

A

**AGENDA  
COUNCIL MEETING  
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9  
October 22, 2024  
6:00 pm  
Council Chambers**

A. ADOPTION OF AGENDA

B. PUBLIC HEARING BYLAW 1352-24

C. MINUTES/NOTES

1. Council Committee Minutes
  - October 8, 2024
2. Council Meeting Minutes
  - October 8, 2024

D. UNFINISHED BUSINESS

E. BUSINESS ARISING FROM THE MINUTES

F. COMMITTEE REPORTS / DIVISIONAL CONCERNS

1. Councillor Tony Bruder – Division 1
  - ORRSC Periodicals – Home Occupation
  - ORRDC Minutes June 13, 2024
  - ORRSC Minutes July 11, 2024
2. Councillor Rick Lemire – Division 2
3. Reeve Dave Cox– Division 3
  - Mayors & Reeves Meeting
4. Councillor Jim Welsch - Division 4
5. Councillor John MacGarva – Division 5

G. ADMINISTRATION REPORTS

1. Operations

- a) Public Works Department Report
  - Report from Public Works dated October 15, 2024
  - Schedule A – Operations Report
  - Schedule B – Shop/Fleet Report
- b) Utilities & Infrastructure Report
  - Report from Utilities & Infrastructure dated October 17, 2024
- c) Beaver Mines Water & Wastewater Projects – Site Visit
  - Report from Utilities & Infrastructure dated October 16, 2024

2. Finance

- a) 2025 Joint Budget Contribution
  - Report from Finance, dated October 17, 2024

3. Planning and Community Services

4. Municipal

- a) CAO Report
  - Report from Administration, dated October 17, 2024

H. CORRESPONDENCE

1. For Action

- a) Meeting Minister Dreeshen at Fall RMA Convention
  - Does Council want to meet?
  - Topics?
- b) Oldman Watershed Council
  - Request for Support

- c) Highway 3 Twinning Development Association
  - Request for Support
- d) Royal Canadian Legion
  - Remembrance Day Request

2. For Information

- a) Foothills Little Bow Minutes September 20, 2024
- b) AESO Sunrise Solar Connection
  - Need Overview
  - Map
  - Newsletter
- c) RMA Presenting Bylaw Amendment at 2024 Fall Convention
- d) Request for Used Truck
  - Request from Pincher Creek Foundation

I. NEW BUSINESS

J. CLOSED MEETING SESSION

- a) Revised Policy A-ADMIN-002 – FOIP Sec. 23.1
- b) Beaver Mines Park Access Concerns & Options – FOIP Sec. 24.1

K. ADJOURNMENT

**MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9  
BYLAW NO. 1352-24**

Being a bylaw of the Municipal District of Pincher Creek No. 9 in the Province of Alberta, to amend Bylaw No. 1349-24, being the Land Use Bylaw.

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

**WHEREAS** The Municipal District of Pincher Creek No. 9 is in receipt of a request to change the land use designation of lands legally described as:

That portion NW 10-6-2 W5M lying within the Hamlet of Beaver Mines

And as shown on Schedule ‘A’ attached hereto, from “Hamlet Transitional / Agricultural - HTA” to “Hamlet Single Detached Residential 1 – HR-1”; and

**WHEREAS** The purpose of the proposed amendment is to allow for residential subdivision and development;

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

- 1. This bylaw shall be cited as “Land Use Bylaw Amendment No. 1352-24”.
- 2. Amendments to Land Use Bylaw No. 1349-24 as per “Schedule A” attached.
- 3. This bylaw shall come into force and effect upon third and final passing thereof.

READ a first time this 24 day of October, 2024.

A PUBLIC HEARING was held this \_\_\_\_ day of \_\_\_\_\_, 2024.

READ a second time this \_\_\_\_ day of \_\_\_\_\_, 2024.

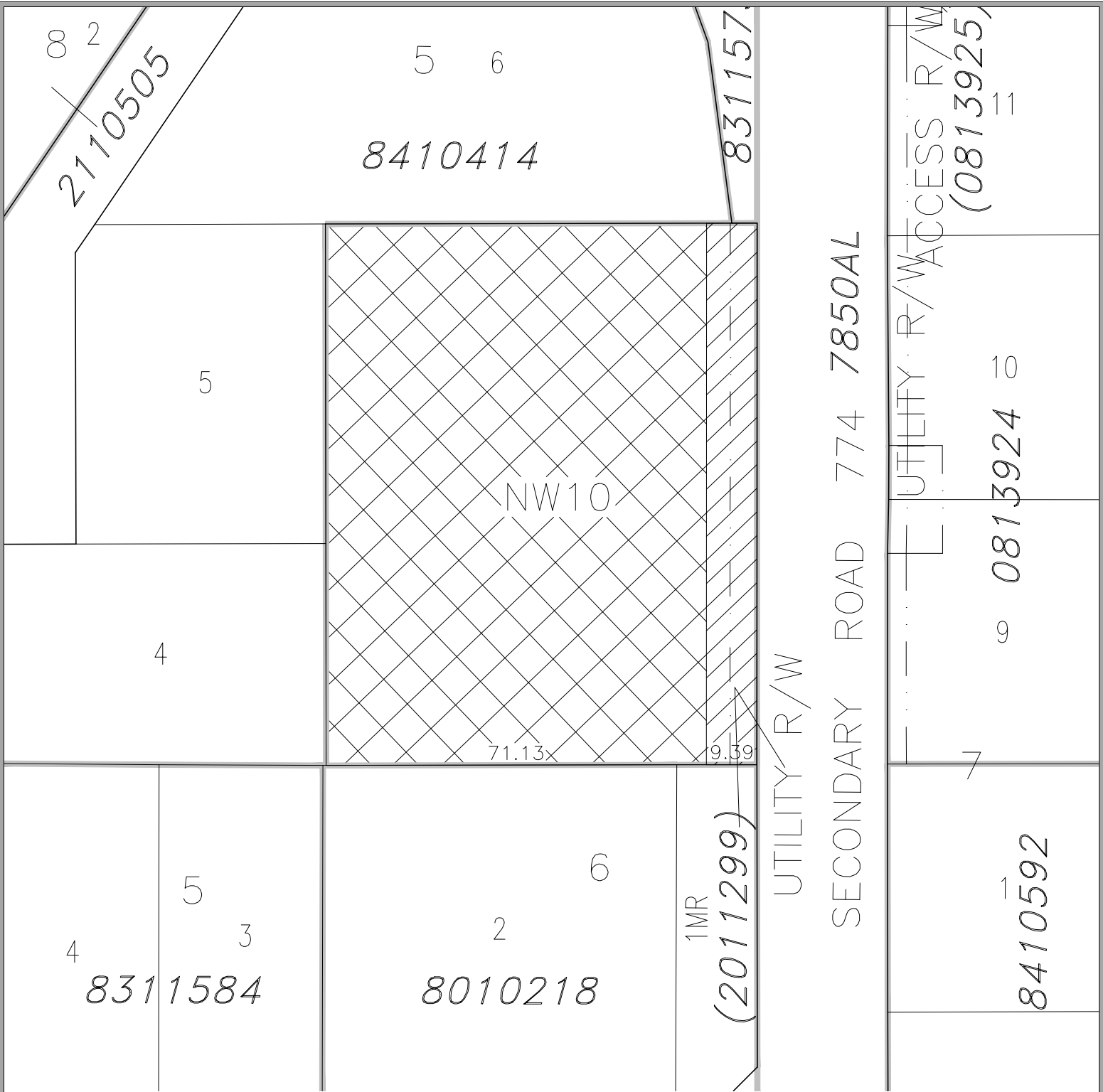
READ a third time and finally PASSED this \_\_\_\_ day of \_\_\_\_\_, 2024.

