern Alberta Ethnic Association 421 - 5 Avenue South  
Learn more about Alberta's NEW Community Generation Program and how you can prepare to participate.



#### SAVE THE DATE

- **Economic Resilience Training for Community and Regional Leaders**  
Thursday April 11, 2019 - Fort Macleod Town Office 9:00am to 4:00pm

Alberta SouthWest Box 1041 Pincher Creek AB T0K 1W0  
403-627-3373 (office) 403-627-0244 (cell)  
[bev@albertasouthwest.com](mailto:bev@albertasouthwest.com)  
[www.albertasouthwest.com](http://www.albertasouthwest.com)



# Alberta SouthWest Regional Alliance

## Minutes of the Board of Directors Meeting

Wednesday December 12, 2018 – Putters Restaurant at the Bridges, Claresholm



### Board Representatives

Barney Reeves, Waterton  
Scott Korbett, Pincher Creek  
Jim Bester, Cardston County  
Warren Mickels, Cowley  
Albert Elias, Glenwood  
Duncan McLean, Granum  
Dennis Barnes, Cardston  
Dale Gugala, Stavely

Ron Davis, MD Ranchland  
Blair Painter, Crowsnest Pass  
Beryl West, Nanton  
Brad Schlossberger, Claresholm

### Resource Staff and Guests

Bev Thornton, Executive Director, AlbertaSW  
Bob Dyrda, O-Net

1. Call to Order and welcome  
Executive Director Bev Thornton called the meeting to order.
2. Election of Officers  
Executive Director called for nominations for position of Chair.  
Scott Korbett nominated Barney Reeves.  
Dennis Barnes moved THAT nominations cease.  
**Carried.** [2018-12-603]  
Barney Reeves named Chair for 2018-2019.  
  
Chair called for nominations for the position of Vice-Chair.  
Blair Painter nominated Brent Feyter.  
Warren Mickels moved THAT nominations cease.  
**Carried.** [2018-12-604]  
Brent Feyter named Vice-Chair for 2018-2019.  
  
Chair called for nominations for the position of Secretary Treasurer.  
John Van Driesten nominated Scott Korbett.  
Dennis Barnes moved THAT nominations cease.  
**Carried.** [2018-12-605]  
Scott Korbett named Secretary Treasurer 2018-2019.  
  
Moved by Denis Barnes THAT Jim Bester be appointed as the additional Designated Signing Authority.  
**Carried.** [2018-12-606]  
  
Approval of Agenda  
"EDA Conference" added  
Moved by Duncan McLean THAT the agenda be approved as amended.  
**Carried.** [2018-12-607]
4. Approval of Minutes  
Moved by Jim Bester THAT the minutes of November 7, 2018 be approved as presented.  
**Carried.** [2018-12-608]
5. Approval of Cheque Register  
Moved by Scott Korbett THAT cheques #2526 to #2543 be approved as presented.  
**Carried.** [2018-12-609]
6. Insurance Renewal  
Moved by Jim Bester THAT Directors and Officers and Liability Insurance policy be renewed with RMA Insurance (formerly Jubilee Insurance Agencies).  
**Carried.** [2018-12-610]

- |     |  |   |
|-----|--|---|
| 7.  | Economic Developers Alberta Conference       | Moved by Blair Painter THAT AlbertaSW reimburse the cost of EDA Conference registration fee for any Board Directors who can attend, April 3-5, 2019, Banff Centre.<br><b>Carried.</b> [2018-12-611]   |
| 8.  | Economic Development Training                | Board discussion and consensus:<br>"Economic Development for Elected Officials": January 7, 2019 "Economic Resiliency" to be offered in the spring.   |
| 9.  | Street lighting pilot project                | Non-glare street-lighting technology inviting pilot site installation.<br>Accepted as information.  |
| 10. | REDA Chair meetings                          | Chair Barney Reeves reported on a day of meetings in Edmonton with REDA Chairs, department staff of Alberta Economic Development and Trade and Minister Deron Bilous.   |
| 11. | Summit on the Business of Outdoor Recreation | Scott Korbett attended this inaugural event in Whitefish MT. It was a successful gathering of over 250 delegates including outdoor recreation business operators, equipment manufacturers and distributors, government staff, and community leaders. It is expected this will be an annual event. |
| 12. | Destination Development Association          | Community Futures Alberta Southwest had purchased a regional membership for all our communities. In 2019 this will be a FREE membership, so all communities are encouraged to access this resource. Paid membership will come into effect again for 2020.<br>Accepted as information.             |
| 13. | Experience Development Workshop              | Travel Alberta is offering this tourism industry training day in Crowsnest Pass on January 22, 2019.<br>Accepted as information.  |
| 14. | Update from Bob Dyrda, O-Net                 | Bob provided an update on his new position as a consultant to O-Net. Bob remains a good broadband resource for our communities.<br>Chair presented Bob with a gift of appreciation for all he has contributed to AlbertaSW since 2012.  |
| 15. | Executive Director Report                    | Accepted as information.  |
| 16. | Round table updates                          |   |
| 17. | Board Meetings:                              | <ul style="list-style-type: none"> <li>➤ January 23, 2019-Pincher Creek</li> <li>➤ February 2019 NO MEETING</li> <li>➤ March 6, 2019</li> <li>➤ April 3, 2019: proposed move to April 10</li> </ul>   |
| 18. | Adjournment                                  | Moved by Dennis Barnes THAT the meeting be adjourned.<br><b>Carried.</b> [2018-12-612]  |

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Chair

Approved January 23, 2019

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Secretary/Treasurer

## Operations Report February 6, 2019

### Operations Activity Includes:

#### Agricultural and Environmental Services Activity Includes:

- January 16                      Deadstock Regional Sustainable Solution Meeting
- January 16                      Pictures and Info for the Province
- January 17                      CityWorks Meeting
- January 18                      Oldman Watershed Council, Watershed Legacy Program Meeting
- January 21 – 24                2019 Provincial Agricultural Service Board Conference
- January 28                      SWIM meeting
- January 29                      Environmental Farm Plan assistance (MD of Willow Creek)
- January 29                      Safety Survey
- January 30                      Summer Student timeline preparation
- January 30                      EFP Review and Approval (X3)
- January 31                      MRF Geosystems Update and Progress Meeting
- February 1                      EFP Review and Approval
- February 1                      Seed Cleaning Plant
- February 4                      ASB Field Visit Report from Alan Efetha
- February 5                      Deadstock Regional Sustainability Initiative
- February 6                      ASB Members Meeting

#### Public Works Activity Includes:

- Permanent snow fence repair and replacement
- Finalized retrofit of snow blower
- Violence and harassment inspections of facilities completed
- Plow snow as required
- Union Negotiations
- Scratch and trench ice in spring locations (Villa Vega, Lundbreck Falls, Willow Valley etc)
- Confined Space Training
- First Aid Training

#### Upcoming:

- February 7                      ASB Meeting
- February 12                     Cows and Fish Board Meeting (Conference Call)
- February 13                     Joint Health and Safety Meeting
- February 13 – 20                Producer Funding Opportunities Workshop

#### Project Update:

- Director of Operations interviews are ongoing.

**Call Logs – attached.**

**Recommendation:**

That the Operations report for the period January 16, 2019 to February 6, 2019, and the call log be received as information.

---

Prepared by: Sheldon Steinke

Date: February 6, 2019

Reviewed by:

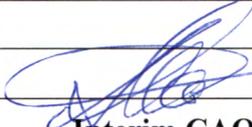
Date:

Submitted to: Council

Date: February 12, 2019



## Recommendation to Council

<b>TITLE: WAIVER OF TAX PENALTY REQUEST – RYAN BELL</b>			
<b>PREPARED BY: Sheldon Steinke</b>		<b>DATE: January 31, 2019</b>	
<b>DEPARTMENT: Administration</b>			
		<b>ATTACHMENTS:</b>	
<b>Department Supervisor</b>	<b>Date</b>	<ol style="list-style-type: none"> <li>1. Email from Ryan Bell, dated January 24, 2019</li> <li>2. Email dated January 28, 2019, providing explanation, with relevant Tax Certificate</li> </ol>	
<b>APPROVALS:</b>			
			
<b>Department Director</b>	<b>Date</b>	<b>Interim CAO</b>	<b>Date</b>

**RECOMMENDATION:**  
**That the request, from Ryan Bell, to waive the Tax Penalties, in the amount of \$199.83, be denied.**

**BACKGROUND:**

Mr. Bell has submitted an email requesting the penalties on his tax account be withdrawn.

**FINANCIAL IMPLICATIONS:**

The amount of \$199.83 would be removed from Mr. Bell's account.

**Tara Cryderman**

---

**Subject:** FW: Email for Council Meeting - January 24

**From:** Ryan bell <>  
**Sent:** January 24, 2019 3:26 PM  
**To:** Joyce Mackenzie-Grieve <[AdminTaxClerk@mdpincercreek.ab.ca](mailto:AdminTaxClerk@mdpincercreek.ab.ca)>  
**Subject:**

Dear council for the municipality of Pincher Creek,

I am writing for leniency on an expensive tax penalty I received after the fact. Please let me explain- I have had a recent issue with a property sale performed by North & Company in which they have requested payment for late fees that they and I were unaware would occur due to the timing of the actual sale date of the property. Also, if I remember correctly, I didn't receive the letter of address regarding the issue until Jan 12, and suspect it was because of the Post workers strike.

The agreements were signed up with believed to be complete tax levy's for the 2018 year. In late December pending the sale of my property. Unfortunately, they were unaware that further late payment fee would occur in January 3 2019 if not addressed by then. Due to this oversight I would like to request leniency on the matter and have the municipality waive the substantial late fee as it is technicality that was array. It would be very much appreciated.

Specific Details as follows:

Reference: Roll SE 06 08 29 W4 Lot 2 Block 1 Plan 9711425

On December 20, 2018 North & Company requested a tax certificate. I signed agreements for the sale with them on the 22 I believe. The 12% penalty was triggered on January 2<sup>nd</sup>, and all parties were unaware. Property closure transferred 3<sup>rd</sup> and the late payment came after the fact.

It was well into the new year that I can say I was made aware and I hope this can just fall off the table?

Thank you for your time and any consideration.

Regards,

Ryan Bell



**MD of Pincher Creek**  
 P.O. Box 279  
 1037 Herron Avenue  
 Pincher Creek, Alberta T0K 1W0  
 (403) 627-3130

**TAX CERTIFICATE**

Roll Number:  
 Certificate #: 1453  
 Your File #: 126906.000 VLS/etc

North & Company (Blairmore) P.O. Box 810  Blairmore AB T0K 0E0		Name currently Shown on Assessment Roll Bell, Ryan Richard	
<b>Property Description</b>		<b>Statement of Current Taxes for 2018</b>	
<b>Municipal Address:</b>		Taxes Levied to Date	Current Taxes Owning
		\$769.78	\$816.59
<b>Property Description</b>		<b>Statement of Tax Arrears</b>	
-S.E.-06-08-26-W4		Year	Outstanding
002 -01 -9711425		2017	\$848.65
<b>Acres</b>		2018	\$0.00
4.66000		2015 & prior	\$0.00
<b>Current Water/Sewer Balance</b>		Total amount of TAXES payable at this time: \$1,665.24	
\$0.00			
Additional unpaid accounts that may be added to taxes include Utility Charges		<b>Tax Installment Payment Program (TIPP)</b>	
		Personal Pre-Authorized Debit:	\$0.00
		Currently not enrolled in the Tax Installment Payment Program	
<b>Taxes Levied for Previous Year:</b> \$714.29		<b>Comments:</b>	
		FOR AN ABSTRACT OF ANY ENCUMBRANCES OTHER THAN TAXES APPLY TO THE REGISTRAR, LAND TITLES OFFICE, CALGARY, AB	

Signed & Sealed

**COPY**

Municipal Clerk

Dated at Pincher Creek  
2018-12-19



**NORTH & COMPANY<sup>LLP</sup>**  
LAW OFFICES

Reply To: Crowsnest Pass Office  
P.O. Box 810  
12537 - 21 Avenue  
Blairmore, AB T0K 0E0

Phone: (403) 562-2900  
Fax: (403) 562-2121  
VALERIE SAJE  
vsaje@north-co.com

Assistant: Ericka Campbell  
Email: ecampbell@north-co.com

December 18, 2018

Delivered By Regular Mail and Fax To: (403) 627-5070

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

Dear Sir/Madam:

RE:

Please provide tax information setting out the current year's taxes with respect to the Property and the portion, if any, of said taxes which has been paid to date, as well as any outstanding arrears of taxes, and penalties.

A firm cheque in the amount of \$25.00 is enclosed in payment of your fees.

Thank you in advance for your prompt attention to this matter.

Yours truly,

NORTH & COMPANY LLP

*for: Campbell*  
PER: VALERIE SAJE

VS:elc

Encl.

North & Company invites you to visit any of their offices in Southern Alberta.  
Lethbridge • Crowsnest Pass • Coaldale • Claresholm • Pincher Creek • Taber • Vulcan  
High River • Milk River • Picture Butte • Warner  
Website: [www.north-co.com](http://www.north-co.com) Toll Free: 1 800 552 8022

## Tara Cryderman

---

**From:** Joyce Mackenzie-Grieve  
**Sent:** Thursday, January 24, 2019 4:31 PM  
**To:** Tara Cryderman  
**Subject:** Ryan Bell Email requesting Penalty Waiver  
**Attachments:** Ryan Bell Tax Certificate.pdf

Re: Ryan Bell Tax Roll – Request to waive 12% penalty

Penalty applied January 2, 2019 **\$199.83**

A Tax Certificate was supplied to North & Company (CNP branch) on December 19, 2018 (copy attached).

A tax certificate is a snap shot of tax and penalties owing at a particular point in time, which in this case was December 19.

As of December 19, 2018 the tax levies for both 2017 and 2018 remained outstanding.

On January 2<sup>nd</sup> the full tax balance was in arrears and a 12% penalty (\$199.83) was applied.

January 9, 2019 – Payment of tax was received from North & Company in the amount of \$1,665.24 (leaving the penalty outstanding).

### Notification of Penalties

Penalties are stated on the Combined Assessment and Tax Notice

Advertised in the local and CNP newspapers

Posted on MD website

On or around November 8, 2018 Notices of Outstanding Tax Arrears were mailed to all customers with outstanding tax balances, stating a 12% penalty effective January 1.

*Joyce Mackenzie-Grieve*

Accounting Clerk II

Municipal District of Pincher Creek No. 9

Phone: 403.627.3130

Fax: 403.627.5070

Email: [AdminTaxClerk@mdpincercreek.ab.ca](mailto:AdminTaxClerk@mdpincercreek.ab.ca)

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to which they are addressed. Please notify the sender immediately by e-mail if you have received this e-mail by mistake and delete this e-mail from your system. If you are not the intended recipient you are notified that disclosing, copying, distributing or taking any action in reliance on the contents of this information is strictly prohibited. Attachment to this e-mail may contain viruses that could damage your computer system. Whilst we take reasonable precautions to minimize this risk, we do not accept liability for any damage which may result from software viruses. You should carry out your own virus checks prior to opening any attachment. Please note that errors can occur in electronically transmitted materials. We do not accept liability for any such errors. If verification is required please ask for a hard copy.

## Recommendation to Council



**TITLE: REQUEST FOR MD TO INTERVENE IN AUC HEARING**

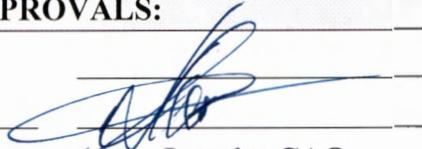
**PREPARED BY: Sheldon Steinke**

**DATE: January 31, 2019**

**DEPARTMENT: Administration**

Department Supervisor	Date	ATTACHMENTS:
		1. Email from Livingstone Landowners Group, dated January 31, 2019 with accompanying letter 2. Screen Shot from AUC Efiling System

**APPROVALS:**

Department Director	Date	 Interim CAO	06 Feb 19 Date

**RECOMMENDATION:**

That Council receive the email from Livingstone Landowners Group, dated January 31, 2019, with accompanying letter, dated January 30, 2019, as information, as the MD status in AUC Proceeding No. 23377 remains active

**BACKGROUND:**

On January 31, 2019, the MD received the attached email, with accompanying letter from the Livingstone Landowners Group, requesting that the MD Council seek intervener status in the current AUC Proceeding No. 23377.

Upon investigation and clarification, it was determined that the MD's status as in intervener with Proceeding No. 23377 remains active.

**FINANCIAL IMPLICATIONS:**

None at this time.

## MDInfo

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**From:** Bobbi Lambright  
**Sent:** Thursday, January 31, 2019 1:42 PM  
**To:** MDInfo  
**Cc:** Bill Trafford; Sheila Torgunrud; Norma Dougall; Neil Kathol; David McIntyre; Cody Johnson; Bruce Mowat; Kevin Van Tighem; Ted Smith; Robin Houston-Knopff; Bobbi Lambright  
**Subject:** Request for MD to intervene in AUC Hearing on Windy Point  
**Attachments:** LLG to MD of Pincher Creek 31Jan2019 FINAL.pdf

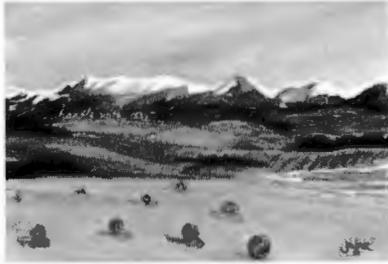
Please distribute the attached letter from the Livingstone Landowners Group to the Reeve and Councillors for the MD of Pincher Creek.

We would be pleased to discuss this request in more detail through a face-to-face meeting or phone call if this would be of assistance.

If any or all of the councillors would like to set up a discussion please contact our secretary, Sheila Torgunrud, at the contact information provided in the letter or myself at this email address.

Thanks very much for your assistance,

Bobbi Lambright (on behalf of LLG)



## **Livingstone Landowners Group**

P.O. Box 148  
Cowley, Alberta T0K 0P0

30 January 2019

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

Reeve Brian Hammon  
Councillor Bev Everts  
Councillor Rick Lemire  
Councillor Quinton Stevick  
Councillor Terry Yagos  
Box 279  
1037 Herron Avenue  
Pincher Creek, AB T0K 1W0  
[info@mdpincercreek.ab.ca](mailto:info@mdpincercreek.ab.ca)

### **Action Requested to Communicate Decision on Windy Point Development Permit to AUC**

Dear Reeve and Councillors,

On behalf of the Livingstone Landowners Group, I'm writing to request that the MD of Pincher Creek seek intervenor status in the current Alberta Utility Commission Proceeding on the proposed Windy Point wind farm, Proceeding 23377.

