

A

**AGENDA
COUNCIL MEETING
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
July 11, 2023 6:00 pm
Council Chambers**

A. ADOPTION OF AGENDA

B. DELEGATIONS

1. Pincher Creek Ramrodders Black Powder Club – Lease Discussion

C. MINUTES/NOTES

1. Council Committee Meeting Minutes
 - June 27, 2023
2. Council Meeting Minutes
 - June 27, 2023

D. UNFINISHED BUSINESS

E. BUSINESS ARISING FROM THE MINUTES

1. Committee Meeting
 - a) Travel Alberta
 - b) Fire Chief Pat Neumann
 - c) Springpoint Colony

2. Council Meeting

F. COMMITTEE REPORTS / DIVISIONAL CONCERNS

1. Councillor Tony Bruder – Division 1
2. Reeve Rick Lemire – Division 2
3. Councillor Dave Cox– Division 3
 - Chinook Arch Regional Library System Financial Statements
 - Chinook Arch Regional Library System 2022 Impact Report
4. Councillor Harold Hollingshead - Division 4
5. Councillor John MacGarva – Division 5
 - Community Open House - Climate Risk Assessment and Adaption Plan on June 28, 2023
 - Resolution needed for attendance

G. ADMINISTRATION REPORTS

1. Operations

- a) Utilities & Infrastructure Report
 - Report from Utilities & Infrastructure dated July 6, 2023
- b) Beaver Mines Wastewater Treatment Facility Cost Update
 - Report from Operations/Finance dated July 5, 2023
- c) Operations Report
 - Report from Public Works dated July 6, 2023
 - Public Works Call Log

2. Finance

- a) Q2 Financial Update

3. Planning and Community Services

4. Municipal

- a) Chief Administrative Officer Report
 - Report from CAO, dated July 6, 2023
- b) Proposed Amendments to Funding Model for the Pincher Creek Emergency Services Commission
 - Report from CAO, dated July 6, 2023

H. CORRESPONDENCE

1. For Action

- a) Alberta Development Officers Week
 - Proclamation for the week of September 19 to 22, 2023
- b) Regular Meeting Foothills Little Bow Municipal Association
 - Meeting on September 15, 2023
- c) Request for Sponsorship
 - Alberta Fire Training Conference

2. For Information

- a) Resignation from Role as Deputy Director of Emergency Management
 - Letter from CAO Roland Milligan
- b) STARS
 - Thank you for Donation
- c) AltaLink's TransAlta Riplinger Wind Project Connection
 - Riplinger Newsletter June 2023
 - Need Overview: Transmission Development Information
 - Proposed TransAlta Riplinger Wind Project Connection Map
- d) Watercraft Inspection Stations
 - Letter from Minister Rebecca Schultz
- e) Riplinger Wind LP Transmission Line Landowners Sessions
 - July 13, 2023 at Heritage Inn (call 1-888-893-4980 to book)

I. NEW BUSINESS

J. CLOSED MEETING SESSION

- a) Proposed Sale on Tax Forfeiture Property – FOIP Sec. 24.1.a
- b) Draft Letter - Forestry and Parks - FOIP Sec. 23.1.a

K. ADJOURNMENT

MINUTES
REGULAR COUNCIL COMMITTEE MEETING
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
Tuesday, June 27, 2023 2:00 pm
Council Chambers

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

Staff: CAO Roland Milligan, Director of Finance Meghan Dobie, Public Works Manager Patrick Gauvreau, Development Officer Laura McKinnon, Utilities & Infrastructure Manager David Desabrais, and Executive Assistant Jessica McClelland.

Reeve Rick Lemire called the meeting to order, the time being 2:00 pm.

1. Approval of Agenda

Councillor John MacGarva

Moved that the agenda for the June 27, 2023 Committee meeting be amended to include:

Closed Session:

- a) Draft Strategic Plan – FOIP Sec. 24.1.a

AND THAT, the agenda be approved as amended.

Carried

2. Delegations

- a) Travel Alberta

Yvonne Chau, Travel Alberta Team Member, Manager, Destination Development Southern Rockies & Calgary, attended the meeting at this time to discuss the changes with Travel Alberta and how they can work with the MD's and Towns in the area.

Travel Alberta's mandate is to work with local government and businesses to allow a community led co-creation of a plan to facilitate tourism in the area. This allows for a local government and businesses to have a say in how they want to see tourism develop in certain areas. They are also working with Alberta Parks to ensure that they understand what tourism means for the region, not just for the parks. Travel Alberta has been able to assist with advocating for municipalities with their concerns with increased traffic due to tourism.

Travel Alberta produced a survey to residents in the region regarding tourism, 82% of residents were in favor of increased tourism in our region, as opposed to 78% provincially wide. Council's concerns are that the Town may see economic benefit to businesses, the MD is left with the cost for extra road maintenance, garbage left out, lack of boat inspection areas etc. Travel Alberta is willing to share the surveys from our area with Council for their information.

REGULAR COUNCIL COMMITTEE MEETING
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
TUESDAY, JUNE 27, 2023

Tourism in our region has grown exponentially since the start of COVID as people are exploring their backyards more and more. Travel Alberta is looking at a holistic approach to growth and what would work in the areas that will see increased tourism. MD Council would like to be in communication with Travel Alberta prior to plans being put out to the public to ensure that the MD can be made aware and have comment. Travel Alberta is also working on a plan for an education component for visitors to an agriculture area.

Yvonne Chau left the meeting at this time, the time being 2:50pm.

b) Fire Hall

Fire Chief Pat Neumann attended the meeting at this time to discuss the current Fire Hall and the space limitations it currently has. The hall was built in the 1980's and has only had cosmetic changes to it since then. At present time there is a needs assessment taking place for all the Pincher Creek Emergency Services Commission buildings to determine what the needs are and what can be retrofit or needs rebuilt.

Chief Neumann left the meeting at this time, the time being 3:00 pm.

c) Spring Point Colony

Mike Walter with Spring Point Colony attended with many colony members to request what is happening with the doctors that were at the local hospital. Historically we had 11 doctors in the community, we are currently down to 4 or 5. Council is aware of the shortage of doctors and has been working with the Town of Pincher Creek to work with Alberta Health Services and Ministers to address these concerns. This issue isn't just a Pincher Creek issue, many small communities are facing the same challenges.

The Associate Clinic in Town is a business and not ran by Alberta Health Services, therefore it is up to the clinic to do all the recruiting and hiring.

Linda Hammond spoke up to say that more and more people are self treating, and diagnosing at home rather than going to the hospital or clinic.

Council stated that AHS is a complaint driven system, and people need to speak up about the concerns. A suggestion was made for the colonies to send letters, with signatures, to the Ministers with their concerns.

Council appreciates the colonies attending a meeting and bringing forward issues in our community. Council will continue to lobby for more physicians in the area.

Colony members left the meeting at this time, the time being 3:33 pm.

REGULAR COUNCIL COMMITTEE MEETING
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
TUESDAY, JUNE 27, 2023

3. Closed Session

Councillor Dave Cox

Moved that Council move into closed session to discuss the following, the time being 3:40 pm.

- a) Draft Strategic Plan – FOIP Sec. 24.1.a

Councillor Tony Bruder

Moved that Council move out of closed session, the time being 4:40 pm.

Carried

5. Round Table

Councillor Tony Bruder – resident called and stated they bought a garbage truck, uses it for only his own property. Took it to the landfill and it was over the 2 ton weight limit and was charged. Resident requested Council looks at how billing is done with landfill. Administration will look at a possibility of landfill doing cumulative weight, not a daily limit.

Councillor Harold Hollingshead – questioned status of leases. MD administration is currently reviewing how leases are dealt with.

Reeve Rick Lemire – Transmission Line Routes are made public for the Transalta Riplinger Projects Transmission Line. Possible open house in the MD to discuss.

Councillor John MacGarva – Discussion around business licenses and how the MD plans to institute.

6. Adjournment

Councillor Tony Bruder

Moved that the Committee Meeting adjourn, the time being 5:24 pm.

Carried

REEVE

CHIEF ADMINISTRATIVE OFFICER

MINUTES
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
REGULAR COUNCIL MEETING
JUNE 27, 2023

The Regular Meeting of Council of the Municipal District of Pincher Creek No. 9 was held on Tuesday, June 27, 2023 at 6:00 pm, in the Council Chambers of the Municipal District Administration Building, Pincher Creek, Alberta.

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

ABSENT Councillor Harold Hollingshead

STAFF CAO Roland Milligan, Public Works Manager Patrick Gauvreau, Director of Finance Meghan Dobie, Development Officer Laura McKinnon, Municipal Energy Project Lead Tristan Walker, and Executive Assistant Jessica McClelland.

Reeve Rick Lemire called the meeting to order at 6:00 pm.

A. ADOPTION OF AGENDA

Councillor Tony Bruder 23/252

Moved that the Council Agenda for June 27, 2023 be amended to include:

- Operations:
 - Maycroft Road Discussion
- Action:
 - Appointment of Fire Guardians
 - Heritage Acres Request
- Information:
 - Riplinger Wind Farm Information

AND THAT the agenda be approved as amended.

Carried

B. DELEGATIONS

C. MINUTES

1. Committee Meeting Minutes – June 13, 2023

Councillor Tony Bruder 23/253

Moved that the Committee Meeting Minutes of June 13, 2023 be approved as presented.

Carried

2. Council Meeting Minutes – June 13, 2023

Councillor Dave Cox 23/254

Moved that the Council Meeting Minutes of June 13, 2023 be approved as presented.

Carried

D. UNFINISHED BUSINESS

E. BUSINESS ARISING FROM THE MINUTES

Minutes
 Council Meeting
 Municipal District of Pincher Creek No. 9
 June 27, 2023

F. COMMITTEE REPORTS / DIVISIONAL CONCERNS

1. Councillor Tony Bruder – Division 1
 - Agricultural Service Board
 - Waterton Biosphere AGM
2. Reeve Rick Lemire – Division 2
 - Pincher Creek Foundation
3. Councillor Dave Cox– Division 3
 - Castle Mountain Community Association
 - Pincher Creek Emergency Services Commission
4. Councillor Harold Hollingshead - Division 4
5. Councillor John MacGarva – Division 5
 - Crowsnest Pincher Creek Landfill
 - Housing Committee
 - Blueweed Concerns in Burmis

Councillor John MacGarva 23/255

Moved to accept the Committee Reports as information.

Carried

G. ADMINISTRATION REPORTS

1. Operations
 - a) Operations Report

Councillor Tony Bruder 23/256

Moved that Council receive the Operations report, which includes the call log, for the period June 8 to June 21, 2023 as information.

Carried

- b) Clean Energy Improvement Program (CEIP) Application Funding Contribution

Councillor Dave Cox 23/257

Moved that Council provide approval to contribute up to \$424,374 of loans over 4 years in partnership with the Town of Pincher Creek for the Clean Energy Improvement Program (CEIP) to support residential energy projects at the discretion of the administrative team, and within program guidelines.

Carried

Tristan Walker left the meeting at this time, the time being 7:15 pm.

- c) Public Works Department 10 Year Strategic Master Plan

Councillor Tony Bruder 23/258

Moved that Council cancel the \$60,000 capital project to build a concrete pad;

AND THAT Council allocate \$50,000 towards the development of a Public Works Department 10 Year Strategic Master Plan, with said funds coming from the tax rate stabilization reserve.

Carried

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d) Boat Club Road Rehabilitation Capital Project

Councillor John MacGarva 23/259

Moved that Council approve an additional \$30,000 for the capital work required to rehabilitate the drainage ditch along the Boat Club Road with said funds coming from the road infrastructure reserve.

Carried

e) Station Street Rehabilitation Project – Hamlet of Pincher Station

Councillor Dave Cox 23/260

Moved that Council approve an additional \$60,000 and a revised project total of \$800,000, for the Station Street capital project, with said funds coming from the Municipal Sustainability Initiative Grant.

Carried

f) Maycroft Road Discussion

Councillor John MacGarva brought forward concerns regarding the Maycroft Road. This has been a historical issue for the residents in the area as the road is heavily used by tourist traffic and leads to public lands in a separate municipality. The MD has been monitoring it for traffic counts, as well as putting extra funds towards road maintenance to assist the residents. Council has spoken to the Regional Director of Transportation and the department stated they won't contribute towards paving of the section within the MD. At present time the Public Works Manager suggested the MD continue to apply for grants for possible future paving, and work on a plan to pulverize the road and lay down dust abatement. The Public Works Manager will contact Travel Alberta to discuss possible avenues they can assist with grants potentially available.

Councillor Tony Bruder 23/261

Moved that administration respond back to the Maycroft residents regarding the plan moving forward.

Carried

David Desabrais and Patrick Gauvreau left the meeting at this time, the time being 8:15 pm.

2. Finance
3. Development and Community Services
4. Municipal

a) Chief Administrative Officer Report

Councillor John MacGarva 23/262

Moved that Council receive for information, the Chief Administrative Officer's report for the period of June 9 to June 22, 2023.

Carried

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b) Cancellation of Summer Meetings

Councillor Dave Cox 23/263

Moved that the regularly scheduled Council Committee Meetings and Council Meetings of July 25 and August 8, 2023, be cancelled;

AND THAT the Agricultural Service Board meeting scheduled for August 2, 2023, be cancelled;

AND THAT the Subdivision Authority and Municipal Planning Commission meetings scheduled for August 1, 2023, be cancelled;

AND FURTHER THAT if there is an emergent need to have a meeting during this time that an appropriate date and time be set.

Carried

H. CORRESPONDENCE

1. For Action

a) West Lake Energy Celebrates Stampede - July 6, 2023

Councillor Dave Cox 23/264

Moved that Councillor Tony Bruder be authorized to attend the WestLake celebration during Stampede on Thursday July 6, 2023.

Carried

b) 2023 Minister's Awards for Municipal & Public Library Excellence - Deadline Extension

Councillor Dave Cox will contact the local library to ensure they are aware of the change in deadline.

c) Council Members Attendance at Matthew Halton Alumni Celebration

Councillor John MacGarva 23/265

Moved that Councillor Dave Cox be authorized to attend the Matthew Halton Alumni Celebration on Saturday July 1, 2023.

Carried

d) Appointment of Fire Guardians

Councillor Dave Cox 23/266

Moved that the following people be appointed as Fire Guardians for the MD of Pincher Creek for the period of March 31, 2023 through to April 1, 2024:

- Pat Neumann
- Sariah Brasnett
- Tammy Jack
- Dylan Yanke
- Nicole Boissoneault

Carried

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e) Heritage Acres Request

Councillor Dave Cox 23/267

Moved that Heritage Acres road be watered prior to the show on July 21, 2023,

AND THAT Dust Control be provided prior to the September 2023 event,

AND FINALLY THAT any Councillor that wants to attend be authorized to help at the pancake breakfast on Saturday, July 22 and/or Sunday 23, 2023.

Carried

2. For Information

Councillor Tony Bruder 23/268

Moved that the following be received as information:

- a) Oldman Watershed Council - 2023 AGM June 29, 2023
- b) Watercraft Inspection Station Letter of Support
 - Letter from Municipality of Crowsnest Pass
- c) Announcement of Minister
 - Alberta Municipal Affairs
- d) Wild Sheep and Movi Awareness
 - Email from Wild Sheep Foundation of Alberta
- e) Riplinger Wind Project Information – *administration directed to reach out to see when Transalta is holding their open house*

Carried

K. NEW BUSINESS

L. CLOSED SESSION

Councillor John MacGarva 23/269

Moved that Council move into closed session to discuss the following, the time being 8:45 pm:

- a) Draft Letter to Municipality of Crowsnest Pass – FOIP Sec 21
- b) Land Acquisition – FOIP Sec 21

Councillor John MacGarva 23/270

Moved that Council move out of closed session, the time being 9:19 pm.