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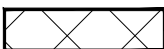
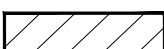
*Reeve*  
*David Cox*

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*Chief Administrative Officer*  
*Roland Milligan*



**LAND USE DISTRICT REDESIGNATION  
SCHEDULE 'A'**


-  FROM: Hamlet Transitional/Agricultural 'HTA'  
TO: Hamlet Single-Detached Residential 1 'HR-1'
-  FROM: Hamlet Transitional/Agricultural 'HTA'  
TO: Hamlet Public and Institutional 'HPI'

**PORTION OF NW 1/4 SEC 10, TWP 6, RGE 2, W 5 M  
MUNICIPALITY: MUNICIPAL DISTRICT OF  
PINCHER CREEK No 9  
(HAMLET OF BEAVER MINES)  
DATE: SEPTEMBER 13, 2024**

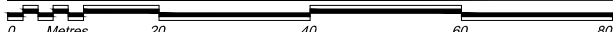
Bylaw #: 1352-24

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


MAP PREPARED BY:  
OLDMAN RIVER REGIONAL SERVICES COMMISSION  
3105 16th AVENUE NORTH, LETHBRIDGE, ALBERTA T1H 5E8  
TEL: 403-329-1344  
"NOT RESPONSIBLE FOR ERRORS OR OMISSIONS"



**OLDMAN RIVER REGIONAL SERVICES COMMISSION**



September 13, 2024 N:\Pincher-Creek-MD\Pincher-Creek-MD LUD & Land Use Redesignations\  
MD of Pincher Creek - Bylaw No. 1352-24 NW 10-6-2-5.dwg



MINUTES  
REGULAR COUNCIL COMMITTEE MEETING  
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9  
Tuesday, October 8, 2024 2:00 pm  
Council Chambers

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

Staff: Acting CAO David Desabrais, Public Works Manager Alan McRae, Public Works Assistant Manager Shane Mackintosh, Financial Manager Brendan Schlossberger, and Development Officer Laura McKinnon.

Reeve Dave Cox called the meeting to order, the time being 2:00 pm.

1. Approval of Agenda

Councillor Jim Welsch

Moved that the agenda for the October 8, 2024 be approved as presented.

Carried

2. Delegation

3. Closed Session

Councillor Jim Welsch

Moved that Council move into closed session to discuss the following, the time being 2:30 pm.

- a) Public Works Call Log – FOIP Sec. 24.1
- b) Lundbreck User Groups Water/Sewer Billing – FOIP Sec. 24.1
- c) Joint Budget/Grants to Groups Discussion – FOIP Sec. 24.1

Councillor Rick Lemire

Moved that Council move out of closed session, the time being 4:18 pm.

Carried

4. Round Table

Airport Committee Discussion

- Administration to bring back history of Airport committee.

Shaping Energy Futures Competitiveness

- Possible committee with Town?
  - Provide communication.
  - Support investment opportunities.
  - Monitoring and reporting.

5. Adjournment

REGULAR COUNCIL COMMITTEE MEETING  
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9  
TUESDAY, OCTOBER 8, 2024

Councillor John MacGarva

Moved that the Committee Meeting adjourn, the time being 4:57 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**  
**OCTOBER 8, 2024**

9886

The Regular Meeting of Council of the Municipal District of Pincher Creek No. 9 was held on Tuesday, October 8, 2024 at 6:00 pm, in the Council Chambers of the Municipal District Administration Building, Pincher Creek, Alberta.

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

**STAFF** Acting CAO David Desabrais, Financial Manager Brendan Schlossberger, Public Works Manager Alan McRae, Public Works Assistant Manager Shane Mackintosh and Development Officer Laura McKinnon.

Reeve Dave Cox called the meeting to order at 6:00 pm.

**A. ADOPTION OF AGENDA**

Councillor Tony Bruder 24/418

Moved that the agenda for October 8, 2024 be amended to include:

Planning and Community Services

- Enforcement Services - Portable Commercial Weigh Scales

Closed

- Joint Contributions for 2025 – FOIP Sec 24.1

AND THAT the agenda be approved as amended.

Carried

**B. DELEGATIONS**

**C. MINUTES**

- 1) Council Committee Meeting Minutes – September 24, 2024

Councillor Jim Welsch 24/419

Moved that the minutes of the Council Committee Meeting of September 24, 2024 be approved as presented.

Carried

- 2) Council Meeting Minutes – September 24, 2024

Councillor Rick Lemire 24/420

Moved that the minutes of the Council Meeting of September 24, 2024 be approved as presented.

Carried

**D. UNFINISHED BUSINESS**

**E. BUSINESS ARISING FROM THE MINUTES**

- a) Recycling Challenges – Presentations from September 24, 2024

Councillor Tony Bruder 24/421

Moved that the presentation on recycling challenges from September 24, 2024 be received as information,

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AND THAT as the Crowsnest Pass Pincher Creek Landfill operates the Eco Centre, the presentation be forwarded to them for comment and review.