We believe that the MD has an obligation, on behalf of area residents, to communicate to the Alberta Utility Commission the decision of the Municipal Planning Council to deny a development permit to the proposed Windy Point wind project. This is best accomplished as a registered intervenor in the hearing process.

The decision to deny a development permit to the Windy Point project, made on Nov. 6, 2018, includes major concerns with this project particularly with respect to the impact on the natural environment. Numerous area residents provided information to the planning commission process and are frustrated that this significant decision and the supporting documentation is not being formally submitted to the AUC by the MD.

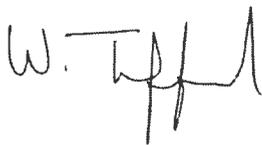
It is our understanding that the MD allowed its intervenor status in Proceeding 23377 to lapse late last year. The AUC application officer has recently advised our association that there is still opportunity for the MD to reapply for status and regain standing in the hearing process by submitting a statement of intent to participate in Proceeding 23377.

We consider this an important action by the MD, as our land use representatives. It is particularly critical given that an appeal of the Windy Point development decision has been deferred until after the AUC decision is received. This, in effect, abdicates the role of the Municipal District of Pincher Creek on a critical land use matter, relying on the AUC for a final decision instead of adding its voice to the process.

We respectfully request that the MD of Pincher Creek represent the interests of residents in this matter by regaining intervenor status and providing the AUC with a comprehensive submission, including landowner and resident comments, on its decision to deny the Windy Point development permit.

Thank you for your consideration,

Sincerely,

A handwritten signature in black ink, appearing to read "W. Trafford". The signature is stylized with a large initial "W" and a long, sweeping horizontal line that ends in a vertical stroke.

Bill Trafford, President  
Livingstone Landowners Group  
[info@livingstonelandowners.net](mailto:info@livingstonelandowners.net)  
<http://www.livingstonelandowners.net/>

**Proceeding 23377**

**Proceeding home**

- [Applicants](#)
- [Applications](#)
- [Directions](#)
- [Dispositions](#)
- [Documents](#)
- [Filings](#)
- [Notifications](#)
- [Registered parties](#)
- [Schedule](#)

Individual registered parties details

**Pincher Creek 9, M. D. Of**

**Status:** Active    **Primary contact:** Roland Milligan    **Registration type:** Intervener    **Registered late:** No  
**Secondary contact:** [None]    **Legal land description:**    **Registered date:** 5/24/2018 8:44:10 AM

**Representatives**

There are no items to show in this view.

**Groups**

## Recommendation to Council



**TITLE: CORPORATE POLICY – C-CO-001 AMENDMENT**

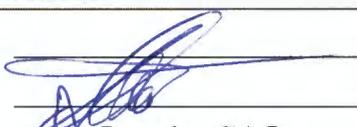
**PREPARED BY: Sheldon Steinke**

**DATE: February 5, 2019**

**DEPARTMENT: Administration**

		<b>ATTACHMENTS:</b> <b>1. Proposed amendment to Corporate Policy C-CO-001</b>
<b>Department Supervisor</b>	<b>Date</b>	

**APPROVALS:**

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

*04 Feb 2019*

**RECOMMENDATION:**

**That Council approve the amendment to Corporate Policy C-CO-001 – Council Remuneration and Expenses.**

**BACKGROUND:**

With the renaming of AAMDC (Alberta Association of Municipal Districts and Counties) to RMA (Rural Municipalities of Alberta), an amendment is required for the attached policy.

The amendment is shown, and is the only amendment brought forward for consideration.

**FINANCIAL IMPLICATIONS:**

None at this time.

**TITLE: COUNCIL REMUNERATION AND EXPENSES**

Approved by Council  
Revised by Council  
Revised by Council

Date: June 28, 2016  
Date: November 7, 2017  
Date:

---

**Applicable Provincial Legislation**

*Municipal Government Act*  
Section 275.1

**Policy Statement**

Council members shall be reimbursed for attendance at meetings and related expenses, as set out below.

**1.0 COUNCIL HONORARIUM**

Council honorariums are set by Council resolution, prior to each election.

A monthly honorarium will be paid each Councillor in recognition of their commitment to attend to issues, above and beyond regular Councillor duties, excluding travel, meetings and meeting related expenses.

In addition to the Councillor honorarium, the Reeve will receive an additional amount in recognition of additional responsibilities attached to the office.

**2.0 COUNCIL EXPENSE CLAIMS**

Council members appointed to Council approved Boards and Committees are entitled to submit per diem, and other eligible expense claims to the municipality for reimbursement. Per diems and mileage paid to Councillors' by Committees or Boards of which they are members, are to be paid directly to the MD of Pincher Creek.

**OUT OF TOWN CONVENTIONS / CONFERENCES**

All Councillors are authorized to attend both Spring and Fall *Rural Municipalities of Alberta (RMA)* Conventions.

Two Councillors plus the Reeve are authorized to attend the annual FCM Convention, with the intention of the Councillors rotating from one year to the next.

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**TITLE: COUNCIL REMUNERATION AND EXPENSES**

Approved by Council

Date: June 28, 2016

Revised by Council

Date: November 7, 2017

Revised by Council

Date:

---

Any additional conventions that Councillors wish to attend are to be approved by Council.

**PER DIEMS**

Per Diem rates are set by Council resolution, prior to each election.

Per Diem claims will be accepted in accordance with the following rate schedule:

Half Day attendance at any combination of meetings up to four (4) hours duration including travel time

Full Day attendance at any combination of meetings exceeding four (4) hours and up to eight (8) hours duration including travel time

Day and a Half any combination of meetings exceeding eight (8) hours duration including travel time

**MILEAGE**

The MD pays mileage if your personal vehicle is used on MD business. This includes travel to and from meetings, conventions and/or work related activities in town and out.

When an appropriate MD vehicle is available, it is preferable that it be used by Council members for travel on MD business of two or less days. If an MD vehicle is not available or is not a practical alternative in a particular circumstance, a private vehicle may be used and a claim made for the full prescribed mileage rate. When a private vehicle is used to travel on MD business but also to accommodate personal uses, mileage claims will be paid only at 50% of the prescribed mileage rate.

**OUT OF TOWN EXPENSES**

Council members attending out of town meetings or conferences, as members of a Council Committee or Board require Council approval, if per diems and expenses are to be claimed.

M.D. OF PINCHER CREEK NO. 9

CORPORATE POLICY

C-CO-001

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**TITLE: COUNCIL REMUNERATION AND EXPENSES**

Approved by Council  
Revised by Council  
Revised by Council

Date: June 28, 2016  
Date: November 7, 2017  
Date:

---

Councillor claims for attendance at out of town meetings or conventions will be based on the following criteria unless otherwise approved:

Accommodation      total cost

Accommodation costs will be taken care of by the CAO, or designate, where possible.

Telephone calls may be claimed if they are related to the operation of your business. Personal services such as movie rentals are not claimable.

If Administration staff are not available to cover these costs, Council is to use their MD issued credit card.

Per Diem                      equal to Councillor full day rate of pay for the total number of days that the Council is away

Other Costs                the actual cost of transportation

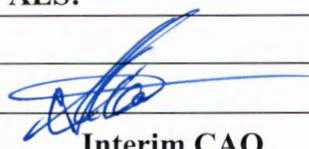
Meals                        the cost of meals incurred while out of town on MD business can be claimed to a total of a maximum of \$100.00 per day.

When attending meetings locally, only when such meetings are interrupted by lunch or supper hours, are the costs of meals claimable.

Spouses' meals are not paid by the MD.

Registrations              Cost of registrations will be handled internally by administration.

## Administration Guidance Request

<b>TITLE: KENOW WILDFIRE; COMPENSATION FOR IMPACTED LANDOWNERS</b>			
<b>PREPARED BY: Lindsey Davidson</b>		<b>DATE: January 31<sup>st</sup>, 2019</b>	
<b>DEPARTMENT: ADMIN</b>			
		<b>ATTACHMENTS:</b>	
<b>Sheldon Steinke</b>	<b>January 31<sup>st</sup> 2019</b>	<b>1. Email from Garry Dzioba</b>	
<b>APPROVALS:</b>			
			<b>31 January 2019</b>
<b>Department Director</b>	<b>Date</b>	<b>Interim CAO</b>	<b>Date</b>

**REQUEST: Recommendation to be bolded.**

Is the Municipal District of Pincher Creek prepared to provide financial compensation to those individuals impacted by the Kenow Wildfire in 2017?

**BACKGROUND:**

On September 11, 2017 the Kenow Wildfire burned rapidly through Waterton Lakes National Park and through a portion of the Municipal District of Pincher Creek and Cardston County.

No lives were lost but 12 structures were destroyed along with multiple miles of fence line and other agricultural infrastructure (cattle corrals etc.).

CAO Wendy Kay reached out to the Recovery Branch of the Alberta Emergency Management Agency shortly after the event. Unfortunately, no funding was offered to support impacted landowners. A loan program was stood up through AFSC but not available to residents impacted by the Kenow Fire.

Costs incurred by the MD of Pincher Creek were not significant enough to qualify for the provincial MWAP (Municipal Wildfire Assistance Program) or the provincial DRP (Disaster Recovery Program). As a result, the extent of damage has never been documented in detail and the approximate value of losses is unknown.

The MD of Pincher Creek can provide assistance to those impacted should Council decide to do so.

**FINANCIAL IMPLICATIONS:**

Should MD of Pincher Creek Council decide to support impacted landowners the financial implication would be significant.

Council is cautioned to distinguish between insurable and uninsurable losses when considering a decision.

## Lindsey Davidson

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**From:** Garry Dzioba <Garry.Dzioba@gov.ab.ca>  
**Sent:** Wednesday, January 2, 2019 11:21 AM  
**To:** Lindsey Davidson  
**Cc:** Evan SurrIDGE  
**Subject:** RE: Wildfire Compensation for Landowners

Good morning Lindsey,

Yes I did have a good Christmas, spent some quality time with our children and new grandson, how about you?

In regards to compensation for landowners impacted by the Kenow wildfire we have recently addressed this (after the Twin Butte Town Hall) with our Recovery Branch Case Manager Evan SurrIDGE who has been cc'd. Evan confirmed that Wendy Kay did reach out to our Recovery Branch shortly after Kenow however there were no provincial program(s) available to assist these impacted Ranchers in the MD of Pincher Creek. You likely heard of a loan program stood up through AFSC, but I believe this was only available for residents of Cypress County and the MD of Acadia after a wildfire ripped through these two municipalities in October 2017 destroying miles of fencing, several homes, corrals, machinery along with substantial livestock loss.

Although the MD of Pincher Creek is not eligible for our Municipal Wildfire Assistance Program (MWAP) or our Disaster Recovery Program (DRP), the M.D. of Pincher Creek can provide assistance to these impacted Ranchers if approved by your council, the terms and conditions of this assistance would need to be worked out within the municipalities bylaws and fiscal protocols. I would caution the MD to ensure that the losses are not insurable losses, as the decision to insure or not insure is an inherent risk of the Rancher and should not become the burden of the MD of Pincher Creek or the GOA.

Evan is our subject matter expert regarding our assistance programs and options available to impacted municipalities or residents. If you have any other further questions or inquires please let us know and we will do our best to assist.

I know this is a long answer for a no, however I felt it best to provide you with the history of this inquiry and why there is no assistance available.

Garry

Garry Dzioba  
Field Officer South Region  
Alberta Emergency Management Agency  
Ministry of Municipal Affairs  
Crowsnest Pass Provincial Building  
Room 189, 12501 20 Avenue, PO Box 277  
Blairmore, AB TOK 0E0

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**From:** Lindsey Davidson [mailto:AESEnvTech@mdpincercreek.ab.ca]  
**Sent:** Wednesday, January 02, 2019 8:42 AM  
**To:** Garry Dzioba  
**Subject:** Wildfire Compensation for Landowners

Hi Garry,

Hope you had a lovely Christmas holiday!

I have been tasked with looking into the Kenow Fire disaster recovery compensation program (or lack thereof, in our case) to see what happened and what (if anything) can still be done for those folks impacted.

Would you be available to meet with me at some point in the relatively near future to assist? Your knowledge regarding the typical processes and programs available would be incredibly helpful.

Let me know your thoughts!

Lindsay Davidson, BSc  
Environmental Services Technician  
Certified Agricultural Fieldman

M.D. of Pincher Creek

Box 279

Pincher Creek, AB

T0K 1W0

403-627-3130

ldavidson@mdpincercreek.ab.ca

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## Administration Guidance Request



**TITLE: RURAL MUNICIPALITIES OF ALBERTA (RMA)  
PATRONAGE REBATE**

**PREPARED BY: Sheldon Steinke**

**DATE: January 31, 2019**

**DEPARTMENT: Administration**

**Department  
Supervisor**

**Date**

**ATTACHMENTS:**

1. Letter from RMA,  
dated January 16, 2019

**APPROVALS:**

\_\_\_\_\_

**Department Director**

\_\_\_\_\_

**Date**

\_\_\_\_\_

*[Signature]*

**Interim CAO**

\_\_\_\_\_

2019 Feb 06

\_\_\_\_\_

**Date**

**REQUEST:**

**That Council determine how they wish to utilize the RMA Patronage Rebate, in the amount of \$1,267.38.**

**BACKGROUND:**

On January 23, 2019, the MD received the attached letter from the Rural Municipalities of Alberta (RMA) regarding the patronage rebate.

RMA is suggesting that, instead of simply receiving a cheque, that an appreciation event be held.

**FINANCIAL IMPLICATIONS:**

None at this time.



③  
Maghene  
FVE

RECEIVED

JAN 23 2019

M.D. OF PINCHER CREEK

January 16, 2019

Dear Mr. Steinke,

Thank you and your team for working with the Rural Municipalities of Alberta this year!

As you know, the RMA is not-for-profit and committed to bettering the lives of its members. This year, we are pleased to present you with a patronage rebate of \$1,267.38. This amount reflects your organization's participation in RMA's insurance, trade, and fuel programs.

We'd like to suggest something a little different with your patronage rebate this year. Instead of sending you a cheque, we propose to use this amount to host an appreciation event for you and your staff, or sponsor one of your already planned events!

The event would be held at a location of your choosing in your municipality. We'll provide, prepare, and serve the food, beverages, and entertainment. You bring your staff, council, and families. We'll write you a cheque for any amount that we don't use on the event. That's all there is to it!

Of course, this is completely optional. We would still be happy to send you a cheque, if you prefer. But we think this a great way to recognize you and your staff for all the hard work you do.

Your client relations manager will be in touch soon to discuss how you would like to proceed this year and answer any questions you may have.

Thank you for considering it.

Sincerely,

Duane Gladden  
Director of Business Services

2510 Sparrow Drive  
Nisku, AB T9E 8N5

780.955.3693  
RMAAlberta.com



## Administration Guidance Request



**TITLE: INVITATION TO ATTEND – ANNUAL GENERAL MEETING  
PINCHER CREEK CHAMBER OF COMMERCE**

**PREPARED BY: Sheldon Steinke**

**DATE: February 1, 2019**

**DEPARTMENT: Administration**

**Department  
Supervisor**

**Date**

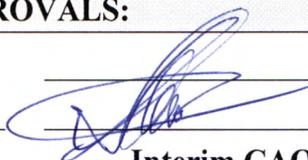
**ATTACHMENTS:**

1. Email, dated February 1, 2019

**APPROVALS:**

\_\_\_\_\_  
Department Director

\_\_\_\_\_  
Date

  
Interim CAO

2019 Feb 06  
\_\_\_\_\_  
Date

**REQUEST:**

**That Council determine their attendance to the Annual General Meeting for the Pincher Creek Chamber of Commerce, scheduled for March 27, 2019.**

**BACKGROUND:**

On February 1, 2019, the MD received the attached email, inviting the Reeve and Council to attend the AGM for the Pincher Creek Chamber of Commerce.

**FINANCIAL IMPLICATIONS:**

Meeting per diems would be applied.

## Tara Cryderman

---

**From:** Pincher Chamber <info@pincherchamber.ca>  
**Sent:** Friday, February 1, 2019 8:52 AM  
**To:** Tara Cryderman  
**Subject:** Invitation to Pincher Creek Chamber AGM

Good morning,

On behalf of the Pincher Creek and District Chamber of Commerce, I would like to invite the Reeve and MD council for the Annual General Meeting, March 27th.

This will be held at the Ramada Hotel Conference Room from 11:30am- 1:00pm. Please RSVP your attendance here: [Chamber AGM](#)

We hope you can join us.

With warm regards,

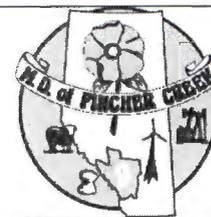
Ola Crook  
Chamber Administrator

PINCHER CREEK  
& DISTRICT  
CHAMBER of COMMERCE



Pincher Creek, Ab  
phone: +1 (403) 627 5199  
site: [www.PincherChamber.ca](http://www.PincherChamber.ca)  
email: [info@PincherChamber.ca](mailto:info@PincherChamber.ca)

## Administration Guidance Request



**TITLE: INVITATION TO MEET – I.T. PARTNERS FOR BUSINESS**

**PREPARED BY: Sheldon Steinke**

**DATE: February 5, 2019**

**DEPARTMENT: Administration**

**Department  
Supervisor**

**Date**

**ATTACHMENTS:**

1. Email, dated February 1, 2019

**APPROVALS:**

\_\_\_\_\_

**Department Director**

\_\_\_\_\_

**Date**

\_\_\_\_\_

**Interim CAO**

\_\_\_\_\_

**Date**

*2019 Feb 06*

**REQUEST:**

**That Council determine if they wish to meet with representatives from I.T. Partners for Business, during the RMA Spring Convention.**

**BACKGROUND:**

On February 1, 2019, the MD received the attached email, inviting Councillors attending the Spring RMA Convention to meet with representatives from I.T. Partners for Business.

Further information on the organization can be found on their website at [www.itpartners.ca](http://www.itpartners.ca).

**FINANCIAL IMPLICATIONS:**

None at this time.

## Tara Cryderman

---

**From:** Sheldon Steinke  
**Sent:** Friday, February 1, 2019 4:32 PM  
**To:** Tara Cryderman  
**Subject:** FW: RMA Conference - Invitation to meet us

For Council.  
Sheldon

---

**From:** Ronda Klein <ronda.klein@itpartners.ca>  
**Sent:** February 1, 2019 1:42 PM  
**To:** Sheldon Steinke <CAO@mdpincercreek.ab.ca>  
**Subject:** RMA Conference - Invitation to meet us

Hello Sheldon,  
Hope all is well!

Will you or any councillors be attending the RMA conference on the 18<sup>th</sup> of March in Edmonton?

If so, would anyone from the MD of Pincher Creek be interested in joining us after the event on the 18<sup>th</sup> for complimentary food and beverages.

I understand if your schedule is busy, just send me a yes or no if this would be of interest.

