

AGENDA
COUNCIL MEETING
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
October 22, 2019
Following Organizational Meeting

A. ADOPTION OF AGENDA

B. DELEGATIONS

C. MINUTES/NOTES

1. Public Hearing Notes 1308-19
- October 15, 2019
2. Public Hearing Notes 1309-19
- October 15, 2019
3. Public Hearing Notes 1310-19
- October 15, 2019
4. Public Hearing Notes 1311-19
- October 15, 2019
5. Council Committee Meeting Minutes
- October 15, 2019
6. Council Meeting Minutes
- October 15, 2019

D. BUSINESS ARISING FROM THE MINUTES

E. UNFINISHED BUSINESS

F. COMMITTEE REPORTS / DIVISIONAL CONCERNS

1. Councillor Quentin Stevick – Division 1
 - ASB – Minutes from July 4, 2019
2. Councillor Rick Lemire – Division 2
3. Councillor Bev Everts– Division 3
 - ASB – Minutes from July 4, 2019
4. Reeve Brian Hammond - Division 4
5. Councillor Terry Yagos – Division 5
 - Landfill Minutes – September 18, 2019

G. ADMINISTRATION REPORTS

1. Operations
 - a) Operations Report
 - Capital Budget Summary, dated October 17, 2019
 - PW Call Log, dated October 17, 2019
2. Development and Community Services
 - a) Agricultural and Environmental Services Activity Report
 - Report from AES Technician, dated October 17, 2019
 - Report from AES Manager, dated October 17, 2019
 - AES Call Logs
3. Finance
4. Municipal

- a) Chief Administrative Officer Report
 - Report from CAO, dated October 17, 2019

H. CORRESPONDENCE

1. For Action

2. For Information

- a) Informational Correspondence

Recommendation to Council, dated October 17, 2019

- Alberta Transportation Regional Meetings Information, email received October 11, 2019
- ORRSC Meeting Minutes – September 12, 2019
- RMA Invitation – Casino Royale
- Community Foundation Letter – received October 10, 2019

I. CLOSED MEETING SESSION

J. NEW BUSINESS

K. ADJOURNMENT

MINUTES
PUBLIC HEARING
Municipal District of Pincher Creek No. 9
Bylaw No. 1308-19
Tuesday, October 15, 2019
1:00 pm
MD Council Chambers

In order to receive public input on proposed Bylaw No. 1308-19, a Public Hearing, conducted by the Council of the Municipal District of Pincher Creek No. 9, was held on Tuesday, October 15, 2019, in the Council Chambers of the Administration Building.

In attendance:

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

Staff: Director of Development and Community Services Roland Milligan, Director of Finance Meghan Dobie, Director of Operations Aaron Benson, and Executive Assistant Jessica McClelland

1. Call Public Hearing to Order

The Public Hearing was called to order, the time being 1:00 pm.

2. Advertising Requirement

This Public Hearing has been advertised in accordance with Section 606 of the *Municipal Government Act*. This Public Hearing was advertised in the Pincher Creek Echo and Shootin the Breeze on September 25 and October 2, 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. 1308-19. The purpose of Bylaw No. 1308-19 is to adopt an Intermunicipal Development Plan between the Municipal District of Pincher Creek No. 9 and Cardston County.

4. Overview of Bylaw No. 1308-19

Director of Development and Community Services Roland Milligan spoke to Bylaw No. 1308-19.

5. Correspondence and Presentations

a. Verbal

Reeve Hammond asked if any audience members wished to make a presentation at this time. No one indicated his or her desire to speak.

b. Written

Reeve Hammond asked if any there were written correspondence received regarding the Bylaw. None were received at this time.

6. Closing Comments / Further Questions

There was no further discussion.

7. Adjournment

Councillor Quentin Stevick moved to adjourn the Public Hearing, the time being 1:06 pm.

Reeve

Chief Administrative Officer

MINUTES
PUBLIC HEARING
Municipal District of Pincher Creek No. 9
Bylaw No. 1309-19
Tuesday, October 15, 2019
Following Public Hearing for 1308-19
MD Council Chambers

C2

In order to receive public input on proposed Bylaw No. 1309-19, a Public Hearing, conducted by the Council of the Municipal District of Pincher Creek No. 9, was held on Tuesday, October 15, 2019, in the Council Chambers of the Administration Building.

In attendance:

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

Staff: Director of Development and Community Services Roland Milligan, Director of Finance Meghan Dobie, Director of Operations Aaron Benson, and Executive Assistant Jessica McClelland

1. Call Public Hearing to Order

The Public Hearing was called to order, the time being 1:06 pm.

2. Advertising Requirement

This Public Hearing has been advertised in accordance with Section 606 of the *Municipal Government Act*. This Public Hearing was advertised in the Pincher Creek Echo and Shootin the Breeze on September 25 and October 2, 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. 1309-19. The purpose of Bylaw No. 1309-19 is to adopt an Intermunicipal Development Plan between the Municipal District of Pincher Creek No. 9 and the Municipality of the Crowsnest Pass.

4. Overview of Bylaw No. 1309-19

Director of Development and Community Services Roland Milligan spoke to Bylaw No. 1309-19.

5. Correspondence and Presentations

a. Verbal

Reeve Hammond asked if any audience members wished to make a presentation at this time. No one indicated his or her desire to speak.

b. Written

Reeve Hammond asked if any there were written correspondence received regarding the Bylaw. None were received at this time.

6. Closing Comments / Further Questions

There was no further discussion.

7. Adjournment

Councillor Quentin Stevick moved to adjourn the Public Hearing, the time being 1:07 pm.

Reeve

Chief Administrative Officer

MINUTES
PUBLIC HEARING
Municipal District of Pincher Creek No. 9
Bylaw No. 1310-19
Tuesday, October 15, 2019
Following Public Hearing for 1309-10
MD Council Chambers

C3

In order to receive public input on proposed Bylaw No. 1310-19, a Public Hearing, conducted by the Council of the Municipal District of Pincher Creek No. 9, was held on Tuesday, October 15, 2019, in the Council Chambers of the Administration Building.

In attendance:

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

Staff: Director of Development and Community Services Roland Milligan, Director of Finance Meghan Dobie, Director of Operations Aaron Benson, and Executive Assistant Jessica McClelland

1. Call Public Hearing to Order

The Public Hearing was called to order, the time being 1:07 pm.

2. Advertising Requirement

This Public Hearing has been advertised in accordance with Section 606 of the *Municipal Government Act*. This Public Hearing was advertised in the Pincher Creek Echo and Shootin the Breeze on September 25 and October 2, 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. 1310-19. The purpose of Bylaw No. 1310-19 is to adopt an Intermunicipal Development Plan between the Municipal District of Pincher Creek No. 9 and the Municipal District of Willow Creek.

4. Overview of Bylaw No. 1310-19

Director of Development and Community Services Roland Milligan spoke to Bylaw No. 1310-19.

5. Correspondence and Presentations

a. Verbal

Reeve Hammond asked if any audience members wished to make a presentation at this time. No one indicated his or her desire to speak.

b. Written

Reeve Hammond asked if any there were written correspondence received regarding the Bylaw. None were received at this time.

6. Closing Comments / Further Questions

There was no further discussion.

7. Adjournment

Councillor Quentin Stevick moved to adjourn the Public Hearing, the time being 1:08 pm.

Reeve

Chief Administrative Officer

MINUTES
PUBLIC HEARING
Municipal District of Pincher Creek No. 9
Bylaw No. 1311-19
Tuesday, October 15, 2019
Following public hearing for 1310-11
MD Council Chambers

C4

In order to receive public input on proposed Bylaw No. 1311-19, a Public Hearing, conducted by the Council of the Municipal District of Pincher Creek No. 9, was held on Tuesday, October 15, 2019, in the Council Chambers of the Administration Building.