Carried

- a) Draft Letter to Municipality of Crowsnest Pass

Councillor John MacGarva 23/271

Moved that Council approve a letter to the Council of the Municipality of Crowsnest Pass regarding the need for a shared Bylaw services agreement.

Carried

Minutes
Council Meeting
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b) Land Acquisition

Councillor Dave Cox 23/272

Moved that Council direct administration to negotiate with landowner, as discussed.

Carried

M. ADJOURNMENT

Councillor Tony Bruder 23/273

Moved that Council adjourn the meeting, the time being 9:20 pm.

Carried

REEVE

CHIEF ADMINISTRATIVE OFFICER

CHINOOK ARCH LIBRARY BOARD
Financial Statements
Year Ended December 31, 2022

INDEPENDENT AUDITOR'S REPORT

To the Members of Chinook Arch Library Board

Opinion

We have audited the financial statements of Chinook Arch Library Board (the Board), which comprise the statement of financial position as at December 31, 2022, and the statements of changes in net assets, revenues and expenses and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Board as at December 31, 2022, and the results of its operations and cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO).

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Board in accordance with ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with ASNPO, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Board's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Board or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Board's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

(continues)

* denotes professional corporation

Independent Auditor's Report to the Members of Chinook Arch Library Board *(continued)*

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Board's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Board's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Board to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Lethbridge, AB
April 6, 2023

INSIGHT LLP

Chartered Professional Accountants

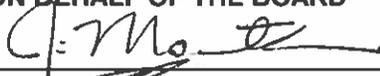
CHINOOK ARCH LIBRARY BOARD

Statement of Financial Position

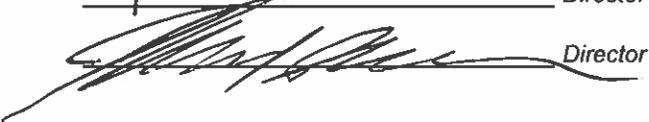
December 31, 2022

	2022	2021
ASSETS		
CURRENT		
Cash and cash equivalents (Note 3)	\$ 1,595,396	\$ 1,565,298
Restricted cash (Note 4)	25,211	4,484
Accounts receivable	37,323	68,051
Goods and services tax recoverable	18,123	33,938
Employee computer loans (Note 5)	871	1,557
Prepaid expenses	173,471	227,098
	1,850,395	1,900,426
PROPERTY AND EQUIPMENT (Note 6)	2,486,851	2,598,474
	\$ 4,337,246	\$ 4,498,900
LIABILITIES AND NET ASSETS		
CURRENT		
Accounts payable and accrued liabilities	\$ 71,552	\$ 121,811
Deferred revenue (Note 7)	25,211	4,483
Employee benefit obligations (Note 8)	191,065	182,006
	287,828	308,300
DEFERRED CAPITAL CONTRIBUTIONS (Note 9)	1,958,796	2,043,079
	2,246,624	2,351,379
NET ASSETS	2,090,622	2,147,521
	\$ 4,337,246	\$ 4,498,900

ON BEHALF OF THE BOARD



Director



Director

CHINOOK ARCH LIBRARY BOARD
Statement of Changes in Net Assets
Year Ended December 31, 2022

	Unrestricted Fund 2022	Internally Restricted Fund 2022 <i>(Note 10)</i>	Externally Restricted Fund 2022 <i>(Note 10)</i>	Capital Fund 2022	Total 2022	Total 2021
NET ASSETS - BEGINNING OF YEAR	\$ -	\$ 1,591,216	\$ 1,041	\$ 555,264	\$ 2,147,521	\$ 2,111,174
Deficiency of revenues over expenses	(56,899)	-	-	-	(56,899)	36,347
Amortization of capital assets	111,623	-	-	(111,623)	-	-
Amortization of deferred capital contributions	(84,283)	-	-	84,283	-	-
Book allotment purchase, net of additions <i>(Note 10)</i>	3,359	(3,359)	-	-	-	-
Use of Technology Fund reserves <i>(Note 10)</i>	46,690	(46,690)	-	-	-	-
Use of Operating Fund reserves <i>(Note 10)</i>	10,975	(10,975)	-	-	-	-
Internally imposed restriction on remaining surplus <i>(Note 10)</i>	(31,465)	31,465	-	-	-	-
NET ASSETS - END OF YEAR	\$ -	\$ 1,561,657	\$ 1,041	\$ 527,924	\$ 2,090,622	\$ 2,147,521

See notes to financial statements

CHINOOK ARCH LIBRARY BOARD
Statement of Revenues and Expenses
Year Ended December 31, 2022

	Budget 2022	Total 2022	Total 2021
REVENUES			
Municipal levies	\$ 1,612,662	\$ 1,597,254	\$ 1,654,512
Provincial operating grant	970,499	1,003,511	970,499
Library board membership fees	636,120	638,412	635,406
Provincial rural library services grant	164,885	123,693	164,885
Municipal rural services fees	55,097	55,209	55,839
Other income (Schedule 1)	318,000	359,154	308,981
Contract services (Schedule 1)	140,400	124,121	127,848
Other grants (Schedule 1)	44,512	41,671	155,315
Amortization of deferred capital contributions (Note 9)	-	84,283	87,628
	3,942,175	4,027,308	4,160,913
EXPENSES			
Salaries and benefits	2,095,700	2,123,177	2,061,036
Library materials and collections	848,118	882,374	937,314
Building and maintenance	39,500	58,958	45,628
Board expenses	9,000	6,881	5,374
Programs and services (Schedule 2)	419,100	402,921	479,640
Network services (Schedule 2)	110,000	107,529	129,907
Contract and other services (Schedule 2)	137,500	127,649	128,763
Bibliographic services (Schedule 2)	88,200	88,363	94,436
Training and development (Schedule 2)	40,000	30,734	15,115
Shipping and delivery (Schedule 3)	37,500	58,523	43,967
Administration (Schedule 3)	33,400	27,810	31,367
Amortization of capital assets	96,000	111,623	152,519
	3,954,018	4,026,542	4,125,066
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES FROM OPERATIONS	(11,843)	766	35,847
OTHER INCOME (EXPENSES)			
Gain on disposal of property and equipment	12,000	-	500
Projects funded by Technology Fund reserves (Note 10)	-	(46,690)	-
Projects funded by Operating Fund reserves (Note 10)	-	(10,975)	-
	12,000	(57,665)	500
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ 157	\$ (56,899)	\$ 36,347

See notes to financial statements

CHINOOK ARCH LIBRARY BOARD**Revenue Schedule (Schedule 1)****Year Ended December 31, 2022**

	Budget	2022	2021
OTHER INCOME			
Additional funds for library materials	\$ 300,000	\$ 306,724	\$ 294,667
Interest and investment income	8,000	48,030	11,804
Employment programs	5,000	4,350	-
Southern Alberta Library conference	3,000	-	2,500
Miscellaneous	2,000	-	10
Fundraising and donations	-	50	-
	\$ 318,000	\$ 359,154	\$ 308,981
CONTRACT SERVICES			
Reimbursement for purchases	\$ 100,000	\$ 88,147	\$ 92,799
Contracts	38,400	35,846	34,802
Book purchases	2,000	128	247
	\$ 140,400	\$ 124,121	\$ 127,848
OTHER GRANTS			
Other grants	\$ 44,512	\$ -	\$ -
Digital Literacy Exchange Program	-	28,401	124,958
Nobleford Establishment grant	-	10,270	-
Community Root grant	-	3,000	-
Community Incentives Program	-	-	20,357
Piikani book locker grant, net of capital portion	-	-	10,000
	\$ 44,512	\$ 41,671	\$ 155,315

See notes to financial statements

CHINOOK ARCH LIBRARY BOARD

Expense Schedules (Schedule 2)

Year Ended December 31, 2022

	Budget	2022	2021
PROGRAMS AND SERVICES			
Rural library services grant transfer	\$ 172,800	\$ 147,575	\$ 198,676
Support subscriptions	125,000	130,253	118,466
Regional resource sharing	90,000	90,000	90,000
Marketing and communications	15,000	17,239	35,230
Membership programs	9,800	9,887	9,675
Library membership cards	5,000	2,194	6,614
Summer programs	1,000	1,524	5,360
Special projects	500	4,249	15,619
	\$ 419,100	\$ 402,921	\$ 479,640
NETWORK SERVICES			
Network support and maintenance	\$ 65,000	\$ 53,243	\$ 67,915
Telecommunications	25,000	27,063	26,439
Equipment and software	20,000	27,223	35,553
	\$ 110,000	\$ 107,529	\$ 129,907
CONTRACT AND OTHER SERVICES			
Purchasing services for member libraries	\$ 100,000	\$ 91,674	\$ 93,714
ILS maintenance and service contract	35,000	35,846	34,802
Staff purchases	2,000	129	247
Better Beginnings card coupons	500	-	-
	\$ 137,500	\$ 127,649	\$ 128,763
BIBLIOGRAPHIC SERVICES			
Support services	\$ 70,000	\$ 71,645	\$ 78,509
Supplies for library materials	14,000	11,246	11,780
Cataloguing subscriptions	4,200	5,472	4,147
	\$ 88,200	\$ 88,363	\$ 94,436
TRAINING AND DEVELOPMENT			
Conferences, courses and staff travel	\$ 25,000	\$ 11,545	\$ 10,127
Southern Alberta Library Conference	10,000	10,624	2,559
Librarian meetings and training	4,000	8,565	2,429
Programs and training for libraries	1,000	-	-
	\$ 40,000	\$ 30,734	\$ 15,115

See notes to financial statements

CHINOOK ARCH LIBRARY BOARD**Expense Schedules (Schedule 3)****Year Ended December 31, 2022**

	2022	2022	2021
SHIPPING AND DELIVERY			
Vehicle expense	\$ 27,000	\$ 48,516	\$ 32,894
Freight	5,000	4,274	5,510
Vehicle insurance	3,500	2,753	3,230
Postage and shipping	2,000	2,980	2,333
	\$ 37,500	\$ 58,523	\$ 43,967
ADMINISTRATION			
Office equipment maintenance	\$ 8,000	\$ 7,542	\$ 6,870
Professional fees	7,200	7,200	7,700
Office supplies and equipment	7,000	7,905	9,506
Subscriptions	2,200	2,355	2,005
Coffee services	2,000	1,650	656
Foreign currency exchange	2,000	(783)	976
Bank charges	1,500	1,719	1,436
Printing	1,000	-	553
Recruitment	1,000	167	1,654
Memberships	500	55	-
Miscellaneous	500	-	11
Advertising	500	-	-
	\$ 33,400	\$ 27,810	\$ 31,367

CHINOOK ARCH LIBRARY BOARD**Statement of Cash Flows****Year Ended December 31, 2022**

	2022	2021
OPERATING ACTIVITIES		
Cash receipts from customers	\$ 3,947,135	\$ 4,083,012
Cash paid to suppliers and employees	(3,944,340)	(3,954,205)
Interest received	48,030	11,804
Cash flow from operating activities	50,825	140,611
INVESTING ACTIVITIES		
Additions to capital assets	-	(40,000)
Additions to deferred capital contributions	-	40,000
Proceeds on disposal of property and equipment	-	500
Cash flow from investing activities	-	500
INCREASE IN CASH FLOW	50,825	141,111
Cash - beginning of year	1,569,782	1,428,671
CASH - END OF YEAR	\$ 1,620,607	\$ 1,569,782
CASH CONSISTS OF:		
Cash and cash equivalents	\$ 1,613,826	\$ 1,565,298
Restricted cash	6,781	4,484
	\$ 1,620,607	\$ 1,569,782

1. PURPOSE OF THE BOARD

Chinook Arch Library Board (the "Board") is an appointed Board established as a Library under the Alberta Libraries Act. As a registered charity the Board is exempt from the payment of income tax under Subsection 149(1) of the Income Tax Act.

The Board operates the Chinook Arch Regional Library System, which assists a network of cooperating libraries in southwest Alberta to provide cost-effective and convenient access to information and library resources.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of presentation

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNFPO).

Fund accounting

For reporting purposes, established funds consist of the operating, capital, restricted and reserve funds. Transfers between funds are recorded as adjustments to the appropriate net asset accounts.

Revenues and expenses related to program delivery and administrative activities are reported in the Unrestricted Fund.

The Capital Fund reports the assets, liabilities, revenues, and expenses related to the Board's capital assets and building improvements campaign. Amortization expense is recorded as an expense in the Statement of Revenues and Expenses.

The Internally Restricted Reserve Funds are established at the discretion of the Board of Directors to fund future operating and capital expenditures. Transfers to and from these funds are reflected as adjustments to the Statement of Changes in Net Assets.

The Externally Restricted Fund arises from funding received for specific projects. Transfers to and from these funds arise as funds are earned or expenditures are incurred for the specific projects.

Cash and cash equivalents

Cash includes cash and cash equivalents.

The Board's investment policy requires temporary investments to be guaranteed investment certificates, Treasury bills or low risk money market funds. These investments are valued at cost. The carrying amounts approximate fair value because they have maturities within one year of the date of purchase.

Cash that is externally restricted for specific purposes is presented as restricted cash.

(continues)

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)Property and equipment

Property and equipment is stated at cost or deemed cost less accumulated amortization and is amortized over its estimated useful life at the following rates and methods:

Buildings	4% declining balance method
Automotive (passenger)	50% declining balance method
Automotive (delivery vehicles)	50% straight-line method
Computer equipment	25% straight-line method
Office furniture and equipment	10% straight-line method

The Board regularly reviews its property and equipment to eliminate obsolete items. Government grants received for the purchase of property and equipment are treated as deferred capital contributions (Note 9).

Property and equipment acquired during the year but not placed into use are not amortized until they are placed into use.

Revenue recognition

Revenue is recognized when the requirements as to performance for transactions involving the sale of goods and services are met and ultimate collection is reasonably assured at the time of performance.

Government transfers, contributions and other amounts are received from third parties pursuant to legislation, regulation or agreement and may only be used for certain programs, in the completion of specific work, or for the purchase of capital assets. These funds are accounted for as deferred revenue until used for the purpose specified.

Government transfers for operations are recognized in the period when the related expenses are incurred and all eligibility criteria have been met.

Measurement uncertainty

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Actual results could differ from these estimates.

Financial instruments policy

Financial instruments are recorded at fair value when acquired or issued. In subsequent periods, financial assets with actively traded markets are reported at fair value, with any unrealized gains and losses reported in income. All other financial instruments are reported at amortized cost, and tested for impairment at each reporting date. Transaction costs on the acquisition, sale, or issue of financial instruments are expensed when incurred.

CHINOOK ARCH LIBRARY BOARD
Notes to Financial Statements
Year Ended December 31, 2022

3. CASH AND CASH EQUIVALENTS

	2022	2021
Cash	\$ 1,363,826	\$ 1,565,298
Guaranteed investment certificate	250,000	-
	\$ 1,613,826	\$ 1,565,298

The Royal Bank non-redeemable guaranteed investment certificate bears interest at 4.3% per annum and matures on September 16, 2023.

4. RESTRICTED CASH

Restricted cash consists of externally restricted grant funds received for specific purposes.

5. EMPLOYEE COMPUTERS LOANS

The Board has established a policy authorizing employee loans for the purchase of computers and software to a maximum of \$2,500 per employee. These loans are payable in monthly blended payments with interest at prime.