Carried

F. COMMITTEE REPORTS / DIVISIONAL CONCERNS

1. Councillor Tony Bruder – Division 1
  - Smart Energy Community Benchmark Workshop
  - Waterton Biosphere Newsletter
2. Councillor Rick Lemire – Division 2
  - Alberta South West
  - Pincher Creek Emergency Services Commission
3. Reeve Dave Cox – Division 3
  - Smart Energy Community Benchmark Workshop
  - Beaver Mines Community Association
  - Mayors & Reeves
4. Councillor Jim Welsch - Division 4
  - Smart Energy Community Benchmark Workshop
  - Road Grading Concerns
  - Family and Community Support Services
5. Councillor John MacGarva – Division 5
  - Smart Energy Community Benchmark Workshop
  - Citizens on Patrol/Rural Crime
  - Lundbreck Citizens Council

Councillor John MacGarva 24/422

Moved to accept the Committee Reports as information.

Carried

G. ADMINISTRATION REPORTS

1. Operations
  - a) Public Works Operations Report

Councillor John MacGarva 24/423

Moved that Council receive the Public Works Operations Report, including Schedule A – Operations Report, and Schedule B – Shop/Fleet Report, for the period September 16, 2024 to September 27, 2024 as information.

Carried

- b) Utilities & Infrastructure Report

Councillor Rick Lemire 24/424

Moved that the Utilities & Infrastructure report for September 17, 2024 October 3, 2024 is received as information.

Carried

2. Finance

- a) 2024 Water Shortage Emergency Costs

Councillor Rick Lemire 24/425

Moved that Council approve, up to a maximum of \$640,000, for 2024 water shortage emergency operating costs,



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AND THAT said funds coming from the Water and Wastewater Reserve.

Carried

3. Development and Community Services

a) Enforcement Services - Portable Commercial Weigh Scales

Moved that Council approve \$18,564 in 2024 funds for the purchase of portable commercial weigh scales,

AND THAT said funds coming from the Equipment Replacement Reserve.

Carried

4. Municipal

a) Administrative Support Report

Councillor Rick Lemire 24/426

Moved that Council receive for information, the Administrative Support Report for the period September 18, 2024 to October 3, 2024.

Carried

H. CORRESPONDENCE

1. For Action

a) Boys 1A Volleyball Provincials - Request for Support from St. Michael's School

Councillor Jim Welsch 24/427

Moved that Council donate \$1000 towards St. Michael's School for the Boys 1A Volleyball Provincials,

AND THAT the amount be taken from Grants to Groups and Organizations (2-75-0-770-2765).

Carried

b) Kootenai Brown Pioneer Village - Halloween Event Invitation

Councillor Rick Lemire 24/428

Moved that Council received the invitation from Kootenai Brown Pioneer Village for their Halloween Event as information,

AND THAT Council thanks the administration for taking part in this annual event.

Carried

2. For Information

Councillor Tony Bruder 24/429

Moved that the following be received as information:

- a) 185L and 412L Transmission Line Rebuild - Notice of project approval
- b) Flood Awareness Map Finalized - Letter from Alberta Environment and Protected Areas

Carried

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 Municipal District of Pincher Creek No. 9  
 October 8, 2024

I. NEW BUSINESS

J. CLOSED SESSION

Councillor Tony Bruder 24/430

Moved that Council move into closed session to discuss the following, the time being 7:33 pm.

- a) Municipal Affairs Survey – FOIP Sec. 24.1
- b) Joint Contributions for 2025 – FOIP Sec 24.1

Councillor John MacGarva 24/431

Moved that Council move out of closed session, the time being 7:59 pm.

Carried

- a) Municipal Affairs Survey

Councillor Tony Bruder 24/432

Moved that the Municipal Affairs Survey be received as information.

Carried

- b) Joint Contributions for 2025

Councillor John MacGarva 24/433

Moved that Council approve the 2025 Joint Budget amount at 50% with the Town of Pincher Creek, the MD portion totaling \$190,338;

AND THAT Council agrees to fund the following organizations through the 2025 Joint Budget process:

Southwest Alberta Regional Search and Rescue Society	\$ 22,255
Pincher Creek Human Society plus in-kind of mowing and gravel	\$ 36,000
Pincher Creek and District Municipal Library Board	\$ 262,500
Pincher Creek and District Historical Society	\$ 30,000
Oldman River Antique Equipment and Threshing Club	\$ 30,000

AND FURTHER THAT Council approve the 2025 per capita funding, for Joint Funding, at \$21.00 with the MD portion totaling \$68,275;

AND FURTHER, THAT Council agrees to fund the following organizations through Joint Funding for 2025:

Agricultural Society, PC	\$ 2,000
Allied Arts	\$ 20,000
Care Bears Society, Pincher Creek	\$ 10,000
Chamber of Commerce, PC	\$ 7,000
Citizens on Patrol	\$ 2,500
Community Food Bank, PC	\$ 1,200
Community Hall, PC	\$ 15,000
Family Centre	\$ 36,000
Group Group Youth	\$ 5,000
Handi Bus Society	\$ 15,000
Legion, Royal Canadian	\$ 2,000
Lundbreck Gardeners	\$ 1,000
Mustangs Football	\$ 1,000
Napi Friendship Association	\$ 1,000
Oldman Rose Society	\$ 2,000
Patton Park Society	\$ 1,000

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Pincher Planters	\$ 7,500
Ranch Rodeo	\$ 5,000
SASCI	\$ 10,000
Syncline Trails Association	\$ 400

AND FINALLY, that Council directs administration to request feedback, as discussed in the closed session, from the Town of Pincher Creek on the information received from SASCI before their Joint Budget request is finalized at a future Council meeting.

Carried

K. ADJOURNMENT

Councillor John MacGarva 24/434

Moved that Council adjourn the meeting, the time being 8:03 pm.

Carried

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REEVE

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CHIEF ADMINISTRATIVE OFFICER

# Home Occupations

Commercial pursuits within a residence are increasingly common but beg the question of how much is too much.

Dwellings and neighbourhoods have been continually evolving and at the same time, ideals around work-life balance also shifting. Despite a rapid rise in the proportion of “work from home” employment, this type of activity is typically innocuous, and generally accepted. Home occupations that extend beyond a simple office are to varying degrees acceptable, depending on their intensity and scope. It goes without saying that “location” is everything – as acceptable limits for a home occupation on an acreage will obviously be different than within an apartment building.

# Home Occupation Context

Home occupations, or home-based businesses, are the use of a residential property for an occupation, trade, profession, service or craft carried on by an occupant of the dwelling. This includes contract work, selling catalogue products such as kitchen wares or spices, hair salons, e-commerce, or the office and storage component of a trade related business (electrical, plumbing, drywall, etc.). Home occupations can come in a variety of forms however they should be secondary to the principal residential use.