In attendance:

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

Staff: Director of Development and Community Services Roland Milligan, Director of Finance Meghan Dobie, Director of Operations Aaron Benson, and Executive Assistant Jessica McClelland

1. Call Public Hearing to Order

The Public Hearing was called to order, the time being 1:08 pm.

2. Advertising Requirement

This Public Hearing has been advertised in accordance with Section 606 of the *Municipal Government Act*. This Public Hearing was advertised in the Pincher Creek Echo and Shootin the Breeze on September 25 and October 2, 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. 1311-19. The purpose of Bylaw No. 1311-19 is to adopt an Intermunicipal Development Plan between the Municipal District of Pincher Creek No. 9 and the Municipal District of Ranchland No.66.

4. Overview of Bylaw No. 1311-19

Director of Development and Community Services Roland Milligan spoke to Bylaw No. 1311-19.

5. Correspondence and Presentations

a. Verbal

Reeve Hammond asked if any audience members wished to make a presentation at this time. No one indicated his or her desire to speak.

b. Written

Reeve Hammond asked if any there were written correspondence received regarding the Bylaw. None were received at this time.

6. Closing Comments / Further Questions

There was no further discussion.

7. Adjournment

Councillor Quentin Stevick moved to adjourn the Public Hearing, the time being 1:09 pm.

Reeve

Chief Administrative Officer

C5

MINUTES
COUNCIL COMMITTEE MEETING
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
Tuesday, October 15, 2019, 9:00 am

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

Staff: Director of Development and Community Services Roland Milligan, Director of Operations Aaron Benson, Director of Finance Meghan Dobie, and Executive Assistant Jessica McClelland

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

Weston Whitfield, General Manager KJ Cameron Services Ltd., attended the meeting at this time.

1. Approval of Agenda

Councillor Quentin Stevick

Moved that the agenda for October 15, 2019, be approved as presented.

Carried

2. Closed Meeting Session

Councillor Rick Lemire

Moved that Council close the Council Committee Meeting to the public for discussions regarding the following, the time being 9:02 am:

- a) Delegation 9:00am - Weston Whitfield, KJ Cameron Service Ltd. – FOIP Section 16
- b) Draft 2020 Capital Budget Draft – FOIP Section 23

Carried

Weston Whitfield left the meeting at this time, the time being 9:59 am.

Councillor Quentin Stevick

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

Carried

3. Adjournment

Councillor Rick Lemire

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

**MINUTES
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
COUNCIL MEETING
OCTOBER 15, 2019**

9181

C6

The Regular Meeting of Council of the Municipal District of Pincher Creek No. 9 was held on Tuesday, October 15, 2019, at 1:00 pm, in the Council Chambers of the Municipal District Administration Building, Pincher Creek, Alberta.

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

STAFF Director of Development and Community Services Roland Milligan, Director of Operations Aaron Benson, Director of Finance Meghan Dobie, and Executive Assistant Jessica McClelland

Reeve Brian Hammond called the Council Meeting to order, the time being 1:08 pm.

A. ADOPTION OF AGENDA

Councillor Quentin Stevick 19/397

Moved that the Council Agenda for October 15, 2019, be approved as presented.

Carried

B. DELEGATIONS

Landowner Concerns

Anne Stevick, Cecil Blackburn, Dallis, and Barb McGlynn attended the meeting at this time to discuss their ongoing issues concerning dust along their road South East of Pincher Creek. Although the maintenance in the road is not in concern, they are disturbed with the change in usage of the road as it is mainly being used by large trucks hauling hay to the feedlot. The landowners are asking the MD to assist in supplying dust control or a water truck during the busy time as the dust is unbearable. Council advised that they are in the process of updating policies in this manner.

Heritage Acres

Mark Barber and Rob Mitchell attended this meeting to update Council on this past year's accomplishments with Heritage Acres. They are struggling to meet the objective of being a museum and are working towards becoming accredited as a museum to be able to access other funding sources.

Mark Barber, Rob Mitchell, Dallis and Barb McGlynn left the meeting at this time, the time being 1:55 pm.

C. MINUTES

1. Council Committee Meeting Minutes

Councillor Terry Yagos 19/398

Moved that the Council Committee Meeting Minutes of September 28, 2019, be approved as presented.

Carried

2. Council Meeting Minutes

Councillor Rick Lemire 19/399

Moved that the Council Meeting Minutes of September 28, 2019, approved as presented.

Carried

D. BUSINESS ARISING FROM THE MINUTES

Minutes
 Regular Council Meeting
 Municipal District of Pincher Creek No. 9
 October 15, 2019

E. UNFINISHED BUSINESS

a) Landowner Concern - McClelland

Councillor Terry Yagos 19/400

Moved that Council receive the request from concerned landowner Ryan McClelland as information.

Motion Lost

Councillor Rick Lemire 19/401

Moved that administration be directed to respond to Ryan McClelland's letter:

- Denying his request for reimbursement of legal fees,
- Answering some of his concerns put forward in the letter, and
- Advising him that there is a redraft of the notification policy C-PW-012, Development and Improvement of Municipal Roads to ensure that appropriate consultation is done to help avoid this negative situation in the future.

Carried

F. COMMITTEE REPORTS / DIVISIONAL CONCERNS

1. Councillor Quentin Stevick – Division 1
 - a) Municipal Library
 - b) Chinook Arch Regional Library
 - c) Agricultural Service Board
 - d) Landfill Association
 - e) Emergency Services
2. Councillor Rick Lemire – Division 2
 - a) AB Southwest Regional Alliance
3. Councillor Bev Everts– Division 3
 - a) Beaver Mines Community Association
 - b) Family and Community Support Services
 - c) Rural Crime Watch
4. Reeve Brian Hammond - Division 4
 - a) Sixties Scoop
 - b) Joint Funding
 - c) Pincher Creek Community Early Learning Center
5. Councillor Terry Yagos – Division 5
 - a) REMO
 - b) Lundbreck Citizens Council

Councillor Quentin Stevick 19/402

Moved to accept the Committee Reports and information.

Carried

Public Works Manager Jared Pitcher attended the meeting at this time to discuss the call log, the time being 2:34 pm.

Jared Pitcher, Anne Stevick, and Cecil Blackburn left the meeting at this time, the time being 2:50 pm.

G. ADMINISTRATION REPORTS

Minutes
 Regular Council Meeting
 Municipal District of Pincher Creek No. 9
 October 15, 2019

1. Operations

a) Operations Report

Councillor Terry Yagos 19/403

Moved that Council receive for information the following Operations documents for the period ending October 3, 2019.

- Operations Report
- Public Works Call Log
- Projects Status Update

Carried

2. Development and Community Services

a) Agricultural and Environmental Services Activity Report

Councillor Rick Lemire 19/404

Moved that Council receive for information, the Agricultural and Environmental Services Activity Reports for the period of September 2019, as well as the call logs.

Carried

b) Enhanced Policing Monthly Report

Councillor Rick Lemire 19/405

Moved that the enhanced policing monthly report for September be received as information.

Carried

3. Finance

None

4. Municipal

a) Chief Administrative Officer Report

Councillor Terry Yagos 19/406

Moved that Council receive for information, the Chief Administrative Officer's report for the period of September 25, 2019, to October 8, 2019.

Carried

c) Bylaw 1313-19 Castle Mountain Resort Area Structure Plan

Councillor Terry Yagos 19/407

Moved that Council give first reading to Bylaw 1313-19, being the Castle Mountain Resort Area Structure Plan, AND THAT

The Public Hearing be scheduled for November 26, 2019, at 6:30 pm.

