

**AGENDA**  
**COUNCIL MEETING**  
**MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9**  
**March 8, 2022 6:00 pm**  
**Council Chambers**

- A. ADOPTION OF AGENDA
- B. DELEGATIONS
- C. MINUTES/NOTES
  - 1. Council Meeting Minutes
    - February 22, 2022
  - 2. Special Council Meeting Minutes
    - February 25, 2022
- D. BUSINESS ARISING FROM THE MINUTES
- E. UNFINISHED BUSINESS
- F. COMMITTEE REPORTS / DIVISIONAL CONCERNS
  - 1. Councillor Tony Bruder – Division 1
  - 2. Reeve Rick Lemire – Division 2
  - 3. Councillor Dave Cox– Division 3
  - 4. Councillor Harold Hollingshead - Division 4
  - 5. Councillor John MacGarva – Division 5
- G. ADMINISTRATION REPORTS
  - 1. Operations
    - a) Operations Report
      - Report from Director of Operations dated March 3, 2022
      - Public Works Call Log
  - 2. Finance
  - 3. Planning and Community Services
    - a) AES Monthly Reports
      - Report from AES for March 2022
    - b) LUB Amendment Bylaw 1334-22 Within the Hamlet of Twin Butte
      - Report from Director of Development and Community Services, dated March 3, 2022
    - c) Crowsnest Pass Q3 Report
      - Letter from Sergeant Rendell Guinchard
      - Crowsnest Pass RCMP Policing Report
      - Crime Statistics
  - 4. Municipal
    - a) Chief Administrative Officer Report
      - Report from CAO, dated March 3, 2022
    - b) Arena Roof Funding Request
      - Report from Administration dated March 3, 2022
- H. POLICY REVIEW
- I. CORRESPONDENCE
  - 1. For Action
    - a) Oldman Watershed Council
      - Groundwater: Making the Invisible, Visible – Virtual Event

2. For Information

- a) Pincher Creek Curling Club Fundraising Event
- b) Budget 2022
  - Letter from Alberta Municipal Affairs dated February 24, 2022
- c) Highway 3 Twinning Development Association
  - Notice of AGM/Call for Nominations
  - Minutes from April 2021
  - Update February 28, 2022
- d) Accurate Assessment Group (AAG) Ltd.
  - Letter from Clearwater County re Shell/Pieridae
- e) Thank you Letter
  - Letter from STARS, dated March 1, 2022
- f) 2021 Annual Audit of MD of Pincher Creek
  - Audit report from AVAIL LLP
- g) 2024 Alberta Winter Games/2024 Alberta Summer Games
  - Letter from Minister of Culture

J. NEW BUSINESS

- a. Newsletter Discussion

K. CLOSED MEETING SESSION

- a. Tax Roll 0272.000 – Additional Requests – FOIP Sec. 17

L. ADJOURNMENT

**MINUTES**  
**MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9**  
**REGULAR COUNCIL MEETING**  
**FEBRUARY 22, 2022**

The Regular Meeting of Council of the Municipal District of Pincher Creek No. 9 was held on Tuesday, February 22, 2022, at 5:00 pm, via GoToMeeting.

- PRESENT** Reeve Rick Lemire, Deputy Reeve Tony Bruder, Councillors Dave Cox, Harold Hollingshead and John MacGarva.
- STAFF** CAO Troy MacCulloch, Director of Development and Community Services Roland Milligan, Director of Finance Meghan Dobie, Public Works Superintendent Eric Blanchard and Executive Assistant Jessica McClelland.

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

**A. ADOPTION OF AGENDA**

Councillor Dave Cox 22/057

Moved that the Council Agenda for February 22, 2022 be amended to include:

New Business:

- Alberta Tourism Event – March 9, 2022
- Rural Municipalities of Alberta (RMA) Spring Convention

Closed Session:

- Letter from Resident – FOIP Section 17

And that the agenda be approved as amended.

Carried

**B. PUBLIC HEARINGS**

a) Bylaw No. 1331-21 (Road Closure)

In order to receive public input on proposed Bylaw No. 1331-21, a Public Hearing, conducted by the Council of the Municipal District of Pincher Creek No. 9, was held on Tuesday, February 22, 2022.

1. Call Public Hearing to Order

Councillor Tony Bruder called the Public Hearing to Order, the time being 5:02 pm.

2. Advertising requirement

Reeve Rick Lemire stated that this Public Hearing has been advertised in accordance with Section 606 of the Municipal Government Act. This Public Hearing was advertised in the Shootin the Breeze and the Pincher Creek Echo on February 9, 2022 and February 16, 2022, as well as the MD website and MD Social Media pages.

3. Purpose of the hearing

The purpose of this Public Hearing is to receive public input on proposed Bylaw No. 1331-21.

The purpose of Bylaw No. 1331-21 is to close to public travel and creating title to and disposing of land described as:

EXTRA ROAD AREA 'A', PLAN ----  
 CONTAINING 0.164 HECTARES (0.41 ACRES) MORE OR LESS  
 EXCEPTING THEREOUT ALL MINES AND MINERALS

Director of Development and Community Services, Roland Milligan, gave an overview of Bylaw 1331-21.

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4. Presentations:

VERBAL:

Reeve Rick Lemire asked if anyone in the audience wished to make a statement, none wanted to speak.

WRITTEN:

Reeve Rick Lemire asked if any written submission had been received, none had been received.

5. Closing Comments

Reeve Rick Lemire asked if Council has any further questions, there were no further questions.

6. Adjournment from Public Hearing

Councillor Harold Hollingshead closed the Public Hearing, the time being 5:13 pm.

b) Bylaw No. 1332-21 (Road Closure)

In order to receive public input on proposed Bylaw No. 1332-21, a Public Hearing, conducted by the Council of the Municipal District of Pincher Creek No. 9, was held on Tuesday, February 22, 2022.

1. Call Public Hearing to Order

Councillor Tony Bruder called the Public Hearing to Order, the time being 5:13 pm.

2. Advertising requirement

Reeve Rick Lemire stated that this Public Hearing has been advertised in accordance with Section 606 of the Municipal Government Act. This Public Hearing was advertised in the Shootin the Breeze and the Pincher Creek Echo on February 9, 2022 and February 16, 2022, as well as the MD website and MD Social Media pages.

3. Purpose of the hearing

The purpose of this Public Hearing is to receive public input on proposed Bylaw No. 1332-21.

The purpose of Bylaw No. 1332-21 is to close to a portion of undeveloped road plan for lease purposes, being:

ALL THOSE PORTIONS OF ROAD PLAN 3899BZ WITHIN THE E.1/2 SEC. 25-9-1 W5M CONTAINING 2.48 HECTARES (6.13 ACRES) MORE OR LESS EXCEPTING THEREOUT ALL MINES AND MINERALS

Director of Development and Community Services, Roland Milligan, gave an overview of Bylaw 1332-21.

4. Presentations:

VERBAL:

Reeve Rick Lemire asked if anyone in the audience wished to make a statement, none wanted to speak.

WRITTEN:

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Reeve Rick Lemire asked if any written submission had been received, none had been received.

5. Closing Comments

Reeve Rick Lemire asked if Council has any further questions. Council discussed signage for the closed road once completed, surveying and access.

6. Adjournment from Public Hearing

Councillor Harold Hollingshead closed the Public Hearing, the time being 5:29 pm.

c) Bylaw No. 1333-22 (Road Closure)

In order to receive public input on proposed Bylaw No. 1333-22, a Public Hearing, conducted by the Council of the Municipal District of Pincher Creek No. 9, was held on Tuesday, February 22, 2022.

1. Call Public Hearing to Order

Councillor Tony Bruder declared a conflict of interest and recused himself from participating in the public hearing, the time being 5:28 pm.

Councillor Dave Cox called the Public Hearing to Order, the time being 5:29 pm.

2. Advertising requirement

Reeve Rick Lemire stated that this Public Hearing has been advertised in accordance with Section 606 of the Municipal Government Act. This Public Hearing was advertised in the Shootin the Breeze and the Pincher Creek Echo on February 9, 2022 and February 16, 2022, as well as the MD website and MD Social Media pages.

3. Purpose of the hearing

The purpose of this Public Hearing is to receive public input on proposed Bylaw No. 1333-22.

The purpose of Bylaw No. 1333-22 is to close to public travel and creating title to and disposing of land described as:

THOSE PORTIONS OF GOVERNMENT ROAD ALLOWANCE SOUTH OF S.E. 1/4 SEC.  
 15 TWP. 4 RGE. 29 W4M.  
 BETWEEN THE WEST LIMIT OF ROAD PLAN 4852 HU PRODUCED NE AND THE  
 EAST LIMIT OF ROAD PLAN 221  
 AND  
 BETWEEN THE WEST LIMIT OF ROAD PLAN 221  
 AND THE EAST LIMIT OF ROAD PLAN 881 1275  
 CONTAINING 0.652 HECTARES (1.61 ACRES) MORE OR LESS. EXCEPTING  
 THEREOUT ALL MINES AND MINERALS

Director of Development and Community Services, Roland Milligan, gave an overview of Bylaw 1333-22.

4. Presentations:

VERBAL:

Reeve Rick Lemire asked if anyone in the audience wished to make a statement, none wanted to speak.

WRITTEN:

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Reeve Rick Lemire asked if any written submission had been received, none had been received.

5. Closing Comments

Reeve Rick Lemire asked if Council has any further questions. Council discussed signage for the closed road once completed, surveying and access.

6. Adjournment from Public Hearing

Councillor Harold Hollingshead closed the Public Hearing, the time being 5:32 pm.

Councillor Tony Bruder rejoined the meeting, the time being 5:33 pm.

C. DELEGATIONS

D. MINUTES

1. Council Meeting Minutes

Councillor Dave Cox 22/058

Moved that the Minutes of the Council Meeting of February 8, 2022 be approved as presented.

Carried

2. Committee Meeting Minutes

Councillor John MacGarva 22/059

Moved that the Committee Minutes of February 15, 2022 be amended changing the time of going into closed session from am to pm,

AND THAT the Minutes of the Committee Meeting of February 15, 2022 be approved as amended.

Carried

E. BUSINESS ARISING FROM THE MINUTES

a) Kootenai Brown Pioneer Village (KBPV) Request for Support

Councillor Harold Hollingshead 22/060

Moved that Council, in regards to Kootenai Brown Pioneer Village request for support for their upcoming Commemorate Canada Reopening Celebration on August 6, 2022:

- Write a letter in support of their application through Heritage Canada,
- Donate \$2500 through Grants to Groups and Organizations,
- AND offer in-kind assistance.

Carried

b) STARS

Councillor Tony Bruder 22/061

Moved that Council accept the STARS presentation presented at the February 15, 2022 Committee Meeting as information,

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AND THAT the MD of Pincher Creek support STARS with an annual donation of \$6000 for the years 2022, 2023, 2024 and 2025.

Carried

F. UNFINISHED BUSINESS

G. COMMITTEE REPORTS / DIVISIONAL CONCERNS

1. Councillor Tony Bruder – Division 1
  - a) Residents compliments on road maintenance
  - b) AER webinar
  - c) ORRSC Meeting
2. Reeve Rick Lemire – Division 2
  - a) Alberta Southwest
  - b) Luncheon with ENEL
  - c) Airport Meeting
3. Councillor Dave Cox– Division 3
  - a) Beaver Mines Community Association
  - b) Pincher Creek Library retirement celebration
4. Councillor Harold Hollingshead - Division 4
  - a) Assessment Review Board Training (Land and Property Rights)
5. Councillor John MacGarva – Division 5
  - a) Crowsnest Pincher Creek Landfill Association
  - b) Waterton Biosphere Reserve

Councillor John MacGarva 22/062

Moved to accept the Committee Reports and information.

Carried

H. ADMINISTRATION REPORTS

1. Operations

- a) Operations Report

Councillor Tony Bruder 22/063

Moved that Council receive the Operations report, which includes the call log, for the period February 9, 2022 to February 22, 2022 as information.

Carried

2. Finance

3. Development and Community Services

- a) AES Report February/March 2022

Councillor Dave Cox 22/064

Moved that the AES Report for February and March 2022 be received as information.

Carried

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b) Cardston County Request for Comment on Proposed Discretionary Use Development Permit Intermunicipal Development Plan Bylaw No. 1308-19

Councillor Tony Bruder 22/065

Moved that Council receive proposed Cardston County Development Permit No. 05.2022 as information,  
 AND THAT Council thanks Cardston County for the opportunity to comment and that the M.D. of Pincher Creek No. 9 has no concerns with the proposed development.

Carried

c) Road Closure Resolution Portion of Road Plan 64071 within SW 21-7-2 W5M

Councillor John MacGarva 22/066

Moved that Council pass the following Road Closure Resolution:

A Resolution of the Municipal District of Pincher Creek No. 9 for the purpose of closing to public travel and cancelling a public highway in accordance with Section 24 of the Municipal Government Act, Chapter M26, Revised Statutes of Alberta 2000, as amended.

WHEREAS, the lands hereafter described are no longer required for public travel,  
 NOW THEREFORE be it resolved that the Council of the Municipal District of Pincher Creek No. 9 does hereby close the following described road, subject to rights of access granted by other legislation.

SW 21-7-2-5  
 ALL THAT PORTION OF ROAD PLAN 64071  
 CONTAINING 0.061 HECTARES (0.15 ACRES) MORE OR LESS  
 EXCEPTING THEREOUT ALL MINES AND MINERALS  
 To be placed back in Certificate of Title No.: 041 400 608

Carried

4. Municipal

a) Chief Administrative Officer Report

Councillor Harold Hollingshead 22/067

Moved that Council receive for information, the Chief Administrative Officer's report for the period of February 9, 2022 to February 22, 2022.

Carried

b) Change in Meeting Times

Councillor Dave Cox 22/068

Moved that unless altered by resolution, starting in March 2022:

- Council Committee Meetings be held the second and fourth Tuesday of each month, starting at 3:00 pm
- Council Meetings be held the second and fourth Tuesday of each month, starting and 6:00 pm.

Carried

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c) Foothills Forage and Grazing Association

Councillor Tony Bruder 22/069

Moved that the MD of Pincher Creek supports a \$5000 contribution to the Foothills Forage and Grazing Association with the stipulation that \$2000 is for their core funding with up to an additional \$3000 for individual events, for the 2022 year, with the amount taken from account 2-62-0-772-2765.

Carried

I. POLICY REVIEW

J. CORRESPONDENCE

1. For Action

a) Beaver Mines Lot 2, Block 81, Plan No. 2110505 Land Transfer (new Firehall)

Councillor Harold Hollingshead 22/070

Moved that Council authorize the transfer of land Lot 2, Block 81, Plan No. 2110505 in Beaver Mines to the Pincher Creek Emergency Services Commission for the new Firehall in the community.

Carried

2. For Information

Councillor Tony Bruder 22/071

Moved that the following be received as information:

a) Keep AlbertaRCMP Community Engagement Tour

Carried

K. NEW BUSINESS

a) Tourism Alberta Stakeholder Meeting

Councillor Tony Bruder 22/072

Moved that any interested Councillors be authorized to attend the upcoming Tourism Alberta Stakeholder meeting at the Heritage Inn on March 9, 2022.

Carried

b) Rural Municipalities of Alberta (RMA) Convention

Rural Municipalities of Alberta Convention is March 13 – 16, 2022. Council will let administration know if they plan on attending so arrangements can be made.

c) Beaver Mines Community Association Spring Clean Up

Councillor Dave Cox 22/073

Moved that Council support the Beaver Mines Community Association with the Annual Park Clean up on May 21, 2022 with the following:

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- 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.

Carried

L. CLOSED SESSION

Councillor John MacGarva 22/074

Moved that Council move into closed session to discuss the following, the time being 7:36 pm:

- Request to Close and Purchase Road SW 13-7-3 W5M – FOIP Sec. 17
- Gravel Reclamation – FOIP Sec. 17
- 2021 Financial Summary – Budget vs Actuals and Reserves – FOIP Sec. 17
- Letter from Resident – FOIP Sec. 17

Carried

Councillor John MacGarva 22/075

Moved that Council open the meeting to the public, the time being 9:18 pm.

Carried

- Request to Close and Purchase Road SW 13-7-3 W5M

Councillor Tony Bruder 22/076

Moved that Council grant the applicant's request to close, purchase, and consolidate the portion of Nanton Street with the applicant's adjacent parcel, with the applicant being responsible for all associated costs.

Carried

- 2021 Financial Summary – Budget vs Actuals and Reserves

Councillor Dave Cox 22/077

Moved that Council restrict \$500,000 in the Water and Wastewater Infrastructure Reserve (6-12-0-758-6740) in the 2021 Fiscal Period.

Carried

M. ADJOURNMENT

Councillor Harold Hollingshead 22/078

Moved that Council adjourn the meeting, the time being 9:31 pm.

Carried

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REEVE

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CHIEF ADMINISTRATIVE OFFICER

**MINUTES  
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9  
SPECIAL COUNCIL MEETING  
FEBRUARY 25, 2022**

The Special Meeting of Council of the Municipal District of Pincher Creek No. 9 was held on Thursday, February 25, 2022, at 2:00 pm, in the Council Chambers of the Municipal District Administration Building, Pincher Creek, Alberta.

Notice of the meeting was given to each Councillor and a signed Waiver of Notice Form is attached to and forms part of these minutes.

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

**STAFF**

Reeve Rick Lemire called the meeting to order at 2:00 pm.

**A. ADOPTION OF AGENDA**

Councillor Dave Cox 22/079

Moved that the Council Agenda for February 25, 2022 be approved as presented.

Carried

**B. CLOSED SESSION**

Councillor Harold Hollingshead 22/080

Moved that Council move into closed session to discuss the following, the time being 2:05 pm:

a) Code of Conduct Complaint – FOIP Sec. 17

Carried

Councillor John MacGarva 22/081

Moved that Council open the meeting to the public, the time being 4:07 pm.

Carried

Councillor Harold Hollingshead 22/082

Moved to form a committee of one, being Deputy Reeve Tony Bruder, to further investigate the Code of Conduct allegations from resident.

Carried

Councillor Dave Cox 22/083

Moved that Deputy Reeve Tony Bruder send acknowledgement letter to complainant stating the letter was received and a further investigation is taking place into the Code of Conduct allegations.

Carried

**C. ADJOURNMENT**

Councillor John MacGarva 22/083

Moved that Council adjourn the meeting, the time being 4:08 pm.

