

AGENDA
COUNCIL MEETING
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
April 13, 2021
1:00 pm via GoToMeeting

- A. ADOPTION OF AGENDA
- B. DELEGATIONS
- a) 1:00pm to 1:30pm – Drew Zigler, Expedition Management Consulting Ltd. (link [Final Full Pincher Creek Regional Recreation Master Plan \(March 30, 2021\).pdf](#))
 - b) 1:35pm to 1:45pm - Garry Marchuk, Funding and Funding Opportunities for Pathway System in Beaver Mines
 - c) 1:50pm to 2:00pm – Matt Mosby and Theresa Lynn, Update from TELUS
- C. MINUTES/NOTES
- 1. Council Committee Meeting Minutes
 - March 23, 2021
 - 2. Council Meeting Minutes
 - March 23, 2021
- D. BUSINESS ARISING FROM THE MINUTES
- E. UNFINISHED BUSINESS
- F. COMMITTEE REPORTS / DIVISIONAL CONCERNS
- 1. Councillor Quentin Stevick – Division 1
 - 2. Councillor Rick Lemire – Division 2
 - FCSS Minutes February 2021
 - 3. Councillor Bev Everts– Division 3
 - Pincher Creek Library Minutes
 - January 2021
 - February 2021
 - 4. Reeve Brian Hammond - Division 4
 - Crowsnest/Pincher Creek Landfill Association Minutes February 2021
 - Pincher Foundation (Housing Profile 2020)
 - 5. Councillor Terry Yagos – Division 5
 - AlbertaSW
- G. ADMINISTRATION REPORTS
- 1. Operations
 - a) Call Log
 - Sent by Public Works Superintendent dated April 8, 2021
 - b) Bridge File #224 – Lank Bridge
 - Report from Administration dated April 8, 2021
 - 2. Finance
 - a) August 2020 Snake Trail Fire
 - Report from Director of Finance, dated April 7, 2021
 - b) Pincher Creek Emergency Services Commission (PCESC) Fire Response – Outstanding Invoices Part 2
 - Report from Director of Finance, dated April 7, 2021
 - c) 2021 Tax Rate Bylaw (Bylaw 1328-21)
 - Report from Director of Finance, dated April 7, 2021
 - 3. Planning and Development
 - a) AES Monthly Reports
 - Reports from AES
 - b) Road Closure Bylaw 1325-21 – Adjacent to SW 6-8-1 W5M
 - Report from Director of Development and Community Services, dated April 7, 2021

c) Intermunicipal Development Plan, Bylaw 1327-21, MD of Pincher Creek and Village of Cowley

- Report from Director of Development and Community Services, dated April 7, 2021

d) Development Permit 2021-17 (Hiawatha Campground)

- Report from Director of Development and Community Services, dated April 7, 2021

4. Municipal

a) Chief Administrative Officer Report

- Report from CAO, dated April 8, 2021

b) Lastuka Road Agreement and Culvert

- Report from CAO, dated April 7, 2021

c) Amendment to CPO Agreement

- Report from CAO, dated April 7, 2021

H. CORRESPONDENCE

1. For Action

a) Letter of Support Request Community Initiatives Program Grant

- Request from Pincher Creek Family Resource Society

b) Letter of Concern – Benga Mining/Riversdale Resources Ltd.

- Letter from Cornel Van Ryk

c) Canadian Rural and Remote Housing and Homelessness Symposium

- Information for Canadian Rural and Remote Housing and Homelessness Symposium

d) Seniors Week Declaration

e) Letter of Concern – Coal Mining

- Letter from Gordon and Mary Bayer

f) Alberta Public Works Association Right of Way Committee

- Letter from APWA

2. For Information

a) Oldman River Basin Water Allocation Order

- Letter from Alberta Minister of Environment and Parks

b) Protection for the Rocky Mountains-Eastern Slopes and Watersheds from Water Contamination and Excessive Use

- Joint letter from MD of Ranchland/MD of Pincher Creek

I. NEW BUSINESS

a) 2021 Election

- Report from Administration dated April 6, 2021

J. CLOSED MEETING SESSION

K. ADJOURNMENT

From: [garry marchuk](#)
To: [Jessica McClelland](#)
Subject: Re: Water standpipe
Date: March 26, 2021 2:52:07 PM

Hi Jessica,
Please put my name on the upcoming council agenda on April 13. I will be speaking to council about funding and funding opportunities for a pathway system in the community of Beaver Mines.
My presentation shouldn't take longer than 10 minutes.
Thank You
Garry Marchuk

Sent from my iPad

>

MINUTES
COUNCIL COMMITTEE MEETING
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
Tuesday, March 23, 2021 9:00 am
Via GoToMeeting

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

Staff: CAO Troy MacCulloch, 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.

1. Approval of Agenda

Councillor Quentin Stevick

Moved that the agenda for March 23, 2021 be approved as presented.

Carried

2. Alberta Police Advisory Board Governance Survey

The Interim Alberta Police Advisory Board asked Alberta municipalities to complete a survey to help inform the Board's development of a governance structure for the permanent operational board, which will replace the advisory board later in 2021. Council completed the online survey for the Alberta Police Advisory Board Governance as a group, and it was submitted to Rural Municipalities of Alberta (RMA).

3. Grassy Mountain Project Questions

Keith Bott, Community Relations Advisor with Riversdale Resources, is presenting an update to Council on the Grassy Mountain Project at the Council meeting on April 13, 2021. He has requested that Council discuss any issues or concerns that they would like addressed at that meeting. Council directed administration to pull together previous letters and information on their concerns regarding this project and provide them to Riversdale prior to the April 13 meeting.

4. Closed Session

Councillor Rick Lemire

Moved that Council move into closed session to discuss the following, the time being 9:39 am:

- a) Property Tax Discussion – FOIP Section 23
- b) Mediator Draft Agreement – FOIP Section 23

- c) Personnel Issue – FOIP Section 19
- d) 7 Gates Letter of Concern – FOIP Section 17

Carried

Staff left the meeting, the time being 11:05am.

Councillor Rick Lemire

Moved that Council move out of closed session, the time being 12:00 pm.

Carried

3. Adjournment

Councillor Terry Yagos

Moved that the Committee Meeting adjourn, the time being 12:01 pm

Carried

DRAFT

**MINUTES
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
REGULAR COUNCIL MEETING
MARCH 23, 2021**

The Regular Meeting of Council of the Municipal District of Pincher Creek No. 9 was held on Tuesday, March 23, 2021, at 1:00 pm, via GoToMeeting.

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

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

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

A. ADOPTION OF AGENDA

Councillor Quentin Stevick 21/145

Moved that the Council Agenda for March 23, 2021 be amended to include:

- Information Action:
 - i) Twin Butte Letter of Support Request
- New Business:
 - b) Lifting of Councillor Sanctions

And that the agenda be approved as amended.

Carried

B. DELEGATIONS

Pincher Creek Public Library Board Bylaw Changes Clarification

Janice Day, Manager for the Pincher Creek Regional Library, attended the meeting at this time to clarify with Council the proposed changes to the Pincher Creek Public Library Bylaw. Council has the authorization to accept or not accept the proposed changes. Ms. Day left the meeting at this time.

C. MINUTES

1. Committee Meeting Minutes

Councillor Bev Everts 21/146

Moved that the Minutes of the Committee Meeting on March 9, 2021 be approved as amended.

Carried

2. Council Meeting Minutes

Councillor Bev Everts 21/147

Moved that the Minutes of the Council Meeting on March 9, 2021 be amended resolution 21/119 to change it to “removal of late fines”,

AND THAT the minutes be approved as amended.

Carried

D. BUSINESS ARISING FROM THE MINUTES

a) Pincher Creek Public Library Bylaws

Councillor Bev Everts 21/148

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Moved that the Pincher Creek Public Library Bylaws changes be accepted by Council, as discussed.

Carried

b) Bylaw 1326-21 (Amending Land Use Bylaw 1289-18) Redesignation – Lundbreck Dog Park

Councillor Terry Yagos 21/149

Moved that Council give second reading to Bylaw 1326-21, being a Bylaw to amend Bylaw 1289-18 (being the Land Use Bylaw) as follows:

- Amend the Land Use District of Block 19, Plan 8111307, from “Urban Fringe - UF” to “Parks and Open Space - POS”;
- Amend the Land Use District of Lot 2, Block 18, Plan 8111307, from “Hamlet Transitional / Agricultural - HTA” to “Parks and Open Space - POS”;
- Expand the Hamlet of Lundbreck boundary to include Block 19, Plan 8111307;

The purpose of the bylaw is to allow for the development of a dog park, to clarify the zoning for Patton Park, and revise the Hamlet boundary.

Carried

Councillor Quentin Stevick 21/150

Moved that Council give third reading to Bylaw 1326-21, being a Bylaw to amend Bylaw 1289-18 (being the Land Use Bylaw) as follows:

- Amend the Land Use District of Block 19, Plan 8111307, from “Urban Fringe - UF” to “Parks and Open Space - POS”;
- Amend the Land Use District of Lot 2, Block 18, Plan 8111307, from “Hamlet Transitional / Agricultural - HTA” to “Parks and Open Space - POS”;
- Expand the Hamlet of Lundbreck boundary to include Block 19, Plan 8111307;

The purpose of the bylaw is to allow for the development of a dog park, to clarify the zoning for Patton Park, and revise the Hamlet boundary.

Carried

E. UNFINISHED BUSINESS

F. COMMITTEE REPORTS / DIVISIONAL CONCERNS

1. Councillor Quentin Stevick – Division 1
2. Councillor Rick Lemire – Division 2
 - a) Emergency Advisory Committee
 - b) Pincher Creek Foundation
3. Councillor Bev Everts– Division 3
 - a) Rural Municipalities of Alberta Conference (RMA)
 - b) Pincher Creek Chamber – Women in Business
 - c) Castle Mountain Community Association
4. Reeve Brian Hammond - Division 4
 - a) Meeting with Minister Shandro and MLA Reid
5. Councillor Terry Yagos – Division 5
 - a) Patton Park Community Meeting

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Councillor Terry Yagos 21/151

Moved to accept the Committee Reports and information.

Carried

Public Works Superintendent Eric Blanchard attended the meeting at this time to discuss the call logs, and left the meeting at 2:01 pm.

G. ADMINISTRATION REPORTS

1. Operations

a) Operations Report

Councillor Quentin Stevick 21/152

Moved that Council receive for information:

- Report from Director of Operations dated March 18, 2021
- Public Works Call logs, dated March 18, 2021
- Capital Budget Summary, dated March 18, 2021

Carried

2. Finance

3. Development and Community Services

a) Agricultural Environmental Services Monthly Report

Councillor Terry Yagos 21/153

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

Carried

4. Municipal

a) Chief Administrative Officer Report

Councillor Bev Everts 21/154

Moved that Council receive for information, the Chief Administrative Officer's report for the period of March 10, 2021 to March 23, 2021.

Carried

H. CORRESPONDENCE

1. For Action

a) Viasat Canada Universal Broadband Fund - Letter of Support

Councillor Quentin Stevick 21/155

Moved that Council approve the letter of support request from Viasat Canada in their effort to secure Universal Broadband Funding to deliver high speed broadband to the MD.

Carried

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b) Oldman Watershed Council - Letter of Support

Councillor Terry Yagos 21/156

Moved that Council approve a letter of support request from the Oldman Watershed Council to assist in grant applications to continue their research and sharing information about coal mining.

Carried

c) Beaver Mines Community Association Park Cleanup and Pick up - May 22/25, 2021

Councillor Terry Yagos 21/157

Moved that Council support the Beaver Mines Community Association with the Annual Park Clean up on May 22 to May 25, 2021 with the following:

- Donation amount of \$250.00, to be taken from Grants to Groups and Organisations (2-75-0-770-2765)
- Coordination between Public Works and Community Association to ensure dates of pickup
- Administration to communicate with Community Association to ensure debris collection is placed off of the highway right of way and that all AHS COVID protocols are being met.

Carried

d) Canada Day Fireworks Celebration – Request for Funding

Councillor Rick Lemire 21/158

Moved that Council support the Town of Pincher Creek in the amount of \$5,000.00 to be taken from Grants to Groups and Organisations (2-75-0-770-2765) for the 2021 Canada Day fireworks event,

AND THAT the funds be released by June 15, 2021 pending confirmation the event will take place and clarification that all AHS COVID protocol will be followed.

Carried

e) Twin Butte Community Association – Letter of Support

Councillor Bev Everts 21/159

Moved that Council approve a letter of support for the Twin Butte Community Association in their application in pursuing funding for their Barrier Free Addition at the Twin Butte Hall through a grant from Farm Credit Canada.

Carried

2. For Information

Councillor Quentin Stevick 21/160

Moved that the following be received as information:

- a) ORRSC Executive Committee Meeting Minutes – February, 2021
- b) Minister Sonya Savage Letter of Response – Coal Policy
- c) Pincher Creek Chamber –Letter of Thank you

Carried

I. NEW BUSINESS

- a) RMA Convention Recap and Discussion

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Reeve and Council discussed the prior Rural Municipalities of Alberta (RMA) Convention.

Councillor Bev Everts 21/161

Moved that a letter be sent to Northern Sunrise County thanking them for their support of the Resolution by the MD of Pincher Creek and MD of Ranchland to Preserve Water Quality and Quantity for all Albertans at the Spring Convention of RMA; and further that a copy be sent to John Barlow, MP-Foothills.

b) Lifting of Councillors Sanctions

Councillor Terry Yagos 21/162

Moved the lifting of all sanctions on Cllr. Stevick and the resumption of his full duties and committee commitments with the exception of Pincher Creek Emergency Services Commission (PCESC).

Carried

Rationale – Due to substantive changes currently at the Commission, it was deemed unfair to the Councillor, the MD and the Commission to return Cllr. Stevick to that role. This is no reflection on Cllr. Stevick, but simply respect for the ongoing work at the Commission table.

J. CLOSED SESSION

K. ADJOURNMENT

Councillor Quentin Stevick 21/163

Moved that Council adjourn the meeting, the time being 3:53 pm.

Carried

REEVE

CHIEF ADMINISTRATIVE OFFICER

Pincher Creek and District



FCSS Family and Community
Support Services

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

FCSS Board Meeting, February 16, 2021 – Virtual Minutes – **Signature Copy**

- 1.) **Call to order: Kathy Verhagen called the meeting to order at 6:35 PM**

Board members present: Kathy Verhagen, Mary Kittlaus, Rick Lemire, Alice Wagenaar, Stephanie Smith, Roxanne Debroux, Don Anderberg

Absent with regret:

Staff present: David Green, Coordinator

Confirmation of Quorum: A quorum was present

- 2.) **Approval of Agenda**
Motion 12 / 258 / Anderberg
That the agenda be approved as amended with the addition of 4.h) “211 Alberta.ca” and “Inform Alberta.ca” AND 4.i) Interagency Meeting
Carried
- 3.) **Approval of Minutes of **January 18, 2021****
Motion 12 / 259 / Kittlaus
That the Minutes of January 18, 2021 be approved as circulated.
Carried
- 4.) **New and on-going Business**
- a.) Food Centre – Alice Wagenaar provided recent Food Centre statistics. It was noted that 81 individuals (mostly single men) and 34 family households are being assisted by the Food Centre. The Centre delivers food hampers via a local delivery company. Contributions of fresh food and meat continue to be received. The Lion’s Club “Milk and Egg” coupons are included in each hamper. Through the “One-Pot-Wonder” program, The Napi Association is reaching as many as 200 people per week (this program includes residents at Piikani).

The Food Centre is maintaining a partnership with Food Banks Alberta. The Board is preparing a “policies and procedures” manual. The Finance Committee continues to report to FCSS. The Centre has hired a part-time Administrative Assistant.

Motion 12 / 260 / Lemire

That the Food Centre be received as information.

Carried

- b.) Emergency FCSS COVID grants: David confirmed that the reporting deadline for the COVID Emergency Grant is March 31, 2021. FCSS has sent a request to Edmonton for consideration of a “pre-payment schedule” for administrative costs related to the Food Centre.
- c.) Website development – The Board has received a Website Development proposal from “Mountain Drift Marketing and Media” (a local firm). The basic cost would include the following:
- | | |
|----------|------------------------------|
| \$500.00 | Site development |
| \$150.00 | Per page for 10 pages |
| \$ 25.00 | Per month for Domain Hosting |
| \$ 30.00 | Registration of Domain Name |

The Board provided two cost/quality references for Mountain Drift. (Summer Games and Pincher Creek Community Early Learning Centre Ltd)

Motion 12 / 261 / Lemire

That the Mountain Drift proposal be accepted and initiated.

Carried

David will provide Mountain Drift with logos, images, and text material. As the site development process takes place, all information will be cc'd to the Board for comment and editing prior to inclusion on the site.

- d.) Community Health Needs Assessment Report: David received word today that this report has now been approved for distribution (and was subsequently sent to the FCSS Board this afternoon). The report was a “Masters-in-Public-Health” practicum project for a student from the University of Saskatchewan. Project oversight was provided by Stasha Donahue, Senior Advisor, Health Equity, Public and Primary Healthcare, Alberta Health Services – South Zone. Stasha has agreed to participate in a presentation to Joint Councils on February 26th ** (See item 4.e for further details about this presentation)
- e.) Social Needs Assessment/Community Health Needs Assessment presentation: Because of the similarities in report content, the consultants for these assessments have agreed that the most efficient way to present the findings to Councils was to provide a combined presentation. Joint Councils will meet on February 26 to receive and discuss these reports. The FCSS Board will receive the call-in coordinates. It was also suggested that the Interagency Group be invited to “attend” as well. David will send the invitation out. Roger Reid, MLA for Livingstone/Macleod will be invited.

- f.) Year-end reporting (projects): FCSS Funded Projects have been reminded that annual reports are due not later than March 15th. Reports will include both statistical data and anecdotal information. It is important that the reports contain details of the impact of COVID on projects and programming and that financial carry-over be clearly recorded in 2020 financial statements.
- g.) Audit preparations: FCSS is audited in concert with the Town of Pincher Creek Audit and a separate financial statement is generated.
- h.) 211 Alberta and “Inform Alberta” websites: the 211 Alberta and Inform Alberta websites offer a broad range of resources for individuals and families in need of information related to housing, finances, employment, mental health, transportation, benefits etc. The Board agreed that the links to these resources should be available on Town and MD websites and in public locations. It was suggested that the links could appear on the digital signage at the Multi-Purpose Facility and the electronic sign south of the Co-op. Lethbridge United Way will be contacted and asked about the availability of small printed cards for the 211 information (it was noted that these have already been distributed through the local post office.).David will send the links to the Board and to the members of the Interagency Group.
- i.) Interagency Group: The Interagency Group met today after a long hiatus. 16 agencies were represented and each provided project and program updates. The group will continue to meet on the third Tuesday of each month. Meetings convene at noon and typically last for 1 to 1.5 hours. At this time, meetings will continue to be virtual. David will inquire whether or not these meetings can be live-streamed or at least captured for future viewing.

5.) Date for Next Board Meeting – March 29, 2021

7.) Adjournment: There being no further business, Alice Wagenaar declared the meeting adjourned at 7:30 PM

Read and approved this 29 day of March 2021

Coordinator

Director

**Approved Motion 12/263
March 29, 2021**



Pincher Creek and District Municipal Library Board

Notes routine board meetings 26th January
Held via Zoom video conference at 19:00

Attendees Sandra Baker (chairman), Janice Day (library manager), Tiare Dewart (19:05), Blanche Lemire, Jonathan Clark, Mark Barber, Brenda Rottger, Bonnie Martin, Mike Barkwith.

Apologies Bev Everts

1.0 Meeting called to order at 19:00

2.0 Approval of Agenda – Approved by vote

3.0 Approval of minutes of previous meetings – add apologies for Mark Barber – correct Spelling of J Clark - approved by vote

4.0 Reports

4.1 Due to Covid restrictions and personnel changes the Robotics club has been suspended

4.2 Outreach co-ordinator annual report presented. The Winter speaker series is all arranged to be by ZOOM, enabled by Chinook Arch – the subject “ Little Critters” The talks will be on youtube the following week. The prepared craft bags have been well received.

4.3 The library is still receiving bins, Flora is working on the Annual report.

4.4 The recreation master plan is due to be published in February, this will cover the recreation centre, the golf club and curling club and other indoor and outdoor recreation within the Town and MD

4.5 Southern Alberta Library conference, board members are encouraged to sign up for the conference which will be a virtual conference this year 2021.

5.0 Financial statement

The statement covers up to December the 31st. Some items have increased, janitorial items, due to Covid. Expenses generally remain within or below budget due to restricted hours.

Motion by Tiare to accept the statement as presented – approved by vote.

6.0 Policy

The library continues to work within Provincial rules and guidelines. Curbside system will remain in force until restrictions are lifted by provincially and locally.

7.0 Technical policy

This has been prepared by Jonathan. After a short discussion it was agreed to table it until the next regular board meeting.

8.0 New business

The board has revised its policy and by-laws to remove fines for selected library materials. This policy is in line with many other provincial libraries. A discussion on the proposals followed with agreement that fines on overdue materials should be removed. It was noted that fine revenue, budgeted at \$1900, raised only \$500 in 2020

The by-law that references fines will need to be changed and that requires three readings by the board and then agreement from the Town, MD and Cowley.

It was agreed that the formal by-law change will be voted on at the next board meeting. The revised by-law will be circulated to board members.

Motion to proceed to change the by-law and Policy Blanche – approved by vote.

9.0 Any other business

Brenda asked about our Mission Statement – Janice agreed to provide a link to it.

Date of next meeting to at the End of February – date to be confirmed.

Meeting adjourned



Pincher Creek and District Municipal Library Board

Notes of extra-ordinary meetings 17th February
Held via Zoom video conference at 19:00

Attendees Sandra Baker (chairman), Janice Day (library manager), Tiare Dewart, Blanche Lemire, Jonathan Clark, Mark Barber, Brenda Rottger, Bev Everts, Bonnie Martin, Mike Barkwith.

1.0 Meeting called to order at 19:00

2.0 Approval of Agenda – Approved by vote

The main topic of the meeting is to be the reading of the by-law to remove fines for selected library materials.

3.0 Approval of minutes of previous meetings – tabled

4.0 Financial report - to be discussed at the next meeting.

5.0 **Reports -** Southern Alberta Library Conference March 1st – 5

CARLs None

Library manager The library has been repainted by the pool staff. Winter speaker series in hand and story time continues with Tany

6.0 Reports from the Town and MD of Pincher Creek, and Cowley Village - none

7.0 New business - Reading of the amended by-law removing fines for selected library materials.

7.1 Motion to amend the by-law as circulated dated the 1st of march
Bonnie Martin - approved by unanimous vote

This constitutes the first reading

7.2 Motion to amend the by-law as circulated dated the 1st of March
Bev Everts - approved by unanimous vote

This constitutes the second reading

A motion to move to the third reading. Moved by Jonathan, Unanimous

7.3 Motion to amend the by-law as as circulated dated the 1st of March
Mark Barber - approved by unanimous vote

This constitutes the third reading

7.4 The amended by-law will now be sent to the Town of Pincher Creek, the MD of Pincher Creek and the Village of Cowley for their agreement.

Date of next meeting 31st March at 19:00 by Zoom

Meeting adjourned 19:28

**THE CROWSNEST/PINCHER CREEK LANDFILL ASSOCIATION
MINUTES
February 17, 2021**

The regular meeting of The Crowsnest/Pincher Creek Landfill Association was held at 9:30 am
Wednesday February 17, 2021 it was a Virtual Zoom Meeting

Present: Brian Hammond, Municipal District of Pincher Creek #9
Dean Ward, Municipality of Crowsnest Pass
Doreen Glavin, Municipality of Crowsnest Pass
Brian McGillivray, Town of Pincher Creek
Mary Kittlaus, Village of Cowley
Emile Saindon, Landfill Manager
Dean Bennett, Landfill Operations Supervisor
Jean Waldner, Landfill Office Supervisor

AGENDA

Brian McGillivray

Moved the agenda be adopted as presented. Carried. 02.17.21-1359

MINUTES

Brian Hammond

Moved the minutes of January 20, 2021 be adopted as circulated. Carried. 02.17.21-1360

MANAGER'S REPORT

1. MSW steady.
2. Industrial cell is slow with cold weather. CP rail derailment clean up to begin this week.
3. Staff are working on winter maintenance and cleanup of equipment.
4. Keeping Covid-19 protocols in place with all staff members.
5. Getting ready to do AEP annual report.
6. Transition of duties with Dean on-going with information transfer and plans for 2021 Projects.

Mary Kittlaus

Moved that the Manager's report be accepted as information. Carried. 02.17.21-1361

FINANCIAL REPORT

The Income Statement and Balance sheet to February 11, 2021 was reviewed. Administration went over the reports and answered all the financial questions. The 2020 audit is almost complete, they are waiting for the waste capacity report from Worley Parsons. The AGM is still scheduled for March 17th, 2021. Administration will keep everyone informed if it is going to be in person meeting, or a virtual meeting.

Mary Kittlaus

Moved the financial statements be accepted as information.

Carried. 02.17.21-1362

BYLAW FILED WITH ALBERTA REGISTRIES

Administration sent the final changes and resolution to Alberta Registries. Jessica Dorano from Alberta Registries accepted an e-mail and responded with a proof of filing and registration of the new Bylaws.

Brian McGillivray

Moved that the Society Bylaws be accepted as filed properly.

Carried. 02.17.21-1363

RECYCLING UPDATE

The Landfill Manager reported that a written recycling proposal was sent to the Town of Pincher Creek for consideration. The Operation Supervisor picked up the plastic shredder from the Municipality of the Crowsnest Pass, we have it in our recycling center until future decisions are made into how it will be used. The Directors mentioned that their councils are still discussing recycling options for the future, and are hoping to have decisions on how they will move forward soon.

Brian Hammond

Moved this report be accepted as information.

Carried. 02.17.21-1364

REQUEST BY DIRECTORS TO MOVE INTO A CLOSED SESSION WITH LANDFILL MANAGER

Brian McGillivray moved to go into a closed session at 9:55 am

Carried. 02.17.21-1365

Mary Kittlaus moved to come out of this closed session 10:12 am

Carried. 02.17.21-1366

Brian McGillivray moved to add a letter of addendum to the Manager's contract identifying the Manager's responsibility for the employee benefit costs associated with the landfill providing a pickup.

Carried. 02.17.21-1367

NEXT MEETING DATES

March 17, 2021 (AGM)	August 18, 2021
April 21, 2021	September 15, 2021
May 19, 2021	October 20, 2021
June 16, 2021	November 17, 2021
July 21, 2021	December 15, 2021

ADJOURNMENT

Mary Kittlaus

Moved the meeting adjourn at 10:15 am

Carried. 02.17.21-1368


CHAIRMAN


ADMINISTRATION

PINCHER CREEK FOUNDATION - PROFILE 2020
 A Management Body Incorporated in the Province of Alberta
 by Ministerial Order, Registered Under THE Companies Act

Community Housing = 36 Units
 Consisting of:
 Seniors Self Contained 24 Units
 Low Income Family Housing 12 Units

Properties are owned & funded by
 The Province of Alberta and managed by
 the Management Body (PC Foundation)

FUNDING

Tenant Rent: Calculated on 30% of their
 Gross Household Income (RGI)

Provincial Subsidy:
 There is no Foundation money in the
 Community Housing Budget

Operating Surpluses are restricted by the
 Province of Alberta

Deficit Budgets are funded by way of an
 operating grant

Management Fees for services rendered are
 paid to the Management Body(CVL)

AB Government provides a Benchmark Budget
Seniors Housing: Rent is 30% of Gross
 Household Income to a Maximum.
Family Housing: Rent is 30% of Gross
 Household Income or we use the Social Assist.
 Shedule

\$572.60 AVG at Canyon Manor
 \$579.00 AVG at the Cottages
 This includes:
 Heat, Water & Sewer.
 Tenant is responsible for Electricity.
 For CM1- \$50.00 is regained for Electricity Monthly.

Find:Shared/Board PC Foundation/Foundation Profile/
 EXCEL Housing Profile 2020

Crestview Lodge = 50 Units
 A Senior Lodge
 Double Occupancy 6 Units
 Single Occupancy 44 Units

Property owned by the Foundation Housing
 Program delivered by the
 Management Body (PC Foundation)

FUNDING

Resident Rent:
 48.84% Actual (Budgeted 50%)
 Set by the PC Foundation
 Legislated to leave the resident with a
 minimum of \$322/month disposable income,
 after rent.
 2020: Rent \$1375 to \$2113 dependant on size of room.
 2020: Rent for Higher Income Seniors \$1796 to \$2954
 2020: Maximum Gov't Funding to Seniors
 is \$1819 (OAS & CPP)

L.A.P. Grant:
 10% Actual (Budgeted 10%)
 Received from the Province of Alberta
 2020: Fixed per diem is \$13.23

Municipal Requisitions:
 23.19% Actual (Budget 24.50%)
 Based on operating deficit and
 equalized assessments.
 M.D of P.C. 76.42%
 Town of P.C. 22.66%
 Village of Cowley 0.92%

Management Fees:
 6.30% Actual (Budget 5.63%)
 Paid by Social Housing for services rendered
 by Management Body.

Other Income:
 0.0160 Wage Subsidy- PR Deduction Credit
 0.0939 ASHC-Covid 19 Relief - Grants
 0.0046 Investment Interest
 0.0002 Recycling/Donations

 100% Actual

Budgets are prepared by Admin & Approved
 by the Board. Operating Surpluses are retained
 as Reserves.

Alberta SouthWest Regional Alliance

AGENDA Board of Directors Meeting

Wednesday April 7, 2021

Zoom Meeting 7:00pm

<https://us02web.zoom.us/j/82425097417?pwd=TVpzM1dTZktoTlJhK3BJRXdib0RCdz09>

** I will resend this link to your e-mail on the day of the meeting



7:00	1	Call to Order and Welcome	
	2	Approval of Agenda	Decision
	3	Approval of Minutes March 3, 2021	Decision ⇒ Attachment #1
	4	Approval of Cheque Register	Decision ⇒ sent as separate document
7:10	5	Alberta Recovery Plan/Investment and Growth Strategy Presentation and conversation with Tom Mansfield, Executive Director, Regional and Industry Relations Branch Alberta Jobs, Economy, and Innovation	Information /Discussion ⇒ Attachment #2
7:35	6	Review of Operations 2021-2023 Revenue and expenditures for current fiscal year. Project priorities. Projected revenue and expenditures to 2023.	Information/Discussion ⇒ sent as separate document
7:45	7	Executive Director Report	Information ⇒ Attachment #3
7:50	8	Round Table updates Business/community success stories, priorities and other issues	Information/Discussion
8:25	9	Upcoming Board Meetings ➤ May 5, 2021 - TBD ➤ June 2, 2021 – AGM-ideas? ➤ July 7, 2021 - TBD ➤ August 4, 2021 - TBD	
8:30	10	Adjourn	Decision

Thought for the day:

Are we working at home or living at work?




~~~~ATTACHMENT #2~~~~

**Alberta Investment and Growth Strategy**

Reference for presentation/discussion with Regional and Industry Relations Branch  
Alberta Jobs, Economy, and Innovation  
<https://www.alberta.ca/recovery-plan.aspx#economy>  
<https://www.alberta.ca/investment-and-growth-strategy.aspx>

~~~~ATTACHMENT #3~~~~

Executive Director Report February 2021

MEETINGS and PRESENTATIONS

Mar 1: CARES project planning meeting, Zoom
Mar2: "Who's Who in RINSA" on-line conference, Remo
Mar 3: Board meeting, Zoom
Mar 5: SAITI planning meeting with EDL and SouthGrow, Zoom
Mar 5: Information meeting with U of L researcher re: selenium, Microsoft Teams
Mar 6: meeting with Arts Marvel team re: start-up business plans, Zoom
Mar 8: entrepreneur inquiry, phone call
Mar 8: meeting with staff of Tourism Lethbridge, on-site, Lethbridge
Mar 9: interviewed for research project, InnoVisions, phone call
Mar 10: chaired Crown Geotourism Council planning meeting, Zoom
Mar 11: multi-regional planning with GoA, re opportunity profiles template, Microsoft Teams
Mar 11: Y2Y project consultation/advisory committee meeting, Zoom
Mar 12: Green Destinations Awards ceremony, Zoom
Mar 13: investor inquiry, conference call
Mar 15: RINSA meeting, Zoom
Mar 16: Nanton Economic Development Committee meeting, Zoom
Mar 17: interviewed by Travel Alberta researcher, Zoom
Mar 17: EDL AGM, Zoom
Mar 18: chaired REDA managers meeting; presentation from Invest Alberta Corp., Zoom
Mar 18: agri-business planning, SAITI, Microsoft Teams
Mar 18: Glacier National Park community meeting and Superintendent's report, Zoom
Mar 19: Alberta-Ontario project possibility planning, Zoom
Mar 22: BASTION planning, Travel Alberta, Zoom

Mar 24: AlbertaSW EDOs and CAOs regional updates and planning meeting, Zoom

Mar 25: IEDC invitational leadership Round Table, Zoom

Mar 25: Webinar: leveraging ESG for FDI, Zoom

Mar 26: investor inquiry/regional information, Zoom

Mar 29: interviewed by researcher, Foothills Tourism Association, Zoom

Mar 30: investment profiles planning meeting, AlbertaSW and SouthGrow and GoA, Teams

Mar 30: planning meeting with panelists to prepare for EDA Conference presentation

PROJECT MANAGEMENT and REPORTING

- Regional Business License updates; post on website
- Domain management and renewals
- Sign documents for Avail, requesting year-end review
- Complete RINSA updates and reporting
- Financial summary for 2020–2021 year-end
- Operations priorities for 2021-2022
- Responses to investor inquiries received via communities, SAAEP and AlbertaSW websites
- BASTION project planning for 2021
- Crown of the Continent mapguide reprint: Travel Alberta support for upcoming year

REGIONAL PROMOTION

- Invitation: panelist on April 23, at upcoming LGAA Conference
- Invitation: panelist on May 20, at EDA Conference
- Review content on Green Destinations site and Good Travel site
- Approve ad layout for Vacation Country Travel Guide
- Board Bulletin for Mayors and Reeves, MLA, MP and regional distribution list

Alberta SouthWest Bulletin April 2021

Regional Economic Development Alliance (REDA) Update

❖ **UPCOMING: Conference Board of Canada Webinar-Tuesday May 11, 2021 12:00 noon MDT**

The global pandemic and other societal factors have cast a new light on what “good leadership” is. This one-hour session, titled “Leadership Reimagined” is free of charge. Topics include:

- Critical leadership competencies that will gain importance
- Examples of successful organizations that are building leadership capabilities

Contact bev@albertasouthwest.com to request information and registration link.



❖ **EDO and CAO Planning Meeting**

AlbertaSW CAOs, EDOs and Chamber representatives Zoomed in together on March 24 to share ideas and updates. Difficult challenges are being met with successes that come from the dedication and creativity in our communities. Just a few examples:

- CNP has influx of tourism business and new upgrades to Hwy 3;
- Pincher Creek has issued 50 new business licenses;
- Fort Macleod is developing real estate and historic walking tour;
- Cardston has increased demand for campground opportunities;
- Claresholm is a national leader in immigration and job placement.
- And, another “bright idea” ... a photo of Nanton lighting up the Elevator Discovery Centre with holiday lights and movie events!

❖ **AlbertaSW year end and upcoming operations**

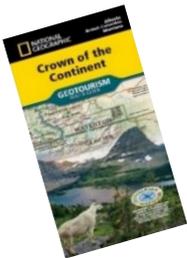
Board reviewed year-end financials, revenue and expenditures and operations, which will be sustainable for the next 2 years, to the end of the current agreement with the Department that ends March 2023. Thank you to all the CAOs, municipal staff, EDOs, EDCs, CFs, Chambers, government, agencies and industry partners that help make our region a success!

❖ **Alberta Recovery, Investment and Diversification Strategies**

Thank you to invited guest, Tom Mansfield, Executive Director, Regional and Industry Relations Branch, Alberta Jobs, Economy, and Innovation who joined the Board meeting to provide an overview of Alberta’s economic development strategies, and goals for diversification and investment attraction.



Details can be found at <https://www.alberta.ca/recovery-plan.aspx>



❖ **2021 reprint of National Geographic Crown of the Continent maps** will be supported by Travel Alberta. This is much appreciated!

Over 1.5M maps have been distributed to local and international travellers.