6. PROPERTY AND EQUIPMENT

	Cost	Accumulated amortization	2022 Net book value	2021 Net book value
Land	\$ 40,580	\$ -	\$ 40,580	\$ 40,580
Buildings	3,564,009	1,180,787	2,383,222	2,482,523
Equipment	116,136	54,610	61,526	69,940
Automotive (passenger)	187,175	187,123	52	105
Computer equipment	131,930	130,459	1,471	5,326
	\$ 4,039,830	\$ 1,552,979	\$ 2,486,851	\$ 2,598,474

CHINOOK ARCH LIBRARY BOARD
Notes to Financial Statements
Year Ended December 31, 2022

7. DEFERRED REVENUE

	2022	2021
<u>Indigenous grant</u>		
Opening balance	\$ -	\$ -
Funds received	71,352	-
Amounts recognized	(52,922)	-
	18,430	-
<u>CFLSA grant</u>		
Opening balance	4,240	4,240
Funds received	-	-
Amounts recognized	-	-
	4,240	4,240
The CFLSA project has been postponed due to the Covid-19 pandemic.		
<u>Other</u>		
Opening balance	243	1,500
Funds received for 2023 Conference	2,541	243
Amounts recognized	(243)	(1,500)
	2,541	243
Total	\$ 25,211	\$ 4,483

8. EMPLOYEE BENEFIT OBLIGATIONS

	2022	2021
Vacation accrual	\$ 181,813	\$ 170,714
Health spending account	9,252	11,292
	\$ 191,065	\$ 182,006

The vacation accrual is comprised of unused vacation days that employees have earned.

Health spending benefits arise from unused benefits that are accumulated for two years. Employees have earned these benefits and are entitled to them within the next fiscal year.

9. DEFERRED CAPITAL CONTRIBUTIONS

Government grants received for the purchase of capital assets are amortized at the same rate and method as the underlying asset.

	2022	2021
Opening balance	\$ 2,043,079	\$ 2,090,708
Additions during the year	-	40,000
Amortization	(84,283)	(87,629)
	\$ 1,958,796	\$ 2,043,079

\$118.64

CHINOOK ARCH LIBRARY BOARD
Notes to Financial Statements
Year Ended December 31, 2022

10. RESTRICTED RESERVE FUNDS

	2021	Additions	Uses	2022
<u>Internally restricted reserve funds</u>				
Technology Fund	\$ 284,740	\$ 31,465	\$ 46,690	\$ 269,515
Vehicle Fund	246,360	-	-	246,360
Building Fund	359,354	-	-	359,354
Operating Fund	465,383	-	10,975	454,408
Book Allotment Fund	235,379	657,383	660,742	232,020
	<u>\$ 1,591,216</u>	<u>\$ 688,848</u>	<u>\$ 718,407</u>	<u>\$ 1,561,657</u>
<u>Externally restricted fund</u>				
Better Beginnings Fund	\$ 1,041	\$ -	\$ -	\$ 1,041

The internally restricted Book Allotment Fund reports allocations to member libraries for book allotments. These funds are restricted for the purchase of library materials in subsequent years. Unspent allocations are added to the library's allocation in the following year.

The Board of Directors approved three projects that were funded from internally restricted reserve funds during the year.

- The Uninterrupted Power Supply Lifecycle Replacement project had a total cost of \$34,760 (budget - \$40,000) funded by the Technology Fund reserve.
- The Online Membership Renewal project had costs of \$11,930 in the current year that were funded by the Technology Fund reserve. Further costs of \$3,397 will be incurred in the subsequent year to complete this project (budget - \$15,000).
- The Programming Kit Refresh project had a total costs of \$10,975 (budget - \$15,000) funded by the Operating Fund reserve.

The Board of Directors approved the transfer of the Unrestricted Fund surplus for the year to the Technology Fund.

11. SIGNIFICANT REVENUE SOURCES

In 2022, 87% (2021 - 85%) of the Board's total revenue is based on per capita municipal levies, per capita payments from library boards, and per capita grants from Alberta Municipal Affairs.

A significant percentage of this revenue is attributed to the membership of the City of Lethbridge. In 2022, the Lethbridge population represented 49% (2021 - 48%) of the total system's population and generated 43% (2021 - 42%) of the total revenue. Although the Board would continue to operate without that membership, there would be a need for additional sources of revenue.

12. LOCAL AUTHORITIES PENSION PLAN

Employees of the Board participate in the Local Authorities Pension Plan (LAPP), which is one of the plans covered by the Alberta Public Sector Pension Plan Act. The LAPP services about 281,764 (2021 - 275,863) members and retirees and 435 (2021 - 433) employer groups. The LAPP is a multi-employer defined benefit plan financed by the employer, employee and Government of Alberta contributions and investment earnings of the LAPP fund.

Contributions for current service are recorded as expenditures in the year in which they become due.

The Board is required to make current service contributions to the LAPP of 8.45% (2021 - 9.39%) of pensionable earnings up to the year's maximum pensionable earnings under the Canada Pension Plan and 12.80% (2021 - 13.84%) on pensionable earnings above this amount. Employees of the Board are required to make current service contributions of 7.45% (2021 - 8.39%) of pensionable salary up to the year's maximum pensionable salary and 11.80% (2021 - 12.84%) on pensionable salary above this amount.

Total current service contributions by the Board to LAPP in 2022 were \$137,946 (2021 - \$153,497). The current service contributions by the employees of the Board to the LAPP in 2022 were \$122,952 (2021 - \$138,401).

As at December 31, 2021 the plan disclosed an actuarial surplus of \$11.9 billion (2020 - \$5 billion surplus). As at the financial statement date, the plan's 2022 statement of financial position had not yet been released.

13. FINANCIAL INSTRUMENTS

The Board is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the Board's risk exposure and concentration as of December 31, 2022.

Credit risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. In order to reduce its credit risk from customers, the Board conducts regular reviews of its existing customers' credit performance. An allowance for doubtful accounts is established based upon factors surrounding the credit risk of specific accounts, historical trends and other information. The Board has a significant number of customers which minimizes concentration of credit risk.

Currency risk

Currency risk is the risk to the Board's earnings that arise from fluctuations of foreign exchange rates and the degree of volatility of these rates. The Board is exposed to foreign currency exchange risk on cash, accounts receivable, and accounts payable held in U.S. dollars. The Board does not use derivative instruments to reduce its exposure to foreign currency risk. The risk at December 31, 2022 is minimal.

Interest rate risk

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. In seeking to minimize the risks from interest rate fluctuations, the Board manages exposure through its normal operating and financing activities. The Board is exposed to interest rate risk primarily through its interest rate bearing assets, including amounts on deposit with financial institutions that earn interest at fixed rates. The risk at December 31, 2022 is minimal.

Unless otherwise noted, it is management's opinion that the Board is not exposed to significant other price risks arising from these financial instruments.



CHINOOK
ARCH REGIONAL
LIBRARY SYSTEM

IMPACT REPORT 2022

CHINOOK ARCH SNAPSHOT

HELPING OUR
LIBRARIES DO **MORE**
FOR 30 YEARS!

Thanks to Chinook Arch,
member libraries can:

- offer more reading, listening, and watching choices to library users
- host more programs
- access more staff learning opportunities

30

staff members



35

service locations across
southwest Alberta



3 delivery
vans



Our vans made 4,008
delivery stops in 2022!

ONLINE SERVICES



10%

increase in
website visits
from 2021

Introduced two new digital
resources to the system's
eLibrary collection.

Kanopy was
launched in August in
response to requests
for more video
streaming content.

Launched **Udemy**
eLearning platform.

Over **12,000** lectures
completed from April to
December.



audiobook
borrowing up **6%**

SUPPORTING OUR LIBRARIES



33

municipal
council visits

2022 marked the end of the
three year Fundamental
Digital Literacy Skills Program.
2022 saw:

34 classes offered

123 participant bags
distributed

149 wellness/youth
activity packs
dispersed

1,383

support consultations
(in-person and virtual)



CONNECTION AND LEARNING

In-person training
opportunities were
greatly expanded in
2022, including the
creation of monthly
Coffee Chats, a
chance for library
managers to connect,
and an in-person
webinar watch series.



23 training
events held

406
attendees

10 Coffee
Chats



SUPPORTING OUR PATRONS



383

direct patron
interactions

Chinook Arch lends
collections of books
and programming kits
to its member
libraries.

In 2022, the
blocks and kits
were circulated

593 times

up from 218 in 2021.

Borrowing
increased by **387%**
at the
Waterton Micro-Library
one of Chinook Arch's
automated lending libraries.

2022 HIGHLIGHTS



CELEBRATING 30 YEARS!

We know the true value of public libraries. That's why, since 1992, we have focused on raising the level of public library service in southwestern Alberta.



PUNCH JACKSON AWARD OF EXCELLENCE

The Library Association of Alberta recognized Chinook Arch for the delivery of the 3 year Digital Literacy Exchange Program.



VOIP TECHNOLOGY

7 libraries were added to this cost-saving system. Libraries are able to save up to \$190 per month.



FOOT TRAFFIC

Monthly promotions ran in participating libraries to help boost traffic. They will continue into 2023.



RETURN TO IN-LIBRARY BROWSING

2022 saw a 57% increase to borrows directly from the library.



CATALOGUING NUMBERS ON THE RISE

51,973 items were catalogued, the highest since 2020!



ALBERTA BLUE CROSS COVID COMMUNITY ROOTS GRANT

Thanks to a \$3,000 grant, 11 new programming kits were purchased for accessible and inclusive programming opportunities.



NATIONAL POST ARTICLE

A December National Post article "The Importance of Digital Literacy in a Digital World" featured Chinook Arch's 3 year Digital Literacy Exchange Program.

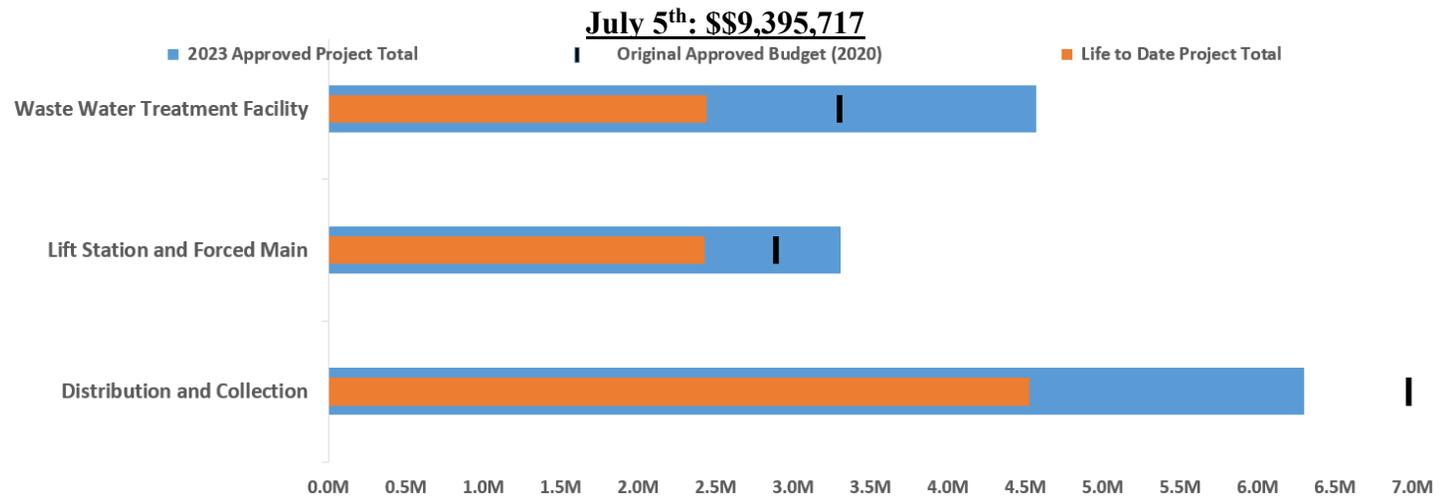
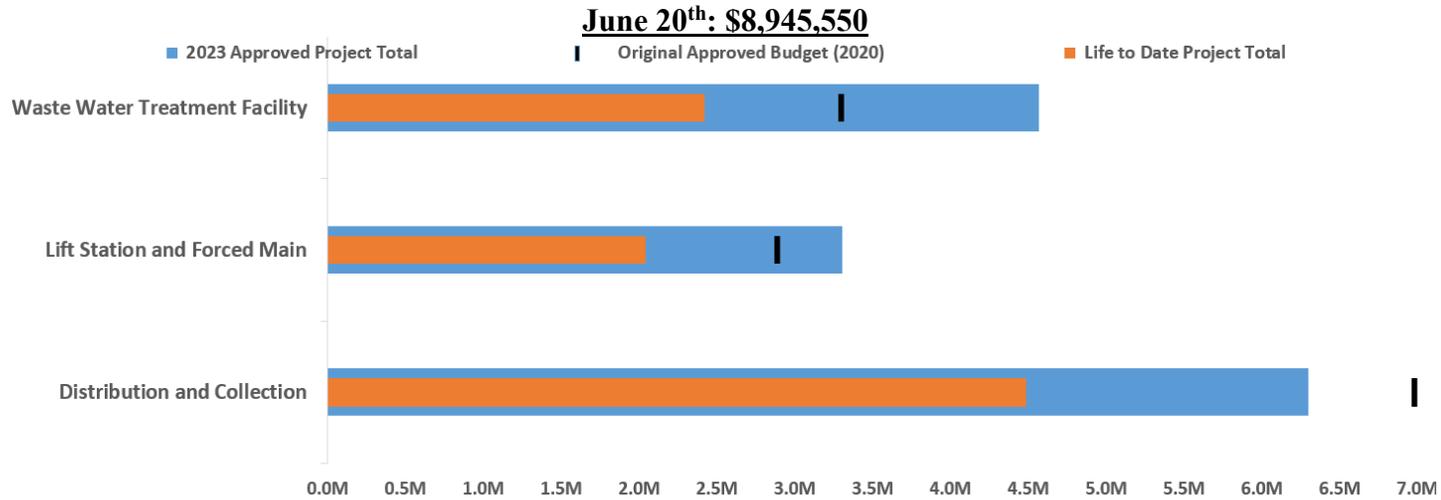


M.D. OF PINCHER CREEK NO. 9 UTILITIES & INFRASTRUCTURE REPORT

G1a

BEAVER MINES

Spend as of July 5th, 2023: \$9,395,717 / \$14,180,167 (66%)



- **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)**
 - U/G Schedule A & B Completion May 31st, 2023 (excluding additional service work)
 - Finalizing CO to accommodate additional days request for scope additions for additional gas crossings, manhole wrapping, fencing and ROW cleanup modifications, U/G Telus lines
 - Deficiencies walkthrough **complete** June 22nd, 2023. **Anticipate project full construction completion by end of month**
 - Projecting final costs to be within current budget

- **Beaver Mines Waste Facility/System**
 - Tender was awarded to BYZ on May 31, 2022
 - BYZ Enterprises **\$2,338,309.00 (Original Budget \$2,076,999)**
 - Culvert across 7 gates road replacement for increased storm flow complete excluding some cleanup flow redirection on the outlet
 - Lateral clearing complete, geotextile and gravel work underway. **Installation of laterals underway. Lagoon prep underway. Building mechanical work nearing completion, electrical work to follow**

- **Beaver Mines Forcemain & Lift Station**
 - Tender was awarded to Parcon for Lift Station June 15th **\$2,326,091 (Original Budget: \$2,220,000)**
 - Construction awarded to low bidder for forcemain work:
 - TA Excavating: **\$386,925 (Eng. Est. \$600,000)**
 - Long lead generator and electrical control center identified as major point of supply chain delay that has potential for substantial delay. Working with contractor and engineering firm to mitigate this issue.
 - Substantial completion is now June 30th, 2023 (up and running date), total completion (permanent MCC/generator installed) Nov. 30th, 2023
 - Site visit complete June 28th, 2023 to discuss handover plan. Pump testing and programming complete
 - Site is ready to convey flows, awaiting official request for substantial completion, excluding permanent MCC/generator installation
 - Forcemain work revised into a contract, contractual end date is end of June, 2023. Deficiency review complete June 8th, 2023, **substantial performance certificate issued**
 - **Projecting final costs to be within current budget**

Board has requested a response to the November 10th, 2023 letter from the parties by May 4th, 2023. Additional response required by May 19th. Response given. Additional response required by June 30th. Met with one appellant to discuss concerns, providing update by Council meeting. Appellants did not respond to board as requested. Extension for response granted by board to July 11, 2023.