Carried

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CHIEF ADMINISTRATIVE OFFICER

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

***WAIVER OF NOTICE OF A SPECIAL MEETING OF THE COUNCIL OF THE MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9, CALLED UNDER AUTHORITY OF SECTION 194 (4) AND 194 (5) OF THE MUNICIPAL GOVERNMENT ACT, CHAPTER 26 OF THE PROVINCE OF ALBERTA.***

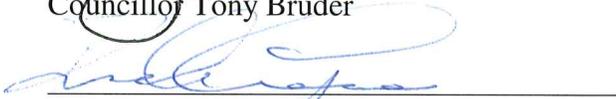
We, the undersigned members of the Council of the Municipal District of Pincher Creek No. 9 hereby waive notice of the special meeting to be held in the Administration Building, located at 1037 Herron Avenue, Town of Pincher Creek, on February 25, 2022 at 2:00 pm, for the purpose of discussing and acting upon:

1. Closed Session: Code of Conduct Complaint – FOIP Section 17

***Signed:***

  
\_\_\_\_\_  
Councillor Tony Bruder

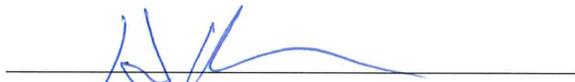
Date: February 25, 2022

  
\_\_\_\_\_  
Reeve Rick Lemire

Date: February 25, 2022

  
\_\_\_\_\_  
Councillor Dave Cox

Date: February 25, 2022

  
\_\_\_\_\_  
Councillor Harold Hollingshead

Date: February 25, 2022

  
\_\_\_\_\_  
Councillor John MacGarva

Date: February 25, 2022



## OPERATIONS REPORT

### Current Public Works Activity

- Road Maintenance – Snow removal in all Divisions. Public Works has Nine (9) graders out on the roads doing maintenance.
- 1 - Cat loader doing snow removal in the Hamlet of Lundbreck.
- 1 - John Deer Tractor doing snow removal in Beaver mine.
- Planning for crushing and gravel pit reclamation is on going.
- Permanent snow fence has been repaired on Olin creek.
- Tender for the dust control product and the gravel program are being prepared and would be posted to APC in March.
- Posting for Operator 2 position and for seasonal operator to be posted this week and next.
- PW is working with CPP environmental to do a full desktop assessment of our gravel pit liability. Review is still ongoing.
- Mulching operation on going with our excavator. Several Location have been completed throughout the MD. More area to be mulch throughout the winter as weather permit.
- Grader training for operator 2 started November 22. 2021 and will be going on for a few months. The first of the two part sign off has been done, 2<sup>nd</sup> and final sign off will take place on April 29/22 or until operators are fully signed off by trainer. MD will be hiring the Heavy Equipment College to provide certified training to our operator. Training has been scheduled for May 24<sup>th</sup> to May 31<sup>st</sup> 2022.
- Garbage, Recycling, water to the airport... being done weekly by PW crew.
- Working on call log items daily.

### Capital Projects Update - Bridges

- **Bridge File 75009 – Wild Cat Ranch, NE-09-09-02-W5M**
  - Tender awarded to NL Smith and Sons at **\$257,977.50 (Budget \$580,000)**
    - 2<sup>nd</sup> East Butte Contracting Ltd
    - 3<sup>rd</sup> Don Boyce Contracting Ltd
  - The contractor repaired the silt fence and will seed the site in the Spring.
- **Bridge File 75377 – Local Road over Screwdriver Creek, NW-08-06-02-W5M**
  - Project has gone back to Council and is deferred until Aug. of 2022. Project will be retendered in Spring 2022. MD has issued payment to Armtec for the culvert. The culvert will stay in the PW yard until installed in the Summer of '22.

- **Bridge File 75265 – Local Road over Heath Creek, NE-11-10-01-W5M**
  - - Tender awarded for engineering in 2021
  - Roseke Engineering at **\$52,162.00 (Budget \$53,000.00)**
  - - Construction set to commence in 2022
  - - The preliminary design report draft is completed and will be used for the AT STIP – BIM Grant application.
  - - Roseke Engineering has been instructed to complete the bridge design detail as well as provide engineering and construction estimates for an adjacent stream bank protection work.
  - - Survey has determined that the whole bridge and road is off the road right of way. Roseke Engineering will provide the MD with a survey plan to use for land negotiations.
  - - The STIP-LRB grant application for this project has been submitted.
  - - Land requirements for the roadway are being pursued. Signed documents will be forwarded to Council for approval.
  - -The Historical Resources Application for this project has been approved.
  
- **Bridge File 7743 – Local Road over Gladstone Creek, SW-23-05-02-W5M**
  - Tender awarded for engineering in 2021
  - Roseke Engineering at **\$45,015.00 (Budget \$46,000.00)**
  - Have requested updated proposed construction costs to be ready for September for 2022 budget discussions
  - the contractor has indicated that work is underway.
  - Construction set to commence in 2022
  - The preliminary design report is awaiting results from the coring process prior to completion.
  - Coring has been scheduled following changes to Alberta Transportation changes to inspector ratings.
  - Coring has been completed with favourable results.
  - A tender package is due to be completed by the end of November for Budgeting and allocation of Gas Tax Funds. AT has confirmed this bridge is not eligible for STIP-LRB funding given its current condition rating.
  - Preliminary report & design review received December 6.
  - Council approval of increased scope January 11, 2022.
  - Roseke Engineering will proceed to tender the project.
  
- **Bridge File 2488 – Fisher Bridge, NW-26-07-02-W5M**
  - Engineering to be completed in 2021 due to change in rating since first inspected
  - Construction/replacement/removal options to be presented to Council for action in 2022
  - The STIP-LRB grant application for this project has been submitted.
  - Pending AT Grant and Council approval this bridge can be built outside of the Restricted Activity Period (RAP) as no contact with the water is needed.

## Roads

- **Range Road 1-2 (Bitango Road) - Engineering 2022 – Budget \$40,000 - Const. 2023**

*Replace 64m of culvert 24" culverts with a 36" diameters culvert. Repair slides and sink holes on side slope.*

- Engineering Proposals have been submitted by 3 different firms and is under review by Public Work. Engineering contract will be awarded in 2022.
- Service agreement for professional service has been signed with ISL Engineering and Land Services LTD on February 23rd 2022.

- **Station Street ( Pincher Station) - Engineering 2022 – Budget \$40,000 - Const. 2023**

*Repair subgrade and install new asphalt on approximately 70m on intersection of 3rd avenue and Station Street and approximately 360m on Station Street going east to seed cleaning plant. Install culvert across 3rd avenue to drain water from North side of Station Street.*

- Engineering Proposals have been submitted by 3 different firms and is under review by Public Work. Engineering contract will be awarded in 2022.
- Service agreement for professional service has been signed with ISL Engineering and Land Services LTD on February 23rd 2022.

- **Cabin Hill Road - Engineering 2021 , Construction moved to 2023**

- Wood Engineering to design the Local Road - Design option have been reviewed.
- I approved SC#2 to include post construction legal survey. Topographic survey was completed April 8-9 and Geotechnical drilling was completed April 15-16
- Detailed design and C-estimate has been received June 23rd 2021.
- Preliminary design drawing have been reviewed and accepted September 27, 2021
- Council approved a motion to move the construction to 2023.

## Large Capital and other Water Projects

- **Lundbreck Shop Floor - Construction 2022 – Budget \$30,000**

*Install concrete floor and sumps into the Lundbreck shop.*

- Quotes and Estimates from local contractor are being requested and review for construction to begin Spring of 2022.

- **Patton Park Sprinkler System - Construction 2022 – Budget \$40,000**

*Connect the Patton Park Sprinkler and drip system to the Municipal Water distribution line.*

- Quotes from Scenic Landscaping is being review for approval. Construction to begin Summer of 2022.

- **ECO Station**

- IMDP Committee passed a resolution stating they have no concerns with this development.

- continued work with AEP for approval process and issuing of Development Permit

- construction set to commence in April. Needs to begin after the standpipe at our sand shed is completed.

- September 17, 2021, project information sent to Alberta Health Services for comment.

- September 22, 2021, letters requesting consent to vary the *Subdivision and Development Regulation's* 300m setback requirement from a Storage Site were sent via registered mail to all landowners within the 300m radius of the site. Many have been returned with positive endorsement of this project and agreement to the waiver.

- AEP information circulation process completed.

Direction from MDPC to submit to AEP for variance on development permit on Dec 08. Submission currently being worked on by Director Milligan. Construction in Spring 2022

- soon as the Pronghorn Standpipe is operational, earth work will begin by our PW crew to prep the site, so when we get our variance from AEP we are good to go on construction.

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

- Tender was awarded to BYZ on July 21, 2021.

1. BYZ Enterprises Inc. \$5,468,977.50 (**Budget \$6,251,600**)

2. Porter Tanner Associates Inc.

3. McNally Contractors (2011) Ltd.

4. Jenex Contracting Ltd.

5. Whissell Contracting Ltd.

- work to commence again by BYZ in late March or early April dependent upon weather.

- **Beaver Mines Waste Facility/System**

- Tender packages are ready for the Waste Facility/System.

- Waste System will not started be until 2022 at the earliest to allow for the AEP Approval Process to run its course.

- AB Appeals Board Hearing/Mediation is slated to begin Dec 15-17, 2021. 1st round of mediation is completed and next meeting is slated for early February.

- **Beaver Mines Forcemain & Lift Station**

- The tender packages are ready
- Construction start date is being reviewed and may possibly fall under the scope of the Appeal. This is being reviewed by all parties as well as the Appeals Board.

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

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

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

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

*Our first pre-meeting with the Board was Dec 8<sup>th</sup>, 2021*

*Our first Mediated Meeting with the Board and the Appellants is Dec 15<sup>th</sup>, 2021. (Calgary)*

*First meeting was held and follow up meeting is slated for February 23, 2022. Meeting with the Board was on Feb 23<sup>rd</sup> and now we are awaiting the date for round 2 of Mediation.*

Tenders are now being prepared and released for some portions of this project so we can proceed with construction this Spring and Summer. This is a multi-month process, so it is hoped our Appeal process will conclude within this timeframe and any direction by the Appeal Board in the manner of additions to our project, can be treated as change orders.

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

BM Standpipe is fully operation by this meeting – it was interrupted by a break west of Cowley and as part of our water shortage response plan, commercial standpipes need to be turned off to maintain pressure on the transmission lines.

PC Standipe has two weeks of work left to complete – this is being worked on by MPE and the contractor to secure confirmed dates for this work. Should be fully operational by end of March.

Cowley interface upgrade has been completed. Coin operated only for now.

The card reader takes three to four weeks to switch on – they are all energized at the sites but this company takes time to set up the back end with our bank to get everything talking to each other. So by April it is our hope that the three card readers will be good to go as well.

**Recommendation:**

That the Operations report for the period Feb 23, 2021 to Mar 08, 2022 is received as information.

---

Prepared by: Eric/Roland/Troy



Date: March 02, 2022

Submitted to: Council

Date: March 08, 2022

	DIVISION	LOCATION	CONCERN/REQUEST	ASSIGNED TO	ACTION TAKEN	REQUEST DATE	FOLLOW UPDATE	COMPLETION DATE
3004	Division 4	WC Ranches	To put in another approach & possible culvert	Jonathan	-	March 31, 2021	will be completed when available, not a priority	-
3138	Division 1	SW4 T4 R29 W4	Re wanting to clean ditch for drainage to direct water from his property to drain into the culvert	Jonathan	-	August 30, 2021	Meet with him, might have to wait till spring 2022	-
3178	Division 2	SE25 T5 R30 W4	Requested Grader to level his field after fence has been removed.	Eric/John	-	September 20, 2021	Jon has talk to Mick B at the end of October and the work would be schedule in the spring of 2022	-
3221	Division 4	-	Rd north past M&H Feedlot im bad shape /re culvert promised	Eric/John	-	November 2, 2021	Road has been graded. Culvert would be extended Spring 2022. Jon talk to him November 05, 2021	-
3228	Division 4	NE20 T8 R29 W4	Dead End sign knocked down in summer by mowers needs fixing Also has requested RR29-4 be maintained	John/Don	-	November 15 & 17	Moved to spring 2022	-
3233	Division 1	SE27 T5 R30 W4	Permanent snow fence is in bad condition due to the wind	Eric	-	November 29, 2021	On the list to be completed. Lots to be rebuilt. First call has been submitted. Waiting for supplies to come in.	-
3237	Division 4	SW28 T8 R1 W4	Two corner signs blown down botton of Paridaen Hill RR8-4	Eric/Don	-	December 2, 2021	Moved to spring 2022	-
3247	Lundbreck	21 Oakley Drive	Yield sign knocked down, removed and not replaced Needs to be put back up	Eric	-	December 15.	Temporary signs have been installed. Moved to spring 2022	-
3249	Division 3	NW9 T6 R30 W4	House sign is down & also further down sign at Texas gate	John/Don	-	December 16, 2021	Moved to spring 2022	-
2022-49	Division 3	Lundbreck Hall	Water accumulating south side of building	-	-	January 12, 2022	Will need to check in spring	-
2022-58	Division 1	SE19 3 29 W4	Old Snow Fence falling/inquiring about rebuild	-	-	January 26, 2022	Old snow fence have been cleaned up. First call has been submitted for the rebuild.	-
2022-63	Division 4	-	Requested his driveway to be plowed	-	-	February 4, 2022	Mr. Gilbert was told to submit snow removal form. Form was never submitted	March 1, 2021
2022-65	Division 5	SW36 9 3 W5	Fence Posts broken and wire down	John/Tony	-	February 9, 2022	Moved to spring 2022	-
2022-66	Division 4	NW25-8-1-W5	Fence Posts broken and wire down	John/Tony	-	February 10, 2022	Moved to spring 2022	-
2022-68		RR 2-3A	Telus box damaged	-	Completed	February 22, 2022	Telus has been advised and would be repair Feb 24th 2022	February 24, 2022
2022-69	Division 3	Beaver Mine	Drifts on Road in the MD street to his house	Tony T	Completed	February 25, 2022		February 26, 2022
2022-70	Division 4	Cowley	Pole fallen on fence	Don J	Completed	March 1, 2022		February 28, 2022
2022-71	Division 5	Willow Valley	Requested grader to push snow off his driveway	Dave S	-	March 1, 2022	Dave informed	-
			<b>Indicates Completed</b>					
			<b>Indicates Defered to Spring</b>					
			<b>indicates On the To Do List</b>					

**AES, March, 2022**

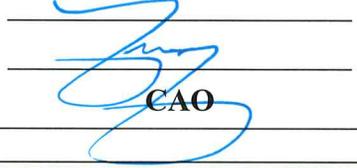
- March 1, deadstock bin inspections, repairs & cleaning
- March 2, PW Safety Meeting, ASB Meeting,
- March 3, Ag & Forestry (AF) update, Strychnine final sales, budget, reporting
- March 4, meeting with CFIA, premix & rental equipment procedure for 2022
- March 7, dam safety, setting season for Ag Pests work (ie; Clubroot, grasshoppers)
- March 8, Bistrainer (safety), contractor management/sign off,
- March 9, JHS meeting, AF update, rental equipment, mapping, GIS prep
- March 10, updating files (server & paper), MRF tablets
- March 11, newsletter, SRD information package (mapping & records)
- March 14 – 18, choice AISC webinars (usually mornings)
- March 14, SWIM meeting, summer weed program planning, crew computers, GIS & data management
- March 15, AWRAC (Alberta Weed Regulatory Advisory Committee) meeting (conference call)
- March 16, ALUS planning, MRF meeting, hiring, reporting
- March 17, AF update, general shop & office, dam inspection binders
- March 18, last day for resumes, review of pesticides purchasing for upcoming season
- March 21, 22, resume reviews, calls, setting up interviews
- March 22, safety kits (first aid, trucks, binders)
- March 23, personnel equipment, planning etc., ASB Package
- March 24, 25, 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 28, roadside sprayers prep, equipment & budget
- March 29, South Region AAAF Meeting, MRF software/hardware call, equipment, safety, dams
- March 29 – 31, Patton Park gophers (weather permitting)
- March 30, Strategic Plan & provincial funding, reporting
- March 31, vacation day (as well as April 1<sup>st</sup>)

Sincerely,

Shane Poulsen,  
Agricultural Fieldman

# Recommendation to Council

G3b

<b>TITLE: LAND USE BYLAW AMENDMENT BYLAW NO. 1334-22 Within Hamlet of Twin Butte</b>			
<b>PREPARED BY: Roland Milligan</b>		<b>DATE: March 3, 2022</b>	
<b>DEPARTMENT: Planning and Development</b>			
		<b>ATTACHMENTS:</b>	
<b>Department Supervisor</b>	<b>Date</b>	<ol style="list-style-type: none"> <li>1. Application for Amendment to the Land Use Bylaw</li> <li>2. Hamlet Zoning Map from LUB 1289-18</li> <li>3. Bylaw No. 1334-22</li> <li>4. Hamlet Commercial Land Use District</li> </ol>	
<b>APPROVALS:</b>			
 _____	 _____	 _____	 _____
<b>Department Director</b>	<b>Date</b>	<b>CAO</b>	<b>Date</b>

**RECOMMENDATION:**

**That Council give first reading to Bylaw No. 1334-22, being a bylaw to amend Land Use Bylaw No. 1289-19, and set the time and date for the required Public Hearing.**

**BACKGROUND:**

In January of this year, the MD received an application for an amendment to the Land Use Bylaw, for the purpose of developing a commercial storage site within the Hamlet of Twin Butte (*Attachment No. 1*).

After receiving a completed application, the MD’s planner drafted Bylaw No. 1334-22 for Council’s consideration.

The purpose of the proposed amendment is to allow for the development of a RV and boat storage on a portion of the NW 4-4-29 W4M, within the Hamlet of Twin Butte. The applicant is in the process of purchasing that parcel, with the granted redesignation being a condition of purchase.

The parcel is currently designated as Hamlet Residential 2 – HR2 within the LUB. To accommodate a storage facility the applicant is requesting that Council change the zoning to Hamlet Commercial - HC. Within the HC land use district, mini storage is discretionary use (*Attachment No. 4*).