Alberta SouthWest Regional Economic Development Alliance
International Economic Development Council (IEDC) Accredited Economic Development Organization (AEDO)
Green Destinations Top 100 Sustainable Global Destinations and Top 3 Best of the Americas

Box 1041 Pincher Creek AB T0K 1W0
403-627-3373 (office) 403-627-0244 (cell)
bev@albertasouthwest.com
www.albertasouthwest.com

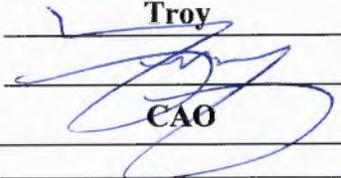


| | DIVISION | LOCATION | APPROACH NUMBER | CONCERN/REQUEST | ASSIGNED TO | ACTION TAKEN | REQUEST DATE | FOLLOW UPDATE | COMPLETION DATE |
|--|----------|----------|-----------------|-----------------------------|-------------|--------------|--------------|---------------|-----------------|
| | | | | Indicates Defered to Spring | | | | | |
| | | | | indicates On the To Do List | | | | | |
| | | | | | | | | | |

Request for Decision of Council

G1b

Council Meeting – 13 April, 2021

| | | | |
|-----------------------------------|-------------|---|------------------|
| TITLE: BF#2224 Lank Bridge | |  | |
| PREPARED BY: CAO | | DATE: 08 April, 2021 | |
| DEPARTMENT: Admin | | | |
| | | ATTACHMENTS: | |
| Department Supervisor | Date | 1. Original Scope in Budget 2021 | |
| APPROVALS: | | | |
| | | Troy | |
| | |  | |
| Department Director | Date | CAO | Date |
| | | | <i>08 Apr 21</i> |

RECOMMENDATION:

That Council approve using MSI to fund the additional funds required to complete this Bridge File this fiscal.

BACKGROUND:

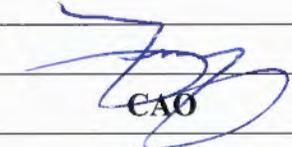
Bridge File #2224 was originally budgeted for \$198,000.00 in our 2021 Budget.
Tender \$229,556 (low bid) plus engineering \$29,048.25 = \$258,604.25 plus land = \$60,604 deficit.

FINANCIAL IMPLICATIONS:

\$60,604.00 of our MSI fund will be allocated to this Bridge file if approved.

| | |
|---|--|
| Project Name | Bridge File 2224 Lank Bridge |
| Project Number | PW-BF-4 |
| Priority | 4 - Medium/High |
| Service Area | Public Works - Bridges |
| Division | Division 4 |
| Project Description | Bridge Maintenance, SW 16-09-01-W5 |
| Project Cost | Engineering and Construction: \$198,000 |
| Funding Sources | Municipal Stimulus Program & Municipal Sustainability Initiative
The MD received MSP Funding. Council approved the use of these funds in resolution 20/325. MSP will be applied to the two approved bridge files (74119 and 2224) to the maximum \$352,447, MSI will be used thereafter (\$16,053). |
| Timeline | Complete in 2021 |
| Rationale for Need | The bridge structure was constructed in 1917 and is in poor condition primarily due to repairs in strip decking, wheel guards, bridge rails and bearings. Council approved this funding by using MSP. |
| Impact on future operating costs | |
| Impact on other departments | |
| Treatment of asset replaced | |
| Implications of deferral | Delay in reconstruction of this bridge will result in further deterioration and road closure. |
| Other options to Recommendation | Previously approved by Council, resolution 20/325 |

Recommendation to Council

| | | | |
|---|----------------------|---|--------------------|
| TITLE: August 2020 Snake Trail Fire | |  | |
| PREPARED BY: Meghan Dobie | | DATE: April 7, 2021 | |
| DEPARTMENT: Finance | | | |
| | | ATTACHMENTS:
1. Invoice #MD-23-20 | |
| Department Supervisor | Date | | |
| APPROVALS: | | | |
|  | <u>April 7, 2021</u> |  | <u>7 Apr. 2021</u> |
| Department Director | Date | CAO | Date |

RECOMMENDATION:

That Council extend the 90 day window by an additional 90 days for balances owed from the August 2020 Snake Trail Fire; and further

That Council direct Administration to work with landowners from the August 2020 Snake Trail Fire regarding insurance coverage/windows; and further

That Council invite the Fire Chief to present on the August 2020 Snake Trail Fire to MD Council and rate payers on May 11, 2021.

BACKGROUND:

- Council made the following resolutions:
 - **Resolution 21/002 (January 12, 2021):**
 - Moved that in regards to the five (5) landowners previously billed for the fire on Snake Trail, which took place in August 2020, that the MD advise that the penalties will be **waived for 90 days** while Council further investigates a more equitable way for future billing that would be of mutual benefit for the community.
 - **Resolution 21/056 (January 26, 2021):**
 - Moved that Council direct members sitting on PCESC to rescind section 4.01.2.1 of PCESC Bylaw 3 as the MD is no longer willing to bill on behalf of PCESC;
 - AND THAT Council direct Administration to recover the costs from PCESC for invoice MD-23-20 either directly or by applying a credit to the levy payment,
 - AND THAT Council direct members sitting on PCESC to review fire response charges specific to MD-23- 20 by answering the following queries:
 - Invoice MD-23-20 outlines the revenue for fire response, what was the cost?

Recommendation to Council

- If the cost of fire response is less than the revenue, why is PCESC generating profit?
 - Is the above cost for fire response reasonable?
 - What of the above cost is already covered through the levy (i.e. part of the approved budget and already funded by MD tax payers)?
 - What cost, if any, is remaining, who should cover that cost and by what means?
 - AND THAT Council direct members sitting on PCESC to review and update the internal processes of PCESC to ensure the process is efficient, fair and equitable,
 - AND FURTHER THAT administration forward the necessary correspondence to the PCESC as discussed.
-
- The 90 window has now passed.
 - **The fire chief is scheduled to present to the Pincher Creek Emergency Services Commission regarding the August 2020 Snake Trail Fire on April 29, 2021.**

FINANCIAL IMPLICATIONS:

TBD

Pincher Creek Emergency Services Commission

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

Invoice

Date 10/16/2020
 Invoice # MD-23-20

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

| Description | Qty | Rate | Amount |
|-------------------------|------|--------|----------|
| August 24, 2020 | | | |
| PINCHER CREEK COMMAND 1 | 6 | 200.00 | 1,200.00 |
| PINCHER CREEK TENDER | 6 | 400.00 | 2,400.00 |
| FIRE - MANPOWER | 6 | 50.00 | 300.00 |
| PINCHER CREEK ENGINE 11 | 6 | 400.00 | 2,400.00 |
| FIRE - MANPOWER | 6 | 50.00 | 300.00 |
| FIRE - MANPOWER | 6 | 50.00 | 300.00 |
| PINCHER CREEK COMMAND 3 | 8 | 200.00 | 1,600.00 |
| LUNDBRECK ENGINE 14 | 8 | 400.00 | 3,200.00 |
| FIRE - MANPOWER | 6 | 50.00 | 300.00 |
| FIRE - MANPOWER | 8 | 50.00 | 400.00 |
| FIRE - MANPOWER | 5 | 50.00 | 250.00 |
| FIRE - MANPOWER | 8 | 50.00 | 400.00 |
| FIRE - MANPOWER | 3 | 50.00 | 150.00 |
| FIRE - MANPOWER | 5 | 50.00 | 250.00 |
| BEAVER MINES ENGINE 31 | 8.5 | 400.00 | 3,400.00 |
| FIRE - MANPOWER | 8.5 | 50.00 | 425.00 |
| FIRE - MANPOWER | 8.5 | 50.00 | 425.00 |
| BEAVER MINES ENGINE 71 | 8.5 | 100.00 | 850.00 |
| PINCHER CREEK ENGINE 43 | 16 | 400.00 | 6,400.00 |
| FIRE - MANPOWER | 16 | 50.00 | 800.00 |
| FIRE - MANPOWER | 23.5 | 50.00 | 1,175.00 |
| FIRE - MANPOWER | 6 | 50.00 | 300.00 |
| PINCHER CREEK ENGINE 61 | 4.5 | 400.00 | 1,800.00 |
| FIRE - MANPOWER | 4.5 | 50.00 | 225.00 |
| FIRE - MANPOWER | 4.5 | 50.00 | 225.00 |
| FIRE - MANPOWER | 4.5 | 50.00 | 225.00 |
| FIRE - MANPOWER | 4.5 | 50.00 | 225.00 |
| Total | | | |

GST/HST No. 762413524

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

Pincher Creek Emergency Services Commission

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

Invoice

Date 10/16/2020
Invoice # MD-23-20

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

| Description | Qty | Rate | Amount |
|---|------|----------|----------|
| August 25, 2020 | | | |
| PINCHER CREEK ENGINE 11 | 11 | 400.00 | 4,400.00 |
| FIRE - MANPOWER | 11 | 50.00 | 550.00 |
| FIRE - MANPOWER | 11 | 50.00 | 550.00 |
| FIRE - MANPOWER | 11 | 50.00 | 550.00 |
| PINCHER CREEK ENGINE 61 | 11 | 400.00 | 4,400.00 |
| FIRE - MANPOWER | 11 | 50.00 | 550.00 |
| LUNDBRECK ENGINE 14 | 7 | 400.00 | 2,800.00 |
| FIRE - MANPOWER | 5 | 50.00 | 250.00 |
| FIRE - MANPOWER | 7 | 50.00 | 350.00 |
| BEAVER MINES ENGINE 31 | 11.5 | 400.00 | 4,600.00 |
| FIRE - MANPOWER | 11.5 | 50.00 | 575.00 |
| FIRE - MANPOWER | 11.5 | 50.00 | 575.00 |
| August 26, 2020 | | | |
| BEAVER MINES ENGINE 31 | 11 | 400.00 | 4,400.00 |
| FIRE - MANPOWER | 11 | 50.00 | 550.00 |
| PINCHER CREEK ENGINE 61 | 7.5 | 400.00 | 3,000.00 |
| FIRE - MANPOWER | 7.5 | 50.00 | 375.00 |
| FIRE - MANPOWER | 7.5 | 50.00 | 375.00 |
| August 27, 2020 | | | |
| PINCHER CREEK ENGINE 61 | 3 | 400.00 | 1,200.00 |
| FIRE - MANPOWER | 3 | 50.00 | 150.00 |
| FIRE - COWLEY FIRE TRUCK - (INVOICE) August 24, 25, 26 | | 6,580.00 | 6,580.00 |
| Responded to grass fire originating in ditch at approximately 8131 - RR 12, MD of Pincher Creek, AB. Event: August 24 - 27, 2020. | | | |
| Total | | | |

GST/HST No. 762413524

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

Pincher Creek Emergency Services Commission

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

Invoice

Date 10/16/2020
Invoice # MD-23-20

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

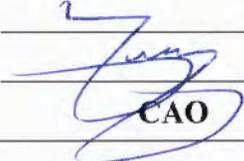
| Description | Qty | Rate | Amount |
|---|-----|------|-------------|
| As requested, below is the percentage breakdown by area provided by the MD of Pincher Creek for each landowner. | | | |
| Property #1: 7.23 66,705 * .0723 = \$ 4,822.77 | | | |
| Property #2: 2.57 66,705 * .0257 = \$ 1,714.32 | | | |
| Property #3: 78.86 66,705 * .7886 = \$52,603.56 | | | |
| Property #4: 6.35 66,705 * .0635 = \$ 4,235.77 | | | |
| Property #5: 1.34 66,705 * .0134 = \$ 893.85 | | | |
| Property #6: 3.65 66,705 * .0365 = \$ 2,434.73 MD | | | |
| TOTAL; \$66,705.00 | | | |
| Total | | | \$66,705.00 |

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

GST/HST No. 762413524

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

Recommendation to Council

| | | | |
|---|---------------|---|---------------------|
| TITLE: Pincher Creek Emergency Services Commission (PCESC) Fire Response – Outstanding Invoices Part 2 | |  | |
| PREPARED BY: Meghan Dobie | | DATE: April 7, 2021 | |
| DEPARTMENT: Finance | | | |
| | | | ATTACHMENTS: |
| Department Supervisor | Date | 1. Invoice #MD-50-20
2. Invoice #MD-05-21 | |
| APPROVALS: | | | |
|  | April 7, 2021 |  | 07 Apr. 2021 |
| Department Director | Date | CAO | Date |

RECOMMENDATION:

In an effort to ensure insurance coverage windows are not missed, That Council direct Administration to bill landowners for fire response as incurred; and further

That Council direct Administration to work with landowners to submit claims to insurance providers; and further

That Council direct Administration to advise landowners, that should they require an adjustment to the amount owed for fire response, to write a letter to MD Council and attach proof of denied insurance coverage; and further

That Council, in an effort to bridge the gap until changes are made at PCESC, direct Administration to refresh Bylaw 1201-10 to adjust for the above said changes and other proposed changes deemed necessary.

- BACKGROUND:**
- The MD is sitting on two fire response invoices from PCESC: Beaver Mines (MD-05-21) and North of Highway 3 (MD-50-20)
 - Council made the following resolution for North of Highway 3 (MD-50-20):
 - **Resolution 21/124 (March 9, 2021):**
 - Moved that Council direct Administration to provide correspondence to the rate payer for fire response charges by PCESC on December 27, 2020;
 - AND THAT the correspondence include that the MD will not issue a bill to the rate payer until such time the review on fire response charges has been completed;

Recommendation to Council

- AND FURTHER THAT Administration contact PCESC advising we will not pay invoice MD-50-20 until the review on fire response charges has been completed.
- The MD has since incurred an additional bill for fire response in Beaver Mines on February 11, 2021 (MD-05-21).
- It has come to Councils attention that fire response charges from PCESC needs to be revisited. However, this process at PCESC is on-going. **Until changes are made at PCESC, the MD will continue to receive fire response invoices.**
- Per MD Bylaw 1201-10, it has been past practice for the MD to act as the “middle-man” by paying the bill to PCESC and then issuing a bill directly to the landowner for the full amount.
- It is a concern, that by delaying billing, landowners may be missing insurance claim deadlines.

FINANCIAL IMPLICATIONS:

TBD

Pincher Creek Emergency Services Commission

Invoice

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

RECEIVED Date 1/11/2021
JAN 20 2021 Invoice # MD-50-20
M.D. OF PINCHER CREEK

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

| Description | Qty | Rate | Amount |
|--|-----|--------|--------------------|
| PINCHER CREEK COMMAND 1 | 6 | 200.00 | 1,200.00 |
| PINCHER CREEK ENGINE 11 | 6 | 400.00 | 2,400.00 |
| FIRE - MANPOWER | 6 | 50.00 | 300.00 |
| FIRE - MANPOWER | 6 | 50.00 | 300.00 |
| FIRE - MANPOWER | 6 | 50.00 | 300.00 |
| FIRE - MANPOWER | 6 | 50.00 | 300.00 |
| LUNDBRECK ENGINE 14 | 6 | 400.00 | 2,400.00 |
| FIRE - MANPOWER | 6 | 50.00 | 300.00 |
| FIRE - MANPOWER | 6 | 50.00 | 300.00 |
| PINCHER CREEK TENDER | 6 | 400.00 | 2,400.00 |
| FIRE - MANPOWER | 6 | 50.00 | 300.00 |
| BEAVER MINES ENGINE 31 | 3 | 400.00 | 1,200.00 |
| FIRE - MANPOWER | 3 | 50.00 | 150.00 |
| FIRE - MANPOWER | 3 | 50.00 | 150.00 |
| Responded to _____, MD of Pincher Creek, Alberta on December 27, 2020. | | | |
| Total | | | \$12,000.00 |

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

GST/HST No. 762413524

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

Pincher Creek Emergency Services Commission

Invoice

Pincher Creek, AB T0K 1W0

RECEIVED

APR 6 2021

Date 3/23/2021
 Invoice # MD-05-21

| | |
|---|-----------------------|
| Invoice To | M.D. OF PINCHER CREEK |
| M.D. of Pincher Creek No.9
Box 279
Pincher Creek, AB
T0K 1W0 | |

| Description | Qty | Rate | Amount |
|--|-----|--------|------------|
| PINCHER CREEK COMMAND 1 | 2 | 200.00 | 400.00 |
| PINCHER CREEK COMMAND 2 | 0 | 200.00 | 0.00 |
| FIRE - MANPOWER | 2 | 50.00 | 100.00 |
| PINCHER CREEK ENGINE 15 | 0 | 400.00 | 0.00 |
| FIRE - MANPOWER | 2 | 50.00 | 100.00 |
| FIRE - MANPOWER | 2 | 50.00 | 100.00 |
| FIRE - MANPOWER | 2 | 50.00 | 100.00 |
| PINCHER CREEK TENDER | 0 | 400.00 | 0.00 |
| FIRE - MANPOWER | 2 | 50.00 | 100.00 |
| BEAVER MINES ENGINE 31 | 3.5 | 400.00 | 1,400.00 |
| FIRE - MANPOWER | 3.5 | 50.00 | 175.00 |
| FIRE - MANPOWER | 3.5 | 50.00 | 175.00 |
| FIRE - MANPOWER | 3.5 | 50.00 | 175.00 |
| Responded to a structure fire at _____, AB on February 11, 2021. | | | |
| Total | | | \$2,825.00 |

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

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

GST/HST No. 762413524

Pincher Creek Emergency Services Commission

Fire Rescue Report

| | | | | | | |
|--|--|-----------------------|-----------------------|-------------|------------------------|------------------|
| Date of Service (Y/M/D)
2021/02/11 | | Responded To | | | | |
| Time Received
0926 | Time Responded | Arrived On Scene | Left Scene | At Station | In Service
1124 | Total Hrs
158 |
| DRIVER Surname
B L | | | Given Name | | | |
| DRIVER Mailing Address | | | City
Pincher Creek | Prov.
AB | Postal Code
T0A 0A0 | |
| Other Phone | | Police Name/No | | Detachment | | |
| 187 | | | | | | |
| Respond for reports of garage on fire | | | | | | |
| - arrive on scene scene to find Engine 31 on scene fire knocked down | | | | | | |
| - Charlie side to Charlie-Delta corner area of fire involvement | | | | | | |
| - Complete extension and hot spot | | | | | | |
| very out w/ Thermal imager | | | | | | |
| spot fire directly behind and above wall | | | | | | |
| TEMP: | - 31 mounted boiler/water-heater extension | | | | | |
| WIND: | into shelving above and ceiling above | | | | | |
| REL. HUMIDITY: | shelving. Fire contained to C-D corner | | | | | |
| went through wall, to exterior wall | | | | | | |
| Engine 11 | Engine 15 | Tender 1 | Rescue | Ambulance 1 | | |
| Engine 12 | Engine 31 / Engine 71 | Command 1 | LT 1 | Ambulance 2 | | |
| Engine 14 | Engine 61 | Command 2 / Command 3 | | Ambulance 3 | | |

Completed By: [Signature]

Additional Information on Reverse

MLD-UB

Pincher Creek Emergency Services Commission

Fire Rescue Report

| | | | | | | | |
|---------------------------------|----------------|------------------|-----------------------|------------|-------------|-------------|-----|
| Date of Service (Y/M/D) | | Responded To | | | | | |
| 2021/02/11 | | | | | | | |
| Dispatch Time | Time Responded | Arrived On Scene | Left Scene | At Station | In Service | Total Hrs | |
| 13:10 | 3:15 | 13:20 | 14:40 | 14:45 | 14:30 | 2.0 hrs | |
| DRIVER: Surname | | | | Given Name | 15:00 | | |
| DRIVER: Mailing Address | | | | City | Prov. | Postal Code | |
| Home Phone | Other Phone | | Police Name/No | | Detachment | | |
| Event Number | | | | | | | |
| Garage Fire
still smoldering | | | | | | | |
| TEMP: | | | | | | | |
| WIND: | | | | | | | |
| REL. HUMIDITY: | | | | | | | |
| Engine 11 | Engine 15 | | Tender 1 | | Rescue | Ambulance 3 | |
| Engine 12 | Engine 31 | | Command 1 | | Ambulance 1 | | |
| Engine 14 | Engine 43 | | Command 2 / Command 3 | | Ambulance 2 | | |
| MEMBER | Unt | Init | Hrs | MEMBER | Unt | Init | Hrs |

Additional Information on Reverse

[Handwritten Signature]

Pincher Creek Emergency Services Commission

Fire Rescue Report

| | | | | |
|------------------------|-------------|----------------|------------|-------------|
| DRIVER Mailing Address | | City | Prov. | Postal Code |
| Home Phone | Other Phone | Online Address | Department | |

Event Number F21010244

Called to assist Beaver Mines on a possible re-igniting of Garage fire. Beaver Mines confirmed no active fire Eng 15 can stage at P.C Hall.

TEMP: -23°

WIND: SE 8 km/hr

REL. HUMIDITY: 57%

| | | | | |
|-----------|----------------------|-----------------------|--------|-------------|
| Engine 11 | Engine 15 Staged | Tender 1 | Rescue | Ambulance 1 |
| Engine 12 | Engine 31 / Engine 7 | Command 1 | LT 1 | Ambulance 2 |
| Engine 14 | Engine 61 | Command 2 / Command 3 | | Ambulance 3 |

MEMBER Unit Inv. Location

MD-05-21

Lethbridge Fire/EMS Dispatch Incident Report

CAD Event #: F21010187

Incident Date: 02-11-2021 09:26:29

Clear Time: 02-11-2021 12:25:44

Common Place Name:

Address: , BEAVER_MINES

Cross Streets:

Type of Incident: 69D06 - STRUCTURE FIRE RESIDENTIAL (SINGLE)

Complainant Name: AB0439 LTE BURMIS

Complainant Phone: 4036279339

Complainant Address: NE 3 7 2 W5 M.D._OF_PINCHER_CREEK_NO.

Weather Conditions: MOSTLY SUNNY

Wind Direction: WSW

Wind Speed: 11

Temperature: -35

Humidity: 65

CAD Operator Notes:

09:26:29 HOUSE 101 5 ST

09:26:29 Problem: GARAGE ON FIRE

09:26:29 Chief Complaint: Building/Structure collapse into water

09:26:29 KQ: 1: The caller is on scene (2nd party).

09:26:29 KQ: 2: Flames are visible.

09:26:29 KQ: 3: The incident involves a single-family residential structure.

09:26:29 KQ: 4: A single-level structure is involved.

09:26:43 DETACHED GARAGE

09:27:00 KQ: 5: No one is trapped inside the structure.

09:27:00 KQ: 6: The exact location of the fire is: DETACHED GARAGE

09:27:00 KQ: 7: No one is reported to be injured.

09:28:19 BELEIVES IT IS A SPACE HEATER

09:46:39 WORKING STRUCTURE FIRE, BURN THROUGH ON C SIDE, FLAMES KNOCKED DOWN, EXTENDED

09:46:39 INTO THE ROOF, ONLY STRUCTURE INVOLVED IS THE GARAGE

09:58:30 FIRE UNDER CONTROL, JUST MOPPING UP

09:58:41 2021/02/11 09:58:41 Situation Under Control for set Incident Command Times.

10:39:08 2021/02/11 10:39:08 Loss Stopped for set Incident Command Times.

10:39:10 2021/02/11 10:39:10 All Out for set Incident Command Times.

| | | |
|----------|----|---------------------|
| BVMFE31 | DP | 02-11-2021 09:40:26 |
| | ER | 02-11-2021 09:40:36 |
| | AR | 02-11-2021 09:40:39 |
| | RS | 02-11-2021 10:45:03 |
| | AV | 02-11-2021 12:25:44 |
| BVMFPAGE | DP | 02-11-2021 09:27:15 |
| | AK | 02-11-2021 09:28:06 |
| | AS | 02-11-2021 09:40:47 |

Lethbridge Fire/EMS Dispatch Incident Report

CAD Event #: F21010244

Incident Date: 02-11-2021 13:09:57

Clear Time: 02-11-2021
18:17:12

Common Place Name:

Address: , BEAVER_MINES

Cross Streets:

Type of Incident: 69D07 - STRUCTURE FIRE LARGE NON-DWELLING BUILDING/STRUCTURE

Complainant Name: NICOLE - PINCHER FIRE

Complainant Phone:

Complainant Address:

Weather

Conditions:

Wind Direction:

Wind Speed:

Temperature:

Humidity:

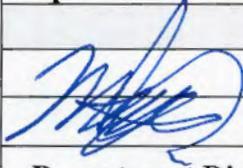
CAD Operator

Notes:
 13:09:57 SAME FIRE THAT THEY ATTENDED EARLIER
 13:09:57 THE HOME OWNER CALLED NICOLE AND SAID THE GARAGE IS SMOULDERING AGAIN
 13:09:57 REQUESTING THAT BEAVER MINES ATTEND
 13:11:48 BEAVER MINES KEVIN AND CAM RESPONDING TO THE HALL

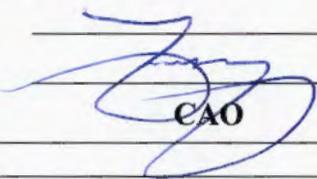
| | | |
|-----------------|----|---------------------|
| BVMFE31 | DP | 02-11-2021 13:26:24 |
| | ER | 02-11-2021 13:26:29 |
| | AR | 02-11-2021 13:29:18 |
| | RS | 02-11-2021 14:13:10 |
| | AV | 02-11-2021 14:34:48 |
| BVMFPAGE | DP | 02-11-2021 13:10:11 |
| | AK | 02-11-2021 13:11:39 |
| | ER | 02-11-2021 13:27:42 |
| | AS | 02-11-2021 13:27:53 |
| PCFE15 | DP | 02-11-2021 13:27:24 |
| | ER | 02-11-2021 13:27:48 |
| | AR | 02-11-2021 14:13:06 |
| | AV | 02-11-2021 18:17:04 |
| PCFPAGE | DP | 02-11-2021 13:10:12 |
| | AS | 02-11-2021 13:11:08 |

| | | |
|----------------|----|---------------------|
| PCFC01 | DP | 02-11-2021 09:30:10 |
| | ER | 02-11-2021 09:30:16 |
| | AR | 02-11-2021 09:40:11 |
| | RS | 02-11-2021 10:39:16 |
| | AV | 02-11-2021 11:44:41 |
| PCFE15 | DP | 02-11-2021 09:38:51 |
| | ER | 02-11-2021 09:39:05 |
| | AR | 02-11-2021 09:52:56 |
| | RS | 02-11-2021 10:42:04 |
| | AV | 02-11-2021 11:44:32 |
| PCFPAGE | DP | 02-11-2021 09:27:16 |
| | AK | 02-11-2021 09:29:54 |
| | AS | 02-11-2021 09:40:54 |
| PCFT01 | DP | 02-11-2021 09:39:52 |
| | ER | 02-11-2021 09:40:01 |
| | AR | 02-11-2021 09:56:40 |
| | RS | 02-11-2021 10:42:45 |
| | AV | 02-11-2021 11:44:37 |

Recommendation to Council

| | | | |
|--|-------------------------------------|---|---|
| TITLE: 2021 Tax Rate Bylaw | |  | |
| PREPARED BY: Meghan Dobie | | DATE: April 6, 2021 | |
| DEPARTMENT: Finance | | | |
| Department Supervisor | | | ATTACHMENTS:
1. Bylaw No. 1328-21
2. 2021 Property Tax Discussion
3. Requisitions – ASFF, DIP, PCF, PCESC |
| APPROVALS: | | | |
| 

Department Director | Apr 7, 2021

Date | 

CAO | 08 Apr. 2021

Date |

RECOMMENDATION #1:

That Council transfer the increase to the Municipal Tax Levy of \$47,634 to the tax rate stabilization reserve (6-12-0-735-6735).

RECOMMENDATION #2:

That Council pass first, second and third reading for Bylaw 1328-21.

BACKGROUND:

See 2021 Property Tax Discussion (Attached) for full detail.

Background Highlights:

- The 2021 Budget included a 2% increase to tax revenue applied to all assessment classes. This resulted in a Municipal Tax Levy of 12,474,010.
- The MD continues to face write-offs on Grant in Place of Taxes and other Non-Residential Tax rolls.
- The ICF is included in the 2021 budget. The actual contributions are aligning with budget projections due to COVID-19. Contributions will likely increase over the next 5 years and will be factored in during budget conversations.
- It has been recommended that Council revise tax rates from the proposed rates set out in the 2021 budget.

Recommendation to Council

- Under the revised recommendation, the Municipal Tax Levy will change by \$47,634 from \$12,474,010 to **12,521,644**. It is recommended Council transfer this surplus to the tax rate stabilization reserve to continue to offset recurring non-residential tax and GIPOT write-offs.

2021 Requisitions are as follows:

- Alberta School Foundation Fund (ASFF) requisition for 2021 is **\$2,772,272.28**
- Designated Industrial Property (DIP) requisition for 2021 is **\$72,571.21**
- PC Foundation (PCF) requisition for 2021 is **\$320,363.89**
- PC Emergency Services Commission (PCEC) requisition for 2021 was set at \$738,432.67. However the MD continues to work with the Commission on the best approach to fund reserves. Therefore, the MD will not levy this as part of Municipal taxes. Any contributions to the PCEC reserves in 2020 will come from MDs PCEC reserve (currently at 100k). Therefore the MD has revised the requisition to **\$597,801.31**.

FINANCIAL IMPLICATIONS:

Noted Above

**MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
BYLAW NO. 1328-21**

A BYLAW TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY WITHIN THE MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9 FOR THE 2021 TAXATION YEAR.

WHEREAS, the Municipal District of Pincher Creek No. 9 has prepared and adopted detailed estimates of municipal revenue, expenses and expenditures as required, at the Council meeting held on November 24, 2020; and

WHEREAS, the estimated municipal revenues from all sources other than taxation is estimated at \$12,130,074; and

WHEREAS, the estimated municipal expenses (excluding non-cash items) set out in the annual budget for the Municipal District of Pincher Creek No. 9 for 2021 total \$12,083,285; and

WHEREAS, the estimated amount required for current year capital expenditures is \$11,440,574; and

WHEREAS, the estimated amount required to repay principal debt is \$368,790; and

WHEREAS, the estimated amount required for future financial plans to be raised by municipal taxation is \$2,416,399; and

WHEREAS, the estimated amount transferred from reserves is \$1,657,330; and

WHEREAS, the total amount to be raised by general municipal taxation is \$12,521,644; and

WHEREAS, the requisitions are:

| | |
|--|-----------|
| Alberta School Foundation Fund (ASFF) | |
| Residential and Farmland | 1,592,785 |
| Non-Residential | 1,179,487 |
| Pincher Creek Foundation (PCF) | 320,364 |
| Pincher Creek Emergency Services Commission (PCESC) | 597,801 |
| Designated Industrial Property (DIP) | 72,571 |

NOW THEREFORE, under the authority of the *Municipal Government Act*, the Council of the Municipal District of Pincher Creek No. 9, in the Province of Alberta, enacts as follows:

1. That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property as shown on the assessment roll of the Municipal District of Pincher Creek No. 9:

| General Municipal | Tax Levy | Assessment | Tax Rate |
|---|-----------------|-------------------|-----------------|
| Residential | 2,661,366 | 565,862,810 | 4.7032 |
| Farmland | 408,762 | 58,806,200 | 6.9510 |
| Non-Residential: | | | |
| Designated Industrial Property (DIP): | | | |
| Electrical Co-Generation | 4,659,597 | 482,015,590 | 9.6669 |
| Linear | 2,498,292 | 258,437,780 | 9.6669 |
| Machinery & Equipment | 1,725,387 | 178,484,030 | 9.6669 |
| Land Improvements | 303,687 | 31,415,160 | 9.6669 |
| Machinery & Equipment | 8,804 | 910,700 | 9.6669 |
| Other Non-Residential | 161,954 | 16,753,410 | 9.6669 |
| Small Commercial | 88,695 | 9,686,230 | 9.1568 |
| Minimum Tax | 5,100 | | |
| Total | \$12,521,644 | 1,602,371,910 | |
| Alberta School Foundation Fund | | | |
| Residential and Farmland | 1,592,785 | 624,669,010 | 2.5498 |
| Non-Residential | 1,179,487 | 315,091,900 | 3.7433 |
| Pincher Creek Foundation | 320,364 | 1,602,371,910 | 0.1999 |
| Pincher Creek Emergency Services | 597,801 | 1,602,371,910 | 0.3731 |
| Designated Industrial Property | 72,571 | 950,352,560 | 0.0764 |
| Grand Total | \$16,284,652 | | |

2. That the minimum amount payable per parcel as property tax for general municipal purposes shall be \$20.00 per tax roll.
3. This bylaw shall take effect on the date of the third and final reading and has been signed in accordance with the *Municipal Government Act*.

READ a first time on this ___ day of _____, 2021.

READ a second time on this ___ day of _____, 2021.

READ a third time on this ___ day of _____, 2021.

Reeve

Chief Administrative Officer

2021 Property Tax Discussion

Provided to Council on April 13, 2021

2021 Approved Budget

The 2021 budget was approved at the Council meeting held on November 24, 2020. The budget included several initiatives:

- A 2% increase to **tax revenue** applied to all assessment classes: Residential, Farmland, Small Commercial and Non Residential
- A Municipal Tax Levy equal to \$12,474,010
- Real growth of \$1M was considered in the Non-Residential class as a result of additional assessment on electric power generation.

2021 Live Assessment

Table 1 – Live Assessment

| | 2021 Assessment | 2020 Assessment* | % Change |
|--------------------------------|-----------------|------------------|----------|
| Residential | 565,862,810 | 549,262,370 | 2.93% |
| Farmland | 58,806,200 | 58,807,100 | 0.00% |
| Designated Industrial Property | 950,352,560 | 855,498,970 | 9.98% |
| Small Commercial | 9,686,230 | 9,282,220 | 4.17% |
| Non-Res Other | 17,664,110 | 19,804,780 | -12.12% |
| Total | 1,602,371,910 | 1,492,655,440 | |

*2020 assessment is based on finalized assessment, not the assessment as seen in the 2020 tax rate bylaw.

Real Growth

The Designated Industrial Property assessment increased by approximately \$94.8M. This increase is mainly due to \$108M of real growth (new assessment) as a result of Enel-Riverview offset slightly by a \$13M decrease on Enel-Castle Rock Ridge Limited.

The tax revenue generated from real growth is in-line with the projections set out in the 2021 Budget.

Grant in Place of Taxes

Grant in Place of Taxes (GIPOT) is property in the municipality that the Crown has interest in. In other words, the Crown owns land, but the municipality provides a service and therefore the property shall be considered when calculating municipal taxes. It has been identified in the Provincial budget that applications will be paid out at approximately 50%, however we are not to adjust or reduce our tax notices. GIPOT is estimated to be \$16,000 with approximately \$8,000 uncollectable.

Inter-Collaboration Framework (ICF)

The MD entered into an ICF agreement with the Town of Pincher Creek. Included in this agreement is funding for:

- Recreation Related Services - agreed to calculate the cost sharing of these services based upon **previous year** actual net operating costs using a split 66.6/33.3 formula (first year 29.1%).
- Community Investment Fund - agreed to calculate the cost sharing of these services based upon **previous year** actual net operating costs using a split 75/25 formula.
- Cemetery - agreed to calculate the cost sharing of these services based upon **current year** actual net operating costs using a split 50/50 formula.

Table 2 – ICF Summary

| | 2021 Actuals | 2021 Budget | Change |
|-----------------------------|----------------|-------------|----------------|
| Recreation Related Services | 320,202 | 359,300 | 39,098 |
| Community Investment Fund* | 55,892 | 35,410 | (20,482) |
| Cemetery | <i>Pending</i> | 55,140 | <i>Pending</i> |

*Includes RCMP and Lebel Mansion

2021 Tax Bylaw – COVID-19 Consideration

In 2020, MD Council opted not to increase taxes and revise the 2020 operating budget as a measure to support and financially assist rate payers through the economic hardship of COVID-19.

In 2021, the COVID-19 pandemic continues to present economic challenges. Due to these continuing economic challenges, it has been recommended that Council slightly revise tax rates from the proposed 2021 Budget. The recommended changes are as follows:

- 0% to tax rates for Residential and Small Commercial
- 2% increase to tax rates for Farmland
- 3.5% increase to tax rates for Non-Residential

It should be noted that when comparing tax rates to other Municipal Districts in Alberta, both Farmland and Non-Residential are well below the average:

<https://open.alberta.ca/opendata/municipal-financial-and-statistical-data>.

The Municipal Tax Levy **will change by \$47,634** from \$12,474,010 to 12,521,644. It is recommended Council transfer this surplus to the tax rate stabilization reserve to continue to offset recurring non-residential tax and GIPOT write-offs.

Summary

Table 3 – Summary of Adjustments

| | Recommendation | Budget | Over/Under |
|-----------------------|----------------|------------|------------|
| Residential | 2,661,366 | 2,634,780 | 26,586 |
| Farmland | 408,762 | 408,620 | 141 |
| DIP and Non Res Other | 9,357,721 | 9,338,810 | 18,910 |
| Small Commercial | 88,695 | 86,700 | 1,995 |
| Min Tax | 5,100 | 5,100 | - |
| Total | 12,521,644 | 12,474,010 | 47,634 |

Projected Tax Rates

Table 4 – Recommendation Tax Rates (rounded 000's)

| | 2021 Tax Rate | 2020 Tax Rate | Tax Rate Change |
|-----------------------|---------------|---------------|-----------------|
| Residential | 4.7032 | 4.7032 | 0.00% |
| Farmland | 6.9510 | 6.8146 | 2.00% |
| DIP and Non Res Other | 9.6669 | 9.3400 | 3.50% |
| Small Commercial | 9.1568 | 9.1568 | 0.00% |

If the tax rate change is 0, but the tax revenue has increased, it is because the live assessment has increased from prior year.

Requisitions

Table 5 – Requisition Summary

| | 2021 Actual | 2020 Actual |
|--|-------------|-------------|
| Alberta School Foundation Fund | 2,772,272 | 2,795,866 |
| Pincher Creek Foundation | 320,364 | 321,997 |
| Pincher Creek Emergency Services Commission* | 597,801 | 492,965 |
| Designated Industrial Property | 72,571 | 65,244 |

*Transfer to reserves will not be levied as part of the PCESC requisition.