Thank you – *I look forward to your reply.*

My Best regards,

Ronda Klein



**Ronda Klein**  
*Account Executive*

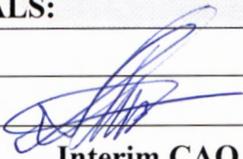


I.T. Partners Inc.  
#2420, 645 7<sup>th</sup> Ave SW  
Calgary, Alberta T2P 4G8  
Phone: (403) 274-7848 ext 109  
Website: [www.itpartners.ca](http://www.itpartners.ca)

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**Please Note:** This message, and any attached documents, may include proprietary or protected information. If you are not the intended recipient, please notify me, delete this message, and do not further communicate the information contained herein without my express written consent -Thank you

## Administration Guidance Request

<b>TITLE: ADVERTISEMENT BUSINESS PROPOSAL</b>			
<b>PREPARED BY: Sheldon Steinke</b>		<b>DATE: February 5, 2019</b>	
<b>DEPARTMENT: Administration</b>			
			<b>ATTACHMENTS:</b>
<b>Department Supervisor</b>		<b>Date</b>	1. Email, dated January 17, 2019, with accompanying letter and samples of advertising layouts
<b>APPROVALS:</b>			
<b>Department Director</b>	<b>Date</b>	 <b>Interim CAO</b>	2019 Feb 06 <b>Date</b>

### REQUEST:

Administration seeks guidance from Council regarding the advertising business proposal.

### BACKGROUND:

On January 17, 2019, the MD received that attached documentation explaining a business proposal with regards to advertising in the Crowsnest Pass Herald.

The MD advertises on an as need basis, and does not have a commitment with any media outlets.

The MD utilizes its social media pages quite effectively, and has the MD website as well, for any advertisement needs that are not regulated by the *Municipal Government Act*.

### FINANCIAL IMPLICATIONS:

The advertising budget would be impacted.

The 2018 Actual Budget for advertising was \$19,950.

The 2019 Budgeted amount for advertising is \$25,500.

It should be noted that the increase in Public Hearings for 2019 will also impact the 2019 budget.

## MDInfo

---

**From:** Pass Herald <passherald@shaw.ca>  
**Sent:** Thursday, January 17, 2019 2:31 PM  
**To:** MDInfo  
**Subject:** Pass Herald  
**Attachments:** MD of Pincher Creek.pdf; ATT00001.htm

Can you please pass along to council at your convenience.

Thank you for you time.

### **LISA SYGUTEK**

Publisher  
Crowsnest Pass Herald  
403-562-2248  
Cell: 403-563-8814  
[passherald@shaw.ca](mailto:passherald@shaw.ca)

Locally Owned & Operated for 89 Years

# Crowsnest Pass Herald



PH: (403) 562-2248

12161-20th Avenue, Blairmore - Box 960, Blairmore, AB T0K 0E0

FAX: (403) 562-8379

January 15, 2019

MD of Pincher Creek  
Pincher Creek, AB  
T0K 1W0

Dear Reeve Hammond and Council

The Crowsnest Pass Herald has been a locally owned and operated newspaper in the Crowsnest Pass and surrounding areas for 89 years. We sell approximately 2800 papers each week as well as over 200 electronic subscriptions. We have been looking at expanding our market area and we thought of you.

We are offering the following business proposal. If the MD commits to a year of advertising we are offering a free electronic or paper subscription for every tax payer in your community for free. We also offer to attend and cover your council meetings as part of your advertising page. This is your page to highlight what's going on in your community. It will help us increase our circulation and it will inform your constituents regarding what is going on with council. I've attached a few examples of what we currently do in other communities, including the Crowsnest Pass and the Elk Valley.

We have different options for you:

Weekly Half Page Advert - \$300 per week

Bi-Monthly Half Page Advert - \$350 per week

Monthly Half Page Advert - \$400 per week

Included in this is coverage of your council meetings and a free year subscription to every taxpayer in your constituency. If you are interested in this business proposal, please let me know. It is a way for you to showcase what's happening in your community and with council and it's our way to fill a niche that has been previously left out.

Looking forward to a reply.

---

Lisa Sygutek / Publisher



The wild's calling... dare to answer.

We're on the prowl for adventurous spirits: Journeyman Mechanic, Public Works (Temporary Full-Time Position)

For more information [www.elkford.ca](http://www.elkford.ca)

**Mark Your Calendar: Volunteer Appreciation Event**

The District of Elkford would like to say thank you to all of the community volunteers who have dedicated their valuable time and have shared their knowledge within the community. Mayor, Council and staff would like to take this opportunity to show their appreciation by inviting all Elkford volunteers and their families to a barbecue. We encourage all volunteers to enjoy the afternoon!

**Volunteer Appreciation Event**  
 Saturday, April 22<sup>nd</sup>  
 1:00 pm - 3:00 pm  
 Elkford Community Conference Centre,  
 750 Fording Drive  
 RSVP by: Thursday, April 13<sup>th</sup> at 5:00 pm  
 Phone: 250.865.4010  
 email: [recreation@elkford.ca](mailto:recreation@elkford.ca)

We sincerely thank you for all your time and dedication as a volunteer and we look forward to seeing you on April 22<sup>nd</sup>. You are a gift to the community!

The wild's calling... dare to answer.

We're on the prowl for adventurous spirits: Operator I, Public Works Department (Temporary, Full-Time Position)

For more information [www.elkford.ca](http://www.elkford.ca)

**UPCOMING COUNCIL AND COMMITTEE MEETINGS**  
**APRIL 10<sup>th</sup>** Regular Council at 6:00 pm  
**APRIL 24<sup>th</sup>** Regular Council at 6:00 pm  
 These meetings will be held in the Council Chambers at 816 Michel Road and are open to the public.

**Do Your Part to Help Keep Elkford Clean**

With winter's departure and spring in full swing, we ask residents to do their part in keeping Elkford beautiful. There are many simple ways that you can help: ensure that trash and debris makes it way to garbage and recycle bins, take time to clean up after pets while out enjoying the scenery, and keep an eye out for and report any misuse of Elkford's properties and green spaces. Misuse causes unsightly damage, unnecessary repair costs and can result in fines.

**Keep Informed!**  
 Visit [www.elkford.ca](http://www.elkford.ca) or find us on Facebook (District Elkford)

District of Elkford  
 816 Michel Road • P.O. Box 340 • V0B 1H0 • P. 250.865.4000 • F. 250.865.4001 • [Info@elkford.ca](mailto:Info@elkford.ca) • [www.elkford.ca](http://www.elkford.ca)

## Sparwood Community & Facility Services

367 Pine Avenue, Box 520, Sparwood, BC V0B 2G0  
 Phone: 250.425.0552 • Fax: 250.425.0551 • Email: [recoffice@sparwood.ca](mailto:recoffice@sparwood.ca)

---

**SPARWOOD LEISURE GUIDE: WINTER 2016**  
 Our Winter Leisure Guide is now available on line or for pick up at the Leisure Centre. Check out the new and returning programs starting up in January. We now are offering a "New" Elk Valley Access Pass which will entitle pass holders access the pool, arena, and fitness centre in all three Elk Valley communities; Elkford, Sparwood and Fernie!

**LOOKING FOR NEW INSTRUCTORS**  
 Do you have what it takes to teach or instruct others? We are looking for unique and talented people to teach or instruct new programs in a fun, fast paced environment. If this describes you, please call 250-425-0552 or email [recoffice@sparwood.ca](mailto:recoffice@sparwood.ca).

**LOOKING FOR FUN AND HEALTHY STOCKING STUFFERS & GIFTS?**  
 Give the gift of a healthy, active lifestyle by providing options for recreation! Gift certificates for a multitude of activities, programs, and passes are available, in any denomination, through the Sparwood Leisure Centre! Call 250-425-0552 or visit the Leisure Centre for more information!

**CHRISTMAS ICE SPECIAL**  
 The arena is available to book for only \$55.00 + tax per hour during the Christmas holidays. Please book early, as space is limited! Dates available from December 23, 2016 to January 2, 2017. Hood skates? See the Leisure Centre Front Desk to rent skates. \$3.00/rental. We have Bauer Supreme Hockey Skates Sizes Y10 - S12 & Bauer Road Figure Skates Sizes S5 - S9.

**PICKLEBALL**  
 October 12 - March 15, 2017  
 Wednesdays 5:30 - 7:30 pm  
 \$2.00 Drop In  
 Pickleball is the fastest growing racquet sport in North America. It combines elements of badminton, tennis and table tennis. Come join us at the FJM Gym with clean, dry, non-marking shoes, we will supply everything else! Never played? The first Wednesday of each month is FREE.

**REGISTERED FITNESS CLASSES 2017**

**Body Blast for Women**  
 January 9<sup>th</sup> - March 15<sup>th</sup>, 2017  
 Monday & Wednesday 3:45 - 4:45 pm  
 \$105.45

**Early Morning Spin**  
 January 9<sup>th</sup> - March 15<sup>th</sup>, 2017  
 Monday & Wednesday 6:00 - 6:30 am  
 \$111.72

**Rise & Shine Circuit Centre**  
 January 10<sup>th</sup> - March 16<sup>th</sup>, 2017  
 Tuesday & Thursday 6:00 - 6:30 am  
 \$92.83

**In 2 Spin**  
 January 8<sup>th</sup> - March 12<sup>th</sup>, 2017  
 Sunday 7:15 - 8:00 pm  
 \$66.15

**30 Minute Express Spin**  
 January 10<sup>th</sup> - February 14<sup>th</sup>, 2017  
 Tuesday 5:00 - 5:30 pm  
 Or: January 12<sup>th</sup> - February 16<sup>th</sup>, 2017  
 Thursday 5:00 - 5:30 pm  
 \$35.28

**Spin to Win**  
 January 10<sup>th</sup> - February 14<sup>th</sup>, 2017  
 Tuesday 5:45 - 6:30 pm  
 Or: January 12<sup>th</sup> - February 16<sup>th</sup>, 2017  
 Thursday 5:45 - 6:30 pm  
 \$44.10

**POOL FITNESS Gentle Fit**  
 Monday, Wednesday & Friday 8:30 - 9:15 am  
 Regular Pool Admission  
 This low intensity class is designed for seniors and individuals with, or recovering from muscle or joint injuries.

**Aquafit**  
 Monday, Wednesday & Friday 9:30 - 10:30 am  
 Participants can pace themselves to enjoy a medium/high intensity workout combining a mixture of cardiovascular exercise, strength training and stretching.  
 (Child minding in tot pool for children 3 yrs +)

**ARENA SCHEDULE**

**PUBLIC SKATE**  
 Monday & Wednesday: 3:45 - 5:00 pm  
 Tuesday & Thursday: 7:30 - 8:15 pm  
 Sunday: 3:00 - 4:45 pm

**SKATE & SHOOT**  
 Monday - Friday: 12 Noon - 1:00 pm  
 Tuesday & Thursday: 10:00 - 11:00 pm

**PARENT & TOT SKATING**  
 Monday: 1:30 - 2:30 pm

**FALL POOL SCHEDULE**

**EARLY BIRD SWIM**  
 Monday, Wednesday & Friday 8:30 - 8:00 am

**GENTLE FIT**  
 Monday, Wednesday & Friday 8:30 - 9:15 am

**AQUAFIT**  
 Monday, Wednesday & Friday 9:30 - 10:30 am

**LANE SWIM**  
 Tuesday & Thursday 11:00 - 1:00 pm  
 Monday, Wednesday, Friday, Sunday 12:00 - 1:00 pm  
 Monday - Friday 5:30 - 6:30 pm  
 Saturday 1:00 - 2:00 pm & 5:00 - 6:00 pm  
 Sunday 5:00 - 6:00 pm

**LANES & LEISURE**  
 Monday, Wednesday & Friday 8:00 - 9:30 am  
 Monday, Wednesday & Friday 10:30 am - 12:00 pm  
 Tuesday & Thursday 1:00 - 2:30 pm  
 Sunday 1:00 - 2:00 pm

**FAMILY SWIM**  
 Monday - Wednesday 6:30 - 8:00 pm  
 Thursday & Friday 6:30 - 9:30 pm  
 Saturday 2:00 - 5:00 pm & 6:00 - 8:00 pm  
 Sunday 2:00 - 5:00 pm

**PUBLIC SWIM**  
 Monday - Wednesday 8:00 - 9:00 pm  
 Friday 4:00 - 5:30 pm

**14+ OVER (One Lane)**  
**FREE SWIM**



Municipality of Crowsnest Pass • 8502-19 Avenue, Coleman • Box 600, Crowsnest Pass, AB.  
ph.: 403.562.8833 • e: [reception@crowstpass.com](mailto:reception@crowstpass.com) • [www.crowstpass.com](http://www.crowstpass.com)

## EMPLOYMENT OPPORTUNITIES HEALTH & SAFETY OFFICER

The Municipality has an opening for a Permanent Full-Time Health and Safety Officer reporting to the Manager of Corporate Services. The Health & Safety Officer functions as a specialist advisor to municipal departments in occupational health and safety legislation and industry best practices. The Officer coordinates the development, delivery and creation of the health and safety program including the preparation of strong reports, incident investigations, hazard identifications, safe work procedures, policies and manuals.

For more information, please see the full job descriptions at <http://www.crowstpass.com/living-here/employment-opportunities-page/employment>

Please apply with a resume and cover letter via email outlining how you meet the qualifications of the position before Thursday, January 10 at 4:00pm to:

Kristin Ivey, Manager of Corporate Services  
[kristin.ivey@crowstpass.com](mailto:kristin.ivey@crowstpass.com)



## FIRE FIGHTER RECRUITMENT

Crowsnest Pass Fire/Rescue is looking for paid on-call volunteers to join their team. We train every Wednesday night and average between 150 and 200 calls per year. Trained rescuers will be involved in such emergencies as auto extrication, back-country rescues, and fires.

No experience is necessary, training is provided.

If you are interested or would like more information, please call 403-562-8600 or stop by the Blairmore Fire Hall at 2141 - 127 Street. Online applications are also available at [www.crowstpass.com](http://www.crowstpass.com)

## COMMUNITY STANDARDS BYLAW

Crowsnest Pass Protective Services wishes to remind the community of the requirement to comply with the Community Standards Bylaw 798, 2010, specifically to unsightly property and unregistered vehicles. Unhealthy, dangerous, potentially dangerous and unattractive premises are a detriment to surrounding properties and the community generally.

The Person or owner responsible for the land shall not allow his lands to be "Offending Premises: Excessive rubbish, discarded household or construction items, long grass, abandoned/junked vehicles, animal waste, lack of repair/maintenance of dwellings, unsafe excavations, graffiti, vehicles parked on Municipal Boulevards."

Upon receipt of concerns, Protective Services will work with the residents to educate, continue towards compliance and ensure that the bylaw is being complied with.

A Peace Officer, may enter in or upon an Owner's land or structure, in accordance with the Municipal Government Act, to carry out an inspection, enforcement or other action required or authorized by this Bylaw.

If the property is found to be in violation of this bylaw the owner will be charged \$50.00 for the inspection. Should compliance not be reached the first offence fine under the bylaw is \$250.00 and may result in further fines/costs to have the property brought into compliance.

Protective Services. Ensuring Crowsnest Pass is safe for all residents for work rest and play.

View the complete bylaw at <https://www.crowstpass.com/municipal-government/council/bylaws-listed-alphabetically>



## 2019 SPRING & SUMMER COMMUNITY HANDBOOK

The Municipality of Crowsnest Pass is now accepting applications for our 2019 Spring & Summer Community Handbook. These handbooks are created to promote community events, activities, amenities and services which have a recreation, health, leisure, educational, municipal, sport, art or cultural theme.

The handbook will be distributed through Canada Post and will be available on-line. Copies will also be available at the Municipal Office, at the MDM Community Centre and at various locations throughout the Pass.

How to Get Involved?

To have your facility events (i.e. community or fundraising event), or organization contact information included in the Community Handbook, please complete and submit the Spring & Summer Community Handbook Application Forms available on our website at <https://www.crowstpass.com/playing-here/recreation/crowstpass-community-guides> or at either the Municipal Office or the Community Services Department in the MDM Community Centre.

Please submit your application to  
[communityguide@crowstpass.com](mailto:communityguide@crowstpass.com)

## PASS POWDERKEG RIVERSDALE RIPPERS APRES SCHOOL PROGRAM



Join the Riversdale Rippers Après School program 5-week session for \$125.00 + GST

Purchase tickets and register for programs at  
[www.passpowderkeg.com](http://www.passpowderkeg.com)

## INTERIM CHIEF ADMINISTRATIVE OFFICER'S REPORT

January 18, 2019 to February 6, 2019

### DISCUSSION:

- Jan 18 Beaver Mines Lagoon Meeting with MPE and landowner  
REMO RDEM Expression of Interest Review
- Jan 22 Council Committee / Council Meeting
- Jan 23-24 Collective Bargaining Negotiations
- Jan 28 Special Council Meeting
- Jan 31 REMO Meeting
- Feb 1 Beaver Mines Advisory Committee
- Feb 6 Director of Operations Interviews

### UPCOMING:

- Feb 7 Emerging Trends
- Feb 11 Director of Operations Interviews
- Feb 12 Council Committee / Council Meeting

### OTHER

Director Positions Recruitment of Director of Operations ongoing.

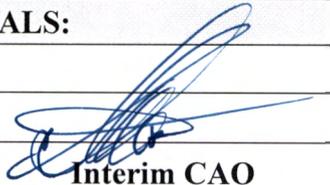
### RECOMMENDATION:

That Council receive for information, the Interim Chief Administrative Officer's report for the period of January 18, 2019 to February 6, 2019.

Prepared by: Interim CAO, S. Steinke Date: February 6, 2019

Presented to: Council Date: February 12, 2019

## Recommendation to Council

<b>TITLE: INFORMATIONAL CORRESPONDENCE</b>			
<b>PREPARED BY: Sheldon Steinke</b>		<b>DATE: February 6, 2019</b>	
<b>DEPARTMENT: Administration</b>			
<b>Department Supervisor</b>			<b>ATTACHMENTS:</b> <ol style="list-style-type: none"> <li>1. Letter from Municipal Affairs, dated January 9, 2019</li> <li>2. Letter from Municipal Affairs, dated January 28, 2019</li> <li>3. Email, with accompanying report, from Rural Municipalities of Alberta (RMA), dated January 18, 2019</li> <li>4. Letter from Pincher Creek Emergency Services Commission, dated January 25, 2019</li> <li>5. Email regarding Advancing Women in Agriculture, dated January 29, 2019</li> <li>6. Email from Dawn Wright, dated February 2, 2019</li> </ol>
<b>APPROVALS:</b>			
_____	_____		<i>06 February 2019</i>
<b>Department Director</b>	<b>Date</b>	<b>Interim CAO</b>	<b>Date</b>

**RECOMMENDATION:**

**That Council receive the following document as information:**

1. Letter from Municipal Affairs, dated January 9, 2019
2. Letter from Municipal Affairs, dated January 28, 2019
3. Email, with accompanying report, from Rural Municipalities of Alberta (RMA), dated January 18, 2019
4. Letter from Pincher Creek Emergency Services Commission, dated January 25, 2019
5. Email regarding Advancing Women in Agriculture, dated January 29, 2019
6. Email from Dawn Wright, dated February 2, 2019

## Recommendation to Council

### **BACKGROUND:**

Informational correspondence was received.

