

**AGENDA**  
**COUNCIL MEETING**  
**MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9**  
**September 26, 2023 6:00 pm**  
**Council Chambers**

A

- A. ADOPTION OF AGENDA
- B. PUBLIC HEARING 1348-23 (Road Closure)
  - 1. Agenda
  - 2. Bylaw 1348-23 (Road Closure)
- C. DELEGATIONS
- D. MINUTES/NOTES
  - 1. Council Committee Meeting Minutes
    - September 12, 2023
  - 2. Special Council Meeting Minutes
    - September 7, 2023
  - 3. Council Meeting Minutes
    - September 12, 2023
  - 4. Special Council Meeting Minutes
    - September 18, 2023
- E. UNFINISHED BUSINESS
- F. BUSINESS ARISING FROM THE MINUTES
  - a) Delegations – September 12, 2023
    - 1) Castle Mountain Resort
    - 2) Municipal Energy Project
- G. COMMITTEE REPORTS / DIVISIONAL CONCERNS
  - 1. Councillor Tony Bruder – Division 1
    - ORRSC Reports
      - Industrial Attraction
      - Housing Needs Assessment
  - 2. Reeve Rick Lemire – Division 2
  - 3. Councillor Dave Cox – Division 3
  - 4. Councillor Harold Hollingshead - Division 4
  - 5. Councillor John MacGarva – Division 5
- H. ADMINISTRATION REPORTS
  - 1. Operations
    - a) Public Works Operations Report
      - Report from Public Works dated September 21, 2023
      - Public Works Call Log
    - b) Utilities & Infrastructure Report
      - Report from Public Works/Administration dated September 20, 2023
    - c) Maycroft Road
      - Councillor John MacGarva to discuss
    - d) Castle View Ridge Estate Snow Removal
      - Councillor Harold Hollingshead to discuss
  - 2. Finance
  - 3. Planning and Community Services
  - 4.
    - a) Lundbreck Unsightly Yard
      - Councillor John MacGarva to discuss

5. Municipal

- a) Chief Administrative Officer Report
  - Report from CAO, dated September 21, 2023
- b) Council Engagements 2023
  - Report from Administration, dated September 14, 2023
- c) Land Acknowledgement
  - Councillor John MacGarva to discuss

I. CORRESPONDENCE

1. For Action

2. For Information

- a) Reply from Minister and Agriculture and Agri-Food Canada
  - Letter dated September 19, 2023

J. NEW BUSINESS

K. CLOSED MEETING SESSION

- a) Appointment of Member to Committee – FOIP Sec. 19.1
- b) Termination of Peace Officer Sale of Service Agreement – FOIP Sec. 24.1
- c) Beaver Mines Water and Sewer; Request for Exemption – FOIP Sec. 24.1
- d) Crowsnest Pincher Creek Landfill Association – FOIP Sec. 16.1.a.ii
- e) Joint Contributions – FOIP Sec. 16.1.a.ii

L. ADJOURNMENT

PUBLIC HEARING  
Municipal District of Pincher Creek No. 9  
Bylaw No. 1348-23  
Tuesday, September 26, 2023  
6:00 pm

B1

1. Call Public Hearing to Order
2. Advertising requirement
3. Purpose of the hearing

The purpose of Bylaw No. 1348-23 being the bylaw for the purpose of closing to Public Travel and creating title to and disposing of the following described highways, subject to rights of access granted by other legislation.

PLAN 6507GX  
ALL THOSE PORTIONS OF UNNAMED ROADS AND LANES  
FORMING A PART OF LOT 4, BLOCK 1, PLAN \_\_\_\_\_  
CONTAINING 0.234 HECTARES (0.58 ACRES) MORE OR LESS  
EXCEPTING THEREOUT ALL MINES AND MINERALS

4. Presentations:

VERBAL:

WRITTEN:

5. Closing Comments
6. Adjournment from Public Hearing

**MD OF PINCHER CREEK NO. 9  
BYLAW NO. 1348-23**

A BYLAW OF MD OF PINCHER CREEK FOR THE PURPOSE OF CLOSING TO PUBLIC TRAVEL AND CREATING TITLE TO AND DISPOSING OF PORTIONS OF A PUBLIC HIGHWAY IN ACCORDANCE WITH SECTION 22 OF THE MUNICIPAL GOVERNMENT ACT, CHAPTER M26, REVISED STATUTES OF ALBERTA 2000, AS AMENDED.

WHEREAS, the lands hereafter described are no longer required for public travel,

WHEREAS, application has been made to Council to have the roadway closed, and

WHEREAS, the Council of MD OF PINCHER CREEK NO. 9 deems it expedient to provide for a bylaw for the purpose of closing to public travel certain roads or portions thereof, situated in the said municipality and thereafter creating title to and disposing of same, and

WHEREAS, notice of intention of Council to pass a bylaw has been given in accordance with Section 606 of the Municipal Government Act, and

WHEREAS, Council was not petitioned for an opportunity to be heard by any person claiming to be prejudicially affected by the bylaw

NOW THEREFORE BE IT RESOLVED that the Council of MD OF PINCHER CREEK NO. 9 in the Province of Alberta does hereby close to Public Travel and creating title to and disposing of the following described highways, subject to rights of access granted by other legislation.

PLAN 6507GX  
ALL THOSE PORTIONS OF UNNAMED ROADS AND LANES  
FORMING A PART OF LOT 4, BLOCK 1, PLAN \_\_\_\_\_  
CONTAINING 0.234 HECTARES (0.58 ACRES) MORE OR LESS  
EXCEPTING THEREOUT ALL MINES AND MINERALS

Received first reading this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Chief Elected Official  
Seal

\_\_\_\_\_  
Chief Administrative Officer

Approved this \_\_\_\_ day of \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
Minister of Transportation

Received second reading this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

Received third reading and finally passed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Chief Elected Official  
Seal

\_\_\_\_\_  
Chief Administrative Officer



Access Point

Proposed Closure

HWY 3

3 AVE

6507 GX

NE34

LOT 7

LOT 8

LOT 9

LOT 10

LOT 6

LOT 5

LOT 4

122.55

11.99

67.84

45.83

60.96

20.12

81.96

20.12

47.24

60.23

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MINUTES  
REGULAR COUNCIL COMMITTEE MEETING  
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9  
Tuesday, September 12, 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, 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 Dave Cox

Moved that the agenda for the September 12, 2023 Council Committee Meeting, be approved as presented.

Carried

2. Delegations

a) Castle Mountain Resort

Dean Parkinson with Castle Mountain Resort attended the meeting at this time to update Council on past and future plans for the resort.

West Castle Ski Area was established in 1966 and became Castle Mountain Resort in 1996. Currently struggling with aging infrastructure (lifts are approx. 28 years old). The resort operates and produces majority of revenue from Dec 1 to April 10 = 130 days / yr. A majority of customers from Lethbridge and Southern Alberta communities including Calgary. The Powder Stagecoach Cat Skiing Operation also attracts destination and international travelers to the resort and region.

Some of the challenges are the lack of on-hill accommodation and amenities, but hopes are to make that change later down the line. As well as continuation of fire smarting and summer brushing projects.

Council discussed the removal of one of the waste bins for January 1, 2024. Council is open to continue discussions and working with the resort to ensure needs are being met.

Dean left the meeting at this time, the time being 2:40 pm.

b) Municipal Energy Project

Tristan Walker, Municipal Energy Project lead, attended the meeting to present the year 2 program closeout with the Municipal Climate Change Action Centre.

REGULAR COUNCIL COMMITTEE MEETING  
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9  
TUESDAY, SEPTEMBER 12, 2023

Indicators of Success:

- Reduce MD/Town baseline 2019 GHG emissions by 5%
- Development of Energy Management Plans to monitor effectiveness of Energy Conservation Measures
- Adoption of Energy Plans & Energy Policy by MD & Town

Achievements:

- Reduce MD/Town baseline 2019 GHG emissions by 8%
- Energy management assessment increased from 41% ->69% in Y2
- Implemented 94 Energy conservation measures
- Launched QUEST net zero accelerator program to support policy and plan development
- Analyzed all facilities
- Full energy scans done on larger facilities;
  - Multi-Purpose Facility
  - Admin Building/PW Office & Shop
  - Water Treatment Plant
  - Community Hall
  - Airport Terminal and Shop
  - Community Recreation Facility
- Re-commission MD Administration building HVAC
- Endotherm boiler additive
- Programmable thermostats at PW shop
- Programmable thermostats at Airport terminal
- Lighting retrofit at airport terminal
- Lighting retrofit at PW Quanset, sand shed, bobby burns park
- EV Chargers at PW and Administration building
- Eco Center Solar
- Monthly newsletters
- Energy lunch and learns
- Newspaper and social media stories
- Dedicated website pages
- Trade show
- Surveys
- CEIP
- Lebel solar

Tristan left the meeting at this time, the time being 3:27 pm.

3. Closed Session

Councillor Harold Hollingshead

Moved that Council move into closed session to discuss the following, the time being 3:32 pm.

REGULAR COUNCIL COMMITTEE MEETING  
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9  
TUESDAY, SEPTEMBER 12, 2023

- a) Draft Policy C-CO-001 – FOIP Sec. 23.1.a
- b) Draft Policy C-HR-002 – FOIP Sec. 23.1.a
- c) Draft Policy C-FIN-537 – FOIP Sec. 23.1.a
- d) Monetary Adjustments – FOIP Sec. 23.1.a

Councillor Dave Cox

Moved that Council move out of closed session, the time being 5:01 pm.

Carried

4. Round Table

5. Adjournment

Councillor John MacGarva

Moved that the Committee Meeting adjourn, the time being 5:32 pm.

Carried

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REEVE

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CHIEF ADMINISTRATIVE OFFICER

**MINUTES**  
**MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9**  
**SPECIAL COUNCIL MEETING**  
**SEPTEMBER 7, 2023**

The Special Meeting of Council of the Municipal District of Pincher Creek No. 9 was held on Thursday, September 7, 2023 at 6:00 pm, in the Council Chambers of the Municipal District Administration Building, Pincher Creek, Alberta.

Notice of this Special Council Meeting was posted on the MD website and social media.

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

**STAFF** CAO Roland Milligan, and Executive Assistant Jessica McClelland.

**ALSO PRESENT** Town of Pincher Creek: Mayor Don Anderberg, Councillors Gary Cleland, Brian Wright, Sahra Nodge, and David Green, as well as CAO Angie Lucas and Kristie Green.

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

**A. ADOPTION OF AGENDA**

Councillor Tony Bruder 23/327

Moved that the Council Agenda for September 7, 2023 be amended to include:

- Closed Session: Health Professionals Attraction and Retention – FOIP Sec. 23.1.b

AND THAT the agenda be approved as amended.

Carried

**B. DELEGATIONS**

Community Fund

Andrea Hlady, in the position of Fund Development consultant contracted through SASCI, and Dan Crawford with SASCI, attended the meeting at this time to discuss a possible community fund.

Through research and consultation with different entities including the Community Foundation of Lethbridge and Southwest Alberta, the Community Foundation of Southeastern Alberta (Medicine Hat), the Foundation of Northwestern Alberta (Grande Prairie), South Saskatchewan Community Foundation (Regina), and Community Foundations of Canada, it was determined that creating a regional fund to be held at the Community Foundation of Lethbridge and Southwest Alberta would be most beneficial to our citizens.

They are requesting that a representative from the Municipal District of Pincher Creek (Reeve) and the Town of Pincher Creek (Mayor) sign a Future Fund Agreement with the Community Foundation of Lethbridge and Southwest Alberta. The legal name of the fund has not been decided. This request will also be presented to Piikani Nation.

As signatories on this Future Fund Agreement, Councils would be accepting responsibility to act as ambassadors of this regional fund and promote and market the fund where applicable. Councils would be asked to agree to relay ongoing information/data on the fund to the constituents as appropriate, and refer interested constituents to the fund for consideration.

Additional community impacts include:

- The fund can be a catalyst for philanthropy in our community,
- Opportunity to connect with people and understand causes and organizations that they care about, and building long-term relationships,
- Increases sustainability of services provided to community members,
- Can quickly respond to a crisis in the community through an immediate conversation with the Community Foundation,
- A fund by the community and for the community.