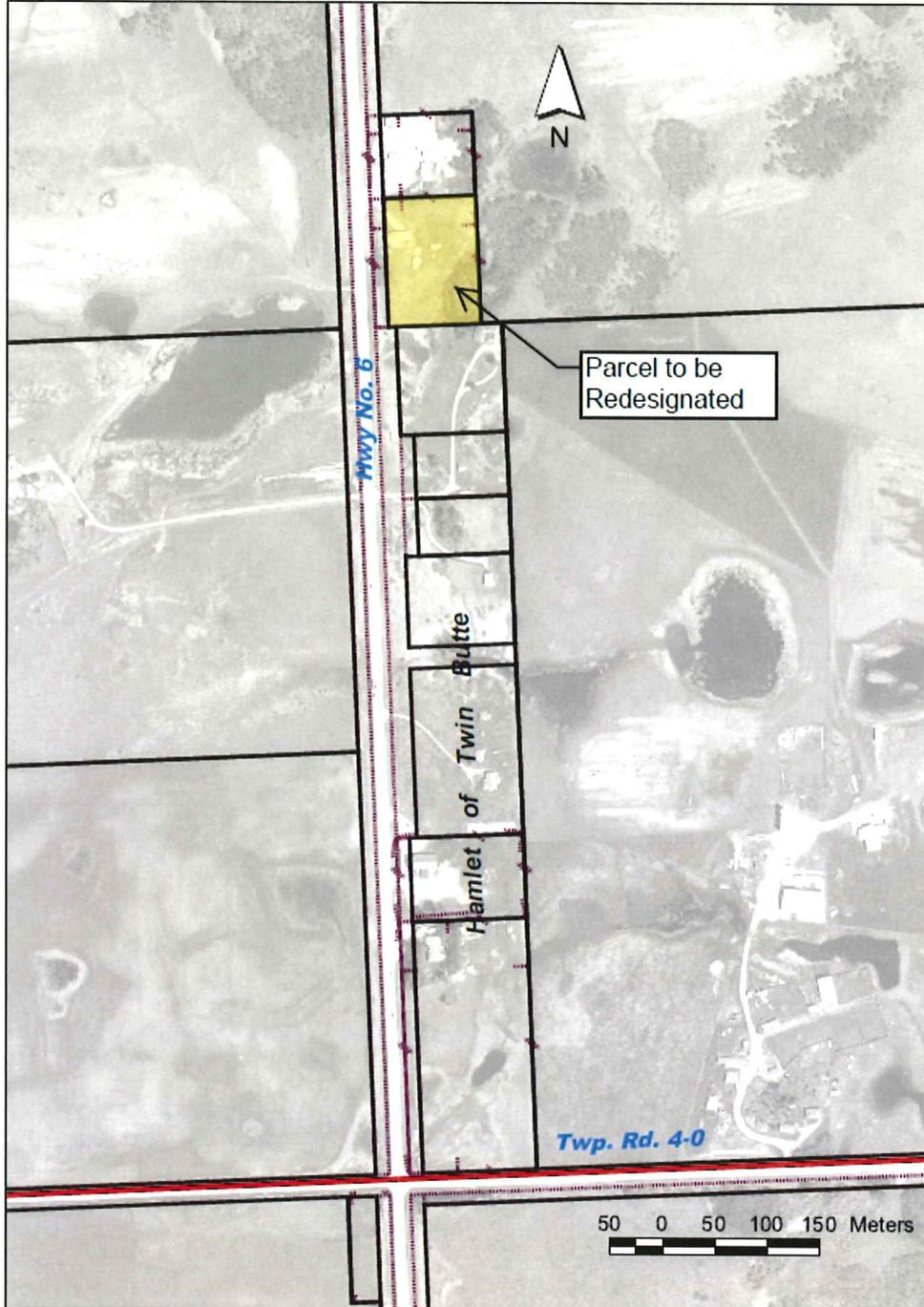
An amending bylaw, Bylaw No. 1334-22 has been prepared for Council’s consideration (*Attachment No. 3*). If council gives First Reading of the bylaw, the date for the required public hearing can be set.

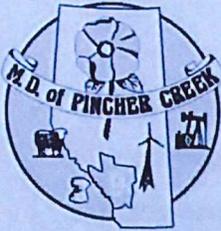
# Recommendation to Council

**FINANCIAL IMPLICATIONS:**

None at this time.

## Location





MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9

APPLICATION FOR AMENDMENT TO A MUNICIPAL PLANNING BYLAW

APPLICATION FEE \$600

RECEIPT NO. \_\_\_\_\_

I/We hereby make application to amend the Bylaw No. 1289-18.

Applicant: 1348259 Alberta Ltd. / Jamie Hansen

Address: 12815 Winterburn Road, Edm. AB Telephone: 780-222-9095.

Owner of Land (if different from above): purchasing from Jordan Tanner

Address: 29 Twin Butte Highway 6 Twin Butte Telephone: \_\_\_\_\_

Lot - Block - Registered Plan -

or Certificate of Title 191 115 886

Quarter 4 Township 4 Range 29 Meridian W of N Meridian  
Range: 29 LINC: 002155596

**AMENDMENT PROPOSED:**

From: HAMLET R2

To: HAMLET COMMERCIAL

**REASONS IN SUPPORT OF APPLICATION FOR AMENDMENT:**

- proximity to the national park requires an area for secure boat and rv storage (both outside and inside heated).

I/We enclose \$ 600 being the application fee.

DATE: 01/18/2022

Jamie Hansen  
Applicant

\_\_\_\_\_  
Registered Owner

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

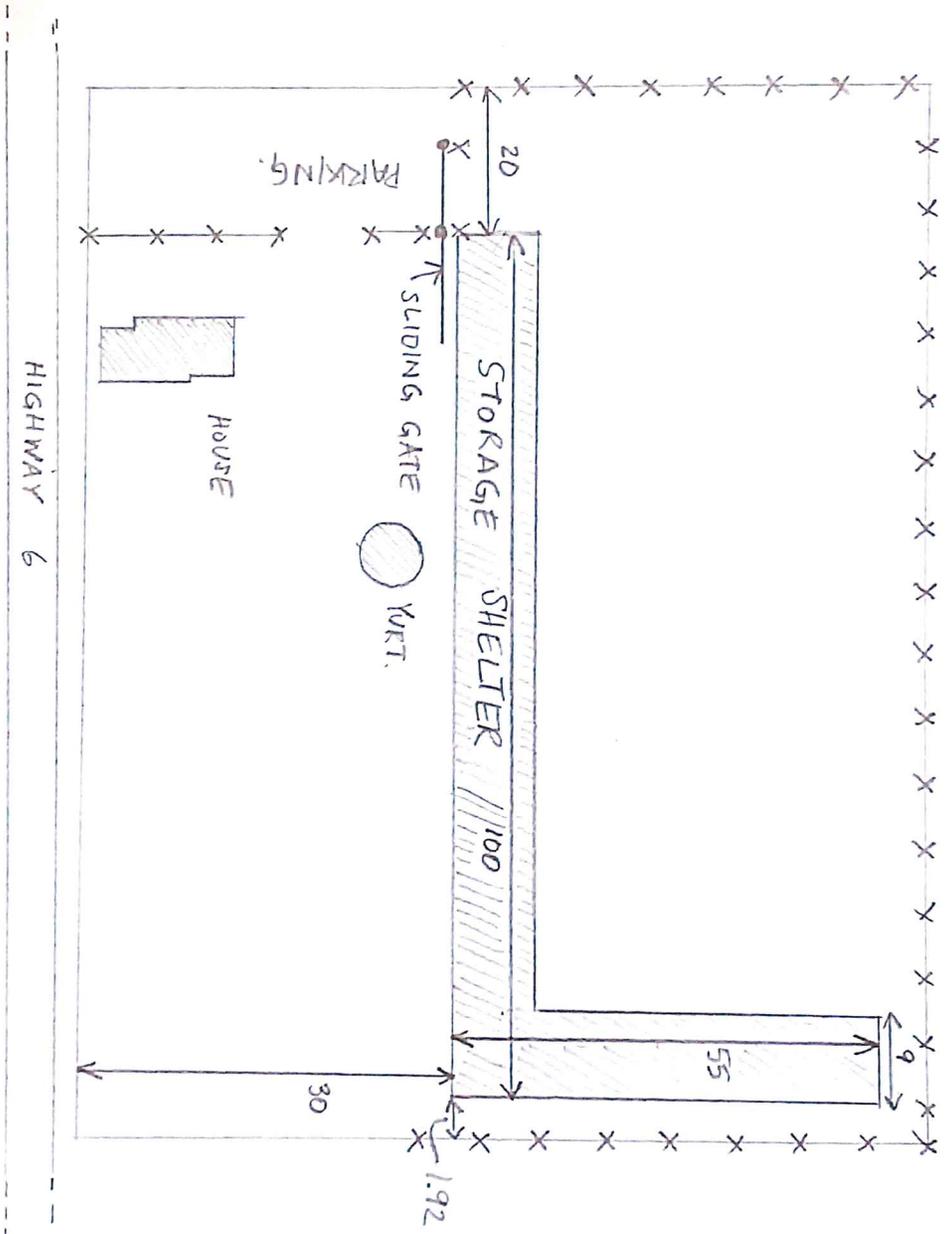
## Attachment No. 1

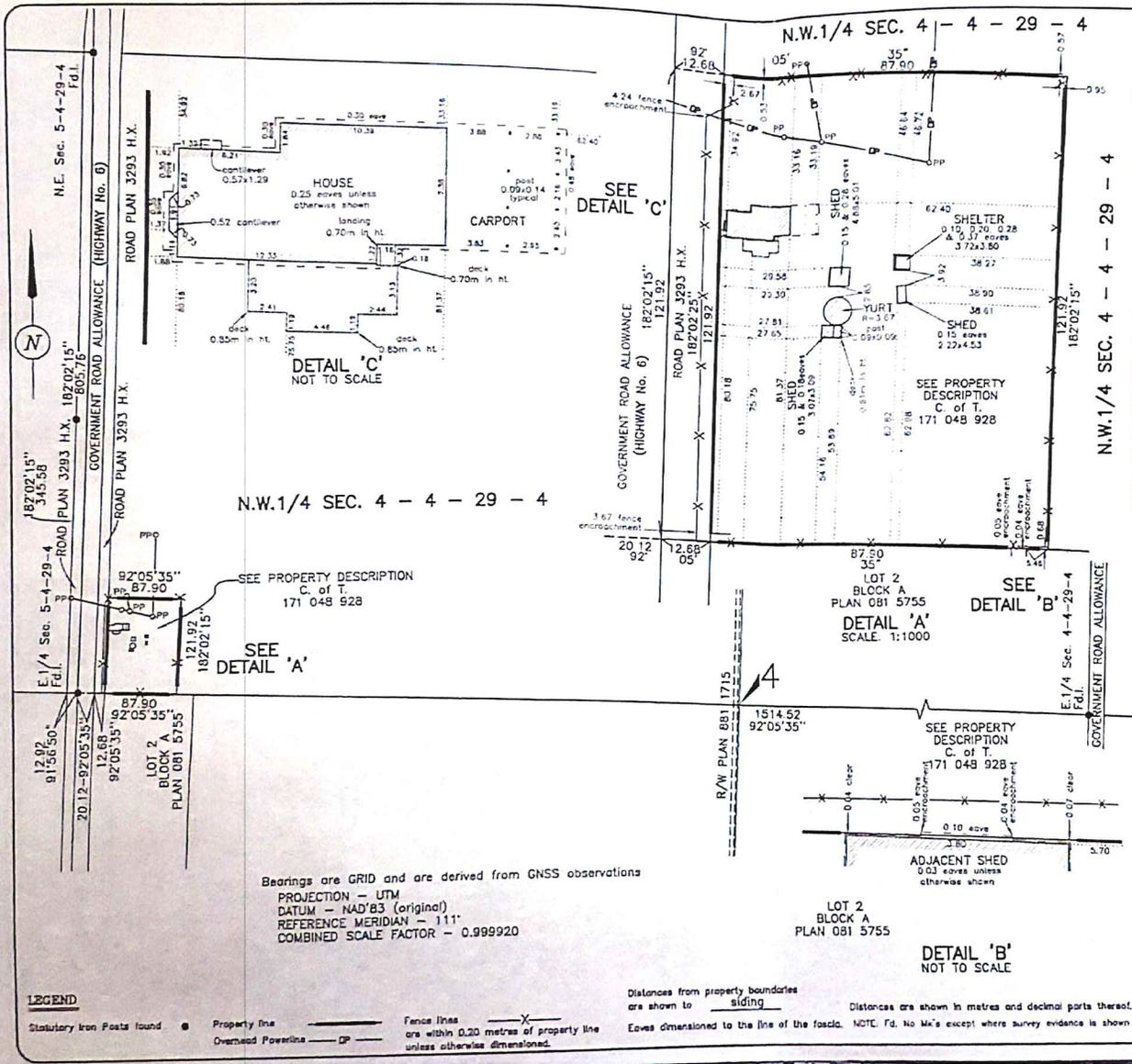
### IMPORTANT NOTES:

1. Every application for an amendment to a planning bylaw shall be completed in every part and signed.
2. If the amendment involves a change of land use district, the applicant shall also supply:
  - (a) a site plan at a scale to the satisfaction of the Development Officer showing the size and shape of the lands affected, the location and extent of existing developments, waterbodies and treed areas and the location and form of any new development intended, fully dimensioned and explicit to the satisfaction of the Development Officer;
  - (b) at the discretion of the Development Officer, a Real Property Report as proof of location of existing development; and
  - (c) a Certificate of Title indicating ownership and encumbrances.
3. An application fee shall be required.
4. If the amendment involves a revision to the wording of a municipal bylaw, including the addition to or the deletion from the permitted or discretionary uses listed for a district, the desired change shall be explicit and reasons given.
5. Failure to complete the application form fully and supply the required information, plans, and fee may cause delays in processing the application.
6. The Development Officer may refuse to accept an application for amendment to a planning bylaw where the information required has not been supplied or where the quality of such information is inadequate to properly evaluate the application.
7. Upon receipt of an application for amendment, the Development Officer shall determine when the application will be placed before the Council and shall issue not less than 10 days' notice to the applicant that he may appear and speak to the application.
8. A decision of the Council in regard to an application to amend a planning bylaw is final but, if refused, the applicant may reapply at any time that the Council agrees to accept another application for the same or similar amendment.

JAN. 18, 2022

# SITE PLAN 29 TWIN BUTTE HWY #6





**Alberta Land Surveyor's  
Real Property Report**

To: Riesah Prock & Herky Culler  
Box 1176  
Pincher Creek, AB  
T0K 1W0

**PROPERTY DESCRIPTION ("THE PROPERTY")**  
MERIDIAN 4 RANGE 29 TOWNSHIP 4  
SECTION 4  
THAT PORTION OF THE SOUTHERLY 121.92 METERS  
OF THE WESTERLY 100.58 METERS OF THE NORTH WEST  
QUARTER WHICH LIES TO THE EAST OF THE WIDENING OF THE  
NO. 6 HIGHWAY, ON PLAN 3293 H.X.

**CERTIFICATION**  
I hereby certify that this report, which includes the attached plan and related survey, was prepared and performed under my personal supervision and in accordance with the Alberta Land Surveyors' Association's Manual of Standard Practice and supplements thereto. Accordingly, within those standards as of the date of this report, I am of the opinion that:

1. the Plan illustrates the boundaries of the Property, the improvements as defined in Part B, Section 8.2 of the Alberta Land Surveyors' Association's Manual of Standard Practice and registered assessments and rights-of-way affecting the extent of the title to the Property.
2. the improvements are entirely within the boundaries of the Property, except for a fence encroachment into Road Plan 3293 H.X., as shown.
3. no visible encroachments exist on the Property from any improvements situated on an adjoining property, except for a shed eave encroachment from Lot 2; Block A; Plan 081 5755, as shown.
4. no visible encroachments exist on registered assessments or rights-of-way affecting the extent of Property.

**PURPOSE**  
This Report and the related plan have been prepared for the benefit of the Property owner, subsequent owners, and any of their agents for the purpose of (a) land conveyance, support of a subdivision application, mortgage application, or a submission to the Municipality for a compliance certificate, etc.) Copying is permitted only for the benefit of these parties, and only if the plan remains attached. Where applicable, registered assessments and utility rights-of-way affecting the extent of the Property have been shown on the attached plan. Unless shown otherwise, property corner markers have not been placed during the survey for this report. The attached plan should not be used to establish property boundaries due to the risk of misinterpretation or measurement error by the user. The information shown on this Real Property Report reflects the status of this Property as of the date of survey only. Users are encouraged to have the Real Property Report updated for future requirements.