Key Dates

Property Tax timelines are extremely tight. Please keep these dates in mind.

- March 23rd - Tax revenue recommendation confirmed in Council Committee
- April 13th (Today) - All 3 readings to pass 2021 Tax Bylaw
- April 23rd - Tax Notices mailing deadline

Municipal Levy - Live Examples

Below examples do not include requisitions.

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

Residential Example

Table 6a – Residential Example

| | 2021 | 2020 | Change |
|---------------------|---------|---------|--------|
| Assessment | 374,200 | 371,100 | 0.84% |
| Tax Rate | 4.7032 | 4.7032 | 0.00% |
| Municipal Tax Levy* | 1,760 | 1,745 | 0.84% |

Farmland Example

Table 6b – Farmland Example

| | 2021 | 2020 | Change |
|---------------------|--------|--------|--------|
| Assessment | 34,400 | 34,400 | 0.00% |
| Tax Rate | 6.9510 | 6.8146 | 2.00% |
| Municipal Tax Levy* | 239 | 234 | 2.00% |

Small Commercial Example

Table 6c – Small Commercial Example

| | 2021 | 2020 | Change |
|---------------------|---------|---------|--------|
| Assessment | 309,300 | 307,200 | 0.68% |
| Tax Rate | 9.1568 | 9.1568 | 0.00% |
| Municipal Tax Levy* | 2,832 | 2,812 | 0.68% |

Non-Residential Examples

Table 6d – Non-Residential Example (Electric Power Generation)

| | 2021 | 2020 | Change |
|---------------------|------------|------------|--------|
| Assessment | 65,130,100 | 67,803,370 | -3.94% |
| Tax Rate | 9.6669 | 9.3400 | 3.50% |
| Municipal Tax Levy* | 629,606 | 633,283 | -0.58% |

Table 6e – Non-Residential Example (Linear Pipelines and Wells)

| | 2021 | 2020 | Change |
|---------------------|-----------|-----------|---------|
| Assessment | 2,409,430 | 2,926,840 | -17.68% |
| Tax Rate | 9.6669 | 9.3400 | 3.50% |
| Municipal Tax Levy* | 23,292 | 27,337 | -14.80% |

It is possible unique situations are present within each tax assessment class. Tax levy consideration is done at the assessment class level, not on individual rolls. If tax payers have concerns, please direct them to the administration office.

**2021 EDUCATION PROPERTY TAX REQUISITION
FOR
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9**

PAYMENT TO ALBERTA SCHOOL FOUNDATION FUND (ASFF)

| Assessment Class | Basic Rate (1) | Equalized Assessment (2) | ASFF Requisition (1) x (2) / 1,000 |
|--------------------------|----------------|--------------------------|------------------------------------|
| Residential and Farmland | \$ 2.56 | \$ 569,143,583 | \$ 1,457,007.57 |
| Non-Residential | \$ 3.76 | \$ 312,011,657 | \$ 1,173,163.83 |
| Machinery & Equipment | \$ 0.00 | \$ 182,130,210 | \$ 0.00 |
| Total | | | \$ 2,630,171.40 |

PAYMENT TO HOLY SPIRIT RCSR

| Assessment Class | Basic Rate (1) | Equalized Assessment (2) | Opted Out Requisition (1) x (2) / 1,000 |
|--------------------------|----------------|--------------------------|---|
| Residential and Farmland | \$ 2.56 | \$ 53,038,223 | \$ 135,777.85 |
| Non-Residential | \$ 3.76 | \$ 1,681,657 | \$ 6,323.03 |
| Machinery & Equipment | \$ 0.00 | \$ 0 | \$ 0.00 |
| Total | | | \$ 142,100.88 |

Total 2021 Property Taxes for Education: \$ 2,772,272.28

(A) 1,592,785 (B) 1,179,487

Report created on Mar 23, 2021.

This document is an unofficial summary of your municipality's 2021 education property tax requisition.

The official statement is provided to you by Alberta Education in the form of the 2021 "Statement of Intent."

The initial requisition communicated on February 25, 2021 is based on equalized assessment as of January 15, 2021. Any changes to the 2021 equalized assessment made after January 15 will be reflected in a future quarterly invoice provided by Alberta Education.

MERO is currently under system maintenance which may impact the calculation of requisitions for ASFF and opted out school boards. It is important to note that the overall requisition is correct. Please refer to the Statement of Intent for accurate ASFF and opted out requisition amounts.

Instructions on how to use the Local Education Tax Rate Calculator can be found on the 'Welcome to MERO' page under Education Requisition Information.

For MERO access concerns, please contact the milenet Security Administrator at milenetmail@gov.ab.ca or by calling 780-422-8074. Toll-free by first dialing 310-0000 and then the number.

Please direct any questions regarding invoicing or payment of the requisition to Blits Agustin, Finance Officer, Alberta Education at 780-422-2848.

For any other questions regarding the calculation of your 2018 education property tax requisition, please contact the Grants and Education Property Tax Branch at 780-422-7125.

March 31, 2021

Mr. Troy MacCulloch
Chief Administrative Officer
Municipal District of Pincher Creek No. 9
PO Box 279
Pincher Creek, Alberta, T0K 1W0

Dear Chief Administrative Officer:

Subject: 2021 Tax Year - Designated Industrial (DI) Property Tax Requisition

Legislated changes within the *Municipal Government Act (MGA)* require the cost of centralization of DI Property assessments recovered through a requisition paid by the DI property assessed persons.

The 2021 provincial uniform requisition tax rate for all DI property assessment was set at **\$0.0766** per \$1,000 of DI property assessment as per Ministerial Order No. MAG:010/21.

If the total requisition amount is less than \$1,000 for a municipality, there will be no requirement to remit payment, but it still must be applied to the DI property owners' tax bill.

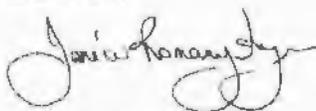
The details of the requisition amount and any balance forward from the 2020 requisition for your municipality is included in the attached notice.

A reconciled notice will be sent to municipalities in early 2022 and will reflect DI property assessment changes that occurred in the year as a result of an amendment, Municipal Government Board decisions, or a supplementary assessment. Credit balances or balances owing will be reflected on the 2022 requisition payable by the municipality.

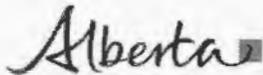
If you have any questions about the requisition, please contact Ken Anderson, Manager, Finance and Administration at (780) 427-8962 or email at ken.anderson@gov.ab.ca.

We look forward to maintaining a strong working relationship as we move forward with centralization.

Sincerely,



Janice Romanyshyn
Provincial Assessor
Assessment Services Branch
Attachment



Alberta Municipal Affairs

Municipal Code: 0251
Municipality: Municipal District of Pincher Creek No. 9
 PO Box 279
 Pincher Creek, Alberta, T0K 1W0

Notice Date: 3/31/2021
Tax Year: 2021
Due Date: 30 days from Municipal tax due date

2021 Designated Industrial (DI) Property Tax Requisition Notice

| | |
|--|---|
| PLEASE MAKE CHEQUES PAYABLE TO GOVERNMENT OF ALBERTA
AND MAIL TO:

Alberta Municipal Affairs
Provincial Assessor's Office
Assessment Services Branch
15 TH Floor Commerce Place
10155 - 102 Street NW
Edmonton AB T5J 4L4
Canada | THIS DOCUMENT IS ISSUED BY:

Alberta Municipal Affairs
Provincial Assessor's Office
Assessment Services Branch
15 TH Floor Commerce Place
10155 - 102 Street NW
Edmonton AB T5J 4L4
Canada
Ph: 780-422-1377 |
|--|---|

| Ministerial Order Number | Remittance Balance from Previous Years | 2020 AY* DI Property Assessment | 2021 DI Property Tax Requisition | Tax Rate Per \$1,000 | Refund | Government Policy Credit | 2020 Remittance Credits | Balance on Requisition |
|--------------------------|--|---------------------------------|----------------------------------|----------------------|--------|--------------------------|-------------------------|------------------------|
| MAG:010/21 | \$ -225.80 | \$ 950,352,560 | \$ 72,797.01 | 0.0766 | | | | \$ 72,571.21 |

- Notes:
- 2020 AY* = 2020 Assessment Year
 - All taxable designated industrial property is subject to the requisition.
 - The tax rate set by the Minister must be the rate applied. **Do not adjust the rate.**
 - Machinery and equipment exempted from taxation by municipal bylaw under Section 364(1.1) of the *Municipal Government Act* is not subject to the DI Requisition.
 - Properties, where GIPDT is paid, are not subject to the DI Requisition.
 - Government Policy Credit reflects: 2021 requisitions under \$1,000 cancelled, and/or Designated Industrial Requisition Credit (DIRC).
 - If the 2021 DI Property Tax Requisition amount is less than \$1,000 for a municipality, there will be no requirement to remit payment, but it still must be applied to the DI property owner's property tax notice.
 - A minus (-) symbol in the "Balance on Requisition" box indicates a credit balance.



Pincher Creek Foundation

"Providing Safe & Affordable Housing for Seniors for over 50 years"

Crestview Lodge Canyon Manor Willow Court Cottages
Canyon Cottages Family Social Housing

RECEIVED

MAR - 4 2021

M.D. OF PINCHER CREEK

March 02, 2021

INVOICE

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

Attention: Meghan Dobie, Director of Finance

RE: CRESTVIEW LODGE 2021 REQUISITION

INVOICE: 2021 Equalized Assessment

Mill Rate:

\$1,505,517,310
X .212793

2021 REQUISITION

\$ 320,363.89

Pincher Creek Foundation
Crestview Lodge



Crestview Lodge Canyon Manor Willow Court Cottages
Canyon Cottages Family Social Housing

Pincher Creek Foundation

"Providing Safe & Affordable Housing for Seniors for over 50 years"

March 02, 2021

Meghan Dobie, CPA, CMA
Director of Finance
Municipal District of Pincher Creek No. 9
Box 279, Pincher Creek, Alberta T0K 1W0

Dear Meghan,

RE: 2021 REQUISITION INVOICE - Crestview Lodge

The Board of Directors of the Pincher Creek Foundation has approved the 2021 requisition & mill rate by Motion at the last regular Board meeting on February 24, 2021.

The 2021 requisition for Crestview Lodge has been calculated in accordance with Section 7 of the Alberta Housing Act (RSA 2000), based on the 2020 equalized assessment figures provided to us.

A copy of the 2021 Requisition calculations is enclosed for your records.

The amount owing to the Pincher Creek Foundation is as follows:

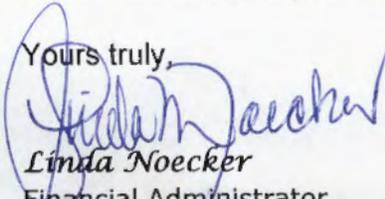
| | |
|---|---------------------|
| 2021 Requisition for the MD of Pincher Creek No. 9: | \$320,363.89 |
|---|---------------------|

As per section 7(5) of the Alberta Housing Act, please forward your payment to the Foundation within 90 days.

As soon as we receive our 2020 Audited Financial Statements for Crestview Lodge, approved by the Board, we will send them to you.

Please contact us if you have any further questions.

Yours truly,



Linda Noecker

Financial Administrator
Pincher Creek Foundation
Crestview Lodge/Community Housing
Phone: EXT 3
finance@pcfoud.ca



Pincher Creek Emergency Services Commission

RECEIVED

JAN 15 2021

M.D. OF PINCHER CREEK

MD of Pincher Creek # 9
1037 Herron Avenue
Pincher Creek, Alberta
TOK 1W0

January 14, 2021

SUBJECT: 2021 Pincher Creek Emergency Services Commission Levy-

Attention: Troy Mac Culloch

Dear, Mr. Mac Culloch

The Pincher Creek Emergency Services Commission Board approved a budget for the Pincher Creek Emergency Services Commission for 2021 with resolution 2020/ 161 at the Regular Meeting held December 17, 2020.

The levy portion has been calculated using the current approved process defined in the Commission's bylaws. The levy percentage for the MD of Pincher Creek No. 9 for 2021 is 63.12%.

The levy calculation for the capital portion is as follows:

| | | |
|---------------------|-------------|-------------|
| 2021 Capital Budget | \$57,000.00 | |
| \$57,000.00 x .6312 | | \$35,978.40 |

The levy calculation for the operations portion is as follows:

| | | |
|------------------------|----------------|-------------------------|
| 2021 Operations Budget | \$1,112,887.00 | |
| \$1,112,887.00 x .6312 | | \$702,454.27 |
| | | \$738,432.67 |

less Reserves TOTAL 222,800

| |
|----------------|
| <u>890,087</u> |
| x .6312 |

561,822.91

597,801.31

New Levy





Pincher Creek Emergency Services Commission

The Levy to be paid is divided into 4 payments and are due on the following:

| | |
|--------------|--------------|
| January 31 | \$184,608.16 |
| March 31 | \$184,608.16 |
| June 30 | \$184,608.16 |
| September 30 | \$184,608.19 |

149,450.33

Please call if you have any questions.

Yours Truly,

David Cox

Chief

Pincher Creek Emergency Services Commission



AES, March, 2021

- March 1, deadstock bin inspections, repairs & cleaning
- March 2, meeting with CFIA, budget, reporting
- March 3, Ag & Forestry (AF) update, ASB Meeting
- March 4, Working Well workshop
- March 5, dams meeting and dam safety, setting season for Ag Pests work (ie; Clubroot, grasshoppers)
- March 8, Bistrainer (safety), contractor management
- March 9, rental equipment, mapping, GIS prep
- March 10, AF update, JHS meeting, updating files (server & paper)
- March 11, newsletter, SRD information package (mapping & records)
- March 12, summer weed program planning, crew computers, GIS & data management
- March 15, AWRAC (Alberta Weed Regulatory Advisory Committee) meeting (conference call)
- March 16, MRF meeting, hiring, reporting
- March 17, AF update, general shop & office, dam inspection binders
- March 18, review of purchasing for upcoming season
- March 19, last day for resumes, equipment, safety, dams
- March 22, SWIM meeting, safety kits (first aid, trucks, binders)
- March 22, 23, resume reviews, personnel & hiring
- March 23, MRF software/hardware call
- March 24 – 26, interviews for summer positions
- March 24, AF update, policies, strategic plan
- March 25, provincial reporting (if out yet), safety forms and other related safety items
- March 26, pick up new roadside sprayer, equipment & budget
- March 29, South Region AAAF Meeting, premix & rental equipment procedure for 2021
- March 29 – 31, Patton Park gophers (weather permitting)
- March 30, Strategic Plan & provincial funding, reporting
- March 31, ASB Package, reporting

Sincerely,

Shane Poulsen,
Agricultural Fieldman

AES, April, 2021

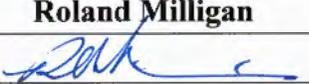
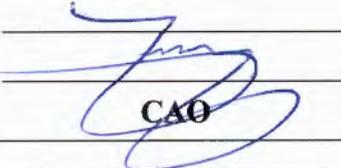
- April 1, fire extinguisher inspections, deadstock bins
- April 2, STAT (Good Friday)
- April 5, STAT (Easter Monday)
- April 6, dam inspections (water levels, accessibility etc.)
- April 7, PW Safety meeting, ASB meeting
- April 7 – 9, spray units, rentals & shop maintenance, cleaning, prep etc.
- April 7 – 9, preparing administrative, safety & mapping equipment (computers, tablets, GIS, Spots etc.)
- April 8, dam regulatory review meeting
- April 9, resumes and interviews (if needed) , shop work, safety (bistrainer, SDS's)
- April 12, First Aid kit inspections, safety training scheduling
- April 13, setting up crew scheduling for May weed work
- April 14, 15, mental health safety meeting
- April 14, JHS meeting, scheduling
- April 15, setting up crew scheduling for June weed work, mowing schedules to admin/PW
- April 16, biocontrol meeting
- April 19, orientation and safety for first crew member
- April 20, records and mapping, safety (truck kits)
- April 20 – 23, equipment and facilities prep
- April 22 – 23, reporting, funding documents
- April 21, provincial ASB webinar
- April 22, South-West Invasives Managers (SWIM) meeting
- April 23, dams, reporting
- April 27 – 30, equipment and facilities prep
- April 28, go over rental equipment procedures
- April 29, deadstock (bin assessments, reporting, etc.)
- April 29 – 30, getting safety documents ready and available for crew on May 3rd
- April 30, crew work/training schedule for May, equipment prep (ready for use prep)

Sincerely,

Shane Poulsen,
Agricultural Fieldman

Recommendation to Council

G3b

| | | |
|---|-----------------------|--|
| TITLE: Road Closure Bylaw 1325-21
Adjacent to SW 6-8-1 W5M | |  |
| PREPARED BY: Roland Milligan | | DATE: April 7, 2021 |
| DEPARTMENT: Planning and Development | | |
| | | ATTACHMENTS:
1. Tentative Plan for Proposed Subdivision
2. Bylaw No. 1325-21 |
| Department Supervisor | Date | |
| APPROVALS: | | |
| <u>Roland Milligan</u>
 | <u>2021/04/07</u>
 | 
CAO |
| Department Director | Date | <u>07 Apr. 2021</u>
Date |

RECOMMENDATION:

That Council give second reading to Road Closure Bylaw No. 1325-21, further;

That Council give third and final reading to Road Closure Bylaw No. 1325-21.

BACKGROUND:

On July 14, 2020, the MD approved the proposal from landowner Gloria Drummond, requesting to close and purchase a portion of undeveloped MD road allowance located between the NW 31-7-1 W5M and SW 6-8-1 W5M.

The applicant approached the Oldman River Regional Services Commission with a proposal to reconfigure the two parcels they own, which are separated by the undeveloped statutory road allowance. Please see proposed subdivision sketch (*Attachment No. 1*).

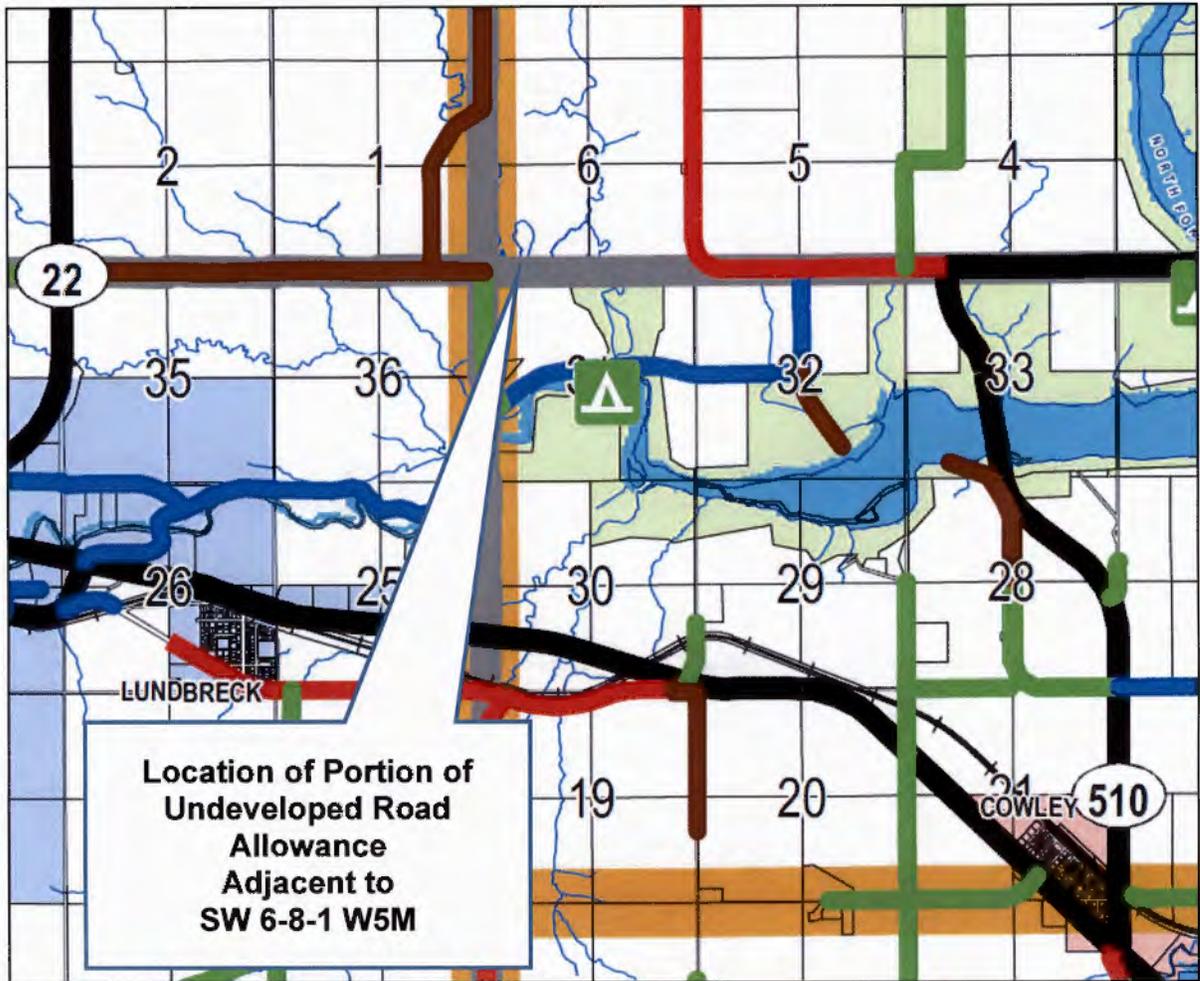
Road Closure Bylaw No.1325-21 (the Bylaw) was prepared and presented for first reading at the January 12, 2021 Council meeting. The required public hearing was held on February 9, 2021. The bylaw was then forwarded to the Minister of Transportation for endorsement. The MD received the endorsed bylaw back from Alberta Transportation on April 1, 2021 (*Attachment No. 2*).

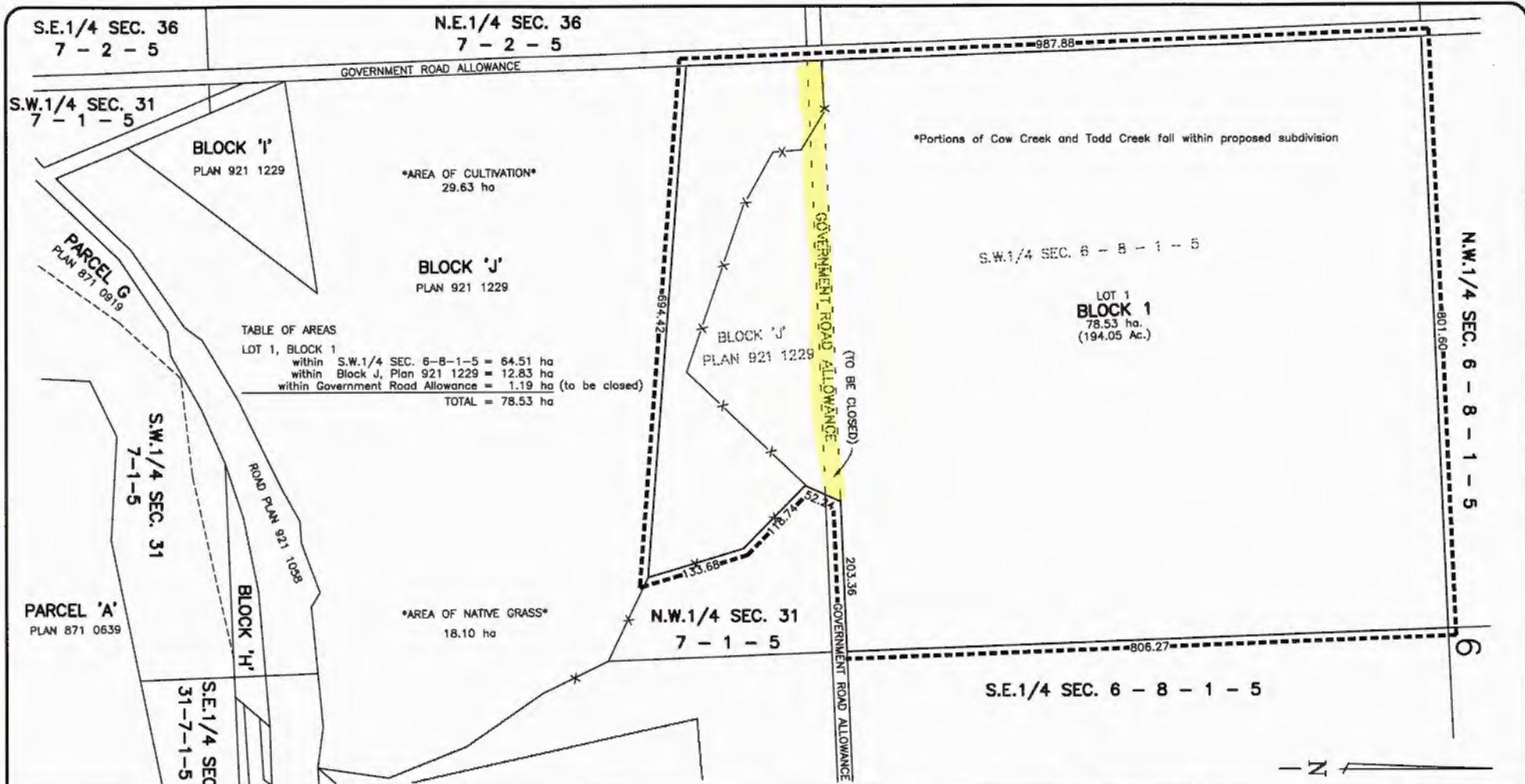
The bylaw is being presented for second and third reading.

FINANCIAL IMPLICATIONS:

None at this time, the applicant would be responsible for all costs associated with this closure.

Recommendation to Council Map Showing Location





| NO. | REVISION | DATE | BY |
|-----|----------|------|----|
| | | | |

NOTE : Portion to be approved is outlined thus ----- and contains approximately 76.77 ha.
Distances are in metres and decimal parts thereof.
Distances and areas are approximate and are subject to change upon final survey.
Field visit was performed on August 20th, 2020

LADYHAWK RANCH LTD.

TENTATIVE PLAN SHOWING SUBDIVISION
of part of
BLOCK J, PLAN 921 1229
within
N.W.1/4 SEC. 31, TWP. 7, RGE. 1, W.5 M.
& INTERVENING ROAD ALLOWANCE
and
S.W.1/4 SEC.6, TWP. 8, RGE.1, W.5 M.
M.D. of Pincher Creek No. 9

boa brown okamura & associates ltd.
Professional Surveyors
2830 - 12 Avenue North, Lethbridge, Alberta

| | | |
|----------------------|-------------|-------------------|
| APPROVED | DRAWN MJ | DATE SEPT 15/20 |
| | CHECKED ZJP | JOB 20-14986 |
| | SCALE | DRAWING 20-14986T |
| Z.J. Prosper, A.L.S. | 1:5000 | |

Attachment No. 1

MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
BYLAW NO. 1325-21

A Bylaw of the Municipal District of Pincher Creek No. 9 in the Province of Alberta, for the purpose of closing a portion of a public roadway in accordance with Sections 22 and 606 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 of the Province of Alberta, duly assembled, hereby enacts as follows:

WHEREAS the lands described below are no longer required for public travel;

AND WHEREAS application has been made to Council to have the roadway closed;

AND WHEREAS the Council of the Municipal District of Pincher Creek No. 9 deems it expedient to provide for a bylaw for the purpose of closing to public travel certain roads, or portions thereof, situated in the said municipality, and thereafter disposing of same;

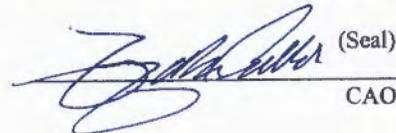
AND WHEREAS the advertising requirements of Section 606 of the Act have been complied with;

NOW THEREFORE be it enacted that the Council for the Municipal District of Pincher Creek No. 9 in the Province of Alberta does hereby close to Public Travel and creating title to and disposing of the following described highways, subject to rights of access granted by other legislation.

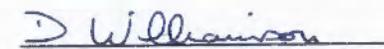
GOVERNMENT ROAD ALLOWANCE LYING ADJACENT TO
NW ¼ SEC. 31, TWP. 7, RGE. 1, W5M AND SW ¼ SEC. 6, TWP. 8, RGE. 1, W5M
FORMING PART OF LOT 1, BLOCK 1, PLAN _____,
CONTAINING 1.19 HECTARES (2.94 ACRES) MORE OR LESS
EXCEPTING THEREOUT ALL MINES AND MINERALS

Received first reading this 12th day of January, 2021


REEVE

 (Seal)
CAO

APPROVED this 23rd day of March, 2021.


MINISTER OF TRANSPORTATION

Received second reading this _____ day of _____, 20__.

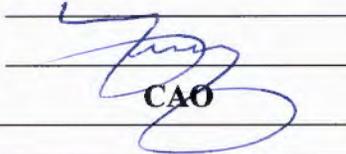
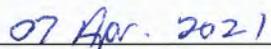
Received third reading this _____ day of _____, 20__.

REEVE

(Seal)

CAO

Recommendation to Council

| | | |
|---|---|--|
| TITLE: Intermunicipal Development Plan, Bylaw No. 1327-21
MD of Pincher Creek No. 9 and Village of Cowley | |  |
| PREPARED BY: Roland Milligan | | DATE: April 7, 2021 |
| DEPARTMENT: Planning and Development | | |
| | | ATTACHMENTS:
1) Reading Page for Bylaw 1327-21
2) IDP for MD and Cowley |
| Department Supervisor | Date | |
| APPROVALS: | | |
|  |  |  |
| Department Director | Date | CAO |
| | |  |
| | | Date |

RECOMMENDATION

That Council give First Reading to Bylaw 1327-21, being the Intermunicipal Development Plan for the Municipal District of Pincher Creek No. 9 and the Village of Cowley;

And further, that Council schedule the required Public Hearing for April 27, 2021, at 1:00 pm.

BACKGROUND:

In cooperation with the Oldman River Regional Services Commission and the Village of Cowley, a draft Intermunicipal Development Plan has been prepared to meet the requirements of the Municipal Government Act.

The draft bylaw is being presented for first reading and the scheduling of the required public hearing.

FINANCIAL IMPLICATIONS:

**MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
IN THE PROVINCE OF ALBERTA**

BYLAW NO. 1327-21

BEING a bylaw of the Municipal District of Pincher Creek No. 9 in the Province of Alberta, to adopt an Intermunicipal Development Plan between the Municipal District of Pincher Creek No. 9 and the Village of Cowley pursuant to sections 631 and 692 of the *Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26*, as amended;

WHEREAS municipalities are required by the province to expand intermunicipal planning efforts to address planning matters that transcend municipal boundaries through an intermunicipal development plan;

AND WHEREAS both the Councils of the Municipal District of Pincher Creek No. 9 and the Village of Cowley agree that it is to their mutual benefit to establish joint planning policies and this negotiation and agreement reflects a continuing cooperative approach between the two municipalities and the desire to see well-planned, orderly, and managed growth.

AND WHEREAS the municipality must prepare a corresponding bylaw and provide for its consideration at a public hearing.

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 duly assembled hereby enacts the following:

1. That the Village of Cowley and Municipal District of Pincher Creek No. 9 Intermunicipal Development Plan, attached hereto, be adopted.
2. This plan, upon adoption, shall be cited as the Village of Cowley and Municipal District of Pincher Creek No. 9 Intermunicipal Development Plan Bylaw No. 422 and Bylaw No. 1327-21.
3. This bylaw shall come into effect upon third and final reading thereof.

READ a **first** time this _____ day of _____, 2021.

Reeve – Brian Hammond

Chief Administrative Officer – Troy MacCulloch

READ a **second** time this _____ day of _____, 2021.

Reeve – Brian Hammond

Chief Administrative Officer – Troy MacCulloch

READ a **third** time and finally PASSED this _____ day of _____, 2021.

Reeve – Brian Hammond

Chief Administrative Officer – Troy MacCulloch

INTERMUNICIPAL
DEVELOPMENT
PLAN



MD OF PINCHER CREEK NO. 9 &
VILLAGE OF COWLEY

BYLAW No. 1327-21
&
BYLAW No. 422



MARCH 2021



OLDMAN RIVER REGIONAL SERVICES COMMISSION

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Prepared for the MD of Pincher Creek No. 9 & Village of Cowley**

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PART 1

Introduction

PART 1

Introduction

1.1 Introduction

The MD of Pincher Creek No. 9 (MD) and the Village of Cowley (Village) recognize that the land surrounding the Village is of mutual interest warranting a collaborative approach to planning. The Intermunicipal Development Plan (IDP or Plan) is based on creating a shared vision for future growth, by establishing and agreeing to a long-term strategy for planning and development which attempts to balance the interests of each municipality. The Plan is intended to foster ongoing collaboration and cooperation between the MD and Village by providing a forum to discuss planning matters in the context of each municipality's land use philosophy.

In 1970, the MD created a shared vision for future growth around Cowley, by establishing and implementing a Rural Transitional land use zone. In 1980, this land use zone was reimaged as an Urban Fringe land use zone. This IDP seeks to continue this long range vision by formally adopting an IDP as required by the *Municipal Government Act, Revised Statutes of Alberta 2000 Chapter M-26*. This process will solidify the requirements for the two municipalities to consider and consult with their neighbours in a formalized planning process. The key policy areas of the Plan include:

- Land Use,
- Transportation,
- Utilities, Servicing and Drainage,
- Coordination of Economic, Social and Environmental Issues, and
- Referral and Dispute Resolution Processes.

The Plan is intended to provide guidance to decision-makers and establishes planning policy that applies to lands in the fringe and within the Village; however, each municipality is ultimately responsible for making decisions within their jurisdiction using the policies and procedures as agreed upon in this Plan.

1.2 Legislative Requirements

In order to foster cooperation and mitigate conflict between municipalities, the *Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended (MGA)* requires adjacent municipalities to adopt an Intermunicipal Development Plan.

Specifically, the MGA states:

- 631(1)** *Subject to subsections (2) and (3), 2 or more councils of municipalities that have common boundaries and that are not members of a growth region as defined in section 708.01 must, by each passing a bylaw in accordance with this Part or in accordance with sections 12 and 692, adopt an intermunicipal development plan to include those areas of land lying within the boundaries of the municipalities as they consider necessary.*
- 631(8)** *An intermunicipal development plan*
- (a) must address*
 - (i) the future land use within the area,*
 - (ii) the manner of and the proposals for future development in the area,*
 - (iii) the provision of transportation systems for the area, either generally or specifically,*
 - (iv) the co-ordination of intermunicipal programs relating to the physical, social and economic development of the area,*
 - (v) environmental matters within the area, either generally or specifically, and*
 - (vi) any other matter related to the physical, social or economic development of the area that the councils consider necessary,*
- and*
- (b) must include*
 - (i) a procedure to be used to resolve or attempt to resolve any conflict between the municipalities that have adopted the plan,*
 - (ii) a procedure to be used, by one or more municipalities, to amend or repeal the plan, and*
 - (iii) provisions relating to the administration of the plan.*

It is noted that the paramountcy of the IDP is established within the “Plans Consistent” (section 638) portion of the MGA:

- 638(1)** *A municipal development plan must be consistent with any intermunicipal development plan in respect of land that is identified in both the municipal development plan and the intermunicipal development plan.*
- (2)** *An area structure plan and an area redevelopment plan must be consistent with*
- (a) any intermunicipal development plan in respect of land that is identified in both the area structure plan or area redevelopment plan, as applicable, and the intermunicipal development plan, and*
 - (b) any municipal development plan.*
- (3)** *An intermunicipal development plan prevails to the extent of any conflict or inconsistency between*
- (a) a municipal development plan, an area structure plan or an area redevelopment plan, and*
 - (b) the intermunicipal development plan in respect of the development of the land to which the conflicting or inconsistent plans apply.*

In addition to MGA requirements, the *South Saskatchewan Regional Plan (SSRP)* became effective September 1, 2014 which introduced additional requirements when addressing land use matters. The *SSRP* uses a cumulative effects management approach to set policy direction for municipalities for the purpose of achieving environmental, economic and social goals within the South Saskatchewan Region until 2024.

Pursuant to section 13 of the *Alberta Land Stewardship Act (ALSA)*, regional plans are legislative instruments. The *SSRP* has four key parts including the Introduction, Strategic Plan, Implementation Plan and Regulatory Details Plan. Pursuant to section 15(1) of *ALSA*, the Regulatory Details of the *SSRP* are enforceable as law and bind the Crown, decision makers, local governments and all other persons while the remaining portions are statements of policy to inform and are not intended to have binding legal effect.