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 Municipal District of Pincher Creek No. 9  
 September 7, 2023

An official ask will come to both Town and MD Councils later this fall, this was just an introduction to the possible program.

C. NEW BUSINESS

a) Municipal Scholarships

Reeve Rick Lemire discussed the possibility of forming a Municipal Scholarship with the Town and MD. He envisions a fund to award a community minded young person. He is looking for support to form a committee to start the process of establishing a scholarship fund.

Councillor Dave Cox 23/328

Moved that the MD of Pincher Creek, jointly with the Town of Pincher Creek, begin the process of forming a Municipal Scholarship Committee to provide scholarships to each of the three High Schools in the community (Matthew Halton, St. Michael's and Livingstone).

Carried

Municipal Scholarships Committee

Councillor Tony Bruder 23/329

Moved that Reeve Rick Lemire be appointed to the Municipal Scholarship Committee for the coming term.

Carried

b) Curling Facility

The MD discussed with the Town how the new Pincher Creek Curling Rink would be maintained, and if the Town would eventually want it added to the ICF agreement. As there isn't a formal agreement in place for the curling clubs proposal, the MD wishes to see a finalized agreement with the curling club. At present time there isn't an agreement and the Town can't comment where the arrangement will go from here.

D. ROUND TABLE

Early Learning Centres

Mayor Don Anderberg updated the MD about the Early Learning Centre. Two years ago the rates for child care were frozen by the Province, and the Town is unable to raise rates for the daycare. Town has been talking to the Province to be able to raise the rates to break even on funding, but at this time there is no change.

Water Situation

Reeve Rick Lemire updated the Town about the MDs water situation. The MD is looking at finding another location downstream to allow for pumping into the water treatment plant. Alberta Environment has been as helpful as they can, and we have had a couple wells looked at for pumping. With winter coming, the MD needs to find a way for pumps to work in the cold, possibly underground. At present time 4 trucks are running water daily to the treatment plant. MD is looking for both a short term and long term solution to this concern.

Accommodation Shortage

It was mentioned that there are no water bombers at the airport this summer as there has been no accommodations, hotels or rentals, for staff to stay at. Hotels in the area may have room, but don't have the staff to maintain.

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 Special Council Meeting  
 Municipal District of Pincher Creek No. 9  
 September 7, 2023

E. CLOSED SESSION

Councillor Dave Cox 23/330

Moved that Council move into closed session to discuss the following, the time being 7:00 pm:

- a) Energy Manager Position – FOIP Sec. 16.1.ii
- b) Eco-Centre – FOIP Sec. 16.1.ii
- c) Health Professionals Attraction and Retention – FOIP Sec. 23.1.b

Carried

Councillor Harold Hollingshead 23/331

Moved that Council move out of closed session, the time being 8:37 pm.

Carried

- b) Eco-Centre

Councillor Tony Bruder 23/332

Moved that Administration for the MD, work with Administration from the Town, to create survey questions in relation to the Pincher Creek Eco-Centre,

AND THAT this survey be made available to all residents in the community with the results presented at a future Joint Council meeting,

AND FINALLY THAT the funding model remain as it currently stands at 60% MD and 40% Town.

Carried

- c) Health Professionals Attraction and Retention

Councillor Harold Hollingshead 23/333

Moved that Councillor Dave Cox be appointed to the Health Professionals Attraction and Retention Committee for the coming term.

Carried

Town Councillor Gary Cleland will facilitate a meeting for the Health Professionals Attraction and Retention Committee.

F. ADJOURNMENT

Councillor Harold Hollingshead 23/334

Moved that Council adjourn the meeting, the time being 8:42 pm.

Carried

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REEVE

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CHIEF ADMINISTRATIVE OFFICER

**MINUTES**  
**MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9**  
**REGULAR COUNCIL MEETING**  
**SEPTEMBER 12, 2023**

The Regular Meeting of Council of the Municipal District of Pincher Creek No. 9 was held on Tuesday, September 12, 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, Harold Hollingshead and John MacGarva.

**STAFF** CAO Roland Milligan, Director of Finance Meghan Dobie, Utilities & Infrastructure Manager David Desabrais, Public Works Manager Patrick Gauvreau, 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 23/335

Moved that the Council Agenda for September 12, 2023 be amended to include:

- Finance:
  - C-HR-002 – Leave with and without pay
  - Monetary Adjustments, Non Union Employees
- Info Action:
  - Meeting with MLA Chelsae Petrovic

AND THAT the agenda be approved as amended.

Carried

**B. DELEGATIONS**

**C. MINUTES**

**1. Council Committee Meeting Minutes - August 22, 2023**

Councillor John MacGarva 23/336

Moved that the minutes of the Council Committee Meeting of August 22, 2023 be approved as presented.

Carried

**2. Special Council Meeting Minutes - August 8, 2023**

Councillor Dave Cox 23/337

Moved that the minutes of the Special Council Meeting of August 8, 2023 be approved as presented.

Carried

**3. Special Council Meeting Minutes - August 21, 2023**

Councillor John MacGarva 23/338

Moved that the minutes of the Special Council meeting of August 21, 2023 be approved as presented.

Carried

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 Council Meeting  
 Municipal District of Pincher Creek No. 9  
 September 12, 2023

4. Council Meeting Minutes - August 22, 2023

Councillor Tony Bruder 23/339

Moved that the minutes of the Council Meeting of August 22, 2023 be approved as presented.

Carried

D. UNFINISHED BUSINESS

E. BUSINESS ARISING FROM THE MINUTES

a) Delegations – August 22, 2023

1) SASCI

Councillor John MacGarva 23/340

Moved to receive the presentation for SASCI from August 22, 2023, as information.

Carried

2) Heritage Acres

Council discussed Heritage Acres presentation and their request to have a Councillor on their board. At this time Council is not prepared to have a member on the board but is open to more frequent updates and communication from Heritage Acres in order to determine as to how the MD can assist.

F. COMMITTEE REPORTS / DIVISIONAL CONCERNS

1. Councillor Tony Bruder – Division 1
  - Moving Forward Kimmapiiyipitsinni Coalition
  - WBRA Update
2. Reeve Rick Lemire – Division 2
  - Pincher Creek Emergency Services
3. Councillor Dave Cox – Division 3
  - Pincher Creek Foundation
  - PCREMO
  - Joint Funding Sub Committee
  - Highway 3
4. Councillor Harold Hollingshead - Division 4
5. Councillor John MacGarva – Division 5
  - PCREMO
  - Planning Session
  - Subdivision
  - Joint Funding
  - Airport Safety
  - Public Works Safety
  - Joint Council
  - Highway 3
  - Lundbreck Citizens Council

Councillor Harold Hollingshead 23/341

Moved to accept the Committee Reports as information.

Carried

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 September 12, 2023

G. ADMINISTRATION REPORTS

1. Operations

a) Public Works Operations Report

Councillor Dave Cox 23/342

Moved that Council receive the Public Works Operations Report, including the call log, for the period August 18, 2023 to September 6, 2023 as information.

Carried

b) Utilities & Infrastructure Report

Councillor Tony Bruder 23/343

Moved that Council receive the Utilities & Infrastructure Report for the period August 18, 2023 to September 6, 2023 as information.

Carried

Current Water Situation Update

Council directed Utilities & Infrastructure Manager David Desabrais to provide additional detailed information on those specific water supply option as presented in the meeting.

c) Capital Request: Lundbreck Welcome Sign Solar

Councillor John MacGarva 23/344

Moved that Council approve \$3,000 in funds from the Tax Rate Stabilization Reserve for the Lundbreck Welcome sign solar project, with the remaining \$5,000 in cost to be covered by the Lethbridge Community Foundation grant.

Carried

e) Climate Resiliency and Adaptation Plan Presentation at COP 28

Councillor Tony Bruder 23/345

Moved that Council provide 50% funding (to a maximum of \$1750) for the Municipal Energy Project Lead to attend the Climate Resiliency and Adaptation Plan at COP 28 in Abu Dhabi being proposed by Alberta Municipalities for the Canadian Pavilion, should the Town of Pincher Creek supply the remaining 50%, should the report be accepted for presentation at the conference;

AND THAT Council authorize the use of this report.

Carried

d) Raw Water Station; Emergency Pump Pulls

Councillor Dave Cox 23/346

Moved that Council allocate \$46,000 from the Water and Wastewater Reserve to fund the Raw Water Station Pumps Repairs.

Carried

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 September 12, 2023

Tristan Walker and David Desabrais left the meeting at this time, the time being 8:24 pm.

Reeve Rick Lemire recused himself for the following discussion, Deputy Reeve Tony Bruder assumed the chair, the time being 8:25 pm.

f) 507 Intersection Improvements, at RGE. RD. 284 and TWP. RD. 60

Councillor Harold Hollingshead 23/347

Moved that Council approve the capital projects of TWP 6-0 and Range Road 284 for \$21,242.50 each;

AND THAT both projects be funded from the Road Infrastructure Reserve.

Carried

Reeve Rick Lemire re-assumed the chair, the time being 8:32 pm.

g) Regional Transportation Master Plan Project; 2023/24 Alberta Community Partnership Grant

Councillor Tony Bruder 23/348

Moved that Council support a submission of a 2023/24 Alberta Community Partnership Grant Application in support of the Regional Transportation Master Plan project.

Carried

2. Finance

a) C-HR-002 Leave With and Without Pay

Councillor John MacGarva 23/349

Moved that Council approve the amendments to C-HR-002 Leave With or Without Pay, as presented.

Carried

Patrick Gauvreau left the meeting at this time, the time being 8:39 pm.

b) Monetary Adjustments

Councillor Dave Cox 23/350

Moved that Council authorizes all non-union employees who are designated as a manager or below, a lump sum payment equal to \$1,000;

AND THAT Council authorize the above said employees a 3% salary adjustment in 2024, 2025, and 2026 if they have not exceeded their salary grid;

AND FINALLY THAT Council authorizes the above said employees a 3% lump sum payment in 2024, 2025, and 2026 if they have exceeded their salary grid.

Carried

Meghan Dobie left the meeting at this time, the time being 8:40 pm.

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3. Development and Community Services

a) 2024 Southern Alberta Partnership Ortho Photo Project

Councillor Harold Hollingshead 23/351

Moved that Council agree to participate in the Southern Alberta 2024 Ortho Photo Project and authorizes the Municipal District of Willow Creek No. 26 to act as the managing partner for the project on the MD's behalf.

Carried

b) Notice of Subdivision 2023-0-113 from Municipality of Crowsnest Pass

Councillor Tony Bruder 23/352

Moved that Council receive the Notice of Application for Subdivision of Land from Municipality of Crowsnest Pass as information and directed that there are no further comments.

Carried

c) Subdivision Approval Extension Request 2018-0-185

Councillor Tony Bruder 23/353

Moved that Council grant the extension request for Subdivision Approval No. 2018-0-185, and approve a time extension to February 9, 2024.

Carried

d) Wind Energy Conversion System (WECS) Review Extension

Councillor Dave Cox 23/354

Moved that Council give a one (1) year extension, to October 2024, to complete a Wind Energy Conversion System (WECS) review according to Municipal Development Plan Bylaw 1330-21.

AND THAT, Council direct Administration to prepare a Request for Proposal for the WECS Review.

Carried

4. Municipal

a) Chief Administrative Officer Report

Councillor John MacGarva 23/355

Moved that Council receive for information, the Chief Administrative Officer's report for the period of August 18, 2023 to September 8, 2023.

Carried

Minutes  
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 September 12, 2023

## H. CORRESPONDENCE

### 1. For Action

- a) Sunrise Solar Project Invitation to Tour

Councillor Tony Bruder 23/356

Moved that any interested Councillor be authorized to attend the tour of the Spring Coulee project with Sunrise Solar Project representatives, date to be determined.

Carried

Laura McKinnon left the meeting at this time, the time being 8:55 pm.

- b) National Legion Week Request from Royal Canadian Legion

Councillor John MacGarva 23/357

Moved to declare the week of September 17 to September 23 be National Legion Week in the Municipal District of Pincher Creek No. 9.

Carried

- c) Meeting with MLA Chelsae Petrovic

Councillor Tony Bruder 23/358

Moved that Administration be directed to respond to the Constituency Assistant for Chelsae Petrovic MLA with the preferred date that will work with Council's schedule,

AND THAT all Councillors be authorized to attend, and be compensated, for the meeting with the MLA.