For centuries people have been selling their produce, self-made products, wares, or offering their skills from home in order to provide for their families. It was not until the industrial revolution that there was a large-scale need for people to leave their homes to conduct their work and earn wages in factories and offices. Despite the broad scale shift in how we work, not all have subscribed to the notion that work must take place outside of the home. With the advent of the digital revolution and the expansive growth of the digital economy, many continue to work from home either as a corporate employee (remote worker) or as entrepreneurs operating their own businesses.

For most municipalities and in the context of this discussion, a home occupation is a business which is owned and operated by a resident of the home, and not remote work. That is to say, working from home and home occupations are not the same for the purposes of this periodical. Although working from home on behalf of a corporation could constitute a home occupation if the municipality desires, it is not typically pursued. This periodical will examine the nuance of this development type and how it might fit into southern Alberta communities.

## Legislative & Legal Framework

The Court of Appeal has examined decisions made on home occupations on several occasions. The question of when a home occupation is better suited as another defined use within the land use bylaw, and likely not allowable within a residential district, is most often the subject matter of the appeal. There are two cases in Alberta in recent years which juxtapose the topic.

In *Edmonton (City) v Edmonton (Subdivision and Development Appeal Board)*, 2017 ABCA 140, a permit to operate a trucking business, including administrative activities and the outdoor storage of semi-trailer trucks from a five-acre parcel on lands zoned Agriculture had been denied by the Development Authority, then subsequently approved by the Subdivision and Development Appeal Board (SDAB). The Court of Appeal found that the municipality's definition of Major Home Based Business did not permit outdoor business activities or storage, therefore the SDAB erred in issuing a permit for the use. Conversely, in *Fuhr v Parkland (County)*, 2018 ABCA 442 a permit to operate a trucking business that specializes in moving buildings on lands zoned Agricultural General was granted by the Development Authority and subsequently supported by the SDAB. The permit allows for the parking of eight trucks indoors and four trailers outdoors, washing of vehicles, and temporarily storing ten portable classrooms outdoors. In this case, the Court

*Statistics Canada has reported that nearly one in four (24.3%) Canadians worked from home at the time of the 2021 Census and although the 2023 Spring Labour Force Survey has shown a slight decrease (down to 20.1% of workers) the number of people using their dwelling as their place of work is still nearly triple that of the 2016 Census which indicated only 7.4% of people worked from home. It is important to note 2021 was the first census period to occur following the onset of the COVID-19 pandemic while work from home protocols remained in place for many. Unfortunately, Statistics Canada does not differentiate between remote workers and entrepreneurs however these statistics reinforce the reality that working from home is becoming more prevalent even after the work place has generally returned to normal following the COVID-19 pandemic.*

*Source: Statscan 2021 Census and 2023 Labour Force Survey*



*Happy Pawz Grooming Claresholm*

*Source: Town of Claresholm*

## **Municipal Government Act**

640(2) *A land use bylaw*

*(a) must divide the municipality into districts of the number and area the council considers appropriate;*

*(b) must, unless the district is designated as a direct control district pursuant to section 641, prescribe with respect to each district,*

*(i) the one or more uses of land or buildings that are permitted in the district, with or without conditions, or*

*(ii) the one or more uses of land or buildings that may be permitted in the district at the discretion of the development authority, with or without conditions, or both;*

*(c) must establish a method of making decisions on applications for development permits and issuing development permits for any development, including provision for*

*(i) the types of development permit that may be issued,*

*(ii) applying for a development permit,*

*(iii) processing an application for, or issuing, cancelling, suspending or refusing to issue, a development permit,*

*(iv) the conditions that are to be attached, or that the development authority may attach, to a development permit, either generally or with respect to a specific type of permit,*

*(v) how long any type of development permit remains in effect,*

*(vi) the discretion that the development authority may exercise with respect to development permits, and*

*(vii) any other matters necessary to regulate and control the issue of development permits that to the council appear necessary.*

of Appeal found the municipality's definition of Home-Based Business Level 3 allowed for the parking of commercial vehicles and some industrial activity with some outside impacts therefore, the appeal was dismissed and the decision of the SDAB was upheld.

In the Parkland County case, the appellants argued that the decision of the Court in the Edmonton case set a precedent establishing that home-based businesses should occur entirely indoors. The Court disagreed, noting that the two definitions were materially different and each municipality and SDAB must apply their own legislative framework to the lands within their jurisdiction.

Section 640 of the *Municipal Government Act* (MGA) requires a municipality to have a land use bylaw for the purpose of dividing the municipality into districts and listing one or more uses of land or buildings that are permitted or discretionary uses within the district. It does not, however, stipulate what uses must be included in the bylaw or how a municipality must define certain uses. It is up to each municipality to characterize what a home occupation is and appropriately define what types of activities may or may not be acceptable. Certain home based uses such as day cares, group homes, bed and breakfasts and short-term rentals are often defined and governed separately to emphasize that they have different impacts on neighbourhoods.

Beyond land use, home occupations are often viewed by brick-and-mortar businesses as being on an unlevel playing field due to the cost savings of not having a separate location from their dwelling. Particularly, the lack of property taxes associated with the home occupation can be off-putting to the local brick-and-mortar business community. Section 297 of the MGA affords municipalities the opportunity to apply more than one assessment class to a property. Because assessment is not affected by zoning and focuses on the activities occurring on the site, municipalities are able to apply the commercial mill rate to the portions of the dwelling utilized for the home occupation. However, this can be difficult to do where the home occupation does not have a distinct and defined space separate from the remainder of the dwelling. For instance, a business selling baked goods made in the home kitchen will also utilize that same kitchen for the day to day needs of the household, making it difficult to tax the area used for business separately from the home. Whereas a personal training studio that is the sole use of a detached garage can more easily be assessed as a commercial space separate from the dwelling. Municipalities should seek further guidance from their Municipal Assessors on this topic.

Other mechanisms that may be applied to home based businesses including business license and development permit fees. Municipalities may set rates for home occupations as more expensive than those for other businesses in an effort to level out the playing field and account for the lack of property taxes being paid. As an example, for particular home occupations, the Town of Vulcan levies an additional monthly \$5 fee on the water rate as a condition of approval.