Carried

Minutes
 Regular Council Meeting
 Municipal District of Pincher Creek No. 9
 October 15, 2019

d) Meeting with Minister Madu During RMA Fall Convention

Council discussed a potential meeting with Minister Madu during their Fall Convention, it was decided that the Spring Convention be a better time to make appointments with Ministers.

e) OHV (Off-Highway Vehicle) Development of Bylaw and Educations Component for OHV Use within the MD of Pincher Creek

Councillor Quentin Stevick 19/408

Moved that administration be directed to develop both a Bylaw for enforcement and an Education Program for the proper and permitted use of OHV's within the MD, along with the corresponding fines for contravention of said Bylaw.

Carried

H. CORRESPONDENCE

1. For Action

a) Beaver Mines Resident Engagement Survey

Councillor Quentin Stevick 19/409

Moved that the CAO be directed to respond to the letter regarding the Beaver Mines Resident Engagement Survey.

Carried

b) Halloween in the Village

Councillor Rick Lemire 19/410

Moved that Council support the community event with Kootenai Brown Pioneer Village, Halloween in the Village, and that staff arrange decorating and purchase of candy.

Carried

c) Oldman Watershed Council Donation Request

Councillor Quentin Stevick 19/411

Moved that a letter be sent to the Oldman Watershed Council regarding their donation request, stating that the Council recommends they work with our ASB and staff to coordinate events or projects of benefit to our area.

Carried

d) PCCELC Board Membership Invitation

Councillor Rick Lemire 19/412

Moved to appoint Reeve Brian Hammond to the Pincher Creek Community Early Learning Center (PCCELC) Board.

Carried

Minutes
 Regular Council Meeting
 Municipal District of Pincher Creek No. 9
 October 15, 2019

e) Water Security Forum – November 7, 2019

Councillor Quentin Stevick 19/413

Moved that the MD send a letter to Southgrow stating we, the MD of Pincher Creek, have already sacrificed land and peoples' lives and livelihood for two dams (Waterton and Old Man) and oppose any further destruction of the environment for the benefit of a few large corporations.

Motion Lost

Councillor Terry Yagos 19/414

Moved to receive the invitation to the Water Security Forum, as information.

Carried

2. For Information

a) Informational Correspondence

Concerned Citizen – Recycling

Councillor Quentin Stevick 19/415

Moved that a letter be sent to the concerned resident regarding recycling, outlining the fact that the MD met with the operator of the recycle depot and between the Town and MD are currently funding the recycle depot \$8000 per month plus repair bills.

Carried

Royal Canadian Legion Poppy Boxes

Councillor Quentin Stevick 19/416

Moved that a letter be sent to the Royal Canadian Legion stating that the MD will continue to support the sale of poppies and Remembrance Day Services.

Carried

Councillor Rick Lemire 19/417

Moved to receive the following as information

- Municipal Accountability Program letter, dated October 1, 2019
- Alberta Southwest Regional Alliance Minutes from September 4, 2019
- Alberta Southwest Bulletin, received October 3, 2019
- Foothills Little Bow Minutes from September 20, 2019
- Wave of Light, letter received September 23, 2019
- Cancellation of Destination Marketing Organizations Regional Discussion, Email received October 3, 2019
- Highway 3 Twinning Letter, received September 25, 2019
- Mayors and Reeves Meeting Invitation
- Letter Re: Municipal Indicators for MD of Pincher Creek, received October 7, 2019

Carried

Minutes
Regular Council Meeting
Municipal District of Pincher Creek No. 9
October 15, 2019

I. NEW BUSINESS

There was no new business presented for discussion.

J. ADJOURNMENT

Councillor Terry Yagos 19/418

Moved that Council adjourn the meeting, the time being 3:34 pm.

Carried

REEVE

CHIEF ADMINISTRATIVE OFFICER

Meeting Minutes
of the
Agricultural Service Board – Municipal District of Pincher Creek No. 9
July 4, 2019 – MD Council Chambers

Present: Chair John Lawson, Vice-Chair Martin Puch, Councillors Bev Everts, and Quentin Stevick and Member Frank Welsch.

Also Present: CAO Troy MacCulloch, Agricultural Services Manager Shane Poulsen, Environmental Services Technician Lindsey Davidson and Executive Assistant Jessica McClelland.

Absent: Member David Robbins.

Chair John Lawson, called the meeting to order at 9:36 am.

A. ADOPTION OF AGENDA

Martin Puch 19/082

Moved that agenda be amended to include:

- Information: Crowsnest/Pincher Creek Landfill Letter

And that the agenda be approved as amended.

Carried.

B. MINUTES

Councillor Quentin Stevick 19/083

Moved that the minutes of June 6, 2019, be approved as presented.

Carried.

C. BUSINESS ARISING FROM THE MINUTES

D. ASB KEY CONTACT REPORT

E. UNFINISHED BUSINESS

1. MD of Ranchland – Weed Concerns

Councillor Bev Everts 19/084

Moved that administration be directed to respond to the MD of Ranchland Agricultural Service Board with regards to a plan to work together on a solution to their weed concerns at the MD of Pincher Creek North border;

AND THAT the letter, once written, be circulated to the MD ASB for their information.

Carried

2. ALUS (Alternative Land Use Systems) Canada Program Discussion

Councillor Quentin Stevick

19/085

Moved that administration be directed to contact Christine Campbell with ALUS Canada to obtain the application package.

Carried

3. Rural Crime Watch

ASB was presented with the Council resolution from June 11, 2019, approving a \$500 donation towards the startup of a Rural Crime Watch group in the MD.

4. Letter to the CFIA (Canadian Food Inspection Agency) RE: Reporting Animal Movements

Councillor Bev Everts

19/086

Moved that the letter to the CFIA (regarding Reporting of Animal Movements) be approved with the addition of “branding”;

AND THAT the letter be forwarded to all stock associations within the MD.

Carried

CAO Troy MacCulloch left the meeting at this time, the time being 11:30 am.

F. 2019 AES DEPARTMENT REPORT

Martin Puch

19/087

Moved to accept the departmental reports from Environmental Services Technician and Agricultural Services Manager for June 2019 as information.

Carried

G. CORRESPONDENCE

1. FOR ACTION
2. FOR INFORMATION

Frank Welsch

19/088

Moved that the following be accepted as information:

- a) Alberta Agriculture Report
 - a. June 4, 2019
 - b. June 11, 2019
 - c. June 18, 2019
- b) Livestock and Fire Suppressions Article
- c) Agricultural Plastics Update
- d) Crowsnest/Pincher Creek Landfill letter

Carried.

H. NEW BUSINESS

I. NEXT MEETING

Next ASB meeting is on Thursday, September 5, 2019

L. ADJOURNMENT

Frank Welsch

19/089

Moved to adjourn the meeting, the time being 12:28 pm.

Carried.

ASB Chairperson

ASB Secretary

**THE CROWNEST/PINCHER CREEK LANDFILL ASSOCIATION
MINUTES
September 18, 2019**

F5

The regular meeting of The Crowsnest/Pincher Creek Landfill Association was held on Wednesday September 18, 2019 at 9:00 a.m. at the Landfill administration office.