### **FINANCIAL IMPLICATIONS:**

None at this time.

January 9, 2019

**RECEIVED**

**JAN 17 2019**

**M.D. OF PINCHER CREEK**

Mr. Sheldon Steinke  
Chief Administrative Officer  
Municipal District of Pincher Creek No. 9 (0251)  
PO Box 279  
Pincher Creek, Alberta T0K 1W0

[info@mdpincercreek.ab.ca](mailto:info@mdpincercreek.ab.ca)

Dear Sheldon Steinke:

**Re: 2019 Integration of Designated Industrial Property Assessment**

Effective January 1, 2018 the responsibility for the assessment of properties defined as Designated Industrial Properties (DI properties) was transferred from municipalities to the provincial assessor (PA).

As you are aware, Municipal Affairs worked in consultation with industry, municipalities, and assessors to develop a strategy to effectively manage the transition. Centralization includes a hybrid delivery model that involves some municipalities maintaining the assessment function for DI properties under the guidance of the PA for up to three years (2018-2020).

As part of the transition to a centralized delivery model for all DI properties, a number of contracts will be terminated in each year as we move forward. Your municipality is **not** on the list of municipalities being integrated for 2019. Additional municipalities will be integrated in 2020, with the possibility of some being extended to 2021. As we finalize the integration schedule, we will notify each municipality so you are able to plan accordingly.

We are also sending a thank you and note our appreciation of you and your staff/contractors for the cooperation and assistance provided to us during this transition. We look forward to a continued and strong relationship with you as we progress through our next steps in the centralization of the DI property assessment processes.

Page 2

Municipal District of Pincher Creek No. 9  
2019 Integration of Designated Industrial Property Assessment

If you have any questions on this matter please feel free to contact me anytime at 780 427-8962  
or [ken.anderson@gov.ab.ca](mailto:ken.anderson@gov.ab.ca)

Yours truly,



Ken Anderson  
Manager of Transitional Initiatives  
Centralized Industrial Property Assessment  
Assessment Services Branch  
Municipal Assessment and Grants

cc. Doug Jensen  
[d.b.jensen@shaw.ca](mailto:d.b.jensen@shaw.ca)



ALBERTA  
MUNICIPAL AFFAIRS

*Office of the Minister  
MLA, Leduc-Beaumont*

**RECEIVED**  
**FEB 1 2019**  
**M.D. OF PINCHER CREEK**

AR96073

January 28, 2019

His Worship Don Anderberg  
Mayor  
Town of Pincher Creek  
PO Box 159  
Pincher Creek AB T0K 1W0

Dear Mayor Anderberg,

Through the Alberta Community Partnership (ACP) program, the Government of Alberta encourages strengthened relationships between municipalities and co-operative approaches to service delivery. By working in partnership with our neighbours, we help to build vibrant, resilient communities for the benefit of all Albertans.

I am pleased to inform you that the Town of Pincher Creek has been approved for a grant of \$150,000 under the Intermunicipal Collaboration component in support of your Emergency Services Commission - Governance Structure Development project.

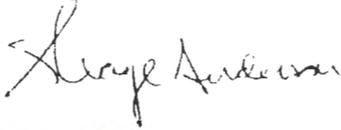
The conditional grant agreement will be sent shortly to your chief administrative officer to obtain the appropriate signatures.

The provincial government looks forward to celebrating your ACP-funded project with you and your municipal partnership. I encourage you to send invitations for these milestone events to my office. If you would like to discuss possible events and activities to recognize your ACP achievements, please contact Municipal Affairs Communications, toll-free at 310-0000, then 780-427-8862, or at [acp.grants@gov.ab.ca](mailto:acp.grants@gov.ab.ca).

.../2

I congratulate the partnership on initiating this project, and I wish you every success in your efforts.

Sincerely,

A handwritten signature in black ink, appearing to read "Shaye Anderson". The signature is written in a cursive style with a large initial "S".

Hon. Shaye Anderson  
Minister of Municipal Affairs

cc: Reeve Brian Hammond, Municipal District of Pincher Creek  
Laurie Wilgosh, Chief Administrative Officer, Town of Pincher Creek  
Sheldon Steinke, Interim Chief Administrative Officer,  
Municipal District of Pincher Creek

## Tara Cryderman

---

**Subject:** FW: RMA Charitable Gaming Committee Report  
**Attachments:** RMA Charitable Gaming Committee - Final Report.pdf; 01 17 19 RMA members re Charitable Gaming Report.pdf

**From:** Sheldon Steinke <CAO@mdpincercreek.ab.ca>  
**Sent:** Friday, January 18, 2019 4:23 PM  
**To:** Tara Cryderman <AdminExecAsst@mdpincercreek.ab.ca>  
**Subject:** FW: RMA Charitable Gaming Committee Report

An Agenda item?  
Sheldon

**Subject:** RMA Charitable Gaming Committee Report

Hello,

Please find attached a copy of the RMA Charitable Gaming Committee's final report along with a covering letter from RMA President Al Kemmere.

Please let me know if you have any questions.

Thanks,

**Wyatt Skovron**

*Policy Analyst*



Office: 780.955.4096  
[RMAAlberta.com](http://RMAAlberta.com)

2510 Sparrow Drive, Nisku, Alberta T9E 8N5 780.955.3639



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January 17, 2019

Rural Municipalities of Alberta members (Mayors/Reeves and CAOs)

Dear Mayors/Reeves and CAOs,

**Re: RMA Charitable Gaming Report**

In early 2018, the Rural Municipalities of Alberta (RMA) launched a member committee to research and recommend improvements to Alberta's charitable gaming system to support equality for eligible organizations in all areas of the province as per RMA resolution 13-17F. In December 2018, the committee's completed report was endorsed by the RMA Board of Directors.

This report is especially timely given that Alberta Gaming, Liquor and Cannabis Commission (AGLC) has announced the commencement of a formal review of Alberta's charitable gaming model beginning with the distribution of a survey to eligible charitable organizations. RMA encourages members to share the report with organizations to inform their participation in the review process.

RMA believes that the report's principles and recommendations will lead to meaningful improvements in the value that eligible charitable organizations receive from their voluntary commitments without causing an unreasonable amount of upheaval to the current system.

I would encourage you and your council to review the report and would be pleased to discuss this issue further.

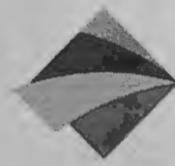
Sincerely,

A handwritten signature in black ink, appearing to read "Al Kemmere", written over a horizontal line.

Al Kemmere  
President

**RESOURCEFUL. RESPONSIVE. RESILIENT.**





**RMA**  
RURAL MUNICIPALITIES  
of ALBERTA

# RMA Charitable Gaming Committee

Final Report

*December 2018*



# **RMA Charitable Gaming Committee: Final Report**

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# Executive Summary

At the Fall 2017 Rural Municipalities of Alberta (RMA) convention, members passed a resolution calling on RMA to form a member committee to research Alberta's charitable gaming model and recommend how the model could be changed to treat all eligible organizations in the province equally.

Through several meetings and extensive research, the committee became familiar with all aspects of the current model, including eligibility, volunteer requirements, casino regions, and how revenues are distributed. The committee learned that Alberta's charitable gaming model is unique in North America, and places high expectations on volunteers to participate in the operation of casinos on behalf of the organization they are representing.

The committee also learned that proceeds are not distributed equally within the current model. The revenues generated by specific casinos within a given region of the province, as well as the number of charitable organizations within that region dramatically impacts the proceeds received by a charitable organization based only on where in the province they are located. For example, in 2017, a charitable organization in the Edmonton region would earn \$75,777 from a single two-day casino event, while a charitable organization in the Red Deer region would earn \$22,026. Additionally, Edmonton-region organizations would wait 22.8 months between events, while Red Deer organizations would wait 35.4 months. This difference in revenue and wait times has no link to the organization's size or mandate but is dependent entirely on where in the province they happen to be located.

While the committee was concerned with this inequality, they also learned that the regional model was important in minimizing travel times and reducing uncertainty related to where and when an organization would be required to volunteer. This is critical to small, rural charitable organizations which may struggle to recruit volunteers and are able to incur limited travel costs.

After considering both the inequality of the regional model, as well as its importance to reducing travel and volunteer challenges for small rural organizations, the committee developed a series of five principles and four recommendations intended to support the initial steps of gradually transitioning the model towards equality for all organizations in the province.

The five principles are summarized as follows:

## ***Principle 1: Stability***

Any changes made to the model should limit short-term "shocks" to organizations that rely on gaming revenues to support their operations.

## ***Principle 2: Equitable Value***

All organizations eligible to derive funding from charitable gaming events in Alberta should be treated as having similar value and importance to society.

### ***Principle 3: Equitable Access***

All charities in Alberta should have equitable access to fundraising opportunities through charitable gaming volunteerism.

### ***Principle 4: Flexibility***

Charities of all sizes and capacities should have the ability to generate revenue through charitable gaming volunteerism. The system should reduce barriers to participation as much as possible.

### ***Principle 5: Volunteer-Driven***

Volunteers play a critical role in raising proceeds for their own organizations, and in supporting the sustainability of Alberta's casinos. Barriers to volunteering should be mitigated for organizations in all areas of the province.

The four recommendations, all of which support initial steps towards an equalized model, are summarized as follows:

#### ***Recommendation 1: Pool a portion of the revenues generated in each region and distribute equally to all regions***

Pooling 20% of revenues generated in each casino region and sharing them equally among all regions is a first step towards equality. This approach will not require fundamental changes to the current model and will significantly reduce the current revenue gap among regions.

#### ***Recommendation 2: Address inequities associated with the model***

Revising the current travel and expense policies will reduce unfair costs that rural organizations incur to volunteer at casinos in comparison to organizations located near casinos. This and other minor changes will not disrupt the model but will help address inequities associated with it.

#### ***Recommendation 3: Stakeholders, including the AGLC, RMA and AUMA, should take a collaborative approach to improving the current gaming model***

An inequitable structure disadvantages some organizations and advantages others. Previous consultations have resulted in entrenched positions in which those disadvantaged by the current model call for change and those advantaged call for the status quo. For meaningful improvements to be made, all stakeholders must acknowledge that the current system is not equal, and the model can be improved to better support organizations in all areas of the province.

#### ***Recommendation 4: Regularly Review the Model and Proceed Towards Equality***

Over the past several decades, review of the model has been inconsistent, as has government willingness to adopt changes recommended through the review process. The Government of Alberta must commit to regularly reviewing the model (preferably every five years) and striving to move the system closer to complete equality each time until it is achieved.

# Introduction

At the Fall 2017 Rural Municipalities of Alberta (RMA) Convention, RMA members passed the following resolution:

13-17F: AAMDC Advisory Committee to Support the Alberta Gaming and Liquor Commission in Reviewing Charitable Gaming in Alberta

**THEREFORE, BE IT RESOLVED that the Alberta Association of Municipal Districts and Counties establish an advisory committee with a mandate to provide a rural perspective in support of the efforts of the Alberta Gaming and Liquor Commission’s commitment in moving forward with changes in the charitable gaming funding to treat all organizations equally across the province.<sup>1</sup>**

This report is the culmination of the RMA Charitable Gaming Committee’s efforts to research Alberta’s charitable gaming model and to provide a rural perspective on how the model could be changed to better meet the needs of organizations across the province.

This report features several sections:

- The **Committee Membership, Mandate and Process** section describes who was on the committee, what they were tasked with, and how they went about developing the information found in this report.
- The **Charitable Casino Gaming Background** section provides an overview of Alberta’s charitable gaming model.
- The **Current Model** section critically examines Alberta’s charitable gaming structure and how organizations in different areas of the province interact with it.
- The **Principles** section includes several principles identified by the committee as being central to an equitable gaming system, as well as how the current model does and does not support the principles.
- The **Recommendations** section proposes several potential adjustments to the current model to improve equitability.

The committee’s recommendations, outlined in detail on page 29 are as follows:

- Recommendation 1: Pool a portion of revenues generated in each region and distribute equally to all regions
- Recommendation 2: Address inequities associated with the model
- Recommendation 3: Stakeholders, including AGLC and RMA, should take a collaborative approach to improving the current gaming model.
- Recommendation 4: Regularly review the model and proceed towards equality.

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<sup>1</sup> Please note that at the time of the resolution being endorsed, RMA was known as the Alberta Association of Municipal Districts and Counties (AAMDC). Any references to AAMDC in this report should be equated to RMA.

# Committee Membership, Mandate and Process

## Mandate

### *Resolution and Terms of Reference*

As a member-directed organization, much of RMA's advocacy efforts are based on resolutions endorsed by RMA members. In many cases, resolutions are directed toward other levels of government, but periodically they call for RMA to form a committee to research and develop positions on specific issues. The committee was formed based on member direction in the following resolution:

13-17F: AAMDC Advisory Committee to Support the Alberta Gaming and Liquor Commission in Reviewing Charitable Gaming in Alberta

THEREFORE, BE IT RESOLVED that the Alberta Association of Municipal Districts and Counties establish an advisory committee with a mandate to provide a rural perspective in support of the efforts of the Alberta Gaming and Liquor Commission's commitment in moving forward with changes in the charitable gaming funding to treat all organizations equally across the province.

Building on the resolution, the RMA Board of Directors developed a terms of reference intended to guide the committee's work in pursuit of better understanding the current model, and recommending improvements to support increased equality. The terms of reference stated that:

The committee's role will focus on recommendations and improvements to the charitable gaming model to ensure the model is equitable to rural based organizations that are reliant, at least in part, on the revenues of charitable gaming. The Committee may also address other items as identified by the AAMDC Board of Directors. Defining "Equal"

Upon its formation, the committee framed its work around meeting the intent of the resolution and the committee terms of reference. In particular, the committee began with a focus on developing recommendations that would lead to equal treatment of all organizations in the province. While the term "equal" is not specifically defined in the resolution, the committee took it to mean that all organizations, regardless of their size, mandate, capacity, or location in the province, should receive the same financial value from their volunteer engagement with Alberta's charitable casino gaming system.

While on the surface, creating an equal model would appear as simple as pooling the revenues generated in casinos across the province and sharing them equally among participating organizations, upon investigating the current model in more detail, the committee concluded that equalization would be much more complex and significantly impact travel times and distances and volunteer requirements. It would also require a major modification (or complete overhaul) of the current system, a step that may have significant political opposition as well as short-term consequences for small organizations that rely on funding from the current model.

With this in mind, the committee followed a strategic approach towards its mandate of recommending an equal system. Rather than recommending a single overhaul of the system, this report fulfils the

committee's mandate by recommending several gradual changes that represent a "first step" towards equality. The recommendations in the report are reasonable, will not cause excessive disruptions to the ability of charitable organizations to access gaming revenues in the short-term, and as will be shown in the report, make a very real difference in closing the gap between areas of the province that currently receive a high level of gaming revenues and those that do not. Additionally, the committee recommends additional reviews and continued gradual measures to further close the gap every five years until equality is achieved (see recommendation 4 later in the report).

## Membership

To gather a province-wide perspective, the RMA Charitable Gaming Committee included an elected official representative from each of RMA's five districts, one of which is also an RMA board member. In addition, RMA invited participation on the committee from the Alberta Urban Municipalities Association (AUMA), as the distribution of charitable gaming proceeds impacts all communities in the province, both rural and urban. With the exception of AUMA representatives, who were selected by the AUMA Board of Directors, all committee participants applied independently with support from their municipalities and were selected by the RMA Board of Directors based on their knowledge of the issue and perspectives they bring to the committee.

Committee members included:

- Randy Taylor, Committee Chair – RMA District 1 Director
- Doreen Blumhagen, District 2 Representative – County of Paintearth
- Doug Drozd, District 3 Representative – County of Barrhead
- Dan Boisvert, District 4 Representative – Northern Sunrise County
- Craig Lukinuk, District 5 Representative – Smoky Lake County
- Charlene Smylie, AUMA Representative – Village of Wabamun
- Michelle Kane, AUMA Policy Analyst

The inclusion of AUMA representatives on the committee was invaluable to providing a broad perspective and ensuring the voice of all communities impacted by the gaming structure was considered. As participants, AUMA contributed to the committee and the findings will be shared with the AUMA Board for information. The AUMA Board has not sponsored the report and is taking an alternative approach to a similar resolution adopted by AUMA members in September 2018.

## Process

To meet their mandate, the committee started with a broad goal: understand the details of the current model. From there, the committee compared the model to those in other jurisdictions, invited delegations to learn more about the history of the current model and how other stakeholders perceived it, and critically reviewed how the system distributed funds from casinos to charitable organizations. Following this intensive information-gathering phase, the committee developed principles to characterize an "equitable" charitable casino gaming system, as well as specific recommendations for how the current system could be improved to better reflect at least some of those principles.

The committee relied on a collaborative approach and a consensus-based decision-making model; ideas were discussed as a group and common positions were established. The committee structured its meeting process with the understanding that there is likely no single “right” model for Alberta, but that both adjustments to the current model and completely new models should be considered.

Through this process, the committee was able to develop a series of principles and recommendations which were presented to the RMA Board of Directors for approval and are summarized in this report. The RMA will share the recommendations with the Government of Alberta and use the report to support participation in the AGLC’s ongoing consultations related to the charitable gaming model.