Figure 1: Planning Hierarchy Flowchart



The Regional Plan is guided by the vision, outcomes and intended directions set by the Strategic Plan portion of the *SSRP*, while the Implementation Plan establishes the objectives and the strategies that will be implemented to achieve the regional vision. As part of the Implementation Plan, Section 8: Community Development includes guidance regarding Planning Cooperation and Integration between municipalities with the intention to foster cooperation and coordination between neighbouring municipalities and between municipalities and provincial departments, boards and agencies. Section 8 contains the following broad objectives and strategies:

Objectives:

- *Cooperation and coordination are fostered among all land use planners and decision-makers involved in preparing and implementing land plans and strategies.*
- *Knowledge sharing among communities is encouraged to promote the use of planning tools and the principles of efficient use of land to address community development in the region.*

Strategies:

- 8.1 *Work together to achieve the shared environmental, economic, and social outcomes in the South Saskatchewan Regional Plan and minimize negative environmental cumulative effects.*
- 8.2 *Address common planning issues, especially where valued natural features and historic resources are of interests to more than one stakeholder and where the possible effect of development transcends jurisdictional boundaries.*
- 8.3 *Coordinate and work with each other in their respective planning activities (such as in the development of plans and policies) and development approval processes to address issues of mutual interest.*
- 8.4 *Work together to anticipate, plan and set aside adequate land with the physical infrastructure and services required to accommodate future population growth and accompanying community development needs.*
- 8.5 *Build awareness regarding the application of land-use planning tools that reduce the impact of residential, commercial and industrial developments on the land, including approaches and best practices for promoting the efficient use of private and public lands.*
- 8.6 *Pursue joint use agreements, regional services commissions and any other joint cooperative arrangements that contribute specifically to intermunicipal land use planning.*
- 8.7 *Consider the value of intermunicipal development planning to address land use on fringe areas, airport vicinity protection plans or other areas of mutual interest.*
- 8.8 *Coordinate land use planning activities with First Nations, irrigation districts, school boards, health authorities and other agencies on areas of mutual interest.*

The above strategies are to be considered by both municipalities when developing policy within this IDP and when rendering land use decisions pertaining to development within the Plan area. Other strategies contained in the *SSRP* should be considered in the context of each municipality's Municipal Development Plan, Land Use Bylaw, other statutory plans and through policies found within this Plan.

1.3 Background

The Intermunicipal Development Plan Area (also referred to as the Plan Area or IDP Area) encompasses approximately one mile of land within the MD of Pincher Creek in each direction of the Village of Cowley. This includes land to the east and west sides of Highway 3, with the main entrance to the Village at the intersection of Highways 3 and 510 (Map 1). Both natural and human-made (Map 3) features on the landscape present constraints when planning for growth and development within the Plan Area. These features include natural wetlands, the operating sewage lagoons south of the Village, natural drainage courses, Highway 3 to the south, CP Rail running parallel to Highway 3 creating fragmented lands between the two major transportation

networks and lands to the north that have been identified by the province as having a probability of containing historic resources (Map 7).

A background report was prepared as part of the land area analysis and formation of this IDP. The report examined a wide range of municipal documents, land use, transportation systems, natural features, soils, topography, environmental aspects, gas wells, and various other provincial data available. Maps 2 through 9 illustrate some of the physical features and constraints present in the defined Plan Area.

Agriculture is an important component of the local economy and the majority of land within the Plan Area contain fertile soils (CLI classes 2 and 3) that can render high crop yields under proper cultivation practices that conserve soil moisture. The main farming operations involve dryland activities for the raising of primarily cereal crops, along with some grazing of livestock.

Existing subdivisions and developments within the Plan Area can be primarily characterized as relating to farming and agriculture.

Considering these growth restrictions, and the historic patterns of development, the logical future growth and development areas have been identified on Map 4, which also illustrates the logical future urban expansion areas for the Village. The Land Use Concept area map generally indicates future industrial expansion is to be concentrated in the south end of the Village, and residential development to the north of the established residential areas.

1.4 Plan Goals

The intended goals of the Intermunicipal Development Plan are:

1. To provide for a continuous planning process that facilitates ongoing consultation, collaboration, and coordination between the two municipalities.
2. To provide a clear policy framework that serves to guide future planning decisions for lands located within the Plan Area, affording more certainty for and better coordination of development within the Plan Area.
3. To recognize the importance of the existing agricultural pursuits located within the fringe area and need to minimize fragmentation of these lands.
4. To establish a planning approach defined in a land use concept that will facilitate orderly development as well as promote compatible and complementary land uses.
5. To establish a logical plan for future growth and land use in the fringe area that considers both municipality's needs and perspectives.
6. To encourage and support cooperation and enable mutually beneficial economic opportunities to occur between the two municipalities.

1.5 Plan Preparation Process & Procedure for Adoption

The background and study and analysis served as the foundation from which both municipalities could review the existing land use conditions and determine the relevant issues, goals and objectives. Once each municipality's perspectives were identified, a draft document was prepared for review by each municipality prior to consultation with affected landowners, stakeholders and the general public.

Upon completing the public consultation phase, a refined document was then prepared, and final draft was forwarded to each Council for review. As required by the *MGA*, public hearings were held by each Council and subsequent to the public hearings, the IDP was adopted by each municipality under separate municipal bylaws.

The policies outlined in Part 4 of this Plan are to be adhered to with respect to adoption, implementation, amendments and general administration of the IDP.

PART 2

Coordinated Land Use Strategy

PART 2

Coordinated Land Use Strategy

2.1 Plan Area

The Intermunicipal Development Plan Area (also referred to as the IDP Area or Plan Area) consists of approximately 4,000 acres (1,619 ha) within the MD of Pincher Creek and is illustrated on Map 1. The Plan Area also includes those parcels of land within the Village of Cowley situated adjacent to the municipal boundary. Land Use Concepts (Map 4) have been developed for the Plan Area to efficiently manage growth and assist decision makers in the review of subdivision and development proposals by identifying general locations for future land uses.

2.2 General Plan Policies

Intent

These general policies are applicable to all lands within the Plan Area and are intended to enable the implementation of an effective coordinated growth management strategy.

Policies

- 2.2.1 This document outlines policies that apply to the IDP boundary which includes the Urban Fringe district within the MD and lands adjacent to the municipal boundary in the Village.
- 2.2.2 The Plan provides a basis for consultation and consensus making. However, each municipality will be ultimately responsible for making decisions within their own respective municipal boundaries, having regard for the policies of this plan and the dispute settling process in this Plan.
- 2.2.3 Both the MD and Village shall update and amend their Land Use Bylaws and Municipal Development Plans as required to ensure conformity with the Intermunicipal Development Plan as adopted.
- 2.2.4 Existing land uses with valid development permits issued on or before the date of adoption of this Plan may continue to operate in accordance with the provisions of the MD of Pincher Creek Land Use Bylaw, Village of Cowley Land Use Bylaw and the *Municipal Government Act (MGA)*, as applicable. New applications for subdivision and development on these lands are subject to this Plan's policies.
- 2.2.5 Applications for land use redesignation, subdivision or development must be made to the applicable municipality in which the land is jurisdictionally located.

- 2.2.6 Any new application submitted for redesignation of land under the MD's jurisdiction may be required to be accompanied by a professionally prepared Area Structure Plan containing the information requirements as prescribed in the MD of Pincher Creek Land Use Bylaw and Municipal Development Plan.
- 2.2.7 All the required plans, design schemes or other reports in support of major subdivisions/developments must be professionally prepared and engineered to an acceptable municipal standard.
- 2.2.8 Applications or proposals may come forward from landowners or developers that may not be specifically addressed through the policies of this IDP. In such circumstances, the two municipalities should consult and determine if the proposal should be discouraged, supported, or if amendments may be needed to be made to the IDP in order to enable the proposal to proceed if there is general agreement between the MD and Village that the proposal is acceptable.
- 2.2.9 Both the MD and Village will ensure that redesignation, subdivision and development applications located within the defined setback parameters of a provincial highway (300 metres for the boundary of a designated provincial highway or 800 metres from the intersection) are referred to Alberta Transportation.

2.3 Agricultural Practices

Intent

In terms of agricultural production, the existing use in the fringe is largely cropland or pastureland and there are no existing confined feeding operations (CFOs). It is the intent of both municipalities that agricultural activities are to continue to operate under acceptable farming practices within the Intermunicipal Development Plan boundary.

Policies

- 2.3.1 Priority is placed on the preservation of arable lands for agriculture production and promoting diversification of the agricultural sector by supporting many types of agricultural operations. Premature development of existing agriculture lands within the Plan Area should be avoided and such lands should continue to be used for agricultural purposes until it is necessary to change to another use.
- 2.3.2 Both municipalities recognize the importance of existing extensive agricultural (cultivation and grazing) uses of land within the Plan Area of the MD's portion of the Intermunicipal Development Plan Area. These agricultural activities can continue to operate under acceptable farming practices and may be protected provided they are operating in accordance with the *Agricultural Operation Practices Act*.

- 2.3.3 Both municipalities will work cooperatively in encouraging and supporting ‘considerate’ good neighbour farming practices, such as for dust, weed, and insect control adjacent to developed areas, through best management practices and Alberta Agriculture guidelines.
- 2.3.4 If any issue or complaint arises in either municipality regarding impacts from agricultural operations, the municipality receiving the complaint will direct the affected parties to the appropriate agency, government department, or municipality having jurisdiction over the land for consultation, investigation or resolution, as applicable.
- 2.3.5 New confined feeding operations (CFOs) and expansions are not permitted to be established within the Intermunicipal Development Plan Confined Feeding Exclusion Area (Map 6).
- 2.3.6 The MD agrees that it shall update and amend the Municipal Development Plan as required to ensure it aligns with the CFO policies stipulated in this Plan.
- 2.3.7 The spreading of manure is strongly discouraged on land within the IDP Area. However, as it is recognized the Natural Resources Conservation Board (NRCB) has jurisdiction over such issues, it is requested that the procedures outlined in the *Agricultural Operation Practices Act, Standards and Administration Regulation* or the additional recommendations or conditions of the NRCB be strictly adhered to.

2.4 Urban Growth & Annexation

Intent

In order to allow for the planning and installing of costly infrastructure, the MD and Village have identified potential growth areas for future growth and development (Map 4). Any future annexation of any of these lands will occur in the framework and context of long-range planning documents, this IDP, and in consultation with the MD.

Policies

- 2.4.1 The general land use and future growth directions of the Village for the Plan Area are indicated on Map 4 and the MD and Village will attempt to protect these lands from conflicting, incompatible or premature land uses and fragmentation.
- 2.4.2 Based on the locations of the existing highway and railway, topography, the availability of services, and the compatibility of land uses, it is anticipated the preferred Village growth directions will logically expand to the southeast of the Village for industrial expansion (NW 15-7-1-W5M), and residential development to the northwest (north of 9 St in SE 21-7-1-W5M) as shown on Map 4.
- 2.4.3 The future land use concept illustrated on Map 4 establishes, generally, the preferred growth areas within the Plan Area. Future land uses will need to be more fully defined and planned through

additional planning and engineering studies for the area when required. (Section 2.5 more fully outlines the future growth concepts of the IDP.)

- 2.4.4 The Village will attempt to implement the growth and development strategies as outlined in its Municipal Development Plan as best it can prior to commencing an annexation process unless unique circumstances present themselves in which earlier annexation is viewed as necessary.
- 2.4.5 The Village, in consideration of the policies and strategies outlined in its Municipal Development Plan, will formulate a strategy for servicing and developing internal vacant land within the Village boundaries as a first priority.
- 2.4.6 If the annexation of land is deemed necessary by the Village, either to accommodate growth or realign municipal shared boundaries in a more rational manner, the Village Chief Administrative Officer (CAO) will contact the CAO of the MD to discuss the proposal and provide and share any of the necessary information, studies, facts and details on the proposal so all parties are adequately informed prior to submitting a notice of intent to annex with the Municipal Government Board (MGB).
- 2.4.7 When the Village formally determines annexation of land is necessary to accommodate growth, it will prepare and share with the MD a growth strategy/study before submitting a notice of intent to annex with the MGB. The growth strategy/study will indicate the necessity of the land, describe how land has been utilized to its fullest potential within the Village, outline proposed uses of the land, servicing implications, and any identified financial impacts to both municipalities, while addressing the MGB's "Annexation Principles" and demonstrating consistency with the relevant portions of the *South Saskatchewan Regional Plan*.
- 2.4.8 Annexation involves a number of stakeholders and the two municipalities agree that the following parties need to be involved in the process including:
- a) land owners directly affected by the application must be part of the negotiation process;
 - b) the Village, who must make the detailed case for annexation and be a major participant in any negotiations;
 - c) the MD, who must evaluate the annexation application and supporting documentation for the impact on its financial status and land base as well as ratepayer issues. The MD will, as part of the negotiation with ratepayers, wish to see arrangements regarding, but not limited to:
 - property taxes of ratepayers,
 - use of land continuing as agriculture until needed for development,
 - ability to keep certain animals on site;
 - d) authorities such as Alberta Transportation and Alberta Environment and Parks; and
 - e) the Municipal Government Board, who will evaluate the application and responses from the stakeholders.

- 2.4.9 Annexation boundaries shall follow legal boundaries and natural features to avoid creating fragmented patterns of municipal jurisdiction.
- 2.4.10 Notwithstanding policy 2.4.7 above, the MD or Village may initiate an application for annexation without preparing a growth strategy/study if the proposal is for a minor boundary adjustment to accommodate existing title property line reconfigurations, roads, canals, or utility rights-of-way that may be split by municipal jurisdiction boundaries and the two municipalities agree the annexation proposed is minor and logical.
- 2.4.11 Upon the completion of an annexation and the MGB Board Order approval, the MD and/or Village are responsible for reviewing their respective Land Use Bylaw to amend any municipal boundaries on diagrams, and to determine if a redesignation of the land is required to conform with the purpose of the annexation application, or as per any agreement with the land owners involved in the annexation process of their land.
- 2.4.12 Within one year after a Municipal Government Board Order approving an annexation, the two municipalities shall review the IDP boundary to determine whether a need to amend the Plan boundary, or any other planning matter or boundary, is warranted.

2.5 Future Land Use

Intent

To address the matter of future land use within the Plan Area, land use concepts have been defined to ensure compatible land use occurs. The areas have also been identified to allow for future servicing considerations and studies to be adequately planned. Additionally, possible logical expansion areas have been identified and need to have special considerations for long-term planning (Map 4).

Policies

- 2.5.1 Future land use within the Plan Area will continue to be primarily for extensive agriculture, with the exception of the future growth areas shown on Map 4. This does not preclude the establishment of non-agricultural land uses within the Plan Area. Decisions on applications for non-agricultural land uses shall be made in the context of the policies of this Plan and other relevant planning documents.
- 2.5.2 The future land use concept illustrated on Map 4 establishes, generally, the recommended future land uses for the preferred growth areas within the Plan Area. The boundaries of the future land uses shown on Map 4 are general approximations and are not intended to be exact boundaries.
- 2.5.3 Proposals for development that are not consistent with the Land Use Concept may be considered on a case-by-case basis upon consultation between the MD and Village.
- 2.5.4 The land shown as Residential Growth Area on Map 4, located to the northwest within the Village boundary (north of 9th St in SW 21-7-1-W5M), is recognized as the primary future residential growth direction of the Village, when required, due to the likely ease of providing municipal servicing and

fewer impediments to growth. Although this area would be primarily urban residential land use in conjunction with the associated public uses needed by an urban community (i.e. parks, recreation and institutional uses) there is also potential for highway commercial along the extension of 1st Ave.

- 2.5.8 It is recognized that the Urban Fringe district of the MD's Land Use Bylaw does allow consideration for a variety of business type land uses, including isolated commercial uses. Any such development proposals submitted to the MD should be carefully reviewed with respect to roads and access, servicing, drainage, compatibility with adjacent land uses, and how it may align with the intent of this IDP and its policies, and in particular, any such proposal should not hinder the identified future growth land use concept areas.
- 2.5.9 The MD should not consider approving isolated noxious or heavy industrial uses along the west or south side of the Village due to prevalent wind patterns and the proximity to residential uses.
- 2.5.10 The Highway 3 entrance into the Village is considered a gateway corridor and any future development proposed adjacent to the identified Village entranceway should consider potential visual impacts and plans should address the enhancement of visual appeal and attractiveness of the development with special regard to landscaping, signage, building style, setbacks, screening, architectural guidelines and other features.
- 2.5.12 The future development of lands within the Land Use Concept areas identified on Map 4 may require at some future point Area Structure Plans to outline the planning, land use, density, road network, drainage management and servicing framework for the particular area. For smaller multi-lot subdivisions, the municipalities may also require the proponent/developer provide an Area Structure Plan or conceptual design scheme that demonstrates good planning, appropriate servicing and appropriate access to service the development.
- 2.5.13 The Village sewer lagoon is situated within NW 15-7-1-W5M, and both municipalities shall consider the following required provincial setbacks to these facilities when making decisions on subdivision and development proposals in the area:
- a) In accordance with Section 12 of the *Subdivision and Development Regulation*, a subdivision authority shall not approve an application for the subdivision for a school, hospital, food establishment or residential use if the application would result in a property line of a lot created by subdivision for any of those uses being located within 300 metres of an operating wastewater treatment plant.
 - b) In accordance with Section 12 of the *Subdivision and Development Regulation*, a development authority shall not issue a development permit for a school, hospital, food establishment or residential use if the building site is located within 300 metres of an operating wastewater treatment plant.
- 2.5.14 Any discretionary uses approved by the MD should be compatible with the proposed future Land Use Concept and should be deemed compatible to adjacent land uses on the Village side of the municipal boundary.

2.6 Transportation and Roads

Intent

The policies in this section are intended to address the IDP requirements of the *MGA* and also help foster enhanced coordination of transportation linkages. The planning and coordination of linked road networks is to ensure that these roads are functional, compatible and logical in order to facilitate orderly and planned growth that does not compromise future development.

Policies

- 2.6.1 Each municipality must be notified, prior to a decision being made, on any development or subdivision proposal in the other municipality that will result in access being required from an adjoining road under its control or management. The affected municipality must give permission in writing to the municipality processing the application prior to any access being permitted as a result of the approval of the application.
- 2.6.2 Development and subdivision proposals, along with any Area Structure Plan or conceptual design scheme required, must address as part of the planning process considerations for access, circulation and road connectivity to existing adjacent roadways or to establish a road network to areas identified for future growth and development.
- 2.6.3 If road dedication is stipulated as a condition of subdivision approval, the landowner/developer will be required to enter into a development agreement for road construction standards and any associated costs. The landowner/developers, not the MD or Village, will be responsible for any costs related to providing access or roads as required.
- 2.6.4 Road construction may be deferred to a later subdivision or development stage subject to a deferred servicing/development agreement with either the MD or Village as applicable.
- 2.6.5 Both municipalities recognize the need to coordinate provincial transportation plans and municipal land use plans to ensure proper planning of development adjacent to highways of provincial interest and the MD and Village will consult with Alberta Transportation regarding the implementation of this Plan.
- 2.6.6 A developer/landowner may be required to conduct traffic studies with respect to impact and access onto Highways 3 and 510 and any upgrading identified by the traffic studies will be implemented at the sole cost of the developer/landowner and to the satisfaction of Alberta Transportation.
- 2.6.7 With respect to future growth and development for the Plan Area, it is recognized that no additional direct access to Highway 3 will be permitted by Alberta Transportation. Any additional proposed new road access (i.e., service road) linkage to the highways shall be determined in consultation with the provincial department with consideration for the need of preparing an Area Structure Plan and/or a Traffic Impact Assessment (TIA).

- 2.6.8 Isolated industrial/commercial uses in proximity to the highways will be reviewed on a case-by-case basis in consultation with Alberta Transportation at the time of development to determine potential highway impacts, and any required intersection upgrades or improvements that may be required shall be provided at the sole cost by the developer/landowner.
- 2.6.9 The intersection of Highways 3 and 510 may be subject to future upgrades/improvements when warranted for twinning or by a Traffic Impact Assessment (TIA) as the area develops further. This will be determined in consideration of the findings and recommendations as identified in a professionally engineered Traffic Impact Assessment (TIA) with respect to policies 2.6.6 and 2.6.7, or upon the direction or request of Alberta Transportation.
- 2.6.10 Both municipalities recognize the importance of the railway system to the economy of the region and shall regulate compatible land uses adjacent to the rail lines referring to the *FCM: Guidelines for New Development in Proximity to Railway Operations (2013)*.

2.7 Utilities & Servicing

Intent

Both municipalities desire quality development with consistent, efficient and acceptable servicing standards that account for and manage cumulative impacts. Additionally, there is a need to provide a guideline for basic and agreed to servicing requirements applicable to the Plan Area.

Policies

- 2.7.1 Both municipalities recognize the importance of efficient provision of utilities and services and agree to coordinate, wherever possible, to determine appropriate locations and alignments of any utility or servicing infrastructure required to serve a proposed subdivision or development within the Plan Area.
- 2.7.2 If a private sewage system is proposed to serve a subdivision, the developer/landowner shall be required to undertake a professional soil test/analysis and report prior to a decision being made on the application in order to determine the cumulative impact and site suitability of the private sewage system and to ensure that any applicable provincial and municipal regulations can be met.
- 2.7.3 For multi-lot subdivision proposals or where required within either jurisdiction in accordance with the municipality's Municipal Development Plan or Land Use Bylaw, developers shall be responsible to provide, at their expense, an engineered storm water management plan and obtain any necessary approvals under the *Water Act*.
- 2.7.4 Prior to any subdivision or development approval which proposes the use of municipal water or sewer under the adjacent municipality's control or management, the developer/landowner must obtain approval in writing from the applicable municipality regarding the use of such infrastructure to serve the development or subdivision.

- 2.7.5 Proposed subdivision or development in the Plan Area may benefit from a sharing of municipal water and wastewater services (municipal services) from the Village. Where municipal services are proposed by a developer, an agreement must be discussed with the Village prior to an application being deemed complete. It is acknowledged that, although these circumstances may arise and benefit all parties concerned:
- a) the Village is not committed to providing any new services outside the Village boundaries, and
 - b) the MD will not approve any application requiring urban services until a servicing agreement has been negotiated with the Village.
- 2.7.6 Both municipalities agree in principle that existing and future developments outside of the Village that receive the benefit of Village services through the Village distribution network should be required to pay toward the use of Village facilities. This payment could come in the form of a one-time lump sum, a rate surcharge, development fee, or any other acceptable form of remuneration.
- 2.7.7 When Village municipal services are proposed within the Plan Area:
- a) it is the responsibility of the developer/landowner to enter into an agreement with the Village for the provision of such services. Any costs associated with connecting to municipal water and wastewater, including extending waterlines and installing associated infrastructure, will be defined in the agreement and typically will be at the expense of the developer/landowner;
 - b) the location of the required infrastructure to provide those services may be approved by the MD based on discussions and negotiations between the MD, the Village and the developer/landowner;
 - c) where municipal water or wastewater services have been extended into the MD, the MD may collect the agreed upon user fees.
- 2.7.8 In consideration of providing municipal services to areas or development proposals agreed to between the two municipalities, the MD and Village may discuss the need to create and apply off-site levies, development charges, and/or servicing fees to any and all development areas as part of the agreement to ensure developers contribute their fair share of the costs related to the infrastructure.
- 2.7.9 Where both municipalities agree that Village services will be provided within the Plan Area, the Village and MD should negotiate an agreement regarding the sharing of potential revenues and expenditures related to the proposed subdivision or development.
- 2.7.10 When municipal water and wastewater services are installed and available to service any proposed subdivision or development, the developer/landowner may be required to connect to such services.
- 2.7.11 The MD and Village recognize that there may be areas of mutual opportunity and benefit in the provision of infrastructure and other services and agree to discuss in good faith these opportunities as they may arise.

- 2.7.12 As the MD and Village are required to negotiate and enter into an Intermunicipal Collaborative Framework (ICF) regarding the delivery of services, both parties recognize that the provision of municipal services, including water and sewer, may need to be generally addressed through the ICF but preferably the details and terms would be provided through a separate agreement.

2.8 Renewable Energy Developments

Intent

Both municipalities are open to supporting emerging renewable energy industries on land use within the Plan Area provided they are small-scale, suitably located and reflect the development philosophies of both municipalities.

Policies

- 2.8.1 The MD and Village are supportive of individual small-scale renewable energy developments (e.g., solar, wind, geothermal, etc.) that serve an individual landowner or business provided it is allowed for in the municipality's Land Use Bylaw and any municipal standards are met.
- 2.8.2 It is recognized that the MD does not presently permit commercial-scale renewable energy developments (e.g., solar, wind, biofuel, etc.) in the Urban Fringe district of the Land Use Bylaw which encompasses some of the land in the Plan Area. If a bylaw amendment application was proposed to the MD to contemplate allowing such a use, the MD will consult with the Village on the bylaw request and will circulate any submitted bylaw amending application to the Village for comment in accordance with Section 4.3 of this Plan.

PART 3

Coordination of Social & Environmental Issues

PART 3

Coordination of Social & Environmental Issues

3.1 Mutual Benefit & Cooperation

Intent

Consultation and cooperation on joint policy areas that may affect or benefit both parties should be encouraged and reviewed by both municipalities, as there are regional issues or opportunities that may impact both.

Policies

- 3.1.1 The Village and MD agree to work together to try and enhance and improve the region for the benefit of both municipalities.
- 3.1.2 The MD and Village will continue to consult and cooperate regarding intermunicipal issues and matters of mutual interest in a positive, collaborative manner and develop land use and development strategies for the area with a “regional” perspective to the extent possible.
- 3.1.3 Both municipalities recognize that some development or economic proposals may be regionally significant and/or mutually beneficial to both parties and the two agree to meet to discuss such proposals when they come forward to find methods to accommodate such proposals for the benefit of the shared region. Joint Council meetings may be used as forum to discuss and negotiate proposals.
- 3.1.4 Both municipalities agree to discuss and find ways to cooperate with other government departments, agencies and utility service providers to help facilitate the efficient delivery of infrastructure and services that may transcend municipal boundaries or are of a mutual benefit.
- 3.1.5 Both municipalities recognize the regional significance and potential impacts of the CPR rail-line and potential for rail associated growth activities, and the MD and Village will work together to discuss and attempt to mutually address potential issues that may arise from the operations or expansion of the rail system and related activities.
- 3.1.6 Where feasible, the MD and Village may jointly develop and implement storm water management planning, and infrastructure to make use of the potential cost and land use efficiencies gained through the sharing of this important and required infrastructure.

- 3.1.7 As a municipal cost-saving initiative endeavor, the MD and Village may discuss and plan for the sharing of various municipal equipment, machinery, and services where feasible, practical and workable, which may be managed through separate agreements between the two municipalities.
- 3.1.8 The two parties will proactively work together on preparing an Intermunicipal Collaborative Framework, as required by the *Municipal Government Act*, in a cooperative spirit in an attempt to give due consideration to regional perspectives on municipal governance and community services.

3.2 Environmental & Cultural Matters

Intent

Policies in this section address the shared concerns of both municipalities regarding the natural environment and suggests ways to address the concerns. The policies also recognize that some local developments require consultation with and approvals from other levels of government in regard to protecting or managing various environmental or cultural resources.

Policies

- 3.2.1 Some small various wetlands are dispersed throughout the Plan Area (refer to Map 3) and developers shall be responsible for avoiding any identified provincial wetlands or undertaking mitigation measures at their expense as required in accordance with the *Water Act* and *Alberta Wetlands Policy*.
- 3.2.2 Both municipalities agree to encourage low impact development practices and sustainable design measures as much as practical, including initiatives like bio-retention areas, porous pavement, bio-swales, naturalized storm ponds and other initiatives in order to reduce storm water quantity and achieve positive environmental outcomes.
- 3.2.3 Developers undertaking subdivision or development in either municipal jurisdiction are required to address storm water drainage management as part of their proposal, and are responsible for obtaining any necessary approvals from Alberta Environment and Parks that may be required with respect to the provincial *Water Act*.
- 3.2.4 The MD and Village may collaborate and investigate methods of giving various support to a variety of community cultural, recreational, environmental (wetlands, parkland, etc.) or heritage projects that may mutually benefit or enhance the quality of life of ratepayers of both municipalities within the region. This could be in the form of: time (municipal staff), gifts in kind, materials, municipal letters of support, unified government lobbying, application for grants, or other more permanent arrangements if both municipalities agree and enter into discussions and make specific agreements for the type and method of delivery of such municipal support.
- 3.2.5 Several areas with potential for historical resources are identified by the province within the Plan Area, primarily to the north and south of the Village (Map 7). Each municipality is responsible for referring

subdivision and development applications to the Alberta Director of Culture and Tourism for the province as required under applicable provincial legislation.

- 3.2.6 On any lands identified as a site of a potential historical resource, the developer shall be responsible at their expense of undertaking any required archeological study or complying with an order of Alberta Culture and Tourism and obtaining any necessary clearances and approvals as it relates to their proposal and compliance with the *Historical Resources Act* (HRA).

PART 4

Plan Administration & Implementation

PART 4

Plan Administration & Implementation

4.1 Plan Validity & Amendment

Intent

The intent is to keep the Plan current and in conformity with any provincial regulations or initiatives. As a result, this Plan may require amendments when necessary.

Policies

- 4.1.1 This Plan comes into effect on the date it is adopted by both the MD and Village. It remains in effect until by mutual agreement of both municipalities, it is amended or replaced. In respect of this:
- a) either municipality may request that the Plan be repealed and replaced with a new IDP upon serving written notice to the other municipality; and
 - b) the dispute resolution process outlined in Section 4.4 will be undertaken should the municipalities be unable to reach an agreement.
- 4.1.2 Amendments to this Plan may be necessary from time to time to accommodate agreed to updates or changes and/or unforeseen situations not specifically addressed in the Plan; any amendments must be adopted by both Councils using the procedures established in the *Municipal Government Act*. No amendment shall come into force until such time as both municipalities adopt the amending bylaw.
- 4.1.3 Requests for amendments to this Plan, by parties other than the MD or Village, may be made to the municipality in which the request originated and be accompanied by the applicable fee to each municipality for processing amendments to a statutory plan.
- 4.1.4 If agreed to by both municipalities, a joint public hearing may be held in accordance with the *Municipal Government Act* for any amendments to this Plan.
- 4.1.5 Municipal staff are encouraged to meet annually to review the policies of the Plan and discuss land use planning matters, issues and concerns on an ongoing basis. Municipal staff may make recommendations to be considered by their respective Councils to amend the Plan to ensure the policies remain relevant and continue to meet the needs and protect the interest of both municipalities.
- 4.1.6 A formal review of the Plan will occur within 10 years from the date the IDP is adopted by both municipalities.

4.2 Plan Implementation

Intent

The policies in the Plan serve as the framework for consultation on intermunicipal matters and decision making on subdivision and development proposals. As such, each municipality will need to review and amend their respective Municipal Development Plan and Land Use Bylaw, to achieve consistency with and to implement the agreed to policies in the Plan. The *Municipal Government Act* also stipulates that all statutory plans adopted by a municipality must be consistent with each other.

Policies

- 4.2.1 The Plan has been prepared by the MD and Village in accordance with the requirements of the *Municipal Government Act*, including advertising and conducting a public consultation process, prior to passing the respective adopting bylaws.
- 4.2.2 This Plan comes into effect on the date it was adopted by both the MD and Village, after receiving three readings of the bylaw(s) and remains in effect until such time it is rescinded or replaced.
- 4.2.3 The MD and Village agree that they will ensure that the policies of this Plan are properly, fairly and reasonably implemented.
- 4.2.4 Variances to the policies of this Plan may be made by the relevant approval authority if:
 - a) in the opinion of the approval authority the variance is minor; and
 - b) the variance request has been referred to the other municipality and they have responded they have no issue or concerns with the minor variance proposal; and
 - c) the variance complies with other statutory plans and bylaws.
- 4.2.5 To help achieve continued success in implementing the Plan and ensure that the goals and coordinated land use planning approach emphasized is successful, the MD and Village agree to:
 - a) require that all area structure plans or conceptual design scheme proposals submitted by a developer/landowner within the Plan Area conform to the principles and policies of the Plan; and
 - b) consult on an ongoing basis, and will refer to each other major land use or planning matters that have the potential to impact the other jurisdiction, even if it involves land that may not be located within the Plan Area.
- 4.2.6 The MD and Village will monitor and review the Plan on an ongoing basis to ensure the goals and policies remain relevant and continue to meet the needs of both municipalities.
- 4.2.7 As the *South Saskatchewan Regional Plan* governs planning in the southern portion of the province, the MD and Village will consider and respect the mandate of this legislation and will cooperate to comply with the adopted regional plan policies.

- 4.2.8 Both the MD and Village are responsible to review their own Land Use Bylaw and statutory plans to ensure they conform to the IDP, and if an inconsistency is found, they may need to be amended to align and reflect specific policies of this Plan. It is noted that in the event of an inconsistency between this Plan and a lower order plan, this Plan prevails to the extent of the conflict or inconsistency in accordance with section 638 of the *Municipal Government Act*.

4.3 Intermunicipal Referrals

Intent

The implementation of this Plan is intended to be an ongoing process to ensure it is maintained and remains applicable. The policies are intended to establish a process for consistent and transparent sharing of information necessary to make decisions in accordance with the intent of the Plan.

Policies

- 4.3.1 For the purposes of administering and monitoring the IDP, the MD and Village have agreed upon an administrative consultation-based approach whereby administrative representatives from each of the municipalities may make comments and recommendations on referrals under policy 4.3.3, issue administrative decisions under Section 4.4 and address and discuss matters of joint municipal interest as authorized by their respective municipality.
- 4.3.2 Where a matter has been referred to administration and a resolution cannot be found, the Dispute Resolution process in Section 4.4 of this Plan should be followed.

Referral Process (see Figure 2)

- 4.3.3 Any of the following that affect lands in the Plan Area or land within the Village adjacent to the corporate boundary will be forwarded to the other municipality for comment prior to a decision being made on the application or document:
- Municipal Development Plans (new or any amendments),
 - Area Structure Plans (new or any amendments),
 - Area Redevelopment Plans (new or any amendments),
 - Conceptual Design Schemes (new or any amendments),
 - Overlay Plans (new or any amendments),
 - Land Use Bylaws (new or any amendments that affect/apply to the Plan area),
 - Subdivision Applications,
 - Discretionary Use Development Applications,
 - Subdivision and Development Appeals.

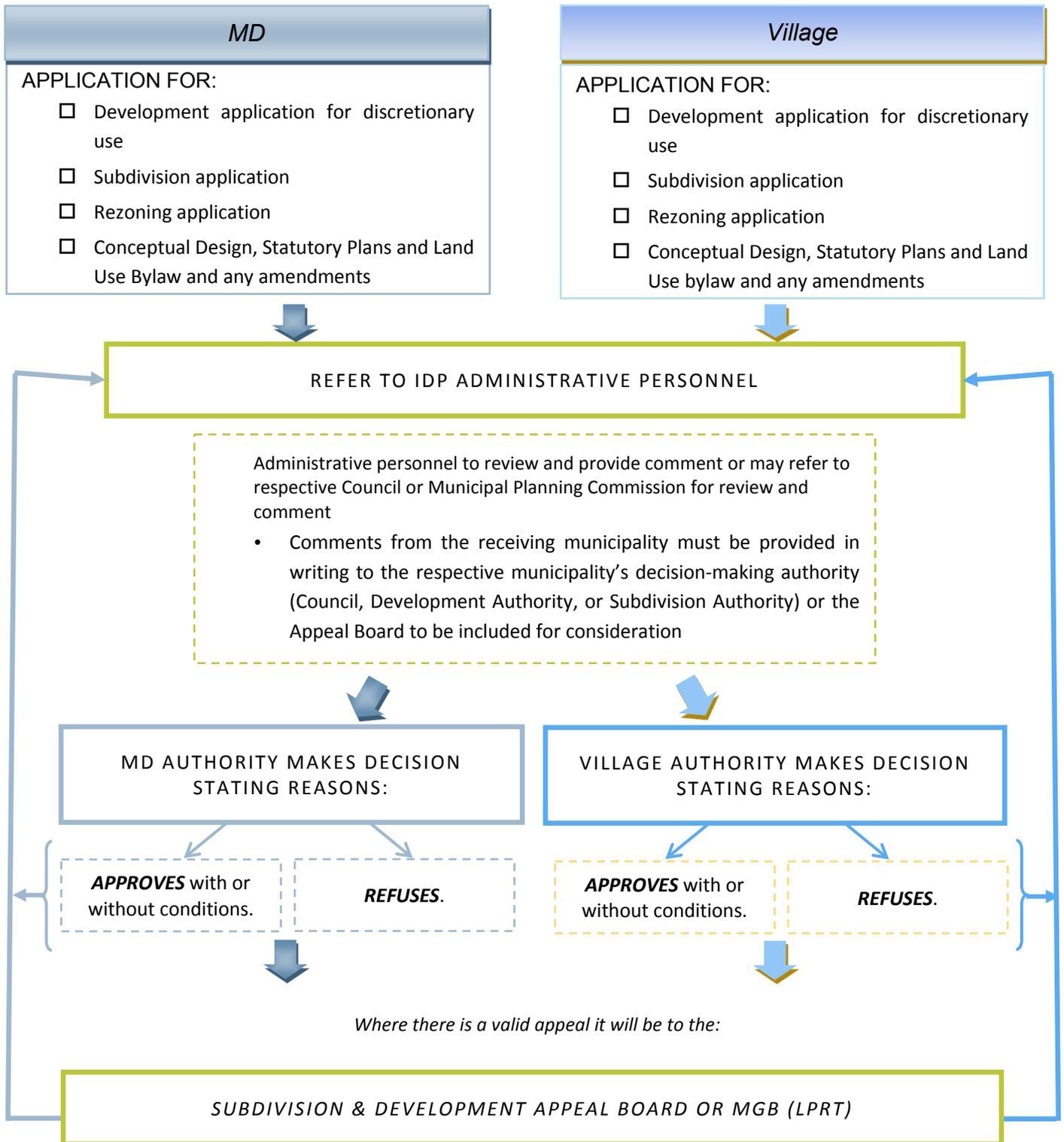
- 4.3.4 The receiving municipality's administrative representatives may decide to refer the above-mentioned document(s) or application(s) to their own respective Municipal Planning Commission or Council for comment prior to a decision being rendered. However, the administration is responsible for forwarding on any provided comments to the other municipality in the framework and timeline as outlined.
- 4.3.5 Any changes to the documents or applications referred to in policy 4.3.3 that may have an impact on the Plan or municipal expansion will be recirculated to the other municipality prior to second reading or approval of the document. Based on the significance of the changes, the municipality processing the proposal will consider convening a new public hearing or meeting.
- 4.3.6 The municipalities are encouraged to refer to each other for comment on major land use or planning matters that have the potential to impact the other jurisdiction, even if it involves lands that may not be located within the Plan Area.
- 4.3.7 Where an intermunicipal referral is required by the *Municipal Government Act* or the policies contained in this Plan, both municipalities agree to share mailing address and property ownership information for circulation purposes with the adjacent municipality, and where applicable, the municipality's processing agency or designate.