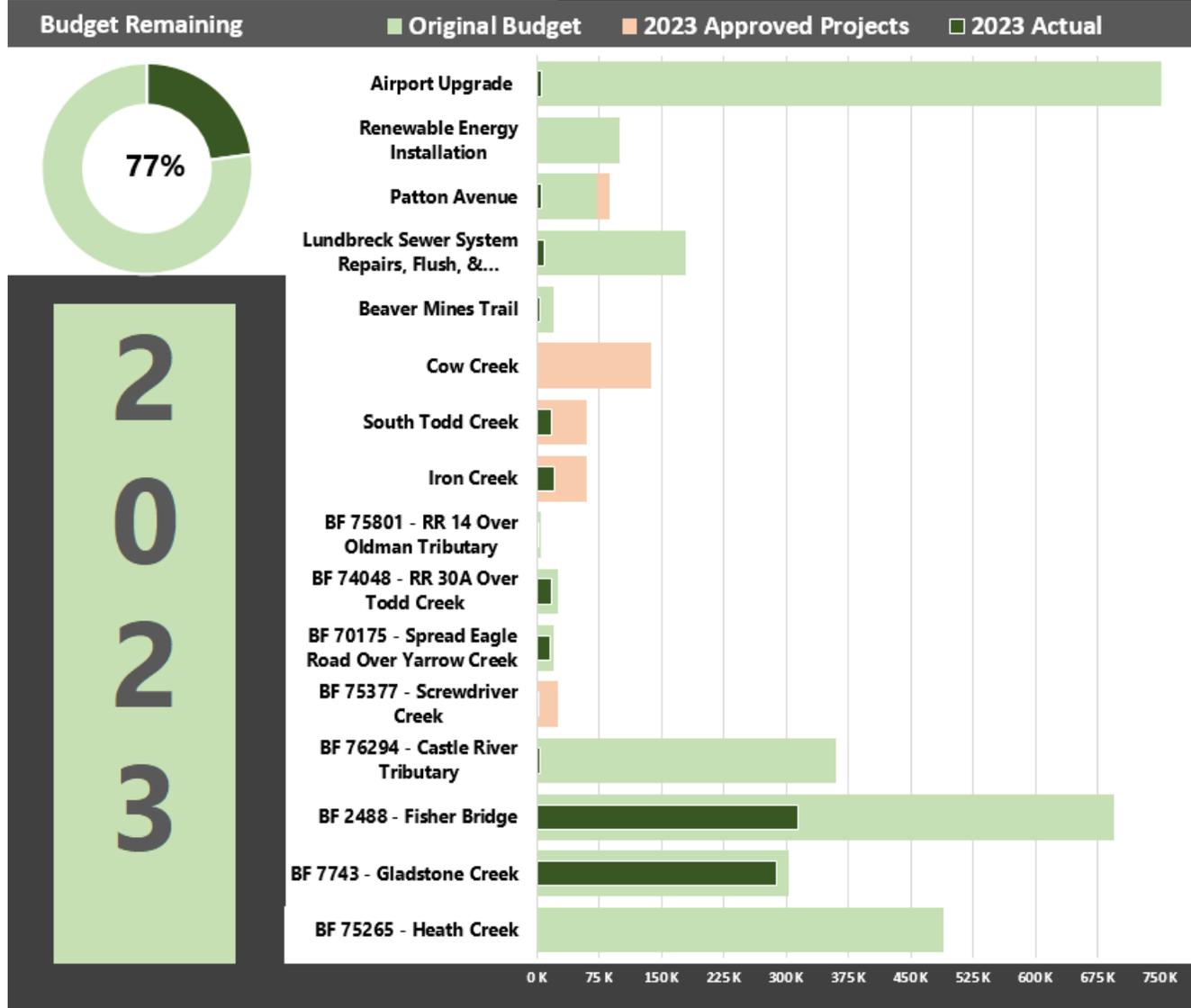
This is a multi-month process, so it is hoped our Appeal process will conclude within this timeframe and any direction by the Appeal Board in the manner of additions to our project, can be treated as change orders.

Current Water Operations Activity

- Cowley water plant contravention issued April 17th after one of two raw water pumps went down. Other pump has been giving fault issues. Emergency pull of pump complete April 18th, emergency parts repair authorized. Stock motor sourced, reinstallation authorized for April 21st and successfully complete.
 - Working on a revised solution for 2nd pump. 2nd pump issues have gotten worse, emergency pull complete May 29th. Pump reinstalled June 29th, 2023
- Beaver Mines Lot Servicing Utility Services Guidelines released May 30th, 2023. 3 general and 1 plumbing contractor prequalified to date. Application process open to residents
- Confirmed the MD Distribution System Code of Practice does not require flow testing for capacity. National Fire Protection Association (NFPA) guidance recommends every 5 years. The intent is not to mandate routine 5-year testing of all hydrants. Flushing is completed annually for MD hydrants
- Hydrant flow testing in BM preliminary scheduled with PCES for week of Council meeting
- **Standpipes**
 - PC Standpipe coin acceptor sent for warranty replacement. BM coin acceptor moved to PC for time being. Spare ordered for coin acceptor
 - History of related issues:
 - May 2022: Two (2) debit/credit payment systems replaced on warranty (likely due to wire shortages)
 - June 2022: Remote software update complete at PC due to intermittent issues. This temporarily exacerbated issues as update was not compliant
 - July 2022: Intermittent issues continue at BM and Cowley. Software update complete which again temporarily exacerbated issues
 - August 2022: Moved cell reception antennas at BM and Cowley. Cell reception was low. Appeared to resolve ongoing issues. Identified that system crashes were occurring at Cowley during very hot temperatures. Further investigation confirmed credit/debit system was tripping on high temperature. Installed heat shading at Cowley
 - December 2022: PC standpipe issues with remaining on. Identified that sediment was building up in pilot valve. Filter installed
 - March 2023: PC standpipe door broken into
 - April 2023: Installed filter on BM standpipe. Initial install failed. Replaced under warranty

- Replacement equivalent systems (coin/credit ready with remote communication) estimated at \$25-\$35,000/site
 - May/June 2023: Coin acceptor issues occurring at PC intermittently. Troubleshooting identified as a sensor issue requiring warranty replacement. Sent for warranty and ordered a spare coin acceptor. Moved working coin acceptor from BM to PC

Large Capital and Other Projects



Total Approved Budget: \$3,559,000. Spend as of July 5th, 2023: \$711,490

Airport Lighting – Design 2022, Construction 2023

Install Airport Airfield Lighting Replacement, with portion of funds from STIP

- Design-build contract awarded to Black & McDonald (**Cost: \$979,600, Original Budget: \$867,000). Revised Contract: \$1,016,435 + line removal/paint**)
- Leo Reedyk engaged to manage tendering, construction, commissioning, etc.
- Generator installation will be completed after Aug 1, 2023 due to long lead delivery
- Deficiency walkthrough complete June 28th, 2023. Anticipate releasing partial completion for entire scope excluding generator install by Council meeting

Lundbreck Sewer System Repairs, Flush, & Inspection – Design/Construction 2023

Repair of 3 sewer main locations within the Hamlet of Lundbreck

- Working with MPE on brief scope of work package for quotation. Design work awarded February 1st, 2023, project setup and quotation package underway.
- Draft drawings received March 2nd, 2023, review complete. Quotation package received April 6th, review complete. Released May 18th, due back May 30th
- 2 bids received, budget exceeded. Met with low bidder to review options to keep costs under the budget. Anticipate finalizing agreement by Council meeting, with construction scheduled for late July/early August

Lundbreck Lagoon Resiliency Analysis & Regionalization – Engineering 2022

Review Lagoons ability to take on more flow (both regular and high strength). Review Cowley Lagoons ability to do the same, and options for regionalization

- ACP Grant submitted in 2022, will not hear back until March/April 2023. Notice of successful grant received March 21st, 2023. Expanding scope to include Cowley
- Kickoff meeting held March 6th, 2023. Anticipate starting analysis work and investigations throughout April
- Reached out to brewery April 4th to arrange sampling. Sampling complete May 11th at lagoon and brewery 2023. Plan to setup actual flow monitoring this summer.
 - Plan is to measure flow over course of Summer to confirm mass balance
- Sampling results received and sent to brewery for reference

Beaver Mines Trail – *Design/Construction 2023*

Phase 1 design along HWY between 5th and 4th street and potential construction (if funds are available)

- Began engagement with MPE and kicked off preliminary routing February 1st, 2023.
- Bert Nyrose is representing the BMCA and their trail committee. Engagement has begun. Awaiting results of BMCA meeting at end of February prior to walking site (tentatively scheduled March 3th) for preliminary path layout drawing for AT
- Permit submitted to ATEC May 2nd, comments received May 10th
- Permit received June 23, 2023. A crosswalk has been requested by ATEC across 4th St. In discussion regarding this piece

Therriault Dam – *Geotechnical & Misc. Studies – Engineering 2023*

Address high priority deficiencies for the Therriault Dam

- Agreement signed with SNC Lavalin for Geotechnical & Hydrotechnical Assessments for the damn Jan 11, 2023
- Kickoff complete Jan 24, 2023. Geotechnical drill complete March 22nd. Piezometers (water pressure measurement tools) placed, will check readings in 2 weeks
- Spillway drone photogram will be complete when weather allows. Complete April 21st
- Draft reports received end of May, initial review complete. Working with SNC to finalize reports and recommendations

Energy Projects

MD Estimated Annual Energy Savings: \$19,978

MD Achieved Annual Savings: \$26,287*

MD Funding Secured (Total): \$178,098

**Based on utility bill review adjusted cost savings and the ICF agreement framework. This number is expected to rise as projects completed within the last year haven't seen a full year of savings.*

• General Updates

- Community Building Retrofit grant pre-application submitted for 25% of Arena upgrades March 3, 2023
 - Approval has been granted to submit full application June 12, 2023
- Furnace replacement in PW building and Airport targeted for spring 2023
 - RFQ released March 7, 2023, quotes due March 24, 2023

- Received proposals
 - 4 bidders for PW (\$4,060-\$5,407) Budget: \$4,999
 - 5 bidders for airport (\$8,670-\$13,435) Budget: \$11,000
 - Funding delayed to late 2023/early 2024
 - Awarded to Chief Mountain for \$9,212 inclusive of hot water tank replacement supplied by MD
 - Installation scheduled for July 24, 2023
 - Savings projected to be \$500 and 2.5 tonnes of GHGs annually
- Received confirmation of \$22,080 for Electrical Tracking System at the Multipurpose facility scheduled to be installed July 2023
- Lebel window retrofit
 - Project budget reduced from \$100,000 to \$87,500
 - Grant funding delayed
- Grant received from Lethbridge Community Foundation for \$5,000 to install offgrid equipment and remove the electrical service at the Lundbreck Welcome Sign
 - RFQ issued June 23, 2023, bids due July 14, 2023
 - Final scheduling pending the completion of the pathway
- Investigating innovative projects for funding streams in 2024
 - Ground source heat pump effectiveness for Administration building
 - Site visit complete with Smart Energy June 14, 2023
- QUEST program kickoff meeting June 20, 2023. Requested presentation to Council at July or August meeting
- Lebel solar project
 - To include a solar array and display inside to teach residents about the outputs of solar and the process for developing it
 - \$10,000 received from Lethbridge Community Foundation
 - \$7,000 USD from Enel North America has been committed
 - Town has tabled project for review in August
 - Community engagement on mounting process underway
 - Preferred method is shade structure on the lawn
- Submitted expression of interest for Energy Futures Lab roadshow in 2024. Received letters of support from Matthew Halton high school, Fortis Alberta, Riteline Electric, Southwest Alberta Sustainable Communities Initiative, and Enel North America
- **EV Chargers**
 - PW no longer has capacity to complete concrete finishing at Administration Chargers
 - Contractor has been engaged, scheduled for August 2023
 - Funding closeout pushed back until concrete finishing has been completed

- **Eco-centre Solar Installation**

- Final inspection report received and submitted to Fortis for bi-directional meter installation

- **Climate Resiliency and Adaptation Plan**

- \$160,000 funding approved from MCCAC
 - \$140,000 towards the contracted study
 - \$20,000 towards staff wages, training, and community event
- Open house to present adaptation plan tentatively scheduled for June 28, 2023
- Project closed out June 30, 2023
- Final report available on MD and Town website
- Presentation of results to MD Council July 11, 2023 and Town Council in August 2023
- Open House held June 28, 2023. Feedback received:
 - “What next” and “will anything be done with this”
 - Appreciation for forethought and thinking ahead
 - Disappointment at low turnout and indication of lack of trust in past municipal engagement
 - Importance of a “Champion” to push implementation
- Invited to Piikani open house July 19, 2023

- **Clean Energy Improvement Program**

- Pre-application submitted to Federation of Canadian Municipalities April 4, 2023
- Pre-application of grant to the Federation of Canadian Municipalities has been approved. Application completed and submitted June 29, 2023
- Developing full application with Alberta Municipalities
- Bylaw scheduled for second and third reading at Town on June 26, MD on June 13
- Public survey active to support program development ideas

- **Ford Lighting**

- Tender received from Marlborough Ford with estimated ETA of September 2023
 - Funding final deadline requires receipt of Vehicle by Feb 2024
 - Awarded to only bidder Marlborough Ford **\$80,371.25** (Budget \$85,000)
 - Truck built and shipped, expected delivery July 2023

	Combustion	Lightning
Cost	\$60,000	\$81,371
Grants	-	\$14,000
Net	\$60,000	\$67,371
Costs	\$1.35/L + 3% inflation and carbon tax increase	\$0.08/kWh -> \$0.12/kWh in 2026 +3% inflation
Annual savings	\$1,093	
Payback	6 years	

- **Solar Installation**

- RFP closed March 31, 2023
 - 5 proposals received
 - Preferred contractors selected, awaiting funding streams before awarding
 - Discussion underway with NavCanada about specific requirements for ensuring glare mitigation
 - A stamped Engineering report on the glare characterises of the selected panels has been provided
 - Transport Canada has reviewed the glare report and declared it sufficient
 - Project Award pending funding release
 - Contractor has indicated August 1st latest launch date to complete project before Winter
- Beginning microgeneration and Transport Canada application process in preparation for grant launch
- Discussion with MCCAC indicates grant funding to be available later than expected