# Benefits and Challenges

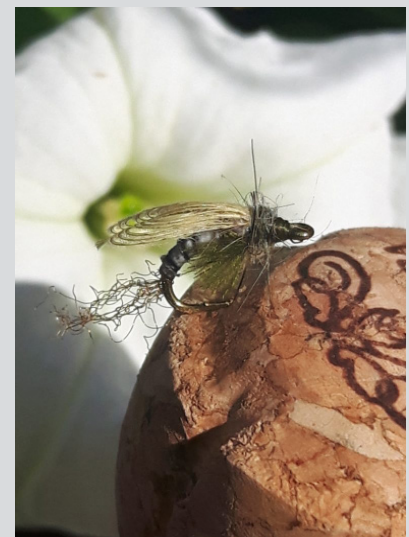
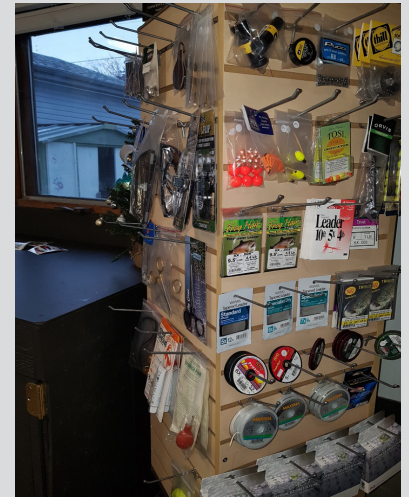
Municipalities experience both benefits and challenges from home occupations, including economic impacts. Home occupations provide services that may not otherwise be provided within the municipality or regional service area. For some there are barriers that make working outside of the home difficult, such as childcare access or affordability, the cost and time associated with commuting, or physical disabilities which can make participating in the workforce in a traditional way difficult. They allow more residents to participate in the workforce, which increases household incomes and money circulating in the local economy. Additionally, home occupations act as business incubators by providing an ability to grow a business in a low overhead environment during those crucial starting years. These businesses can enter traditional commercial or industrial space when financially viable. Without the ability to start as a home occupation, some businesses may never start or survive the first years of existence.

Conversely, home occupations in place of traditional brick and mortar locations can take away from efforts to focus development within the downtown or other commercial hubs, reducing the commercial tax base and leaving buildings to sit vacant. Further, the proximity to neighbours and the residential character of an area can make compatibility of some home occupations difficult depending on the context of the site and the proposed development (eg. auto repair businesses).

Enforcement of home occupations for compliance with the land use bylaw can be challenging due to their subordinate and sometimes inconspicuous nature. Without complaints or patrolling digital media, it may be difficult to identify where a home occupation is operating without approval. Without specific parameters around what is or is not acceptable, such as the number of client visits, it can be difficult for the Development Authority to make a clear determination, and they may feel influenced to approve a home occupation which is beyond the scope of what has been contemplated in the land use bylaw in order to protect economic interest of the applicant. A catering business may be an acceptable home occupation where the food is prepared on site and delivered to an off-site venue, but what happens when the home becomes the venue? If the land use bylaw does not clearly define the parameters in which non-resident visitors may come to the dwelling for business related activities, it may not be clear to the Development Authority if the scope for a home occupation has been exceeded.

# Land Use Considerations

Many municipalities choose to define home occupations by categories, allowing for minor, less noticeable home occupations to be a permitted use and the less benign home occupations to be discretionary with each case being reviewed on its own merits. An accountant who does not have client visits will have far less impact to the neighbourhood than an in-home salon with multiple client visits a day. The salon will require consideration given to the parking of client vehicles while the accountant would have none. To apply the same parking requirements to both would be unfair and may hinder the



Garage workshop in Coalhurst

Source: MyFlyGuy.ca

*In March 2020, the Municipal District of Pincher Creek was contacted by a neighbour regarding the use of the adjacent farmstead as an oilfield service business. Upon review of the matter, it was determined that there were no permits for the activity on the subject lands and the MD requested that the landowner submit a development permit application to bring the existing use into compliance.*

*Due to the nature of the development, the permit application was split into two separate permits. The first being for the home occupation portion and the second portion pertaining to the outdoor storage of 75 pieces of equipment.*

*The outdoor storage as a discretionary use was appealed. But because the Home Occupation was a permitted use it was not appealed and the Board claimed no jurisdiction over that permit. The Board considered the use size and scale of the outdoor storage and determined that, subject to the conditions of the approval, the site was suitable for the intended use of storage.*

*Subsequent to this decision the MD introduced a Rural Business district where similar applications would need rezoning.*



accountant from obtaining approval.

When determining the intensity that is acceptable for home occupations within different home occupation categories and creating standards for each category, municipalities should take into consideration:

- Client parking
- Parking multiple business-related vehicles and trailers
- Outdoor storage of equipment and materials
- The volume of clients coming to the home on a daily basis
- Signage
- Hours of operation
- The number of non-resident employees
- Nuisance factors such as dust, odors, and noise.

Unlike other permits which when issued run with the land, home occupation permits should be specific to both the site and the resident. This is to ensure that the business cannot move to a new home with the resident, or a new resident could not move in and continue a home occupation without approval. Every home and neighbourhood will have their own characteristics that may or may not make the home occupation compatible.

To ensure home occupation standards are being met and permit conditions are being adhered to, some municipalities, including the Town of Claresholm and the Municipal District of Taber, only issue development permits for one-year whereupon the permit holder must apply for a renewal in order to continue the home occupation. At renewal, the Development Authority can consider feedback from neighbours and reevaluate compatibility with the neighbourhood. If it is determined it is not, the renewal can be denied.

In the rural context, neighbours remain farther apart therefore home occupations can be less discernible despite increasing in intensity. This allows rural municipalities the ability to afford residents with greater home occupation allowances where the property's size is conducive to do so. Lenient standards may increase the ability to park more business-related vehicles on the property, allow for more non-resident employees to attend the site, or permit outdoor storage of materials or equipment beyond what would normally be allowed within an urban setting.

Some municipalities have begun introducing new land use districts which allow for business undertakings in conjunction with residential development. This shift is embracing a live-work model by allowing uses that are typically considered too intense to be categorized as home occupations. For instance, the MD of Taber has put forth a new country residential land use district for consideration by Council. This district proposes to expand the scale of home occupations in conjunction with the principal dwelling by allowing other defined uses to be permitted within the district in conjunction with a residence. Their Rural Industrial Class C use is proposed to be a discretionary use and allow for things like manufacturing, warehousing, construction support services, and household repair services. If approved, the district will allow for greater flexibility in what types of businesses could be operated from an acreage setting. Similarly, Rocky View County has established the



Business Live-Work district to accommodate residential and light industrial or commercial activity on a single parcel. Uses such as care facilities, retail, automotive services, and event-based businesses like wedding venues can be contemplated within the district. The County requires the district to be adjacent to existing development that is commercial or industrial in nature in order to increase the compatibility of the Live-Work district with its surroundings.