***RMA Charitable Gaming Committee Workflow Process***



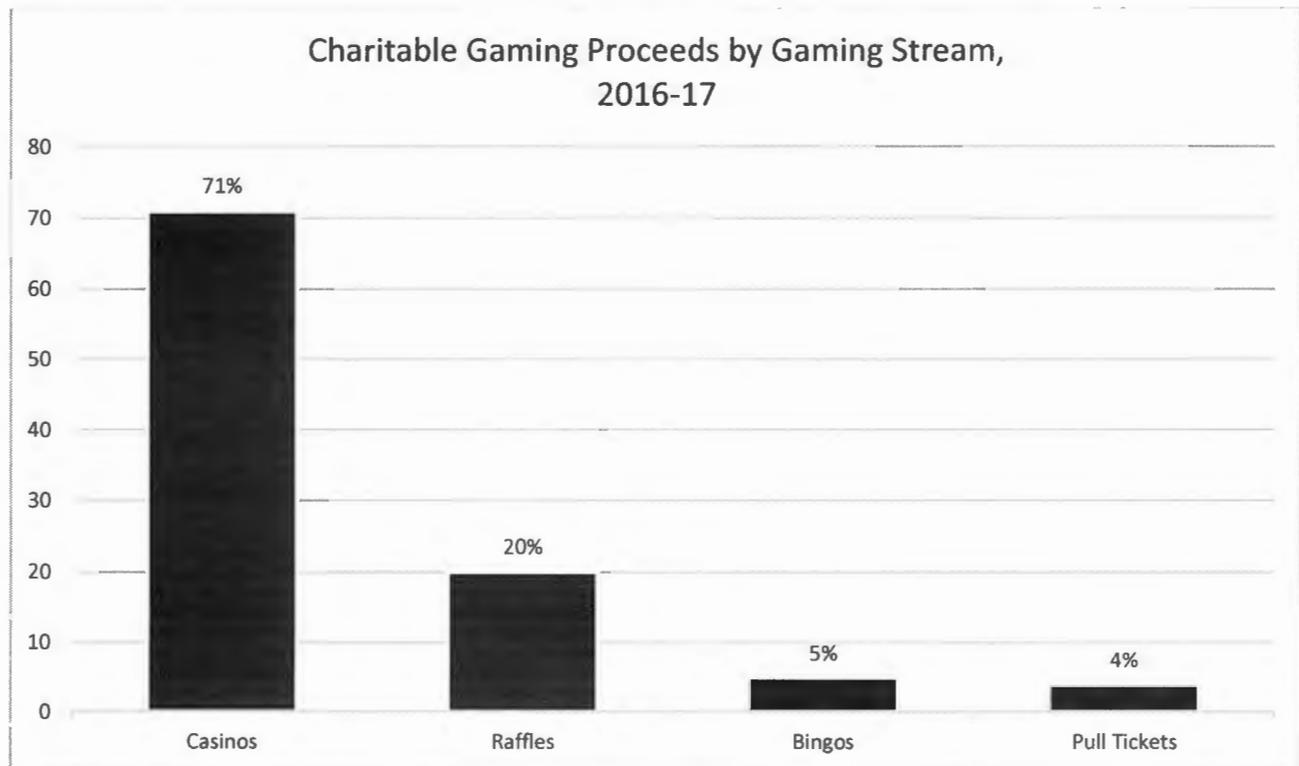
To gather a wholesome perspective of the issue, the committee invited three external delegations to engage in a discussion on the issue. The delegations included representatives from:

- Alberta Gaming and Liquor Commission
- City of St. Albert
- Edmonton Chamber of Voluntary Organizations

# Charitable Casino Gaming Background

Charitable and voluntary organizations play a critical role in supporting communities across Alberta. Such organizations provide a wide range of services, from supporting vulnerable populations to providing sports and leisure opportunities to operating social spaces for community gatherings. These organizations are present in Alberta’s largest cities, most isolated rural communities, and everywhere in between. While organizations vary significantly in size, capacity, and mandate, they have two attributes in common: they rely on volunteer support to operate, and they are critically important to at least some residents of the community in which they are located.

Because organizations often rely on volunteer support, many face significant challenges in generating the revenue necessary to operate sustainably. Charitable gaming is a common revenue-generating approach used by many charitable and voluntary organizations in the province. Charitable gaming in Alberta takes several forms (casinos, bingos, raffles and pull-tickets). Organizations provide volunteer support to casinos or bingos and are then entitled to a share of revenues from the event. Additionally, charitable organizations may operate raffles, pull-tickets, and small-scale bingo events to raise funds. While all these charitable gaming options are used to varying degrees in Alberta, casino volunteering is the most significant in terms of the revenue it provides to charitable organizations. In fact, in 2016-17, casino volunteering comprised 71% of the charitable gaming proceeds raised in Alberta.<sup>2</sup>



<sup>2</sup> Alberta Gaming and Liquor Commission 2016-17 Annual Report, p. 63.

Although charitable gaming technically includes the four methods mentioned above, the focus of this report will be on charitable casino gaming, as this is the method identified by RMA members as inequitable, and it is the most financially significant method in Alberta.

## Charitable Organizations in Alberta

Charitable gaming in Alberta is regulated by the federal *Criminal Code*, the provincial *Gaming and Liquor Act*, the *Gaming and Liquor Regulation* and relevant Alberta Gaming and Liquor Commission (AGLC) policies. The federal *Criminal Code* requires that only eligible groups may have gaming activities, and such activities must be for a charitable purpose. The four criteria defining “charitable purpose” include:

- Relief of poverty
- Advancement of education
- Advancement of religion
- Other purposes beneficial to the community

At the provincial level, the *Gaming and Liquor Act* empowers the AGLC to issue gaming licenses as they see fit, as per the terms of the *Gaming and Liquor Regulation* and AGLC policies. The *Gaming and Liquor Regulation* references the requirement that applicants for a gaming license must meet the charitable definition from the federal *Criminal Code* outlined above.

The AGLC’s *Charitable and Religious Groups – Basic Eligibility* policy outlines the criteria beyond that in the *Criminal Code* that organizations must meet to be eligible for a gaming license. The policy requires that to receive a gaming license, an organization must meet the following standards:

- Alberta residents must establish, maintain control of, and deliver the group’s programs;
- 75% or more of the group’s executive must be democratically elected by its member base;
- No paid members, directors or officers;
- Programs delivered must benefit a significant segment of the community, and not only serve the self-interests of members or officers;
- Applicants must have a not-for-profit objective;
- Applicants must be incorporated under one of several provincial or federal acts;
- Applicants must provide proof of ongoing program delivery; and
- Applicants must identify their charitable community benefit. Examples include:
  - Relief of the aged or disadvantaged;
  - Advancing education and learning; and
  - Provide “help” to the community (medical research, sports programming, etc.).

The AGLC assesses each organization’s eligibility upon its initial application but may reassess it at any time. Currently, there are over 7000 eligible charitable organizations in Alberta.

Organizations may use the proceeds derived from charitable gaming for a variety of approved purposes. In 2015-16, most proceeds were used for facility costs (30%), equipment, uniforms and vehicles (16%), donations within Alberta (12%), and wages, salaries, fees for service and honorariums (12%).

## Alberta's Charitable Casino Gaming Model

Alberta's current charitable casino gaming model features includes 19 privately-owned casino facilities. For the purposes of charitable gaming, the casinos are divided into the following ten regions:

Region	# of Casinos
Edmonton	5
Calgary	5
Calgary Rural	1
Fort McMurray	1
Grande Prairie	1
Lethbridge	1
Red Deer	2
Medicine Hat	1
St. Albert	1
Camrose	1

For a visual breakdown of the ten regions, please see figure 1 on page 11.<sup>3</sup>

Charities approved for gaming licenses may only access casinos within their regions. Regions are determined in such a way as to limit travel distances for charitable organizations as much as possible. Regions are not divided equally based on population for several reasons, including the facts that the population served by a given charity is not a direct indicator of funding support needed and that the actual community served by a given charity is difficult or sometimes impossible to determine.

The distribution of charitable gaming proceeds is intended to maximize equity within regions. Prior to 1996, if charities were assigned a casino event<sup>4</sup> which happened to be "slow," with limited revenue generated, they could lose money when volunteer travel costs and expenses were factored in. Currently, revenue generated in a casino region is distributed to ensure revenues within that region are shared as equitably as possible and that the risk of charities having unsuccessful events due to circumstances beyond their control is minimized. This is accomplished by pooling proceeds raised within a region using the following approach:

- All charities with an event in the same region over a three-month period receive the same "pool payout" based on the total eligible charitable revenues raised over the three-month period divided by the number of events held.
  - This occurs in all regions, regardless of the number of casinos; for example, in the Edmonton region, total revenue is divided among all charities working at the five casinos in the region, while in Red Deer, total revenue is divided for the two casinos in the region.

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<sup>3</sup> Please note that the map in figure 1 is taken from the 2010 *MLA Advisory Committee to Review Eligible Organizations' Access to and Distribution of Proceeds from Licensed Casino Events*. The groupings of charities depicted in the map have changed slightly since 2010, but the regional boundaries have not changed significantly.

<sup>4</sup> Each casino event lasts for two days.

Although charities exchange their volunteer labour for a share of casino revenues, both the private casino operator and the Government of Alberta receive a share of revenue from each casino event. The portion that is considered eligible charitable revenue is determined based on the following:

- Charities are specifically licensed to manage table games such as roulette, blackjack and poker. Volunteers operate these games, and the charity receives the revenue from them after a fixed fee is paid to the casino operator.
- Electronic gaming, such as slot machines, is managed by the casino operator, as the federal *Criminal Code* does not allow anyone other than the province or its agent to manage electronic gaming. However, charities receive a 15 percent commission from slot machine net sales.

To be “assigned” to a casino, charitable organizations must commit to providing a certain number of volunteers to casino events. For events in “major casinos” with more than 15 tables (those in Edmonton and Calgary), organizations must provide at least 25 volunteers. For events in “minor casinos” with fewer than 15 tables (those outside Edmonton and Calgary), organizations must provide at least 15 volunteers.

Charitable organizations are generally assigned to the casino closest to the community in which they are located. As charitable organizations are not distributed evenly throughout the province, this results in an uneven distribution of charitable organizations among the casino regions (this is addressed in greater detail in the “Current Model” section of the report). The AGLC’s process for assigning organizations to a casino is found in the *Charitable and Religious Groups – Basic Eligibility* policy, which states the following:

- Groups located within the boundary of Edmonton must conduct casinos within that city. Groups located outside of Edmonton may not access casinos within that city.
- Groups located within the boundary of Calgary must conduct casinos within that city. Groups located in close proximity to Calgary may conduct casinos at Century Casino Calgary. This area includes Banff to the west, Crossfield to the north, Strathmore to the East, and High River to the south.<sup>5</sup>
- Outside of Edmonton and Calgary (with the exception of the above point) groups shall normally conduct their casino events at licensed casino facilities situated outside of Edmonton and Calgary which are either in their location or at the casino facility in closest proximity to their location.
- Provincial groups are eligible to conduct gaming events in any community in the province subject to compliance with “Section 3.19 – Related Groups – Eligibility” policy. To establish “provincial group status” for gaming licences, groups must establish with the AGLC that:
  - a) the registered charitable objectives of the group have a provincial focus;
  - b) the by-laws of the group provide for the establishment of offices in other Alberta communities;
  - c) the executive and membership lists of the group indicate that membership is drawn from communities throughout Alberta; and
  - d) the group has a record of program or service delivery and plans to continue to deliver its programs or services to communities throughout Alberta.

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<sup>5</sup> This exception for the Century Casino Calgary is referred to as “Calgary Rural” throughout the report.

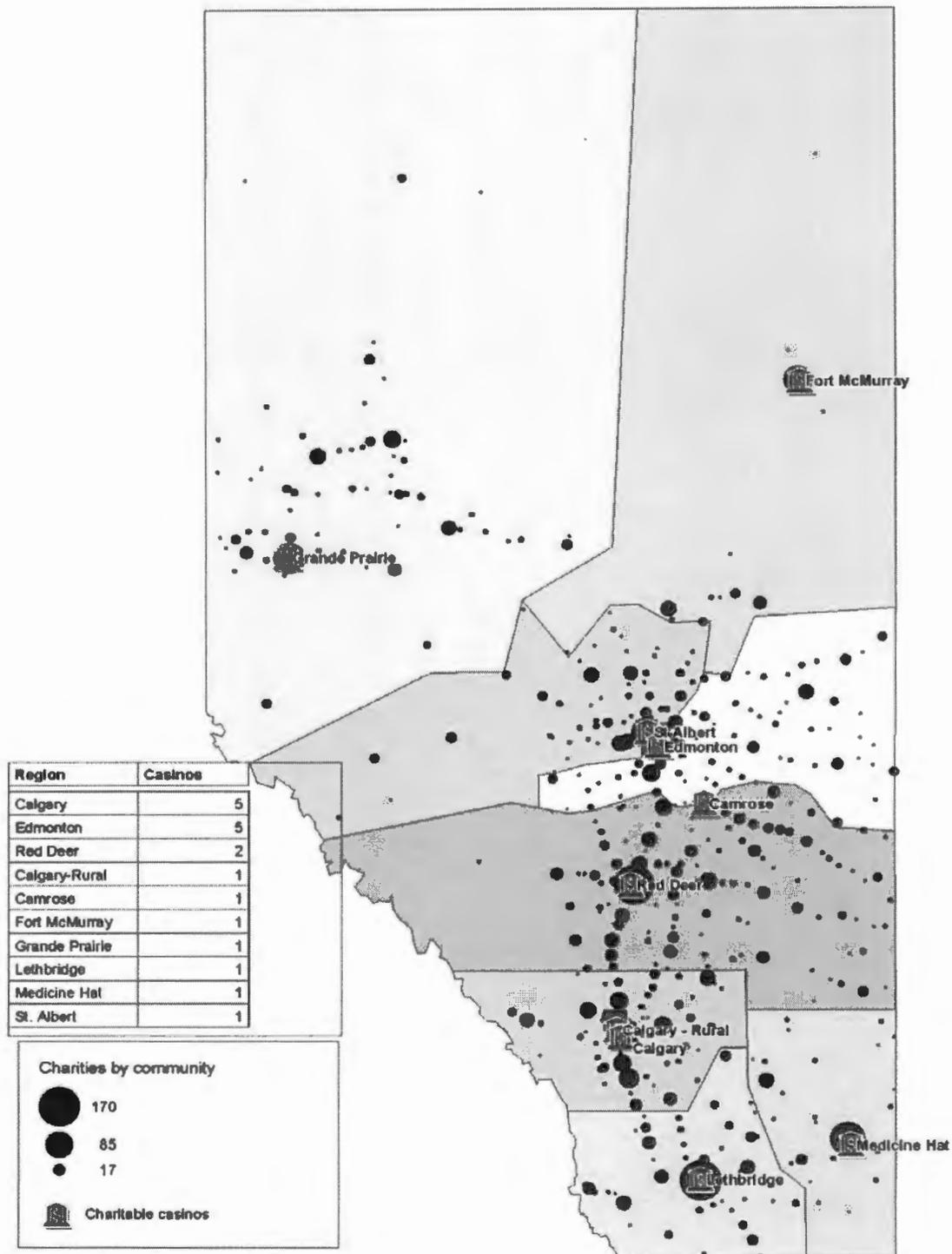


Figure 1: Charitable casino boundaries in Alberta – 2010. Originally appearing in MLA Advisory Committee to Review Eligible Organizations' Access to and Distribution of Proceeds from Licensed Casino Events.

## Charitable Gaming in Other Jurisdictions

Nearly all jurisdictions in Canada and the United States have charitable gaming in some form. However, Alberta's gaming model, and its expectation that charitable organizations directly engage in operating casinos, appears to be unique in North America. Despite this uniqueness, there are still comparisons to be made with other jurisdictions to consider the extent to which organizations are engaged in the charitable gaming process, and how revenues are distributed among charitable organizations.

Many jurisdictions allow charitable organizations to operate local gaming events such as raffles, poker nights, bingos, and mock casino events. In most American jurisdictions, charitable organizations keep the entirety of the proceeds raised at such events except for a nominal licensing fee paid to the state regulator. The approach to revenue distribution varies in Canadian jurisdictions. For example, in British Columbia charitable organizations keep the revenues they earn through gaming events that they administer, while also being eligible to apply for a Community Gaming Grant, which is a program directly funded by gaming revenues and specifically designed to be accessed by charitable organizations.

In Saskatchewan, charitable organizations are eligible to hold similar types of local events as those in Alberta and British Columbia. However, in Saskatchewan the funds generated by these events are submitted to the provincial government, who later redistributes a grant to the organization equal to 25% of the net proceeds earned by the organization at its charitable gaming events over the course of the year, to a maximum of \$100,000. Organizations do not have to apply for the grant, but instead receive the grant automatically based on receiving the relevant charitable gaming licenses.

The approach to distributing casino revenues to charitable organizations is the most unique aspect of Alberta's charitable gaming model. In most American jurisdictions, casinos are not included in the sphere of charitable gaming, and revenues are typically split between casino operators and other levels of government in the form of license fees and taxes.

Casino revenues are included in the charitable gaming systems of British Columbia, Saskatchewan and Ontario (among others) although their approach differs significantly from that of Alberta. Charitable organizations do not have a direct role in operating casinos in any of the above jurisdictions, but rather are eligible to access funding through grants based on revenue raised at casinos. For example, in Saskatchewan SaskGaming owns the two non-First Nation casinos located in the province. Net profits from these casinos are divided, with 50% of the revenue retained by the Government of Saskatchewan's general revenue fund, 25% distributed to the First Nations Trust, and 25% distributed to the Community Initiatives Fund (CIF), which distributes grants to community-based organizations throughout the province.

In British Columbia, a portion of casino revenue is redistributed to charitable organizations through the Community Gaming Grant. Casinos in Ontario are operated similarly to those in Saskatchewan, as the Ontario Lottery and Gaming Corporation is responsible for operating thirty-one charitable gaming centres (bingo), as well as several resort casinos, slot machine facilities, and other casino facilities (though some of these are operated by private companies through service agreements with the Government of Ontario). Funding from these facilities is indirectly shared with charitable organizations

through the distribution of some revenue to the Ontario Trillium Foundation (OTF), which disperses grants to charitable organizations. In 2016-17, gaming revenues contributed \$115 million to the OTF.

A scan of select North American and international jurisdictions shows that Alberta is unique in its use of casinos as the primary means of charitable gaming, and its expectation that charitable volunteers serve a direct role in operating casinos. Casinos are absent from charitable gaming systems in most jurisdictions, and in (mainly Canadian) jurisdictions in which casinos do have a role, it is typically an indirect role in which charitable organizations are eligible to apply for grant programs funded through casino revenues, but have no role in the actual operation of casinos. In other jurisdictions, charitable gaming is local and small-scale, and takes the form of bingo, raffles, non-monetary casino nights, etc.

The other takeaway from the jurisdictional scan is that unlike Alberta, other jurisdictions do not distribute charitable gaming funding regionally. Charitable gaming funds raised either remain with the organization that actually raised them through holding a local gaming event or are distributed through application-based grants.

## Current Model

A high-level overview of Alberta’s charitable gaming model is provided in the introduction to this report, including the various types of charitable gaming in Alberta, the criteria an organization must meet to receive a gaming license, and a summary of Alberta’s charitable casino gaming model.

This section of the report will examine the charitable casino model in more detail, as it generates most of the charitable gaming proceeds and is identified in resolution 13-17F as the inequitable component of the current charitable gaming structure.

### Wait Times and Revenues<sup>6</sup>

Alberta’s nineteen casinos are divided into ten regions for the purposes of charitable gaming. Organizations across the province are assigned to a casino in closest proximity to their location. Because charitable organizations are not distributed equally across the province, some regions host many more charitable organizations than others. For charitable organizations, this results in an unequal wait times between casino events among charitable organizations in different regions.