Capital Projects Update - Bridges

- **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)
 - Tender awarded for construction in 2023
 - Volker Stevin at **\$367,000** (Estimate: \$475,700)
 - Awarded bidder \$124,000 lower than cancelled Tender May, 2022
 - Land is purchased and agreements are signed. Title registration may take a few months
 - STIP Application submitted, not awarded
 - Tender released April 27th, 2023. Closed May 11th, awarded to low bidder
 - Anticipated completion by Sep. 30th, 2023
 - **Contract signed. Pipe ordered. Construction tentatively scheduled Aug 10-15th**

- **Bridge File 7743 – Local Road over Gladstone Creek, SW-23-05-02-W5M**
 - Tender awarded for engineering in 2021
 - Roseke Engineering at **\$45,015 (Budget \$46,000)**
 - Tender awarded for construction in 2022
 - Volker Stevin at **\$267,700 (Budget \$280,500)**
 - Final construction inspection completed March 7th, 2023. Project complete excluding minor deficiencies and level 2 bridge inspection

- **Bridge File 2488 – Fisher Bridge, NW-26-07-02-W5M**
 - ISL awarded Supply-Build Engineering contract
 - Design, Supply, & Fabrication of Prefabricated Bridge awarded to Algonquin Bridge (**Cost: \$458,040. Eng. Est: \$638,000**).
 - RFPQ (Request for Contractor Pre-Qualification) for Installation has been sent out and closed July 26th. Installation RFQ bids received September 14th, 2022. Awarded to low bidder (**Cost: \$330,954. Eng. Est: \$349,000**)
 - Existing abutments will have partial depth repairs complete, and cracks will be epoxy injected and sealed. Work falls under new DFO code of practice for clear span bridge
 - Scour identified under existing abutment. Awaiting costed plan from ISL for discussion
 - **Bridge construction work complete. Algonquin (bridge manufacturer) and ISL have recommended a “soft opening”. Anticipate opening week before Council meeting**
 - Guardrail and abutment epoxy/sealing work to follow

- **Bridge File 74048 – Todd Creek Culvert, NW-36-009-03 W5M**
 - Pricing Received for Preliminary Engineering & Design
 - Awarded to Roseke Engineering at **\$18,286** (QAES Assessment scope added)
 - Evaluating maintenance and/or replacement options for the 1962 1.8mx1.1mx15.8m culvert
 - Class C waterbody with Restricted Activity Period (RAP). No detour
 - Preliminary Engineering complete May 9th, 2023
 - Recommendation is to replace if STIP funding can be obtained, or install timber struts until funding can be obtained (to be discussed in 2024 budget planning)

- **Bridge File 70175 – Yarrow Creek Bridge Rehabilitation, NW-22-003-030 W4M**
 - Pricing Received for Preliminary Engineering & Design from multiple firms.
 - Awarded to Roseke Engineering at **\$17,990 (Budget \$20,000)**
 - Class C waterbody with Restricted Activity Period (RAP) and critical habitat for at-risk species
 - Preliminary engineering report complete June 9th, 2023. Proceeding with design and permitting. Scope includes:
 - Perform a pile splice repair on two piles in the west abutment, replace the east pile cap, place fill and riprap at the west headslope, minor wheel guard repairs & repairs to east timber span, channel realignment, and west abutment riprap work

- **Bridge File 75801 – Oldman River Tributary Culvert, SW-09-010-01 W5M**
 - Pricing Received for Preliminary Engineering & Design
 - Awarded to Roseke Engineering at **\$4,314.83 (Budget \$5,000)**
 - Evaluating maintenance design for struts the 1953 1.4mx1.6mx24m culvert
 - Class D waterbody with no RAP
 - Preliminary engineering complete. Struts recommended, drawing complete
 - Determining feasibility of doing in-house vs. contracting out in 2024. To be discussed in 2024 budget planing

- **Bridge File 76294– 2nd Tributary to Castle River, SW 32-006-01 W5M**
 - Preliminary Engineering & Design awarded to Roseke July 14, 2022
 - Tender awarded for construction in 2023
 - East Butte at **\$198,407** (Estimate: \$253,500)
 - Recommendation is replacement with an upsized 1.6m diameter x 27m L single culvert (existing structure is 1.5m diameter x 18.3m L)
 - STIP Application drafted and submitted November 23rd. Confirmed April 17th, 2023
 - Anticipated completion by Nov. 30th, 2023, potential plan to start early to mid-August
 - Contract signed

- **Watercourse Crossing Inspection & Remediation Project – 100% Grant funded**
 - \$150,000 in grant funding awarded for Year 1 of this program
 - **Fintegrate** awarded initial contract to assess all MD crossings, prioritize for remediation, & perform detailed regulatory authorizations
 - Work has begun on prioritization & initial assessment, 175+ crossings reviewed
 - Anticipate moving forward with design of 3 crossings. Proposals received for 3 eligible crossings, kicked off preliminary design January 20th, 2023
 - BF 7080 Dungarvan Creek Culvert Replacement, SW-17-003-29 W4M
 - Tapay (Carbondale) Road over Iron Creek Culvert Replacement, SW-15-006-03 W5M
 - TWN Rd. 31A (Chapel Rock) over South Todd Creek Culvert Replacement, SE-023-09-03 W5M
 - Anticipating regulatory Directives making dealing with SAR crossings mandatory
 - Y1 grant extension to November 30th, 2023 received
 - Funding agreement signed March 28th, 2023 for additional \$1.55M to cover additional assessment, and engineering along with replacement of 2 crossings, to be complete by March 2025

- **WCR #1: Iron Creek under Tapay (Carbondale) Road, LSD SE-15-006-03 W5M**
 - Prelim. engineering complete. Design awarded to Roseke Engineering
 - 100% grant funded (excluding potential land costs)
 - Anticipated structure is a 4.7m x 2m corrugated steel box culvert
 - Anticipate 2024 construction

- **WCR #2: South Todd Creek Trib. under Chapel Rock Road, LSD SE-23-009-03 W5M**
 - Prelim. engineering complete. Design awarded to Roseke Engineering
 - 100% grant funded (excluding potential land costs)
 - Anticipated structure is a 1.6m open bottom CSP culvert
 - Anticipate 2024 construction

- **WCR #3: Cow Creek Trib. under North NU Road, LSD NE-35-008-03 W5M**
 - Design & QAES portion awarded to ISL Engineering
 - Engineering and design will be 100% grant funded (excluding potential land costs)
 - **QAES report complete**
 - Anticipate construction late Summer/Fall 2023 by PW

Roads

- **Patton Avenue (Lundbreck) - Engineering and construction 2023 – Budget \$72,000**

Improve drainage on the east boulevard of Patton Avenue to create positive drainage to the catch basin on the North end.

- Service agreement for professional service has been signed with ISL Engineering and Land Services LTD on December 12th 2022
- Project has been awarded to Ground Breakers. Contractual project completion August 31st, 2023.
- Council decided May 23rd, 2023 to proceed with paving up to property edge. CCN issued, change order received and approved.
- TAS, ECO Plan underway. Contractor preliminarily plans to start work July 4th.
- Pre-construction meeting held July 4th. Construction underway, anticipated completion July 31st.

Recommendation:

That the Utilities & Infrastructure report for the period June 22nd – July 5th is received as information.

Prepared by: Roland/ David/Tristan

Date: July 6th, 2023

Submitted to: Council

Date: July 11th, 2023

Recommendation to Council

G1b

TITLE: Beaver Mines Wastewater Treatment Facility Cost Update			
PREPARED BY: David Desabrais/Meghan Dobie		DATE: July 5th, 2023	
DEPARTMENT: Utilities & Infrastructure			
<i>David Desabrais</i> Department Supervisor	<i>July 5/23</i> Date	ATTACHMENTS: 1. Revised Forecast	
APPROVALS:			
 <hr/> Department Director	<i>July 5/23</i> <hr/> Date	 <hr/> CAO	<i>2023/07/06</i> <hr/> Date

RECOMMENDATION:

That Council approve an additional \$175,000 and a revised project total of \$4.75M, for the Beaver Mines Wastewater Treatment Facility.

That Council amend resolution 22/254 to allow for a maximum use of \$3.6M from the Municipal Sustainability Initiative (MSI).

BACKGROUND:

- As per section 248(1) of the MGA, a council resolution is required for any capital purchase not included in the 2022 budget, or for capital items that exceed the budget.

Revised Forecast

- Currently the actual costs for the Beaver Mines Wastewater Treatment Facility is anticipated to come in over budget.
- The May 31, 2022 update included 10% contingency of approximately \$351,000. It was anticipated at that time that this would sufficiently cover the following items which were not included in that budget update:
 - 2020 geotechnical & land scoping work: **\$48,000** incurred
 - Landowner negotiation, subdivision surveying + closeout, legal fees, and other land related payments outside of lump sum purchase price: **\$41,000** incurred
 - Legal fees related to initial land purchase + appeal: **\$150,000** incurred to date
 - Fortis Connection: **\$14,500** incurred
 - Equipment direct purchases: **\$7,500** incurred
 - 7 Gates Road culvert upgrade: **\$31,000** incurred
 - Tree replanting: **\$25,000**
- The above incurred costs total **\$317,000**, leaving \$34,000 in contingency

Recommendation to Council

- **\$175,000** is requested in change orders in order to cover the additional incurred costs and to ensure we have an appropriate contingency to successfully closeout the project. Larger items shown below:
 - Material/quantity changes from original tender: **\$40,000** anticipated
 - Additional Banner PM adder + appeal related cost capture: **\$40,000** anticipated
 - Additional heat tracing and lateral protection: **\$40,000** anticipated
 - Appeal related landowner issues: **\$17,000** anticipated
 - Minor operational modifications: **\$7,500** anticipated
 - Additional direct purchase equipment: **\$5,000** anticipated
- The appeal is still ongoing and additional legal fees may also be incurred

Wastewater acceptance is anticipated in early September and the construction schedule is tight. To minimize the risk of any project delay as construction nears closeout while leaving room for additional constructed related contingency over the summer months administration recommends approving an additional **\$175,000**, bringing the total budget of the Beaver Mines Waste Water Project to **\$4.75M**.

This will allow administration to move forward with current anticipated change orders with approximately **\$50-60,000** available for any additional appeal related or unforeseen costs during construction and commissioning.

FINANCIAL IMPLICATIONS:

The project is funded in combination with all the Beaver Mines Projects. Specifically, the Beaver Mines Wastewater Treatment Facility is funded by a combination of Small Community Fund SCF (66.67%), Alberta Municipal Waste/Wastewater Partnership AMWWP (75%) and Municipal Sustainability Initiative MSI (100%).

Revised Forecast

	Lift Station and Forced Main	Waste Water Treatment Facility*	Distribution and Collection	Total	Notes
Estimated Project Total (2020)	2,870,000	3,280,000	6,958,000	13,108,000	
Change Order June 2020	-	-	(706,400)	(706,400)	A
Change Order July 2021	(235,000)	212,594	388,400	365,994	B
Change Order Nov 2021		35,000		35,000	C
Change Order Legal (incurred)	1,165	155,596	11,956	168,717	D
Change Order May 2022		888,856		888,856	E
Change Order June 2022	670,000		(350,000)	320,000	F
Change Order July 2023		175,000			G - Pending July Meeting
Total Revised Forecast	3,306,165	4,747,046	6,301,956	14,180,167	
Funding Sources					
Small Community Fund (SCF)	1,266,385	633,378	4,100,237	6,000,000	All calculations on 2023 Budget
Stimulus (AMWWP)	1,625,839	2,935,991		4,561,830	
MSI	413,940	1,147,542	2,017,162	3,578,645	Max MSI is 3.4M resolution 22/254
MD Funded (Reserves)	-	30,135	184,557	214,692	
Total Funding	3,306,165	4,747,046	6,301,956	14,355,167	

Summary To Date

	Lift Station and Forced Main	Waste Water Treatment Facility	Distribution and Collection	Total	Notes
Capital Cost Incurred to Date	2,429,051	2,440,361	4,526,306	9,395,717	
Funding By					
Small Community Fund (SCF)	1,054,625	845,558	2,893,412	4,793,595	
Stimulus (AMWWP)	1,110,155	1,277,355	-	2,387,510	
MSI	264,270	287,314	1,448,337	1,999,920	
Reserves	--	30,135	184,557	214,692	
Total Funding	2,429,051	2,440,361	4,526,306	9,395,717	

Notes:

- A** Change order presented to Council on June 23, 2020 - Connection required as part of Castle along the east side of Beaver Mines to connect to the distribution system.
- B** Change order presented to Council on July 13, 2021:
BMFLF - Build is expected to be less as a result of a redesign, offset slightly by increased engineering/design fees
BMWW - Regulatory Costs of \$50k and \$162k related to Commodity Pricing and 2% extra construction contingency for multiple yrs. of construction - expected to impact mobilization costs.
BMDC - Cost to pipe increase, utility relocate for ATCO between 5th and 8th street, increased engineering due to extended construction and protracted AEP approval. Change to service delivery to include 3 additional lots.
- C** Change order presented to Council on November 9, 2021:
BMWW - additional engineering and consulting services regarding from Banner regarding the appeal process.
- D** Legal costs are out of scope and have not been factored in to the project total. The above is what the MD has incurred to date.
- E** Change order presented to Council on May 31, 2022:
BMWW - escalations in material, fuel, supplies and market uncertainty which has resulted in an overall increase of \$570k. An additional budget of \$35k was also added to Banner's scope to address the ongoing AEP mediation however does not capture additional costs which may be incurred in the case of Appeal in front of the EAB. Other additional out of scope works have also been factored in, such as SCADA, public engagement, landowner/client meetings, etc. Lastly, an additional 90k has been added to the overall contingency.
- F** Change order to be presented to Council on June 14, 2022:
BMFLF - the tender process has resulted in a 15% increase in the project. This is mainly due to current market conditions.
BMDC - the 2021 tender for construction was lower than originally estimated.
- G** Change order to be presented to Council on July 11, 2023:
BMWW - To minimize the risk of any project delay as construction nears closeout while leaving room for additional constructed related contingency over the summer months. Contingency mainly eaten up by legal.. see Council report for further details.

Administration Guidance Request

TITLE: PUBLIC WORK OPERATIONAL REPORT			
PREPARED BY: PATRICK GAUVREAU		DATE: JULY 7, 2023	
DEPARTMENT: PUBLIC WORKS			
			ATTACHMENTS : 1. Call Log
Department Supervisor		Date	
APPROVALS:			
			
_____		_____	
_____		2023/07/06	
Department Director		CAO	
Date		Date	

REQUEST:

THAT Council, accept the Public Works Operational report for the period of June 26, 2023 to July 7, as information.

BACKGROUND:

PUBLIC WORKS OPERATIONS FROM JUNE 26, 2023 TO JULY 7, 2023:

FLEET/MECHANICS SHOP

Had 3 call outs and shop work performed on our #9 wobley – 11 hours
 Grader #65 had 5 hrs of work performed.
 Grader #64 had 25 hrs of work performed.
 Bomag attachment
 Unit 26 inspection – grader mower – 2 hrs
 Cleaned shop - 4 hrs
 Unit 501 – field call – wouldn’t start – 1 hr

IN FIELD OPERATIONS

Whipper snipping various areas
 1 Cattle guard install at Pincher Colony
 1 cattle guard installed at Reno Welshes
 Load out waste material from sand shed and haul damaged culverts from yard to sand shed.
 Pound posts on permanent snow fence various locations.
 Spot graveling with MD trucks in various locations.