Response Timelines and Consideration of Referral Responses

- 4.3.8 The receiving municipality will, from the date of mailing, have the following timelines to review and provide comment on intermunicipal referrals:
- a) 15 days for development applications,
 - b) 19 days for subdivision applications, and
 - c) 30 days for all other intermunicipal referrals.
- 4.3.9 In the event that either municipality does not reply within, or request an extension to, the response time for intermunicipal referrals stipulated in policy 4.3.8, it will be assumed that the responding municipality has no comment or objection to the referred planning document or application.
- 4.3.10 In the event that a receiving municipality's administrative representative desires to send the referral to their Municipal Planning Commission (MPC) or Council and they may not meet within the timeframes prescribed in policy 4.3.8, an extension to the response time may be requested in writing to the municipality processing the proposal. In such circumstances, the request shall indicate on what date the MPC or Council meeting is scheduled to review the matter. The administrative representative from the receiving/responding municipality shall provide written comments within 10 days of the meeting date, otherwise policy 4.3.9 shall apply.
- 4.3.11 Written comments from the receiving municipality that are provided prior to or at the public hearing or meeting will be considered by the municipality in which the plan, scheme, Land Use Bylaw, subdivision application, development application or amendment is being proposed.

- 4.3.12 A municipality may call an IDP joint meeting of the two Councils at any time upon not less than 15 calendar days' notice of the meeting being given to administration and support personnel of the other municipality, stating the date, the time, purpose and the place of the proposed meeting. The 15 days' notice may be waived with consent of each municipality.
- 4.3.13 The municipality that called the IDP joint meeting of the two Councils shall host and chair the meeting and is responsible for preparing and distributing agendas and minutes.
- 4.3.14 Where an IDP matter has been referred to the joint Councils and a resolution cannot be found, then the additional mediation steps as outlined in the Dispute Resolution process in Section 4.4 of this Plan should be followed.

Figure 2: Intermunicipal Development Plan Referral Flowchart



4.4 Dispute Resolution

Intent

The intent of the dispute resolution process is to maximize opportunities for discussion and review in order to resolve areas of disagreement early in the process. Despite the best efforts of both municipalities, it is understood that disputes may arise from time to time affecting land use within the Plan boundary. The following process is intended to settle disputes through consensus and minimize the need for formal mediation.

Policies

General Agreement

- 4.4.1 The MD and Village agree that it is important to avoid dispute by ensuring that the Plan is adhered to as adopted, including full circulation of any permit or application that may affect the municipality or as required in the Plan and prompt enforcement of the Plan policies.
- 4.4.2 Prior to the meeting of the Administrators, each municipality through its administration, will ensure the facts of the issue have been investigated and clarified, and information is made available to both parties. Staff meetings are encouraged to discuss possible solutions.
- 4.4.3 Administrators should discuss the issue or dispute with the intent to seek a recommended solution by consensus.

Dispute Resolution (see Figure 3)

In the case of a dispute, the following process will be followed to arrive at a solution.

- 4.4.4 When a potential intermunicipal issue comes to the attention of either municipality regarding the policies or implementation of this Plan, either municipality's Land Use Bylaw, development applications, or any other plan affecting lands in the Plan Area, it will be directed to the administrators of each municipality. The administrators will review the matter and if both administrators are in agreement, take action to rectify the matter.
- 4.4.5 In respect of policy 4.4.4, the administrations shall discuss or meet within 15 calendar days of the matter being brought to each party's attention. The prescribed time period may be extended if both parties are in agreement to do so.
- 4.4.6 In the event a matter or issue cannot be resolved by the administration representatives or within the timeframe prescribed, the administration of each municipality will schedule a joint meeting of the two Councils to discuss possible solutions and attempt to reach consensus on the issue. Each municipality, acting in good faith, agrees that they will attempt to schedule a joint Council meeting within a reasonable timeframe, which should not exceed 40 days.

- 4.4.7 Should the Councils be unable to resolve the matter, either municipality may initiate a formal mediation process to facilitate resolution of the issue. The two municipalities agree that the mediation process available through Municipal Affairs is the preferred mechanism to facilitate mediation with each municipality paying an equal portion of the associated costs.

Filing an Intermunicipal Dispute under the *Municipal Government Act*

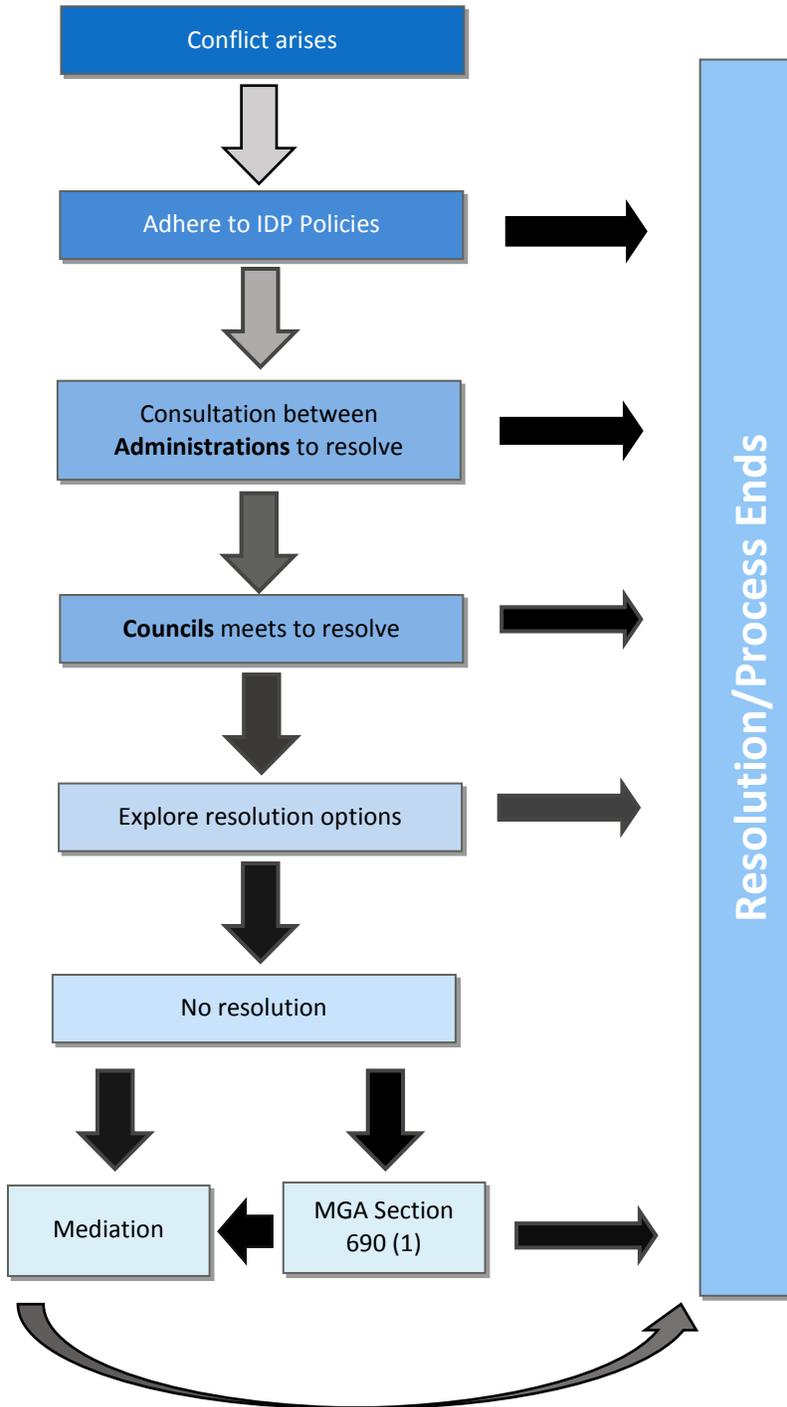
- 4.4.8 In the case of a dispute involving the adoption of a statutory plan, Land Use Bylaw or amendment to such, within 30 days of adoption, the municipality initiating the dispute may, without prejudice, file an appeal to the Municipal Government Board under section 690(1) of the *Municipal Government Act* so that the provincial statutory right and timeframe to file an appeal is not lost.

- 4.4.9 The appeal may then be withdrawn, without prejudice, if a solution or agreement is reached between the two municipalities prior to the Municipal Government Board meeting. This is to acknowledge and respect that the time required to seek resolution or mediation may not be able to occur within the 30 day appeal filing process as outlined in the *Municipal Government Act*.

Note: Using section 690(1) of the Municipal Government Act is the final stage of dispute settlement, where the municipalities request the Municipal Government Board to intercede and resolve the issue.

Figure 3: Dispute Resolution Flowchart

The flowchart presented herein illustrates the dispute resolution process. This process is not intended to limit the ability of either municipality to explore other methods of resolution or to choose one method in place of another.



PART 5

Maps

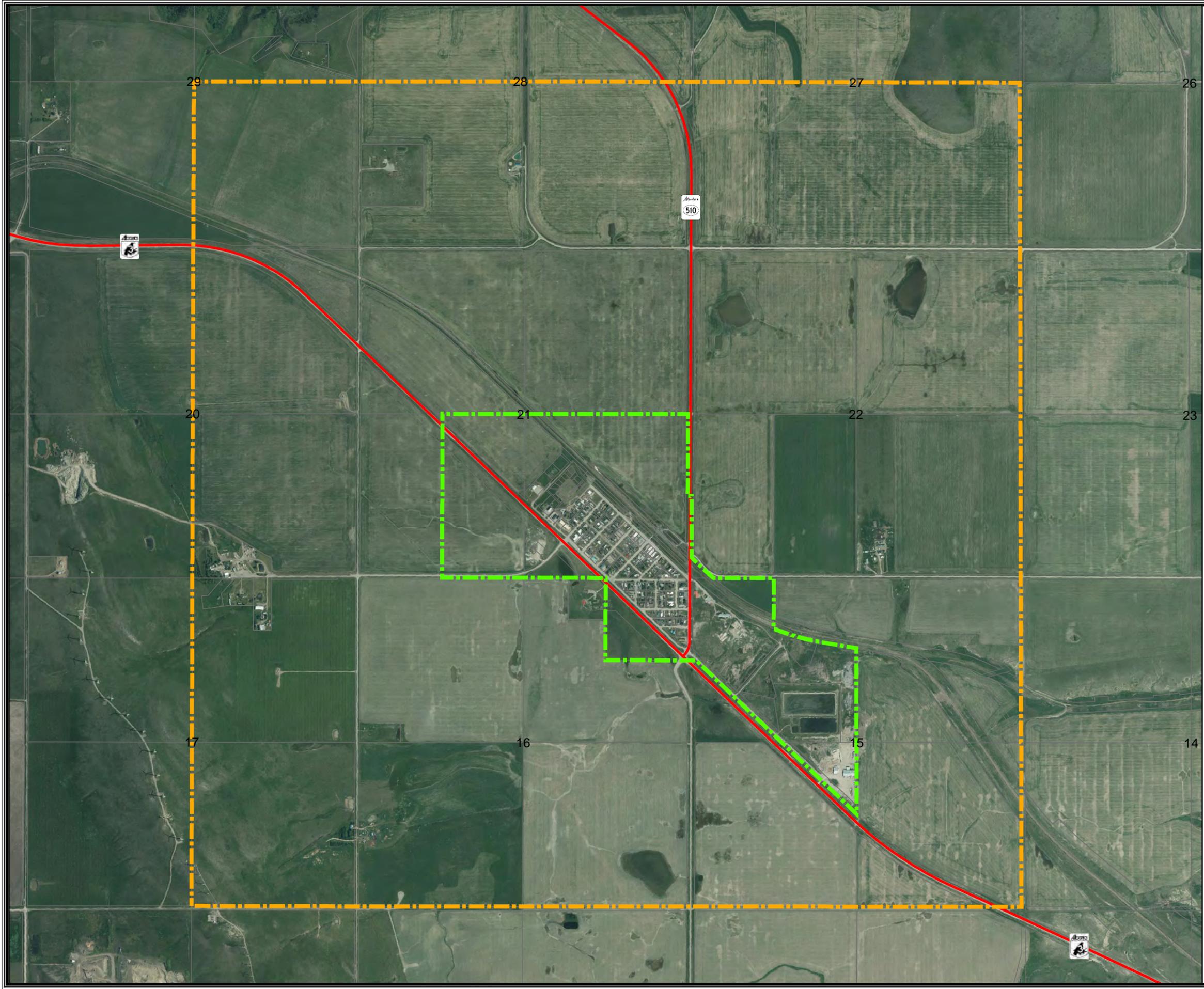
Maps

MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
VILLAGE OF COWLEY
INTERMUNICIPAL DEVELOPMENT PLAN

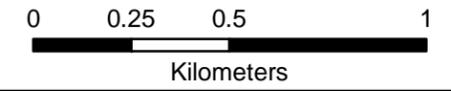
IDP BOUNDARY
MARCH 2021

MAP 1

- IDP Boundary
- Village of Cowley Boundary
- Highways



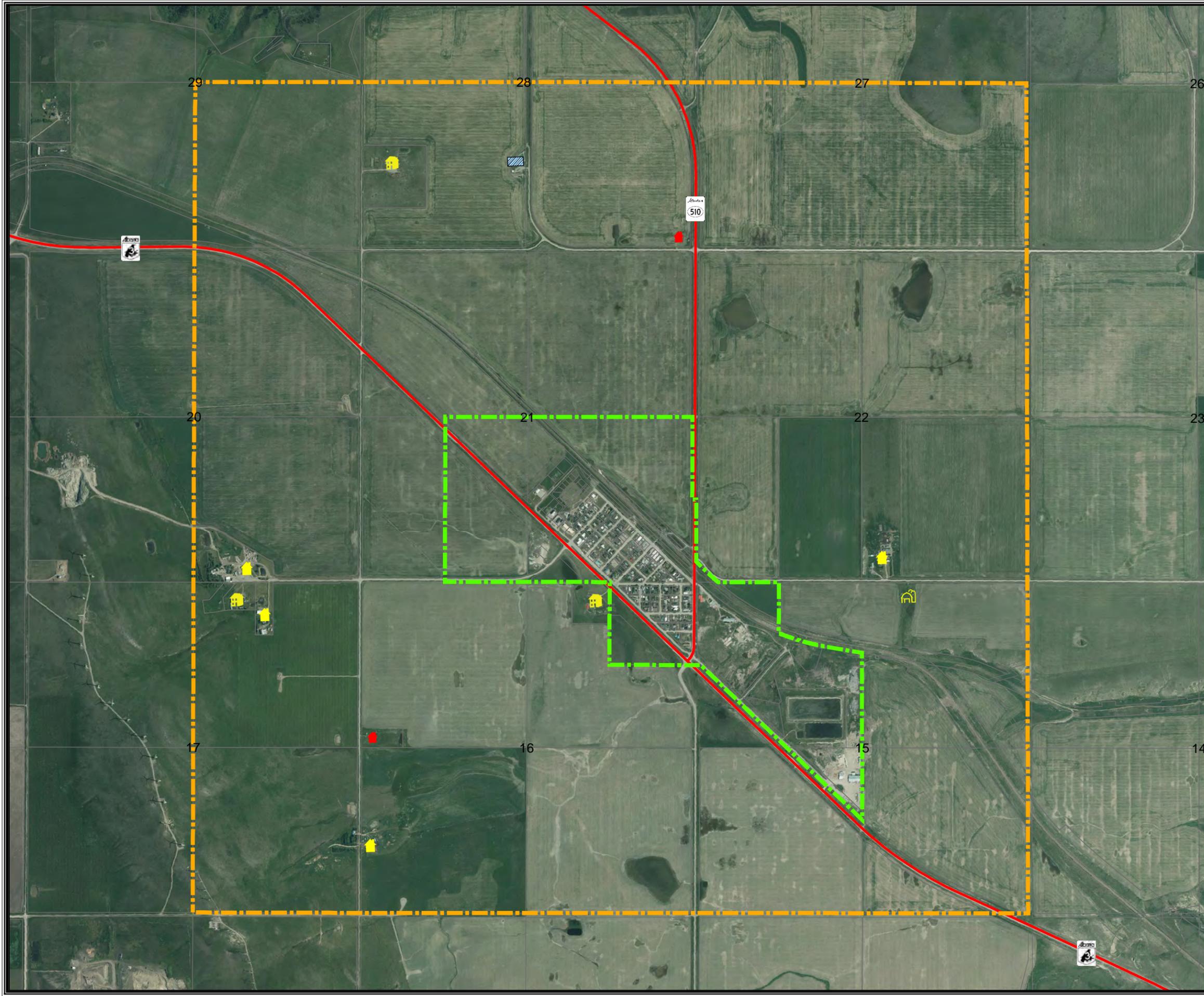
Aerial Photo Date: 2015



MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
VILLAGE OF COWLEY
INTERMUNICIPAL DEVELOPMENT PLAN

EXISTING LAND USE
MARCH 2021

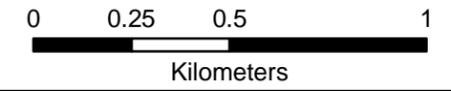
MAP 2



-  IDP Boundary
-  Village of Cowley Boundary
-  Highways
-  Farmstead
-  Farm Building
-  Abandoned Farmstead
-  Country Residence
-  Water Reservoir Site



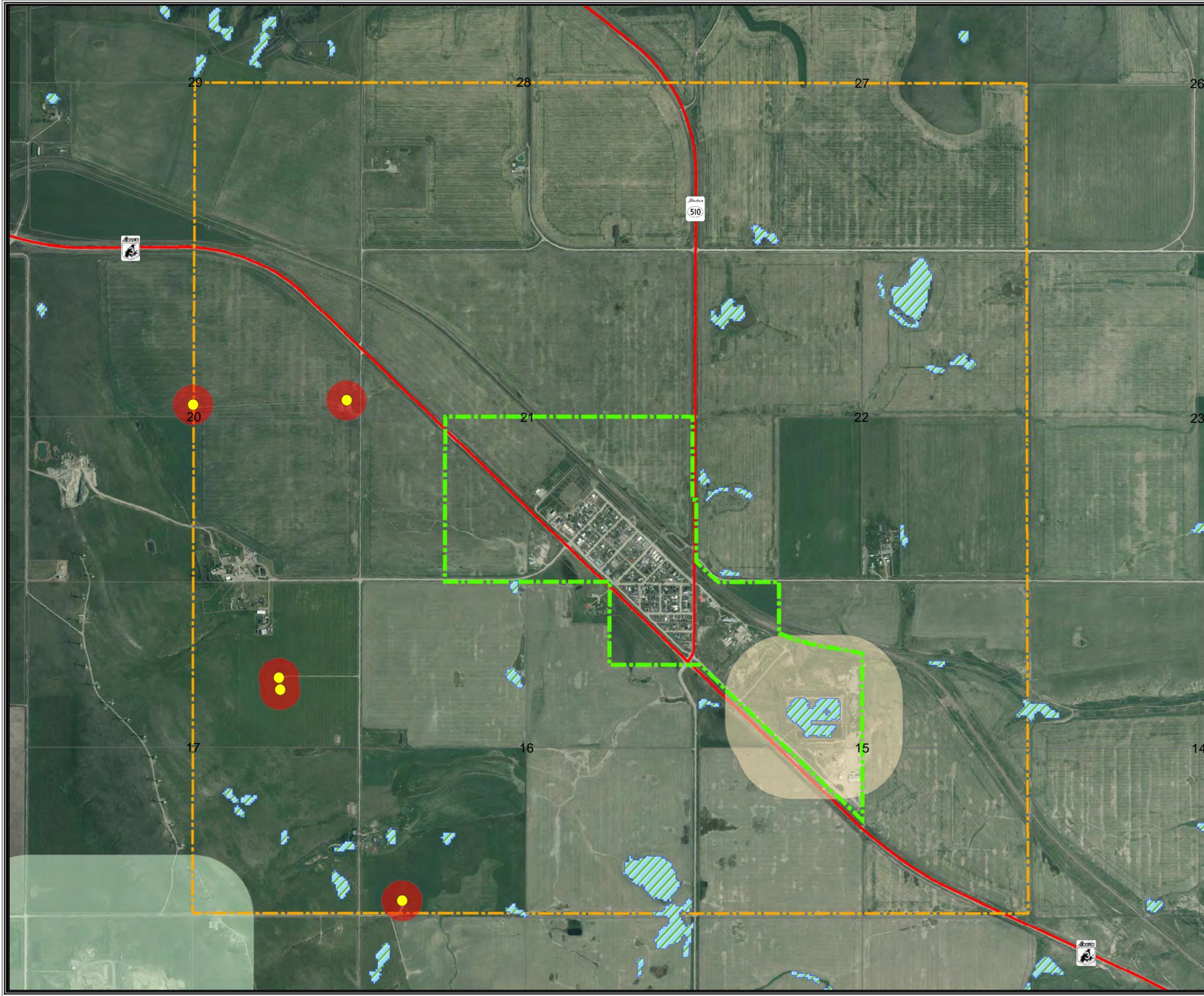
Aerial Photo Date: 2015



MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
VILLAGE OF COWLEY
INTERMUNICIPAL DEVELOPMENT PLAN

LAND USE CONSTRAINTS
MARCH 2021

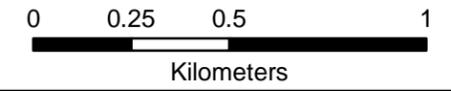
MAP 3



-  IDP Boundary
-  Village of Cowley Boundary
-  Highways
-  Oil/Gas Well
-  Oil/Gas Well Buffer - 100m
-  Wetland
-  Sewage Lagoon Buffer - 300m
-  Waste Transfer Site Buffer - 300m



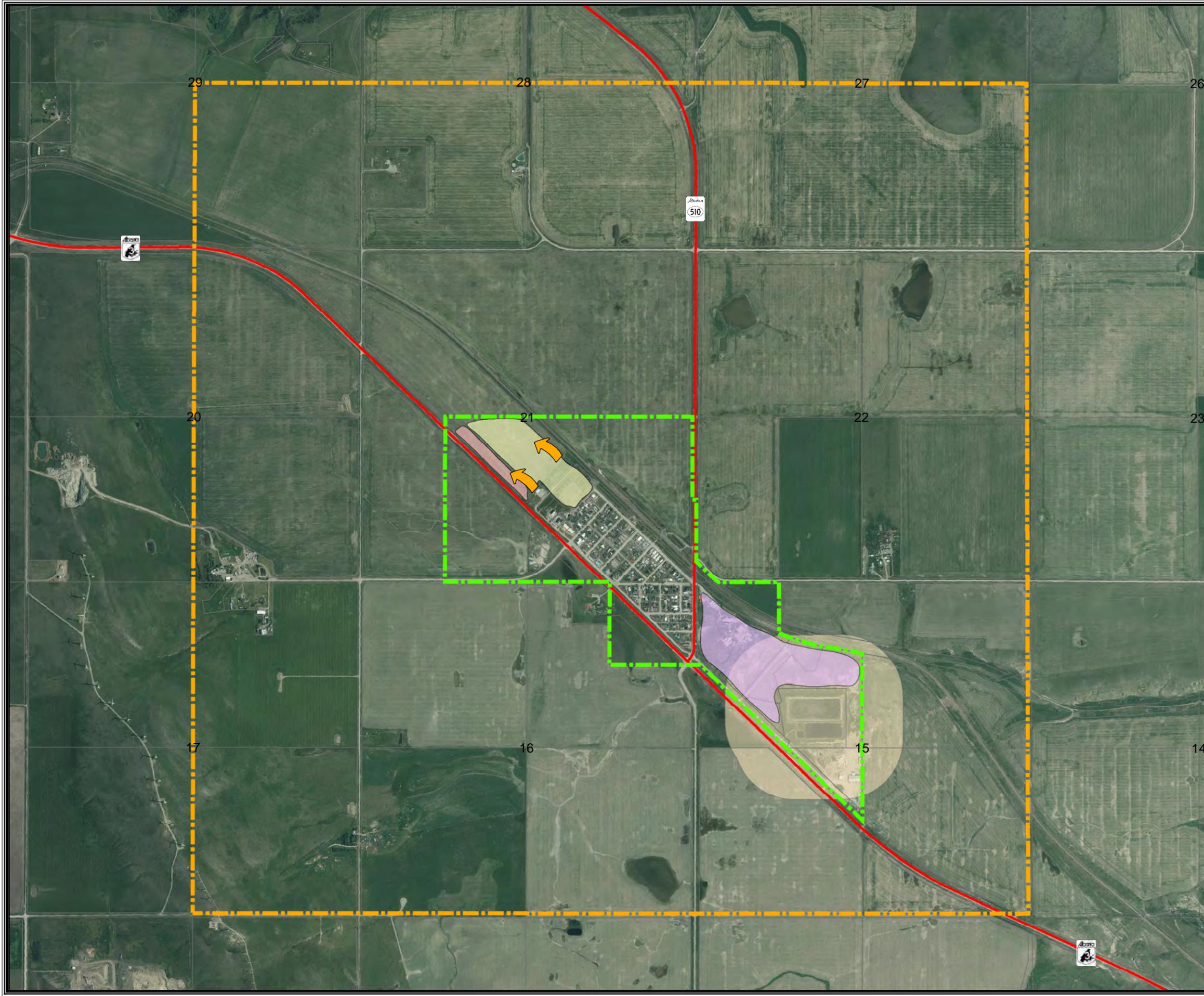
Aerial Photo Date: 2015



MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
VILLAGE OF COWLEY
INTERMUNICIPAL DEVELOPMENT PLAN

LAND USE CONCEPT
MARCH 2021

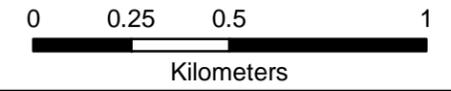
MAP 4



-  IDP Boundary
-  Village of Cowley Boundary
-  Highways
-  Highway Commercial Growth Area
-  Industrial Growth Area
-  Residential Growth Area
-  Sewage Lagoon Buffer - 300m
-  Growth Direction



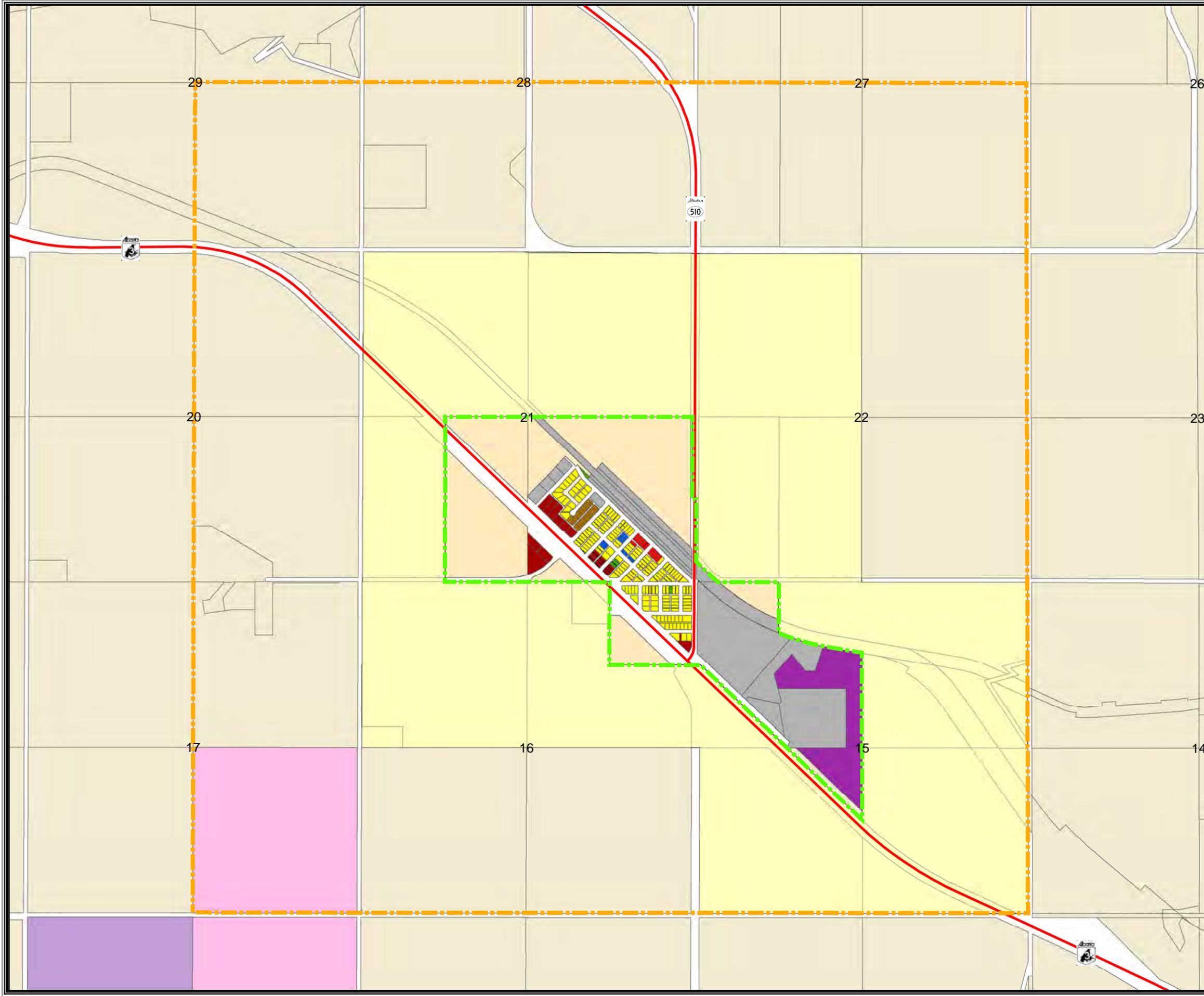
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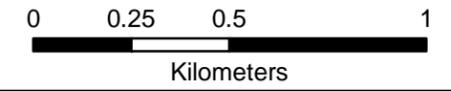
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
VILLAGE OF COWLEY
INTERMUNICIPAL DEVELOPMENT PLAN

COMBINED ZONING
MARCH 2021

MAP 5



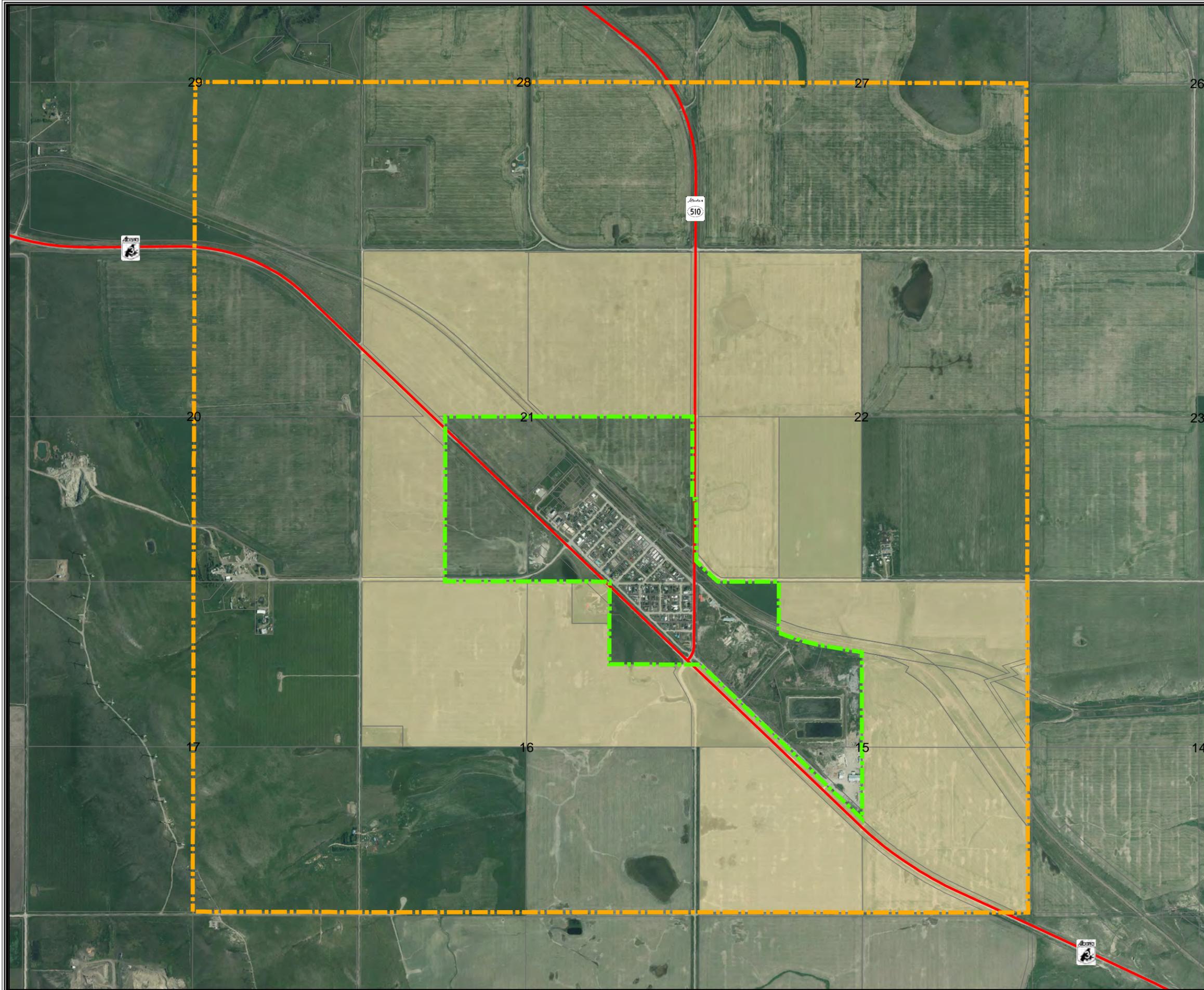
- IDP Boundary
- Village of Cowley Boundary
- Highways
- Cowley Land Use Districts**
- General Residential R1
- Mobile Home Residential R2
- Downtown / Retail Commercial C1
- Highway and General Commercial C2
- General Industrial and Warehousing I
- Parks and Open Space POS
- Public and Institutional PI
- Transitional / Urban Reserve TUR
- Direct Control DC
- MD of Pincher Creek Land Use Districts**
- Agriculture - A
- Urban Fringe - UF
- Landfill Industrial - LI
- Wind Farm Industrial - WFI



MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
VILLAGE OF COWLEY
INTERMUNICIPAL DEVELOPMENT PLAN

CONFINED FEEDING OPERATION
EXCLUSION AREA
MARCH 2021

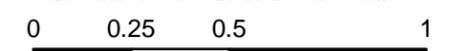
MAP 6



- IDP Boundary
- Village of Cowley Boundary
- Highways
- Confined Feeding Operation Exclusion Area