Present: Terry Yagos, Municipal District of Pincher Creek #9
Dean Ward, Municipality of Crowsnest Pass
Dave Filipuzzi, Municipality of Crowsnest Pass
Gord Lundy, Municipality of Crowsnest Pass
Brian McGillivray, Town of Pincher Creek
Mary Kittlaus, Village of Cowley
Emile Saindon, Landfill Manager
Jean Waldner, Office Administrator

AGENDA

Brian McGillivray

Moved the agenda be adopted with additions of Old Business 5 a. Brownlee Bylaw update and New Business 6 e. Recycling in the Crowsnest Pass. Carried. 09.18.19-1211

MINUTES

Gord Lundy

Moved the minutes of August 21, 2019 be adopted as circulated. Carried. 09.18.19-1212

MANAGER'S REPORT

1. MSW steady with local fall clean ups in progress.
2. Industrial cell has slowed but have several large projects waiting for final approval.
3. Working on drainage and water trap areas around the landfill.
4. Positive comments from Waterton Parks on service this summer.
5. Working on new programs to streamline inbound waste and keeping customers safe.
6. Staff training on target for this year.

Mary Kittlaus

Moved that the Manager's report be accepted for information. Carried. 09.18.19-1213

FINANCIAL REPORT

The Income Statement and Balance sheet to Sept 12, 2019 was reviewed. Admin went over The Account Receivable aged report. Went over the credit line balance.

Mary Kittlaus

Moved that the financial reports be accepted for information. Carried. 09.18.19-1214

LANDFILL ASSOCIATION BYLAWS UPDATE

Dean Ward reported he is still working with Brownlee on a few legal issues, he will bring back a report to the Landfill Director's next meeting October 16th, 2019. At that time the bylaw committee can schedule a meeting to proceed with the rewrite of the bylaws.

Dave Filipuzzi

Moved the Landfill Bylaws be tabled to next meeting. Carried. 09.18.19-1215

SCHOLARSHIP APPLICATION FROM BRYANT CAIL

The majority of the Director's decided that a sociology degree doesn't fit the Landfill's Environment and Agricultural scholarship requirements and instructed admin to contact Bryant Cail and inform him his application was declined. Administration stated that she would advertise in the papers and at the schools again for our Scholarship program. The Director's would like to have this topic tabled for next meeting so the Director's and Management can Brainstorm on some ideas to get this information out to the public better.

Brian McGillivray

Moved this scholarship application be declined and Landfill Scholarships be tabled for the next meeting. Carried. 09.18.19-1216

DONATION REQUEST FROM BRIGHTER FUTURES FOR THEIR HALLOWEEN SPOOKTACULAR EVENT

A donation request from Brighter Futures for their Children's Halloween Spooktacular event October 26th, 2019.

Gord Lundy

Moved \$250.00 be donated to Brighter Futures Children's Halloween Spooktacular Event, Carried. 09.18.19-1217

DONATION REQUEST FROM THE RCMP YOUTH FLOOR HOCKEY TOURNAMENT

A donation request from the RCMP for their Youth Floor Hockey Tournament.

Dave Filifuzzi

Moved \$250.00 be donated toward the RCMP Youth Floor Hockey Tournament. Carried. 09.18.19-1218

INFRASTRUCTURE DEVELOPMENT REPORT

The Landfill Manager presented a report on the progression of our capital projects in the past few years. He went over and explained in detail the design and cost of our Stormwater Ponds, Methane Gas Ventilation System, Leachate Collection System, and the Municipal Solid Waste Cell Expansion. Emile answered questions and explained the projected time frames.

Each Director was given a copy so they could report back to their council.

Brian McGillivray

Moved this report be accepted as information.

Carried. 09.18.19-1219

RECYCLING CONCERNS FROM THE CROWSNEST PASS

Dean Ward Chairman of the Landfill Board of Director's and Councillor for the Municipality of the Crowsnest Pass explained that the Recycling program In the Crowsnest Pass will be coming to a halt. Pass Beverages/ Recycling will no longer be the drop off site for cardboard, glass, metal cans, and plastic containers. Because no one will take the plastic and the cost of recycling cardboard is costing too much to recycle. It will only be a refundable bottle Depot again. Dean expressed concerns and asked the Landfill to think of some ways that we could work with Municipality for some answers to this situation.

Emile said the Landfill will what we can to help.

Dave Filipuzzi

Moved this recycling issue be tabled for future discussion.

Carried. 09.18.19-1220

IN CAMERA CLOSED MEETING REQUESTED BY LANDFILL DIRECTOR'S

Terry Yagos

Moved the meeting go into a closed in camera session at 9:45 am.

Gord Lundy

Moved the meeting come out of the closed in camera session at 10:10 am.

Brain McGillivray

Moved the Landfill Chairman of the Board meet with the Manager and Administrator next week regarding labour issues.

Carried. 09.18.19-1221

Correspondence:

NEXT MEETING DATES

October 16th, 2019 December 18th, 2019
November 20th, 2019

Tabled Items

Landfill Bylaws, Scholarship awareness, Recycling Issues.

ADJOURNMENT

Terry Yagos

Moved the meeting adjourn 10:12 a.m.

Carried. 09.18.19-1222



CHAIRMAN



SECRETARY

Operations Report October 17, 2019

1.0 Operations Activity Includes:

1.1 Beaver Mines and Capital Projects.

2.0 Upcoming:

2.1 Beaver Mines and Capital Projects.

3.0 Public Works Activity Includes:

3.1 Bridge Maintenance and Texas Gates

3.1.1 All Class B Bridge inspections have been completed. 46 bridge inspections have been submitted to the Province of Alberta and are awaiting final approval.

3.2 Cold Mix Asphalt Applications for minor repairs

3.2.1 Cold mix minor repairs on Burmis Lake Road, Gladstone, Grumpy's, Beaver Mines, Christie Mines, 3A Cowley at South Fork Hill, Pincher Station and Pincher Creek Colony have been completed.

3.3 Continuous Dust Suppression Program

3.3.1 Nothing to report.

3.4 Crushing

3.4.1 Contractor is crushing 20mm road crush at McCulloch Pit with a completion date by the middle of October, 2019.

3.5 Gravel Hauling

3.5.1 Nothing to report

3.6 Mowing, Snow Removal and maintenance

3.6.1 Roadside mowing with Public Works Department in Division No. 1 has started with a completion date by October 25, 2019.

3.6.2 All Divisions were cleared for snow removal. There are 8 graders with snow wings and 1 snow plow for winter operations in current use. Sand truck has a snow plow attached to it but is getting hydraulics and lights installed this weekend at a local shop. The sand truck will be in full operation for next snow event.

3.6.3 Dozer were used on West end of Alberta Ranch Road and T8-4 between Ashvale and Beaver Creek Roads.

3.7 Permanent & Temporary Snow Fence Repairs

3.7.1 T- Rail installation is in progress with fence installation to follow. Anticipated completion date of November 1, 2019.

3.7.2 Minor slat repairs in Divisions 2, 3, 4 at various locations.

3.8 Signage Repairs

3.8.1 Sign repair work in Divisions 3 and 5. Work was for installation of existing road sign and yield sign in Divisions No. 3. Pincher Station 50km signage was done on the South end of the roadway. Waiting for hydrovac digging to complete the other 50 km signage to the north section.

3.9 Road Works & Monitoring

3.9.1 Issues with the traffic counter devices have happened. As a result, no information was recorded for South Fork Road. Public Works is looking into this issue. – In progress

4.0 Capital Projects Update:

4.1 Equipment

4.1.1 Nothing to report.

4.2 Bridges & Miscellaneous

- Bridge File: 8860
- Location: Beaver Mines Creek
- Scope of Work: Cap replacement, pile repair work

Bridge File 8860 Status: Project is only to do bridge design for cap replacement and pile repair work with the Engineering Company. Design has been completed.