Carried

Councillor John MacGarva 23/359

Moved that all Councillors be authorized compensation for the time spent on road tours with the Public Works Manager.

Carried

### 2. For Information

Councillor Tony Bruder 23/360

Moved that the following be received as information:

- a) Alberta Health Services
  - Pincher Creek Community Conversation Notes
- b) Request for Shared Bylaw Services
  - Response Letter from Municipality of Crowsnest Pass
- c) Grant Specialist Report for General Circulation
  - June/July 2023

Carried

## K. NEW BUSINESS

## L. CLOSED SESSION

Minutes  
 Council Meeting  
 Municipal District of Pincher Creek No. 9  
 September 12, 2023

Councillor Tony Bruder 23/361

Moved that Council move into closed session to discuss the following, the time being 9:05 pm.

- Personnel – FOIP Sec. 24

Carried

Councillor John MacGarva 23/362

Moved that Council move out of closed session, the time being 10:33 pm.

Carried

Personnel

Councillor John MacGarva 23/363

Moved that Council proceed as discussed in camera.

Carried

M. ADJOURNMENT

Councillor John MacGarva 23/364

Moved that Council adjourn the meeting, the time being 10:40 pm.

Carried

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REEVE

---

CHIEF ADMINISTRATIVE OFFICER

**MINUTES**  
**MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9**  
**SPECIAL COUNCIL MEETING**  
**SEPTEMBER 18, 2023**

The Special Meeting of Council of the Municipal District of Pincher Creek No. 9 was held on Monday August 21, 2023 in the MD of Pincher Creek Council Chambers.

Notice of this Special Council Meeting was posted on the MD website and social media.

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

**STAFF** CAO Roland Milligan

Reeve Rick Lemire called the meeting to order at 9:00 am.

**A. ADOPTION OF AGENDA**

Councillor Tony Bruder 23/365

Moved that the Council Agenda for September 18, 2023 be approved as presented.

Carried

**B. CLOSED SESSION**

Councillor Tony Bruder 23/366

Moved that Council move into closed session to discuss the following, the time being 9:01 am:

a) Personnel – FOIP Sec. 24

Councillor Dave Cox 23/367

Moved that Council move out of closed session, the time being 10:26 am.

Carried

Councillor Tony Bruder 23/368

Moved that Council proceed as discussed in closed session.

Carried

**C. ADJOURNMENT**

Councillor Dave Cox 23/369

Moved that Council adjourn the meeting, the time being 10:30 am.

Carried

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REEVE

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CHIEF ADMINISTRATIVE OFFICER

# HOUSING NEEDS ASSESSMENTS



*OLDMAN RIVER REGIONAL SERVICES COMMISSION*

# WHY ARE THEY IMPORTANT?





AFFORDABLE HOUSING INNOVATION FUND

INDIGENOUS SHELTER AND TRANSITIONAL HOUSING INITIATIVE

FEDERAL LANDS INITIATIVE

HOUSING ACCELERATOR FUND

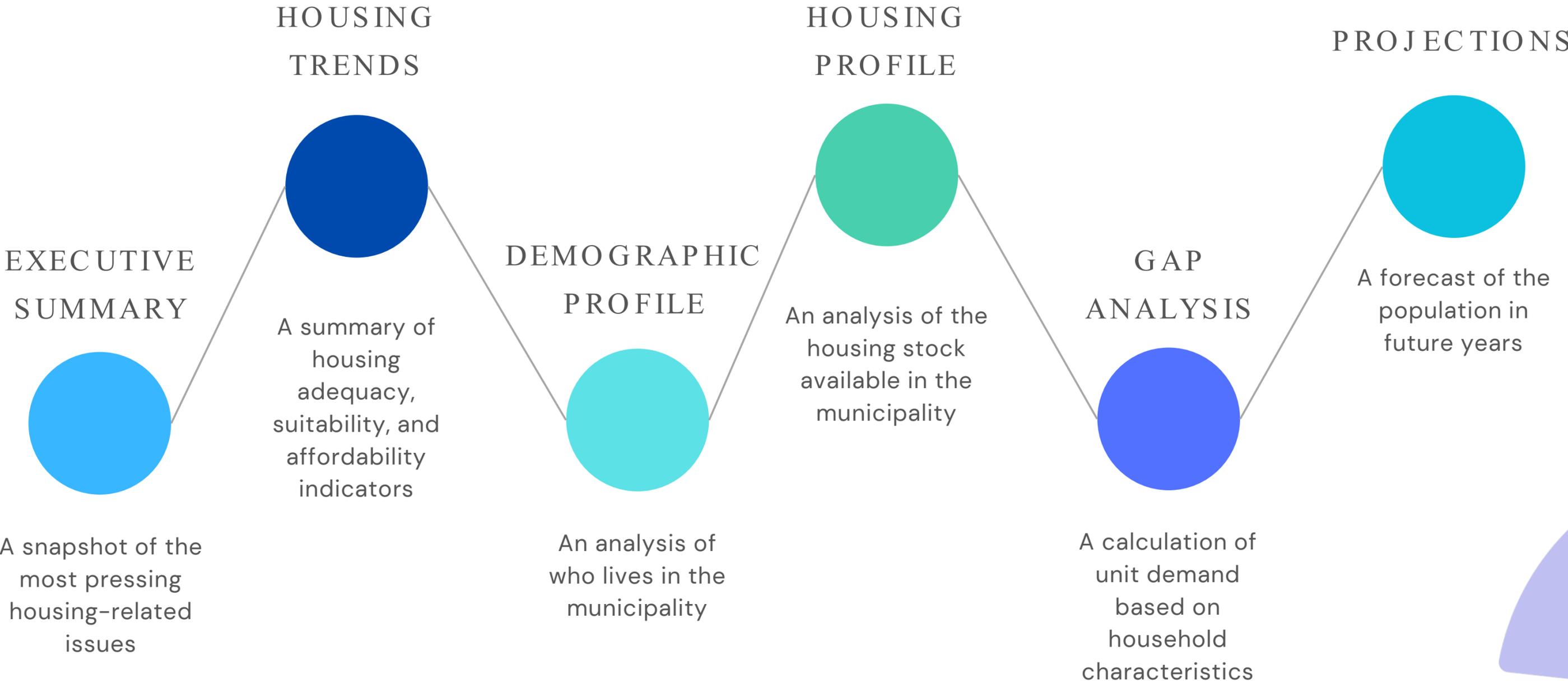
HOUSING SUPPLY CHALLENGE

NATIONAL HOUSING CO-INVESTMENT FUND

RAPID HOUSING INITIATIVE

RENTAL CONSTRUCTION FINANCING INITIATIVE

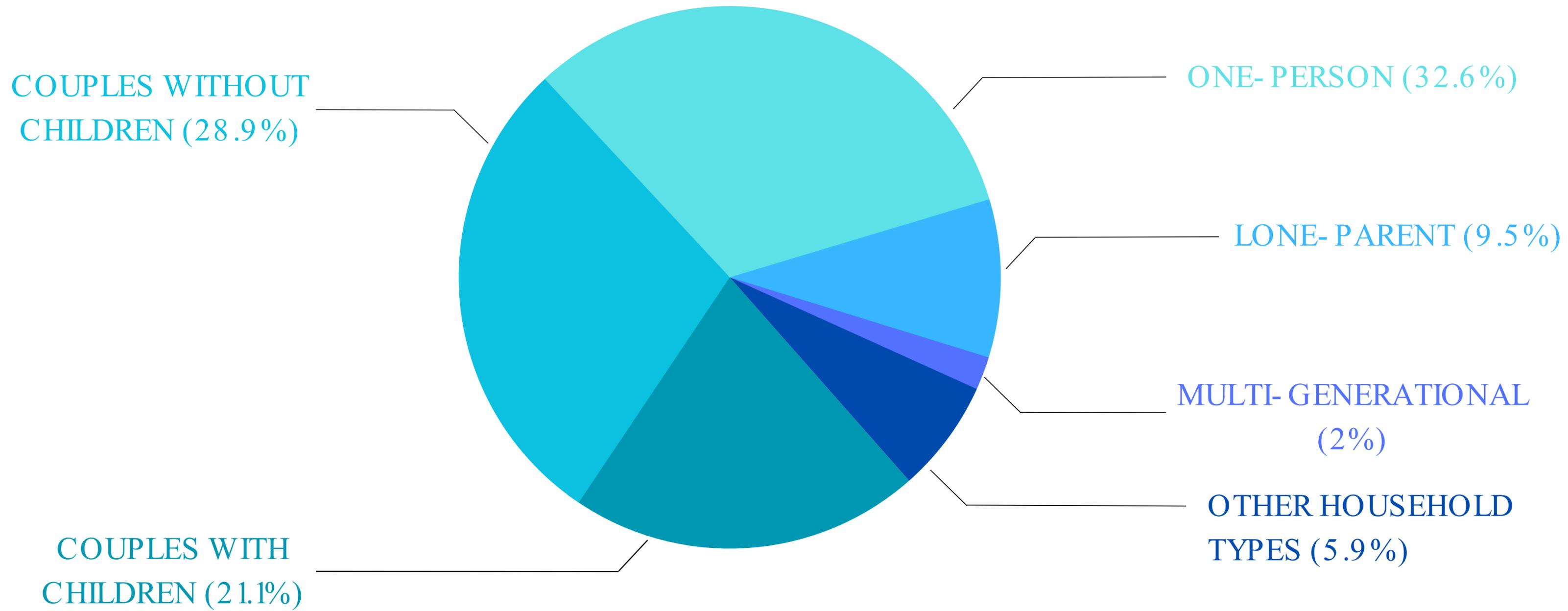
# WHAT'S INCLUDED?