Aerial Photo Date: 2015



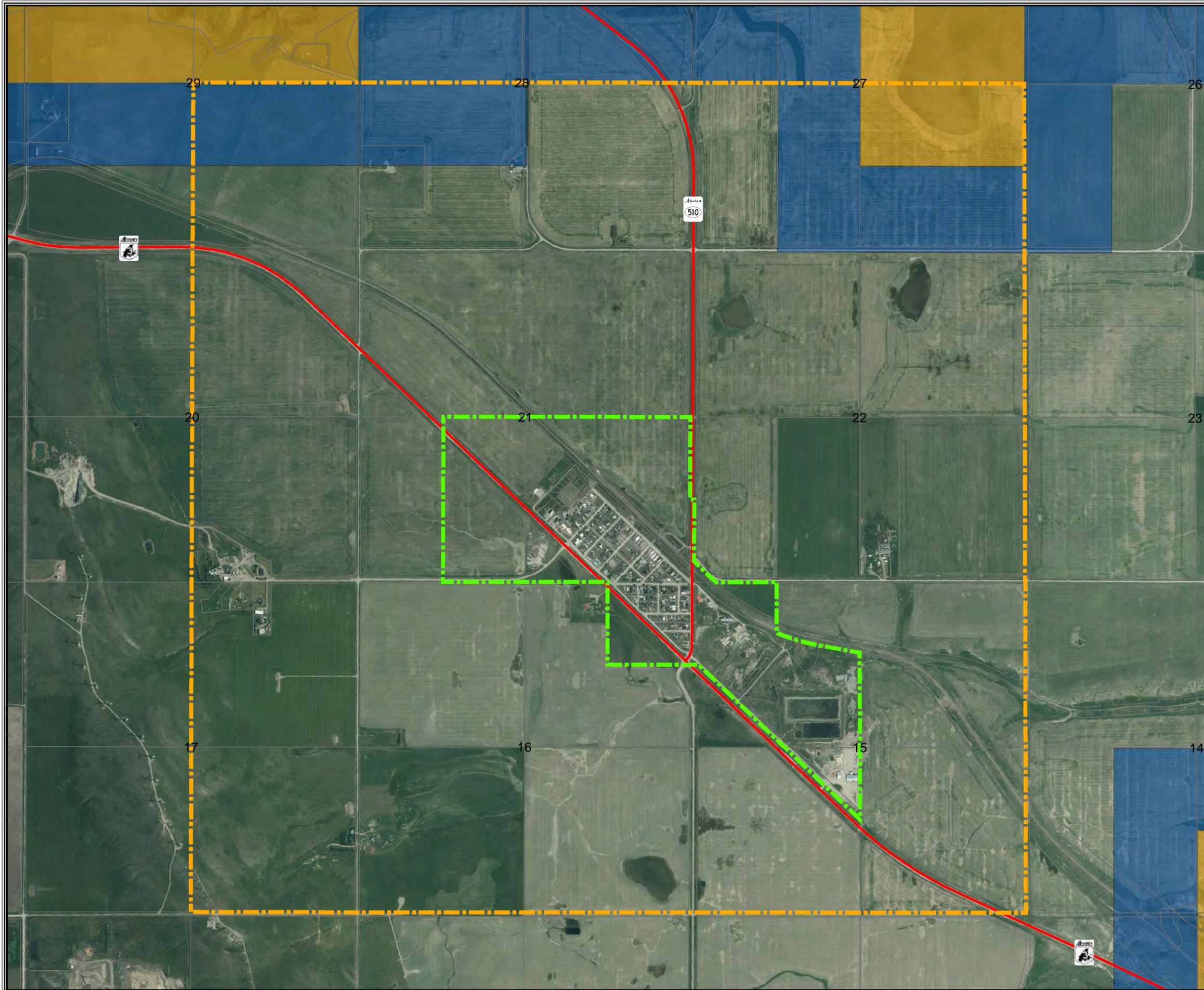
Kilometers



MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
VILLAGE OF COWLEY
INTERMUNICIPAL DEVELOPMENT PLAN

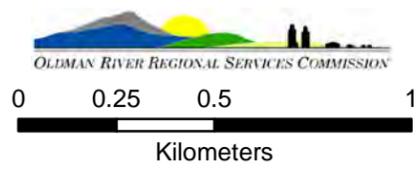
HISTORIC RESOURCE VALUES
MARCH 2021

MAP 7



-  IDP Boundary
-  Village of Cowley Boundary
-  Highways
- Historic Resource Values (HRV)***
-  HRV 4: Contains a Historic Resource That May Require Avoidance
-  HRV 5: High Potential to Contain a Historic Resource

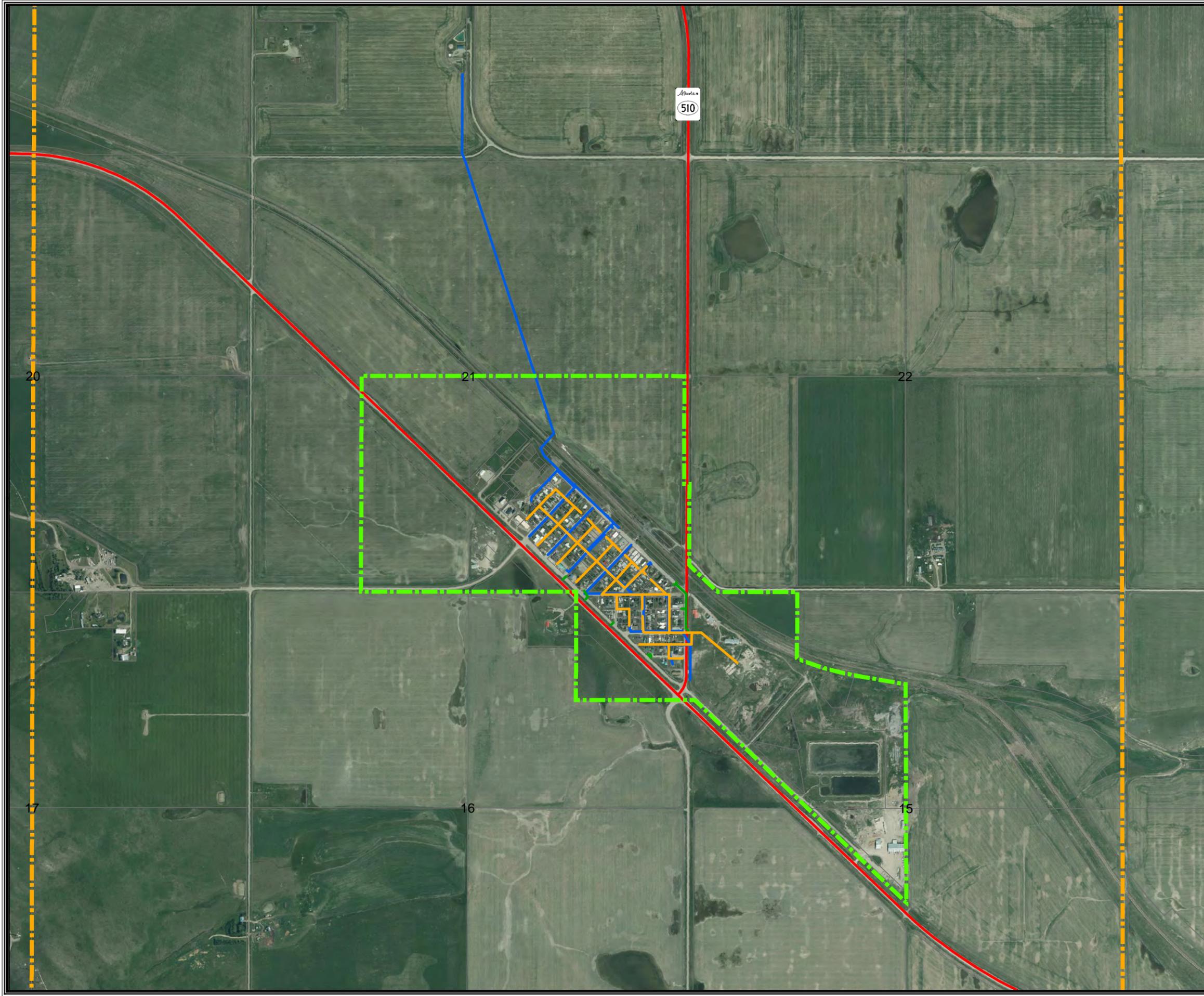
Source:
 * Refer to AB Culture and Tourism "Listing of Historic Resources Instructions For Use" for HRV descriptions and categories.
 † Alberta Culture and Tourism Government of Alberta, October 2020



MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
VILLAGE OF COWLEY
INTERMUNICIPAL DEVELOPMENT PLAN

INFRASTRUCTURE CONNECTIONS
MARCH 2021

MAP 8



-  IDP Boundary
-  Village of Cowley Boundary
-  Highways
-  Cowley Sanitary Main
-  Cowley Storm Main
-  Cowley Water Main



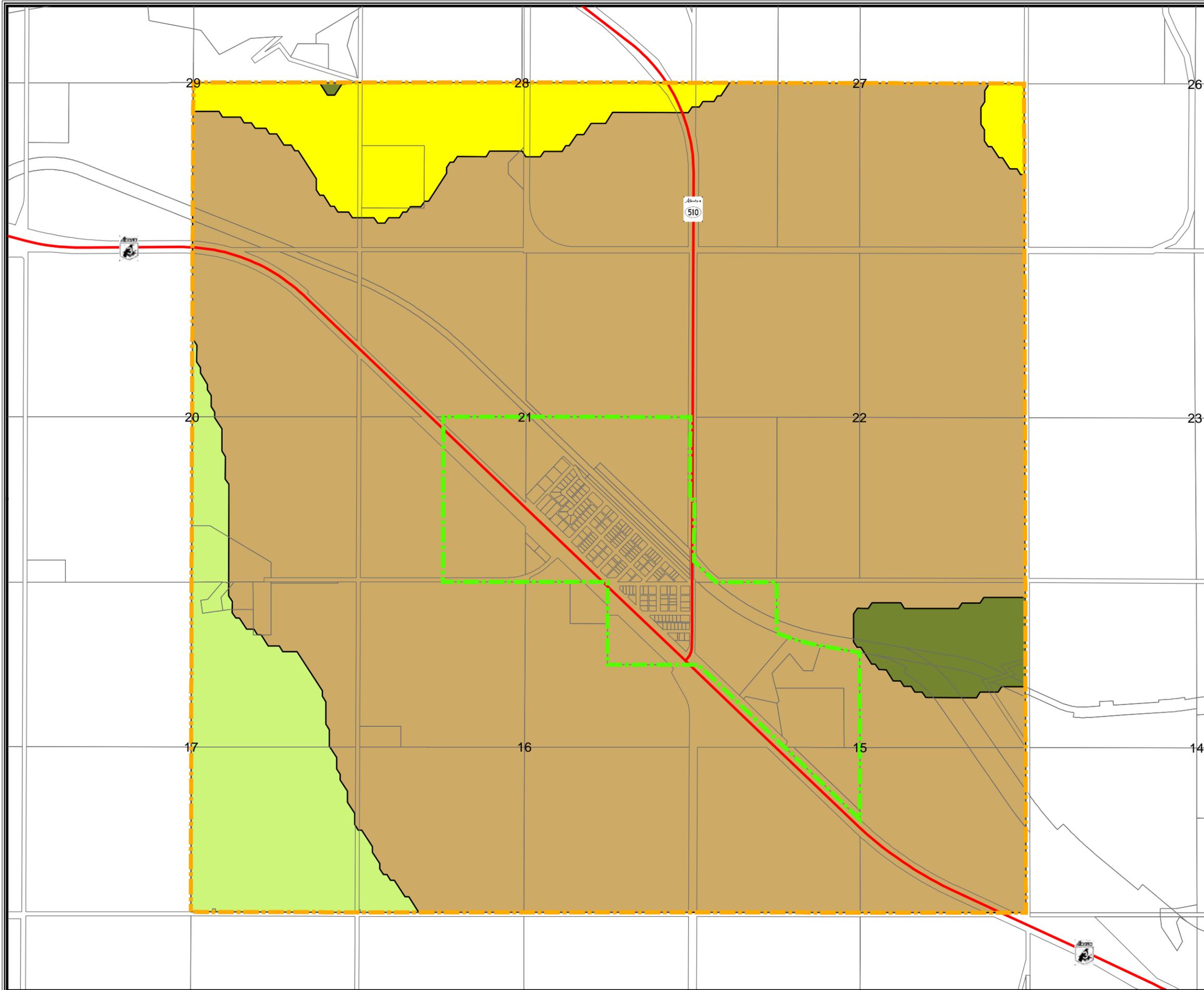
Aerial Photo Date: 2015



MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
VILLAGE OF COWLEY
INTERMUNICIPAL DEVELOPMENT PLAN

SOIL CAPABILITY FOR AGRICULTURE
INDEXED BY CANADA LAND INVENTORY
MARCH 2021

MAP 9



--- IDP Boundary

--- Village of Cowley Boundary

— Highways

Soil Type¹

2 - Moderately High to High Productivity, Moderate Crop Limitations

3 - Moderately High Productivity, Moderately Severe Crop Limitations

5 - No Annual Field Crops, Severe Limitations

6 - Some Natural Grazing Potential but Improvement Practices Not Feasible



¹Source: Canada Land Inventory, National Soil DataBase, Agriculture and Agri-Food Canada. 1998.



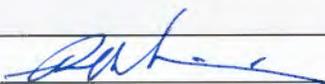
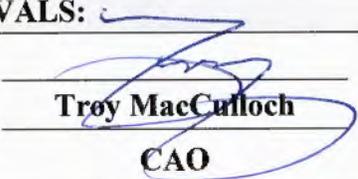
0 0.25 0.5 1

Kilometers



Recommendation to Council

| | |
|--|--|
| TITLE: DEVELOPMENT PERMIT NO. 2021-17
Applicant: 1077841 Alberta Ltd.
Location SE 12-7-3 W5M (Hiawatha Campground)
Division: 5
Size of Parcel: 64 ha (160 acres)
Zoning: Direct Control - DC
Development: Replace Existing Manufactured Home with New One |  |
| PREPARED BY: Roland Milligan | DATE: April 7, 2021 |
| DEPARTMENT: Planning and Development | |
| Signature:

<hr style="width: 100%;"/> | ATTACHMENTS:
1. Development Permit Application No. 2021-17
2. Site Plan |
| APPROVALS: | |
| 
Roland Milligan
Department Director | 2021/04/07
Date |
| 
Troy MacCulloch
CAO | 07 Apr. 2021
Date |

RECOMMENDATION:

That Development Permit No. 2021-17, for the placement of a new Manufactured Home to replace an existing manufacture home, be approved, subject to the following Condition(s) and Variance(s):

Condition(s):

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

BACKGROUND:

- On March 19, 2021 the MD received Development Permit Application No. 2021-17, for the placement of a new manufactured home to replace an existing manufactured home within the SE 12-7-3 W5M.
- This application is being placed in front of Council because:
 - Within the Direct Control – DC Land Use District, Council is the development authority for all proposed uses.



Municipal District of Pincher Creek
P.O. Box 279
Pincher Creek, AB T0K 1W0
Phone: 403.627.3130 • Fax: 403.627.5070

DEVELOPMENT PERMIT APPLICATION

All grey areas will be completed by the Planning Authority

DEVELOPMENT PERMIT APPLICATION NO. 2021-17

Date Application Received MARCH 19/21

PERMIT FEE DC

Date Application Accepted 2021/03/24

RECEIPT NO. 48272

Tax Roll # 5138.000

IMPORTANT: This information may also be shared with appropriate government / other agencies and may also be kept on file by those agencies. This information may also be used by and for any or all municipal programs and services. The application and related file contents will become available to the public and are subject to the provisions of the Freedom of Information and Protection of Privacy Act (FOIP). If you have any questions about the collection of this information, please contact the Municipal District of Pincher Creek No. 9

SECTION 1: GENERAL INFORMATION

Applicant: 1077841 AB. LHA.

Address: Box 1493 Coaldale, Ab. TIM IN3

Telephone: [REDACTED] Email: [REDACTED]

Owner of Land (if different from above): _____

Address: _____ Telephone: _____

Interest of Applicant (if not the owner): _____

SECTION 2: PROPOSED DEVELOPMENT

I/We hereby make application for a Development Permit under the provisions of Land Use Bylaw No. in accordance with the plans and supporting information submitted herewith and which forms part of this application.

A brief description of the proposed development is as follows:

To replace an aging mobile home with a new one.
On lot #1 - mobile home park

Legal Description: Lot(s) _____

Block _____

Plan _____

Quarter Section SE 12 - 07 - 03 WS

7116, RR 30

Estimated Commencement Date: June 1, 2021

Estimated Completion Date: Nov 30, 2021

SECTION 3: SITE REQUIREMENTS

Land Use District: DIRECT CONTROL (DC) Division: 5
 Permitted Use Discretionary Use DC

Is the proposed development site within 100 metres of a swamp, gully, ravine, coulee, natural drainage course or floodplain?

Yes No

Is the proposed development below a licenced dam?

Yes No

Is the proposed development site situated on a slope?

Yes No E.D.

If yes, approximately how many degrees of slope? 6 degrees

Has the applicant or a previous registered owner undertaken a slope stability study or geotechnical evaluation of the proposed development site?

Yes No Don't know Not required

Could the proposed development be impacted by a geographic feature or a waterbody?

Yes No Don't think so

| PRINCIPAL BUILDING | Proposed | By Law Requirements | Conforms |
|--|------------------------------------|---------------------|----------|
| (1) Area of Site | 64 ha | - | - |
| (2) Area of Building | 29' x 76'
2,204 ft ² | - | YES |
| (3) %Site Coverage by Building (within Hamets) | N/A | - | - |
| (4) Front Yard Setback
Direction Facing: <u>EAST</u> | 650m | 30m | YES |
| (5) Rear Yard Setback
Direction Facing: <u>WEST</u> | 155m | 7.5m | YES |
| (6) Side Yard Setback:
Direction Facing: <u>NORTH</u> | 250m | 7.5m | YES |
| (7) Side Yard Setback:
Direction Facing: <u>SOUTH</u> | 525m | 7.5m | YES |
| (8) Height of Building | 17' | N/A | - |
| (9) Number of Off Street Parking Spaces | N/A | - | - |

Other Supporting Material Attached (e.g. site plan, architectural drawing)

Yes. A site plan, and floor plan.

| ACCESSORY BUILDING | Proposed | By Law Requirements | Conforms |
|--|----------|---------------------|----------|
| (1) Area of Site | N/A | | |
| (2) Area of Building | | | |
| (3) % Site Coverage by Building (within Hamlets) | | | |
| (4) Front Yard Setback
Direction Facing: | | | |
| (5) Rear Yard Setback
Direction Facing: | | | |
| (6) Side Yard Setback:
Direction Facing: | | | |
| (7) Side Yard Setback:
Direction Facing: | | | |
| (8) Height of Building | | | |
| (9) Number of Off Street Parking Spaces | | | |

Other Supporting Material Attached (e.g. site plan, architectural drawing)

SECTION 4: DEMOLITION

Type of building being demolished: Mobile home and addition
 Area of size: Approximately 68' x 31'
 Type of demolition planned: Sale + Move off property

SECTION 5: SIGNATURES (both signatures required)

The information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts in relation to this application for a Development Permit.

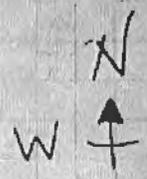
I also consent to an authorized person designated by the municipality to enter upon the subject land and buildings for the purpose of an inspection during the processing of this application.

DATE: 03/19/2021

[Signature]
Applicant
[Signature]
Registered Owner

Information on this application form will become part of a file which may be considered at a public meeting.

Center of home park road



32'

9' grass

LOT #1

76ft

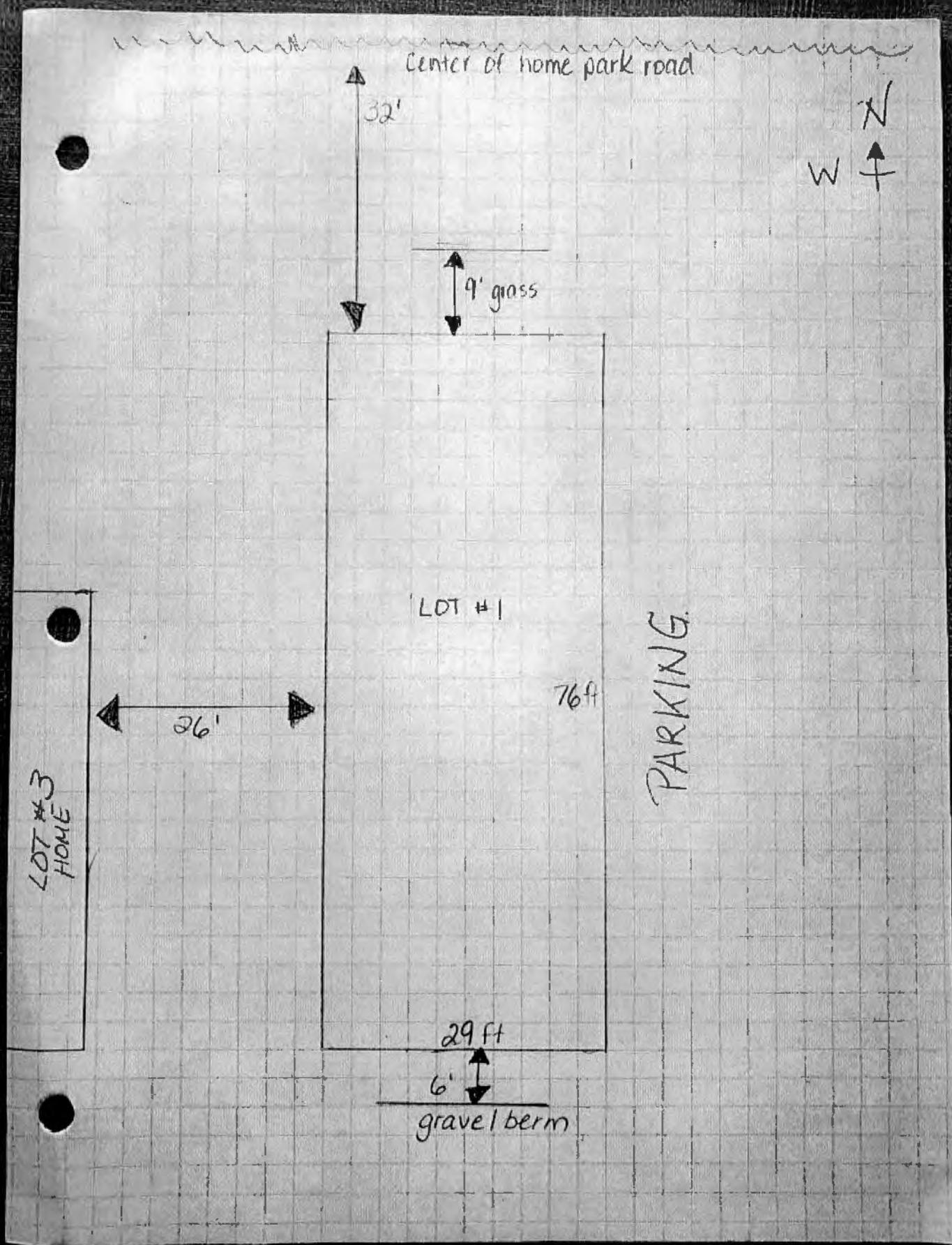
PARKING

26'

LOT #3 HOME

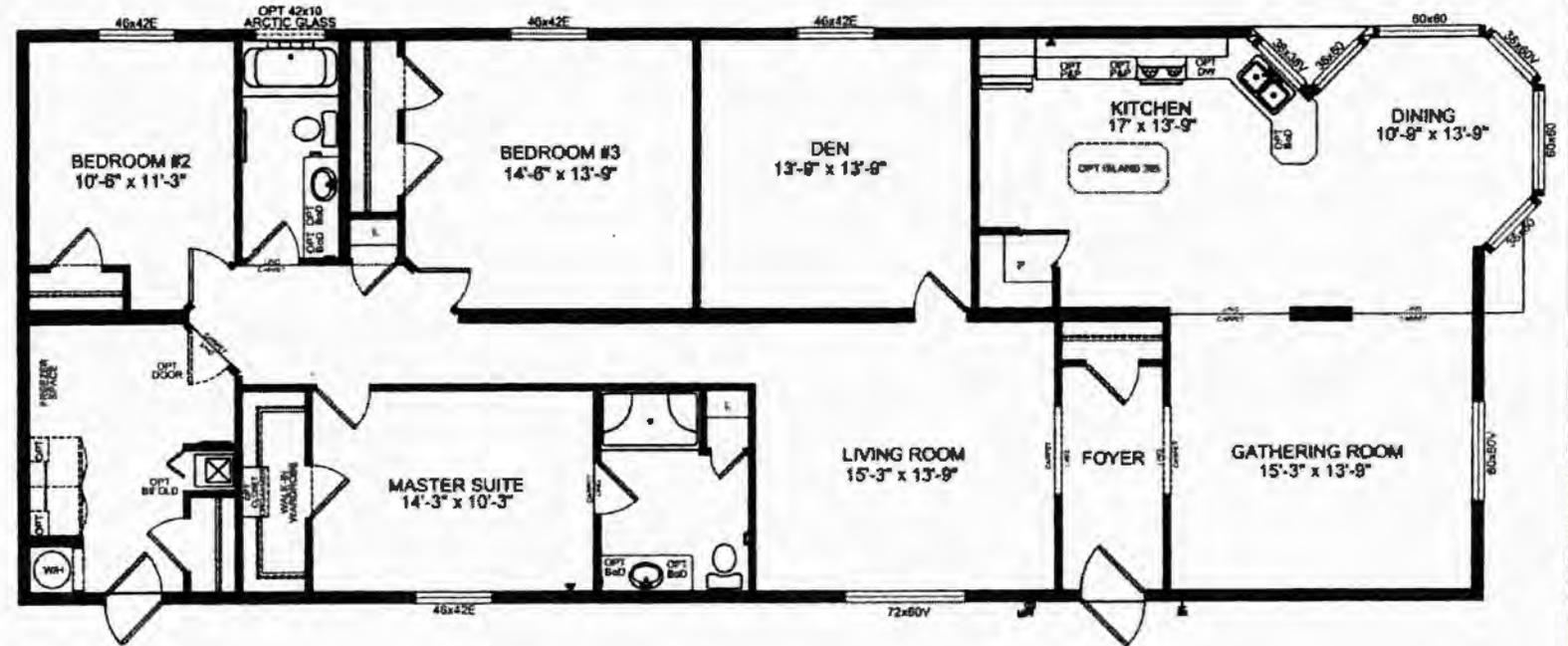
29 ft

6' gravel berm

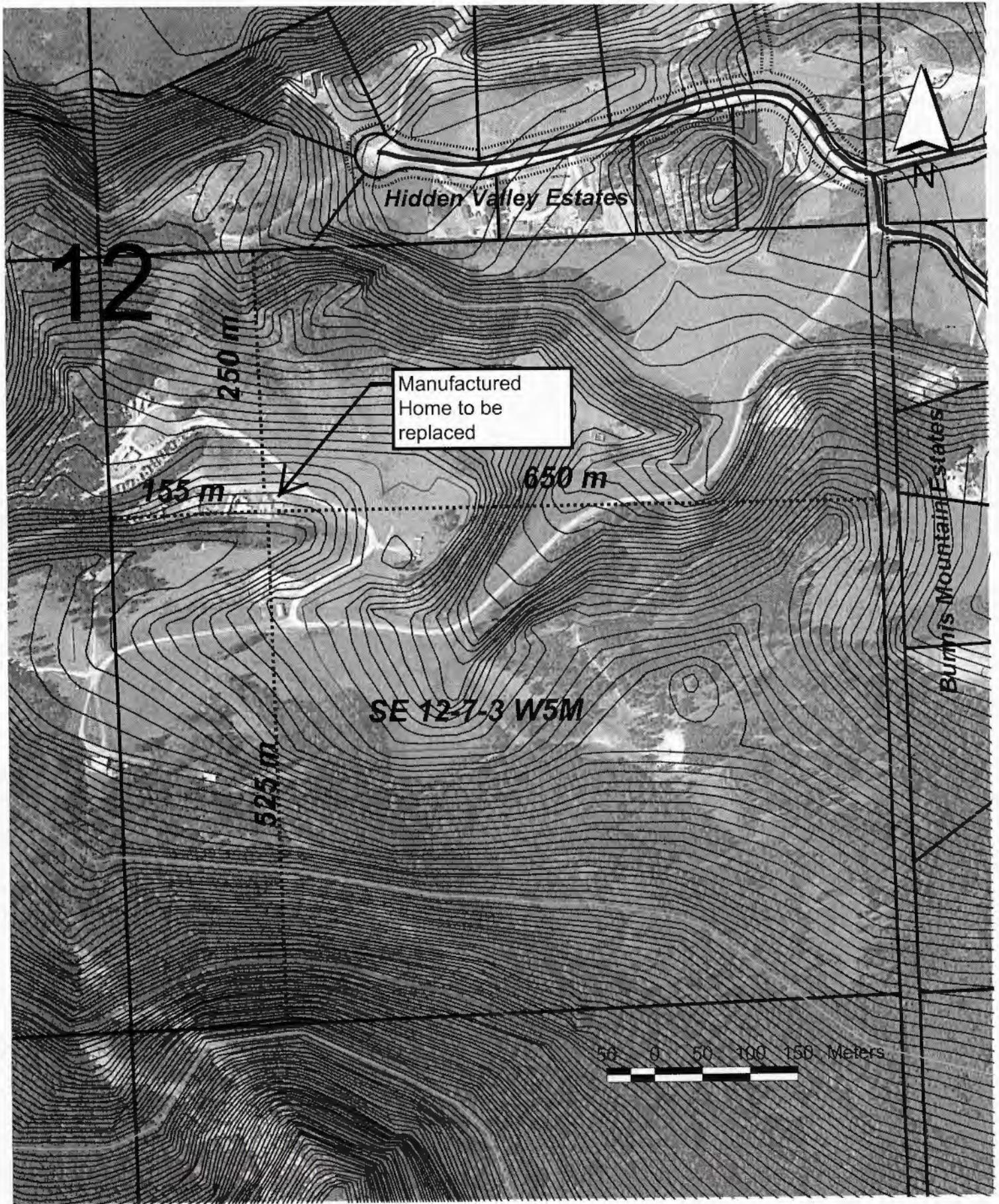




CUSTOM PRINT



| ADDITIONAL CHANGES | INITIAL | DATE | MODULINE CUSTOM PLAN | |
|--|---------|------|----------------------|-------------------------------|
| | | | QUOTE NUMBER | MODEL LINE:
MANSURA |
| | | | Q21-0064 | |
| | | | DRAWN BY: C.M | |
| | | | DATE: 03/18/21 | |
| NOTE: (1) THIS QUOTE MUST ACCOMPANY ORDER (2) SOME OPTIONS MAY BE SHOWN (3) PRICE DOES NOT INCLUDE OPTIONS | | | | |



CHIEF ADMINISTRATIVE OFFICER'S REPORT

Mar. 24, 2021 –Apr. 13, 2021

DISCUSSION:

- | | |
|------------|--|
| Mar. 24 | <p>Alberta Rural Connectivity Conference
 Crowsnest Pincher Creek Landfill AGM
 Further edits to Letter to Federal Minister of Environment
 Meeting with Construction Company
 Police Advisory Meeting</p> |
| Mar. 25 | <p>Post Council follow-up with SMT (Senior Mgmt Team) and Exec Asst
 Meeting with resident regarding proposed mining west of our MD
 Meeting with Commissioners to review proposed bylaw changes for Commission
 Meeting with MLA Reid and Sr Advisor to Minister Nixon re: AEP Approval</p> |
| Mar. 26 | <p>Conference call with GoA regarding Vaccination Program
 Mediation Meeting with mediator and CAO Wilgosh</p> |
| Mar. 29 | <p>HR issue
 ICF and tax rate meeting with Dir. Finance</p> |
| Mar. 30 | <p>Newsletter prep
 AEP meeting with Banner and Dir. of Planning</p> |
| Mar. 31 | <p>ICF funding meeting with Town CAO and Dir. of Finance
 Staffing meeting with Dir of Finance/HR and PW Super.
 Proposed Transfer Site Visit</p> |
| Apr. 01 | <p>Meeting with MLA Reid and Sr. Advisor to Min. Nixon - follow up.
 Mediation Prep meeting with Commissioners
 HR meeting – Special Projects Coordinator - contract</p> |
| Apr. 02-05 | <p>Worked on division of duties of former Dir Ops between current staff. Co-Created a dashboard of activity, duties and projects so everything assigned can be tracked and updated.</p> |
| Apr. 06 | <p>Forgot to wear my kilt – Happy Tartan Day!
 PCESC Mediation at MD Chambers
 Elections 2021 Meeting with RO, DRO and Dir. and Finance
 Thompson Colony Pit reclamation Meeting – with PW Super.
 Tender opening for Lundbreck Lagoon Aeration System</p> |
| Apr. 07 | <p>PW Monthly Safety Meeting
 Meeting with Town CAO regarding Transfer station and CPO Agreement
 Reports for Council</p> |
| Apr. 08 | <p>Project update with Banner Engineering for BM Waste Water System
 MCCAC Meeting</p> |
| Apr. 09 | <p>Lundbreck Lagoon Tender review with Talbera Tech
 Project update with MPE regarding Water Distribution and Collection for BM
 Land updates with Bridgeland Services for BM Projects</p> |
| Apr. 12 | <p>Council Prep
 Meeting at proposed transfer site location with Town reps</p> |

- Numerous other meetings throughout this period to address any issues or tasks from the Mar. 23rd meeting.

Upcoming Meetings

- Apr. 14 – Joint Health and Safety

RECOMMENDATION:

That Council receive for information, the Chief Administrative Officer's report for the period Mar.24, 2021 – Apr. 12, 2021.

Prepared by:

Troy MacCulloch, CAO



Date: Apr. 08, 2021

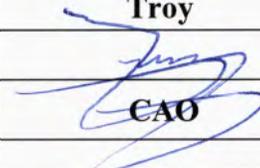
Respectfully presented to:

Council

Date: Apr. 12, 2021

Request for Decision of Council

Council Meeting – 13 April, 2021

| | | | |
|---|------|---|------------------------|
| TITLE: Lastuka Road Agreement and Culvert | |  | |
| PREPARED BY: CAO | | DATE: 07 April, 2021 | |
| DEPARTMENT: Admin | | | |
| Department Supervisor | Date | ATTACHMENTS:
1. Letter to Council
2. Aerial of Lands
3. Lastuka Letters 2002
4. Lastuka Dev. Agreement 2005 | |
| APPROVALS: | | | |
| | | Troy | |
| | |  | |
| Department Director | Date | CAO | 07 April, 2021
Date |

RECOMMENDATION:

That Council receive the letter and further:

1. Deny the request of the land owner that the culvert on his property become a bridge file for the MD.
2. MD Staff are willing to work with Mr. Lastuka to develop an emergency egress plan
3. Deny item 3 as it would be contrary to our current development agreement
4. Not consider item 4, as we are not the owners of the culvert, nor do we want the responsibility for maintenance or replacement as per our current development agreement.

BACKGROUND:

2002_05_03 Road Allowance and Cattle Gate Installation: May 03, 2002 Dennis sent a letter to council to request permission to build a road within the MD allowance for 670m and the installation of a cattle guard.

2002_05_21 - Dennis Lastuka Road : May 21, 2002 Norm Minchau requested direction from Council on their support for the road to be built.

2002_05_28 5-MINUTES COUNCIL MEETING : May 28, 2002 Council authorized Dennis to build road to minimum standard, specified MD will not provide maintenance until road is improved to MD standard.

2002_06_03 Roads: May 31, 2002 CAO sent letter to lawyer for opinion on liability on MD road allowance. Lawyer responded June 03, 2002

Request for Decision of Council

Council Meeting – 13 April, 2021

2002_06_12 - Access Road Construction within MD Road Allowance & Cattle Guard Installation: June 12, 2002 CAO sent letter to Dennis Lastuka to let him know of council authorization to build the road.

2002_06_17 - Roads - Development Agreement June 17, 2002 CAO send letter to lawyer about the proposed development agreement options.

2002_09_03 1-Minutes M.P.C. Meeting Sept 03,2002 MPC approved Dennis Lastuka development application 2002-50 on NE17-4-28-W4.

2003_05_06 1-Minutes M.P.C. Meeting May 06,2003 MPC approved Dennis Lastuka development application 2003-19 on SE17-4-28-W4 under condition

2005_03_16 - Road Development Agreement with LASTUKA March 16, 2005 Letter received from lawyers discussing option for the agreement with Lastuka.

2005_05_12 Dennis Lastuka - Road Development Agreement March 16, 2005 Received Certificate of Title and signed agreement with Dennis L .from Lawyers. Clearly specified no maintenance until road is upgraded to regular standard.

2006_09_22 - 371 A Road Construction Inspection (1) Sept 22, 2006 Letter was sent to Dennis from Norm Minchau informing him that his road was inspected and are meeting policy 317A Specification.

2019 – as per Mr. Lastuka's letter, he had a conversation with then PW Employee Jared Pitcher. Even if Jared stated anything regarding the status of the bridge or the road at that time, upon further investigation he would have become aware of the current agreements in force and policies of the MD that would have prevented him from further action.

FINANCIAL IMPLICATIONS:

If Council were to choose to assist Mr. Lastuka and take ownership of the road and the culvert, the culvert replacement and installation alone would be in excess of \$300,000.00.

RECEIVED

MAR 24 2021

M.D. OF PINCHER CREEK

Dennis Lastuka
Yarrow Creek Ranch
PO Box 56
Pincher Creek, Alberta
T0K 1W0

March 24, 2021

M.D. Of Pincher Creek No. 9
Box 279
Pincher Creek, Alberta
T0K 1W0

Dear Council:

Re: Management of existing Culvert / Bridge on Rg Rd 28-4

In the year 2005 we constructed a secondary gravel road into our ranch on E1/2 17-4-28 W4. We had approval from the M.D. in 2002 as indicated on the attached documents.

Upon a visit of your public works superintendent Jerod in 2019; he informed that the existing culvert 2000mm CSP on this road is classified as a Bridge / Culvert and is supposed to be inspected annually by the M.D. of Pincher Creek. Jerod indicated he would put this culvert / bridge on the MD list of bridges to be inspected.