Dated at Lethbridge, Alberta  
This 19th Day of March, 2019

*Z. J. Prosper*  
Z. J. Prosper  
Alberta Land Surveyor, 2019



**boa** brown okamura & associates ltd.  
2830 - 12 Avenue North, Lethbridge, Alberta T1H 5J9  
© copyright brown, okamura & associates ltd. 2019

Scale:	1:5000 (metric)	Job:	8239
File:	411-88	Ref. File:	17-13785
Date of Title Search:	MARCH 6th, 2019	Drawn:	ep
Date of Survey:	MARCH 11th, 2019		

**LEGEND**

Statutory Iron Posts found  Property line  Fence lines are within 0.20 metres of property line unless otherwise dimensioned.  Overlaid Powerline  DP

Distances from property boundaries are shown to siding. Distances are shown in metres and decimal parts thereof. Eaves dimensioned to the line of the fascia. NOTE: Fd. No. M's except where survey evidence is shown

Bearings are GRID and are derived from GNSS observations  
PROJECTION - UTM  
DATUM - NAD'83 (original)  
REFERENCE MERIDIAN - 111°  
COMBINED SCALE FACTOR - 0.999920

**DETAIL 'B'**  
NOT TO SCALE



LAND TITLE CERTIFICATE

S  
 LINC                      SHORT LEGAL                      TITLE NUMBER  
 0021 555 596            4;29;4;4;NW                      191 115 886

LEGAL DESCRIPTION

MERIDIAN 4 RANGE 29 TOWNSHIP 4  
 SECTION 4  
 THAT PORTION OF THE SOUTHERLY 400 FEET OF  
 THE WESTERLY 330 FEET OF THE NORTH WEST QUARTER  
 WHICH LIES TO THE EAST OF THE WIDENING OF THE  
 NO. 6 HIGHWAY, ON PLAN 3293HX  
 CONTAINING 1.068 HECTARES (2.64 ACRES) MORE OR LESS  
 EXCEPTING THEREOUT ALL MINES AND MINERALS

ESTATE: FEE SIMPLE

MUNICIPALITY: MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9

REFERENCE NUMBER: 171 048 928

REGISTERED OWNER(S)				
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
191 115 886	18/06/2019	TRANSFER OF LAND	\$359,000	\$359,000

OWNERS

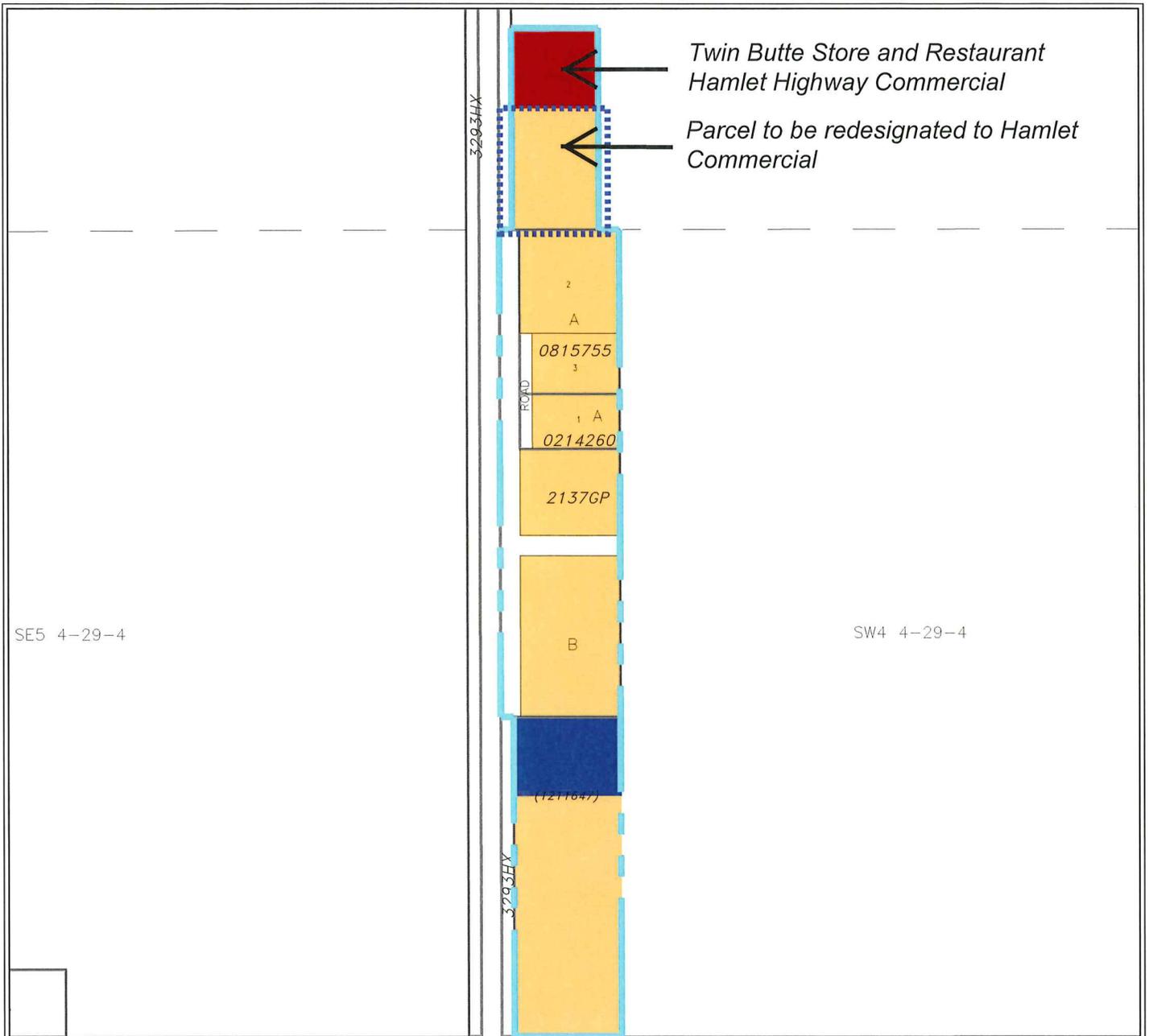
RICHARD JORDAN TANNER  
 OF 29 TWIN BUTTE  
 PINCHER CREEK  
 ALBERTA T0K 1W0

ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION	DATE (D/M/Y)	PARTICULARS
8860KR	08/12/1970	EASEMENT AFFECTED LAND:                      4;29;4;4;NW "PORTION S. 400 FT EAST OF 3293HX, SUBJECT TO, IN FAVOUR OF N. 260 FT OF S. 660 FT OF W. 330 FT, OF 3293HX"

( CONTINUED )





Twin Butte Store and Restaurant  
Hamlet Highway Commercial

Parcel to be redesignated to Hamlet  
Commercial

SE5 4-29-4

SW4 4-29-4

3293HX

2  
A  
0815755  
3  
1 A  
0214260  
2137GP

B  
(1211647)

3293HX



M.D OF PINCHER CREEK No. 9  
LAND USE DISTRICT MAP  
Bylaw No. 1289-18, November 13, 2018

- HAMLET OF TWIN BUTTE
- Agriculture
  - Hamlet Highway Commercial 'A'
  - Hamlet Residential 2 'HHC'
  - Hamlet Public And Institutional 'HR-2'
  - Hamlet Boundary 'HPI'

MAP A-4

**MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9  
BYLAW NO. 1334-22**

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

---

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

**WHEREAS** The Municipal District of Pincher Creek No. 9 desires to change the land use designation of lands legally described as:

Portion of NW4 4-29 W4M containing the southerly 400 feet of the westerly 330 feet, which lies to the east of the widening of the No. 6 Highway, on Plan 3293HX

And as shown on Schedule ‘A’ attached hereto, from “Hamlet Single-Detached Residential 2 – HR-2” to “Hamlet Commercial - HC”; and

**WHEREAS** The purpose of the proposed amendment is to allow for the development of a commercial storage facility;

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

1. This bylaw shall be cited as “Land Use Bylaw Amendment No. 1334-22”.
2. Amendments to Land Use Bylaw No. 1289-18 as per “Schedule A” attached.
3. This bylaw shall come into force and effect upon third and final passing thereof.

READ a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

A PUBLIC HEARING was held this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

READ a third time and finally PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

---

*Reeve*  
*Rick Lemire*

**Bylaw No. 1334-22**

---

*Chief Administrative Officer*  
*Troy MacCulloch*

**Page 1 of 2**

Attachment  
- "Schedule A"

SW9 4-29-4

SE9 4-29-4

SE8 4-29-4

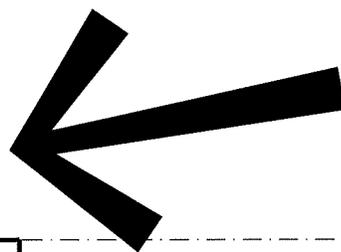
HIGHWAY 6  
3293HX

NE5 4-29-4

NW4 4-29-4

NE4 4-29-4

3293HX



SE5 4-29-4

3293HX  
A 2  
0815755

SW4 4-29-4

SE4 4-29-4

# LAND USE DISTRICT REDESIGNATION SCHEDULE 'A'

Bylaw #: 1334-22

Date: \_\_\_\_\_

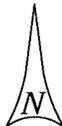


FROM: Hamlet Residential 'HR-2'  
TO: Hamlet Commercial 'HC'

PORTION OF NW 1/4 SEC 4, TWP 4, RGE 29, W 4 M  
MUNICIPALITY: MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9  
DATE: FEBRUARY 4, 2022



0 Metres 100 200 300 400



MAP PREPARED BY:  
OLDMAN RIVER REGIONAL SERVICES COMMISSION  
3105 16th AVENUE NORTH, LETHBRIDGE, ALBERTA T1H 5E8  
TEL. 403-329-1344

"NOT RESPONSIBLE FOR ERRORS OR OMISSIONS"

**HAMLET COMMERCIAL – HC**

1. INTENT

The intent of the Hamlet Commercial - HC district is to:

- (a) facilitate, in an orderly manner, the development or location of downtown commercial uses, including offices, financial institutions, personal service uses, restaurants and retail stores, as defined; and
- (b) allow, where appropriate, the development or location of other uses, including other commercial and highway commercial uses.

2. USES

2.1 Permitted Uses

Accessory buildings (see Section 36)  
Accessory structures (see Section 37 and Section 15.1(l))  
Accessory use  
Automotive sales and service  
Drive-in restaurant  
Hotel / Motel  
Personal service  
Professional, financial, office and business support service  
Public and institutional uses  
Restaurant  
Retail store  
Solar energy system, household (see Section 15.1(r))

2.2 Discretionary Uses

Animal care service, minor  
Apartment  
Auctioning establishment  
Child care service  
Club or fraternal organization  
Dwelling or sleeping unit as an accessory or secondary use to a permitted use  
Entertainment establishment  
Equipment sales, rental and service  
Farmer's market  
Fleet and transportation service  
Hostel  
Medical facility  
Mini storage  
Mixed use residential  
Moved-in accessory building (see Section 54.6 - 54.9)  
Parking facility  
Public park or recreation  
Public utility  
Recycling facility  
Service station  
Sign (see Section 55)  
Specialty manufacturing / Cottage industry  
Solar energy system, household - greater than 150 kW (see Section 59)



Surveillance suite (see Section 50)  
 Wholesale or storage warehousing  
 Wind Energy Conversion System - Category 1 (see Section 57)

**3. MINIMUM LOT SIZE**

**3.1 Existing Serviced Lots**

The following minimum lot sizes apply to lots that are serviced or will be serviced with municipal water and a municipal sewage system:

Use	Width		Length		Area	
	m	ft.	m	ft.	m <sup>2</sup>	ft <sup>2</sup>
Automotive repair and service uses, financial institutions, offices, personal service uses, restaurants, retail stores	15	49.2	30.0	98.4	450	4,844
Drive-in restaurants and service stations	30	98.4	36.5	119.7	1400	15,070
All other uses	As required by the MPC					

**3.2 Partially-Serviced or Non-Serviced Lots**

The minimum lot size for lots that are serviced with either municipal water or a municipal sewage system, or neither shall be as required by the Development Authority.

**4. MINIMUM SETBACK REQUIREMENTS**

**4.1 Setback Requirements**

Use	Front Yard		Side Yard		Rear Yard	
	m	ft.	m	ft.	m	ft.
Apartments	9	29.5	3	9.8	8	26.2
Service stations	15	49.2	As required by the MPC			
All other uses	0	0	0	0	0	0

**See Section 57 for setbacks pertaining to WECS.**

**4.2 Public Roadway - Corner Lots**

Where a corner lot abuts two public roadways, principal building setbacks from property boundaries shall be as follows:

- (a) service station setbacks shall be the same as 4.1 above except that the minimum setback from a front property boundary applies to both property boundaries;
- (b) apartment setbacks shall be the same as 4.1 above except that the setback from the secondary front property boundary may be reduced by one-half the requirement stated in 4.1 above where the principal building faces the principal front property boundary in the opinion of the MPC or the Development Officer;
- (c) where a lot in this district abuts a lot in a residential district, without an intervening public roadway or lane, the principal and accessory building on the commercial lot shall be setback from the yard abutting the residential lot equal to or greater than the setback required for the residential lot;



- (d) setbacks along Highway 774 may be reduced within the Hamlet of Beaver Mines subject to approval from Alberta Transportation;
- (e) setbacks along Highway 6 may be reduced within the Hamlet of Twin Butte subject to approval from Alberta Transportation.

5. ENVIRONMENTAL SETBACKS AND SEPARATION DISTANCES

See Sections 35, 44 and 45.

6. MAXIMUM BUILDING HEIGHT – Principal and Accessory Buildings

Apartments: 3 storeys  
Other principal buildings: 8.5 m (27.9 ft.)

7. MAXIMUM LOT COVERAGE

Apartments: 45 percent  
All other uses: 80 percent

8. LANDSCAPING AND SCREENING (see Section 46)

Unless otherwise stated in this bylaw, the Development Authority may require that any side or rear yard areas that abut a residential district with or without an intervening lane shall be screened to a height of not less than 1.8 m (5.9 ft.) nor more than 2 m (6.6 ft.) by fences, privacy walls or landscaping.

9. REFUSE SCREENING AND STORAGE

- 9.1 Refuse and garbage shall be kept in suitably sized containers until such time as collection or disposal is possible.
- 9.2 Refuse and refuse containers shall be effectively screened and the Development Authority may require:
  - (a) that refuse container enclosures to screen refuse and refuse containers are provided for each principal use; and
  - (b) those refuse container enclosures are located and designed to the satisfaction of the Development Authority.

10. OFF-STREET PARKING AND LOADING REQUIREMENTS

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





February 28, 2022

Sergeant Rendell Guinchard  
Detachment Commander  
Crowsnest Pass Alberta

Dear Reeve Lemire,

Please find attached the quarterly Community Policing Report that serves to provide a quarterly snapshot of the human resources, financial data and crime statistics for the Municipal District of Pincher Creek. This report covers the October 1<sup>st</sup> to December 31<sup>st</sup>, 2021 reporting period. As part of our continued commitment to engage with the communities we serve in enhancing service delivery, this report is a key tool to address any questions or concerns you may have.

As we embark on 2022, the safety and security of Albertans remains to be the top priority for the Alberta RCMP. The inclusion of Body Worn Cameras on our front line members supports our long-standing commitment towards enhancing public safety and trust with the communities we serve by increasing the transparency of police interactions with citizens. Later this spring, a number of Body Worn Cameras will be piloted in locations across Alberta to inform the success of the provincial rollout that is aimed to follow in the 2022/23 fiscal year. Front-line officers at detachments in Grande Prairie, Parkland, St. Paul, and Gleichen will take part in the pilot. These locations were strategically chosen given their high volumes of calls and varying line speeds. This pilot will allow us to see how the system performs and make adjustments to ensure it meets our needs before the full roll-out.

We are also getting the process underway for multi-year financial plans for MPSA and PPSA contracts. If you are policed under a MPSA, you will be invited to an information session and I will be working with you to develop the multi-year financial plan for your community. If you are policed under the Provincial Police Service (communities under 5,000), the Alberta RCMP will be working directly with the Province of Alberta to develop the multi-year financial plan.

In addition, the Joint Business Plan is being finalized collaboratively by the Alberta RCMP and the Province of Alberta. The development of this plan has taken into consideration and input from communities as reflected in the Interim Police Advisory Board (PAB) report.



While this broader plan is nearing completion and is reflective of provincial policing priorities – in the coming weeks, detachment commanders will be engaging with communities to identify and discuss local policing priorities as they develop their detachment annual performance plans.

The attached reporting along with your valued feedback and guidance will support the reinforcement of your policing priorities, and help ensure we are meeting your community needs on an ongoing basis. As the Chief of Police for your community, please feel free to contact me if you have any questions or concerns.

Randy Guinchard  
Detachment Commander  
Crowsnest Pass



## RCMP Provincial Policing Report

<b>Detachment</b>	Crowsnest Pass
<b>Detachment Commander</b>	Sgt. Guinchard
<b>Quarter</b>	Q3
<b>Date of Report</b>	2022/02/28

### Community Consultations

Date	Attendee(s)	Notes
2021/11/04	MD Pincher Creek, MD Cowley	Emergency Services Meeting and Tabletop scenario session
2021/11/17	ES Crowsnest Pass, Fish and Wildlife, Conservation Officers, Crowsnest Pass Fire	Emergency Services Meeting
2021/11/30	MD Crowsnest Pass	Council Meeting and Introduction of New Detachment Commander Q2 and Q3 report to date provided.



## Community Priorities

<p><b>Priority 1</b></p>	<p>Property Crimes</p>
<p><b>Current Status &amp; Results</b></p>	<p>The COP program remains active but restricted in patrols. Theft reduction was projected to 80 files and the actual reduction was down to 17 files which is approximately a 75% reduction. This was not projected but is a welcome reduction. As it appears to be a one off the stats will be monitored over the year to obtain trending data for a more accurate assessment. An initiative on an OMG group - The Outlaws is underway and given their presence in the local drug trade a member was assigned to establish a matrix of a who's who in crime (OMG)/ Drug files to ascertain connections. This is proving useful in building a better picture of the local crimes and causation beyond general connections. Back country patrols have increased and contact &amp; partnership with other agencies has resulted in more visible presence and less crime. BAIT project was no loner required due to crime reduction.</p>
<p><b>Priority 2</b></p>	<p>Traffic Safety</p>
<p><b>Current Status &amp; Results</b></p>	<p>Although COVID had reduced the number of Checkstops, these stops resumed when restrictions on contact were eased however weather issues became a facor in officer safety for this activity. The Alberta Sheriff's did complete a week long traffic blitz during the flooding in BC due to increased traffic. This initiative will be sought again every 6 months for a joint initiative. The Detachment Commander brought in an ongoing traffic contact priority for Detachment members which included minimum expectations to increase violation enforcement. The result was an increase in violation tickets. There were 7 calls for service for Impaired Operation and of this 3 charges resulted. Businesses that sell liquor have been engaged regarding over serving and bar walks have been initiated as a preventative crime reduction measure. Winter driving conditions has resulted in an increase in collisions.</p>
<p><b>Priority 3</b></p>	<p>Police and Community Relations</p>
<p><b>Current Status &amp; Results</b></p>	<p>Foot Patrols have been incorporated and in speaking with bar owners they are please with the bar walk system although patronage has been light due to COVID. Planned patrols have also been undertaken at all communities to address reported activities. A total of 13 complaints of mischief were received for the quarter - Coleman and Bellevue seeing the bulk of these complaints. Community events and attendance of members remain a priority. Members attended the Remembrance Day Ceremonies and Christmas events.</p>

**Priority 4**

Crime Reduction - Reduce Substance Abuse

**Current Status & Results**

This quarter the Detachment undertook an intelligence based look at drug and substance abuse within the community. Given a Outlaw Motorcycle Gang (OMG) were operating in the community it necessitated a different approach in determining the effect of substance abuse in the community. OMG's are highly organized and operate with their own intelligence and information and are able to hide many of their activities and that requires a more intelligence and proactive approach utilizing confidential informants and beat police work to grow information. A criminal matrix was initiated with an aim to identify key individuals in the drug culture in the area and to make connections. Seminars were organized and further training is planned for members in Confidential Informant use and also in present Provincial Statutes to disrupt activities and also in the illegal sale and activities taking place.