# DATA EXAMPLE 1

## HOUSEHOLD TYPES

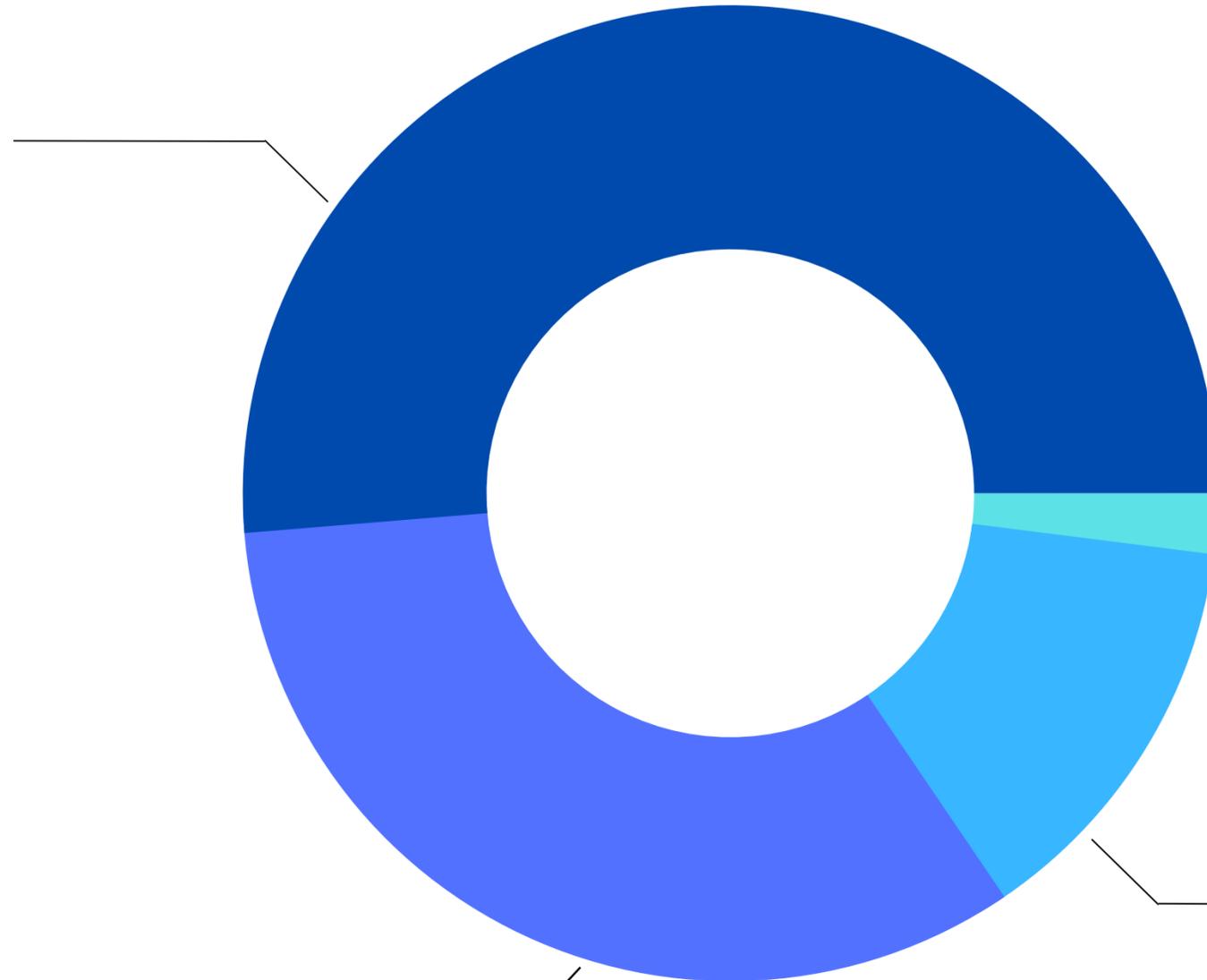




# DATA EXAMPLE 2

## HOUSEHOLD CHARACTERISTICS

4 OR MORE  
BEDROOMS (51.3%)



1 BEDROOM (2%)

2 BEDROOMS (13.5%)

3 BEDROOMS (33.2%)

VILLAGE OF DUCHESS

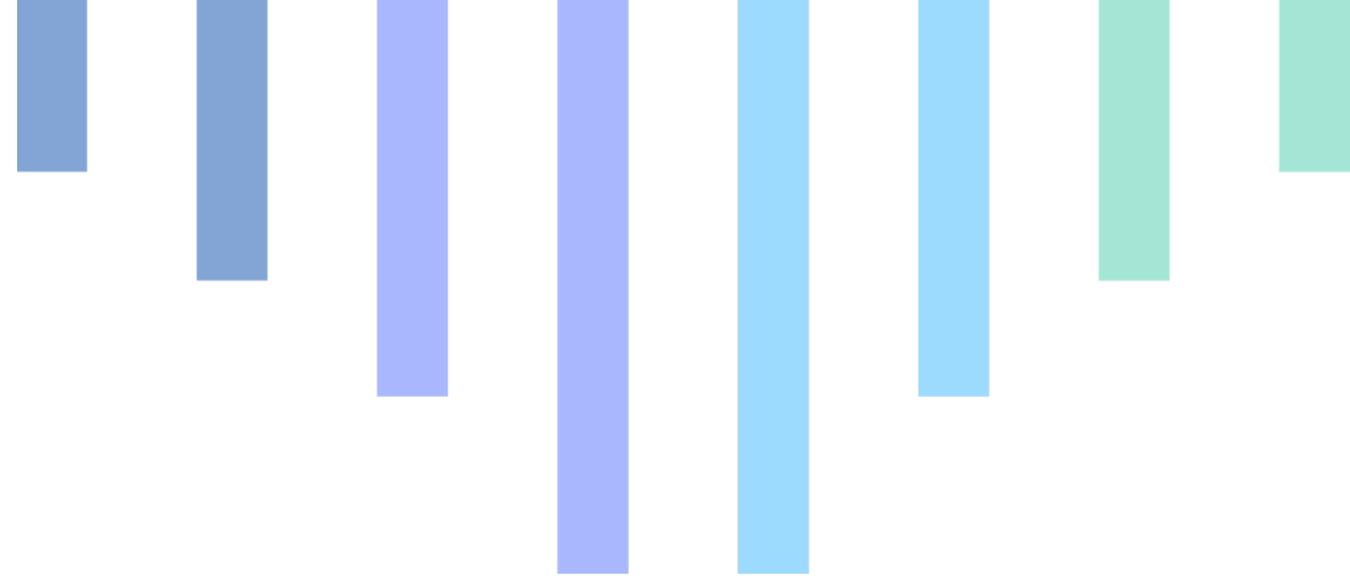
20  
23

# HOUSING NEEDS ASSESSMENT

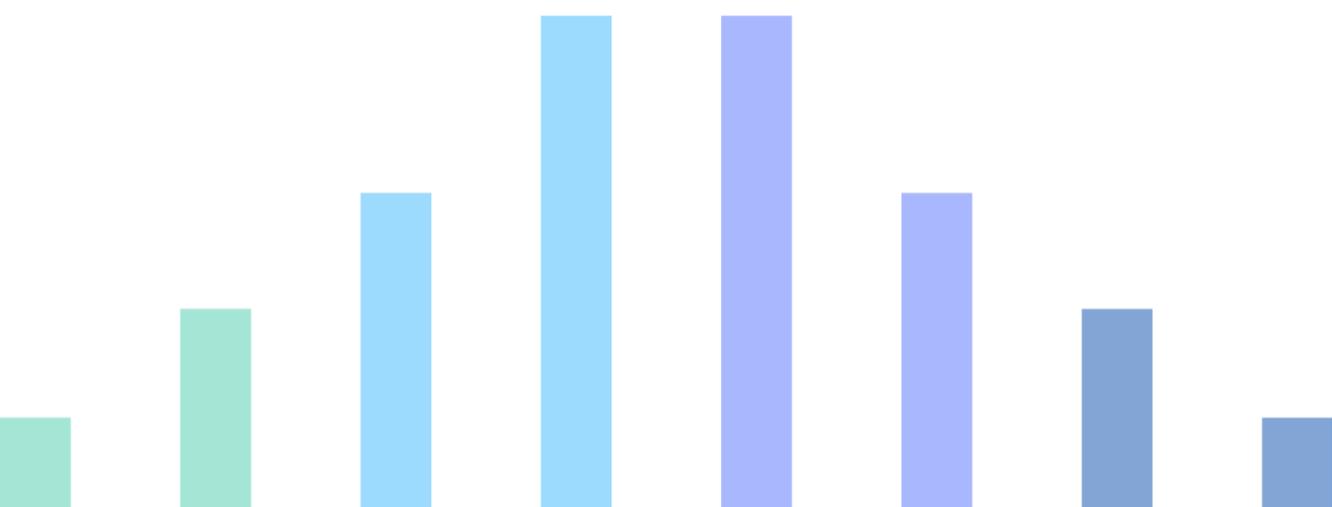
## Executive Summary

The Village of Duchess performed a Housing Needs Assessment in partnership with the Oldman River Regional Services Commission. The final takeaways and recommendations of the assessment are as follows:

- 01** **More affordable housing needed**  
10.4% of households are unaffordable, and the level of dissatisfaction with affordable housing services has risen sharply in recent years
- 02** **More smaller units needed**  
Only 5% of household units are 1-bedroom or less, but one-person households make up 18% of the total amount
- 03** **More seniors' housing needed**  
Seniors make up 11.4% of the overall populace (and rising), but there are only 4 units meant for them (1% of the total supply), and these aren't suitable
- 04** **More Indigenous housing needed**  
Almost 1 in 10 Duchess residents have Indigenous identity, but the Village doesn't have any Indigenous housing, which should be culturally appropriate and be able to accommodate multi-generational living



THANK YOU



# SOUTHGROW

REGIONAL ECONOMIC DEVELOPMENT

GROWTH • INNOVATION • PROSPERITY

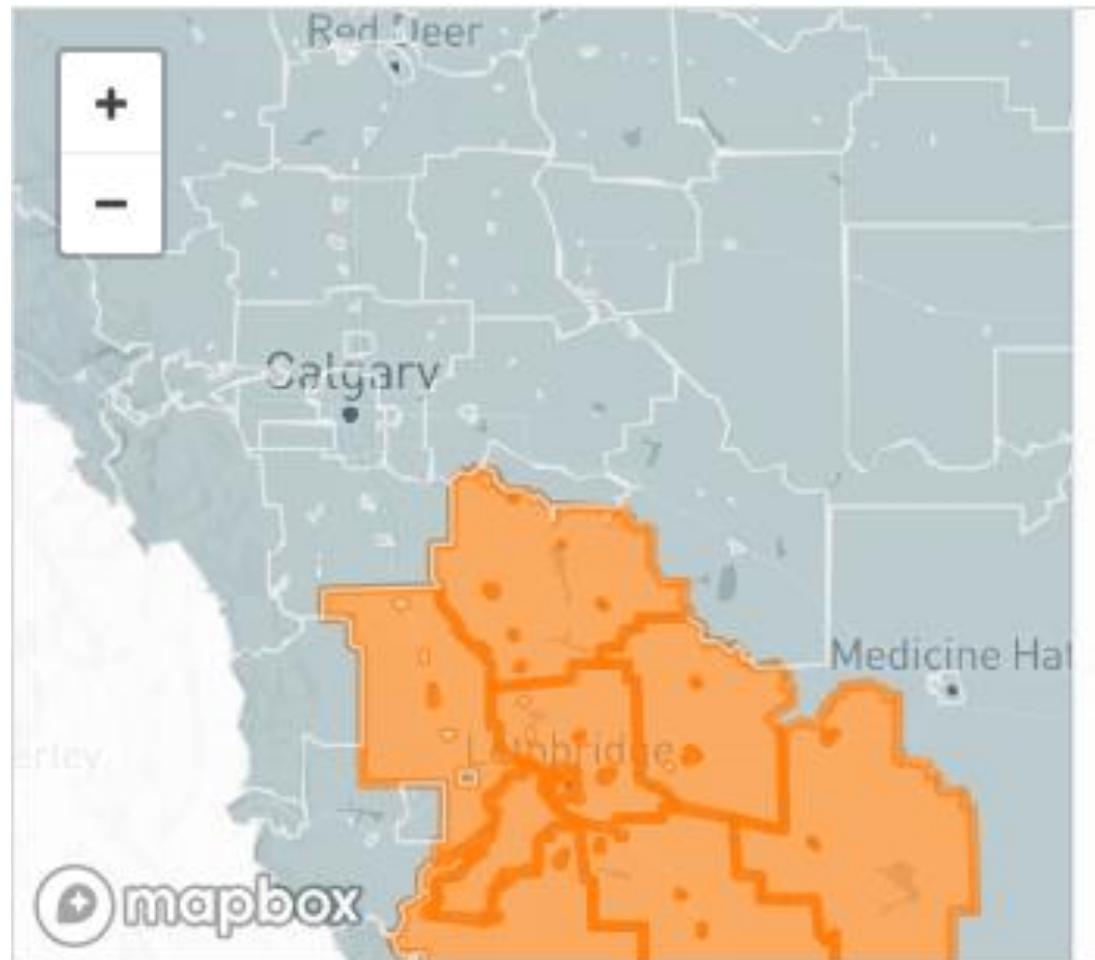


## ***Our Mission***

*In collaboration with its members and supporters, SouthGrow will proudly enable economic development programs and initiatives that contribute to growth potential throughout the region.*



# The SouthGrow Region



# SAITI



SOUTHERN ALBERTA INVESTMENT & TRADE INITIATIVE

## Get set up for success in Southern Alberta.

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Grow your ag business in Southern Alberta.  
Speak with one of our regional representatives  
to find out why Southern Alberta is right for you.