Further investigation with the MD; I was informed that I was responsible for the culvert / bridge as I had signed the "Road Development Agreement" with the MD of Pincher Creek.

Upon the initial inspection in 2002 with Norm Minchau and the final inspection completed by Eric Tapp in 2006; I was never informed of the technical status of the culvert crossing being classified as a bridge and it had to be inspected annually. The original road construction was completed north of this culvert and no construction occurred near or around this culvert. This culvert on Rge Rd 28-4 was existing prior to me purchasing the land in 2001. In one of my original letters I stated that the culvert was installed after the 1995 flood; but I am not sure when it was installed. From further discussion with numerous people around the area; it seems the culvert was installed somewhere between 1974 when Lammers purchased the land and 1995.

I am very concerned at this time due to this is my only access into my farmyard and a new house built in 2015. If the culvert collapses, I have no other access. It is mandatory that I have access as I require feed trucks, fuel trucks, cattle liners etc to access my farm yard to sustain my livestock operation into the future.

I do not believe that I am responsible for the culvert as it is on the MD road allowance. The Road Development Agreement should have "only" been for the northern part 670m of road I constructed to the MD secondary road standards. I understand that it was easier to put the caveat on the land title for the entire E1/2 of 17-4-28 W4 but in hindsight this was not correct. Secondly; the culvert was installed on a MD of Pincher Creek road allowance so I assumed that the MD gave approval sometime in the past for this to be placed in the road allowance. Thirdly; the MD had to be aware of this culvert from the very beginning. I would assume from when it was initially installed and for sure when the MD public works superintendent inspected it back in 2002 for inspection prior to my application for construction of the road.

I would like the MD Council to address this issue.

1. I would like the MD to ensure me the culvert has been placed into the Alberta Transportation's Bridge Inspection and Maintenance (BIM) system. I would also like a copy of the report as to the condition and status of this culvert.
2. I would like to develop an emergency plan with the MD of Pincher Creek and myself as to what would the procedures, timelines would be to gain access in a timely manner to my farmyard in the event the existing culvert fails.
3. I would like the existing Road Development Agreement amended to identify specifically the 670m of road construction taken place on the east side of NE17-4-28 W4 and to identify the culvert crossing as a pre-existing structure.
4. If the culvert is identified for replacement, I would like the MD to apply for funding and a place it on its infrastructure replacement list in the future.

I look forward to your future correspondence in this matter.

You can contact me at 403-315-2614 or by e-mail yarrowcreekranch@gmail.com



01.80

ADMINISTRATION OFFICE
P.O. BOX 279
PINCHER CREEK, ALBERTA
T0K 1W0
PHONE 627-3130 • FAX 627-5070
E-MAIL: mdpinch@telusplanet.net

SCANNED

June 12, 2002

Dennis Lastuka
Box 2251
Lethbridge, AB T1J 4K7

Dear Mr. Lastuka:

RE: Access Road Construction within M.D. Road Allowance & Cattle Guard
Installation

At their meeting of May 28, 2002, Council considered your request for permission to construct an access road on the North and South road allowance between Section 17-4-28-W4 and Section 16-4-28-W4 all north of Drywood Creek. After discussing your request, Council passed the following resolution:

"That Council authorize Dennis Lastuka to build a road E/E ½ 17-4-28-4 to the standard of his proposal of May 3, 2002, that he sign a release with the M.D., that he erect signs warning that the road is a dead end and unimproved, and further that he be advised that the M.D. will not provide regular maintenance until the road is improved to M.D. standards."

Please advise if you plan to develop your access road as proposed. If so, a Development Agreement addressing the above conditions will be prepared for your signature and registration on title at your cost. You will be contacted when the Agreement is ready for signature.

Council is currently reviewing the "Access Roads To Parcels Off Municipally Controlled Roads" policy, specifically with regards to the grant provided to build access roads to municipal standards. You may want to consider the revised policy before building your access road as proposed. I anticipate Council will adopt the revised policy within a month.

At their meeting of June 11, 2002, Council addressed your request for a Texas Gate at the very north end of the proposed access road. Council, by resolution, approved entering into a Texas Gate Agreement on the road allowance east of E ½ 17 4-28-4 with the condition that a gate be provided for access for horses and cows and that the Texas Gate measures a minimum of 7.31 meters (24 feet) to allow for movement of large farming equipment.

A Texas Gate agreement is enclosed. If you are prepared to enter into a Texas Gate Agreement subject to the conditions listed above, please complete the agreement and return it to me.

Sincerely,

A handwritten signature in cursive script that reads "Loretta Thompson".

Loretta Thompson, MPA
CAO

Enclosure

cc: Norm Minchau

Dennis Lastuka
Box 2251
Lethbridge, Alberta
T1J 4K7

May 3, 2002

M.D. of Pincher Creek No.9
Box 279
Pincher Creek, Alberta
T0K 1W0

Dear Council;

Re: Access road construction within M.D. road allowance & Cattle guard installation

I have recently purchased land located on the E ½ of 17-4-28 W4. My future plans include the construction of a new farmstead on the SE17-4-28 W4. With this letter, I am requesting permission from the council of M.D. of Pincher Creek No. 9 to construct an access road on the North and South road allowance between Sec.17-4-28 W4 and Sec.16-4-28 W4 all north of Drywood Creek. The landowner on the east side of the road allowance, Marcel Lammers, has no objections to the construction of this access road.

From the inspection and recommendations of Norm Minchau (Public Works Superintendent), on April 29, 2002, I would like to construct the road as follows:

Dimensions: Top Width 5.0m
Side slopes 3:1 min.
Road height 0.50 m minimum to a maximum of 1.5m.
Length 670m

There will be a ditch located on either side of the road to provide adequate drainage but width and depth may vary. The slopes will be a minimum of 3:1. There will be 2 culvert placements; one will be a 600mm Dia. CSP and the other will be a 300mm Dia. CSP.

The proposed access road will blend into the existing road crossing of a major draw from which the road will turn into the SE17-4-28 W4.. This crossing has a 2000mm Dia. CSP with a 6.5m top width and is in excellent shape.

Note: this crossing was rebuilt after 1996 flood at Marcel Lammers expense with the approval of council at that time.

At this time, I would also like to apply for permission to install a cattle guard at the very north end of the proposed access road. Also I would greatly appreciate the cooperation of the M.D with the installation of a few road signs (Enter At Own Risk) & (Dead End) at the entrance of the access road to insure the safety of the road allowance.

If you require more information you can contact me at:
work 327-4340
home 327-2432
cell 315-2614

I look forward to your response. Thank you for your co-operation.

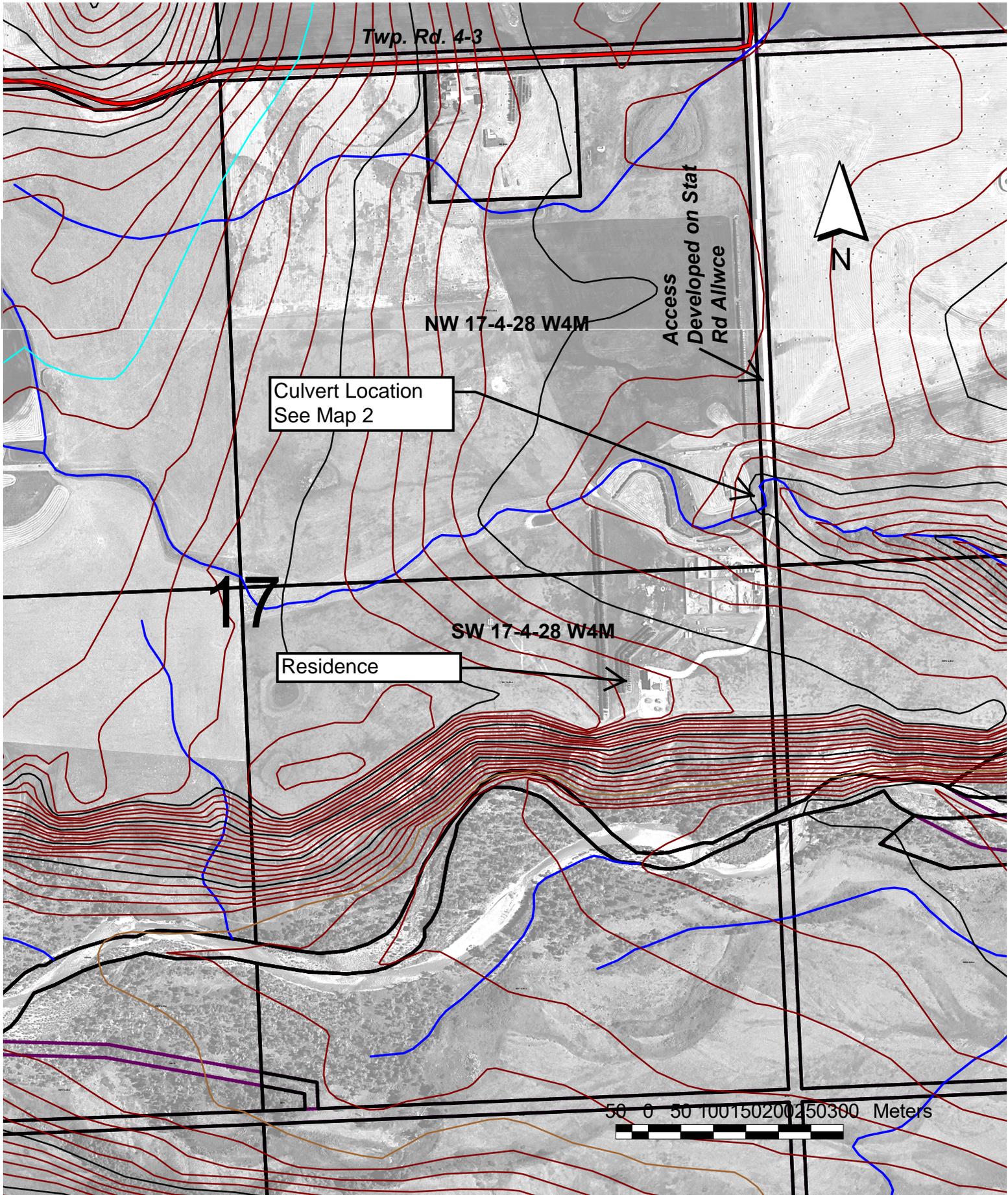
Yours truly,

A handwritten signature in black ink, appearing to read 'Dennis Lastuka', written in a cursive style.

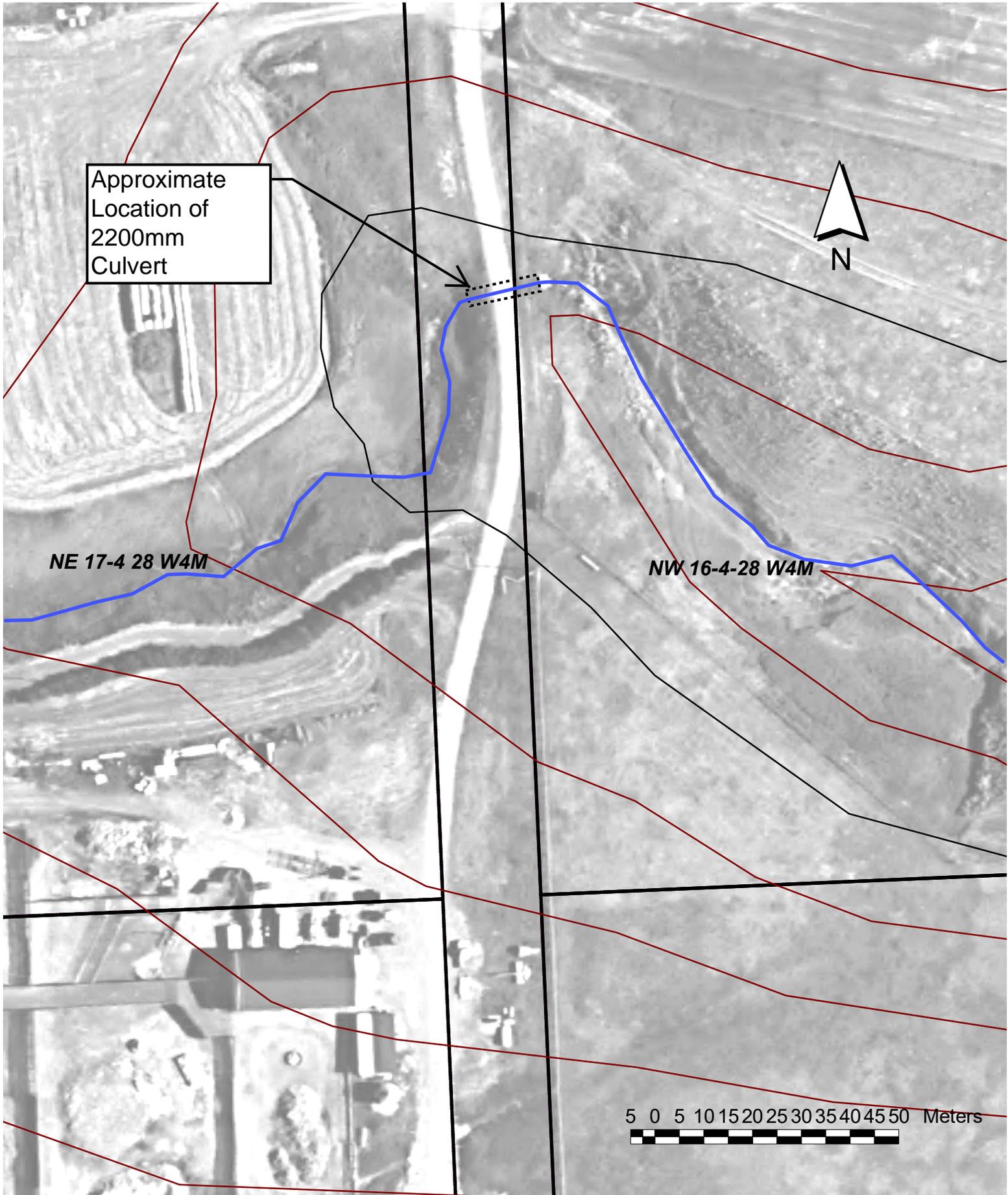
Dennis Lastuka

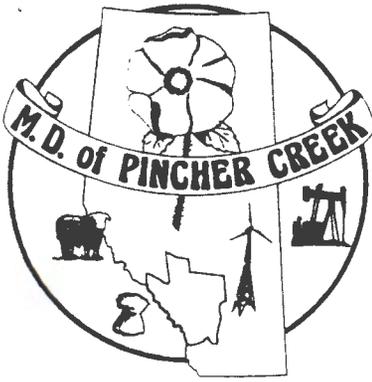
MAP 1

Location of Access Road



MAP 2 Culvert Location





in. 80

ADMINISTRATION OFFICE
P.O. BOX 279
PINCHER CREEK, ALBERTA
T0K 1W0
PHONE 627-3130 • FAX 627-5070
E-MAIL: mdpinch@telusplanet.net

SCANNED

June 12, 2002

Dennis Lastuka
Box 2251
Lethbridge, AB T1J 4K7

Dear Mr. Lastuka:

RE: Access Road Construction within M.D. Road Allowance & Cattle Guard
Installation

At their meeting of May 28, 2002, Council considered your request for permission to construct an access road on the North and South road allowance between Section 17-4-28-W4 and Section 16-4-28-W4 all north of Drywood Creek. After discussing your request, Council passed the following resolution:

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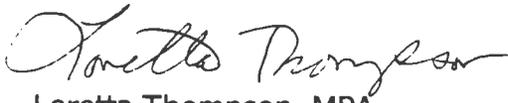
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A Texas Gate agreement is enclosed. If you are prepared to enter into a Texas Gate Agreement subject to the conditions listed above, please complete the agreement and return it to me.

Sincerely,

A handwritten signature in cursive script that reads "Loretta Thompson".

Loretta Thompson, MPA
CAO

Enclosure

cc: Norm Minchau

Dennis Lastuka
Box 2251
Lethbridge, Alberta
T1J 4K7

May 3, 2002

M.D. of Pincher Creek No.9
Box 279
Pincher Creek, Alberta
T0K 1W0

Dear Council;

Re: Access road construction within M.D. road allowance & Cattle guard installation

I have recently purchased land located on the E 1/2 of 17-4-28 W4. My future plans include the construction of a new farmstead on the SE17-4-28 W4. With this letter, I am requesting permission from the council of M.D. of Pincher Creek No. 9 to construct an access road on the North and South road allowance between Sec.17-4-28 W4 and Sec.16-4-28 W4 all north of Drywood Creek. The landowner on the east side of the road allowance, Marcel Lammers, has no objections to the construction of this access road.

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- Side slopes 3:1 min.
- Road height 0.50 m minimum to a maximum of 1.5m.
- Length 670m

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Note: this crossing was rebuilt after 1996 flood at Marcel Lammers expense with the approval of council at that time.

At this time, I would also like to apply for permission to install a cattle guard at the very north end of the proposed access road. Also I would greatly appreciate the cooperation of the M.D with the installation of a few road signs (Enter At Own Risk) & (Dead End) at the entrance of the access road to insure the safety of the road allowance.

If you require more information you can contact me at:
work 327-4340
home 327-2432
cell 315-2614

I look forward to your response. Thank you for your co-operation.

Yours truly,

A handwritten signature in cursive script, appearing to read "Dennis Lastuka". The signature is fluid and stylized, with the first name "Dennis" being more prominent than the last name "Lastuka".

Dennis Lastuka



**Municipal District of Pincher Creek # 9
Public Works Shop**

Box 279 Pincher Creek, Alberta T0K 1W0

Phone 403-627-3484 Fax 403-627-3474

Email

Norm nminchau@mdpincercreek.ab.ca

September 22, 2006

Dennis Lastuka
Box 2251
Lethbridge, Alberta
T1J 4K7

RE: 317 A Road Construction Inspection

Dear Dennis:

The upgrading of the statutory road allowance between Sections 16 and 17 - 4 - 28 - W4 which you constructed to policy 317A standards was inspected by Erich Tapp and Floyd Riviere on August 9, 2006.

The road was found to conform to policy 317A specifications, and is accepted as such.

All conditions of the development agreement authorizing you to construct this road will apply.

Thank you for your co-operation throughout this project.

Yours truly:

MUNICIPAL DISTRICT OF PINCHER CREEK NO.9

Norman Minchau
Public Works Superintendent
/n

p.c. Loretta Thompson, C.A.O.
Neil Stewart, Councilor, Div1
Erich Tapp, Field Supervisor


ROAD DEVELOPMENT AGREEMENT

Made in duplicate this 14th day of March , A.D. 2005.

BETWEEN:

***MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
BOX 279***

PINCHER CREEK, AB T0K 1W0
(hereinafter called the "Municipality")

of the First Part

- and -

***DENNIS LASTUKA
BOX 2251***

LETHBRIDGE, AB T1J 4K7
(hereinafter called the "Landowner")

of the Second Part

WHEREAS there is an undeveloped Statutory Road Allowance between Section 17, Township 4, Range 28, West of the 4th Meridian and Section 16, Township 4, Range 28, West of the 4th Meridian (hereinafter called the "Road Allowance");

WHEREAS the Landowner is the registered owner 143.46 acres NE 17 4-28-4 and 89.5 acres in SE 17 4-28-4 (hereinafter called "the Said Lands"); and

WHEREAS the Municipality has established Policies 310A and 317A, dealing with the construction of roads in undeveloped Road Allowances, copies of which are attached hereto as Schedules "A" and "B" to this Agreement and forming a part hereof; and

WHEREAS pursuant to Policy 310A, a road constructed to minimum standards shall not become part of the Municipal Road Network of the Municipality and shall not be subject to the direction, control and/or management of the Municipality; and

WHEREAS the Landowner desires to construct a road on the said road allowance to minimum standards as set out in Policy 317A.

NOW THEREFORE, this Agreement witnesseth that in consideration of the mutual covenants and promises herein contained, the Parties hereto agree as follows:

.../2

1. **THAT** the preamble shall form part of this Agreement.
2. **THAT** the Landowner is allowed to construct a road (hereinafter called the "said road"), subject to the following terms and conditions:
 - a) The said road shall be constructed as per Policy 317A and any amendments thereto attached as Schedule "A" and the said road shall be completed within four (4) months from the date of the completion of this agreement.
 - b) The Landowner shall be responsible for the maintenance and upkeep of the said road.
 - c) The Landowner shall place signage at each entrance to the said road, stipulating that the said road is a dead-end road and an "Unimproved road – Use at Own Risk".
 - d) The Landowner shall indemnify and hold harmless the Municipality from any and all claims that arise from users of the said road.
3. **THAT** the Landowner understands and agrees that:
 - a) The Municipality shall not provide any service or maintenance to the said road;
 - b) Access to the said road and road Allowances by the general public cannot be restricted;
 - c) The Municipality does not have any control over School Bus service, and has advised that School Bus service will not be provided;
 - d) If the said road is not constructed to nor maintained to minimum standards, it shall be removed and the land restored to its original condition;
 - e) The Municipality shall determine whether the said road has been properly constructed, the road is properly maintained and the signage is appropriate and their decision shall be final and binding.
4. **THAT** this Agreement shall be binding against the Landowner, his heirs and assigns and shall constitute a charge against the said lands.
5. **THAT** the Municipality shall be entitled to register this Agreement against the said lands by way of a caveat pursuant to Section 650 of the Municipal Government Act and amendments thereto.

IN WITNESS WHEREOF the parties have hereto affixed their hands and seals the day and year first above written.

SIGNED by the said
In the presence of

M. Colman
Witness

DENNIS LASTUKA
[Signature]

**MUNICIPAL DISTRICT OF
PINCHER CREEK NO. 9**

[Signature]
REEVE

[Signature]
CHIEF ADMINISTRATIVE OFFICER

AFFIDAVIT OF EXECUTION

**CANADA
PROVINCE OF ALBERTA
TO WIT:**

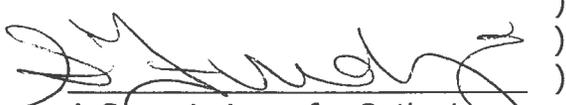
I, Marlaine Calhoun, of the ^{✓ City Lethbridge} ~~Town of Pincher Creek~~, in the Province of Alberta,

MAKE OATH AND SAY:

1. That I was personally present and did see Dennis Lastuka named in the within instrument, who is personally known to me to be the person named therein, duly sign and execute the same for the purposes named therein;
2. That the same was executed at the ^{✓ City Lethbridge} ~~Town of Pincher Creek~~, in the Province of Alberta, and that I am the subscribing witness thereto;
3. That I know the said Dennis Lastuka and he/she is, in my belief, of the full age of eighteen years.

SWORN BEFORE ME at the ^{✓ City Lethbridge} ~~Town of Pincher Creek~~ in the Province of Alberta this 11 day of April A.D. 2005

M. Calhoun


A Commissioner for Oaths in
And for the Province of Alberta.

SHELLEY FREDBJORNSON
My Commission Expires
April 17, 2006

317A MINIMUM STANDARD ROAD DESIGN SPECIFICATION

Minimum Standard Road Design Specifications will apply only to dead end roads serving a very few people with no potential for higher traffic demands.

These standards are as follows:

- width of top 16.5 feet
- depth of ditch 1.5 feet
- side Slope 3 h – 1 v
- back Slope 2 h – 1 v
- width of ditch bottom 4.0 feet
- road top crown 3%

No topsoil shall be left within 1.5 feet of the finished grade. Culverts must be installed to provide adequate drainage.

$\frac{3}{4}$ inch crush gravel shall be spread on the finished grade at a rate of 200 cubic yards per mile.

The road shall be signed with a "Dead End" sign and an "Unimproved Road, Use at Own Risk" sign. The applicant will be responsible for erecting and maintaining these signs.

The applicant shall sign a "Development Agreement" to:

- alleviate the Municipal District of Pincher Creek No. 9 of liability,
- ensure that the road remains open to all public use,
- clarify that no Municipal services will be provided until such time as the road is upgraded to the regular standard.

SEEDING

All disturbed areas within the municipal right-of-way, with the exception of the road top will be seeded with a certified seed mix and application rate as determined by the Agricultural Fieldman. A certificate of analysis must be provided to the Agricultural Fieldman. A cover crop of either fall wheat or fall rye will also be seeded to support and protect the grass seed until such time as it becomes established. Disturbed areas outside the municipal right-of-way will be seeded to the satisfaction of the affected landowner.

***310A PROPOSED DEVELOPMENTS ON PARCELS NOT ADJACENT TO
MUNICIPALLY CONTROLLED ROADS***

If planned residential development is not physically accessible by a municipal road developed to our standard, any development approved must be subject to a condition that the Municipal District will not accept responsibility for maintaining access, unless the property owner pays to construct a road, subject to our specifications (as per Policy #317).

ADOPTED BY COUNCIL OCTOBER 8, 2002

DOWER ACT

I, Dennis Lastuka (Dennis A. Lastuka), of City of Lethbridge, in the Province of Alberta

MAKE OATH AND SAY:

1. I am the Grantor named in the within instrument.
2. I am not married
of ~~the~~ ^{the}
✓ Neither myself nor my spouse have resided on the within mentioned land at any time since our marriage. ✓

SWORN before me at the ^{Town Pinewick Creek} ~~City of Lethbridge~~,
in the Province of Alberta, this ~~6th~~ day of
~~April~~, A. D. 2005
MAY

A Commissioner for Oaths in and for
the Province of Alberta

ROSEMARY MCKEOD
EXPIRES: JUNE 7, 2005


Dennis Lastuka

Request for Decision of Council

Council Meeting – 13 April, 2021

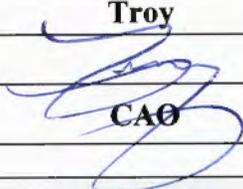
| | |
|--|---|
| TITLE: Amendment to CPO Agreement |  |
|--|---|

| | |
|-------------------------|-----------------------------|
| PREPARED BY: CAO | DATE: 07 April, 2021 |
|-------------------------|-----------------------------|

DEPARTMENT: Admin

| | | | |
|------------------------------|-------------|--|---|
| | | | ATTACHMENTS:
1. Current CPO Agreement
2. Bylaw 1256-14 Noise Bylaw |
| Department Supervisor | Date | | |

APPROVALS:

| | | | |
|----------------------------|-------------|--|---|
| | | _____
Troy | |
| Department Director | Date | 
CAO | _____
<i>07 Apr. 2021</i>
Date |

RECOMMENDATION:

That Council approve amending the CPO agreement with the Town of Pincher Creek, to allow the CPO's covered by this agreement to enforce MD Bylaw 1256-14 Noise Bylaw within our MD.

BACKGROUND:

As we are coming up on the first year of the Agreement, we have had conversations with our partners at the Town of Pincher Creek and believe that the addition of this bylaw to the CPO Agreement will allow for enforcement in areas that are not currently covered under the Animal Control Bylaw.

FINANCIAL IMPLICATIONS:

On a per call basis with the Town according to the agreement.

PEACE OFFICER SALE OF SERVICE AGREEMENT

This Agreement made this 30 day of July, 2020

**Town of Pincher Creek
P.O. Box 159
Pincher Creek, Alberta T0K 1W0
A Municipality of the Province of Alberta
OF THE FIRST PART**

AND

**Municipal District of Pincher Creek No. 9
P.O. Box 279
1037 Herron Avenue
Pincher Creek, Alberta T0K 1W0
A Municipality in the Province of Alberta
OF THE SECOND PART**

WHEREAS, The Town of Pincher Creek employs Peace Officers to provide service to the Municipal District of Pincher Creek No 9, and

WHEREAS, the municipalities are desirous of establishing agreement to share Town of Pincher Creek Peace Officer services for the purpose of conducting municipal bylaw enforcement, community education, providing assistance to each other, and for the safety of Peace Officers in both municipalities, and

WHEREAS, the Town of Pincher Creek will seek from the Alberta Solicitor General and Public Security the appointment for the Peace Officers thus having jurisdiction for the appointed statutes within both municipalities, and

WHEREAS, the Peace Officer Act, R.S.A 2007, being Chapter P-3.5, requires that an agreement be entered into between both municipalities.

NOW THEREFORE, this agreement witnesses that in consideration of the terms and conditions contained in this agreement, the municipalities set out as follows;

1. The purpose of this agreement shall be to allow Town of Pincher Creek Community Peace Officers to assist both municipalities in the performance of their duties by working together with the intent of achieving the common Animal Control objectives.
2. The Municipal District of Pincher Creek No. 9 agrees to pay the Town of Pincher Creek based on a per call-out rate. The cost for Animal Control services will be borne by the Municipal District of Pincher Creek No. 9.

3. The breakdown of the rate per call-out is as follows: \$250.00 per call out on a complaint basis up to three (3) hours, plus mileage. For any call surpassing the three hours, additional time will be at a rate of \$54.15 per hour per Peace Officer;
 - a. The Town of Pincher Creek will invoice monthly for services provided. The Municipal District of Pincher Creek No. 9 acknowledges any court time related to the prosecution of any bylaw matter will form part of the hours of services provided.
 - b. The Municipal District of Pincher Creek No. 9 agrees to pay the Town of Pincher Creek the sum of all costs associated with the kenneling of animals.
 - c. The Town of Pincher Creek will not invoice for these costs if the costs are recovered from the Animal's owner.
 - d. The Municipal District of Pincher Creek No. 9 agrees to pay the Town of Pincher Creek all legal costs associated with the prosecution of all Municipal District of Pincher Creek No. 9 Bylaws.
 - e. Any costs recovery made by the Town of Pincher Creek will be applied to the cost and only the remaining balance will be forwarded.
4. Each municipality shall maintain general liability insurance coverage covering the Peace Officer Services provided under this agreement.
5. Both Municipalities acknowledge that any complaint received with respect to the provisions of Peace Officers Services by Peace Officer pursuant to this agreement shall be immediately forwarded to the respective person designated to receive such complaints pursuant to the disciplinary policies in place for the department.
6. Each municipality agrees to indemnify and save harmless the other municipality (or their agents, servants, officers, elected officials or employees) with respect to any claim, action, suit, proceeding or demand including those related to negligence, made or brought against the municipality (or any of them, their agents, servants, officers, elected officials, or employees) by the third party with respect to any occurrence, incident, accident or happening relating to the provisions of Peace Officer Services pursuant to this agreement, excepting any occurrence, incident, accident involving negligence or intentional torts by each municipality (or their agents, servants, elected officials or employees);
7. Each Municipality agrees to share radio frequencies by allowing the other municipality to transmit and receive on their frequency.
8. For the purpose of this agreement, the terms "department of jurisdiction" shall mean the municipality whose corporate boundaries encompass the joint operations.
9. The overall mandate is to reduce Bylaw infractions through targeted enhanced enforcement and awareness efforts that will be consistent, professional and effective within the boundaries of the Municipal District of Pincher Creek No. 9.

10. This enforcement will be conducted related to bylaw matters involving Animal Control Offences. The Offences will be captured under the Municipal District of Pincher Creek No. 9 bylaws which could be subject to change from time to time.
11. Deliverables will include quarterly reports and statistics, recorded number of infractions, amount of revenues going back to the Municipal District of Pincher Creek No. 9 and an annual review with stakeholders.
12. During the Peace Officers time in the M.D. of Pincher Creek the Peace Officers will continue to report to the Town of Pincher Creek Chief Administrative Officer as needed who will then communicate directly with the M.D. of Pincher Creek Chief Administrative Officer.
13. In the event a complaint or request for an investigation is received from another agency, the Peace Officer shall ensure the department of jurisdiction has been notified and no action will take place until the procedure outlined in Section 5 of this agreement is followed.
14. When a peace officer is assisting the department of jurisdiction, the officer in charge shall be the most senior officer from that department.
15. Any fines generated through enforcement shall be forwarded to the municipality of jurisdiction.
16. If the Authorization to Employ Peace Officers for the Town of Pincher Creek is terminated by the Alberta Solicitor General and Public Security, then this agreement will similarly be immediately terminated;
17. This agreement may be reviewed periodically;
18. Notwithstanding Section 12 of this agreement, any party may terminate or suspend this agreement without cause by;
 - a. Providing written notice to the other parties at least six (6) months prior to their withdrawal.
19. If any municipality terminates this agreement, the Alberta Solicitor General and Public Security office will be immediately advised of this termination and instructed to amend the Peace Officer appointments by removing the other municipality's jurisdiction.

Contact Information:

Town of Pincher Creek

Laurie Wilgosh, CAO
Box 159, 962 St John Avenue
Pincher Creek, Alberta T0K 1W0

Municipal District of Pincher Creek No. 9

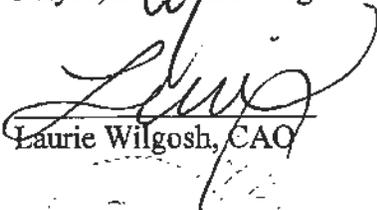
Troy MacCulloch, CAO
Box 279, 1037 Herron Avenue
Pincher Creek, Alberta T0K 1W0

IN WITNESS WHEREOF, the parties have hereunto affixed their signatures this ___ day of
August _____, 2020

Town of Pincher Creek



Mayor, Dan Anderberg



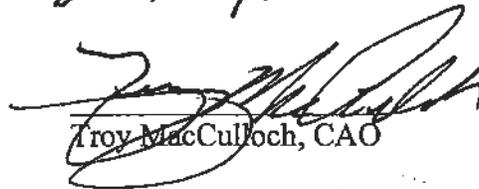
Laurie Wilgosh, CAO

SEAL

Municipal District of Pincher Creek No. 9

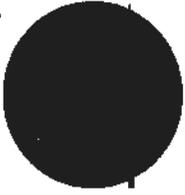


Reeve, Brian Hammond



Troy MacCulloch, CAO

SEAL



TOWN OF PINCHER CREEK

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

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

e-mail: reception@pinchercreek.ca

web page: www.pinchercreek.ca



September 22, 2020

Municipal District of Pincher Creek No.9

P.O. Box 279

1037 Herron Avenue

Pincher Creek, Alberta T0K 1W0

Attention: Troy A. MacCulloch, Chief Administrative Officer

Dear Sir:

Re: Peace Officer Sale of Service Agreement

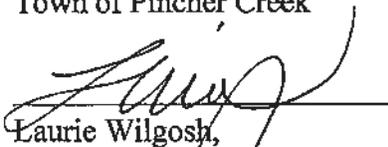
Dated July 30, 2020

Regarding the enclosed please find a duly executed Peace Officer Sale of Service Agreement to provide for the animal control services in the M.D. of Pincher Creek for your file.

Trusting the enclosed to be in order, however, if wish to receive additional clarification, please contact our office at your earliest convenience.

Sincerely,

Town of Pincher Creek


Laurie Wilgosh,

Chief Administration Officer

LW/ak

Encl.

**MUNICIPAL DISTRICT OF PINCHER CREEK
PROVINCE OF ALBERTA**

**BYLAW NO. 1256-14
THE NOISE BYLAW**

**A BYLAW OF THE MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9, IN THE
PROVINCE OF ALBERTA, TO REGULATE UNNECESSARY AND HARMFUL NOISE**

WHEREAS, pursuant to section 3 of the *Municipal Government Act*, R.S.A. 2000, c. M-26 and amendments thereto, the purposes of a municipality are to develop and maintain safe and viable communities;

AND WHEREAS, pursuant to section 7 of the *Municipal Government Act*, R.S.A. 2000, c. M-26 and amendments thereto, a council of a municipality may pass bylaws for municipal purposes respecting the safety, health and welfare of people and the protection of people and property; activities and things in, on or near a public place that is open to the public; nuisances; and the enforcement of bylaws;

AND WHEREAS, it is desirable to regulate the volume, instances and type of noise that may be caused in the Municipal District of Pincher Creek No. 9, as unnecessary and harmful noise is a hazard to public health and welfare, safety and the quality of life of persons;

NOW THEREFORE the Municipal Council of the Municipal District of Pincher Creek, Alberta, duly assembled, hereby enacts as follows:

PART 1 - INTERPRETATION AND DEFINITIONS

Bylaw Title

1. This Bylaw may be cited as the "Noise Bylaw".

Definitions

2. In this Bylaw:

- (a) **"Bylaw Enforcement Officer"** means a bylaw enforcement officer appointed pursuant to section 555 of the *Municipal Government Act* or a police officer appointed pursuant to the *Police Act*, R.S.A. 2000, c. P-17 or a peace officer appointed pursuant to the *Peace Officer Act*, S.A. 2006, c. P-3.5, and the respective regulations thereof, as amended or replaced from time to time;
- (b) **"Chief Administrative Officer"** means the Chief Administrative Officer of the Municipal District or his delegate;
- (c) **"Council"** means the municipal council of the Municipal District;
- (d) **"Municipal Government Act"** means the *Municipal Government Act*, R.S.A. 2000, c. M-26, and the regulations thereunder, as amended or replaced from time to time;
- (e) **"Municipal Tag"** means a tag or similar document issued by the Municipal District pursuant to the *Municipal Government Act* for the purpose of notifying a Person that an offence has been committed for which a prosecution may follow;
- (f) **"Municipal District"** means the municipal corporation of the Municipal District of Pincher Creek No. 9 and its duly authorized employees, agents, contractors and other representatives or the geographic area contained within the boundaries thereof, as the context requires;
- (g) **"Noise"** means sound or vibrations which can easily be heard by a person who is not at the same location as the Property from which the sound emanates, including any loud music, tools, equipment, vehicles, animals, clamour, shouting or any other sound that is loud, harsh or otherwise undesirable;

Bylaw No. 1256-14
Noise Bylaw

- (h) **"Normal Farm Practise"** means a practice that is conducted by a farm business in a manner consistent with accepted customs and standards as established and followed by similar farm business under similar circumstances and includes agricultural activities that makes use of technology in a manner consistent with proper advanced farm management practises;
- (i) **"Owner"** means
 - (i) any Person registered as the owner of land under the *Land Titles Act*;
 - (ii) the person who is recorded as the owner of the property on the assessment roll of the *Municipal District*;
 - (iii) a Person who has become the beneficial owner of a property, including by entering into a Purchase and Sale Agreement, and who has not yet become the registered owner thereof;
 - (iv) a Person holding himself out as the Person exercising the power or authority of ownership or, who for the time being exercises the powers and authority of ownership over the Property;
 - (v) a Person in control of Property; or
 - (vi) a Person who is the occupant of the Property under a lease, license or Permit;
- (j) **"Person"** means any individual, firm, partnership, association, corporation, trustee, executor, administrator or other legal representative to whom the context applies according to law;
- (k) **"Property"** includes land or buildings or both, or personal property that may make noise, including but not limited to vehicles, equipment, tools, electronic devices; and
- (l) **"Violation Ticket"** has the same meaning as in the *Provincial Offences Procedure Act*.