## Crime Statistics<sup>1</sup>

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

Category	October - December			January - December		
	2020	2021	% Change Year-over-Year	2020	2021	% Change Year-over-Year
<b>Total Criminal Code</b>	192	113	-41%	697	533	-24%
<i>Persons Crime</i>	59	36	-39%	200	161	-20%
<i>Property Crime</i>	92	56	-39%	362	266	-27%
<i>Other Criminal Code</i>	41	21	-49%	135	106	-21%
<b>Traffic Offences</b>						
<i>Criminal Code Traffic</i>	9	8	-11%	42	29	-31%
<i>Provincial Code Traffic</i>	153	443	190%	852	1,336	57%
<i>Other Traffic</i>	3	1	-67%	11	5	-55%
<b>CDSA Offences</b>	4	0	-100%	18	8	-56%
<b>Other Federal Acts</b>	4	2	-50%	35	19	-46%
<b>Other Provincial Acts</b>	63	46	-27%	254	202	-20%
<b>Municipal By-Laws</b>	21	7	-67%	74	38	-49%
<b>Motor Vehicle Collisions</b>	64	83	30%	260	271	4%

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

## Trends/Points of Interest

A very large downturn in property crime has been noted and an overall reduction in Criminal Code offenses. The CDSA offence stats are not providing an accurate picture. CDSA offences are present in the community however a more intelligence based approach is needed to stop and curb usage. In speaking with community members and those with an association to the drug culture it is accepted that usage is high in Crowsnest Pass and the surrounding communities. It was also noted that a potent and potentially lethal form of Fentanyl has been circulating. The Detachment is focusing on an intelligence led approach to the CDSA issues within the Detachment area.

Detachment is committing to more visibility and contact in all communities, especially rural ranch and farming areas and enhanced back country patrols as weather permits.



## Provincial Police Service Composition<sup>2</sup>

Staffing Category	Established Positions	Working	Soft Vacancies <sup>3</sup>	Hard Vacancies <sup>4</sup>
Police Officers	9	9	1	0
Detachment Support	2	2	0	0

<sup>2</sup> Data extracted on December 31st, 2021 and is subject to change over time.

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

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

## Comments

Police Officers - Of the 9 established positions, there are 9 officers currently working with 1 officer on parental leave. 1 position has 2 officers assigned to it.

Detachment Support - The 2 established support positions are filled.

## Quarterly Financial Drivers

Repairs and upgrades to the Detachment and Overtime due to a increase in officer injuries and ODS matters - COVID and injuries. One member remains off on Parental leave.

**Crowsnest Pass Provincial Detachment  
Crime Statistics (Actual)  
Q3: 2017 - 2021**

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

January 6, 2022

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Homicides & Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		1	1	0	1	0	-100%	-100%	-0.2
Sexual Assaults		0	1	1	1	2	N/A	100%	0.4
Other Sexual Offences		0	1	0	0	0	N/A	N/A	-0.1
Assault		27	17	15	26	12	-56%	-54%	-2.1
Kidnapping/Hostage/Abduction		0	0	0	0	1	N/A	N/A	0.2
Extortion		2	0	0	0	0	-100%	N/A	-0.4
Criminal Harassment		2	5	5	11	12	500%	9%	2.6
Uttering Threats		8	10	7	20	9	13%	-55%	1.2
<b>TOTAL PERSONS</b>		<b>40</b>	<b>35</b>	<b>28</b>	<b>59</b>	<b>36</b>	<b>-10%</b>	<b>-39%</b>	<b>1.6</b>
Break & Enter		3	8	11	10	3	0%	-70%	0.2
Theft of Motor Vehicle		6	8	15	6	7	17%	17%	0.0
Theft Over \$5,000		1	3	3	0	0	-100%	N/A	-0.5
Theft Under \$5,000		11	21	17	25	19	73%	-24%	2.0
Possn Stn Goods		0	5	7	6	2	N/A	-67%	0.5
Fraud		8	7	12	13	6	-25%	-54%	0.2
Arson		0	0	0	0	0	N/A	N/A	0.0
Mischief - Damage To Property		0	0	19	21	13	N/A	-38%	4.7
Mischief - Other		15	19	10	11	6	-60%	-45%	-2.6
<b>TOTAL PROPERTY</b>		<b>44</b>	<b>71</b>	<b>94</b>	<b>92</b>	<b>56</b>	<b>27%</b>	<b>-39%</b>	<b>4.5</b>
Offensive Weapons		2	2	6	1	2	0%	100%	-0.1
Disturbing the peace		7	6	2	19	8	14%	-58%	1.5
Fail to Comply & Breaches		9	7	12	12	5	-44%	-58%	-0.3
<b>OTHER CRIMINAL CODE</b>		<b>5</b>	<b>10</b>	<b>9</b>	<b>9</b>	<b>6</b>	<b>20%</b>	<b>-33%</b>	<b>0.1</b>
<b>TOTAL OTHER CRIMINAL CODE</b>		<b>23</b>	<b>25</b>	<b>29</b>	<b>41</b>	<b>21</b>	<b>-9%</b>	<b>-49%</b>	<b>1.2</b>
<b>TOTAL CRIMINAL CODE</b>		<b>107</b>	<b>131</b>	<b>151</b>	<b>192</b>	<b>113</b>	<b>6%</b>	<b>-41%</b>	<b>7.3</b>

**Crowsnest Pass Provincial Detachment**  
**Crime Statistics (Actual)**  
**Q3: 2017 - 2021**

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

January 6, 2022

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		5	1	4	4	0	-100%	-100%	-0.7
Drug Enforcement - Trafficking		0	1	0	0	0	N/A	N/A	-0.1
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
<b>Total Drugs</b>		<b>5</b>	<b>2</b>	<b>4</b>	<b>4</b>	<b>0</b>	<b>-100%</b>	<b>-100%</b>	<b>-0.8</b>
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		0	1	0	0	2	N/A	N/A	0.3
<b>TOTAL FEDERAL</b>		<b>5</b>	<b>3</b>	<b>4</b>	<b>4</b>	<b>2</b>	<b>-60%</b>	<b>-50%</b>	<b>-0.5</b>
Liquor Act		2	0	4	2	12	500%	500%	2.2
Cannabis Act		0	0	0	0	3	N/A	N/A	0.6
Mental Health Act		11	15	29	24	10	-9%	-58%	0.7
Other Provincial Stats		47	25	20	37	21	-55%	-43%	-4.0
<b>Total Provincial Stats</b>		<b>60</b>	<b>40</b>	<b>53</b>	<b>63</b>	<b>46</b>	<b>-23%</b>	<b>-27%</b>	<b>-0.5</b>
Municipal By-laws Traffic		3	1	0	2	1	-67%	-50%	-0.3
Municipal By-laws		15	16	9	19	6	-60%	-68%	-1.5
<b>Total Municipal</b>		<b>18</b>	<b>17</b>	<b>9</b>	<b>21</b>	<b>7</b>	<b>-61%</b>	<b>-67%</b>	<b>-1.8</b>
Fatals		0	0	1	0	1	N/A	N/A	0.2
Injury MVC		6	8	3	6	13	117%	117%	1.2
Property Damage MVC (Reportable)		96	84	75	52	57	-41%	10%	-11.0
Property Damage MVC (Non Reportable)		16	11	11	6	12	-25%	100%	-1.3
<b>TOTAL MVC</b>		<b>118</b>	<b>103</b>	<b>90</b>	<b>64</b>	<b>83</b>	<b>-30%</b>	<b>30%</b>	<b>-10.9</b>
Roadside Suspension - Alcohol (Prov)		0	0	0	0	0	N/A	N/A	0.0
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
<b>Total Provincial Traffic</b>		<b>100</b>	<b>305</b>	<b>228</b>	<b>153</b>	<b>443</b>	<b>343%</b>	<b>190%</b>	<b>53.4</b>
<b>Other Traffic</b>		<b>1</b>	<b>1</b>	<b>6</b>	<b>3</b>	<b>1</b>	<b>0%</b>	<b>-67%</b>	<b>0.2</b>
<b>Criminal Code Traffic</b>		<b>12</b>	<b>11</b>	<b>12</b>	<b>9</b>	<b>8</b>	<b>-33%</b>	<b>-11%</b>	<b>-1.0</b>
<b>Common Police Activities</b>									
False Alarms		30	5	10	13	9	-70%	-31%	-3.4
False/Abandoned 911 Call and 911 Act		11	8	3	13	14	27%	8%	1.1
Suspicious Person/Vehicle/Property		21	30	44	37	20	-5%	-46%	0.5
Persons Reported Missing		2	2	3	7	6	200%	-14%	1.3
Search Warrants		0	0	0	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		19	26	17	21	12	-37%	-43%	-1.9
Form 10 (MHA) (Reported)		0	0	1	2	0	N/A	-100%	0.2

**CHIEF ADMINISTRATIVE OFFICER'S REPORT**

Feb 23 – Mar 08, 2022

**Discussion**

Feb 23	Covid-19 Update for Municipalities with Mun. Affairs (Chief Medical Officer) Post Council items with SMT Legal Meeting – Brownlee – Code of Conduct Complaint Meeting with Brownlee and Alberta Appeals Board
Feb 24	Meeting with Brownlee - Land Legal Virtual Budget Release with Premier
Feb 25	GTL West Path Delivery 2022 & 2023 Project Update – TC Energy
Feb 28	SMT (Senior Mgmt Team) Meeting Field work at all three standpipes
Mar 01	Friesen Project Nayak setup – the back end of the card readers Hwy 3 meeting for supporting documentation
Mar 02	PW Monthly safety Meeting Meeting with Leo Reedyk and David Desabrais Meeting with Banner, MPE and David D.
Mar 03	Council Prep PCREMO Core Working Group Meeting Southern Alberta Economic Development Meeting
Mar 04	Airport Governance Meeting with Regional Cao's Meeting with Kent Milley - Airport Consultant Meeting with town to set up Joint ICF Orientation meeting and next ICF Meeting
Mar 07	SMT (Senior Mgmt Team) Meeting Lundbreck Citizens Meeting with PW Super. Blanchard
Mar 08	Council Meeting

Numerous other meetings throughout this period to address any issues or tasks from the Feb 22nd meeting.

**RECOMMENDATION:**

That Council receive for information, the Chief Administrative Officer's report for the period Feb 23, 2021 – Mar 08, 2022.

Prepared by: Troy MacCulloch, CAO  Date: Mar 03, 2022

Respectfully presented to: Council Date: Mar 08, 2022

### **Letters from last Council:**

Beaver Mines Park Cleanup donation  
Commemorate Canada Reopening Celebration - KBPV donation KBPV Letter of Support  
STARS Annual Contribution  
Beaver Mines Fire Hall Land Transfer  
Foothills Forage Annual Contribution

### **Advertising/social:**

Advertising change in meeting dates/times  
Notice of special meeting  
Water standpipe information  
Water distribution line disruption - and restored  
Invasive species week  
Advertising of seasonal job opportunities  
Announcement of round 1 of free printers to non-profits (4 more printers are available)

## Recommendation to Council

Council Meeting, March 08, 2022

<b>TITLE: Joint Funding of Ag Society Roof</b>			
<b>PREPARED BY: CAO</b>		<b>DATE: March 03</b>	
<b>DEPARTMENT: Admin</b>			
			<b>ATTACHMENTS:</b>
<b>Department Supervisor</b>	<b>Date</b>	<ol style="list-style-type: none"> <li>1. PC Ag Roof Estimate</li> <li>2. CFEP Grant</li> <li>3. CFEP Grant Extension</li> </ol>	
<b>APPROVALS:</b>			
			<i>03 Mar, 2022</i>
<b>Department Director</b>	<b>Date</b>	<b>CAO</b>	<b>Date</b>

**RECOMMENDATION:**

**For Council to move to support the shortfall in funding required to replace the roof at the Ag Society Riding Arena 50/50 with the Town of Pincher Creek.**

**BACKGROUND:**

At our Joint Meeting with the Town it was agreed in principal to fund the current shortfall in funding to replace the roof at the Ag Society Riding Arena, "Horseshoe Pavilion". This project was first applied for in 2017 with an initial level of support at \$5000.00 per municipality. This money has been in reserve since that time. With a successful CFEP grant application the project is now ready to proceed, but the project total is now \$25,000.00 higher.

**FINANCIAL IMPLICATIONS:**

The MD funding will be the original \$5,000.00 from 2017 that has been in reserve since the original support of the project and \$12,500.00 to top up 50% of the shortfall that will come from our Regional Community Initiatives Reserve.



# Community Facility Enhancement Program

## Small Funding Stream

Organizations can submit their application in one of two ways:

- By email to: [LFP.Application@gov.ab.ca](mailto:LFP.Application@gov.ab.ca)
- Or
- By mail to: Alberta Culture and Tourism  
Community Grants  
212, 17205-106A Avenue  
Edmonton, AB T5S 1M7

**\*IMPORTANT INFORMATION\***

For deadlines that fall on a **weekend** or **statutory holiday** applications will be accepted until the end of the next business day.

**Please read the guidelines carefully before beginning the application.**

**Incomplete applications will not be considered.**

**Please keep a copy of this application for your records.**

*Alberta*

Culture and Tourism

May 2017

# Community Facility Enhancement Program (CFEP) Small Funding Stream



## Section A – Organization Information

*Incorporated (Legal) Name of Organization (must match incorporation name):*

**Pincher Creek & District Agricultural Society**

*Act the Organization is registered under (see CFEP guidelines section 3.1 for list of all eligible acts):*

**Alberta Societies Act**

*Registration Number:* **5914286421**

*Registration Date:* **14/11/2008**

*Address of Organization (should match the registered address through incorporation)*

**Box 326**

*City:*

**Pincher Creek**

*Province:*

**Alberta**

*Postal Code:*

**T0K 1W0**

*Country:*

**Canada**

*Mailing Address (\*Same as above?)*  **Yes**  **No** *If no, please provide details below*

*Mailing Address (for Organizations registered outside of Alberta, the address must be Alberta based and regularly monitored by an active member of the Organization) \*NOTE – All correspondence will be mailed to this address*

*City:*

*Province:*

*Postal Code:*

*Country:*

*Organization Contact Information:*

*Legal Authorized Signing Authority Contact (must be an Alberta representative's contact details):*

**Mr.**  **Mrs.**  **Ms.**  **Other:**

*Name:* **Janet Watmough**

*Organization Position Title:* **President**

*Daytime Phone:* **403-627-3313**

*Extension:*

*Email:* **janet@robinco.ca**

*Primary Application Contact (must be an Alberta representative's contact details):*

**Mr.**  **Mrs.**  **Ms.**  **Other:**

*Name:* **Janet Watmough**

*Organization Position Title:* **President**

*Daytime Phone:* **403-627-3313**

*Extension:*

*Email:* **janet@robinco.ca**

## Section B – Project Overview

*Project Title:*

**Pincher Creek Arena Roof Project**

*Brief Project Overview – two to three sentences that concisely describes your project (100 words max):*

**The complete replacement of the Arena roof in Pincher Creek.**

**The current situation is that the existing roof is aged and leaking, we have patched and repaired it over the past several years and managed to continue using the arena, however we are now in the situation where the roof is in need of complete replacement due to health and safety concerns.**

*Primary category focus of the project (choose one):*

- Community Services    Education    Social Services    Health    Arts  
 Environmental    Sports and Recreation    Culture    Other:

*Project Scope (choose one):*    Local    Provincial    National

*Project type (choose one):*

- Facility Renovation    Facility Construction    Capital/Equipment Purchase  
 Assessment/Feasibility Study    Other

*Who will benefit from the project? (choose all that apply):*

- Children    Men    Seniors    Women    Youth  
 General Public    Families    Other

*Please list any additional groups that will benefit from the project:*

*Project Location (Name of the Facility location for the project or initiative):*

**The Horseshoe Pavilion.**

*Address or Legal Land Description required (PO Box addresses will not be accepted):*

**343 Canyon Drive**

*City:* **Pincher Creek**

*Postal Code:* **T0K 1W0**

*Facility Operator (please enter the name of the Organization that operates the facility):*

**Pincher Creek & District Agricultural Society**

*Facility Title Holder (please enter the name of the titleholder for the facility or site. A letter of support from the titleholder must be included if the titleholder is not the applying Organization):*

**Pincher Creek & District Agricultural Society**

If the Organization does not own the facility, please provide the following information:

Term of Lease - **Start Date:**                      **End Date:**

Option to Renew?  Yes, for                      number of years     No

Will the capital asset/equipment be owned and operated by the Organization for a minimum of 5 years?

Yes     No (if No, provide details)

Will the project be carried out by a third party?

Yes     No (if Yes, provide details)

## Section C – Organization Overview

Summary of the mandate, membership and main activities of your organization (100 word max):

The object of our society is to encourage improvement in agriculture and enhanced quality of life for persons living in the community by developing educational programs, events, services and facilities.

Agricultural Societies are volunteer driven, not-for-profit organizations whose mandate and diversity make them invaluable in the communities that they serve.

Our main activities are to support the many and varied organizations that use our facility by providing safe, affordable indoor and outdoor space in which to conduct their programs and events. We also host fundraisers that support our organization and many others within our community. This is done through donation of space, and volunteers.

Summary of the programs and/or services your Organization provides to the community (100 word max):

The arena is extensively used year-round for a wide variety of events. These being equestrian events, 4H, bull sale, commercial rentals, archery, dog trials, Southern Alberta Trappers, weddings, 4H judging, relay-for-life, Southern Alberta Summer Games (2019 will be the 50th anniversary), cowboy shows, ranch rodeos, high school rodeos, Piikani Nation youth rodeo school, trick riding clinics, naming just a few of the uses.

Our organization supports these events by providing volunteers and ensuring that the facility is in the best possible shape in order to reflect the great pride we have in our community.

In the last year your Organization has served:

**7,000** number of clients

**1** number of paid staff

**175** number volunteers

## Section D – Project Information

CFEP Outcomes are to:

- Enhance the lifespan and support the creation of public-use community facilities.
- Stimulate economic activity in communities across the province.