First Name \*

Last Name \*

Email \*

Phone



Grow sustainably in  
Southern Alberta

# Site Selection Matrix

**Labour Costs**

**Quality of Life**

**Availability of Skilled Labor**

**Energy Availability**

**Construction Costs**

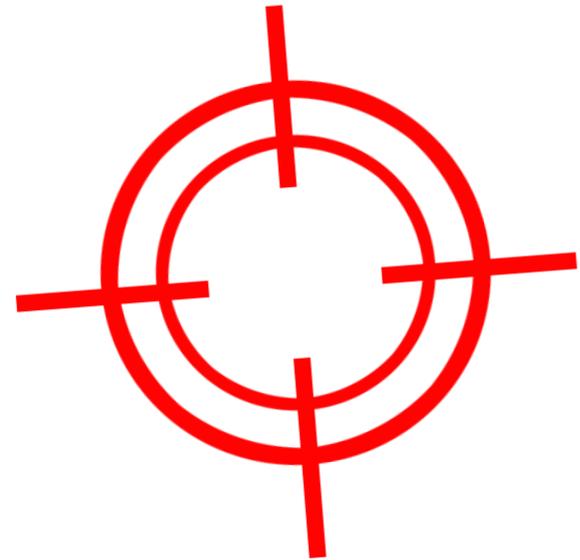
**ICT/Broadband**

**Corporate Tax Rate**

**Energy Costs**

**Environmental Regulations**

**Available Land**

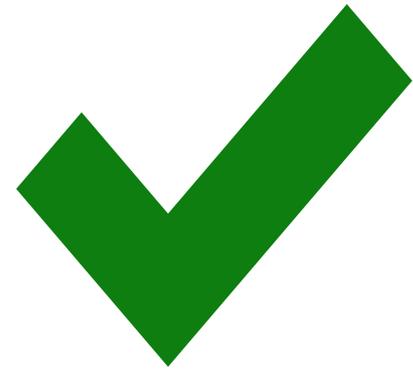


**Conclusion.**

Weaknesses and Strengths

# Points in our Favour

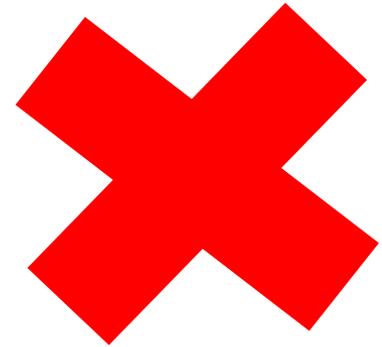
- Crop flexibility and ability to scale
- Predictability in water supply and growing conditions (irrigation and dry climate)
- High solar potential and wind potential
- Experienced workforces in oilfield services (transferable talents) and agrifood.
- Political and regulatory stability.
- High quality of life
- In-region post-secondary support
- Large land and resource base
- Low(er) regulatory environment
- ‘Texas-North’ image (business friendly image)



**Discussion Question:** Can you think of other big categories of advantages we have?

# Strokes Against Us

- No quick access to large markets. (Remote and Land locked)
- Low economies of scale due to low population and large land base.
- Low population for exploiting resources and opportunities
- Lack of large knowledge worker base
- Chronic Workforce Shortage
- Lack of Housing
- 'Texas-North' image (young talent attraction)



**Discussion Question:** What are some other challenges you think we face?

# Geopolitical and Global Economic Trends

- Global population is increasing, particularly in Africa
- Global middle class is increasing, more demand for high-quality food
- Automation of Food Production
- Geopolitical Conflict
- Growing wealth in China and India
- Climate Change and Decarbonization
- Energy Transition
- Pace of Technology Disruptions

**Discussion Question:** What emerging global trends do you think will have an impact on southern Alberta?

# Opportunities

- Crop Exports
- Value added Food Production
- Plant Protein Ingredient Production
- Renewable Energy Deployment and Manufacturing
- Technology Disruptions
- High Tech Industry and Automation
- Financial Services
- **Technology Disruptions**



**Discussion Question:** What are some other Opportunities you think Southern Alberta has and why?

# State of Play

- \$30 Billion in renewables in the queue.... but barriers to landing them.
- Massive interest in agri-food investments....but competitors are making strong moves, we have no brownfield, water is a constant concern, hard to compete on a per \$ footing with competitors.
- Lots of movement in the world....but underdeveloped provincial ecosystem to chase it.
- Provinces' priorities are misaligned with our specific opportunities.... but better than it used to be.



# Strategies for Attraction in Agri-food and Energy

1. Field of Dreams.
2. Self-sufficiency behind the fence.
3. Same 10 People. (Primacy of BR&E)
4. Solve the local problems that speak to the site selection list.



# Case Study - Know your Opportunity

1. Town of 10k 30 – 40 minutes from small city.
2. Has heavy industrial land in heavily irrigated heartland on major highway and rail and hi-load corridor.
3. Regional population (County) is ~20,000. Labour force of 8440 with 5.99% unemployment means labour pool is very low at around ~500 people.
4. Higher numbers of work force available from the City, but long commute and competitors are closer.



# Case Study – Cont.

1. Company X doing site selection. \$200 million build. Up to 200 employees. Needs access to a rail spur. Agri-food processing business. Heavy wastewater requirements, reasonable power and gas. Wants brownfield if possible.
2. Town does not have rail spur but has the potential for one.
3. No Brownfield
4. Town can meet the utility requirements and has the land.

Can the Town compete for this investment? Why or Why not?

What is the chief limiting factor on the size of investment that the Town can compete for in the current environment?

What steps could the Town take to put itself in a better position to compete for right-sized investments?



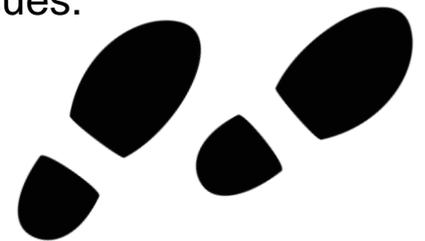
# Case Study – Cont.



1. Labour Force Attraction – How do we do this?
2. Immigration? – Where do we house them?
3. Affordable Housing? – How do we get more housing inventory built?
4. Commuting? – How do we get affordable transportation for workers in place?
5. Rail spurs? – How do we crack the chicken and egg problem on the cost outlay?
6. Waste water? – How do we affordably expand treatment services and become more efficient?
7. Incentives? – How do we compete with jurisdictions willing to hand out millions?

# Next Steps for the Region

1. Focus on what we CAN do. Profile the opportunities and market them to the world and to our own people.
2. Build collaborations to solve problems.
3. Pursue pilot projects that can solve individual problems.
4. Communicate the core problems beyond our control to other levels of government.
5. Provide training and information to our municipal staffs on key issues.



## Conclusion

**TONS of opportunity, its just a question of how much we can seize.**



# Thank You

## Contact

 403 394 0615

 [info@southgrow.ca](mailto:info@southgrow.ca)

 [www.southgrow.com](http://www.southgrow.com)



# Recommendation to Council

**H1a**



**TITLE: PUBLIC WORK OPERATIONAL REPORT**

**PREPARED BY: PATRICK GAUVREAU**

**DATE: SEPTEMBER 20, 2023**

**DEPARTMENT: PUBLIC WORKS**

	September 20, 2023	<b>ATTACHMENTS:</b> 1. Call Log – Updated 9/20/23
<b>Department Supervisor</b>	<b>Date</b>	

**APPROVALS:**

	_____ September 20, 2023		_____ 2023/09/21
<b>Department Director</b>	<b>Date</b>	<b>CAO</b>	<b>Date</b>

**RECOMMENDATION:**

**THAT Council, accept the Public Works Operational report for the period of September 7, 2023 to September 20, 2023 as information.**

**BACKGROUND:**

**PUBLIC WORKS OPERATIONS FROM SEPTEMBER 7, 2023 TO SEPTEMBER 20, 2023:**

**FLEET/MECHANICS SHOP**

- Service performed on Unit 71 – CAT grader – installed snow wing also
- Service performed on Unit 434 – Water Truck
- Service performed on Unit 70 – CAT grader – installed snow wing also
- Unit 73 – New 150 Grader – installed the front dozer and snow wing
- Unit 435 – Water Truck – Troubleshooting engine codes
- Service calls out in field to mowers and other equipment
- Ford Lightning is fully equipped with radio, gps and beacon lights
- New delivery of ¾ crew cab 2500 Chevy Pickup for Ag services
- 418 plow truck is rigged up and ready for snow
- Unit 42 – Loader - is also ready for snow with a snow blade in front.

**IN FIELD OPERATIONS**

- 2 grader mowers running whenever possible (out a couple days a week)
- Hauling water to Cowley (down to 1 truck hauling each day)
- Private driveways (almost all caught up)

## Administration Guidance Request

Grader operators giving special attention to school bus routes  
5 graders out on average

Bollards being installed in Welcome to Lundbreck green space  
We have bladed and worked the entire Maycroft Road... this was done the week of September 11, 2023

### **FINANCIAL IMPLICATIONS:**

None

REQUEST ID NUMBER	DIVISION	CONCERN/REQUEST	REQUEST DATE	ACTION TAKEN	FOLLOW UP	COMPLETION DATE
2023-153	Division 1	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	Completed		
2023-155	Division 5	Rain water has started washing out road, please check.	July 10, 2023	Completed		September 18, 2023
2023-157	Division 1	Would like the road graveled. West section of Mitchell Road. By Island lake.	July 13, 2023	To be actioned	To be inspected	
2023-167		Access off highway road need to be graded to bottom of hill	July 31, 2023	To be actioned		
2023-179	Division 3	Purchased gravel from us, and wasn't home when delivered. would like gravel leveled out , and spread around evenly.	August 15, 2023	To be actioned		
2023-180	Division 2	increased traffic from new arena and bus route, intersection is becoming dangerous and worried about collisions would like yield too a stop sign. PW already came to look at intersection last November and placed markers for signs. Resident under impression that the signs were getting switched?	August 15, 2023	Scheduled for later date	To do traffic count spring 2024	
2023-183		Grader hit her gate yesterday August 17th would like someone to come look at it.	August 18, 2023	Completed		September 13, 2023
2023-187	Division 4	Needs gravel half a mile that's bad. West part of road, 4x4 needed to pass road. Thinks it got missed the past few years getting gravel	August 22, 2023	Completed	Staff to blade road and give recommendations	September 14, 2023
2023-188	Division 3	People are stuck in the muddy road, He has to feed his cows and will send a bill if he has to pull people out of the mud.	August 22, 2023	Completed		September 7, 2023
2023-189	Division 3	Would like the cattle guards cleaned out	August 24, 2023	Completed		September 13, 2023
2023-190	Division 3	spoke with someone last winter about getting bushes cut down as they are creating a large drift. And was told it would be done before next winter. And want to confirm snow fence on lynx creek road.	August 28, 2023	To be actioned		
2023-191		I just want to tell you how delighted I am with the recycle facility for the town and md residents! It is well organized, exceptionally clean and the staff have always been helpful and pleasant! It is a pleasure to use!	August 25, 2023	Completed		
2023-192	Division 3	Lundbreck Mobile park green space has lots of damage from MD's heavy equipment on the soft ground and now they are unable to mow the grass. Hoping to get it fixed, she will be sending the pictures to PW email.	August 28, 2023	To be actioned		

REQUEST ID NUMBER	DIVISION	CONCERN/REQUEST	REQUEST DATE	ACTION TAKEN	FOLLOW UP	COMPLETION DATE
2023-193	Division 1	apron from MD road into driveway is getting damaged, the pavement has holes in it. Wondering if we can repair that? Or if they are responsible for that section? Please contact.	August 30, 2023	Not actionable	Alberta Transport Issue	September 7, 2023
2023-194	Division 5	Wash boarded really bad. Well past the hill, into Burmis Mountain Estates and hidden Valley Estates	August 30, 2023	Completed		September 6, 2023
2023-195	Division 3	Driveway Grading	September 1, 2023	Completed		September 18, 2023
2023-196	Division 5	Driveway grading, got a call a few weeks ago and still hasn't got it done.	September 5, 2023	Completed		September 18, 2023
2023-197	Division 5	Waiting for Driveway Grading. Please call before going over, he has posts in the ground to mark driveway, can remove if needed	September 5, 2023	To be actioned	To be completed when roads are caught up	
2023-198	Division 4	Rain washed out road a bit and needs to be graded. (left message no contact #)	September 5, 2023	Completed		September 8, 2023
2023-199	Division 5	Chapel Rock road and North Burmis Road, Trans Canada moving equipment and damaging the road(pounded to bedrock), she would like to know what MD/TC plans on doing to fix the road before the winter.	September 6, 2023	To be actioned	TC Energy	
2023-200		Road Allowance got missed with mowing, hoping to get it done.	September 6, 2023	To be actioned	Will be done when MD mowers are able	
2023-201		Spoke to PW 2 weeks ago and was told grading would be finished within the week. Just wondering when it will get done.	September 6, 2023	Completed	Will be part of road grading catch up	September 18, 2023
2023-202	Division 5	North Burmis Road south of where TC is working is getting really bad.	September 6, 2023	Completed		September 7, 2023
2023-203	Division 5	Snow fence repair.	September 6, 2023	Not actionable	No Contact info	
2023-204	Division 3	Off of Christie Mines road. Wondering how long we are going to keep the portapotties there and if the MD residents are paying for them?	September 6, 2023	Completed	To be removed when project complete	September 8, 2023
2023-205	Division 2	Would like MD roads mowed, wondering why they didn't get it done this year, before calling and who will be coming to do it? (MD or Contractor) would like a phone call to get answers	September 6, 2023	To be actioned	Mowing behing with shortage of staff	
2023-206	Division 1	talked to PW and was supposed to have driveway graded....but after talking to her found out she didn't send in a form so I emailed her one and she will send it back.	September 6, 2023	Completed		September 7, 2023
2023-207	Division 4	Wondering when he will get his road graded.	September 7, 2023	Completed	Staff to complete by end of week	September 11, 2023
2023-208	Division 3	Our grader hit his sign a while back so he called and ordered a sign from us 2-3 months ago. Wondering when it will be in.	September 7, 2023	Scheduled for later date	Sign is to be ordered by Development next round	
2023-209	Division 4	5 loads of gravel	September 7, 2023	Completed		September 11, 2023