In an urban setting, the City of Lethbridge has implemented the Urban Innovation land use district. The intent of the district is “to allow for comprehensive Development of a Site which may or may not feature a mixture of complementary land Uses to create an environment not possible using another land Use District in this Bylaw.” (City of Lethbridge, Land Use Bylaw 6300). This provides for the development of dwellings with commercial units that blend into the fabric of a residential neighbourhood. Similarly, the Town of Nobleford introduced the Cottage Industry Residential district in 2010 with the idea that the district could be a transition zone from industrial uses to residential. The district promotes residential development with opportunity for compatible commercial development within a residence on large (8712 sqft.) residential lots. Despite its creation, there have been no applications to rezone which may be related to the number of available commercial and industrial lots.

By accepting the live-work lifestyle into the municipality, these land use districts create a new model within their communities where commercial or light industrial undertakings are accepted in a district intended for residential development. By using a specific land use district, the municipalities seek to ensure that there is an awareness of the possible uses that may occur within the district and a buy-in from landowners who are accepting of the live-work lifestyle. These approaches likely require a land use bylaw amendment to become eligible which would shift neighbor concerns to Council during the public hearing process. Unlike traditional home occupations, these approvals may run with the land, allowing both the residential and business-related use to continue in that location, regardless of owner.

## Concluding Remarks

Each municipality can determine what they consider a home occupation and how intense it can be before it is no longer subordinate to the residential use of the property and therefore beyond the scope of a home occupation. Accordingly, municipalities should be prepared to contemplate the increasing pressure to expand the scope of what a home occupation is. Whether there is interest to expand opportunities for home occupations or to stick to the status quo, it is vital that the definitions and standards for home occupation types clearly define what should or should not be permissible. The addition of a new land use district to confine the increasing intensity of home occupations to certain areas may also be contemplated.

*Concept for the development of townhomes with commercial spaces on the main floor and a two-story dwelling unit above which blends the separation of uses normally found in mixed use developments with the low to medium density residential character typical of home occupations.*



Source: <https://www.kurtishawkins.com/prestwick-townhomes/>

*For more information on this topic contact [admin@orrsc.com](mailto:admin@orrsc.com) or visit our website at [orrsc.com](http://orrsc.com).*

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OLDMAN RIVER REGIONAL SERVICES COMMISSION

**BOARD OF DIRECTORS' MEETING MINUTES**

**Thursday, June 13, 2024 – 7:00 p.m.**

ORRSC Conference Room (3105 - 16 Avenue North, Lethbridge) or ZOOM Virtual Meeting

**BOARD OF DIRECTORS:**

Colin Bexte (Virtual) ..... Village of Arrowwood  
 Jake Hiebert (Absent)..... Village of Barnwell  
 Dan Doell (In Person) ..... Village of Barons  
 Mike Wetzstein (Virtual)..... Town of Bassano  
 Ray Juska (Virtual)..... City of Brooks  
 Roger Houghton (In Person) ..... Cardston County  
 Allan Burton (Absent) .....Town of Cardston  
 Sue Dahl (In Person)..... Village of Carmangay  
 James F. Smith (Absent).....Village of Champion  
 Brad Schlossberger (In Person) ..... Town of Claesholm  
 Scott Akkermans (In Person).....Town of Coalhurst  
 Tanya Smith (In Person)..... Village of Coutts  
 Dave Slingerland (Absent).....Village of Cowley  
 Dave Filipuzzi (In Person) ..... Mun. Crowsnest Pass  
 Dean Ward (In Person)..... Mun. Crowsnest Pass  
 Stephen Dortch (In Person) ..... Village of Duchess  
 Gordon Wolstenholme (In Person)Town of Fort Macleod  
 Joan Hughson (In Person) ..... County of Forty Mile  
 Mark Peterson (In Person).....Village of Glenwood  
 Suzanne French (Absent) ..... Village of Hill Spring  
 Morris Zeinstra (In Person)..... Lethbridge County

Brad Koch (Absent) ..... Village of Lomond  
 Gerry Baril (Absent)..... Town of Magrath  
 Peggy Losey (In Person) .....Town of Milk River  
 Dean Melnyk (Virtual) ..... Village of Milo  
 Victor Czop (Virtual) ..... Town of Nanton  
 Marinus de Leeuw (In Person) .....Town of Nobleford  
 Teresa Feist (Absent).....Town of Picture Butte  
 Tony Bruder (Absent).....M.D. of Pincher Creek  
 Don Anderberg (In Person) ..... Town Pincher Creek  
 Ronald Davis (Absent)..... M.D. of Ranchland  
 Neil Sieben (In Person).....Town of Raymond  
 Don Norby (In Person) ..... Town of Stavely  
 Matthew Foss (Absent) ..... Village of Stirling  
 John DeGroot (Absent)..... MD of Taber  
 Russell Norris (In Person) ..... Town of Vauxhall  
 Christopher Northcott (Virtual).....Vulcan County  
 Richard DeBolt (In Person) ..... Town of Vulcan  
 David Cody (In Person)..... County of Warner  
 Marty Kirby (In Person) ..... Village of Warner  
 Evan Berger (In Person)..... M.D. Willow Creek

**STAFF:**

Bonnie Brunner.....Senior Planner  
 Mike Burla .....Senior Planner  
 Ryan Dyck ..... Planner  
 Carlin Groves ..... CAD/GIS Technologist  
 Steve Harty .....Senior Planner  
 Diane Horvath.....Senior Planner  
 Raeanne Keer .....Executive Assistant

Lenze Kuiper .....Chief Administrative Officer  
 Jennifer Maxwell.....Subdivision Technician  
 Stephanie Sayer ..... Accounting Clerk  
 Kattie Schlamp ..... Planner  
 Rachel Schortinghuis .....Assistant Planner  
 Gavin Scott .....Senior Planner

Chair Gordon Wolstenholme called the meeting to order at 7:00 pm.

**1. APPROVAL OF AGENDA**

**Moved by: Scott Akkermans**

THAT the Board adopts the Agenda for June 13, 2024, as presented.

**CARRIED**

**2. APPROVAL OF MINUTES**

**Moved by: Richard DeBolt**

THAT the Board approves the meeting minutes of December 7, 2023, as presented.

**CARRIED**

**3. BUSINESS ARISING FROM THE MINUTES**

There was no business arising from the minutes.

**4. PRESENTATION**

**a. 2023 Financial Statements & Auditor's Report – Derek Taylor, KPMG LLP**

Derek Taylor, of KPMG LLP, presented the 2022 Financial Statements and Auditor's Report to the Board.