Region	# of Casinos	Waiting Period (Months)
Edmonton	5	22.8
Calgary	5	19.9
Calgary Rural	1	35.7
Fort McMurray	1	16.5
Grande Prairie	1	32.8
Lethbridge	1	34
Red Deer	2	35.4
Medicine Hat	1	18.8
St. Albert	1	31.3
Camrose	1	39.8

As charitable organizations only receive revenue when they “work” a casino, an inequity exists related to how often charitable organizations in various areas of the province have this revenue-generating opportunity. Organizations in the Fort McMurray, Medicine Hat and Calgary regions work a casino approximately every one-and-a-half years, while organizations in regions such as Red Deer and Camrose are required to wait three or more years between casinos. While wait times are inequitable, designing a system in which wait times are equal throughout the province would be difficult and result in major travel challenges. The 2010 *MLA Advisory Committee to Review Eligible Organizations’ Access to and Distribution of Proceeds from Licensed Casino Events* report identified this challenge as well, stating that

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<sup>6</sup> All figures below are from the 2017 fiscal year unless otherwise indicated.

in the interest of all charities throughout Alberta, the Committee believes that the waiting period to hold a casino event should be equitable throughout the province. In an ideal situation, all charities would have access to a casino event at equal intervals. The Committee is also aware that considerations such as transportation routes, casino placement and the uneven geographic distribution of charities throughout the province makes developing equal waiting periods between casino events impossible.<sup>7</sup>

In other words, there is no way to equalize how often organizations access casinos without re-drawing casino regions to include a completely equal number of charities in each or eliminating regions altogether. While these changes would address wait times inequities, they would also result in the sudden upheaval of the current system, major travel challenges for many organizations, and issues related to volunteer recruitment as “major” casinos (twenty-five volunteer requirement) would no longer be limited to Edmonton and Calgary organizations only.

While waiting period is a critical aspect of equitability in the casino gaming system, it tells only half the story. The per-event revenue generated varies widely among regions as well. Some casinos are more popular than others, and this is reflected in how much money is raised at casino events in various regions.

<b>Region</b>	<b>Total Proceeds Per Event (\$)</b>
Calgary	66,524
Edmonton	75,777
Calgary Rural	45,623
Fort McMurray	40,724
Grande Prairie	34,352
Lethbridge	30,236
Red Deer	22,026
Medicine Hat	14,638
St. Albert	20,197
Camrose	20,197 <sup>8</sup>

Casinos within Edmonton and Calgary generate significantly more revenue on a per event basis than those elsewhere in the province.

Both waiting period and per event proceeds tell a partial story of how casino proceeds vary by region. However, to understand the full scope of how regions compare to one another, these measures must be combined. To do this, the AGLC uses “annualized proceeds,” which are a calculation of the estimated proceeds per year that an organization within a region would receive. This measure is effective as it combines the waiting period and the proceeds per event into a single factor. It is important to note that

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<sup>7</sup> Elniki, Doug, Doug Griffiths, and Dave Rodney. *MLA Advisory Committee to Review Eligible Organizations’ Access to and Distribution of Proceeds from Licensed Casino Events* (2010). 19.

<sup>8</sup> Note that organizations within the St. Albert and Camrose regions may be assigned to either casino, and revenues are pooled among the two casinos, which is why each casino has an identical proceeds per event figure.

annualized proceeds is a hypothetical measure. It looks at how much money a charity would receive in a single year within their region if proceeds were distributed in this manner. It is important to note that proceeds are not actually distributed in this way. In reality, organizations receive the average per event proceeds from the quarter in which they volunteered at a casino event.

<b>Region</b>	<b>Waiting Period (Months)</b>	<b>Total Proceeds Per Event (\$)</b>	<b>Annualized Proceeds (\$)</b>
Calgary	19.9	66,524	40,122
Edmonton	22.8	75,777	39,969
Calgary Rural	35.7	45,623	15,354
Fort McMurray	16.5	40,724	29,704
Grande Prairie	32.8	34,452	12,634
Lethbridge	34	30,236	10,681
Red Deer	35.4	22,026	7462
Medicine Hat	18.8	14,638	9371
St. Albert	31.3	20,197	7749
Camrose	39.8	20,197	6087

Using annualized proceeds, there is a significant gap between the high-revenue Edmonton and Calgary regions, and the other regions in the province.

## **Trends in Revenue Distribution**

The last time the charitable gaming model was significantly changed was in 1996, when quarterly pooling within casino regions was introduced. Prior to this, organizations received a portion of revenues from the specific two-day casino event to which they were assigned. If the event fell during a “slow” period, such as a holiday or a major inclement weather event, the organization would receive lower proceeds than an organization that was assigned an event during a more advantageous time. In 1996, AGLC implemented a system in which the revenues from all casino events within a region over a three-month span would be averaged, and each organization that worked a casino in that region within that span would receive the same amount, regardless of how much revenue was generated during the specific event that they worked.

This change demonstrates that AGLC has a history of adapting the model to address inequities and reduce risk. However, it has been over twenty years since the last significant change to the model, while inequity across regions continues to grow. Part of this growing inequity is due to a decline in the popularity of casino gaming, likely due in part to Alberta’s economic downturn in recent years, as well as a worldwide decline in interest in casino gaming linked to the rising popularity of online gaming, and changing consumer expectations that replace standalone casinos with broader “entertainment

destinations” linked to the hospitality sector.<sup>9</sup> The overall decline in gaming revenues and the growing inequity among regions can be seen by comparing annualized proceeds in 2010 to those in 2017.

Region	Annualized proceeds 2010 (\$)	Annualized proceeds 2017 (\$)	Change (\$)	Change (%)
Calgary	46,971	40,122	-6849	-14.6
Edmonton	41,884	39,969	-1915	-4.6
Calgary Rural	17,041	15,354	-1687	-9.9
Fort McMurray	44,599	29,704	-14,895	-33.4
Grande Prairie	13,509	12,634	-875	-6.5
Medicine Hat	14,782	9371	-5411	-36.6
Lethbridge	12,334	10,681	-1653	-13.4
Red Deer	9685	7462	-2223	-23.0
St. Albert	7803	7749	-54	-0.7
Camrose	6972	6087	-885	-12.7

This chart reflects the struggles that the model has faced in recent years, as annualized proceeds have fallen in every region. This is caused by a combination of reduced per event revenues and an increase in the number of eligible organizations, which increases wait times. For example, per event proceeds have decreased from 2010 to 2017 in all but two regions, while wait times have increased in all but two regions. Basically, these trends indicate a larger pool of organizations sharing a smaller pool of proceeds, which is reflected in the reduction in annualized proceeds in every region.

While the percentage decline in annualized proceeds varies from 0.7% to 36.6%, the high-revenue Calgary and Edmonton regions are not overly impacted. Although the Calgary region loses the second-highest dollar amount from 2010 to 2017, its 2017 annualized proceed rate is still the highest among all regions. Edmonton, on the other hand, is among one of the most stable regions, with only a 4.6% decrease in annualized proceeds, second lowest of all regions. Aside from the Fort McMurray region, those regions with already low annualized proceeds see the largest proportional reduction.

### Travel Costs

Alberta’s charitable casino gaming model requires that volunteers travel to casino events. However, travel requirements vary depending on where an organization and its volunteers are located. Organizations within Edmonton and Calgary may be required to travel across town to volunteer, but will never be required to drive a significant distance or incur hotel costs. Some organizations in other regions will face those challenges, as the distance to travel from communities in rural areas can be several hours.

The AGLC’s *Volunteer Expenses – Use of Proceeds* policy partially addresses the different types of expenses that may be incurred by volunteers travelling long distances to casino events. The policy

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<sup>9</sup> “Top 4 Trends Impacting the Global Casino Gaming Market through 2021,” *Technavio*, 2016. <https://www.businesswire.com/news/home/20161219005506/en/Top-4-Trends-Impacting-Global-Casino-Gaming>

provides two different sets of eligible travel expenses, one for volunteers travelling less than 100 kilometres and one for volunteers travelling more than 100 kilometres. Those travelling less than 100 kilometres can claim the following:

- transportation to and from the gaming event via taxi or bus;
- parking where free parking is not provided;
- babysitting; and
- adult respite care if the volunteer is normally responsible for the care of a medically dependent person within his or her home.

Those travelling more than 100 kilometres can claim the following, in addition to those above:

- transportation (gasoline, van rental);
- overnight accommodation for a maximum of two nights, unless the event operates table games prior to noon on the first day of the event, in which overnight accommodation for the night prior to the event is also permitted; and
- breakfast meals following each night of overnight accommodation as per Standard 2b).

The expanded scope of eligible costs for those travelling more than 100 kilometres is a positive. The issue, however, is that travel costs are not paid from a centralized fund contributed to equally by all regions, but rather by the charitable organizations themselves from the proceeds collected from a casino event. Because organizations in Edmonton and Calgary are assigned casinos only within city boundaries, those receiving the highest proceeds on a per event basis are also those paying among the lowest travel costs. Organizations within other cities (such as the cities of Red Deer, Lethbridge, etc.) hosting a casino would also pay similarly low travel costs.

The travel cost structure becomes an issue when applied to organizations from rural communities far from the casino in their region. Through anecdotal conversations with rural casino volunteers, the committee learned that many volunteers do not claim mileage expenses associated with travelling several hours to a casino event, and use strategies such as car-pooling and sharing hotel rooms to reduce travel costs. While this is noble on the part of volunteers, it may create a culture where volunteers are not fairly supported and could have the unintended consequence of limiting an already shallow volunteer pool in rural Alberta, as some people may be unable or unwilling to follow an “unwritten rule” of covering their own expenses.

Although exact expenses would vary by organization and region, a few examples help illustrate the impact that expenses may have on charitable organizations, and the differences between expenses in the Edmonton/Calgary regions and other regions. The table below compares possible costs for an organization within the City of Edmonton, an organization in the Town of Pincher Creek, and an organization in the Town of High Level. Please see below the table for an explanation of the assumptions made for each cost estimate. **Please note that all figures are hypothetical.**

	Transportation	Parking	Babysitting	Respite Care	Overnight Accommodation	Breakfast meals	Total
Edmonton org.	\$400	\$400	\$400	\$250	--	--	\$1450

Pincher Creek org. at Lethbridge casino	\$150	\$0	\$600	\$500	\$2400	\$300	\$3950
High Level org. at Grande Prairie casino	\$630	\$0	\$600	\$500	\$2400	\$300	\$4430

For the Edmonton casino event estimate, there would be 25 volunteers and travel distance will be minimal in comparison to casinos outside of Edmonton. It is assumed that a subset of those volunteers would take a bus or taxi. Most likely, those volunteers will not pay for parking at most casinos, although this is included in the estimate. Babysitting and respite estimations are for a subset of volunteers. Overnight accommodation and breakfast meals do not apply as volunteers live in relatively close proximity to the casino location.

For the Pincher Creek organization working at a Lethbridge casino estimate, there would be 15 volunteers. The volunteers would drive 100 kilometres one-way. The transportation estimate is for approximate gas costs, assuming carpooling occurs, and eight vehicles make the trip. Babysitting and respite estimations are for a subset of volunteers. The accommodation estimate assumes shared rooms for two nights at \$150/night, and breakfast meals at \$10/person for two meals/casino.

For High Level organization working at Grande Prairie casino estimate, there would be 15 volunteers. The volunteers would drive 452 kilometres one-way. The transportation estimate is for approximate gas costs, assuming carpooling occurs, and eight vehicles make the trip. Babysitting and respite estimations are for a subset of volunteers. The accommodation estimate assumes shared rooms for two nights at \$150/night, and breakfast meals at \$10/person for two meals/casino.

All three examples make assumptions related to carpooling, parking, gas costs, and the need for babysitting and respite care which would vary among organizations. However, the estimates provide a starting point for comparisons. Charities with volunteers travelling over 100km incur costs roughly twice that of those with volunteers within 100km. This disparity increases when proceeds per event by region are considered:

Region	Expense per event	Proceeds per event	% of proceeds spent on expenses
Ex. 1 (Edmonton)	\$1450	\$75,555.01	1.9%
Ex. 2 (Lethbridge)	\$3950	\$30,236.24	13.1%
Ex. 3 (Gr. Prairie)	\$4430	\$34,452.43	12.9%

Clearly, expenses further widen the gap between exclusively urban regions and the other eight regions in the province. Even for a charity located within the City of Red Deer, which would incur a similar volunteer cost to an organization in Edmonton, paying \$1450 in expenses from a per event revenue of

roughly \$22,000 is much more significant than the Edmonton organization paying \$1450 in expenses from a per event revenue of approximately \$76,000.

# Principles

Alberta's charitable casino model is unique in North America. It places high expectations on volunteers to dedicate their time to raise proceeds for the organizations they represent. However, it is not without its flaws. This section of the report describes several principles that the committee has identified as central to an effective and equitable gaming model. These principles will inform the following section, which consists of recommendations to improve the equitability of the system.

## Principle 1: Stability

*Any changes made to the model should limit short-term "shocks" to organizations that rely on gaming revenues to support their operations.*

The figures presented in the section above are quite clear: charitable organizations located outside of Edmonton and Calgary receive significantly less benefit from charitable gaming, and those in rural areas incur far greater costs associated with volunteering. This is not debatable; it is clear in the data and has been the case for many years.

Despite this, calling for an immediate and complete overhaul of the current system may have unforeseen negative impacts on both large charitable organizations with a province-wide mandate and small charitable organizations that are highly dependent on casino revenues for operational funding. For large charitable organizations, the abrupt reduction in revenue available from the Edmonton and Calgary regions may compromise short-term service delivery linked to that level of revenue. For small organizations, sudden changes in the model may result in drastically different travel and volunteer requirements that may not be realistic. For example, the redevelopment of the current waiting list to accommodate new regions or a "region-less" model could result in small organizations losing certainty in terms of when their next casino event will be, as waiting lists will be redeveloped to accommodate a new model. This would impact both volunteer recruitment efforts and certainty as to when an organization would next receive casino revenue.

With this in mind, any change to the model must gradually proceed towards equality and strive to minimize disruptions to charitable gaming revenues. An equal gaming model should be an end-goal, but not necessarily a short-term expectation, as the current system is much too entrenched to allow for complete dismantling, as opposed to a gradual transition.

## **Principle 2: Equitable Value**

*All organizations eligible to derive funding from charitable gaming events in Alberta should be treated as having similar value and importance to society.*

There is no question that the current gaming system provides very different benefits to charitable organizations depending on where they are located within the province. On the surface, these differences are arbitrary, and defined by the popularity of a casino within a given region and the local economic climate which helps to determine whether residents have disposable income needed to participate in casino gaming. Using a charity's proximity to a casino to determine access makes sense, as less travel equates to lower costs and a more efficient system. However, also using that as the sole determiner of the proceeds an organization receives from their volunteer efforts suggests that an organization's value or importance is tied to the region in which it is located, particularly when the differences in the amount of revenue generated by casinos is so consistent.

When organizations are expected to make a similar volunteer commitment in casinos across the province, but the highest revenue region generates more than five times the proceeds of the lowest revenue region, this suggests that the inequity among regions is more than an aberration, but rather something that is accepted as a characteristic of the system. In fairness, organizations in Edmonton and Calgary are required to supply 10 more volunteers per event than organizations in other regions, but that is unlikely to justify the \$60,000 per event disparity between Edmonton and Medicine Hat, or even the \$20,000 disparity between Calgary and Fort McMurray. If these gaps are persistent over time, this may suggest an implicit assumption that they are warranted based on the value of the organizations in various regions.

If there is no official reason as to why an organization in one area of the province should receive greater value from their volunteer commitment than an organization in another area of the province, then the current model is clearly inequitable, and not meeting the needs of all organizations. The committee accepts that by its regional nature and its reliance on local casino popularity, the model as structured is unlikely to treat all regions completely equally. However, the consistently large gaps in proceeds among regions, and the lack of policy action on the part of the Government of Alberta to address it, implies that organizations in different areas of the province are indeed being assigned different levels of importance, and that providing a similar level of effort in one region for one-fifth of the value received in another region is an acceptable characteristic of the current system.

### **Principle 3: Equitable Access**

*All charities in Alberta should have equitable access to fundraising opportunities through charitable gaming volunteerism.*

Alberta's current charitable gaming system does not differentiate among eligible organizations. Whether an organization provides temporary housing for victims of domestic violence, operates a cultural festival, or is a youth travel hockey team, all have the same opportunity to access casino funding should they meet the basic criteria outlined earlier in the report. Where access varies, however, is based on where in the province an organization is located. An organization located in Fort McMurray could have an identical mandate to one in Red Deer, but the Red Deer organization has to wait approximately twice as long between casino events. That this inequity is strictly due to the volume of eligible organizations in one region as opposed to another is problematic, particularly as waiting lists continue to increase more rapidly in regions where they are already highest. For example, Red Deer's waiting list has increased by 2.4 months between 2010 and 2017, while St. Albert's grew by 3.6 months and Camrose's by 8.8 months. On the other end of the spectrum, Calgary and Edmonton's have increased by 0.6 months in the same time span, and Fort McMurray's has increased by 0.4 months. It is important to note that Grande Prairie and Lethbridge have actually had their wait lists decrease slightly, so changes vary throughout the province. What is important to note is that several regions with the highest waiting lists have seen significant increases in recent years.

Alberta's system assumes that all eligible organizations are equal; there is no criteria ranking organizations based on their mandate, who they serve, or the societal "good" their service provides. Despite this, there is a blatant inequity in access to revenue-generating opportunities that is arbitrary in nature. The committee acknowledges that creating regions with a completely even number of charities may be impractical, or at the very least require a long-term transition process. However, shorter-term changes can be made to the model to close the access gap, or at least mitigate its impacts.

## **Principle 4: Flexibility**

*Charities of all sizes and capacities should have the ability to generate revenue through charitable gaming volunteerism. The system should reduce barriers to participation as much as possible.*

A challenge for many charitable organizations is working within the strict structure of the charitable gaming system. With over 7000 charities and 19 casinos involved in the system, a high degree of structure is needed, but greater flexibility would improve the ability of organizations to garner maximum value from their participation. For example, the current practice of randomly assigning casino dates to organizations can present challenges, particularly for smaller organizations. AGLC could play a role in mitigating this by making available an opportunity for organizations within a region to swap casino dates and share volunteers. AGLC could also consider “rewarding” organizations that volunteer to staff casinos on less desirable dates (e.g. holidays etc.) with a travel stipend or other small benefit. There are many small ways that the system could be tweaked to reduce the burden placed on charitable organizations.