- Bridge File: 13957
- Location: Connelly Creek
- Scope of Work: Cap replacement

Bridge File 13957 Status: Project is only to do bridge design of replacement of abutment caps with the Engineering Company. Design has been completed.

- Bridge File: 1744
- Location: Crook Road
- Scope of Work: Replacement of bridge sized culvert
- Contractor: Ossa Terra Ltd.

Bridge File 1744 Status: Project started on September 12, 2019. Issues from weather conditions have caused construction delays. Assembly of new culvert is in progress with dewatering, shaping, compacting and backfilling remaining. Proposed completion date is October 30, 2019.

- Bridge File: 6613
- Location: Cabin Creek
- Scope of Work: Replacement of bridge sized culvert
- Contractor: Ossa Terra Ltd.

Bridge File 1613 Status: Project is currently on hold due to the Department Fisheries approvals not being received. DFO is requiring a 3DQ10 model be completed for fish passage, modeling has been completed and has submitted to DFO for review. Fish passage has been achieved as per Alberta Transportation requirements. The project has a fish window restriction where work is only allowed between the dates of August 15 and September 1. Without DFO approval project will move to a 2020 project.

- Bridge File: 76293
- Location: Grumpy Road
- Scope of Work: Replacement with Bridge Sized Culvert

Bridge File 76293 Status: Project is only to do the culvert design with the Engineering Company. Design to be completed in October, 2019. Estimated construction is preliminary since the design is not complete and will change.

- Bridge File: 7235
- Location: Olin Creek -Scottons
- Scope of Work: Replacement with Bridge Sized Culvert

Bridge File 7235 Status: Project is only to do the culvert design with Engineering Company. Design is to be completed in October, 2019. Estimated construction is preliminary since the design is not complete and will change.

- Bridge File: 70175
- Location: Yarrow Creek - Spread Eagle Deck
- Scope of Work: Bridge deck replacement
- Contractor: M Johnston Construction Ltd.

Bridge File 70175 Status: M. Johnston Construction Ltd has completed new subdeck and bridge deck for Spread Eagle Deck Bridge. Contractor has been completed the work and the bridge is now open to the public.

4.3 Road & Miscellaneous

4.3.1 **Highway 3A – Landfill road repairs Status:** Project is on hold until 2020 due to grant funding.

4.3.2 **Kerr Road Status:** Project will be put on hold until 2020 due to tender pricing coming in higher than expected. There have been no costs for this project.

- Roads: Summerview Road Surface Treatment
- Location: Summerview Road
- Scope of Work: GBC and Double seal coat
- Contractor: TBL Construction

SummerView Road Status: Contract for Summerview has been awarded to TBL Construction Ltd. Contractor still needs to sweep off chips. All other work has been completed for this project.

- Roads: 1st Street
- Location: Lundbreck
- Scope of Work: New concrete asphalt drainage improvement
- Contractor: East Butte Transport Inc.

Lundbreck Road Status: Contract for 1st street has been awarded to East Butte Transport Inc. Contractor has started excavation on removal of existing asphalt with concrete pours for swales scheduled to be started by early next week.

5.0 Beaver Mines Regional Water Supply Contracts 1

- 5.0.1 All restoration work completed with the exception of grass seeding at disturbed areas. Awaiting confirmation from LW Dennis when seeding will be completed.
- 5.0.2 LW Dennis had not begun additional work at Metering Station prior to snowfall. Snow fence and gravel pad to be completed after snowmelt.
- 5.0.3 Substantial completion has been reached.
- 5.0.4 Land consultant will continue to be arranging meetings with all landowners which URW was obtained from to have damage releases signed and discussions on any potential outstanding work, none known at this time.

5.1 Beaver Mines RWS Contract 2

- 5.1.1 Substantial completion was achieved for all facilities prior to June 30, 2019. Based on site inspections by MPE Engineering on September 11, 2019, DMT Mechanical achieved total completion by September 13, 2019. A site inspection is still in progress by the MD of Pincher Creek. A reminder that grass seeding and any further settlement over the winter will be considered warranty items for the contractor to address in the spring.

5.2 Beaver Mines Water & Waste Water Collection

- 5.2.1 MPE received comments from MD on preliminary set of drawings last week. A revised set of drawings will be provided to the MD next week along with a set of specifications for review. Project to be finalized in November. Tentative tender date in January.
- 5.2.2 MPE has reached out to discuss timing of the project with Alberta Environment.

5.3 Beaver Mines Waste Water Treatment

- 5.3.1 Land negotiations are ongoing and once finalized we can proceed with finalizing a tender or quote package for the initial phase of the project.

5.4 Castle Area Regional Water Supply Contracts 1:

- 5.4.1 LW Dennis has completed approx. 11,300 meters of pipeline installation.
- 5.4.2 Adverse ground conditions have continued to slow progress and a revised substantial completion date will be issued for the contract. The date will be discussed and agreed to by all parties prior to issuing. A revised contract date will need to be coordinated with the estimated completion date of the Beaver Mines W and WW system. No requests for additional funding will be allowed by contractor or consultant.
- 5.4.3 Pending the outcome of the recent winter conditions, it is likely installation by open-cut will be temporarily halted for the year, Installation by directional drilling will commence as long as weather permits.

5.5 Castle Area Regional Water Supply Contracts 2:

- 5.5.1 Site grading at Castle Mountain Booster Station complete.
- 5.5.2 Exterior cladding and masonry block completed at Castle Mountain Booster Station.
- 5.5.3 Site grading at Castle Park Booster Station to be finalized after snow melts and site dries up.
- 5.5.4 Exterior cladding and masonry block 99% complete at Castle Park Booster Station.
- 5.5.5 Process piping and HVAC work to be completed in coming weeks.
- 5.5.6 ATCO services to be installed by end of October, 2019.
- 5.5.7 Fortis service installation is being coordinated.

Attachments

Program Capital Projects Status
Call Logs

Recommendation:

That the Operations report for the period of October 17, 2019 Program Capital Projects Status update, and call log be received as information.

Prepared by: Aaron Benson

Date: October 17, 2019

Reviewed by: Troy MacCulloch

Date: October 17, 2019

Submitted to: Council

Date: October 17, 2019

Capital Budget Summary

Project #	Service Area	Description	Total Cost	Sources of Project Funding				
				Grants	Debt	Reserves	Operations	Total Revenue
Infrastructure								
PW-R-1	Roads	Highway 3A - Landfill road repairs	1,070,000			1,070,000		1,070,000
PW-R-2	Roads	Summerview road surface treatment (4.4 km)	550,000	550,000				550,000
PW-R-3	Roads	Kerr road surface treatment (4.8 km)	600,000	600,000				600,000
PW-R-4	Roads	Lundbreck pave and drainage (1st & 3rd Street)	400,000	400,000				400,000
PW-R-5	Roads	Willow Valley road culvert	500,000	500,000				500,000
PW-BF-1	Bridges	BF 1744 Pincher Creek (Crook Road)	1,081,000			1,081,000		1,081,000
PW-BF-2	Bridges	BF 6613 Cabin Creek	982,000			982,000		982,000
PW-BF-3	Bridges	BF 70175 Spread Eagle deck	100,000			100,000		100,000
PW-BF-4	Bridges	BF 7235 Scottons	30,000			30,000		30,000
PW-BF-5	Bridges	BF 76293 Grumpy Road	30,000			30,000		30,000
PW-BF-6	Bridges	BF 70177 Upper Tennessee overflow	15,000			15,000		15,000
PW-BF-7	Bridges	BF 8860 Beaver Mines Creek	20,000			20,000		20,000
PW-BF-8	Bridges	BF 13957 Connelly Creek	18,000			18,000		18,000
RWCAST	Water	Castle Area water servicing	10,572,000	10,572,000				10,572,000
BMDC	Water/Wastewater	Beaver Mines water servicing & wastewater collection	5,000,000	3,333,332	1,666,668			5,000,000
BML	Water/Wastewater	Beaver Mines waste water treatment system	5,360,000	4,020,000	1,340,000			5,360,000
PW-P-1	Parks	Parton Park shelterbelt	28,000			28,000		28,000
Infrastructure Total			26,356,000	19,975,332	3,006,668	3,374,000	0	26,356,000
Equipment								
	Public works	Grader	565,000			565,000		565,000
	Public works	Tandem axle truck with snow plow	500,000			500,000		500,000
	Water	Water meter reader	14,000			14,000		14,000
AG-01	Agriculture	Sprayer truck with tank/sprayer boom	131,500			131,500		131,500
	Administration	Postscript printer	8,000			8,000		8,000
Equipment Total			1,218,500	0	0	1,218,500	0	1,218,500
Fleet								
Fleet Total			0	0	0	0	0	0
Information Services								
		GPS/GIS Upgrade	53,000	53,000				53,000
Information Services Total			53,000	53,000	0	0	0	53,000
Facilities								
ADMIN-SEC-1	Public works/Admin	Security camera system	30,000	30,000				30,000
PW-O-1	Public works	Electric sliding gate at Public Works yard	75,000	2,500			72,500	75,000
Facilities Total			105,000					
Grand Total			27,732,500					