**5. REPORTS**

**a. 2023 Annual Report**

L. Kuiper, Chief Administrative Officer, presented the 2022 Annual Report to the Board.

**Moved by: Dean Ward**

THAT the Board of Directors have reviewed and ratified the Executive Committee Approval of the ORRSC Annual Report and Financial Statements for the Year ending December 31, 2023.

**CARRIED**

**b. Executive Committee Report**

Chair Wolstenholme presented the Executive Committee Report to the Board.

**6. BUSINESS**

**a. Staffing Update**

L. Kuiper announced the retirement of Sherry Johnson, Bookkeeper, at the end of April 2024 following 40+ dedicated years with the Commission. He then introduced Stephanie Sayer, Accounting Clerk, and Rachel Schortinghuis, Assistant Planner, to the Board as new staff to ORRSC.

**b. New ORRSC Member – County of Forty Mile No. 8**

L. Kuiper announced and welcomed the County of Forty Mile No. 8 as the newest member to the Oldman River Regional Services Commission and welcomed their Board Member Joan Hughson.

**Moved by: Brad Schlossberger**

THAT the Board of Directors approves membership in 2024 of the following Municipality to the Oldman River Regional Service Commission:

County of Forty Mile No. 8

**CARRIED**

**c. Subdivision Activity  
- As of May 31, 2024**

L. Kuiper presented the Subdivision Activity statistics as of May 31, 2024 to the Board.

**d. Year End Financial Performance Reports and Presentation**

L. Kuiper presented the Year End Financial Performance Reports and Presentation to the Board.

The Board discussed ensuring that the Commission is charging appropriate membership fees to ensure the financial viability of organization and ensuring that the valuable and knowledgeable staff within the Commission are retained given the support they provide to the membership.

**e. ORRSC Periodical – Hamlets**

R. Dyck, Planner, presented information on the upcoming ORRSC Periodical topic, Hamlets.

**7. ACCOUNTS**

**a. Balance Sheet and Comparative Income Statement  
- As of April 30, 2024**

L. Kuiper presented the Balance Sheet and Comparative Income Statements as of April 30, 2024

**Moved by: Peggy Losey**

THAT the Board approves Balance Sheet and Comparative Income State, as of April 30, 2023, as presented.

**CARRIED**

**8. NEXT MEETING** – Thursday, September 5, 2024

**9. ADJOURNMENT**

With no further questions and nothing further to discuss, Chair Gordon Wolstenholme adjourned the meeting, the time being 8:01 pm.



\_\_\_\_\_  
Gordon Wolstenholme, Chair



\_\_\_\_\_  
Lenze Kuiper, Chief Administrative Officer



## EXECUTIVE COMMITTEE MEETING MINUTES

July 11, 2024; 6:00 pm

ORRSC Boardroom (3105 - 16 Avenue North, Lethbridge)

The Executive Committee Meeting of the Oldman River Regional Services Commission was held on Thursday, July 11, 2024, at 6:00 pm, in the ORRSC Administration Building, as well as virtually via Zoom.

### **Attendance**

#### **Executive Committee**

Gordon Wolstenholme, Chair  
Don Anderberg, Vice Chair, Virtual  
Scott Akkermans  
David Cody  
Brad Schlossberger  
Neil Sieben, Virtual

#### **Absent**

Christopher Northcott

#### **Staff**

Bonnie Brunner, Senior Planner  
Diane Horvath, Senior Planner  
Raeanne Keer, Executive Assistant  
Stephanie Sayer, Accounting Clerk  
Gavin Scott, Senior Planner

Chairman Wolstenholme called the meeting to order at 6:00 pm.

### **1. Approval of Agenda**

**Moved by: Scott Akkermans**

THAT the Executive Committee adopts the June 11, 2024 Executive Committee Meeting Agenda, as presented.

**CARRIED**

### **2. Approval of Minutes**

**Moved by: Brad Schlossberger**

THAT the Executive Committee approves the May 9, 2024 Executive Committee Meeting Minutes, as presented.

**CARRIED**

### **3. Business Arising from the Minutes**

There was no business arising from the minutes.

#### 4. Official Business

##### a. Staff Updates

R. Keer advised the Committee that 2 new Assistant Planners would be joining in August. She stated that they have been hired on 1-year contracts and that we hope that they will be a good fit long term to help with the existing heavy workload on staff.

##### b. New Service Investigation: Development Processing and Support Position

R. Keer announced that Administration has sent out a letter to the Member's Chief Administrative Officers to inquire if there was an appetite for ORRSC to offer a new service in which a dedicated staff member would be available to process development permits and provide development support to those who are interested in participating. She advised at this time Administration had received various levels of interest from 19 municipalities. R. Keer stated that Administration has requested all interested parties to complete an initial survey to help ORRSC understand what level of service our members would like to see from this position to help us draft a proposal to ensure that the role is sustainable from both a financial and work load perspective.

D. Horvath stated that the need for this position has come out the need to alleviate some of the day-to-day workload that the Planners are experiencing as over the last few years as they have been assisting with Development Officer work in their municipalities will has taken away their ability to complete larger projects which carry a larger impact to the Fee For Service budget. She stated that in addition Administration believe that this position would be a benefit to the membership to help those Members who require assistance when there are changes in staff, or for municipalities where the CAO is also the Development Officer.

R. Keer advised that once the survey results are in from all of the interested parties, Administration will work to develop a proposal to present to the Members to further gauge their level of interest based on the proposal level of service and associated fees.

##### c. Regional Assessment Review Board Member Appointments

R. Keer stated that the Regional Assessment Review Board is low on lay members this year due to a limited number of appointments and a further limited number of members who were able to complete the mandatory training with the Land and Property Rights Tribunal (LPRT). She advised that correspondence will be going out to the membership in the coming weeks asking that Members consider the opportunity to advertise for lay members for this Board to assist with next years hearings. R. Keer acknowledged that this is a difficult board to recruit for as the training opportunities are limited through LPRT and can be onerous on appointees.

R. Keer stated that she does have a lay member who currently sits on the City of Lethbridge Assessment Review Board who attending a training session hosted by ORRSC in the Spring who is interested in joining the Regional Board and inquired if any Committee members

believe their municipality would be interested in appointing him to help ensure we have enough experienced lay members for hearings this Fall.