1. Please summarize your project and demonstrate how it meets the above outcomes:

**The Pincher Creek Arena is extensively used year round. We have outdoor space that is used for events and programs, however due to the unpredictable nature of Southern Alberta weather it is the indoor space that is invaluable to our community. We have managed to patch the roof and manage for the last several years, however we are now in a position where the roof is in need of complete replacement. We anticipate that this replacement will give us more than 50 years further use from the facility.**

**The events we host bring large numbers of people to our community most weekends throughout the year, this in turn supports our local business owners as visitors will shop in our stores, eat in our restaurants and visit our tourist attractions while they are in town. The value of these events cannot be minimized as it gives us the chance to showcase our town to visitors. Having a leaking roof gives a poor impression of the community as a whole.**

*2. Describe your Organization's experience in carrying out projects of a similar nature or scope:*

**In 1981 the concession and washroom building was constructed, 1992 additions to the building were completed, and in 2005 the siding was replaced on the whole building.**

**These projects are all of a similar size and scope to this project.**

**The project will be managed by Janet Watmough who has been involved with the Pincher Creek Agricultural Society for 26 years and has been involved with many projects of a similar size and scope.**

*3. What percentage of funding for the project is:*

*Confirmed:*

*Pending:*

*Still to be fundraised:*

*4. How will the facility be maintained and operated in the future?*

**The facility will continue to be maintained and operated by the Pincher Creek & District Agricultural Society. We also have the backing and support of the Town of Pincher Creek and the MD of Pincher Creek should we need their immediate or urgent assistance.**

*5. If your Organization does not receive the full amount of funding requested through CFEP, is the project still viable? If yes, please explain.*

**If we do not receive the full amount of funding we may need to phase the project. What this means is that costs will increase as the roof is done in sections.**

*6. How many people will benefit directly from the project? How is this measured (what is the basis for the figure)?*

**We estimate that around 7,000 people will benefit from this project. We can measure this as every year we host a pro-rodeo for 3 days that attracts 1,000 people per day to the rodeo. The Piikani Rodeo School attracts around 500 people per year, the 4H clubs attract 1,000 people per year. High school rodeo 500 people per year, along with the other events including a well-attended Summer Games we can easily justify our figure of 7,000 people if not more.**

*7. Please describe why your project is important and how it will help encourage community engagement:*

**Pincher Creek is primarily an agricultural community, however we are paused on a boom in our tourist industry as the Province opens and promotes two new Provincial recreation areas in the Castle Mountain area.**

**What this means to our community is a boom in visitor traffic and a greater awareness of Pincher Creek to the world.**

**While the project itself does not give much chance for community engagement, the Arena is well known and used year round by community leaders and volunteers. Volunteers will assist in the removal of debris from the site and general clean up of the grounds and interior once the project is complete.**

*8. Please provide details on how and to what level the community will access the facility:*

**The arena is available for bookings 24/7, we charge a nominal fee for the use of the facility that barely covers overheads.**

**The arena grounds consist of a large outdoor area in a very picturesque setting, this area is often used for weddings and family events along with the regular events we have booked. We have an outdoor concession building and the indoor arena. All areas of the facility are available to the community and is well used by members of the Town of Pincher Creek, the MD of Pincher Creek, the Piikaini and Kainai Nations and as far and wide as Claresholm, Fort Macleod, Crowsnest Pass and even from British Columbia as our facility is larger than their local community arenas.**

*9. What need is there for the project that is not currently being fulfilled in the community?*

**The arena is the largest facility in Pincher Creek and the only one of its type between Fort Macleod and Pincher Creek that can host events that involve animals or events and programs that need a large indoor space for example the local Mustangs Football team use the facility to practice indoors.**

**With the leaks in the roof, patches of ice form on the arena floor during the winter that pose a serious hazard to users.**

*10. Describe any partnerships and/or collaborations for the project:*

**We have financial backing from the Town of Pincher Creek, the MD of Pincher Creek and Shell. If needed the Town will assist in the disposal of debris.**

*11. What is the anticipated*

**Start Date: September 2019**

**Completion Date: October 2019**

*12. If your Organization has a current operating surplus, operating reserves, or unrestricted cash assets, please provide an explanation of what you plan to do with these funds, if they are not allocated to this project:*

**We have no operating surplus. All funds that are not allocated to this project are allocated to our considerable operating costs.**

*13. If your Organization has a current operating or accumulated deficit, explain how the deficit was acquired and the plan for reducing it:*

**We have no deficit.**

14. Does the facility receive regularly budgeted capital funding from another Government of Alberta funding source?

**Yes**     **No** (if yes please provide details): **Alberta Agriculture and Forestry Annual Funding.**

15. Has the Organization applied for, or already received, funding for this project from any other Government of Alberta funding program?

**Yes**     **No** (if yes please provide details):

16. Is your Organization applying for non-matching funding up to \$10,000?

**Yes**     **No**

*If Yes, please provide demonstration of need (see CFEP guidelines section 5.6 for Conditions):*

## Section E – Budget Template

**\*\*Please download, complete and attach the [Section E Project Budget Template](#) for CFEP Small Funding Stream\*\***

Budget template can be found at [www.culturetourism.alberta.ca/community/community-grants/community-facility-enhancement-program](http://www.culturetourism.alberta.ca/community/community-grants/community-facility-enhancement-program)

## Section F – Attachments Checklist

**Please check all applicable boxes for the information that has been submitted with the application:**

### **Mandatory information required:**

- Complete sections A through F of the CFEP Small Funding Stream Application Form
- Financial Statement – signed by two legally authorized representatives of the Organization
- List of Executives – including names, titles, daytime phone numbers and email addresses
- Letter of Support from the Titleholder (when applicable)
- Estimates, supplier quotations or sources of estimates
- Donated-in-Kind details, including letters from donors, for donated labour, materials and/or equipment
- Completed and signed Grant Agreement section 1 and 2
- Third Party letter (when applicable)

### **Additional information that may be requested:**

- Letters of support from the community
- Letter of support from the municipality when applicable
- Copy of a lease agreement and/or user agreement (when applicable)
- Current bank statement(s)

## Community Facility Enhancement Program Small Funding Stream Grant Agreement Section 1 of 2

### ***Incorporated (Legal) Name of Organization ("Organization"):***

**Pincher Creek & District Agricultural Society**

---

The Organization declares that:

- a) The information contained in this application and supporting documents ("Application") is true and accurate and endorsed by the Organization.
- b) The required financial statement(s) for the applicable fiscal period(s) are true copies and have been attached to and form part of the Application.

The Organization understands and agrees that should this Application be approved, any grant funding awarded is subject to the Organization complying with the terms and conditions of this Agreement.

The Organization agrees to the following terms and conditions:

1. The program Guidelines ("Guidelines") and Application form part of this Agreement and the Organization agrees to be bound by the requirements set out in them.
2. The Organization will use all grant funding awarded ("Grant") for the stated purpose(s) ("Purpose") within its Application. If the Organization wishes to vary the Purpose, it agrees to be bound by the requirements set out in the program Guidelines.
3. The Organization must comply with all applicable laws. The Organization agrees that it is and will be bound by the provisions of the Community Development Grants Regulation.
4. Following receipt of the Grant, the Organization agrees to be bound by the final report requirements set out in the Guidelines and in the Application Form.
5. This Agreement commences the date of the application and binds both parties upon deposit of the Grant until the date the Grant reporting has been approved by the ministry or the Grant has been repaid.
6. Any part of the Grant not spent as set out in the Guidelines or upon termination of this Agreement must be repaid to the Government of Alberta. The Grant may be terminated upon:
  - a. Mutual consent;
  - b. 30 days written notice by either party;
  - c. Demand by the ministry for immediate repayment in the event of a breach of any term or condition of the agreement; or
  - d. If the Organization becomes insolvent.
7. The Organization acknowledges that it will be liable for the full amount of the grant and will be bound to the terms of this Agreement, even if the Organization has paid all or part of the Grant to a third party who has spent the money.
8. The Organization agrees to give the ministry, and/or its authorized agents, access to examine the Organization's operation and/or premises to verify the Grant has been used for the Purpose and will provide access to all financial statements and records having any connection with the Grant or the Purpose during the Term of this Agreement and for seven (7) years after the termination of this Agreement.
9. The Organization acknowledges that the *Freedom of Information and Protection of Privacy Act* ("FOIP Act") applies to records submitted by the Organization to the ministry in relation to the grant application, including the Application and this Agreement. These records may be disclosed in response to an access to information request under the FOIP Act, subject to any applicable exceptions to disclosure under the Act.
10. The Organization agrees that any information relating to the Grant and the Organization's compliance with the obligations set out in this Agreement may be disclosed to other ministries within the Government of Alberta.
11. The Organization agrees to indemnify and hold harmless the Government of Alberta, including the Minister, the Government of Alberta employees and agents from any and all claims, demands, actions and costs (including legal costs on a solicitor-client basis) for which the Organization is legally responsible, including those arising out of negligence or willful acts by the Organization or its employees or agents. Such indemnification shall survive the termination of this Agreement.
12. This Agreement shall be governed and interpreted in accordance with the laws enforced in the Province of Alberta.
13. This Agreement is not intended to and does not make either part the agent or partner of the other for any purpose or create a joint venture.
14. This Agreement may not be assigned by the Organization.
15. The Organization will recognize the source of the Grant as required by the Guidelines.
16. The Organization represents and warrants that the person signing is duly authorized to make the Application and is legally sufficient to bind the Organization to this Agreement.

**Community Facility Enhancement Program Small Funding Stream  
Grant Agreement Section 2 of 2**

***\*All boxes must be checked to proceed\****

I hereby acknowledge that:

- The information contained in this application and the accompanying documents is true, accurate, and complete.
- I am a representative with designated signing authority/decision-making authority in our Organization.
- The Organization's Board of Directors is in full support of this application.
- I have read the Conflict of Interest section in the Guidelines (11.1 through 11.4) and I am not aware of any conflict of interest either perceived or apparent in applying for CFEP funding.
- I have read the Community Facility Enhancement Program Small Funding Stream Grant Agreement Section 1 of 2 which outlines the terms and conditions of the grant agreement and by signing Community Facility Enhancement Program Small Funding Stream Grant Agreement Section 2 of 2, I am agreeing to all of the terms and conditions outlined in Section 1 of 2.

Mr.             Mrs.             Ms.             Other:

Janet Watmough                      January 15, 2019                      403-627-3313  
*Signature of Authorized Representative*                      *Date*                      *Daytime Phone*

**Janet Watmough**                      President                      **janet @robinco.ca**  
*Authorized Representative Name (printed)*                      *Organization Position Title*                      *Email*

The personal information that is provided on this application form will be used for the purpose of administering the applicable grant program and advising the applicant of Community Grants program updates and relevant ministry initiatives and resources. It is collected under the authority of section 33(c) of the FOIP Act and is protected by the privacy provisions of the FOIP Act. The FOIP Act applies to any information that is provided to Alberta Culture and Tourism. This information may be disclosed in response to an access request under the FOIP Act, subject to any applicable exceptions to disclosure under the FOIP Act.

**Optional:**

- I agree to allow, Alberta Culture and Tourism, on occasion, to contact the applicant as identified on this application form to provide information about ministry initiatives or announcements related to the following topics:
  - Grant program changes, funding announcements and opportunities to provide input/opinion on programs; and
  - Awareness of ministry resources available to the nonprofit sector including ministry sector events.

SEP 25 2020

Janet Watmough  
Pincher Creek & District Agricultural Society

Dear Janet Watmough:

RE: COMMUNITY FACILITY ENHANCEMENT PROGRAM (CFEP)  
APPROVED FUNDING FOR APPLICATION NO. CFEP-074710-73

Community Grants is in receipt of your request for a time extension for the Pincher Creek Arena roof replacement.

In light of the circumstances involved with your project, a time extension for the submission of the Final CFEP Accountability Report (FCAR) has been granted from January 30, 2021 to June 30, 2022.

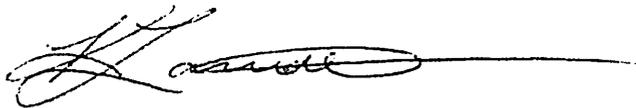
The report is available at: <https://www.alberta.ca/assets/documents/cfep-fillable-fcar-cfep-small.docx>.

Please ensure the grant funds remain in trust and all monies and interest are used specifically for this project.

Should you have questions, please call Jodi Duchesne, Program Accounting Coordinator, at 780-422-9676 or toll free 310-0000-780-422-9676.

We trust this will help bring your project to a successful conclusion.

Sincerely,



Karen Lamothe  
Director

cc: Jodi Duchesne  
Program Accounting Coordinator



ALBERTA  
CULTURE, MULTICULTURALISM AND STATUS OF WOMEN

*Office of the Minister*

August 1, 2019

Mrs. Janet Watmough  
Pincher Creek & District Agricultural Society  
PO Box 326  
Pincher Creek, Alberta T0K 1W0

Dear Mrs. Watmough:

RE: Community Facility Enhancement Program (CFEP) Small

On behalf of the Government of Alberta, I am pleased to advise you that your Community Facility Enhancement Program (CFEP) Small Application No. CFEP-074710 to assist the Pincher Creek & District Agricultural Society with facility upgrades to the Pincher Creek Arena has been approved for \$59,582. An electronic transfer of funds will be sent to your bank account in the coming weeks and notification will follow.

As Minister of Culture, Multiculturalism and Status of Women, I am extremely honoured to support the work of nonprofit organizations that aim to foster healthy, vibrant communities across Alberta. The Government of Alberta is proud to support organizations that improve the quality of life in our communities.

Acceptance and use of the grant funds will confirm your agreement with the terms and conditions of the Grant Agreement in your application. The final reporting templates are available on the Alberta Culture, Multiculturalism and Status of Women website at [alberta.ca/community-facility-enhancement-program](http://alberta.ca/community-facility-enhancement-program).

Please note that you will be required to file a statement of accounting and final report upon project completion or within 18 months of the payment date. If you have any inquiries, please contact program administration at 1.800.642.3855.

I wish you continued success with your important work.

Sincerely,

Leela Sharon Aheer  
Minister

cc: Roger Reid, MLA  
Livingstone-Macleod



**SOUTHWEST**  
Design & Construction Ltd.

**Southwest Design & Construction**

3755 – 18<sup>TH</sup> Avenue North, Lethbridge, Alberta T1H 6T2

Ph: (403) 320-5400 Fax: (403) 329-3387

Toll-Free (877) 414-4043

Website: <http://southwestdesignandconstruction.com/>

February 21, 2022

**Pincher Creek & District Ag Society**

Pincher Creek, AB

Ph: (403) 627-3313

**Attention:** Janet Watmough

We are pleased to provide the following quote to supply & install a new insulated roof over the Horseshoe Pavilion at Pincher Creek, AB (Revised Feb. 21, 2022)

**Start Up and Administrative Items:**

- Insurance for equipment & personnel including WCB
- COR safety certified
- Allowance for waste removal & 1 – Port-a-potti

**Building Type & Size:**

- 80' x 275' Pre-engineered Steel Building

**Scope of Work:**

- Removal of existing metal roof & associated metal flashings, gutter, downspouts, & metal building insulation
- Supply & install new R-20 (6") metal building insulation c/w WMP-50 facing
- Supply & install new 26 ga. galvalume metal cladding (AWR profile) c/w climaseal fasteners
- Supply & install new eave, gable & ridge flashings
- Supply & install new foam closures to match profile
- Supply & install 20 – 3' wide by 12' long translucent panels
- Supply & install 5 – Dektite flashings for existing roof penetrations
- Supply & install new colored 7" steel gutter c/w 6 downspouts per side
- Includes all materials, equipment & labor to complete removal of existing roof & installation of new roof as described above

**Sum of: \$ 133,894.00**

**Note:** We plan to only remove as much of the existing roof as we comfortably feel we can replace with new insulation & cladding on the same day.

**Terms & Conditions:**

Quote valid for 15 days. 25% deposit due at contract signing. Balance due upon completion.



**SOUTHWEST**  
Design & Construction Ltd.

**Southwest Design & Construction**

3755 – 18<sup>TH</sup> Avenue North, Lethbridge, Alberta T1H 6T2

Ph: (403) 320-5400 Fax: (403) 329-3387

Toll-Free (877) 414-4043

Website: <http://southwestdesignandconstruction.com/>

**Exclusions:** G.S.T., permits, removal & reinstallation of electrical, lighting, heating, &/or any other items attached to existing roof or ceiling, supply & installation of ridge vents, & anything else not specified above.

Thank-you for the opportunity to provide this quote. Should you have any questions on the above please don't hesitate to contact me.

Yours truly,

**Dale Harty**  
Project Manager

**Jessica McClelland**

---

**From:** Troy MacCulloch  
**Sent:** March 2, 2022 11:30 AM  
**To:** Jessica McClelland  
**Subject:** FW: Oldman Watershed Council Newsletter | March 3, 2022

Can you please add to the agenda – we need a resolution for them to attend since it is outside the org meeting approval.

Thanks

troy

**Troy A. MacCulloch**, CMML, FSAScot  
Chief Administrative Officer  
Municipal District of Pincher Creek No. 9  
1037 Herron Drive, PO Box 279  
Pincher Creek, AB T0K 1W0  
Phone: 403.627.3130  
cao@mdpincercreek.ab.ca

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**From:** Oldman Watershed Council <info@oldmanwatershed.ca>  
**Sent:** March 2, 2022 11:18 AM  
**To:** Troy MacCulloch <AdminCAO@mdpincercreek.ab.ca>  
**Subject:** Oldman Watershed Council Newsletter | March 3, 2022





# World Water Day

The Watershed Planning and Advisory Councils (WPACs) of Alberta work towards the protection of water resources in our province. Collaboratively, we are presenting an online World Water Day event which is centred around the UN World Water Day 2022 theme "Groundwater: Making the Invisible, Visible." Groundwater is often a forgotten source of water. Our three speakers will highlight the value of groundwater and water resources.

We have an excellent panel of speakers lined up to provide perspective from their respective fields on the topic, as well as answer questions.

The virtual event is being held on March 22, 2022 1:00-3:00 pm MST.

For more information and to register (free), visit:

[Register Now](#)



## WPAC Report

Did you know that there are 11 WPACs in Alberta, each covering a different area of the province? We have collectively created a compendium that looks at the work of the individual WPACs, as well as the impact from the group as a whole.

Over the last year, Alberta WPACs:

- Raised \$4 million to improve watershed health through place-based education, restoration, and monitoring projects across the province.
- Had over 4,300 organizational and individual members from over 20 sectors.
- Received in-kind support from over 1,000 volunteers.
- Employed over 40 people, contributing to, and diversifying Alberta's economy
- Engaged with over 41,000 followers on social media.