LEGEND

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

Progress Report for Projects as of October 17, 2019

WORK ORDER	DIVISION	LOCATION	Approach Number	CONCERN/REQUEST	ASSIGNED TO	ACTION TAKEN	REQUEST DATE	Follow-Up DATE	Completion Date
1558	Division 1	SW36 T4 R30 W4		Re getting an approach built	Jared Pitcher	waiting on agreement with Development	Wednesday, April 18, 2018		
1617	Division 1	West Kerr		Trees on the west side of Kerr road need cut back	Jared Pitcher	Contractor Jody booked	Wednesday, May 30, 2018		
1643	Division 4	SW22 T7 R1 W5		Would like a culvert put in to solve water problem	Jared Pitcher	To be scheduled	Tuesday, June 26, 2018		
1978	Division 1	NE28 3 29 W4		Would like an approach put in by gate TWP4-0 not living there yet (in Lethbridge) but will meet up	Eric Blanchard	On the list	June 18,2019	Wednesday, August 21, 2019	
1982	Division 2			The old Reed Pit needs to be reclaimed	Jared Pitcher	On the list	Thursday, June 27, 2019		
1989	Division 5	SE27 T7 R2 W5	#2219 Hwy 3A	House to Tracks RQ driveway	Dave Sekella	On the list	Monday, July 8, 2019		
1995	Division 2	NW23 T5 R29 W4	#5313	Wetland/shoulder of road & drainage problem	Jared	Engineer to look at 2020 Project	Tuesday, July 16, 2019	defered	
2011	Division 4	SW16 T9 R1 W5	#9205 RR1-4	Requesting a "Slow" sign be put in	Eric Blanchard	Checking it out	Tuesday, July 23, 2019	Called on Oct. 10	
2014	Division 3	NW3 T6 R2 W5		Culvert smashed	Bob Millar	On list to do	Monday, July 29, 2019		
2021	Pincher Stn	403 Queen Street		re a new approach	Eric Blanchard	On list to do	Thursday, August 1, 2019	Sept. 25, 2019	
2027	Division 4	SE15 T8 R29 W4	N side/property	Permanent snow fence needs repairing before putting cattle in field	Tony Naumczyk	On the snow fence list	Thursday, August 8, 2019	Made it safe until work is done	
2032	Division 3	SW5 T7 R1 W5	#1432	RQ to grade driveway /Also Kudos re Dust Control	Tony Tuckwood	Completed	Monday, August 12, 2019		Thursday, September 26, 2019
2042	Lundbreck	Cell 403 582-0342		Speed sign needs fixing	Mechanic to fix	To check it out	Monday, August 19, 2019	Moved to shop Sept 26th	
2049	Division 2	SW26 T5 R28 W4		Dust control only lasted a week or so	Eric Blamchard	Completed	Thursday, August 29, 2019		Thursday, September 19, 2019
2050	Division 2	NE1 T6 R28 W4	#6032	Dust control only lasted a week or so	Eric Blanchard	Dust Control	Friday, August 30, 2019	Called again Oct 15	
2052	Division 1	SW28 T4 R29 W4		RQ Grass Mowing when in area	Tony Naumczyk	Completed	Sept. 03, 2019		October 7. 2019
2053	Division 5	SE24 T7 R3 W4	#7308 RR3-0	Re Bus sign on N. Burmis needs moving	Don Jackson/Eric	On sign list	Sept. 04, 2019	Awaiting 1st call	
2056	Division 3	NE27 T5 R2 W5	#5432	RQ Mowing on MD road to texas gate Also RQ grading driveway	Tony Naumczyk	On Mowing List	Sept. 05, 2019	Called re grading Sept 11	
2058	Division 1	NE3 T5 R29 W4		Needs existing approach widened for Super B's	Eric Blanchard	To be done	Sept. 09, 2019		
2068	Division 1	NW26 T4 R30 W4	#30117 TWP4-5	Post taken out by Mower Need fixing & welding	Jared/Bob Millar	Completed	Sept. 18, 2019		Wednesday, October 16, 2019
2069	Division 3	SW1 T6 R2 W5	#6011 RR2-1	Re Snow fence issue	Tony Naumczyk	On the snow fence list	Sept. 19, 2019		
2070	Division 4	SE15 T8 R1 W5		Re Snow fence issue	Tony Naumczyk	On the snow fence list	Sept. 19, 2019		
2073	Division 2	NE30 T5 R27 W4		RQ Maintenance on RR27-4 & TWP 6-1	Don Jackson	On the list	Sept. 23, 2019		October 04,2019
2074	Division 4	A/P road n.of Cowley		complaining of big rocks on road needs proper gravel pounded down	Eric/Brian	On to do list	Sept. 23, 2019	Spring 2020	
2075	Division 1	SE35 T3 R30 W4		RQ road maintenance On unimproved road	Eric/Jared	In process	Sept. 24, 2019		
2076	Division 5	Willow Valley Project		Road closure signs and barricades are needed	Eric Blanchard	Contrator advised	Sept. 24, 2019	Completed	Thursday, September 26, 2019
2077	Lowland Hgts	#9		3 potholes in pavement need filling	Eric Blanchard	To be done	Sept. 24, 2019		
2081	Division 3			Requesting Hagglund road be graded	Tony Tuckwood	On the list	Sept. 26, 2019		
2082	Diivision 3	NW21 T5 R2 W5	#2319 RR5-W4	RQ to have driveway graded	Tony Tuckwood	On the list	Sept. 26, 2019		
2085	Division 5	NE28 T8 R2 W5	#8516 RR2-3	Thinks a snow fence would be a good idea 1st approach up to son's (Cole) place where Dave parks the grader	Eric/Dave/Tony N	Will check it out	Sept. 26, 2019		
2086	55 calls/Snow storm			10 for driveways and 4 cancelled/remainder MD Rd	all operators		Sept. 30, 2019	All Completed	Wednesday, October 2, 2019