Administration Guidance Request

Move equipment to north Burmis to be ready for dust control start.
Marking areas for dust control.
Clean up unauthorized garbage at lagoons.
Mowing in Lundbreck.
Mowing at airport, lagoons, cemetery and Beaver Mines water station.
Finish reclamation at Vantall pit.
Bridge and guard railing cleaning in various locations.
Gravel crew assigned to gravel haul.
Dust control being applied in Division 5, 4
Bridge inspections
Cattle guard cleaning completed.
Lowbed equipment various locations.
Hauled blocks back from Fishers bridge.
Put pump back in at water intake with loader.
Average 6 graders out.

FINANCIAL IMPLICATIONS:

None

REQUEST ID NUMBER	DIVISION	CONCERN/REQUEST	ASSIGNED TO	REQUEST DATE	ACTION TAKEN	FOLLOW UP	COMPLETION DATE
2023-135		Increase dust control to 200m (form only says 100m)	J. Gaydos	June 21, 2023	Completed	Will be done when dust control starts	
2023-136	Division 1	Dust control marked out short portion of RR 295 but would like more of the road to the north done as well.		June 21, 2023	Completed		
2023-137	Division 2	5-6 Snow fences, need to be repaired or removed as debris is landing in field.		June 22, 2023	Scheduled for later date	When Gravel Ends	
2023-138	Division 3	Would like township road graded.		June 22, 2023	Completed		June 28, 2023
2023-139	Division 2	RR 28-2 trucks hauling gravel, but not water truck and lots of dust. Please have water truck tomorrow if in the area			Completed		
2023-140	Division 1	Would like dust control, road has been marked off for a few weeks. Would like a phone call in regards to it.			Not actionable		
2023-141	Division 5	Would like road graded at Burmis Estates/Hidden Valley, road is wash boarded really bad.		June 23, 2023	Completed		June 29, 2023
2023-142	Division 5	Would like road graded as it is washboarded.		June 27, 2023	Completed		
2023-143	Division 1	Would like to meet with someone about widening the road, (may need to widen at train track as well) to get equipment in and also about grading the road. Black Acher farms limited.		June 28, 2023	Not actionable	Needs to go through CP Rail	
2023-144	Division 3	Potholes and Washboarded, would like it graded		June 28, 2023	Scheduled for later date	After Gravel and dust control	

REQUEST ID NUMBER	DIVISION	CONCERN/REQUEST	ASSIGNED TO	REQUEST DATE	ACTION TAKEN	FOLLOW UP	COMPLETION DATE
2023-145	Division 1	RR29-2 would like approach to get new gravel, was told last year it would happen but mist have got missed		June 28, 2023	Scheduled for later date	To be done with gravel program	
2023-146	Division 5	Maycroft Road needs dust control		June 27, 2023	Completed		July 4, 2023
2023-147	Division 3	Would like road graded. RR1-1 south off highway 507		July 4, 2023	To be actioned		
2023-148	Division 1	Would like 100km sign a bit farther down west as the new approach for Dam Campground should be in the 80km not 100 km		July 4, 2023	Not actionable	Volker Stevin Approach	
2023-149	Division 3	Would like the road graded.		July 4, 2023	To be actioned	Joey Informed - to be done when gravel & dust control finished in area	
2023-150	Division 5	snow fence causing weed build up, and becoming a hazard. Would like it removed. North Burmis Road		July 4, 2023	Not actionable	Were told to stay away from fence	
2023-151	Division 2	Wants Crook road graded.		July 4, 2023	To be actioned	Kent informed	
2023-152	Division 1	Twtnship Line Road, Gravel truck is making a lot of dust. Maybe a water truck can follow? Or dust control		July 5, 2023	Completed	Water truck sent that way	July 5, 2023
2023-153	Division 1	Terry from Butte Ranches, He said that the grader or gravel truck took out his fence post today July 6 between 8-11 am, between him and his neighbours house.		July 6, 2023	To be actioned		

Recommendation to Council

G2a

TITLE: Q2 2023 Financial Summary			
PREPARED BY: Meghan Dobie		DATE: July 6, 2023	
DEPARTMENT: Finance			
			ATTACHMENTS:
Department Supervisor		Date	<ol style="list-style-type: none"> 1. Reserves – June 30, 2023 2. Actual vs Budget – June 30, 2023 3. Financial Statement View – June 30, 2023
APPROVALS:			
			
Department Director	Date	CAO	Date

RECOMMENDATION:

That Council receive the Q2 2023 Financial Summary as information.

BACKGROUND:

- Financial information is to be provided to Council quarterly, with the exception of Q1.

FINANCIAL IMPLICATIONS:

N/A

Municipal District of Pincher Creek No. 9 Reserve Summary

June 30, 2023

Reserve (Restricted Surplus) Accounts	Opening Balance	Transfer To Reserves*	Transfer From Reserve	Ending Balance
Airport	329,771	-	-	329,771
Bridge	3,082,850	400,000	(20,934)	3,461,916 (A)
Building	175,100	100,000	-	275,100 (B)
Dam (Water Storage)	75,000	-	-	75,000
Equipment	3,967,698	700,000	(566,737)	4,100,960 (C)
Emergency Management	61,001	-	-	61,001
Next Year Completions	103,863	-	(9,747)	94,117 (D)
PCESC Equipment	59,369	50,000	-	109,369
Road Infrastructure	3,033,570	250,000	(12,301)	3,271,269 (E)
Recycle Equipment	104,966	-	-	104,966
Regional Community Initiatives	249,834	395,800	(100,000)	545,634 (F)
Seniors Housing	200,000	50,000	-	250,000
Tax (Mill) Rate Stabilization	2,379,242	-	-	2,379,242 (G)
Water and Wastewater Infrastructure	1,066,533	200,000	(9,837)	1,256,696 (H)
	14,888,798	2,145,800	(719,556)	16,315,041

*Transfers to Reserves are all the 2023 budgeted transfers and budget amendments unless stated otherwise below

(A) Bridge Reserve

	Purchase Price	Budget
Bridge File #74048 RR 30A Over Todd Creek	18,276	25,000
Bridge File #75801 RR 14 Over Oldman Tributary	2,658	5,000
Iron Creek Under Carbondale Road (Res 23/205 + 5k)		
Tributary to South Todd Creek Under Chapel Rock Road (Res 23/205 + 5k)		
	20,934	30,000

(B) Building Reserve

	Purchase Price	Budget
Renewable Energy Installation		70,000
Concrete Pad (Cancelled Res 23/258)		60,000
Quonset Overhead Door		20,000
		150,000

(C) Equipment Reserve

Purchases	Purchase Price	Budget
Tractor	232,500	250,000
Stone Crusher	198,900	200,000
AES Light Truck		80,000
F150 Lightning		71,000
1/2 Ton Truck	60,726	70,000
Hydroseeder		22,000
Snow Blade	18,375	20,000
Sand Box	17,586	20,000
Snow Plow	17,700	15,000
Heavy Duty Set	11,800	10,000
AC Recovery Machine	9,150	10,000
	566,737	768,000

(D) Next Year Completion Reserve

	Opening Balance	Transfer To Reserves	Transfer From Reserve	Ending Balance
Admin Artwork	9,611			9,611 Art Committee - Active
Chart of Accounts Project	25,706		(506)	25,200 E Timesheets - Active
Special Consultants - CUPE, AM, COA	10,000			10,000
Community Values Study	20,000			20,000
DAM Study	38,546		(9,240)	29,306 Results and Follow-up - Active
	103,863	-	(9,747)	94,117

(E) Road Infrastructure Reserve

Project Name	Purchase Price	Budget
Patton Avenue	5,445	72,000
Lundbreck 2nd Ave Drainage (Res 23/113 + Res23/204 +15k)	6,096	
Boat Club Road (Res)	760	
	12,301	72,000

(F) Regional Community Initiatives Reserve

	Transfers Out	Budget
Contribution to PCCELC	100,000	100,000

(G) Tax (Mill) Rate Stabilization Reserve

	Transfers Out
PW 10 Strategic Master Plan (Res 23/258 + 50k)	-

(H) Wastewater and Water Infrastructure Reserve

Project Name	Transfers Out	Budget
Lundbreck Sewer System Repairs, Flush, & Inspection	9,525	180,000
Eco Centre	312	
	9,837	180,000

Municipal District of Pincher Creek No 9.
Actual vs Budget
June 2023

	2023 Actual	2023 Budget	Variance	% of Budget Remaining	Comments
Wages					
Council	(64,597)	(174,215)	109,618	62.9%	
Administration	(622,745)	(1,391,200)	768,455	55.2%	
AES	(127,877)	(305,500)	177,623	58.1%	Favorable
Public Works and Water Services	(1,134,822)	(2,827,000)	1,692,178	59.9%	
Taxes and Requisitions	15,853,860	13,435,590	2,418,270	-18.0%	Favorable mainly due the budget amendment passed in April 2023 and timing. Tax revenue is recorded in May, however the MD has not made requisitions payments of approximately \$2M to ASFF and Holy Spirit.
Investment Income	54,013	265,000	(210,987)	79.6%	Investment income on bonds is a year end entry.
Council	(24,981)	(131,785)	106,804	81.0%	Favorable due to less training, hotels, etc., and subscriptions not yet paid.
Administration	(347,876)	(870,470)	522,594	60.0%	Spending is on track at this point, however it is expected that contracted services will likely exceed budget.
Fire/PCREMO	(564,949)	(917,915)	352,966	38.5%	Favorable as contributions to PCESC of 150k have not yet been paid and 2023 budget was too high.
Bylaw	(56,977)	(314,950)	257,973	81.9%	Favorable as police funding costs (Q2 to Q4) have not yet been paid. It is anticipated the MD will incur \$320k in policing costs. It is not clear if the MD will be responsible for RCMP retro pay.
Public Works	(2,401,521)	(4,300,260)	1,898,739	44.2%	See note (A) below
Airport	29,763	(67,075)	96,838	144.4%	Immaterial
Wastewater	(14,004)	(70,080)	56,076	80.0%	Immaterial
Waste Management	(140,627)	(386,555)	245,928	63.6%	The MD has paid Jan to May invoices to CNPC Landfill, therefore spending looks to be on track. The MD plans to review and provide an analysis of the Eco Centre costs for the next Council meeting.
Regional Water	(474,385)	(741,390)	267,005	36.0%	Favorable due to remaining debenture payments of \$55k and a \$65k utility base rate transfer not yet moved. A report to Council is required for an unexpected water pump failure that occurred earlier in the year. Other spend is projected to be within budget.
Cemetery - Town of Pincher Creek	-	(50,000)	50,000	100.0%	
Planning	63,683	(94,650)	158,333	167.3%	Favorable mainly due timing. The MD has not been fully invoiced or incurred expenses from ORSCC and Superior Safety codes.
Agricultural and Environmental Services	(15,181)	(20,770)	5,589	26.9%	Immaterial
Recreation	(862,569)	(611,650)	(250,919)	-41.0%	Unfavorable due to a increase of 250k to the Regional Community Initiatives Reserve as part of the budget amendments.
Community Services	(446,224)	(425,125)	(21,099)	-5.0%	Immaterial
Deficiency of Revenue over Expenses Before Other	8,701,985	-	8,701,985		
Depreciation	0	-	0		
Surplus (Deficiency) Including Depreciation	8,701,985	-	8,701,985		

Note - The financial information view above is not Generally Accepted Accounting Principles (GAAP), therefore will not tie to the 2023 financial statements. This view is used for budgeting purposes, to help ensure we are funding expenditures appropriately. For example - Transfers to/from reserves are not recorded on the statement of operations for financial reporting purposes, as they are not true revenue/expenses. For tracking and budget purposes they are included in the above summary.

Note A Public Works

Contracted service work is not yet done/used	209,878
Gravel Program in progress, to be complete by end of July	209,313
Mowing tender awarded, work set for later in the year	250,000
No major equipment breakdowns to date	146,469
Fuel is on track to be within budget	406,045
Dust Control and Cold Mix Program started, but not yet invoiced or completed	529,346
Debenture payments are not yet made	71,520
Other	76,168
Total	1,898,739

Municipal District of Pincher Creek No 9
Consolidated Statement of Operations (Income Statement) **Financial Reporting View**
As of June 2023
Excluding Depreciation

	Budget	2023	2022	Actual vs Budget
Net municipal property taxes	13,348,620	15,795,521	13,171,798	2,446,901
User fees and sales of goods	435,050	91,180	405,301	(343,870)
Government Transfer for Operating	450,900	165,255	357,079	(285,645)
Investment income	266,000	54,013	443,394	(211,987)
Penalties and costs of taxes	70,900	53,329	95,009	(17,571)
Licenses and permits	64,300	45,332	95,591	(18,968)
Proceeds from disposal of capital assets	-	-	-	-
Rental	125,635	50,101	81,468	(75,534)
Other	140,570	48,020	224,773	(92,550)
Total Revenue	14,901,975	16,302,751	14,874,412	1,400,776
				-
				-
Legislative	306,000	89,578	179,190	(216,422)
Administration	2,246,605	862,645	1,966,206	(1,383,960)
Protective Services	1,248,015	646,126	968,616	(601,889)
Roads, streets, walks and lighting	5,615,560	2,077,754	5,461,101	(3,537,806)
Airport	106,310	5,975	49,567	(100,335)
Water supply and distribution	826,885	264,952	505,484	(561,933)
Waste management	406,555	147,196	322,733	(259,359)
Wastewater treatment and disposal	89,080	18,333	25,836	(70,747)
Family and community support services	134,000	138,020	133,514	4,020
Cemeteries and crematoriums	50,000	-	51,870	(50,000)
Land use planning, zoning and development	249,650	19,778	277,224	(229,872)
Agricultural and environmental services	681,170	220,472	450,721	(460,698)
Parks and recreation	465,850	466,769	457,570	919
Culture - libraries, museums, halls	448,125	521,610	443,444	73,485
Total Expenses	12,873,805	5,479,208	11,293,076	(7,394,597)
				-
Deficiency Excess of Revenue over Expenses Before Other	2,028,170	10,823,543	3,581,336	8,795,373
				-
Government transfers for capital	12,575,000	1,242,653	6,610,453	(11,332,347)
				-
Deficiency Excess of Revenue over Expenses	14,603,170	12,066,196	10,191,789	(2,536,974)

Municipal District of Pincher Creek No 9
Expenses by Object
As of June 2023

Salaries, wages and benefits	4,920,405	2,023,297	4,191,354	(2,897,108)
Contracted and general services	3,339,815	783,257	2,918,581	(2,556,558)
Materials, goods, supplies and utilities	2,399,485	867,424	2,165,952	(1,532,061)
Bank charges and short term interest	10,000	2,964	7,403	(7,036)
Interest on long term debt	92,110	47,038	99,604	(45,072)
Other expenditures	37,900	12,111	29,046	(25,789)
Transfers to organizations and others	1,394,250	1,272,602	1,231,402	(121,648)
Transfer to Local Government	679,840	471,564	645,326	(208,276)
Amortization of tangible capital assets	-	(0)	-	(0)
Loss on disposal of tangible capital assets	-	(1,050)	4,408	(1,050)
Total Expenses by Object	12,873,805	5,479,208	11,293,076	(7,394,597)

CHIEF ADMINISTRATIVE OFFICER'S REPORT

June 23, 2023 to July 7, 2023

Discussion:

June 26	Trail Proposal Meeting with Town
June 27	Council Committee and Council Meetings
June 28	Organizational Review Preliminary Discussion
July 3	Canada Day Stat
July 4	Org Chart Review with Director of Finance
July 5	Public Works Safety Meeting
July 6	Council Package Preparation
July 6	JHSC Administration Building Inspection
July 6	CUPE Negotiations Mtg.