REQUEST ID NUMBER	DIVISION	CONCERN/REQUEST	REQUEST DATE	ACTION TAKEN	FOLLOW UP	COMPLETION DATE
2023-210	Division 4	Driveway Grading	September 8, 2023	Completed		September 11, 2023
2023-211	Division 5	Driveway Grading	September 8, 2023	Completed		September 18, 2023
2023-212	Division 4	Washboarded bad, and needs grading. Steep hill and bus route.	September 11, 2023	Completed		September 15, 2023
2023-213	Division 3	lane way is washboarded and needs to be graded.	September 11, 2023	Completed		September 18, 2023
2023-214	Division 3	Grader broke 2 posts and a brace off last winter, and was told in June or July that it would be replaced, Just wondering when when it will be done. Cattle has been getting out. Right next to the bridge.	September 11, 2023	To be actioned		
2023-215	Division 3	Needing Gravel from McRae Pit, has Gordy Turnbull available Wed-Thur-Fri to pick up this week. He's hoping to get it set up today. (10 loads)	September 11, 2023	Completed		September 13, 2023
2023-216	Division 2	MD ditch needs mowing, half a mile south off off 507	September 11, 2023	To be actioned	Mowing behind with shortage of staff	
2023-217	Division 1	Wanted to give complement the grader operator in division 1 (guy with a beard) . They were riding and they got in a wreck with the horse. Wanted to thank him for noticing them on the road and patiently waiting until the vet was able to load up the injured horse.	September 12, 2023	Completed		
2023-218	Division 2	West end of Kerr road across from the #6 highway has a big pothole. Alberta transportation paved roads, and approaches except Kerr and Crook road, even if not MD responsibility He said we should have made sure it was done correctly.	September 13, 2023	Not actionable	Alberta Transport Issue	September 19, 2023
2023-219	Division 5	willow valley road and chapel rock road have significant washboarded for long stretches, first year its been this bad, also lots of loose gravel on shoulders.	September 15, 2023	Completed		September 19, 2023
2023-220	Division 5	Monday someone came out to mow the roadside of the Villa Vega Acres subdivision but they forgot the lower part towards the river there are 5 houses on that part and they would greatly appreciate it if we could send someone out to finish it.	September 15, 2023	To be actioned	Mowing behind with shortage of staff	
2023-221	Division 5	would like Road graded and ditch mowed	September 18, 2023	To be actioned	Mowing behind with shortage of staff	
2023-222	Division 5	PW was out and graded the road but forgot the bottom half (last 5 houses) wondering if they can come out and finish it.	September 19, 2023	To be actioned		
2023-223		Road into beaver mines lake off the 507 horrible washboard and its doing damage to vehicles	September 19, 2023	Not actionable	Alberta Transport Issue	September 19, 2023
2023-224	Division 2	Wasboarded really bad, and being on a hill she is worried about safety. Also near the bridge heading east is bad.	September 19, 2023			

REQUEST ID NUMBER	DIVISION	CONCERN/REQUEST	REQUEST DATE	ACTION TAKEN	FOLLOW UP	COMPLETION DATE
2023-225	Division 5	ditches got missed on willow valley road they only mowed tot the school house wondering if it will be finished? If not please give him a call as he'd like to know why.	September 19, 2023	To be actioned	Mowing behind with shortage of staff	
2023-226	Division 5	Hoping to get the snow fence back up this year, as they tried to remove it last year, but increase of drifts	September 20, 2023	To be actioned	Will Discuss with Snow Fence Crew	
2023-227	Division 5	Ditches all round got cut, but theirs has been missed, however the new grader in there area did an amazing job.	September 20, 2023	Completed	Operator informed	
2023-228	Division 1	cattle guard filled in and the cattle are getting out. Mile south of twine butte roadsouth on 29-1	September 20, 2023	To be actioned	To be inspected	
2023-229	Division 1	email said "I wanted to request a Driveway Inspection for some potential grading."	September 20, 2023	To be actioned		



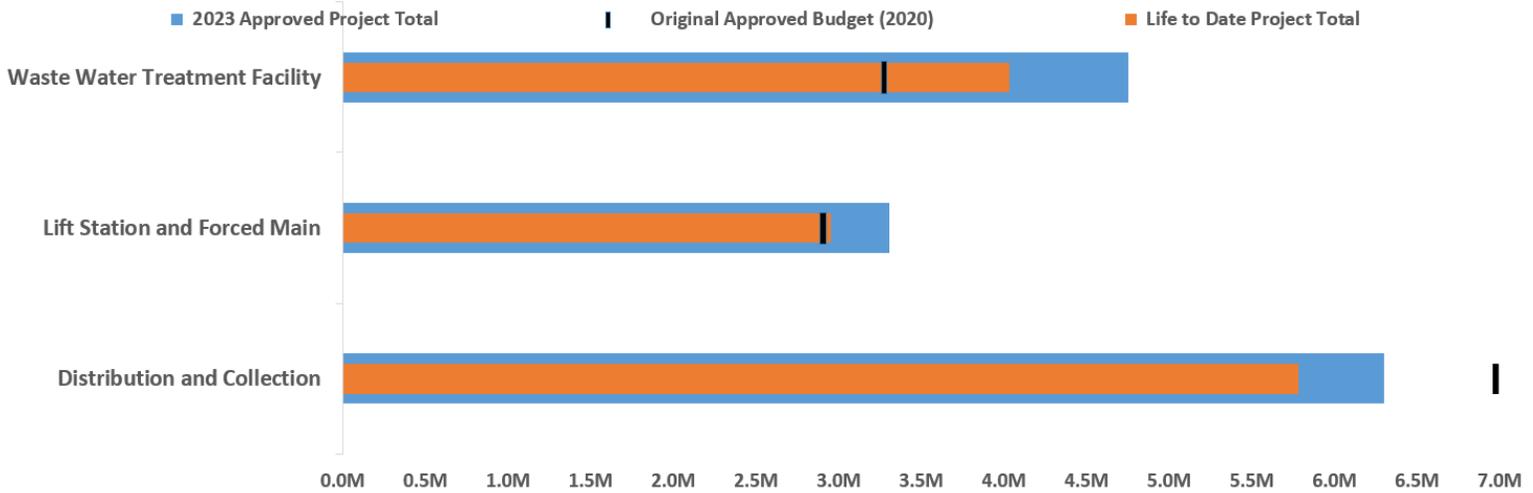
# M.D. OF PINCHER CREEK NO. 9 UTILITIES & INFRASTRUCTURE REPORT

H1b

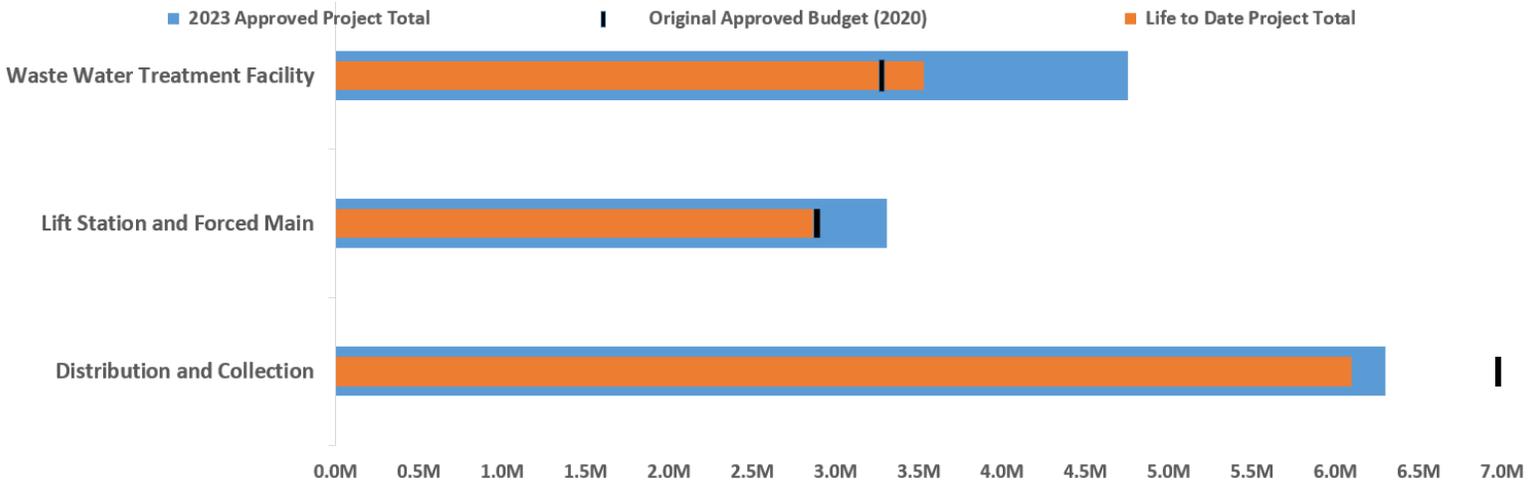
## BEAVER MINES

Spend as of September 19<sup>th</sup>: **\$12,773,111** / \$14,359,848 (89%)

### September 19<sup>th</sup>: \$12,773,111



### September 6<sup>th</sup>: \$12,488,674



*\*Note: Distribution & Collection Project update September 6<sup>th</sup> contained an error related to holdback on the reporting spreadsheet. Hence the drop.*