Read the new  
compendium here



## New Blog

Our newest blog is up! In it, we visit Naapi's Garden:

*"One rare cool and overcast day in July, OWC's Outreach Assistants and Education Program Manager joined Api'soomaahka (William Singer III) and members of Blood Tribe Land Management in planting approximately 700 native shrubs and grasses at Naapi's Garden. These included Misisaimi'soyiis (wolf willow, *Elaeagnus commutata*), Otsipiis (willows, *Salix* species), A'siitsiksimm (balsam poplar, *Populus balsamifera*), Okonoki (saskatoons, *Amelanchier alnifolia*), Pakkii'p (chokecherries, *Prunus virginiana*), Pakksini'simaan (gooseberries, *Ribes oxycanthoides*), and grasses like rough fescue (*Festuca campestris*) and junegrass (*Koeleria macrantha*). Many hands made for light work, and we were done in no time!..."*

Continue Reading



# Donor Spotlight

We would like to give a warm thank you to two of our donors:

**EcoAction**  
**Helene Wirzba**

Thank you for your support!

If you would like to learn more about supporting the OWC, [click here](#).

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For more information about the OWC please visit [www.oldmanwatershed.ca](http://www.oldmanwatershed.ca). To contact us, please email [info@oldmanwatershed.ca](mailto:info@oldmanwatershed.ca).

Please do not reply to this email, [news@oldmanwatershed.ca](mailto:news@oldmanwatershed.ca) is not a monitored account.





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[Remove my name from all future mass email communications:](#)

*Address postal inquiries to:*  
Oldman Watershed Council  
PO BOX 1892  
Lethbridge, AB T1J 4K5

ARE YOU READY FOR  
A NIGHT OUT?  
THE CHEVELLES  
ARE COMING TO TOWN!

APRIL 2, 2022!  
DINNER & DANCE



CATERING BY: TWIN BUTTE A MEXICAN BUFFET  
TABLE OF 8 - \$400.00  
PER PERSON - \$60.00  
\$20.00 PER PERSON FOR DANCE ENTRANCE  
LOCATION: PC COMMUNITY HALL

Cocktails: 6:00pm  
Dinner: 7:00pm  
Live Auction: 8:15pm  
Dance: 9:00pm



The Legion Van will be provided for rides home in and out of town. Gratuity fee required upon destination.

FOR TICKETS CONTACT:

Fundraising Event  
Hosted By:  
The Pincher Creek  
Curling Club

Hailey @ 403.485.1457 OR  
Amanda @ 403.880.7109





ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister  
MLA, Calgary-Hays*

February 24, 2022

Dear Chief Elected Officials:

I am writing to share information with you about *Budget 2022*, which my colleague, the Honourable Travis Toews, has tabled in the Alberta legislature. You will find below some details about Budget 2022 that are most closely related to Alberta Municipal Affairs and the Alberta municipalities that we all continue to serve.

Alberta's government is investing approximately \$980 million overall to build stronger communities across our province. These funds will continue to deliver important programs and services, support effective governance, and protect public safety. Alberta is moving forward to a time of economic recovery and prosperity, where Albertans have opportunities to build their skills, pursue their passions, and support themselves and their families. That's why we are continuing to provide significant infrastructure funding in the near term to support our economic recovery, even as we help municipalities adjust to new funding levels.

As we discussed last year, Municipal Sustainability Initiative (MSI) capital funding is averaging \$722 million a year for three years, from 2021-2024. We front-loaded MSI funding for 2021-22 to a total of approximately \$1.2 billion, to help municipalities recover from the pandemic and provide flexibility to ensure priority capital projects could continue. As a result, MSI funding for 2022 and 2023 has been reduced proportionately to \$485 million each year. Additionally, municipalities and Metis Settlements will continue to receive \$30 million under the operating component of the MSI program.

The goal of this strategic, multi-year funding approach is to prepare for implementation of the Local Government Fiscal Framework in 2024-25. Our government passed the *Local Government Fiscal Framework (LGFF) Act*, paving the way for Municipal Affairs to establish a predictable, reliable, long-lasting funding arrangement with Alberta municipalities that is tied to provincial revenues. Baseline funding for the first year of the LGFF in 2024-25 will remain at \$722 million, equivalent to the current three-year average funding level of MSI. The estimated 2022 MSI allocations are available on the program website [here](#).

As you are also aware, the federal Gas Tax Fund changed its name and is now called the Canada Community-Building Fund (CCBF). Fortunately, the level of funding for Alberta has not changed, and we anticipate receiving approximately \$255 million from this federal fund again this year. The estimated 2022 CCBF allocations are available on the program website [here](#).

.../2

MSI and CCBF program funding is subject to the Legislative Assembly's approval of Budget 2022. Individual allocations and 2022 funding are subject to ministerial authorization under the respective program guidelines. Federal CCBF funding is also subject to confirmation by the Government of Canada. You should anticipate receiving letters confirming MSI and CCBF funding commitments in April.

I am pleased to inform you that funding in support of local public library boards will continue to remain stable, helping to deliver important literacy resources to Albertans. We are also maintaining equivalent levels of operational funding for other services, such as the Land and Property Rights Tribunal.

As we all look to the time ahead, I can tell you that Alberta's government understands the challenges and the opportunities that are facing Alberta communities. As we continue to recover from the pandemic and prepare for economic growth, Municipal Affairs remains committed to providing sustainable levels of capital funding, to promoting economic development, and to supporting local governments as they deliver programs and services that Albertans need.

Alberta is moving forward to a prosperous financial future, and Albertans are doing their part to get us there. Alberta's government will do its part by sticking to our fiscal plan. We will continue our disciplined spending to maintain balance, and we will continue to respect Albertans' tax dollars by keeping our spending in line with other provinces.

With our eyes on these goals, we will move forward to a bright, thriving, and prosperous future where Alberta firmly secures our place as the economic engine of our nation.

Sincerely,

A handwritten signature in black ink that reads "Ric McIver". The signature is written in a cursive, slightly slanted style.

Ric McIver  
Minister



*Highway 3 Twinning Development Association*

# **NOTICE OF ANNUAL GENERAL MEETING**

*April 1, 2022*

*10:00am to 12:00pm*

*IN-PERSON: Sandman Inn, Antons Room*

*320 Scenic Dr., S., Lethbridge*

*\*\*Light Lunch will be served at 11:30am*

We encourage ALL members to attend. Please RSVP via the Calendar Invite coming soon.

## **CALL FOR NOMINATIONS:**

### **Board of Directors Executive Committee**

An important part of each Annual Meeting of the Highway 3 Twinning Development Association is election of the **Board of Directors**, and subsequently, the **Executive Committee (Board Officers)**.

In accordance with the bylaws; Each year at the annual general meeting of the Association membership shall elect a Board of Directors. Any individual who is appointed as a representative of a member pursuant to Article III is eligible to be a member of the Board of Directors of the Association. Each Officer or Director, whenever elected, shall hold office for a term of two years.

**The Board of Directors shall be comprised of a minimum of eight (8) and maximum of (15) members and represent:**

*Municipal Government (minimum of 4 and maximum of 8)*

*Business/Industry Stakeholder (minimum of 1)*

*Directors-at-Large (up to 6, with up to 3 of these non-voting advisory reciprocal members)*

**5 Municipal Director positions are open for election/re-election for a two-year term.**

**6 Directors-at-Large positions are open for election/re-election for a two-year term.**

Subsequently from those members elected to the Board of Directors, an election of the Executive Committee (Officers) shall be comprised of five (5) voting members (advisory reciprocal members are not eligible to stand as an Officer):

President

Vice-President

Treasurer

Secretary

Director-at-large

Please complete the Nomination Form included. To ensure adequate time to prepare for the AGM, Nominations must be emailed to the Highway 3 Twinning Development Association at [admin@twin3.ca](mailto:admin@twin3.ca) **no later than Monday, March 14, 2022**. Nominations may also be made from the floor during the Annual General Meeting.

\*\*\*MUNICIPAL MEMBER REPRESENTATIVES please be advised if, as a Director Representative, you are not Municipally re-appointed to the H3TDA in Fall 2022, the Municipal person reappointed will replace the Director position on the Board.

## **Commitment of Directors and Executive Committee (Officers):**

The **Board of Directors** meet approximately 5 times per year, held Virtually or in-person in Lethbridge from 10am to Noon the first Friday of the month (always prior to Mayor's and Reeves meeting). Directors are asked to commit to Board meeting attendance and represent Highway 3 Twinning Development Association at potential meetings, activities or presentations within your region.

Meeting dates for the remainder of 2022 are:

June 3 – Friday
September 2 or 16 – Friday
November 4 – Friday

Meeting preparation requires 30-60 minutes of pre-reading, depending on the agenda. A meeting package is provided prior to the meeting.

The **Executive Committee (Officers)** meet approximately 9 times per year in addition to approximately 6 Board meetings, held Virtually or in locations between Fort MacLeod and Bow Island (as selected by the Officers) from Noon to 1pm the Third Wednesday of the month (unless otherwise determined for Officer schedules). Officers are asked to commit to Board meeting attendance and represent Highway 3 Twinning Development Association at potential meetings, activities or presentations. Officers are responsible to represent the membership in the operational oversight of the Association, and report to the Board and general membership.

Meeting dates proposed for the remainder of 2022 are:

April 27 – Wednesday
May 18 – Wednesday
August 24 – Wednesday
September 20 – Tuesday
October 26 – Wednesday
November 23 - Wednesday

Meeting preparation requires 30-60 minutes of pre-reading, depending on the agenda. A meeting package is provided prior to the meeting.

Directors and Executive Committee members provide support to and advocate on behalf of H3TDA membership, as well as educate others about the current activities of the Highway 3 Twinning Development Association and importance of twinning Highway 3.



## *Highway 3 Twinning Development Association*

# **BOARD NOMINATION FORM**

Highway 3 Twinning Development Association Board will consist of no more than 15 members comprised of representatives from municipalities (8), businesses/industry (1 to 6), economic development groups (1-3) and reciprocal stakeholders (1 to 3).

Members interested in one of the vacant positions on the Board of Directors are encouraged to complete this short Nomination form and submit to [Admin@twin3.ca](mailto:Admin@twin3.ca) by *no later than March 14th, 2022*.

Name: \_\_\_\_\_

Municipality, Group, or Business the Nominee will represent:

\_\_\_\_\_

Contact Email: \_\_\_\_\_

Contact Phone: \_\_\_\_\_

Candidate Signature \_\_\_\_\_ Date: \_\_\_\_\_

\*\*current Board members for re-election are asked to complete and submit this form.



## HIGHWAY #3 TWINNING DEVELOPMENT ASSOCIATION

### Annual General Meeting (AGM) Minutes

April 16, 2021

\*\*Meeting held virtually via Microsoft Teams due to Pandemic

#### *Attendance (voting & reciprocal):*

Bill Chapman	Town of Coaldale	Jack Brewin	Town of Taber
Brent Feyter	Town of Fort MacLeod	Chantel Timmons	County of Forty Mile
Merrill Harris	MD of Taber	Chris Spearman	City of Lethbridge
Jim Turner	City of Medicine Hat	Blair Painter	Crowsnest Pass
Shane Hok	MD Cypress County	Brian Hammond	MD Pincher Creek
Don Anderberg	Town of Pincher Creek	Mike Peterson	McNally Contractors Inc.
Chris Friesen	Jayco Builders Inc.	Trevor Currie	Gateway Carriers
Scott Wojtowicz	Lamb Weston Canada ULC	Doug Schwartz	Goodyear Medicine Hat
Mike McDonald	Goodyear Medicine Hat	Marcus Campbell	Medicine Hat Chamber
Bev Thornton	AB Southwest Regional Alliance	Marie Logan	Horizon School District
Tom Machacek	Taber Chamber	Darren Davidson	Southern AB Transportation
Trevor Lewington	Economic Development Lethbridge	Kim Welby	Taber Community Futures
Darlene Sinclair	Lethbridge Community Futures	Selena McLean-Moore	AB Eco Dev & Trade Med Hat
Linda Erickson	AB Regional Development	Derek Connick	Coaldale Chamber
Nathan Neudorf	MLA Lethbridge East	Roger Reid	MLA Livingstone-McLeod
Terri Ann Boyer (for Drew Barnes)	MLA Cypress-Medicine Hat	Grant Hunter	MLA Taber-Warner
Victoria Chester	Director of Advancement, Highway 3 Twinning Development Association	Peter Casurella	SouthGrow Regional Initiative

#### *Guests:*

Dominic Ross	AB Eco Dev Senior Industry Advisor Transportation, Logistics & Infrastructure (Speaker)		
Richard Daniel	Cavendish Farms	David Wilks	BC Hwy 3 President & Mayor of Sparwood

#### *Voting Member Regrets:*

Gordon Reynolds	Town of Bow Island	Ken Benson	County of Lethbridge
John Hiebert	Hiebert Group/Jade Homes	John Klemen	Chinook Carriers
Bryan Avison	Lantic Inc./Rogers Sugar	Keith Jones	Rowland Farms
Cindy Cornish	Village of Cowley		

#### **1. Call to order**

Meeting called to order at 10:04 am

#### **2. Attendance & Quorum**

Quorum of 14 voting full-members was confirmed by log-in roll call and/or visual virtual presence.

#### **3. Approval of the Agenda**

Blair Motion to Approve Agenda, as provided, Seconded by Jack

**CARRIED**

**4. Keynote Speaker** Dominic Ross provided an interesting and informative 45-minute presentation on Provincial initiatives in the areas of investment attraction efforts, along with market access updates and broader transportation issues. H3TDA mentioned the National Trades Corridor Fund and it was noted the Province is the group to apply. Elevate H3TDA cause by making our case to Dept. officials, civil service members and Ministers. Medicine Hat Chamber was followed up with to connect regarding the presentation.

## 5. Adoption of the Minutes of June 5, 2020 Annual General Meeting

Jack Motion to Approve Minutes of June 5<sup>th</sup> 2020 with no amendments, Seconded by Shane

**CARRIED**

## 6. Business Arising from the Minutes of 2020 AGM

### 6.1 Report on Work Plan progress (from Strategic Plan):

A colour-coded written report was provided by the Director of Advancement, Victoria Chester, with assistance from Peter Casurella. In summary, events planned could not be completed due to the Pandemic, however, the majority of Strategic plan objectives have been met, are on-going or are complete. No questions were asked.

Blair Motion to Accept Work Plan report as provided, Seconded by Chantel

**CARRIED**

### 6.2 New 3-year Strategic Plan 2022-2024:

We have come to the end of the existing Strategic Plan objectives a year prior to proposed. A recommendation by the Executive was made to the Board to engage proposals for facilitators to provide a new Strategic Plan for 2022-2024. An idea of the schedule if the Board to moves forward was overviewed.

Jack Motion to Approve proceeding to obtain proposals for a Strategic Plan facilitator, Seconded by Blair **CARRIED**

## 7. Reports

### 7.1 President's Report:

H3TDA President, Bill Chapman, provided a quote "Twin to Win!" and noted 2020 has proven to be our most accomplished year in over 20-years! Thanks were given to the outstanding team of Victoria & Peter for their work throughout the past year, even during pandemic challenges. Thanks were extended to the Executive for their commitment to provide direction for our operations. Thanks were also extended to the Board members for their diligence and contributions' ensuring our vision is focused.

Our first presenter in 2020 was from the Piikani Nation. Ira Provost provided the Board with much of the context behind consultations for approving development on First Nations lands. The consultation process is very detailed, studied and analyzed.

Following our AGM last June, the Association and Executive stayed focused on the Quarterly Reports and financials. Since the advent of the pandemic, we have not attended a number of regional Trade Shows and Conferences resulting in a budget surplus. Due to these and other cancellations, our expenses for 2020 were substantially reduced. Victoria has been working on other ways to keep our messaging up to date both on social media, and through quarterly media releases. Our Petition has been signed by 3293 people!

On July 1, 2020, the Highway 3 Twinning Development Association received the BIG announcement! The Government of Alberta approved funding to the amount of \$150m for twinning! Victoria arranged the program for a public announcement in collaboration with the Premiers office, and along with Councillor Jack Brewin and the Town of Taber, secured a venue in the Town of Taber for this declaration. Premier Jason Kenney arrived for the 11:00 AM Announcement and he emphasized this funding would cover 46 kilometers east of Taber to Burdett. Minister of Transportation Ric Mclver was on hand to deliver a message, along with Minister of Red Tape Reduction and MLA for Taber-Warner, Grant Hunter. Other dignitaries on stage included Mayor Andrew Prokop of Taber, and SouthGrow Regional Initiatives President Mayor Jim Willett. In my speech to the Premier and government, on behalf of the Board, Municipalities, and Industry along the Highway 3 corridor, I expressed gratefulness for this Announcement. The timing and funding is crucial to the growth in agriculture, industry, commerce, recreation, and tourism in the south. Economic development is booming and our GDP is growing. We thank all who could attend or helped to facilitate the day.

Our memberships grew in the last year and include a good cross-section of businesses in agriculture and industry. In particular, we are grateful for the industry stakeholder support and thank you for your strong advocacy this past year.

Our contacts with the media have been productive with positive messages. Victoria has been working closely with the southern Director for Alberta Transportation and he has been keeping the Board updated with the work and schedules of the department. Our relationship with BC Highway 3 Association has been very productive and we continue to join their semi-annual Board meetings. We have also continued to provide presentations to various groups.

Since the Announcement made on July 2, 2020, the Board has approved a new set of priorities, which has been tabled with the Ministry of Transportation.

Operationally, the Association has taken over the finances to become more autonomous. The cheques are signed by two Executive members. Victoria has also secured a H3TDA owned cell phone and plan. Our Association is much stronger today, and every member ensures our Association reaches its goal. Together we will get this project done!

Brent Motion to Accept President's report as presented, Seconded by Peter

**CARRIED**

## 7.2 Finance Report:

The 2020 year-end financials and the audit prepared internally were circulated in advance to membership and H3TDA Treasurer, Jack Brewin, gave a verbal report. In the first Quarter of 2021 expenses have been minimal, with the Executive approving a deposit for the Hwy 3 cellphone contract and committing funding for a Billboard near Piikani Nation. Income is excellent with 2021 membership fees fully collected. Bank balance is \$66,848.24. No questions were asked.

Brent Motion to Accept Finance report as presented, Seconded by Peter

**CARRIED**

Effective January 1st H3TDA has its own bank account and are no longer included with the SouthGrow Auditing of funds. For this reason and for complete transparency, the Executive felt the annual review of financials should be completed by a 3rd party. Quotes were obtained from several Accounting companies for the 3 main types of Audit; Notice to Reader, Review, and complete Audit. The Executive considered all pricing and what level of oversight our Association should include now and through future years with a consistent Accounting firm. Our 2021 Budget for Audit Accounting is \$1000, however, with a 2nd year of Event underspending projected, additional funds put towards this oversight will not impact our projected 2021 year-end balance. The Executive recommends to the membership we select Avail CPA to complete a Notice to Reader for the 2021 Fiscal year at a cost of \$2000 + gst. No questions were asked.