Upcoming

July 11	Council Committee and Council Meetings
June 12	Planning Meeting
June 12	JHSC Meeting

RECOMMENDATION:

That Council receive for information, the Chief Administrative Officer's report for the period June 23, 2023 – July 7, 2023.

Prepared by: CAO, Roland Milligan

Date: July 6, 2023

Respectfully presented to: Council

Date: July 11, 2023

Administrative Support Activity since last Council Meeting
– prepared by Jessica McClelland, EA

Letters from last Council:

Advertising/Social:

- CALUA Information Meeting – July 10, 2023
- Holiday hours – MD offices/Eco Centre
- Lundbreck Construction – Patton Ave
- New RCMP Crime Reporting

Other Activities:

Weekly Updating Beaver Mines Community on Project
Joint Funding Sub Committee Meeting
Assisting CALUA setting up Public Meeting
Working with Sara Lynn for 2023 Hay Permits

Invitations to Council:

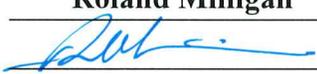
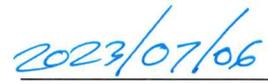
- Lorne Thompson – checking his schedule
- Irrigation District – spoke with Ministers Assistant, meeting will be scheduled following RMA and will be virtual
- QUEST Canada (Net-Zero Communities Accelerator program) – July 11, 2023

Upcoming Meetings of Importance:

Regular Committee, Council – July 11, 2023
Heritage Acres Pancake Breakfast – July 21 and 22, 2023
Pancake Flipping – August 19, 2023
Pincher Creek Parade – August 19, 2023
Regular Committee, Council – August 22, 2023

Recommendation to Council

G4b

TITLE: Proposed Amendments to Funding Model for the Pincher Creek Emergency Services Commission			
PREPARED BY: Roland Milligan		DATE: July 6, 2023	
DEPARTMENT:			
		ATTACHMENTS: 1.	
Department Supervisor	Date		
APPROVALS:			
_____		Roland Milligan 	
_____			
Prepared by	Date	CAO	Date

RECOMMENDATION:

That Council request that the Pincher Creek Emergency Services Commission amend the funding bylaw, Bylaw No. 3-2016, and revisit the Membership Agreement in order to revise the funding formulas as follows:

Remove the Equalized Assessment pillar from the Funding Formula, thereby using the three remaining pillars for determining the funding levee for the respective municipalities (population, number of assessed properties, calls per municipality), and further;

That the funding level for both real property (all capital purchases), as defined in the agreement, as well as the funding of reserves be set as an equal share for each municipality.

BACKGROUND:

The MD and the Town fund the Pincher Creek Emergency Services Commission (the Commission) based on Bylaw No. 3-2016 and the Membership Agreement.

The Agreement states that the funding formula be revisited after five years to see if it is functioning for all partners. The MD has raised concerns for a number of years regarding the funding formula.

After a joint discussion on June 21, 2023, the Town and the MD agreed to forward some proposed amendments to the funding formula to the Commission for consideration.

The proposed amendments discussed are:

Recommendation to Council

- That both the Town and the MD agree to remove the Equalized Assessment pillar from the Funding Formula, thereby using the three remaining pillars for determining the funding levee for the respective municipalities (population, number of assessed properties, calls per municipality).
- That both the Town and the MD agree to 50/50 funding for both real property (all capital purchases), as defined in the agreement, as well as the funding of reserves.

FINANCIAL IMPLICATIONS:



**PROCLAMATION
ALBERTA DEVELOPMENT OFFICERS WEEK
SEPTEMBER 19th TO SEPTEMBER 22nd, 2023**

WHEREAS, A Development Officer is a current planning and development specialist with knowledge in current legislation, policy and bylaws, systems and technical requirements for physical development within communities in the Province of Alberta. A Development Officer enforces and administers land use regulations and policies on behalf of a municipality and is designated to the position of Development Authority by the municipality as defined by the Municipal Government Act, RSA 2000, Chapter M-26.

WHEREAS the Alberta Development Officers Association, representing professional Development Officers in Alberta, endorses Alberta Development Officers Week to recognize sound development and planning practices and the contribution made by Development Officers to the quality of development within our communities and environment; and,

WHEREAS Alberta Development Officers Week helps us to publicly recognize the work of our municipal colleagues in planning and development for the improvement of the _____ Municipality _____; and,

WHEREAS we recognize Development Officers and their commitment to public service; and,

NOW, THEREFORE, I, _____, do hereby proclaim the week of September 19th to September 22nd, 2023, to be designated as Alberta Development Officers Week in the _____ Municipality _____.

Proclaimed this _____ day of _____, 2023

SEAL

Mayor

H1b

Foothills Little Bow Municipal Association

c/o Vulcan County

Box 180

Vulcan, AB

TOL 2B0



July 4, 2023

Re: Regular Meeting of the Foothills Little Bow Municipal Association

Date of Meeting: **September 15, 2023**

Time: Registration 9:30 a.m. Meeting Starts: 10:00 a.m.

Location: Coast Hotel Lethbridge
526 Mayor Magrath Drive South
Lethbridge, AB

To our members,

Please consider this letter as Notice of the winter meeting of the Foothills Little Bow Municipal Association.

We encourage you to submit resolutions by August 25, 2023, three weeks prior to the meeting.

Municipalities are also encouraged to bring forward any topics which are currently of interest or concern to your community. Please contact me no later than September 1st if you wish to make a presentation, along with the amount of time required. If presentations are not brought forward, the Foothills Little Bow Municipal Association will select local presenters or experts from RMA.

Thank you in advance for your anticipated contributions.

Yours truly,

Laurie Lyckman
Chair



H1c
**2023 ALBERTA FIRE
TRAINING CONFERENCE**
www.abfiretraining.org

The Alberta Fire Training Conference Committee is excited to announce our **18th Annual Alberta Fire Training Conference**.

The conference will take place from **October 19 to October 21** at the Lethbridge Coast Hotel. This year's theme is **"Back to the Basics"**.

The Alberta Fire Training Conference brings modern training information to firefighters across Western Canada through educational seminars and hands-on training, as well as hosts a wide variety of service-related vendors at the walk-through tradeshow.

The conference begins on Thursday with Captain Sean Gray from Cob County Fire & Emergency Services and Captain John Ceriello from FDNY instructing our "Hands On Training". These two world-class instructors will share their knowledge on fire behaviour, fire control, airflow and flow paths, etc.

Both Captain Gray and Captain Ceriello will join us again on Friday with a full-day seminar discussing topics such as the coordinated attack, search and rescue, and fireground operations.

On Saturday, the participants can choose from several sessions with topics such as fire service leadership, flow paths, VES techniques, etc.

The conference also includes our annual tradeshow on Friday and Saturday.

Mark your calendar for this exciting training and educational opportunity!



2023 ALBERTA FIRE TRAINING CONFERENCE

www.abfiretraining.org

Sponsorships

Donations can be made for meals or the following 5 levels:

First Alarm:

\$100 - \$300 which will have you identified as a sponsor in the conference program, as well as being featured on the PowerPoint.

Two Alarm:

\$301 - \$600 which will have you identified in the conference program, featured in medium font on the power point, and have promotional literature (if provided) included in delegates' welcome bag.

Three Alarm:

\$601 - \$999 which will have you identified in the conference program, featured in medium font on the power point, have their link/logo on our website, have promotional literature (if provided) included in delegates' welcome bag and be announced as a sponsor at coffee breaks.

Four Alarm:

\$1,000 – \$2,000 which will have you identified in the conference program, featured in large font on the power point, have their link/logo on our website, have promotional literature (if provided) included in delegates' welcome bag, and be announced as a sponsor at coffee breaks.

Five Alarm:

\$2,001 < greater which will have you identified in the conference program, featured in extra-large font on the power point, have their link/logo on our website, receive sponsorship recognition at the lunch/banquet and of Guest Speaker, have promotional literature (if provided) included in delegates' welcome bag, and have their banner displayed at the lunch/banquet (if a banner is provided).

Regardless of the amount you choose to donate, your business will be seen by other vendors, and delegates from across the western region! Sponsors will be listed on overhead screens continuously throughout the tradeshow hours and linked on our website. If a monetary donation is not an option, no problem, we have another way you can show your support! The second option is to donate to the silent auction or to our swag bags. Donations can include but are not limited to, gift certificates, getaway packages, household items, vehicle items, firefighter tools, gear, etc.



2023 ALBERTA FIRE TRAINING CONFERENCE

www.abfiretraining.org

Silent Auction

Proceeds from the silent auction will be given to John Pace. John is a current member of the Tsuut'ina Nation Fire and Rescue Service who is battling cancer. All monies collected will assist John and his family. All donations are greatly appreciated for this worthy cause.

Sponsors and Silent Auction Donations

Please provide your website address and artwork for your logo (in either bitmap or jpeg format) for linking and posting on the website. All sponsors will be listed by sponsorship level in the program booklet that are included in the delegates packages. Sponsorship literature, when provided, will also be included in the delegate packages. All information and material **MUST** be received before September 15 to allow time for printing of programs and assembly of delegate packages.

To sponsor or donate, please visit www.abfiretraining.org after July 1.

Arrangements for pick up/drop off Silent Auction items will be made upon confirmation of donation.

Any questions, please contact Jenn McMaster:

(403) 485-3122

jennifer.mcmaster@vulcancounty.ab.ca



2023 ALBERTA FIRE TRAINING CONFERENCE

www.abfiretraining.org

SPONSORSHIP REGISTRATION

Company Name		
Company Representative		
Address		
City	Province	Postal Code
Phone Number	Email	
Sponsorship Level: <input type="checkbox"/> 5 Alarm \$2,001 or greater <input type="checkbox"/> 4 Alarm \$1,000 - \$2,000 <input type="checkbox"/> 3 Alarm \$601 - \$999 <input type="checkbox"/> 2 Alarm \$301 - \$600 <input type="checkbox"/> 1 Alarm \$100 - \$300 <p style="text-align: right;">TOTAL: \$ _____</p>		
<input type="checkbox"/> Cheque	Mail completed sponsorship form and cheque to: Southern Alberta Fire Department Conference 7019 Township Road 114, Cypress County, AB T0K 1Z0	
<input type="checkbox"/> Cash/Online	Contact Dustin at dustin.vossler@cypress.ab.ca to arrange payment	

OFFICE USE ONLY	Donation Received by	Date
	Signature	



H2a

1037 Herron Ave.
PO Box 279
Pincher Creek, AB
T0K 1W0
p. 403.627.3130
f. 403.627.5070

info@mdpincercreek.ab.ca
www.mdpincercreek.ab.ca

June 30, 2023

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

Town of Pincher Creek
Box 159
Pincher Creek, AB
T0K 1W0

Village of Cowley
Box 40
Cowley, AB
T0K 0P0

RE: Resignation from Role as Deputy Regional Director of Emergency Management

Attention Councils:

This letter is to inform you that I hereby tender my resignation from the position as Deputy Regional Director of Emergency Management for the M.D. of Pincher Creek No. 9, the Town of Pincher Creek, and Village of Cowley, effective this end of day midnight June 30, 2023.

Due to the change in my employment role for the M.D. I find that I am unable to provide the attention that the position requires. I would like to thank the all three communities for all the support and encouragement while in the role as Deputy.

Sincerely,

Roland Milligan
Chief Administrative Officer
M.D. of Pincher Creek No. 9

Cc: Brett Wuth (PCREMO-DEM)



H2b

June 19, 2023

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

RECEIVED
JUL 4 2023
M.D of Pincher Creek

Dear Reeve & Council,

I want to express my sincere gratitude for your donation to STARS. Because of your support, STARS saved my life.

Like many people across Western Canada, my family and I spend summer weekends at a cabin on a lake. The weekend my life would change started like any other with some chores around the lake. As I went about my sunny summer day, I began to feel dizzy, nauseous and had intense chest pain. I collapsed on the dock and as I laid there, all I could think about was my wife and two children. I refused to believe this was the end. I would later learn that I was having a massive heart attack.

With the help of neighbours and my wife Thea, a ground ambulance arrived. Luckily for me an emergency room doctor happened to be at the lake that day and knew that my best chance at survival included STARS, so he advised paramedics to call and request the service. After going into cardiac arrest twice and floating in and out of consciousness, I felt a jolt of electricity and heard STARS flight nurse, Crystal Lybeck, say "welcome back, Wade." I was transported to hospital, underwent emergency surgery and survived thanks to the quick actions of bystanders, local EMS and STARS.

From: Grove, John (AltaLink) <John.Grove@AltaLink.ca>

H2c

Sent: June 29, 2023 2:09 PM

To: Roland Milligan <AdminCAO@mdpincercreek.ab.ca>; Rick Lemire <CouncilDiv2@mdpincercreek.ab.ca>

Cc: Saby, Cayla (AltaLink) <cayla.saby@altalink.ca>; Harvey, Colin (AltaLink) <Colin.Harvey@AltaLink.ca>

Subject: AltaLink's TransAlta Riplinger Wind Project Connection

Dear Municipal Stakeholder,

Today, as part of my commitment to keep you informed of AltaLink's projects in your area, please find attached a TransAlta Riplinger Wind Project Connection Newsletter. This package [TransAlta Riplinger Wind Project Connection | AltaLink](#) has recently been mailed to the impacted Landowners and, if needed, I will deliver printed packages to your Municipal office.

Project Details

To connect its Riplinger Wind Project to the grid, TransAlta is constructing a new 240 kilovolt (kV) transmission line, located approximately eight kilometres east of the Town of Pincher Creek.

TransAlta is considering three connection points along AltaLink's existing 955/956L transmission line. To accommodate this connection, AltaLink is proposing the following modifications to its transmission line at each of the three potential connection points. If approved, only one of these modifications will be constructed, based on the final connection point determined by TransAlta.

The anticipated project schedule is:

Notify and consult with stakeholders	June July 2023
File Application with Alberta Utilities Commission (AUC)	Fall 2023
Start construction if approved	October 2024
Construction completed	Q3 2025

There are numerous ways for the public and stakeholders to provide input including:

ALTALINK

1-877-267-1453 (toll free)

E-mail: stakeholderrelations@altalink.ca

Website: www.altalink.ca/projects

TRANSALTA

Dmitriy Teterkin, Project Manager – Transmission

Email: Dmitriy_Teterkin@transalta.com

Phone: 1-587-763-5011

Cell: 1-587-830-2179

ALBERTA ELECTRIC SYSTEM OPERATOR

1-888-866-2959 (toll-free)

Email: stakeholder.relations@aeso.ca

ALBERTA UTILITIES COMMISSION (AUC)

780-427-4903 (toll-free by dialing 310-0000 before the number)

E-mail: consumer-relations@auc.ab.ca

If you have any questions or comments please contact me. My contact information is shown below.

Sincerely,

John Grove Municipal and Community Affairs Manager

T (403) 387-8273 **C** (403) 519-7426 **E** john.grove@altalink.ca

AltaLink A Berkshire Hathaway Energy Company

2611 – 3rd Avenue SE, Calgary, AB, T2A 7W7

www.altalink.ca

3

Electric system improvements near you

TransAlta Riplinger Wind Project Connection

AltaLink's transmission system efficiently delivers electricity to 85 per cent of Albertans. Dedicated to meeting the growing need for electricity, AltaLink connects Albertans to renewable, reliable and low-cost power. With a commitment to community and environment, AltaLink is ensuring the transmission system will support Albertans' quality of life for years to come. Learn more at www.altalink.ca.

You are receiving this newsletter because you are near the TransAlta Riplinger Wind Project Connection and we want your input.

To connect the TransAlta Riplinger Wind Project to the grid, AltaLink is proposing changes to its **transmission** system in the area.