## **Principle 5: Volunteer-Driven**

*Volunteers play a critical role in raising proceeds for their own organizations, and in supporting the sustainability of Alberta's casinos. Barriers to volunteering should be mitigated for organizations in all areas of the province.*

Volunteers are the lifeblood of Alberta's charitable gaming system. Their efforts benefit their own organizations and the casino industry. As such, the charitable casino gaming system should prioritize the recruitment and retention of volunteers. Currently, volunteers face a significant two-day time commitment, not including travel time, which may be several hours in rural areas. While most incurred costs are reimbursable, this reimbursement comes from the individual charity's event revenue, so volunteer comfort and convenience is likely often sacrificed for frugality.

Although volunteers and their time are respected, their ultimate goal is to raise as much money as possible for their organization, regardless of where in the province they are located. For this reason, the most effective means of respecting volunteers is to design an equitable system that values the time of a volunteer from the City of Edmonton equal to that of a volunteer from a village or municipal district. This may mean that the Government of Alberta and AGLC acknowledge that both volunteers and the organizations that they represent are impacted differently depending on where in the province they are located, and design policies that reflect this.

# Recommendations

The committee approached the issue of how to improve the equitability of Alberta's charitable casino gaming structure with an open mind. Everything from minor tweaks to casino regions to a completely new model built from the ground up was considered. Ultimately, the committee developed recommendations that would better align the system with the principles listed in the previous section. The recommendations are also based on the following consensus positions:

- The current charitable casino gaming model is effective in engaging volunteers in playing an active role in supporting their organizations, and should not be replaced with a model such as those in Saskatchewan and British Columbia which eliminate direct volunteer activities in casinos.
- Although the overall model is effective, its current structure is inequitable.
- Although it may be impossible to immediately develop a structure in which every organization in the province receives equal value from casinos, there are reasonable short-term "tweaks" that could be made to the system to close the gap between organizations in regions with high annualized revenues and low annualized revenues.
- Unless the Government of Alberta increases the overall proportion of casino revenues that charitable organizations receive, it will be impossible to reduce inequity across regions without reducing the proceeds that organizations in the highest-revenue regions currently receive.
- Any changes made to the model must take into consideration possible unintended consequences on charitable organizations and proceed gradually as to minimize those impacts.
- There is an implicit assumption built into the structure that inequity is justified because organizations in large cities address more severe and complex social issues and require greater funding support. Although this is not formally referenced by the AGLC, it has been mentioned by several stakeholders as justification for the inequity. In actuality, the range of organizations eligible for charitable gaming is so broad, that it is overly simplistic to identify urban organizations as addressing more complex or important issues than rural organizations. Additionally, many services are limited in rural areas and voluntary or charitable organizations often fill such gaps. Although issues such as homelessness or addiction may be less visible in rural areas, they are very much present, and the efforts of organizations to address these and other community challenges in rural areas should not be valued at a lower rate than those doing the same in an urban or province-wide setting. If this were the case, charitable gaming proceeds could simply be distributed to organizations based on the size of the community they serve. However, quantifying the benefit of organizations that provide different services in different areas of the province is much more complex.

## **Recommendation 1: Pool a portion of the revenues generated in each region and distribute equally to all regions**

### ***Summary***

Early in the process, the committee members reached consensus that the current regional distribution of funding was the primary contributor to the gaming system's inequity. The committee examined several possible alternate models that amended the existing boundaries in various ways. These included the following:

- North/south model – two regions, with ten casinos in one and nine casinos in another.
- North/central/south model – three regions with several variations.
- Quadrant model – four regions, each region receives an equal portion of revenue from either Edmonton or Calgary.
- Quadrant modified model – four regions, each region receives a portion of revenue from either Edmonton or Calgary, but the portion received is not equal, but instead modified to support greater equitability in revenue among the regions.
- Urban/rural combined model – One-fifth of the organizations from either Calgary or Edmonton (one-fifth is used because there are five casinos in each city) is paired with one casino from another region, and revenues are shared among those groups.

While each of these models would close the revenue gap among the current regions, all had flaws. Many would increase travel requirements by creating larger regions. Another challenge incurred in the alternate models was the complications that would be incurred by combining regions to include both major casinos (located in Edmonton and Calgary and requiring 25 volunteers) and minor casinos (located in all other regions and requiring 15 volunteers).

Due to these challenges, the committee preferred a model in which the status quo regional alignment remained in place, but 20% of revenues from each region were pooled and distributed equally among all the regions. This approach has the effect of closing the gap between regions without creating completely equal revenue distribution, and is therefore an effective first step towards equalization. The impacts of this approach are demonstrated below using data from Q1 of 2017. Note that this approach treats all regions the same regardless of the number of casinos in the region.

<b>Region</b>	<b>Total revenue generated (\$)</b>	<b>20% of revenue generated (\$)</b>
Calgary	15,472,089	3,094,418
Edmonton	16,418,608	3,283,722
Calgary Rural	1,981,073	396,215
Fort McMurray	1,925,973	385,195
Grande Prairie	1,499,681	374,920
Medicine Hat	626,027	125,205
Lethbridge	1,318,600	263,720
Red Deer	1,887,435	377,487
St. Albert	871,782	174,356
Camrose	871,782	174,356
<b>Total</b>	<b>42,873,050</b>	<b>8,574,610</b>

Based on these calculations, the 20% “equalization pool” would be \$8,574,610, to be shared equally among the ten regions. This would result in each region receiving \$857,461 from the pool, while sacrificing 20% of their in-region revenues. This would result in the following scenario.

<b>Region</b>	<b>Total revenue generated (\$)</b>	<b>Total revenue generated, minus 20% (\$)</b>	<b>Equalized revenue (including share of 20% pool) (\$)</b>	<b>Difference from initial revenue</b>
Calgary	15,472,089	12,377,671	13,235,132	- 14.5%
Edmonton	16,418,608	13,134,886	13,992,347	- 14.8%
Calgary Rural	1,981,073	1,584,858	2,442,319	+23.2%
Fort McMurray	1,925,973	1,540,778	2,398,239	+24.5%
Grande Prairie	1,499,681	1,124,761	1,982,222	+32.2%
Medicine Hat	626,027	500,822	1,358,283	+117%
Lethbridge	1,318,600	1,054,880	1,912,341	+45%
Red Deer	1,887,435	1,509,948	2,367,409	+25.4%
St. Albert	871,782	697,426	1,554,887	+78.4%
Camrose	871,782	697,426	1,554,887	+78.4%

The equalization process is most beneficial to regions with low per event revenues, as is its intent. While Calgary and Edmonton incur a net loss by contributing approximately \$3 million each into the “equalization pool” and receiving \$857,461, all other regions benefit from the pool. The next step is to consider how this would impact individual charities in each region on a per event basis.

Region	Per event revenue (un-equalized) (\$)	Per event revenue (equalized with 20% pool) (\$)
Calgary	68,460.57	58,562.53
Edmonton	72,648.71	61,913.04
Calgary Rural	44,023.85	54,273.76
Fort McMurray	42,799.41	53,294.20
Grande Prairie	33,326.25	44,049.38
Medicine Hat	13,911.70	30,184.07
Lethbridge	29,302.22	42,496.47
Red Deer	20,971.50	26,304.54
St. Albert	19,372.93	34,553.04
Camrose	19,372.93	34,553.04

Per event calculations further illuminate the equalizing effect that a 20% pool has on revenues by region. However, the most important comparative figure in evaluating the equity of the gaming system is annualized revenues, which take into consideration both per event revenues and the waiting period between events in each region. As this recommendation **only impacts per event revenues, and leaves the overall model untouched**, waiting periods remain inequitable across regions. The table below shows how the 20% pooling impacts annualized proceeds by region.

Region	Waiting period (months)	Annualized proceeds (\$) (un-equalized)	Annualized proceeds (\$) (including share of 20% pool)	Difference
Calgary	19.8	41,491.25	35,278.63	- 15.0%
Edmonton	22.7	38,404.60	32,585.81	- 15.2%
Calgary Rural	35.1	15,050.89	18,212.67	+ 21.0%
Fort McMurray	16.5	31,126.84	38,618.99	+ 24.1%
Grande Prairie	33.9	11,796.90	16,135.30	+ 36.8%
Medicine Hat	18.8	8879.81	19,225.52	+116.5%
Lethbridge	34.4	10,221.70	15,016.42	+ 46.9%
Red Deer	35.5	7088.96	8916.79	+ 25.8%
St. Albert	31.1	7475.09	13,238.71	+77.1%
Camrose	39	5960.90	10,407.54	+74.6%

When considering annualized proceeds, the equalization approach is effective in closing the gap between Edmonton/Calgary and other regions. In fact, in this scenario, Fort McMurray surpasses Calgary as having the highest annualized proceeds. However, although all other regions increase significantly in relation to their previous annualized proceeds, they are still below Edmonton, Calgary and Fort McMurray. It should also be noted that this approach provides the greatest benefit to regions with short

waiting periods and low per event revenues. For example, Medicine Hat's annualized proceeds increase significantly more than Red Deer's despite a similar starting point. Medicine Hat has low revenues and a short waiting period, while Red Deer has high revenues and a long waiting period, so the revenue pooling had less of a relative impact on Red Deer, and their waiting list remains long.

One other factor to consider in this model is that it does not take into consideration the number of casinos in a region when redistributing revenues. This has the largest impact on the Red Deer region, which contributes 20% of revenues from its two casinos, but receives the same equalization share from the pool as all other regions. Edmonton and Calgary (with five casinos each) are even more impacted by this, but their annualized and per event revenues are so much greater than that of other regions that returning them an equalization share for each casino would defeat the purpose of the pooling system. However, as Red Deer is certainly among the lower-revenue regions, a modified version of this recommendation in which that region receives a pool share for each of its casinos should be considered.

### ***Analysis***

Although the pooling approach is not perfect, it has several appealing aspects. Most importantly, it does not radically re-shift the gaming system from the perspective of charitable organizations. An organization will continue to be assigned to the same casino within their region. It also does not shift regional revenue distributions to an extreme extent. Although Fort McMurray ranks first in annualized revenue under the 20% pooling model, Calgary and Edmonton are still well above other regions in annualized revenues, but the gap has been reduced. The committee believes that a model in which every rural region receives a minimum 21% increase in its share of annualized proceeds is a significant first step towards addressing the inequity identified in resolution 13-17F. While it does not immediately lead to complete equality, it is minimally disruptive to charitable organizations, closes the current gap significantly, and sets a precedent for additional adjustments to further close the gap in the future (see recommendation 4). For example, if the model is reviewed again in five years, an additional percentage could be added to the pool, or the model could be adjusted to require the highest-revenue regions to contribute a higher portion to further close the revenue gap.

## **Recommendation 2: Address inequities associated with the model**

While the model itself is inequitable in that it relies on localized casino revenues that are consistently larger in some regions than others, a complete, one-time overhaul of the system may have significant impacts on charitable organizations, and may be politically difficult to accomplish. Regardless of whether the model itself changes, either through the pooling approach recommended above or other means, there are aspects associated with the model that should be critically reviewed as well.

An obvious candidate is the current travel costs model that requires charitable organizations to cover the expenses of their own volunteers from their gaming proceeds. As demonstrated earlier in the report, this disproportionately impacts organizations in rural areas farther from casino facilities. If the AGLC developed a centralized fund to reimburse volunteer costs by taking an equal proportion of revenues from each event, regardless of region, a scenario in which charities in some regions are required to use as much as 14% of their revenues for volunteer expenses could be avoided. According to research conducted by the committee, a centralized fund consisting of 7% of the per event revenues from each region would be adequate to cover travel expenses and would eliminate the current inequity in travel costs caused by the arbitrary location of an organization and its volunteers in relation to a casino.

Other options to improve the value that rural organizations derive from volunteering under the current model include allowing organizations greater flexibility in selecting casino dates, allowing organizations with the option to be assigned to a casino in a neighbouring region with shorter waiting periods, allowing organizations in regions with long waiting periods to fill cancellations in regions with shorter waiting periods, and other minor changes to support organizations in better utilizing either the existing structure or a modified version. In isolation, these changes may not have significant impacts on proceeds or wait times but will support “Principle 3: Flexibility” and “Principle 4: Volunteer-Driven.”

### **Recommendation 3: Stakeholders, including the AGLC, RMA and AUMA, should take a collaborative approach to improving the current gaming model**

One consistent theme throughout the committee’s research on Alberta’s charitable casino gaming model is that the status quo is not equitable. This has arisen in formal government reports, media articles, and has been expressed by every delegation that has presented to the committee. For example, the 2010 *MLA Advisory Committee to Review Eligible Organizations’ Access to and Distribution of Proceeds from Licensed Casino Events* report states that “there does appear to be some concern with the distribution of proceeds to charities and the access that charities have to the various casino regions. The Committee finds that the concerns are a direct result of the variability in the proceeds earned throughout the province, both in terms of the proceeds per event and the annualized proceeds.”<sup>10</sup>

More recently in 2018, the Alberta Government’s *Taking Action Against Racism* plan identified charitable gaming proceeds as difficult to access for some cultural groups in the province and committed to “work[ing] with the Alberta Gaming and Liquor Commission to distribute these funds more equitably.”<sup>11</sup>

In addition to acknowledgements of the system’s inequity by the Government of Alberta, the Committee is aware of several other organizations who have acknowledged the inequity in the current system, including RMA members, some urban municipalities, and several individual organizations and umbrella groups in the non-profit/charitable sector.<sup>12</sup>

Although there seems to be consensus among stakeholders that the system is not currently equitable, it does not mean that changing it will be simple or universally supported. While organizations outside of Edmonton and Calgary are generally disadvantaged by the current system, organizations within Edmonton and Calgary, as well as those with a province-wide mandate, are generally supportive of the current system and the relative advantage it provides them. This “us versus them” mentality was evident during consultations for the 2010 MLA report, which were summarized as follows:

Generally, charities in the current casino regions with low annualized proceeds support changes to the access of distribution policies that have the potential to increase proceeds from casino events. This is primarily the case for the St. Albert, Camrose and Red Deer casino regions. Generally, charities in the current casino regions with high annualized proceeds do not support changes that have the potential to decrease proceeds from casino events. This is primarily the case for the Edmonton, Calgary and Fort McMurray casino regions.<sup>13</sup>

The 2010 consultation process demonstrated that although an inequity in how proceeds were distributed across the province existed, the appetite for change (or lack thereof) aligned with where in the province a stakeholder was located, and whether they benefited from the current structure.

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<sup>10</sup> Elniki, Griffiths, and Rodney, 18.

<sup>11</sup> Government of Alberta. *Taking Action Against Racism: What Albertans Told Us and What to do Next* (2018), p. 21.

<sup>12</sup> These acknowledgements were made by some delegations to the committee, as well as identified through other research.

<sup>13</sup> Elniki, Griffiths and Rodney, 18.

Assuming these location-based divisions still exist, it may be impractical for the committee to expect the Government of Alberta to accept a single recommendation as to how the model could change, as roughly half of the stakeholders directly involved in the system would likely be opposed to a shift that diverts proceeds from their organization, even if it is correcting an obvious inequity in the current system. Instead, RMA, the AGLC, and all other stakeholders should acknowledge that the current system is inherently inequitable and should be critically reviewed for improvements.

For the model to better meet the needs of organizations across the province, a collaborative approach that engages both large cities and rural and remote areas is necessary. This will also require a common acknowledgement that the current structure is inequitable.

Instead of clinging to the unintended consequences of the current system, or calling for its immediate dismantling, stakeholders should work together to develop approaches to modifying the system to better meet the four principles in all areas of the province, and gradually transitioning the system towards equitability.

## **Recommendation 4: Regularly review the model and proceed towards equality**

Over the last several decades, Alberta's charitable gaming model has been reviewed infrequently and inconsistently. In 2010, the model was reviewed by an MLA committee, but that review was not supported by a broader government commitment to act on addressing inequality. A review in the early 2000s focused on eligibility criteria, while the last major shift in how revenues are distributed (quarterly in-region pooling) occurred in the mid-1990s. As the charitable gaming system is crucial to thousands of charities across Alberta, and supports a very dynamic and ever-changing sector, regular review of the system to ensure it fairly meets the needs of all organizations involved is crucial.

The recommendations above, which take a gradual approach towards equality, are dependent on this recommendation being adopted so that further gradual steps towards equality will continue to be made each time the model is reviewed. As mentioned throughout the report, a one-time transition to complete equality may be so disruptive to organizations that currently participate in the system that it may cause more short-term harm than long-term benefit. For this reason, consistent reviews and gradual steps towards equality are the ideal balance to protect both the short- and long-term interests of organizations that rely on the system.

An example of a very important source of inequality that is not recommended by the committee to be immediately addressed but should be a focus of a future review is the wide variation in waiting periods across regions. A revision of regional boundaries is necessary, as even extreme pooling or shifting of revenues will not support a completely equal system if organizations in one region are required to wait nearly three times longer than those in another region. However, the impacts on travel, volunteer recruitment, and cost certainty that redrawing regional boundaries may have on many organizations means that this must be approached cautiously, and only following an initial reduction in inequality that can be achieved through the other recommendations in the report. However, this should not be forgotten when the model is reviewed again.

The committee recommends that a formal review occur every five years. This review should provide all eligible organizations with an opportunity to provide input into the model, and should be developed to support reaching (or maintaining) equality among all eligible organizations as the primary purpose of the review process.

## Conclusion

Alberta's charitable casino gaming model brings with it both opportunities and challenges. It provides volunteers an opportunity to directly participating in generating proceeds for their charitable organizations, but its reliance on revenues generated at specific casinos results in an unequal distribution of those proceeds.

This report has provided an overview of how Alberta's model works, its strengths and weaknesses, principles that should characterize an effective model, and recommendations for how the current model could be improved. It also included a recommendation related to the need for stakeholders throughout the province to put aside their individual relationship with the current model and acknowledge that "the numbers don't lie"; the current system distributes proceeds inequitably across the province. There is an opportunity for stakeholders to work together to adjust the model to reduce the gap among regions in a way that causes minimal negative outcomes for those regions currently benefitting, and there is an opportunity for the Government of Alberta to acknowledge that this complex and important model requires consistent review and adjustment to move towards equality in a way that minimizes short-term challenges for involved organizations.

This is not a simple issue with a simple solution, but it is one in which collaboration and a willingness to make adjustments on the part of the Government of Alberta could lead to an even stronger model that better supports organizations across Alberta.



## Pincher Creek Emergency Services Commission

**RECEIVED**  
FEB 1 2019  
M.D. OF PINCHER CREEK

The MD of Pincher Creek no. 9  
Box 1279  
1037 Herron Avenue  
Pincher Creek, Alberta  
T0K 1W0

January 25, 2019

Attn: Sheldon Steinke CAO

SUBJECT: Request to rescind Fire Invoice MD 01 018

Mr. Steinke,

At the Pincher Creek Emergency Services Regular Board Meeting January 24, 2019 we brought forward your request to rescind the fire services invoice MD 01 018. The motion voted on was to not rescind the moneys paid in regards to this invoice which was defeated.