Don Motion to Approve 2021 Auditor as Avail CPA at a cost of \$2000 + Gst, Seconded by Chantel

**CARRIED**

## 7.3 Alberta Transportation Report:

Darren Davidson provided a verbal summary of Taber to Burdett twinning activities. Right of Way agreements are coming in. There are 42+- individual parcels being engaged, unsure how many land owners. Stantec the owners engineer is still developing documents for procurement. Crowsnest Pass lights at Hwy 40 & Frank delayed with weather but ongoing. Piikani planning study has proceeded with Terms of Reference provided to the Nation. Fort Macleod discussions have started to consider Stage 1A construction. Intersection improvements on Hwy 1 & Hwy 3 for a more efficient interchange, no major changes just traffic signals at ramps & intersection revision. Modifications to township road 120 and two intersections heading into Medicine Hat. Thanks were given to Darren for moving the Piikani functional planning study forward, as safety, traffic and access along that portion of the highway is a necessary piece.

## 7.4 MLA Reports:

MLA's either had no report or had to depart.

## 7.5 MP Reports:

MP Rachel Harder provided her written regrets, as she was in House of Commons.

## 7.6 Other Reports:

Mayor Wilks of Sparwood and BC Hwy 3 President provided a brief update on the activities of Hwy 3 on the BC side. Passing lane going in West of Fernie currently 50% preliminary design phase. Three bridges are being replaced, the Elko, Jaffery and Kissimmee, with design in 2021- 2022 and construction 2023. Traffic circle at Mount Fernie Park Road preliminary design completed and awaiting community feedback. BC Hwy 3 Board next meeting is May 3<sup>rd</sup> with ministry of Transportation representative and Contractor update for the Hwy 1 Golden construction. Delays are approx. ½ hour now.

The membership had nothing additional to report.

## 8. New Business

### 8.1 SouthGrow Regional Initiative contract.

The Executive extended the contract for an additional year. SouthGrow has reduced the contracted price for the coming term. SouthGrow has a vital interest in seeing Hwy 3 twinned, along with AB SouthWest.

Blair Motion to Ratify extension of SouthGrow contract for 1- year, Seconded by Don

**CARRIED**

### 8.2 Hwy 3 Twinning added to Municipal ICF/IDP's

Friendly reminder to our municipal members to add the twinning of Highway 3 to your ICF/IDP's.

### 8.3 Priorities for Twinning

Current four (4) priorities were listed. In light of priorities for Piikani Nation functional planning study (3#) and Fort Macleod Stage 1A (#4) are both underway/in discussion, does the Board wish to consider a revision/additional to priorities at this time? Strategic Planning may shed light on possible future priorities, table for now.

Don Motion to table priorities to the Strategic Planning session, Seconded by Chantel

**CARRIED**

## 9. Nomination and Election of Directors

A call for nominations was emailed along with the notice of AGM, with an additional call for nominations reminder email sent.

The names of three (3) incumbent members were nominated for the Municipal Director category (minimum of 4 and maximum of 8) in advance. A call for any additional nominees from the floor was made, none were given. The nominees names and two (2) year length of term was confirmed as:

Jim Turner (2yr term) City of Medicine Hat                      Chantel Timmons (2yr term) County of Forty Mile  
Don Anderberg (2yr term) Town of Pincher Creek

A call for any members against these nominees was made, none received. The following Municipal Board of Directors are Acclaimed:

Bill Chapman (Coaldale), Gordon Reynolds (Bow Island), Jack Brewin (Taber), Blair Painter (Crowsnest Pass), Merrill Harris (MD of Taber), Jim Turner (Medicine Hat), Chantel Timmons (Forty Mile) & Don Anderberg (Pincher Creek)

Blair Motion to Accept Municipal Directors as Acclaimed, Seconded by Peter **CARRIED**

The name of one (1) Business Stakeholder member was nominated for the Business Stakeholder Director category (minimum of 1) in advance. A call for any additional nominees from the floor was made, none were given. The nominees name and two (2) year length of term was confirmed as:

Scott Wojtowicz (2yr term) Lamb Weston Canada ULC

A call for any members against the nominees was made, none received. The Business Stakeholder Board of Director is Acclaimed:

Don Motion to Accept Business Stakeholder Director as Acclaimed, Seconded by Chantel **CARRIED**

## 10. Nomination and Election of Executive Committee (Officers)

Victoria Chester gave verbal election eligibility and process information. Per the Bylaws, one seat within the Executive Committee (Officers) will be re-elected from the Board of Directors at each Annual General Meeting. The position of Director at Large is available and the name of one (1) incumbent Board member was nominated in advance. A call for any nominee from members of the Board was made three times, none were given. The nominees name was confirmed as:

Brent Feyter

A call for any members against the nominees was made, none received. The Director at Large is Acclaimed and the 2021-2022 Executive Committee (Officers) are:

Bill Chapman, President  
Gordon Reynolds, Vice-President  
Blair Painter, Secretary  
Jack Brewin, Treasurer  
Brent Feyter, Director at Large

Chantel Motion to Accept Executive Committee (Officers) as Acclaimed, Seconded by Blair **CARRIED**

Thank you to all our Directors for volunteering to be on the Board.

## 11. Other Informational Items from Members

President Bill Chapman thanked all members in attendance, voting and non-voting, for the capacity you are creating for advocacy on the Highway 3 twinning project.

## 12. Next Regular Board Meeting: Friday, June 4<sup>th</sup>, 2021 - location/method TBD

## 13. Adjournment

Blair Motion to adjourn Annual General Meeting at 11:53 am, seconded by Chantel **CARRIED**

**From:** [Troy MacCulloch](#)  
**To:** [Jessica McClelland](#)  
**Subject:** FW: Highway 3 Twinning Planning Study, Pincher Creek to Fort Macleod - Update  
**Date:** February 28, 2022 8:16:07 AM

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Good Morning Folks.

It's been two months since our letter of December 23/21 briefly introduced the functional planning study for Highway 3. You are due for an update.

Since our December letter, we've been working in two areas. First, desktop studies (environmental/historical, geotechnical, bridge structures, utilities) to collect background information. These studies will complete when spring conditions permit site reconnaissance to confirm the desktop findings. Collecting the background information has included assembling mapping/geomatics coverage of the study corridor.

Second, as mentioned in our letter, we've initiated engagement with the Piikani Nation regarding their involvement in the study process. We hope to soon confirm the Piikani Nation's interest in participating on the study's Technical Review Committee, permitting the study team to schedule the first meeting with the TRC.

Thank you for your patience as the study process unfolds.

Again, please feel free to contact me if questions arise.

Best regards,  
Henry.



February 28, 2022

Michael Minard  
Director, Centralized Industrial Property Assessment  
Municipal Affairs  
Government of Alberta  
[Michael.minard@gov.ab.ca](mailto:Michael.minard@gov.ab.ca)

Dear Mr. Minard:

I understand you recently met with representatives from Accurate Assessment Group (AAG) Ltd. to discuss assessment issues related to the sale of assets between Shell Canada Limited and Pieridae Alberta Production Limited.

I also understand that, following that meeting, AAG requested the Provincial Assessor's Office to provide communication to Shell Canada Limited, as well as all affected municipalities, regarding the determination of assessment and property tax responsibility for those assets.

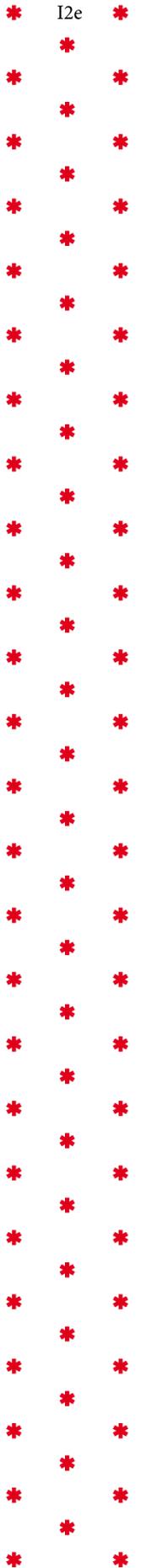
Clearwater County strongly supports this request as we currently have significant outstanding property tax balances related to affected assets located within our municipality. Communication and clarification from your office would be extremely helpful as we work with both parties to try to resolve these balances.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Murray Hagan', is written over a light blue circular stamp.

Murray Hagan  
Interim CAO

cc.  
Accurate Assessment Group  
MD of Bighorn  
Mountain View County  
ID Kananaskis  
Rocky View County  
MD of Pincher Creek



March 1, 2022

Reeve Lemire and Council

M.D. of Pincher Creek

Attn: Troy MacCulloch, CAO

Sent via email: [CAO@mdpincercreek.ab.ca](mailto:CAO@mdpincercreek.ab.ca)

Dear Reeve Lemire and Council:

Thank you for your continued support of STARS. You fly with STARS on every mission, bringing hope and a chance for life.

These are difficult times, and we are truly grateful to the M.D. of Pincher Creek for your continued dedication and sustainability of STARS mission. **Thank you.**

Our partnership is testament to the health and safety of Albertans and countless lives that have been saved. Through your leadership and support of STARS, you safeguard that your residents will continue to have access to the highest level of emergency critical care.

I look forward to working with your council for many years to come.

Thank you for continuing to stand by our side in the ***“fight for life.”***

Sincerely,

Glenda Farnden

Sr. Municipal Relations Liaison

STARS Foundation

March 2, 2022

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

Ladies and Gentlemen:

RE: 2021 ANNUAL AUDIT OF MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9

We have been engaged to provide the following services for the Municipal District of Pincher Creek No. 9 for the year ending December 31, 2021:

- Audit the consolidated statement of financial position and the related consolidated statement of operations, change in net financial assets (debt), and cash flow
- Prepare the income tax returns and associated schedules
- Audit and assist in the preparation of the Financial Information Return (FIR)

We are pleased to provide the following report relating to our audit of the financial statements for the Municipal District of Pincher Creek No. 9. The matters identified are included in this report which has been prepared solely for the information of the Council and is not intended for any other purpose. As such we accept no responsibility to a third party who uses this report. Our report is intended to assist the Council in fulfilling its obligation with respect to the 2021 financial statements. We would be pleased to further discuss any of the issues addressed in the report or any other issue which may be of interest or concern.

Yours truly,

AVAIL LLP



Darren Adamson, CPA, CA  
Enclosure



## I. Purpose and Scope of Examination

Management, with the oversight of those charged with governance, is responsible for the preparation of the financial statements and accompanying notes. Avail LLP will advise management about appropriate accounting principles and their application and assist in the preparation of the financial statements, but the responsibility for the financial statements remains with management. This includes responsibilities related to internal control, such as designing and maintaining accounting records, selecting and applying accounting policies, safeguarding assets and preventing and detecting fraud and error.

Our responsibility as auditors is to report to the Council whether these financial statements present fairly, in all material respects, the financial position and results of operations and cash flows in accordance with Canadian public sector accounting standards. This audit is performed to obtain reasonable but not absolute assurance as to whether the financial statements are free of material misstatements. Due to the inherent limitations of an audit, there is an unavoidable risk that some misstatements of the financial statements will not be detected (particularly intentional misstatements concealed through collusion), even though the audit is properly planned and performed.

Our audit includes:

- Assessing the risk that the financial statements may contain misstatements that, individually or in the aggregate, are material to the financial statements taken as a whole; and
- Examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements.

As part of our audit, we will obtain a sufficient understanding of the business and the internal control structure of Municipal District of Pincher Creek No. 9 to plan the audit. This will include management's assessment of:

- The risk that the financial statements may be materially misstated as a result of fraud and error; and,
- The internal controls put in place by management to address such risks.

Since our audit does not involve a detailed examination of all transactions, it could not necessarily be expected to detect all misstatements, particularly intentional misstatements concealed through collusion. The discovery of such irregularities may, of course, result from our examination and, if so, we will report on any such significant matters to you.

### Audit Committee (or Equivalent) Members' Responsibilities

The audit committee's (or equivalent) role is to act in an objective, independent capacity as a liaison between the auditors, management and the Reeve and Council, to ensure the auditors have a facility to consider and discuss governance and audit issues with parties not directly responsible for operations.

The audit committee's (or equivalent) responsibilities include:

- Being available to assist and provide direction in the audit planning process when and where appropriate;
- Meeting with the auditors as necessary and prior to release and approval of financial statements to review audit, disclosure and compliance issues;



- Where necessary, reviewing matters raised by the auditors with appropriate levels of management, and reporting back to the auditors their findings;
- Making known to the auditors any issues of disclosure, corporate governance, fraud or illegal acts, non-compliance with laws or regulatory requirements that are known to them, where such matters may impact the financial statements or auditor's report;
- Providing guidance and direction to the auditors on any additional work they feel should be undertaken in response to issues raised or concerns expressed;
- Making such enquiries as appropriate into the findings of the auditors with respect to corporate governance, management conduct, cooperation, information flow and systems of internal controls; and
- Reviewing the draft financial statements prepared by management, including the presentation, disclosures and supporting notes and schedules, for accuracy, completeness and appropriateness, and approve same to be passed to the Council for approval.

## II. Communication with the Council

In accordance with the auditing standard "communications with those having oversight responsibility for the financial reporting process", the following matters are recommended to be communicated to the Council prior to the completion of the audit.

<b>Matters to be Communicated</b>	<b>Reference/Comment</b>
1. Management and the Auditors' Responsibility Under Generally Accepted Auditing Standards	Discussed under the heading "Purpose and scope of examination."
2. Planning	<p>Our risk-based approach focuses on obtaining sufficient appropriate audit evidence to reduce the risk of material misstatement in the financial statements to an appropriately low level. This means that we focus our audit work on higher risk areas that have a higher risk of being materially misstated.</p> <p>Materiality in an audit is used to:</p> <ul style="list-style-type: none"><li>• Guide planning decisions on the nature and extent of our audit procedures;</li><li>• Assess the sufficiency of the audit evidence gathered; and</li><li>• Evaluate any misstatements found during our audit.</li></ul> <p>Materiality is defined as: Materiality is the term used to described the significance of financial statement information to decision makers. An item of information, or an aggregate of items, is material if it is probable that its omission or misstatement would influence or change a decision. Materiality is a matter of professional judgment in the particular circumstances.</p> <p>We plan to use a materiality of \$500,000. The materiality for last year's audit was \$500,000.</p>



	<p>In responding to our risk management, we will use a combination of tests of controls, tests of details and substantive analytical procedures. The objective of the tests of controls is to evaluate whether certain controls operated effectively. The objective of the tests of details is to detect material misstatements in the account balances and transaction streams. Substantive analytical procedures are used to identify differences between recorded amounts and predictable expectations in larger volumes of transactions over time.</p>
3. Timing of the Audit Engagements	<ul style="list-style-type: none"><li>• March 3-4, 2022 - Fieldwork at your location</li><li>• April 12, 2022- Council meeting to approve statements</li><li>• May 1, 2022 - deadline for submission to Municipal Affairs</li></ul>
4. Illegal Acts, Intentional Misstatements, Fraud and Errors	<p>Our auditing procedures, including tests of your accounting records, are limited to those considered necessary in the circumstances and would not necessarily disclose all illegal acts, fraud, intentional misstatements or errors should any exist. We will conduct the audit under Canadian generally accepted auditing standards (GAAS), which include procedures to consider (based on the control environment, governance structure and circumstances encountered during the audit), the potential likelihood of fraud and illegal acts occurring.</p> <p>These procedures are not designed to test for fraudulent or illegal acts, nor would they necessarily detect such acts or recognize them as such, even if the effect of their consequences on the financial statements is material. However, should we become aware that an illegal or possible illegal act or an act of fraud may have occurred, other than one considered clearly inconsequential, we will communicate this information directly to the audit committee (or equivalent).</p> <p>It is management's responsibility to detect and prevent illegal actions. If such acts are discovered or audit committee members become aware of circumstances under which the Municipal District of Pincher Creek No. 9 may have been involved in fraudulent, illegal or regulatory non-compliance situations, such circumstances must be disclosed to us.</p>
5. Major Issues Discussed with Management that Influence Audit Appointment	<p>No major issues were discussed with management prior to our appointment as auditors.</p>



6. Written Representations from Management	At the conclusion of the audit, prior to the release of our auditors' report, we will request that management provide us with written representation that it has fulfilled its responsibility for the preparation of the financial statements and that it has provided us with the required information for us to complete our audit. We will not be able to provide an audit opinion if management does not provide this written representation.
7. Auditors' Independence	<p>We provide you with the following to assist in your assessment of our independence:</p> <ul style="list-style-type: none"><li>• All partners and senior staff have confirmed that they do not hold any investment in the Municipal District of Pincher Creek No. 9.</li><li>• Financial statements issued by Avail LLP are subject to a partner review process. This process requires that a partner review items significant to the audit such as planning, materiality, application of GAAP and financial statement items and disclosure.</li><li>• We are aware of no relationship between the Municipal District of Pincher Creek No. 9 and Avail LLP that, in our professional judgment, may reasonably be thought to bear on our independence.</li></ul>



Office of the Minister

RECEIVED

FEB 10 2022

M.D of Pincher Creek

FEB 01 2022

Reeve Rick Lemire  
Municipal District of Pincher Creek  
PO Box 279  
Pincher Creek AB T0K 1W0

Dear Reeve Lemire:

As Minister of Culture responsible for sport in Alberta, I am pleased to invite your community to submit a bid to host either the 2024 Alberta Winter Games or the 2024 Alberta Summer Games.

I encourage your community to consider this invitation and the many benefits that can result from hosting this event. The Alberta Games are key in Alberta's Recovery Plan and provide an economic impact of approximately \$3 million to a host community. A successful host community is offered the opportunity to showcase its community and talents to approximately 3,000 participants from all regions of the province, along with numerous spectators and special guests.

Communities with populations of less than 10,000 are encouraged to collaborate with neighbouring communities to submit a joint bid or consider the smaller, modified games format. The community awarded a 2024 Alberta Games will receive a \$420,000 operating grant.

A letter of interest to host either the 2024 Alberta Winter or Summer Games, together with a letter of support from municipal or band council must be received by March 25, 2022. Completed bids must be received by April 29, 2022.

Bid guidelines and staff consultation are available by contacting Ms. Suzanne Becker at 403-297-2909, toll-free by first dialing 310-0000 or email [suzanne.becker@gov.ab.ca](mailto:suzanne.becker@gov.ab.ca).

Sincerely,

Ron Orr  
Minister