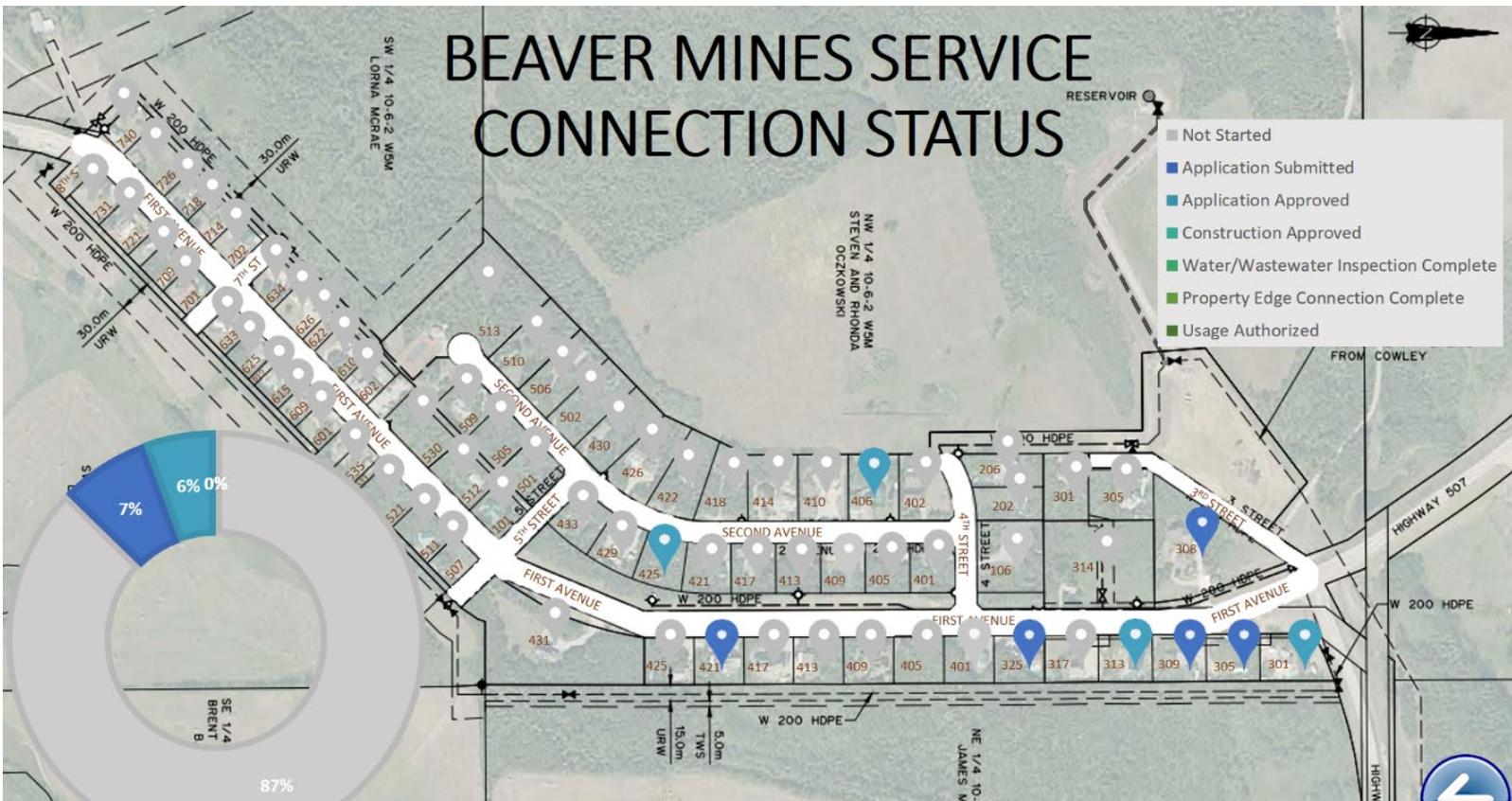
- **Beaver Mines Water Distribution, Collection System**
  - Tender was awarded to BYZ on July 21, 2021.
    - 1. BYZ Enterprises Inc. **\$5,468,977.50 (Budget \$6,251,600)**
  - U/G Schedule A & B Completion May 31<sup>st</sup>, 2023 (excluding additional service work)
  - Finalizing CO to accommodate 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 22<sup>nd</sup>, 2023. Anticipate project full construction completion by end of month
  - Final walkthrough completed August 1<sup>st</sup>, 2023. Total completion was requested based on a July 21<sup>st</sup> completion date, with minor deficiencies to be addressed under holdback
    - Completion date request under review
    - **Awaiting formal signing off for total completion**
  - Projecting final costs to be within current budget
  - Working to closeout contractual duties related to landowner ROW agreements and remaining related costs
  
- **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)**
  - Lagoon cells base civil work complete, liner installed. Significant deficiencies related to liner installation have been noted, which is resulting in a delay of initial fill and commissioning of lagoon system
  - Site works 95% complete. **Initial fill of system anticipated to be fully complete by Council meeting along with commissioning of laterals, lagoon cells, and aeration system**
  - **Collection system is now connected to wastewater site via lift station**
    - **Fencing and final civil/cleanup work to continue during fill/operation**
  - Anticipate substantial completion of construction end of September, 2023
  
- **Beaver Mines Forcemain & Lift Station**
  - Tender was awarded to Parcon for Lift Station June 15<sup>th</sup> **\$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 30<sup>th</sup>, 2023 (up and running date), total completion (permanent MCC/generator installed) Nov. 30<sup>th</sup>, 2023
  - Forcemain complete
  - Site is **conveying flow to wastewater site**. Substantial completion excluding permanent MCC/generator installation complete

*Appeal was dropped July 11<sup>th</sup>, 2023 and the file was officially closed by the Alberta Environmental Appeals Board July 14<sup>th</sup>, 2023.*

# Current Water Operations Activity

## Ongoing Water Supply Issues

- Issued a Stage 3 water restriction August 16<sup>th</sup>, 2023
  - Updates being sent weekly to Council regarding temporary and permanent solutions
- Beaver Mines Lot Servicing Utility Services Guidelines released May 30<sup>th</sup>, 2023. 6 general and 2 plumbing contractor prequalified to date. Application process open to residents
  - 11 applications reviewed, 6 fully approved



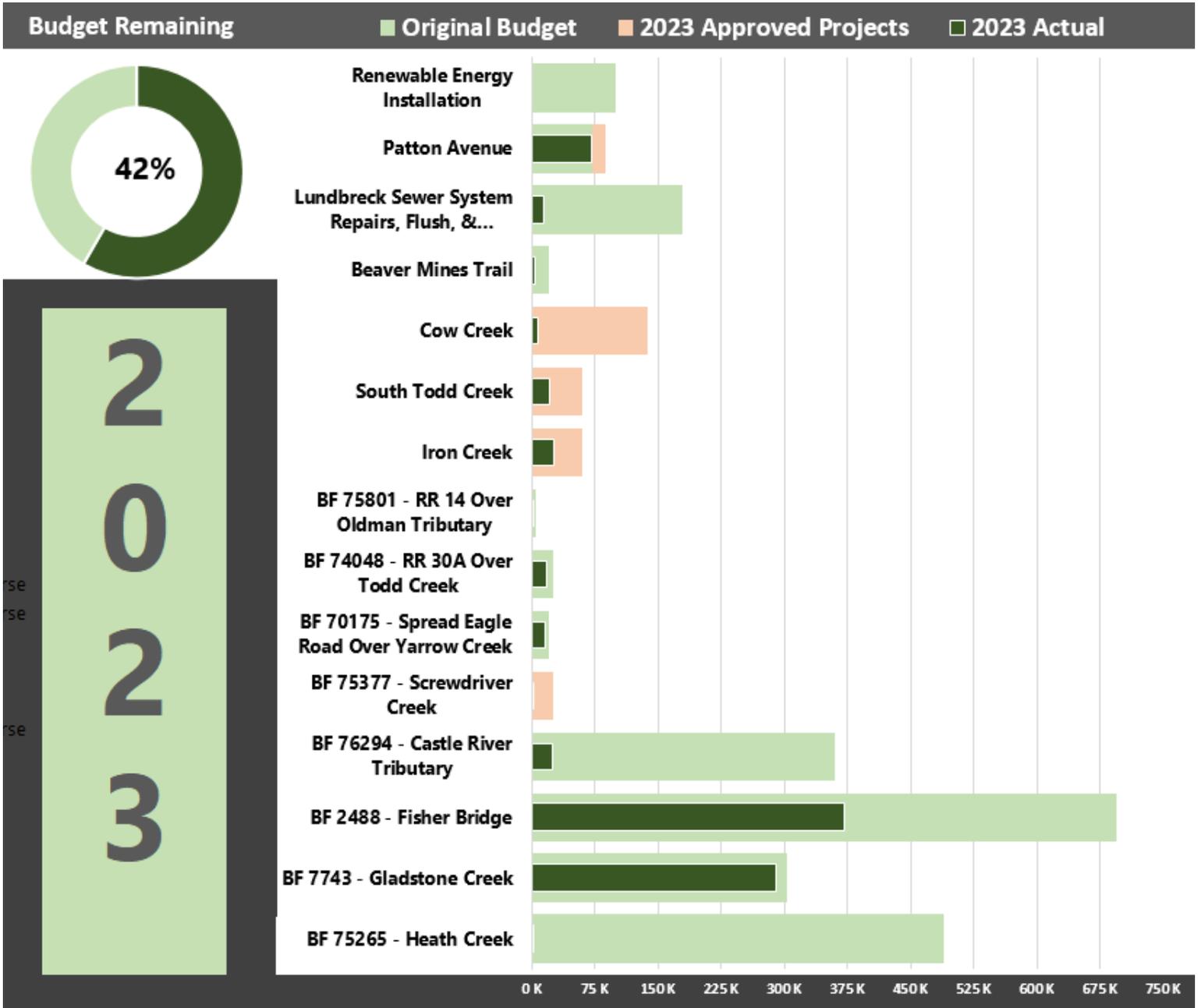
- Released guidance to residents Aug 28<sup>th</sup> notifying residents of restrictions and encouraging hookup next year where feasible
- Confirmed the MD Distribution System Code of Practice does not require flow testing for capacity. National Fire Protection Association (NFPA) guidance recommends 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 was completed by PCES and passed for fire flow. PCES is updating the Fire Underwriters Survey

- **Standpipes**

- PC Standpipe coin acceptor sent for warranty replacement. BM coin acceptor moved to PC for time being. Fixed part received and installed July 26<sup>th</sup>, 2023. Spare ordered for coin acceptor
- Last Known Issue: June 2023

# Large Capital and Other Projects

Total Approved Budget: \$3,559,000. Spend as of September 19<sup>th</sup>, 2023: \$1,796,228 ~~September 6<sup>th</sup>, 2023: \$1,718,298~~



## **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**)
- Generator installation will be completed after Aug 1, 2023 due to long lead delivery
- Deficiency walkthrough complete June 28<sup>th</sup>, 2023. Partial completion for entire scope excluding generator install has been executed
  - Request for substantial completion (excluding generator) officially received September 5<sup>th</sup> (June 30<sup>th</sup> completion). **Granted**
- Approached by an AI drone company to capture images of our new painting for free as part of their data gathering/algorithm improvement. No followup received

## **Lundbreck Sewer System Repairs – 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 1<sup>st</sup>, 2023, project setup and quotation package underway
- Draft drawings received March 2<sup>nd</sup>, 2023, review complete. Quotation package received April 6<sup>th</sup>, review complete. Released May 18<sup>th</sup>, due back May 30<sup>th</sup>
- 2 bids received, budget exceeded. Met with low bidder to review options to keep costs under the budget, found a path forward
- Construction complete. Minor surface deficiencies to be cleaned up prior to issuing total performance. **Final walkthrough complete Sep 19, 2023. Awaiting total performance request**
- Contractor (Jenex) was able to keep costs under budget and perform additional work upon finding unforeseen subsurface deficiencies despite initial bid being over budget

## **Lundbreck Lagoon Resiliency Analysis & Regionalization – Engineering 2023**

*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 21<sup>st</sup>, 2023. Expanding scope to include Cowley
- Kickoff meeting held March 6<sup>th</sup>, 2023. Anticipate starting analysis work and investigations throughout April
- Reached out to brewery April 4<sup>th</sup> to arrange sampling. Sampling complete May 11<sup>th</sup> at lagoon and brewery 2023.
  - Continued delays with metering device. Plan to draft report with assumed flows and update once flow monitoring device arrives
  - **Draft report for Lundbreck phase of project received from MPE with assumed flows, under review. Will not be able to confirm actual flows until Spring 2024**
- Sampling results received and sent to brewery for reference

## Beaver Mines Trail – *Design/Construction 2023*

*Phase 1 design along HWY between 5<sup>th</sup> and 4<sup>th</sup> street and potential construction (if funds are available)*

- Construction of pathway complete, with exception of signage and benched area

## 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 dam Jan 11, 2023
- Kickoff complete Jan 24, 2023. Geotechnical drill complete March 22<sup>nd</sup>. Piezometers (water pressure measurement tools) placed, will check readings in 2 weeks
- Spillway drone photogram will be complete when weather allows. Complete April 21<sup>st</sup>
- Draft reports received end of May, initial review complete. Meeting held with SNC Aug 23<sup>rd</sup> to discuss plan to finalize reports and recommendations. **1 of 2 finalized reports received**
  - Therriault Dam has deficiencies that should be monitored and addressed