Environmental Services Technician October 2019

October 1st – 15th, 2019

- Canadian Agricultural Partnership application completion – October 1
- South Region Agricultural Fieldman's meeting – October 2
- ASB Meeting – October 3
- Departmental season summary meeting – October 4
- Vehicle Policy review and discussion – October 7
- Sustainability Series Webinar (pulse crops) – October 8
- South Region meeting minutes – October 9
- Nutrient management workshop planning – October 10 – ongoing
- Invasive plant grazing and livestock guardian dog workshop planning – October 11
- Compost workshop discussion – October 12
- FFGA soils event, venue walk through and catering confirmation – October 15
- South Region Conference resolutions for ASB board chair – October 15

October 16th – 31st, 2019

- Site visit for Canadian Agricultural Partnership funding application – October 16
- Environmental Farm Plan reporting webinar – October 16
- AES 2020 Budget review and preparations – October 16 - 18
- Agricultural Service Board, terms of reference document – October 17
- Mortality composting and invasive plant grazing workshop planning – October 17 – ongoing
- Foothills Forage and Grazing Association soil workshop – October 21
- AES Operating Budget discussion – October 23
- Southwest Invasive Managers (SWIM) meeting – October 28
- Canadian Agricultural Partnership workshop for extension staff (Lethbridge) – October 30

Sincerely,

Lindsey Davidson,
Environmental Services Technician

Ag Services, October 1 – 15, 2019

October 1 – 15, 2019 (happening now)

- October 1, burned weeds, reporting
- October 2, PW Safety, equipment
- October 3, ASB Meeting
- October 4, AES Safety Meeting, fire extinguisher, shop & first aid kit inspections, Ag Services review meeting with admin
- October 7, Roadside assembly work
- October 7, vehicle policy meeting
- October 8, Crop report
- October 9, JHS meeting
- October 10, formal hazard assessments
- October 11, shop work for new Roadside Unit
- October 14, 15, more burning weeds (snowed about a foot again last week)

October 16 – 31, 2019 (coming up)

- October 16 – 31, MRF mapping & records, billing
- October 16 – 31, Roadside (weather permitting), all Divisions (Canada Thistle & Perennial Sow Thistle control)
- October 16 – 31, spot spraying crews, Blueweed (return to all patches, is behaving as winter annual/annual this year)(Pincher Creek), Nodding thistle (behaving as an annual), Hoary Cress in Oldman PRA, fall spraying in Oldman PRA & on watercourses (Summerview SRD a specific focus)
- October 16 – 31, rentals going out almost daily
- October 16, roadside unit prep and maintenance (too windy to use)
- October 17, formal hazard assessment meeting, prep for Regional meeting on 21st
- October 18, office and shop work
- October 21, travel to Drumheller for Regional meeting on 22nd
- October 22, South Region ASB Meeting in Hand Hills
- October 23, AES Operating Budget meeting
- October 24, staff meeting
- October 25, roadside & spot crews (weather permitting)
- October 28, SWIM meeting
- October 29, ASB Package, final exit interviews for seasonal staff
- October 30, winterize everything
- October 31, last day for seasonal staff (no summer or seasonal staff left at AES after this)

** Call Log - The log was about 20 calls for ag equipment rentals. No weed calls.

Sincerely,

Shane Poulsen, Agricultural Fieldman

CHIEF ADMINISTRATIVE OFFICER'S REPORT

October 9, 2019 to October 18, 2019

DISCUSSION :

Oct 09	JHSC Meeting
Oct 10 - 16	Vacation in NS
Oct 17	ICF meetings at the Annex

Upcoming Meetings

Oct 18	ICF meetings at the Annex
Oct 18	Chamber Awards of Excellence Dinner
Oct 23	Elected Officials Meeting at Heritage Inn
Oct 24	Joint Council Funding Meeting
Oct 29	Coffee with Council – Twin Butte

RECOMMENDATION:

That Council receive for information, the Chief Administrative Officer's report for the period of October 9, 2019 to October 18, 2019

Prepared by: Troy MacCulloch, CAO

Date: October 17, 2019

Respectfully presented to: Council

Date: October 22, 2019

From: [Troy MacCulloch](#)
To: [Jessica McClelland](#)
Subject: FW: Alberta Transportation Regional Meetings - outside of RMA Convention
Date: Friday, October 11, 2019 11:20:11 AM

For council correspondence, oct 22, info only.

Thx
troy

From: Cindy Helm <Cindy.Helm@gov.ab.ca>
Sent: October 11, 2019 10:33 AM
To: Cindy Helm <Cindy.Helm@gov.ab.ca>
Subject: Alberta Transportation Regional Meetings - outside of RMA Convention

For the upcoming 2019 Fall RMA Convention in Edmonton there will not be any Alberta Transportation regional meetings available.

Darren Davidson, Regional Director and/or staff will be available to visit with your municipality at anytime outside of convention to discuss any transportation related matters that may be of interest to you and your council.

If you wish to set up a meeting in the near future, please email me with your topics of discussion.

Thank you,
On behalf of Darren Davidson

Cindy Helm
Regional Director's Office – Southern Region
Construction and Maintenance Division
Tel 403-381-5533


www.alberta.ca/ministry-transportation.aspx

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OLDMAN RIVER REGIONAL SERVICES COMMISSION

MINUTES - 6 (2019)

EXECUTIVE COMMITTEE MEETING

Thursday, September 12, 2019 at 6:00 p.m.

ORRSC Boardroom (3105 - 16 Avenue North, Lethbridge)

EXECUTIVE COMMITTEE:

Gordon Wolstenholme - Chair
Jim Bester - Vice-Chair
Don Anderberg
Doug MacPherson

Ian Sundquist (absent)
Jennifer Crowson
Margaret Plumtree (absent)

STAFF:

Lenze Kuiper - Director
Mike Burla - Senior Planner
Diane Horvath - Senior Planner

Ryan Dyck - Planner
Barb Johnson - Executive Secretary

AGENDA:

- 1. Approval of Agenda - September 12, 2019
2. Approval of Minutes - August 8, 2019 (attachment)
3. Business Arising from the Minutes
4. New Business
(a) Strategic Plan Review with ORRSC Staff (attachment)
(b) Subdivision Activity 2019 (attachment)
(c) Fee For Service Update (attachment)
5. Accounts
(a) Office Accounts - July 2019 (attachment)
(b) Financial Statements - January 1 - July 31, 2019 (attachment)
6. Director's Report
7. Executive Report
8. Adjournment

CHAIR GORDON WOLSTENHOLME CALLED THE MEETING TO ORDER AT 6:00 P.M.

1. APPROVAL OF AGENDA

Moved by: Don Anderberg

THAT the Executive Committee approve the agenda, as presented.

CARRIED

2. APPROVAL OF MINUTES

Moved by: Jennifer Crowson

THAT the Executive Committee approve the minutes of August 8, 2019, as presented.

CARRIED

3. BUSINESS ARISING FROM THE MINUTES

- None.

4. NEW BUSINESS

(a) Strategic Plan Review with ORRSC Staff

- Strategic Plan 2016-2026 Objectives were reviewed and discussed by the Executive Committee with input from planning staff Mike Burla, Diane Horvath and Ryan Dyck. As all staff were unable to attend, another meeting could be rescheduled during work hours to include remaining staff, if needed.