Therefore, we are moving forward to refund the amount paid in regard to this invoice.

I am requesting you send us an invoice stating the amount and details for our records.

Thank you in advance.

Yours truly,

David Cox  
Chief  
Pincher Creek Emergency Services Commission



## Tara Cryderman

---

**From:** Sheldon Steinke  
**Sent:** Tuesday, January 29, 2019 1:40 PM  
**To:** Tara Cryderman  
**Subject:** FW: Advancing Women in Agriculture Conference - Making Connections  
**Attachments:** AWC\_19\_WEST.pdf

For Councillor information?  
Sheldon

**From:** Beth Halford <beth@irismeck.com>  
**Sent:** January 29, 2019 9:07 AM  
**To:** Beth Halford <beth@irismeck.com>  
**Cc:** Beth Halford <beth@irismeck.com>  
**Subject:** Advancing Women in Agriculture Conference - Making Connections

Hello,

The Advancing Women in Agriculture Conference (AWCA) is the place to meet with women passionate about agriculture and food. It is the ideal place for a vibrant community like yours to further its ties to agriculture and make valuable connections to the movers and shakers in agriculture from across Canada. Please share this with your economic development departments, particularly if they are looking to prioritize growing your agriculture industry.

The conference is coming up March 11 and 12, 2019 at the Hyatt Regency in Calgary, Alberta and features workshops on reading and understanding financial statements, maternity leave, coaching, working with your banker and succession planning for the farm, leadership in agriculture, building your personal brand to name some. Our plenary speakers range from producers to entrepreneurs to agri-business professionals – all leaders in their field. Please see attached one pager that gives you a quick look at some of our speakers. As well, take a look at our website at: <https://www.advancingwomenconference.ca/2019west/> where you will find the agenda, speaker profiles, and lots of other information about AWCA.

Women who attend AWCA are truly passionate about agriculture – they are leaders in their families, their businesses or family operations, their communities and the industry as a whole. Here is what Angela Groeneveld, a mother, wife, rancher and Economic Development/Disaster Recovery Specialist, from Alberta had to say after attending the conference:

“I want to take a moment and thank Iris and her team for putting on this inspiring conference. I wear many hats, cattle rancher, entrepreneur and consultant in building/recovering business communities across Canada. I was amazed how fulfilled I was in making connections with people from every sector in agriculture. I had a tremendous opportunity to meet potential business attraction leads for the Town of High River. I also made connections to other organization representatives that I could invite to be part of growing our Ag sector in southern Alberta communities. The best part was making friends with like-minded women and sharing solutions and best practices to bring home to our farm. **I highly suggest this conference to anyone who is looking to grow agricultural connections.** We all know that women are major decision makers today in all parts of our industry; Iris brings these women together to network and learn from each other.”

Thank you for your time. We look forward to seeing you at the Advancing Women in Agriculture Conference!

Best wishes,

Beth

AWCA WEST 2019

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BE PART OF OUR 10<sup>TH</sup> AWCA!

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**Allison Ammeter**

*Grain producer involved in pulses, plant protein and food*



**Maggie Van Camp**

*Chicken producer and respected agricultural journalist*



**Patti Thompson**

*One of 4 sisters operating King Cole Ducks Ltd.*



**Dr. Brynn Winegard**

*Business-Brain Expert with Secrets for Persuasion and Influence*

**Register Today!**

Visit [AdvancingWomenConference.ca](http://AdvancingWomenConference.ca)  
or call 403-686-8407

Advancing **Women**

*In Agriculture  
Conference*

## MDInfo

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**From:** Dawn Wright < >  
**Sent:** Saturday, February 2, 2019 7:55 AM  
**To:** MDInfo; Calgary.cross@assembly.ab.ca; minister.energy@gov.ab.ca; Livingstone Macleod; MDInfo; whitecourt.steanne@assembly.ab.ca; premier@gov.ab.ca; AEP.minister@gov.ab.ca  
**Subject:** FW: Chapel rock Transmission Line  
**Attachments:** Livingstone\_riding\_kahula.jpg; livingstone\_.jpg; livingstoneRange.jpg; elk\_andBaby.jpg; deer\_fighting.jpg; grizzlies.jpg; bear1.jpg

I sent this letter last week and some have replied and some have ignored, I just wanted to add some more information. This land is located 10 minutes south of the Waldron Grazing Corp, which has been turned into Natural Conservancy. See article below .This article is about the famous King Ranch which is now added to the Waldron Grazing Corp. Please don't ignore this, there is only 1percent of this land left. We need your help

<https://calgaryherald.com/news/local-news/the-last-one-per-cent-famous-southern-alberta-ranch-preserved-for-conservation>

---

**From:** Dawn Wright  
**Sent:** Thursday, January 24, 2019 3:53:48 PM  
**To:** info@mdpincercreek.ab.ca; Calgary.cross@assembly.ab.ca; minister.energy@gov.ab.ca; livingstone.macleod@assembly.ab.ca; info@mdpincercreek.ab.ca; whitecourt.steanne@assembly.ab.ca; premier@gov.ab.ca; AEP.minister@gov.ab.ca  
**Subject:** Chapel rock Transmission Line

To whom it may concerned;

We live on Chapel Rock road, a purposed area for a transmission line by Alta Link. We bought this land 7 years ago, to retire on, our view is so beautiful. We put a house here 1 year ago and are now living here. We are very concerned about the purposed transmission line will have on the native grass and the Animals. As you are aware grizzly bears are becoming extinct. We had 6 grizzlies go through here on a daily bases in the spring. What happens to them. Animals are so in touch with sound, there senses are way stronger than ours. We live near a creek, were numerous animals come to drink. In the spring you will see numerous bald eagles just off the highway 22 up our road, which is Chapel Rock. We live on in the MD of Pincher Creek. We all know what happens with birds and power lines. We live in a area that there is only 1percent of this land left in the world and they want to destroy it and destroy the animals. So I was told that the East side of Livingstone Range is not to be touched. We live right below it, Why is it okay to save that, but not our land. We paid good money for this land not to have a choice.

These decisions are made lby people who don't live here and don't have a clue what it is like out here. We run cattle on this native grass and are trying our best to preserve everything for the future, for our kids and our kids kids. Why can they just come in and destroy it. I really don't think they can even imagine life out here, but they are making decisions that effect everyone's future and our children's future, What are we going to be looking at in 15 years, down town Calgary? Leave the city in the city, those people like it there, don't bring the city to the country. Not yet, not for future generations.

I have attached some pictures I have taken on my property and a picture riding a horse on the purposed site. Please take a look and appreciate what we are talking about. We love everything about this land and so does anyone that comes here. I don't want to look at wires everywhere, neither does any one else and what happens to the animals, they don't have vote. What happens to that elk's baby? They don't have a vote either. They were here first, not us. Please look into this further. Below is a link to more info on this line

<http://www.livingstonelandowners.net/topics/energy/LLGletter.php>

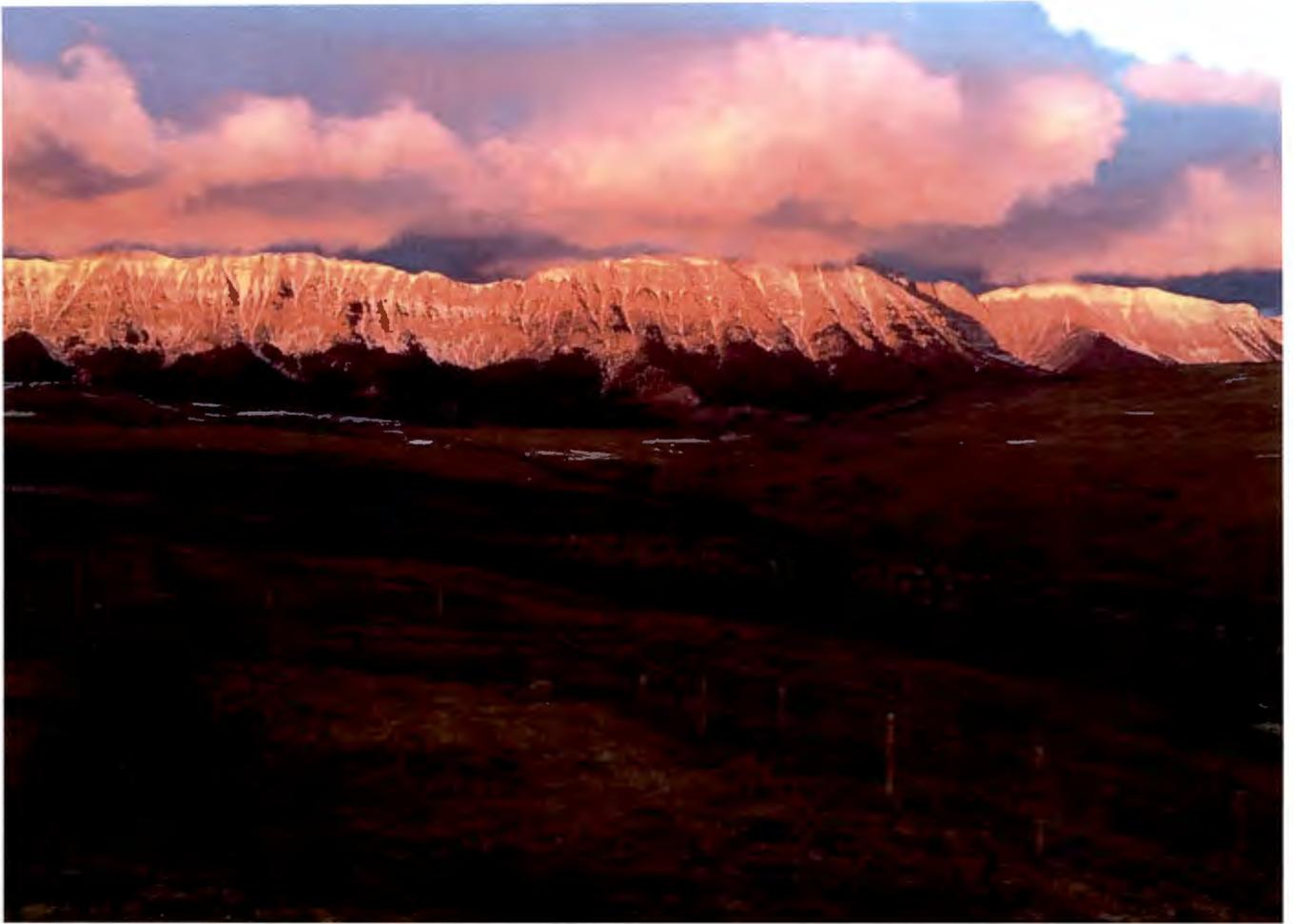
<http://www.livingstonelandowners.net/docs/LLG-MinSPhillipsTransNPrairie-15Jan2019.pdf>

<http://www.livingstonelandowners.net/docs/LLG-MinSPhillipsTransNPrairie-15Jan2019.pdf>

Thanks for your time and consideration.

Harold & Dawn Wright

Sent from Mail for Windows 10









# 'The last one per cent': Famous southern Alberta ranch preserved for conservation

MICHELE JARVIE, CALGARY HERALD ([HTTPS://CALGARYHERALD.COM/AUTHOR/MJARVIE](https://calgaryherald.com/author/mjarvie)) Updated: April 13, 2016



Harrold King , left, and Maurice King were famous for the frugality of their ranching life. *CALGARY HERALD*

A historic southern Alberta ranch once owned by eccentric multimillionaire brothers will now be protected from future

development.

The King Ranch, located along Highway 22 (the Cowboy Trail), has been added to the Waldron Conservation Project, the largest conservation easement in Canadian history.

The land now protected extends to 14,058 hectares of ecologically important grasslands and is linked to other protected lands in the area, such as the 28,000-hectare Bob Creek Wildland Park (the Whaleback) and the 39,000-hectare Porcupine Hills Forest Reserve.

"This last one per cent of the Northern Great Plains has a complete (array) of wildlife. The space is really important, really precious," said Larry Simpson, associate regional vice-president for the Nature Conservancy of Canada, which signed the agreement with the property owners, the Waldron Grazing Co-operative.

"If we were talking about the Serengeti, the last one per cent of it, people would go, "Oh, my God, we've got to conserve it. But the Great Plains are North America's Serengeti."

71,680 views

gfycat

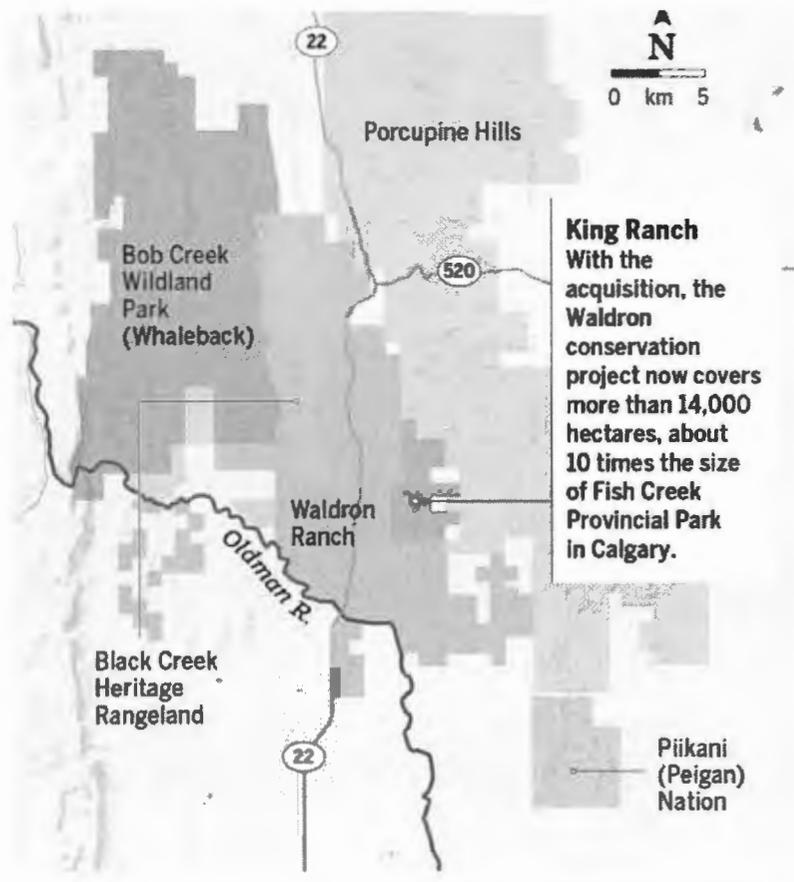
Both the provincial (\$1.8 million) and federal governments contributed funding to the conservation project, along with private donors and the Waldron co-op, a group of local ranchers who share the land to graze their cattle.

"The purpose of the grazing co-op at its inception in 1962 was to provide more grass to benefit shareholders' existing ranches. Our founders would be proud of the way Waldron is protecting the watershed and utilizing better grazing practices," said Gerald Vandervalk, chair of the co-op board.

The Waldron co-op bought the King Ranch in 2014 for \$11.25 million with funds received from a conservation easement the Nature Conservancy purchased on the Waldron Ranch a year earlier. The King Ranch had last been owned by Bill and Cody Bateman of Cochrane but is renowned for its original owners, Harrold and Maurice King, who died in the 1990s.

## THE WALDRON CONSERVATION PROJECT





**King Ranch**  
 With the acquisition, the Waldron conservation project now covers more than 14,000 hectares, about 10 times the size of Fish Creek Provincial Park in Calgary.

SOURCE: NATURE CONSERVANCY OF CANADA  
 DARREN FRANCEY / CALGARY HERALD

([https://postmediacalgaryherald2.files.wordpress.com/2016/04/ranch\\_map\\_online.png](https://postmediacalgaryherald2.files.wordpress.com/2016/04/ranch_map_online.png))

The bachelor brothers lived together for 60 years in a log cabin on the property. They lived in self-imposed isolation without electricity or indoor plumbing, and were often seen wearing old pants held up by twine suspenders. But despite their frugality, they were well-read and shrewd businessmen who poured all their money back into the ranch.

"I grew up in Pincher Creek and I remember coming out of a store as a young man and saw this guy with hair going all over the place, clothes kind of haywire and binder twine for a belt," said Simpson. "I asked my mom about him and she said he's the wealthiest rancher in southwest

Alberta. It was Maurice King.”

An auction of the Kings' worldly possessions in 1997 provided the first public glimpse inside their remarkable life. Outside the simple homesteader cabin was found all manner of aging farm implements and piles of rusting tin cans. Inside were collections of old, broken wooden chairs, piles of animal hides from which the brothers first made money, boxes of magazines from the 1960s and an old Virginia Tobacco can, evidence of Harrold's lifelong vice.



The King brothers' old homestead south of Longview. *CALGARY HERALD*

By including the King land in the Waldron Conservation Project, it allows the brothers' legacy to live on, say those involved in the deal.

“The King Ranch has been sold twice since the brothers passed away. Each time it was sold, there was the potential someone would buy the property and cultivate the fescue grasslands or allow country residential homes to be built,” said Simpson.

“With the Waldron Grazing Co-op being the new owners has come a commitment to keep the land healthy and intact.”

The ranch is in native fescue grassland, of which less than five per cent remains in Canada. The

area is considered one of the most threatened regions in the country. Simpson says the NCC's conservation easement here prevents further development and will help conserve water quality, mitigate floods and maintain the watershed of the southern foothills. The land is also a prime wildlife corridor for bears, cougars, elk, deer and moose. The King Ranch is also home to the ferruginous hawk, which is on Alberta Species at Risk's threatened list. The endangered limber pine can also be found here.



Larry Simpson, associate regional vice-president for the Nature Conservancy of Canada. *STUART GRADON / CALGARY HERALD*

But just as significant, Simpson said, is keeping the vast stretch of land intact.

"Through the 1900s, if ranchers needed to sell, they would sell to neighbours. By the 1990s, the economies of ranching were such that people couldn't compete with those looking to buy up land for other reasons — acreages and development. So the die was cast and there's a fragmentation that's happening.

"Ranchers are worried about holding on to their land for their children and I'd like them to look at the Waldron Ranch and see how people can benefit from conservation."

Alberta Environment minister Shannon Phillips praised the deal. "Conserving healthy, well

managed grasslands . . . contributes to maintaining the health of our headwaters which, while making up less than four per cent of the province, provides clean drinking water and groundwater recharge for 45 per cent of Albertans."

The Nature Conservancy of Canada is the country's leading land conservation organization. Since 1962, NCC and partners have protected more than 1.1 million hectares coast to coast. In Alberta, it has conservation easements on almost 95,000 hectares of ecologically significant land and water.

## TRENDING IN CANADA

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