## Energy Projects

*MD Estimated Annual Energy Savings: \$22,434*

*MD Achieved Annual Savings\*: \$26,287*

*MD Funding Secured (Total): \$240,094*

*\*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**

- Multipurpose facility rooftop unit installation planned for late September 2023
- Lebel mansion windows grant approved July 25, 2023
  - Project on hold until directive received from Town
- Arena and MPF retrofit
  - Community Building Retrofit grant pre-application submitted for 25% of Arena upgrades March 3, 2023
    - Completed duty to consult form August 8, 2023
  - Feasibility study completed August 11, 2023
  - Full application submitted August 28, 2023
- High efficiency furnace replacement in Airport
  - Complete
- Received confirmation of \$22,080 for Electrical Tracking System at the Multipurpose facility
  - Install tentatively scheduled for late September
- Grant received from Lethbridge Community Foundation for \$5,000 to install offgrid equipment and remove the electrical service at the Lundbreck Welcome Sign
  - Anticipate awarding to low bidder for ~\$7,500
  - Install expected early September pending Council approval
  - Annual savings projected to be \$980-\$1,100
  - **Purchase order submitted September 14, 2023**

- Equipment ordered, installation to be scheduled upon delivery timing
  - QUEST net zero accelerator
    - Launch survey completed
    - Engaged Fortis and Apex with utility survey
    - Fortis completed and submitted survey August 31, 2023
  - 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
    - Received offer of \$2,750 from Old Man 2 Wind Farm pending Council acceptance
    - \$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
      - Presented project update August 28, 2023 with education sample
      - Town has requested to revisit when grant funding news is received
  - 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
    - Decision expected October 2023
  - MCCAC has indicated expected energy efficiency and solar funding is being reviewed at the Provincial level. High probability of efficiency funding, unsure on solar
- **EV Chargers**
    - Concrete work complete August 21, 2023
    - Awaiting final invoice to submit funding closeout
    - Town and Castle funding closeout submitted
    - All closeouts submitted September 18, expect payment March 2024 from Federal program
  - **Eco-centre Solar Installation**
    - Complete July 20, 2023, producing power into grid
      - 523 kw-hr produced to date
  - **Climate Resiliency and Adaptation Plan**
    - Alberta Municipalities has submitted a proposal to present this project at the United Nations Conference of Parties in Abu Dhabi pending Town and MD council approval
    - PC-REMO to take lead on:
      - Firesmart and flooding legislation recommendations
      - Fuel management program
      - Heat and Smoke emergency response plans
      - Flood infrastructure development plans
    - Project brief developed for review by Climate Resilience Team
    - Team met August 30, 2023 to review project briefs. Directed as follows:
      - Request PARC to present wind study to next joint council to discuss seed funding and allow team to approach other stakeholders
      - Develop draft of homeowner assessment toolkit and recommendations for home resiliency

- Develop draft recommendations to be included in both Town and MD procurement policies based on examples from existing municipalities
  - Develop recommendations for deliverables in any future Tourism master plan
  - Review progress on PC-REMO tasks on bi-monthly basis
  - Met with MITACS to investigate funding avenues for wind study
  - Reviewed existing sustainable purchasing policies from Edmonton, Nanaimo, Calgary, Banff.
  - Reviewed homeowner assessment toolkits and adaptation guides
- **Clean Energy Improvement Program**
  - Full application submitted June 29, 2023
  - Amendments made based on FCM feedback and resubmitted August 11, 2023
  - Expected launch pending grant approval in Q2 2024
- **Ford Lightning**
  - Tender received from Marlborough Ford with estimated ETA of September 2023
    - Awarded to only bidder Marlborough Ford **\$80,371.25** (Budget \$85,000)
    - Received July 26, 2023
    - Tracking usage to compare vs gas equivalent
      - Distance: 693 km, Energy used: 307 kWh
      - Cost (energy only): \$18.42, Cost (energy+T&D): \$49.12
      - Cost of unit 504 to drive equivalent distance: \$142.2
      - Total Savings: \$93.08
    - Funding closeout submitted September 5, 2023
- **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 characteristics 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 1<sup>st</sup> 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
  - Construction began August 23<sup>rd</sup>, anticipate completion around Sep 15<sup>th</sup>
  - Construction timeline and quality exceeding expectations
  - Final walkthrough and completion issued September 19<sup>th</sup>, 2023, noted minor deficiencies that must be addressed prior to release of holdback
  
- **Bridge File 7743 – Local Road over Gladstone Creek, SW-23-05-02-W5M**
  - Project complete
  
- **Bridge File 75377 – Local Road over Screwdriver Creek, NW-08-06-02-W5M**
  - Project complete
  
- **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 26<sup>th</sup>. Installation RFQ bids received September 14<sup>th</sup>, 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 open for traffic flow
  - Signage and epoxy crack injection complete. Abutment repair and guardrail work still ongoing. Anticipate guardrail completion by Council meeting, with abutment repair work to follow over the next week
  
- **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)
  - 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)**
  - Preliminary engineering report complete June 9<sup>th</sup>, 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)**
  - Preliminary engineering complete. Struts recommended, drawing complete
- **Bridge File 76294– 2<sup>nd</sup> 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 funding confirmed April 17<sup>th</sup>, 2023
  - Anticipated completion by Nov. 30<sup>th</sup>, 2023
  - ECO Plan and Traffic plan submitted and sent back with comments. Contractor responded Sep 5<sup>th</sup> and intends to start between Sep 11<sup>th</sup>-22<sup>nd</sup> if all goes well on current job
    - Awaiting revised traffic and Eco Plan prior to giving the go to construct
- **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 20<sup>th</sup>, 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 30<sup>th</sup>, 2023 received
  - Funding agreement signed March 28<sup>th</sup>, 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
  - Received design brief from ISL September 1<sup>st</sup>. Design complete. Permitting work has begun, Alberta Public Lands Disposition requirements pose a risk for delay

## Roads

- **Patton Avenue (Lundbreck) - *Engineering and construction 2023***
  - Project complete

### **Recommendation:**

That the Utilities & Infrastructure report for the period September 7<sup>th</sup> – September 19<sup>th</sup> is received as information.

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Prepared by: Roland/David/Tristan

Date: September 19<sup>th</sup>, 2023

Submitted to: Council

Date: September 26<sup>th</sup>, 2023

**CHIEF ADMINISTRATIVE OFFICER’S REPORT**

September 11, 2023 to September 22, 2023

**Discussion:**

September 11	Senior Management Meeting
September 12	Council Committee and Council Meetings
September 13	JHSC Meeting
September 14	SWOT Analysis Interview – Organizational Assessment Design Workshop
September 15	Vacation
September 18	Special Council Meeting
September 18	STARS Meeting to discuss call in/out services
September 19	Joint Budget Meeting with the Town
September 20	Organizational Assessment Design Workshop
September 21	Council Package Preparation

Upcoming

September 25	Senior Management Meeting
September 26	Council Committee and Council Meetings

**RECOMMENDATION:**

That Council receive for information, the Chief Administrative Officer’s report for the period September 11, 2023 – September 22, 2023.

Prepared by: CAO, Roland Milligan 

Date: September 21, 2023

Respectfully presented to: Council

Date: September 26, 2023

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

**Letters from last Council:**

- Town – Climate Resiliency and Adaptation Plan
- Willow Creek - 2024 Southern Alberta Partnership Ortho Photo Project
- SASCI – Thank you for attending
- Heritage Acres – Thank you for attending
- National Legion Week

**Advertising/Social:**

- Nation Legion Week – September 17 to 23, 2023
- Livestock Tax Deferral Program
- Assistant Deputy Minister, Agriculture and Agri-Food Canada Letter
- Completion of Station Street Construction
- Special Council Meeting September 18, 2023
- Minister, Agriculture and Irrigation Letter
- Public Information Release – Water Situation - September 13, 2023
- Public Information Release – Lundbreck RCMP Situation - September 13, 2023
- Construction on Bridge Fire 76294 Tributary to Castle River, SW 32-06-01 W5M,

**Other Activities:**

- Council Packages/Meeting
- Communications Officer for Water Situation (MD and Town)
- Donation basket for Raise the Woof
- Joint Funding Meeting
- Joint Council Meeting
- Draft policies
- Draft Eco Centre survey

**Invitations to Council:**

- Lorne Thompson – checking his schedule
- Irrigation District – spoke with Ministers Assistant, meeting will be scheduled following RMA and will be virtual

**Upcoming Dates of Importance:**

Office Closure – National Day of Truth and Reconciliation – October 2, 2023  
Office Closure – Thanksgiving Day – October 9, 2023  
Regular Committee, Council – October 10, 2023  
Meeting with MLA – October 17, 2023  
Regular Committee, Council – October 24, 2023  
Organizational Meeting – October 24, 2023

# Administration Guidance Request

H4b



**TITLE: Council Engagement 2023**

**PREPARED BY: Jessica McClelland**

**DATE: September 14, 2023**

**DEPARTMENT: Administration**

		<b>ATTACHMENTS: none</b>
<b>Department Supervisor</b>	<b>Date</b>	

**APPROVALS:**

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

**REQUEST:**

To allow for proper planning, that Council schedule dates for the following Coffee with Council events:

- Division 2 – MD Office
- Division 4 – Summerview Hall
- Division 5 – Lundbreck Hall

**BACKGROUND:**

Previous Coffee with Council:

- Division 1 – December 2022
- Division 3 – January 2023

All others were cancelled due to COVID.

**FINANCIAL IMPLICATIONS:**

Coffee with Council - None, amounts for these events we already budgeted for 2023.



Quote: 280912

Mr. Rick Lemire  
Reeve  
Municipal District of Pincher Creek No. 9  
1037 Herron Avenue  
PO Box 279  
Pincher Creek AB T0K 1W0

Dear Reeve Lemire:

I am writing in response to your letter co-addressed to the Honourable Lawrence MacAulay and the Honourable RJ Sigurdson regarding the impact of drought on crops, feed availability and producers in the Municipal District of Pincher Creek No. 9. Please be assured that your concerns have been brought to the Minister's attention.

The Minister and Agriculture and Agri-Food Canada (AAFC) are aware of the challenges and uncertainty that producers are facing, and we appreciate the commitment and efforts of farmers during these difficult times. The Government of Canada is determined to ensure programs are adequately responding to the situation.

Federal, provincial and territorial governments offer a suite of core business risk management (BRM) programs to help producers manage severe risks to their farm income, such as when disasters occur. These programs include AgriStability, AgriInvest and AgriInsurance. Governments agree that producers should proactively manage their risks by taking full advantage of the support available through these programs and encourage producers across Canada to participate.

.../2

The Government of Alberta and Agriculture and Agri-Food Canada are allowing for late participation in the AgriStability program, recognizing that wildfires and extremely dry conditions have affected many farmers and ranchers since the April 30 enrolment deadline. Alberta producers can sign up for the program until September 29, 2023. Payments to those who sign up through late participation will be reduced by 20 percent to encourage proactive enrolment.

For 2023, crop insurance in Alberta is doubling the low-yield threshold to allow for additional cereal or pulse crops to be salvaged for livestock feed. The low-yield allowance is meant for situations, such as extreme heat and severe drought, where crops may not be of value in harvesting for grain. This adjustment enables producers to act swiftly to salvage crops for livestock feed rather than watch their fields deteriorate further and risk harvesting nothing. Producers are encouraged to contact the Agriculture Financial Services Corporation (AFSC) for details.

AgriRecovery is a disaster relief framework, under the Sustainable Canadian Agricultural Partnership, intended to work together with the core BRM programs to help farmers recover from natural disasters. AgriRecovery cannot duplicate or replace the assistance provided by the core BRM programs; rather, it is focused on extraordinary costs producers face to recover from disasters in excess of the BRM supports available. Departmental officials are working closely with their provincial counterparts to complete this assessment as quickly as possible.

On August 21, 2023, Minister MacAulay announced the initial list of Livestock Tax Deferral (LTD) designated regions in Alberta, as well as in British Columbia, Saskatchewan and Manitoba. The list is available on AAFC's [2023 Livestock Tax Deferral](#) webpage. Departmental agroclimate specialists will continue to monitor conditions relative to the LTD criteria throughout the growing season, and additional designated regions will be added if they meet the criteria.

The LTD is a provision under the *Income Tax Act* that provides a taxable benefit to producers. Drought and excess moisture conditions are evaluated using defined geopolitical boundaries within a province and forage yields are required to be less than 50 percent of the long-term average yield.

Please be assured that AAFC is considering program responses to ensure producers have the tools they need to manage this season's challenges. I trust that this information will be of assistance. Thank you for writing on this matter.

Sincerely,

Liz Foster  
Assistant Deputy Minister  
Programs Branch

c.c.: Office of the Honourable RJ Sigurdson, MLA