Although AltaLink's project is required to connect TransAlta's project, it is a separate project. TransAlta will consult separately on their proposed wind project. For more information about TransAlta, see their contact information on the back of this newsletter.

We are providing you with:

- project details
- a map of the proposed project
- information about how you can provide your input
- the project schedule

DEFINITION:

Transmission

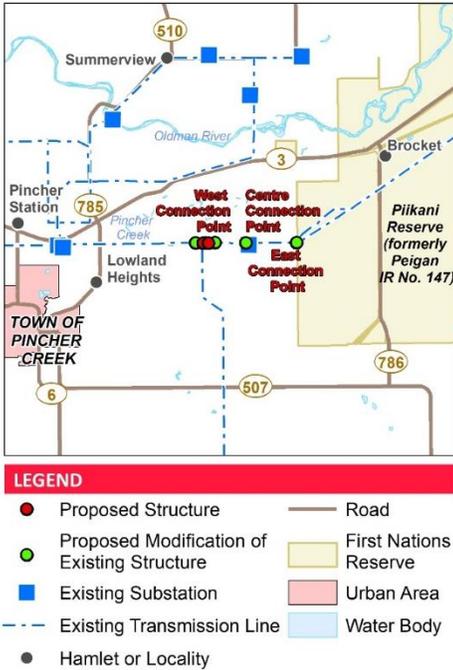
Transmission lines make up Alberta's electric highway, linking the places where power is generated to where power is used. Transmission lines transport large amounts of power over long distances across the province. The transmission system connects diverse sources of power generation including wind, high-efficiency coal, natural gas and more.

CONTACT US

1-877-267-1453

stakeholderrelations@altalink.ca

www.altalink.ca/projects



West connection point: The proposed new structures will look similar to the photos above.



The underground conduit box will look similar to the image on the right.

Centre and east connection points: The structures being potentially modified are shown on the left.

Project details

To connect its Riplinger Wind Project to the grid, TransAlta is constructing a new 240 kilovolt (kV) transmission line, located approximately eight kilometres east of the Town of Pincher Creek.

TransAlta is considering three connection points along AltaLink's existing 955/956L transmission line. To accommodate this connection, AltaLink is proposing the following modifications to its transmission line at each of the three potential connection points. If approved, only one of these modifications will be constructed, based on the final connection point determined by TransAlta.

Potential connection points

Location	Work required if selected
West connection point (NE-33-6-29-W4)	<ul style="list-style-type: none"> ● Building two new single pole structures that are approximately 38-43 metres tall ● Modifying existing structures
Centre connection point (NE-34-6-29-W4)	<ul style="list-style-type: none"> ● Modifying existing structures
East connection point (NE-35-6-29-W4)	<ul style="list-style-type: none"> ● Modifying existing structures

Fibre optic cable

AltaLink is also proposing to install new underground fibre optic telecommunications cable. The fibre optic cable will allow us to communicate more effectively by providing our control centre with valuable data that will be used to maintain the reliability of Alberta's electric system.

The length of the cable will be determined after the final connection point is selected. The proposed **right-of-way** required for the cable would be six metres when located on private property.

In certain locations along the proposed fibre optic cable, a small underground conduit box may be required to facilitate construction and maintenance of the cable. These locations will be determined following detailed engineering and discussions with landowners.

The locations of the proposed connection point options are shown on the Detail Photo Map (DP1) included in this package.

DEFINITION:

Right-of-way

The right-of-way is a strip of land required for the construction and safe operation of a transmission line. A right-of-way refers to the physical space a transmission line encompasses including areas on either side of the line. The majority of the right-of-way can still be used by the landowner. Buildings cannot be placed on the right-of-way, but can be built up to the edge of the right-of-way.

Electric and Magnetic Fields (EMF)

AltaLink recognizes that people may have concerns about exposure to EMF and we take those concerns seriously.

Everyone in our society is exposed to power frequency EMF from many sources, including:

- power lines and other electrical facilities
- electrical appliances in your home
- building wiring

National and international organizations such as Health Canada and the World Health Organization (WHO) have been conducting and reviewing research on exposure to EMF for more than 40 years. Based on this research, these agencies have not recommended that the general public needs to take steps to limit their everyday exposure to EMF from high voltage transmission lines, including individuals that are located on the edge of a power line right-of-way.

If you have any questions about EMF please contact us.

Website: www.altalink.ca/emf

Email: emfdialogue@altalink.ca

Toll-free phone number: 1-866-451-7817

Providing your input

We will contact landowners, residents and occupants near the proposed project to gather input and address questions or concerns. Our priority is maintaining the health and safety of our employees, contractors, and the general public, while ensuring that we are able to continue to operate our system and keep the lights on for Albertans. We will follow any requested COVID-19 safety protocols for in-person meetings and accommodate your preferred meeting options, including over the phone, virtual or in-person. You can also provide input through our online feedback portal, found here: www.altalink.ca/projectfeedback.

After our consultation and notification process is complete, we will file an application with the Alberta Utilities Commission (AUC). The AUC ensures the fair and responsible delivery of Alberta's utility services and will review the application through a process in which stakeholders can participate. We will notify stakeholders when we file the application and again once the AUC has reached a decision about the project. To learn more about the AUC process and how you can become involved, please refer to the brochure included in this package titled *Participating in the AUC's independent review process to consider facility applications*.

Anticipated project schedule

Notify and consult with stakeholders	June to July 2023
File application with Alberta Utilities Commission (AUC)	Fall 2023
Start construction if project is approved	October 2024
Construction completed	Q3 2025

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



Contact us

To learn more about the proposed project please contact:

ALTALINK

1-877-267-1453 (toll free)

E-mail: stakeholderrelations@altalink.ca

Website: www.altalink.ca/projects

To learn more about the TransAlta project, please contact:

TRANSALTA

Dmitriy Teterkin, Project Manager – Transmission

Email: Dmitriy_Teterkin@transalta.com

Phone: 1-587-763-5011

Cell: 1-587-830-2179

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

ALBERTA ELECTRIC SYSTEM OPERATOR

1-888-866-2959 (toll-free)

Email: stakeholder.relations@aeso.ca

Website: www.aeso.ca

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

To learn more about the application and review process, please contact:

ALBERTA UTILITIES COMMISSION (AUC)

780-427-4903 (toll-free by dialing 310-0000 before the number.)

E-mail: consumer-relations@auc.ab.ca

PRIVACY COMMITMENT

AltaLink is committed to protecting your privacy. Collected personal information will be protected under AltaLink's Privacy Policy and the Personal Information Protection Act. As part of the regulatory process for new transmission projects, AltaLink may provide your personal information to Alberta Utilities Commission (AUC). For more information about how AltaLink protects your personal information, visit our website at www.altalink.ca/privacy or contact us directly via e-mail privacy@altalink.ca or phone at 1-877-267-6760.

INCLUDED IN THIS INFORMATION PACKAGE:

- Project map
- AESO Need Overview
- AUC brochure: *Participating in the AUC's independent review process to consider facility applications*

SUBSCRIBE TO THIS PROJECT

- 1) Visit: altalink.ca/projects
- 2) Search for the project title
- 3) Click **Subscribe to Updates**

LET'S TALK TRANSMISSION



www.twitter.com/altalink



www.facebook.com/altalinktransmission

Need for the Riplinger Wind Project Connection in the Pincher Creek area

TransAlta Corporation (TransAlta) has applied to the AESO for transmission system access to connect its proposed Riplinger Wind Project (Facility) in the Pincher Creek area. TransAlta's request can be met by the following solution:

PROPOSED SOLUTION

- Add one 240 kilovolt (kV) transmission line to connect the Facility to the existing 240 kV transmission line 956L in a T-tap configuration.
- Add or modify associated equipment as required for the above transmission developments.

NEXT STEPS

- In late 2023, the AESO may consider the need for this project for approval under section 501.3 of the ISO rules, *Abbreviated Needs Approval Process (ANAP Rule)*, or apply to the Alberta Utilities Commission (AUC) for approval of the need.
- The AESO will notify stakeholders via the AESO's website at www.aeso.ca/grid/transmission-projects prior to the project being considered under the ANAP Rule or prior to filing a needs identification document (NID) application with the AUC.

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

THE AESO

- Must plan the transmission system and enable access to it for generators and other qualified customers.
- Can approve eligible projects through the ANAP Rule and for non-eligible projects, the AESO will prepare and submit a NID to the AUC for approval.

TRANSALTA

- Has requested transmission system access to connect the Facility.
- Is responsible for detailed siting and routing and constructing the new 240 kV transmission line to connect to the Facility to the transmission line 956L.
- Must apply to the AUC for approval of its transmission facilities application.

ALTALINK

- Is the transmission facility owner in the Pincher Creek area.
- Is responsible for operating and maintaining the new 240 kV transmission line, and constructing, operating and maintaining the transmission facilities associated with the transmission line 956L modification.
- Is regulated by the AUC and must apply to the AUC for approval of its transmission facilities applications.

WHO IS THE AESO?

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

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

CONTACT US

Alberta Electric System Operator

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

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

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

NOTES

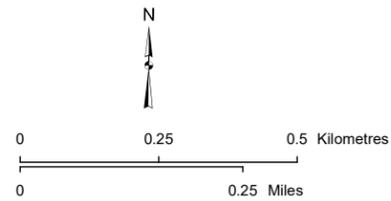
A 5m right-of-way would be required for proposed underground fibre optic cable.
 A 2.5m construction workspace may be required on either side of the proposed underground fibre optic cable right-of-way.
 The proposed right-of-way shown between structures 956L17 and 956L19 represents a proposed 5m expansion of the 956L right-of-way.



LEGEND

- Proposed Structure
- Proposed Modification of Existing Structure
- Existing Substation
- Proposed Underground Fibre Optic Cable - Centre Connection Point
- Proposed Underground Fibre Optic Cable - East Connection Point
- Proposed Underground Fibre Optic Cable - West Connection Point
- Proposed Customer Transmission Line
- Existing Transmission Line
- Proposed Right of Way Boundary
- Access Trail
- Construction Workspace
- Residence
- Road
- Environmentally Significant Area
- First Nations Reserve
- Water Body

NO: 35033580 - 6103
 DRAWN: SG - AL
 FILE NO.: XXXXXXX
 REVISION: 0.00.11
 AL FOLDER: TransAlta Riplinger Wind Project_Connection
DATE: 2023-02-10



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 Although there is no reason to believe that there are any errors associated with the data used to generate this product or in the product itself, users of these data are advised that errors in the data may be present.*

DETAIL PHOTO DP1



PROPOSED

TransAlta Riplinger Wind Project Connection



ALBERTA

ENVIRONMENT AND PROTECTED AREAS

Office of the Minister

H2d

119704

July 5, 2023

Reeve Rick Lemire
MD of Pincher Creek No. 9
1037 Herron Ave.
PO Box 279
Pincher Creek AB T0K 1W0
info@mdpincercreek.ab.ca

Dear Reeve Lemire:

Thank you for your letter regarding aquatic invasive species (AIS). I am pleased to provide the following information.

I recognize the introduction of AIS would be detrimental to the headwaters of the Oldman River Basin and would subsequently impact municipal tourism. In addition to inspections, Environment and Protected Areas (EPA) uses important tools, such as education and outreach, to prevent AIS. This includes the clean, drain, dry your gear messaging, which promotes awareness of what the boating public can do to help prevent the introduction and spread of AIS into Alberta. The public-facing and legislated Watercraft Inspections Decontamination K9 (WIDK9) Program successfully shared this message with over 9,000 public members last year. You can find more information at alberta.ca by searching for "Watercraft Inspections" and "Conservation K-9 Program."

The province places watercraft inspection stations at major highways on Alberta borders because these entrance points pose the greatest risk of AIS introduction. Zebra and quagga mussels are the most significant AIS threats, and I am pleased to share they are not currently in Alberta or British Columbia (BC). As BC does not have zebra or quagga mussels and has an extensive monitoring and inspections program, EPA does not consider the western border to be a high risk. The greatest AIS risk comes from the east and south, and our program concentrates its efforts on these borders.

Despite operating fewer inspection stations, Alberta continues to successfully intercept AIS-fouled watercraft entering the province. For example, the WIDK9 Program intercepted a total of 19 in 2022, all coming from eastern Canada. This season, Alberta has intercepted three AIS-fouled boats, all originating from eastern Canada. The WIDK9 Program is one of several tools used to stop the spread of AIS, including an extensive water monitoring program for early detection and rapid response, as well as legislation.

In addition, while we operated fewer inspections stations in 2020 and 2021, more AIS-fouled boats were intercepted compared to previous years of the WIDK9 Program. We intercepted 22 mussel-fouled boats in 2021; 30 mussel-fouled boats in 2020; 19 mussel-fouled boats in 2019; 15 mussel-fouled boats in 2018; and 19 mussel-fouled boats in 2017.

For more information, please contact Ms. Cindy Sawchuk, Aquatic Invasive Species Operations and K9 Program Lead, in Camrose at 403-308-1274, or at cindy.sawchuk@gov.ab.ca.

Thank you again for writing. I assure you EPA will continue to monitor across the province and support the WIDK9 Program to focus on the highest AIS risk areas.

Sincerely,

A handwritten signature in black ink, appearing to read "Rebecca Schulz". The signature is fluid and cursive, with the first name being more prominent.

Rebecca Schulz
Minister

cc: Cindy Sawchuk
Environment and Protected Areas

June 20, 2023

THE MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
 BOX 279
 PINCHER CREEK AB
 TOK1W0

Our environmental specialists have an interest in surveying lands that you own. Please contact us at 1-888-893-4980 to discuss if you would be willing to grant our team permission to access your lands by foot traffic only.

RE: Riplinger Wind LP Transmission Line – Project Introduction

Dear THE MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9,

TransAlta Corporation (TransAlta) is proposing to build a 240 kilovolt (kV) transmission line from the anticipated TransAlta Riplinger Windfarm to a connection point located in the Municipal District of Pincher Creek (the "Project"). The approximately 45 km line would become part of the Alberta Integrated Electric System (AIES).

Preliminary route options are being presented to collect feedback from the local community to better understand the landscape prior to the determination of a preferred route location to be presented later in 2023. The Project is still in the planning stages and the more information you can provide, the better equipped TransAlta will be to make decisions regarding the Project prior to any filing with Alberta Utilities Commission (AUC) who will be the final decision maker on the Project.

Enclosed in this package you will find the following information regarding the Project:

- Project newsletter
- Map in relation to your land holdings
- Alberta Electric System Operator handout "Need for the Riplinger Wind Transmission Line"
- AUC Brochure

As a landowner within proximity of the proposed route segments, we wish to discuss your landholdings with you. Our team will be in the community over a couple of days (see table below) to meet with you and other landowners to discuss the Project. Please call **1-888-893-4980** to set up an appointment time convenient for you. These sessions are designed so that you may provide feedback and have questions answered one-on-one with a Project representative.

HILL SPRING COMMUNITY 137 2 AVENUE, S, HILL SPRING, AB	HERITAGE INN HOTEL & CONVENTION CENTRE 919 WATERTON AVE, PINCHER CREEK, AB
WEDNESDAY, JULY 12, 2023	THURSDAY, JULY 13, 2023
11AM- 3PM	3PM-7PM



We welcome your questions along the way and look forward to ongoing communications with you. TransAlta is committed to ongoing engagement throughout this project, and should you have questions at any time, please feel free to contact us at **1-888-893-4980** or by email **riplingertransmission@maskwaenv.com**.

Yours Truly,
TransAlta Corporation