Interpretation

- 3. Nothing in this Bylaw relieves a person from complying with any provision of any federal or provincial law or regulation, other bylaw or any requirement of any lawful permit, order or license.
- 4. Any heading, sub-headings, or tables of contents in this Bylaw are included for guidance purposes and convenience only, and shall not form part of this Bylaw.
- 5. Where this Bylaw refers to another Act, bylaw, regulation or agency, it includes reference to any Act, bylaw, regulation or agency that may be substituted therefore.
- 6. This Bylaw is gender-neutral and, accordingly, any reference to one gender includes another.

PART 2 - PROHIBITIONS

General Provisions

- 7. No Person shall make, cause, or allow to be made or caused any Noise that disturbs, or tends to disturb, the quiet, peace, rest, enjoyment, comfort of convenience of any other Person.
- 8. No Owner shall allow Property to be used in such a way that Noise emanates from the Property which disturbs, or tends to disturb, the quiet, peace, rest, enjoyment, comfort of convenience of any other Person.
- 9. No Person shall play or operate any radio, stereophonic equipment or other instrument or any apparatus for the production or amplification of sound, either in or on private Property or in any public place, in such a manner as to disturb the quiet, peace, rest, enjoyment, comfort of convenience of any other Person.

Bylaw No. 1256-14
Noise Bylaw

10. Without limiting application of Sections 7 through 9, between the hours of 11:00pm and 7:00am no person shall make, cause, or allow to be made or caused a Noise resulting from :
- (a) the operation of residential maintenance equipment, including but not limited to:
 - i. mowing and trimming equipment;
 - ii. compressors;
 - iii. pressurized washers;
 - iv. leaf blowers;
 - v. saws; or
 - vi. vacuum equipment
 - (b) construction, excavation, grading or maintenance activities, whether using motorized or non-motorized equipment; or
 - (c) the operation of electronic devices used for the production, reproduction or amplification of sound, whether from a mobile or stationary source.
11. Sections 7 through 10 do not apply to any noise caused by the Municipal District, it's agents, or employees while carrying out the instructions of the Municipal District.

PART 3 - APPLICABILITY

Non-Application

12. This Bylaw does not apply to Noise resulting from Normal Farm Practices on land in a land use district in which agriculture is a permitted or discretionary use, or for which a development permit has been issued for agriculture, or for which agriculture is a legal non-conforming use within the meaning of Section 643 of the *Municipal Government Act*.
13. This Bylaw does not apply to Noise resulting from an industrial activity by any Person on land in a land use district where the industrial activity is a permitted use, or for which a development permit has been issued for the industrial activity, or for which the industrial use is a legal non-conforming use within the meaning of Section 643 of the *Municipal Government Act*.

PART 4 – ENFORCEMENT

Offence

14. A Person who contravenes any provision of this Bylaw is guilty of an offence.

Fines and Penalties

15. A Person who is guilty of an offence is liable to a fine in an amount not less than \$500.00 and not exceeding \$10,000.00.
16. Without restricting the generality of subsection (1), the following fine amounts are established for use on Municipal Tags and Violation Tickets if a voluntary payment option is offered:
- (a) \$500.00 for a first offence; and
 - (b) \$1,000.00 for any subsequent offence.

Directions

17. A Bylaw Enforcement Officer may direct any Person who has caused or made a Noise, or any Owner of Property from which a Noise originates to abate or eliminate the Noise.

Bylaw No. 1256-14
Noise Bylaw

Municipal Tags

18. A Bylaw Enforcement Officer is hereby authorized and empowered to issue a Municipal Tag to any Person whom the Bylaw Enforcement Officer has reasonable grounds to believe has contravened any provision of this Bylaw.
19. A Municipal Tag shall be served:
- (a) upon the Person personally, or by leaving it with a Person on the premises who has the appearance of being at least eighteen (18) years of age; or
 - (b) in the case of a corporation or partnership, by serving the Violation Tag personally upon the Manager, Corporate Secretary or other Officer, or Person apparently in charge of a branch office, by mailing a copy to such Person by registered mail.
20. A Municipal Tag shall be in a form approved by the Chief Administrative Office, and shall state:
- (a) the name of the Person to whom the Municipal Tag is issued;
 - (b) a description of the Property upon which the offence has been committed, if applicable;
 - (c) a description of the offence and the applicable Bylaw Section;
 - (d) the appropriate penalty for the offence as specified in this Bylaw;
 - (e) that the penalty shall be paid within thirty (30) days of the issuance of the Municipal Tag in order to avoid prosecution; and
 - (f) any other information as may be required by the Chief Administrative Officer.
21. A Person to whom a Municipal Tag has been issued may pay the penalty specified on the Municipal Tag and if the amount is paid on or before the required date, the Person will not be prosecuted for the offence.
22. If a Municipal Tag has been issued and the penalty specified on the Municipal Tag has not been paid within the prescribed time, a Bylaw Enforcement Officer may issue a Violation Ticket to the Person to whom the Municipal Tag was issued.
23. Notwithstanding the above, a Bylaw Enforcement Officer may immediately issue a Violation Ticket to any Person whom the Bylaw Enforcement Officer has reasonable grounds to believe has contravened any provision of this Bylaw.

Violation Ticket

24. A Bylaw Enforcement Officer is hereby authorized and empowered to issue a Violation Ticket pursuant to Part 2 of the *Provincial Offences Procedure Act* to any Person who the Bylaw Enforcement Officer has reasonable and probable grounds to believe has contravened any provision of this Bylaw.
25. If a Violation Ticket is issued in respect of an offence, the Violation Ticket may:
- (a) specify the fine amount established by this Bylaw for the offence; or
 - (b) require a Person to appear in court without the alternative of making a voluntary payment.

Voluntary Payment

26. A Person who commits an offence may:
- (a) if a Violation Ticket is issued in respect of the offence; and

**Bylaw No. 1256-14
Noise Bylaw**

- (b) if the Violation Ticket specifies the fine amount established by this Bylaw for the offence;

make a voluntary payment by submitting to a Clerk of the Provincial Court, on or before the initial appearance date indicated on the Violation Ticket, the specified penalty set out on the Violation Ticket.

Obstruction

27. No Person shall obstruct, hinder or impede any Bylaw Enforcement Officer in the exercise of any of his powers or duties pursuant to this Bylaw.

PART 5 – GENERAL

Severability

28. If any Section or parts of this Bylaw are found in any court of law to be illegal or beyond the power of Council to enact, such Section or parts shall be deemed to be severable and all other Sections or parts of this Bylaw shall be deemed to be separate and independent there from and to be enacted as such.

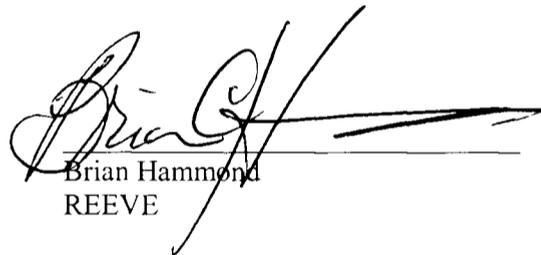
Repeal and Effective Date

29. Bylaw No. 1172-09 is hereby repealed in its entirety.
30. This Bylaw shall come into force and effect when it has received third reading and has been duly signed.

READ A FIRST TIME IN COUNCIL THIS 28th day of OCTOBER, 2014.

READ A SECOND TIME IN COUNCIL THIS 28th day of OCTOBER, 2014.

READ A THIRD TIME IN COUNCIL AND FINALLY PASSED THIS 16th DAY OF DECEMBER 2014.



Brian Hammond
REEVE



Wendy Kay
CHIEF ADMINISTRATIVE OFFICER



Municipal District of Pincher Creek
Reeve Brian Hammond and Council

April 6th, 2021

RE: Letter of Support for Community Initiatives Program Grant

Dear Reeve Hammond and MD of Pincher Creek Council,

On behalf of the Pincher Creek Family Resource Society Board (Pincher Creek Family Centre), we would like to respectfully request a letter of support from the Municipal District of Pincher Creek for our application towards operational funding under the CIP grant. This grant provides funding for ongoing core operations for non-profit organizations that address social issues.

As you may well be aware, the year 2020 brought forth many changes for the Family Centre with regards to the provincial funding framework (Family Resource Network). Where we once had an adequate amount of funding to cover operations (rent, utilities, wages) and programming, we now find ourselves strained. Under the direction of the community grant writer, we are applying for \$60,000 to help the Family Centre offset the cost of operations for 2021- 2022 and allow family programming to continue without interruption and with adequate staff.

Our community has identified family programming, social and mental health supports, parenting classes, and groups as a great need. The Pincher Creek Family Centre has always strived to listen to the needs of its youngest citizens and their families. We will continue to offer programming and supports that our community demands. Our organization's mission is to provide free and equitable access to human and social resources.

We seek to enhance the quality of life of Albertans by providing direct services and programs (Triple P parenting classes, ASQs, play programs, New Moms) to meet the unique needs of the families in and around the Pincher Creek area and offer opportunities for young children and their families to connect.

Pincher Creek Family Resource Society
1300 Hewetson Avenue
Pincher Creek, AB T0K1W0
Phone: 403.627.5569



We believe that community collaborations in the form of letters of support are very valuable in furthering the work of not for profit organizations such as the Pincher Creek Family Centre. It is why we respectfully submit our request to the MD of Pincher Creek for a letter supporting our organization's CIP application by no later than April 15th, 2021.

We thank you for your consideration and ongoing support.

Kindest regards,

A handwritten signature in black ink that reads "A. Crook". The signature is written in a cursive style with a large, looped initial "A".

Alexandra Crook
Director, PCFRS

Pincher Creek Family Resource Society
1300 Hewetson Avenue
Pincher Creek, AB T0K1W0
Phone: 403.627.5569



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1300 Hewetson Avenue
Pincher Creek, AB T0K1W0
Phone: 403.627.5569



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Phone: 403.627.5569



Pincher Creek Family Resource Society
1300 Hewetson Avenue
Pincher Creek, AB T0K1W0
Phone: 403.627.5569

Your Organization's Logo
Address

Date

Community Initiatives Program
Operating Grant Stream
Alberta Culture, Multiculturalism and Status of Women
212, 17205 106A Avenue
Edmonton, Alberta T5S 1M7

RE: Pincher Creek Family Resource Society CIP Operating Grant Application

Dear selection committee for the CIP Operating Grant,

I write on behalf of (**ORGANIZATION'S NAME HERE**) in support of the Pincher Creek Family Resource Society's (Pincher Creek Family Centre) application for the Community Initiatives Program Operating Grant to assist the organization's efforts in providing family programs as well as supporting their cost of operations.

As a recognized and valuable organization that works to support Pincher Creek's youngest citizens and their families, the Family Centre seeks to continue developing programs and filling the unique social needs identified in the community; such as, parenting classes, mental health support, play programs, and opportunities for fostering social connection. In order to retain these social services within the community, the Pincher Creek Family Centre requires additional support for its operations (rent, utilities, staff training, and wages).

The Pincher Creek Family Centre has served as a safe space and resource hub for families in the community for over a decade. At present, Pincher Creek and its Municipal District area have identified social needs in the community that requires ongoing consultation and attention. It is why we are working collaboratively with organizations in our area to support this work.

The (**ORGANIZATION'S NAME HERE**) recognizes the value in collaboration and respectfully submits its support for the grant application.

We thank you for your consideration in this matter.

Sincerely,

(NAME and SIGNATURE)

To MD of Pincher Creek Council

I have been studying the issue of selenium in the effluent of open pit coal mining and the attempts made by Teck in the Elk Valley to control it. This included a detailed review of the Benga Grassy Mountain Environmental Impact Assessment. I am not expert in this field but there are many things that concern me about the Grassy Mountain Mine proposal. Following are the issues that will impact the MD of Pincher Creek, bearing in mind that Grassy Mountain is but the 1st of several proposed mines likely to impact the MD.

My hope is that Council will use the opportunity when they meet with Benga to table some of these concerns.

REGARDING WATER QUALITY

The MD of Pincher Creek is the first municipality downstream of the proposed mine to source water for potable water use. Make no mistake, while we state that the regional water treatment supply is taken from the Oldman Reservoir, the intake is at the western end, at the Crowsnest River inlet to the reservoir, and receives ALL Crowsnest River water. We are a key stakeholder in river water quality.

The Provincial Government is continuously reducing AEP funding and downloading responsibilities onto the municipalities. We cannot rely solely on the Province to monitor and manage the impact of industry on our water, especially in the long term.

A study of the baseline water quality at the Regional Water Treatment Facility intake and a water quality monitoring program are required. The MD does not have the in-house expertise required and I suggest that Council consider engaging a 3rd party consultant. Benga should be expected to pay for both the consultant and any costs associated with ongoing monitoring. The baseline study needs to start now as it is important to sample and analyze in all seasons and flow conditions.

There needs to be an emergency plan developed in case of a major release. Flash floods and tailing pond breaches do occur and need to be planned for.

Once mining activity starts, there WILL be contaminants (selenium is just one of many) leaching into the watershed. It remains to be seen how effective the mitigation and treatment will be. EVERY coal strip mine has had water contamination problems. This leaching will continue long after the mine has shutdown. According to the Grassy Mountain EIA, there are already high levels of selenium leaching into the watershed from previous mining activities. The MD should press Benga for clarity regarding their plans for mitigation and treatment post mine closure and what, if anything, they plan to do about current contamination if their mining application is rejected.

REGARDING WATER QUANTITY

There have been numerous expert reviews undertaken of the Benga water use proposal and many doubts have been raised as to the accuracy of the predicted water usage. It is widely believed that the mining operation will consume much more water than stated in the proposal. The best review of proposed water usage is attached <https://ablawg.ca/2021/03/08/does-the-water-licence-for-a-coal-mine-capture-its-impact-on-the-water-resource-examining-benga-mining-limiteds-proposed-grassy-mountain-mine-in-the-headwaters-of-the-oldman-river-basin/>

It appears that during low stream flow conditions the mine will require treated effluent volume to meet the minimum flow requirements of Gold Creek. This is troubling as on occasion they will have to make a decision as to whether to release off-spec water or fail to maintain minimum flow.

Benga should commit to a thorough peer reviewed study of their proposed water usage and how it fits into the entire watershed usage upstream of the Oldman Reservoir, again at their cost and before beginning operation. I envision requiring expert assistance and a lot of stakeholder input to develop a plan which ensures all users will have adequate water for their needs (current and future) in all conditions. Other mining projects are on the horizon and the area is not getting any wetter. Such a review would also serve as the basis for evaluating future proposals.

REGARDING AIR QUALITY

Coal dust contains heavy metals and other toxins. There is little to no information available about the potential impact of the proposed mine on air quality in the MD of Pincher Creek. To the best of my knowledge, no wind monitoring has been undertaken. I think it is reasonable to assume that there will be dust from the mine migrating onto the MD of Pincher Creek. It is important to know how this is going to be monitored and what action Benga proposes to control it. Once again, it may be best to hire a consultant to review what is proposed and to design a monitoring plan for the MD and a response plan that Benga can commit to.

CONCLUSION

I've raised concerns in 3 areas... water quality, water quantity and air quality. Of the 3, the first is the most critical. Mining operations can be curtailed or stopped to address water quantity and to some degree dust. If the mine stops washing coal, they stop most of their water consumption. If they stop blasting and running trucks they mostly control the dust.

The water quality issue is a different matter, however. Once the rock is broken up, the selenium begins to oxidize and becomes soluble in water. Mitigation involves reducing the amount of water that comes in contact with the rock and treating the water that does. Once the mining starts, the "genie is out of the bottle" and stopping mining activity does not stop the contamination.

What has been presented by Benga, so far, does not give me a lot of confidence. The EIA was VERY poorly presented and there has been no pilot plant activity undertaken to prove their water treatment capability (piloting is a key strategy used by Teck in the Elk Valley as all their mines are slightly different). There has been no wind monitoring.

To be blunt, I see a corporation that has spent a lot of money and energy exploring to ensure coal quantity/quality and to facilitate getting the coal to the railway but has done the minimal regarding their environmental obligations. Benga is not Teck. They do not have the financial or technical resources of Teck. When I look at the contamination of the Elk River and the difficulty a much more capable corporation is having in their attempts

to mitigate it, I become very concerned about the potential problems in the Crowsnest.

The regulator in BC is also only dealing with one corporation mining in the Elk River watershed. What is being proposed on the Crowsnest is much more complex. We can expect several different corporations and we have existing contamination from historical mining activity. All this makes management and accountability for problems much more difficult. The Elk River contamination is very bad, the Crowsnest has the potential to be much worse.

I have had communication with AEP and AER and they may study these issues adequately prior to issuing an operating licence and the conditions of the licence may address some of these concerns. However, I am of the opinion that the MD would be well served to take a lead role as described to protect our interests. AEP is unlikely to address the impacts specific to the MD of Pincher Creek and has not committed to looking at the cumulative impacts of all proposed mines.

As a minimum, a water quality study must be undertaken immediately.

Cornell Van Ryk

KEY POINTS

- **Regional water treatment supply is Crowsnest River water.**
- **The MD should understand the current condition of the water supply and have a long-term monitoring plan.**
- **There must be an emergency plan developed regarding mine emergencies (flash floods, containment breaches etc.)**
- **The Benga water usage is likely understated. An accurate consumption forecast is required.**
- **The MD will be affected by coal dust and this requires monitoring.**
- **Benga should fund all required studies.**

From: Kelly Petraschuk <kellyp@ruraldevelopment.ca>
Sent: March 19, 2021 1:19 PM
To: Kelly Petraschuk <kellyp@ruraldevelopment.ca>
Subject: CRRHH Symposium Early Bird Reminder

Good afternoon! Hope you're doing well.

I just wanted to send a quick reminder that early bird registration for the **Canadian Rural and Remote Housing and Homelessness Symposium** is only open for 3 more weeks. This event will be a great opportunity for you to reach and connect with a wider cross-section of housing providers, frontline service agencies, and municipal representatives-- during a time when traditional outreach is on hold. This virtual event will take place June 1-3, 2021.

We hope you take advantage of the \$60 discount before tickets go full price on **April 15, 2021**. We also have discounted rates if registering 3+ people from the same organization. You can take a look at all the ticket prices here: [Registration Page](#)

This year, we are excited to announce our three keynote speakers, including Jesse Thistle, best-selling author and Indigenous-rights activist; Avi Frieman, professor and world-renowned architect; and Margaret Pfoh, the CEO at the Aboriginal Housing Management Association (AHMA).

We hope you will be able to join us to share the ways your team (and your community) have adapted to this "new normal". Looking forward to seeing you there.

Regards,

Kelly Petraschuk

Office Manager &
Executive Assistant to the Executive Director

We've moved! Please note our new address

O: 780-964-2736 – ext.0
 C: 780-993-7734
 Rural Development Network
 11443 - 143 Street, NW
 Edmonton AB T5M 1V7
www.ruraldevelopment.ca



We've recently rebranded from the Alberta Rural Development Network. [Check out the announcement here.](#)
 The RDN acknowledges that we are located on Treaty 6 territory, and respects the histories, languages, and cultures of First Nations, Métis, Inuit, and all First Peoples of Canada.

Sign up for our biweekly newsletter to get the latest on everything rural-- news, upcoming grants, and events-- delivered straight to your inbox! [Click here to subscribe.](#)

**Canadian
Rural and Remote
Housing and Homelessness
Symposium**

Unique solutions made by rural **for rural.**

JUNE 1 - 3

crrhh.ca
join us for this
virtual event!

From: [Seniors and Housing Information](#)
Cc: [Seniors and Housing Information](#)
Subject: Seniors' Week 2021 Community Declaration Information
Date: March 22, 2021 1:42:56 PM
Attachments: [Seniors-Week-Declaration.pdf](#)

For more than 30 years, Alberta has celebrated seniors during the first week in June. Seniors' Week 2021 is June 7-13 and will be kicked off with a provincial launch event co-hosted by Seniors Outreach Program Society on June 7. Seniors' Week is an opportunity to celebrate seniors and to ensure they feel valued by friends, loved ones, and all Albertans.

Attached is a Community Declaration, which was designed to support communities in recognizing Seniors' Week and to generate greater awareness of the importance of seniors in our communities. Please notify the province of your declaration by June 3, 2021, so that this information can be highlighted on the Seniors and Housing website. To register your declaration, please email seniorsinformation@gov.ab.ca.

The Government of Alberta offers an online Events Calendar that can be used to post or view special events for seniors. Please visit the [Seniors' Week website](#) for more information, to download Seniors' Week poster, and to find a [tip sheet](#) on how to celebrate seniors safely in your community!

Classification: Protected A



DECLARATION

In honour of the past, present and future contributions of the seniors of this community and throughout Alberta, I hereby declare June 7 – 13, 2021 to be Seniors' Week in

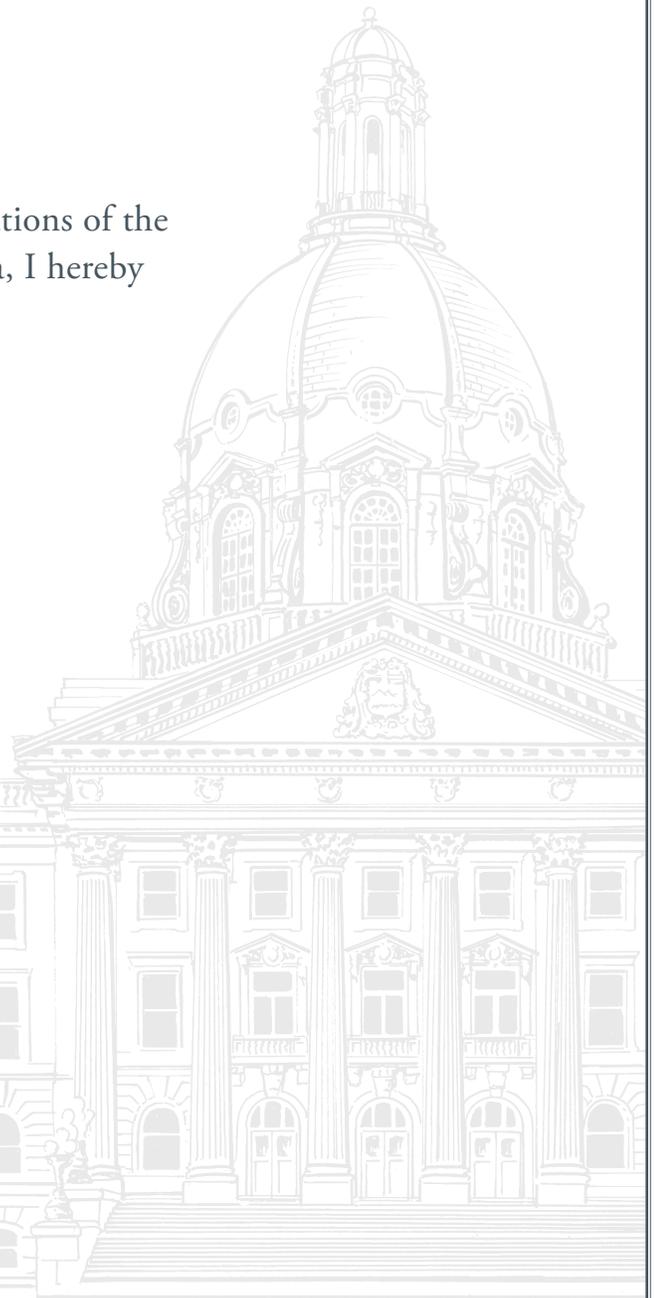
Community

Official Title

Official Signature

A handwritten signature in black ink, appearing to read "Josephine Pon".

The Honourable Josephine Pon, Minister of Seniors and Housing



Mr. Brian Hammond

H1e

Reeve, MD of Pincher Creek

Box 279

Pincher Creek, AB., TOK 1W0

Dear Sir:

We are writing this letter to express our concerns about the danger of continuing with any coal mining in the mountains and eastern slopes of Alberta.

The mining will put drinking water quantity and quality at risk.

The mining will result in significant carbon emissions.

The mining will seriously impact federally threatened trout populations.

We are also concerned about long term economic impact pertaining to reclamation, remediation and water treatment costs.

Our Rocky Mountains contain the headwaters for the rivers that provide water to prairie Canada's cities, towns, and irrigation agriculture. They provide essential habitats for wildlife including species at risk such as grizzly bears and native trout as well as endangered plant life.

The leaching of selenium and other pollutants into waterways is an unavoidable consequence of coal mining. Selenium poisoning causes fish deformities and poisons drinking water for wildlife and residents downstream of the mining operations. The clean up and reclamation costs of such mining are immense and cannot fully restore an area to its original state.

For our safety and for the safety of our future children, please stop all coal mining in our mountains and eastern slopes. This is SERIOUS, don't be blinded by short term money being offered by foreign, greedy business that will cause future devastation for us and all Albertans. Please stop Grassy Mountain and Tent Mountain projects immediately.

Please respond to this letter to acknowledge our concern and prove you truly represent us in our government. Thank you.

Sincerely

Gordon & Mary Bayes

Box 494 Bellevue, AB, TOK0C0

icepond2011@gmail.com

RECEIVED

MAR 22 2021

M.D. OF PINCHER CREEK



Garry Webster
President

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

Mike Haanen
President Elect

Peter McDowell
Past President
APWA Delegate

March 15, 2021

RE: ALBERTA PUBLIC WORKS ASSOCIATION RIGHT-OF-WAY COMMITTEE

Patty Podoborzny
CPWA Delegate

Is the increased demand for utility and telecommunication uses of your jurisdiction's public road rights-of-way a concern to you? Is the impending 5G deployment and eventually fibre to the home telecommunication servicing issues likely to affect your citizens? Do you experience road restoration and/or utility coordination problems in your community? If any of these issues or other emerging issues of concern to you, a new Alberta initiative might provide some answers.

Mike Stasiuk
Director, Sustainability

Chris Dechkhoff
Director, Allied Members

The Alberta Chapter of the American Public Works Association / Canadian Public Works Association has agreed to the establishment of a Right-of-Way Committee to deal with overall right-of-way matters in Alberta. Should your municipality have staff or consultants that would be interested in collaborating on right-of-way issues and establishing best practices here in Alberta, we would welcome their participation.

Greg Zirk
Director, Outreach

The Ontario Public Works Association established a similar Committee a few years ago and it has been very successful, with many municipalities and provincial departments involved.

Dean Berrecloth
Director, Idea Group
Leader

The Chapter will be hosting a virtual Excellence in Public Works Conference & Tradeshow on June 14 through to June 17, 2021 and there will be a few right-of-way sessions scheduled. A pre-conference roundtable discussion on right-of-way matters will also be held on June 13, 2021.

Joe Guido
Director, Special Events

Should you or your staff be interested in participating on this Committee, please contact me at your earliest convenience. If anyone in your office can benefit from joining us virtually for the conference and tradeshow, please see the Chapter's website at <http://alberta.cpwa.net>.

Brittany Wolbeck
Director, Emerging Leaders

Should you require any additional information, or clarification, I would be happy to speak with you or anyone else in your administration. Please call me at 780-485-7974 or email me at edward.plant@t2ue.com.

Sincerely,

A handwritten signature in black ink that reads 'Edward R. Plant'.

Jeannette
Executive Director
APWA - Alberta Chapter
p: 403-990-APWA (2792)
admin@publicworks.ca

Ed Plant
Chairman, Right-of-Way Committee
APWA AB Chapter



ALBERTA
ENVIRONMENT AND PARKS

*Office of the Minister
Government House Leader*

MLA, Rimbey-Rocky Mountain House-Sundre

APR 01 2021

Paul McLauchlin, President
Rural Municipalities of Alberta
2510 Sparrow Drive
Nisku AB T9E 8N5
pmclauchlin@rmaalberta.com

Dear Paul McLauchlin:

Thank you for the opportunity to provide some information in response to Resolution 5-21S, which the Rural Municipalities of Alberta (RMA) adopted at your 2021 spring convention. I would like to clarify some points related to this resolution, in particular regarding water allocation in southern Alberta and along the eastern slopes.

As you are aware, the Oldman River Basin Water Allocation Order was put in place in 1991, as a result of the construction of the Oldman River Dam, to reserve a number of water uses, like drinking water and commercial, irrigation, recreation and industrial use. When the order was established 30 years ago, it did not set aside water allocation needs for the aquatic environment – for things like supporting fish habitat. Environment and Parks has been aware of ongoing issues with our native trout species in southern Alberta.

I strongly agree with the intent of the resolution to protect the headwaters that supply our water basins. Ensuring healthy aquatic ecosystems and safe, secure water supplies is of vital importance to this government. The Alberta government is committed to protecting the water source for both the industries that already work in the area, as well as for the environment and the people that call the Crowsnest Pass region home.

The proposal being discussed is a 20 per cent allocation in the Oldman order for aquatic species, which would ensure there is consideration for the fish and other wildlife that also rely on the water resource. The proposed changes to the Oldman water allocation order discussed with stakeholders was not about specific projects – irrigation, agriculture, coal or otherwise. The discussion was also testing whether limits for different purposes should be removed in favour of one overall limit.

I assure the RMA and its members that no changes to the order have been made. In response to the early discussions in November, communities have reached out about water needs to meet their economic and population growth goals, and to support tourism and recreation. Any project, industrial or otherwise, is still required to apply for a water licence and go through the regulatory process.

These were preliminary discussions only and, to re-iterate, no changes to the order have been made or are being planned. I apologize for any confusion this has created for the RMA and its members.

Sincerely,



Jason Nixon
Minister

cc: Honourable Sonya Savage
Minister of Energy

Jason Schneider
RMA Director, District 1

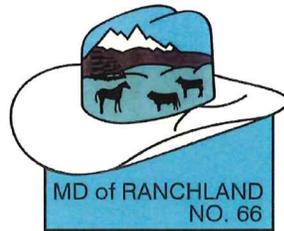
Amber Link
RMA Director, District 2

Ron Davis
Reeve of the Municipal District of Ranchland

Brian Hammond
Reeve of the Municipal District of Pincher Creek

MD of Ranchland

MD of Pincher Creek



March 25, 2021

Honourable Jonathan Wilkinson, P.C., M.P.
 Minister of Environment and Climate Change
 Environment and Climate Change Canada
 By Email: Jonathan.Wilkinson@canada.ca

Dear Minister Wilkinson,

Re: Protection for The Rocky Mountains-Eastern Slopes and Watersheds from Water Contamination and Excessive Use.

On behalf of the Municipal District of Ranchland No.66 and the Municipal District of Pincher Creek No. 9 we are writing to you today in light of recent decisions made by the Alberta Government about changes to our Water Allocation Regulations in light of their initiative to allow for expanded Industrial and Commercial development on the Eastern Slopes of the Rocky Mountains.

We have expressed our concerns to our Provincial Leaders by way of Letters to the Premier Mr. J. Kenny as well as the Minister of Energy and our local MLA, however, we are of the opinion that the challenges facing the demand these Industries will bring, will severely compromise the delicate balance of water quality and quantity in our region.

We are of the opinion, that recent decisions by the Alberta Energy Regulator (AER) to allow for Coal Exploration has already had a significant effect on the headwaters of the Oldman River Basin. The recent development of exploration roads to mobilize drilling equipment by these companies has the potential to compromise this water resource. Coupled with further demands due to a realignment of the allocation of water licensing for the use of this proposed industry, will further degrade the supply of water in this watershed.

Over recent months, we have seen a very rapid increase of activity by three new industrial interests doing exploration work in the headwaters of the Oldman River Basin. The water from this Basin transcends the Provincial Boundary to the East.

We are aware of the mandate of the Transboundary Water Secretariat established to work cooperatively with neighbouring jurisdictions to ensure Alberta receives its Water Entitlements and meets its obligations under existing Interjurisdictional Water Management agreements.

The Master Agreement on Apportionment of Water is an Interprovincial Agreement on water flowing east from Alberta to Saskatchewan and Manitoba and is managed and implemented through the Prairie Provinces Water Board.

With recent decisions to grant Exploration permits by the AER, we are concerned that these decisions will further compromise the Province's obligations under the terms and conditions of the Master Agreement on Apportionment.

The issue of selenium levels in the Elk Rivers System in the Province of British Columbia, that crosses the International Boundary with the United States of America is receiving much public attention in recent years.

As Municipalities we are extremely concerned about the selenium levels and the future of the water in the Basin and many of our Urban neighbours have filed letters of concern with the current Provincial Minister of Environment as well.

Attached, you'll find a copy of the Transboundary or Water Secretariat public document for your reference and we emphasize that decisions made about the quantity and quality of water use at the headwaters, effects not only our residents in our municipalities, but also has implications for our indigenous counterparts in this part of the Province and ultimately the residents of two or more Provinces downstream.

In conclusion, the Federal/Provincial appointed Joint Review Panel has recently concluded the public hearings in to one Mining Company's application for an Environmental Permit to proceed to the next step of developing a mine in the Headwater of the Oldman River Basin.

It is our request that you and your department become very active in an oversight capacity to the recent decisions by the Government of Alberta. We ask you to protect this pristine and delicate area of the Oldman River Basin from future industrial development and its demands for the water that has been so rightly protected in the past. High quality, sustainable and protected water resources has to remain our shared vision and goal, whether it is in Alberta or elsewhere in our Country.

Sincerely,



Ron Davis, Reeve
Municipal District of Ranchland No. 66



Brian Hammond, Reeve
Municipal District of Pincher Creek No.9

Cc:

John Barlow, MP Foothills

Hon. Jason Nixon, Minister of Environment and Parks

Hon. Sonya Savage, Minister of Energy

Roger Reid, MLA Livingstone-MacLeod

Paul McLaughlin, President RMA

RMA Member Municipalities

Attachments and Links:

a. Master Water Agreement:

- i. <https://www.alberta.ca/master-agreement-on-apportionment.aspx>,
- ii. <https://www.ppwb.ca/>

b. MD of Ranchland and Pincher Creek Joint Letter to the Government of Alberta

c. MD of Ranchland resolution, seconded by MD of Pincher Creek recently passed at Spring Convention of RMA.

<https://rmalberta.com/resolutions/5-21s-preservation-of-water-quality-and-access-to-water-by-albertans/>

Recommendation to Council

| | | | |
|--|-------------|---|-------------|
| TITLE: 2021 MUNICIPAL ELECTION | |  | |
| PREPARED BY: Jessica McClelland | | DATE: April 6, 2021 | |
| DEPARTMENT: Administration | | | |
| ATTACHMENTS: | | | |
| Department Supervisor | Date | | |
| APPROVALS: | | | |
| _____ | | _____ | |
| Department Director | Date | CAO | Date |

RECOMMENDATION:

THAT Maureen Webster, be appointed as Returning Officer for the 2021 Municipal Elections, and Jessica McClelland be appointed as Deputy Returning Officer;

AND THAT an advance vote is held for the 2021 municipal election;

AND FURTHER THAT voting for an incapacitated elector at home is provided during advance voting days, during the hours of regular voting.

BACKGROUND:

- a. Appointment of Returning Officer - Section 13 of the Local Authorities Election Act states: "An elected authority may, by resolution, appoint a returning officer for the purposes of conducting elections under this Act."
- b. Advance Vote - Section 73 of the Local Authorities Election Act states: "An elected authority may by resolution provide for holding an advance vote on any vote to be held in an election."
- c. Incapacitated Elector at Home - Section 79 of the Local Authorities Election Act states: "An elected authority may by resolution provide for the attendance of 2 deputies at the residence of an elector, during the hours an advance voting station is open or other times as may be fixed by the resolution, in order to take the votes of an elector who, because of physical incapacity, is unable to attend a voting station or an advance voting station to vote."

FINANCIAL IMPLICATIONS:

\$4500 for payment to the RO/Deputy RO to come from elections budget for 2021.