MEMBER SERVICES

Objective #1 – Add new member services

- ▶ Added Chinook Regional SDAB

Objective #2 – Add new planning members

- ▶ Added Village of Duchess

Objective #3 – Add new GIS members

- ▶ Added City of Brooks
- ▶ New software migration and roll-out

Objective #4 – Strengthen member relationships

- ▶ Ongoing

Objective #5 – Secure data & provide modern access to information and data

- ▶ Scanning project underway
- ▶ Fee for service spreadsheet tracking

FISCAL SUSTAINABILITY

Objective #1 – Review & define the business model ensuring ORRSC maintains fiscal sustainability

- ▶ Continually monitoring revenues, expenses, and resources
- ▶ Improving budget preparations through expanding input, assessing political and economic climate

Objective #2 – Communicate the value of ORRSC to member municipalities

- ▶ Ongoing

Objective #3 – Secure provincial funding

- ▶ Attempted – is this still relevant?
- ▶ Maintain close ties with provincial government and ministries

ADMINISTRATIVE LEADERSHIP

Objective #1 – Ensure staff have proper work environment & resources to meet member obligations

- ▶ Ongoing

GOVERNANCE

Objective #1 – Ensure Board and Executive remain effective & relevant

- ▶ Ongoing
- ▶ Scheduling engaging speakers and educational opportunities

- There was consensus that better communication is needed among Staff, Board Members, Councils and Administrations regarding the scheduling of projects and the value of belonging to ORRSC. An update on the progress of plans and projects will be provided and addressed at the December Board meeting. It may also be beneficial to periodically meet with member CAOs to get their perspectives and build better relationships.

(b) Subdivision Activity 2019

- As of July 31, 109 subdivision applications have been received, with subdivision revenue totalling \$172,507.50 for the first seven months of 2019. Very few have been multi-lot subdivisions and our \$315,000 budget may not be achieved by the end of the year.

(c) Fee For Service Update

- The Fee for Service attachment is not completely up-to-date due to several planners being on vacation. An improved update on the status of current projects will be provided at the next meeting.

5. ACCOUNTS

(a) Office Accounts – July 2019

5151	Vehicle Gas & Maintenance	Petty Cash	\$ 82.68
5160	Staff Field Expense	Petty Cash	12.60
5320	General Office Supplies	Petty Cash	47.23
5460	Public Relations	Petty Cash	33.89
5530	Coffee & Supplies	Petty Cash	10.87
5280	Janitorial Services	Madison Ave Business Services	475.00
5310	Telephone	Bell Mobility	662.13
5310	Telephone	Shaw Business	243.61
5320	General Office Supplies	ALTISMSP	30.00
5320	General Office Supplies	Desjardin Card Services	16.49
5380	Printing & Printing Supplies	Desjardin Card Services	125.15
5330	Dues & Subscriptions	Pass Herald	60.00
5380	Printing & Printing Supplies	Lethbridge Mobile Shredding	23.00
5380	Printing & Printing Supplies	Paramount Printers	70.00
5380	Printing & Printing Supplies	Peak Vocational Services	114.00
5440	Land Titles Office	Minister of Finance	200.00
5460	Public Relations	Claresholm Local Press	606.00
5460	Public Relations	Macleod Gazette	581.40
5470	Computer Software	ESRI Canada	825.00
5490	Consultants	WSP	4,370.00
5500	Subdivision Notification	Lethbridge Herald	181.44
5534	Chinook Intermunicipal SDAB	Phil Jensen	150.00
5534	Chinook Intermunicipal SDAB	Lloyd Kearl	314.72
5534	Chinook Intermunicipal SDAB	Clay Leavitt	173.20
5534	Chinook Intermunicipal SDAB	John Sinclair	161.60
5534	Chinook Intermunicipal SDAB	Dexter Bezooyen	180.16
5534	Chinook Intermunicipal SDAB	Ben Elfring	173.20
5570	Equipment Repairs & Maintenance	Digitex	140.00
5570	Equipment Repairs & Maintenance	Digitex	680.00
5570	Equipment Repairs & Maintenance	Digitex	680.00
5570	Equipment Repairs & Maintenance	Xerox	845.57
5570	Equipment Repairs & Maintenance	Pitney Bowes	30.00
1160	GST Receivable	GST Receivable	740.62
		TOTAL	<u>\$13,039.56</u>

Moved by: Doug MacPherson

THAT the Executive Committee approve the Office Accounts of July 2019 (\$13,039.56), as presented. **CARRIED**

(b) Financial Statements – January 1 - July 31, 2019

Moved by: Jim Bester

THAT the Executive Committee approve the unaudited Financial Statements for January 1 - July 31, 2019. **CARRIED**

6. DIRECTOR'S REPORT

- The Director reported on his activities since the last Executive Committee meeting.

7. EXECUTIVE REPORT

- Committee members reported on various projects and activities in their respective municipalities.

8. ADJOURNMENT

Moved by: Gordon Wolstenholme

THAT we adjourn the regular meeting of the Executive Committee of the Oldman River Regional Services Commission at 8:10 p.m. until **Thursday, October 10, 2019 at 6:00 p.m.** **CARRIED**

/bj

CHAIR: 



EQUS

CASINO ROYALE

HOST BAR | CASINO GAMES | GREAT FOOD

**WEDNESDAY, NOVEMBER 13
5 UNTIL 10 P.M.
DEVONIAN ROOM,
THE WESTIN HOTEL**

**VISIT US FOR A CHANCE
TO WIN A \$500
VOUCHER FOR
THE CHARMING INNS OF
ALBERTA!**



EQUS is the largest member-owned utility in Canada, operating under a co-operative business model to enhance rural Alberta. Providing safe and reliable electrical distribution services to over 30,000 Albertans in 26 municipal districts and counties, EQUS' Service Area stretches from the County of Barrhead No. 11 in the north to the U.S. border in the south.



RECEIVED

OCT 10 2019

M.D. OF PINCHER CREEK

Reeve Brian Hammond
Box 279, 1037 Herron Avenue
Pincher Creek, AB T0K 1W0

October 7, 2019

Dear Reeve Hammond,

I am delighted to share with you our 2019 Vital Signs report. As I'm sure you know from previous editions, Vital Signs is an initiative of the Community Foundations of Canada, and this edition marks our seventh consecutive year participating. Every year, our report matures, and this year we are pleased to provide you with more details and specifics about the issue areas that affect our quality of life. I hope that you find the report informative and useful.

A highlight from this year's report is how communities in Southwestern Alberta are increasingly becoming more environmentally-conscious. Just this year, the Town of Raymond became the first "net zero" community in Alberta, powering all public buildings with solar energy; the City of Lethbridge implemented curbside recycling, diverting over 550,000 kilograms of waste from the landfill; and the Peaks to Prairies Electric Vehicle (EV) Charging Network came online, using renewable energy generated in Southern Alberta. I encourage you to read the report to learn more about each of these important initiatives.

I also want to let you know about our upcoming events in the hope that you are able to join us:

Friday, November 1, 2019 is Random Act of Kindness Day. Celebrated by Community Foundations across the country, we encourage you to participate by spreading random acts of kindness. Make sure to share your kind act with us on social media using our hashtag #RAKDayCFLSA and you will be entered to win one of ten \$500 Kindness Grants for the local charity of your choice.

Thursday, December 12 at 10:30 a.m. is our Fall / Winter Grants Celebration. Please join us at our office as we award over \$300,000 in grant funding through our Community Priorities and Rural Life Grants Programs. See the difference charitable giving has as recipients share stories about their projects and the impact our donors' gifts have in the community.

Thursday, March 19, 2020 at 7:00 p.m., join us for our annual Friends of the Foundation Dinner at the Coast Hotel and Conference Centre. Our guest speakers will be Bernadine and Toby Boulet, who will talk about their son Logan and how they plan to continue his legacy by giving back to community through the Logan Boulet Fund at the Community Foundation. More information about the dinner will follow in December.

Finally, as we approach Thanksgiving season, I extend a sincere Thank You to each of our donors for their continued support of the community through our work.

Best wishes,

Charleen Davidson
Executive Director

Unit 50, 1202 – 2 Avenue South, Lethbridge, AB T1J 0E3

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