S. Akkermans suggested contacting the Town of Coalhurst CAO as they may be interested given the proximity of the Town.

**d. ORRSC Periodical - Hamlets**

G. Scott presented the Summer 2024 ORRSC Periodical on Hamlets to the Committee.

**e. Subdivision Activity – As of June 30, 2024**

R. Keer presented Subdivision Activity as of June 30, 2024 to the Committee.

**f. 2025 Initial Budget Discussion**

R. Keer stated that Administration wanted to open up the conversation around the 2025 Budget and budget process with the Committee early this year to help Administration determine what the Committee would like to see going forward, such as membership fee rates, existing membership caps, salaries, reports, and the budget process.

The Committee discussed the current Fee for Service revenue budget of \$200,000.00 compared to the \$27,674.51 that is currently received as of May 31, 2024. The Committee discussed the benefit of receiving a project status list moving forward to assist with budget development.

R. Keer advised that she would work with S. Sayer to develop a project tracking system for the next meeting.

The Committee discussed reviewing the standards and amounts used for developing Fee for Service projects and increasing them to better meet the value of the work that is being produced.

The Committee discussed determining the revenue required to sustain the proposed Development Processing and Support position.

The Committee discussed the need to see the actuals for the current year and previous years for various revenues and expenses to help better budget. The Committee also discussed the need to stabilize income to ensure fixed expenses are covered appropriately with the Membership fees. The Committee discussed the difficulty of predicting and relying on subdivision and fee for service to balance the budget when they are too variable to be used. The Committee discussed determining what membership fees would need to be increased too to properly cover the fixed expenses for the organization and using subdivision and fee for service to cushion the organization and restore reserves.

S. Sayer advised that she is currently working on a new budget format to better capture and represent the actuals of the organization.



The Committee discussed how increasing fees could impact the membership and the organization and the long term affects of not increasing fees appropriately.

The Committee discussed concerns around staffing levels, the workload and work capacity on existing staff and salaries to help retain and attract staff to help the organization function appropriately.

The Committee discussed the importance meeting with member municipality Councils and CAO's to help keep the relevance of ORRSC in the forefront of the municipalities, and to allow the opportunity for members to provide feedback on the services they receive.

The Committee advised Administration that they would like to hold a separate meeting to go through the budget in detail outside of a Regular Executive Committee meeting to have a larger conversation.

The Committee discussed the need for review what types of services are being done at no-charge to the Members that could be potential place of revenue for the organization.

R. Keer advised that she would reach out to discuss setting up a date for the budget deliberations in the near future.

**5. Accounts**

**a. Office Accounts**

R. Keer presented the Monthly Office Accounts for May 2024 and the Payments and Credits for May 2024 to the Committee.

**b. Financial Statements**

R. Keer presented the Balance Sheets and Comparative Income Statements for May 2024 and the Details of Account as of May 31, 2024 to the Committee.

**Moved by: Don Anderberg**

THAT the Executive Committee approves the Monthly Office Accounts, the Payments and Credits, Balance Sheets and Comparative Income Statements for May 2024 and the Details of Account as of May 31, 2024, as presented.

**CARRIED**

**6. New Business**

There was no new business for discussion.

**7. CAO's Report**

R. Keer presented CAO Report to the Committee.

**8. Round Table Discussions**

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

**9. Next Meeting** – Board of Directors – September 5, 2024 ; Executive Committee – August – Cancelled; September 12, 2024

**10. Adjournment**

Following all discussions, Chair Gordon Wolstenholme adjourned the meeting, the time being 7:18 pm.



CHAIR



CHIEF ADMINISTRATIVE OFFICER

***Alberta's government is helping women break barriers and gain meaningful employment through three scholarship opportunities.***

**Key messages:**

- As job opportunities in science, technology, engineering, and mathematics as well as cultural industries like film and television continue to grow, Alberta's government is ensuring women have every opportunity to obtain fulfilling careers in these job markets.
- Alberta is a leader with scholarship opportunities for women studying in fields where they are traditionally underrepresented.
- This year, through the Women in STEM and Persons Case Scholarships, 90 women will receive funding to help them gain meaningful employment in a field they want to work in.
- Alberta's government is also proud to announce the new Women in Technical and Applied Arts Scholarship, the first and only provincially funded scholarship of its kind in Canada, which will help women train for jobs in industries like film, television, and music.
- By making education more accessible and affordable for women, Alberta's government is building a diverse and talented workforce, while empowering women.
- Because when women are able to break into fields in which they are traditionally underrepresented, our province thrives.

***New market rules introduced by Alberta's government to lower utility bills have resulted in year over year electricity prices decreasing by nearly 60 per cent for August.***

**Key messages:**

- Lowering the cost of everyday essentials, like power, is a top priority for Alberta's government.
  - Alberta's government is modernizing the entire electricity system to provide long term solutions to lower utility bills and protect Alberta's ratepayers.
- In the spring, we introduced new market rules to lower utility bills, resulting in year over year electricity prices for August decreasing by nearly 60 per cent.
  - These temporary measures have helped ease financial pressures while Alberta's government works to make long-term market reforms.
- Alberta's government is modernizing the electricity system to ensure the power grid is affordable, reliable, and sustainable for generations to come.

***Alberta's energy industry is continuing to succeed as crude exports have driven the province's exports to a 21-month high following a record high of oil production in July.***

**Key messages:**

- The increase has been driven by the completion of the Trans Mountain Pipeline expansion that has tripled capacity of the pipeline and it proves the need for more access to tide water.

- This growth has pushed Alberta's international retail merchandise exports to \$16.9 billion in July, with energy exports accounting for about 80 per cent of this total.
- This is further evidence that there is ongoing demand for Alberta's ethically and responsibly produced oil and gas products and we will continue to produce these high-quality products to drive growth and improve standards of living around the world.

***Alberta's government has launched a series of initiatives to spotlight the important role that apprenticeship education and skilled trades play in our province and encourage more students to begin in-demand careers.***

**Key messages:**

- From homes to highways, skilled tradespeople build Alberta's landscape and play a pivotal role in upholding and advancing industry standards.
- This critical role is why Alberta's government is committed to supporting the success of our students in the economy of tomorrow.
- We have launched a promotional campaign to promote career opportunities in the skilled trades in order to support students and the needs of job creators.
- As our population continues to grow, we will need more skilled workers to build more housing and new infrastructure and we are proud to highlight and support the opportunities in the skilled trades.

***Alberta is providing \$4 million through Youth Suicide Prevention Grants to organizations to improve the mental health of youth and increase access to suicide prevention supports.***

**Key messages:**

- Every death by suicide is an unimaginable loss for families, friends, and loved ones, with impacts felt by entire communities.
- We recognize the important call to action in doing our part to prevent these tragic deaths by ensuring youth feel supported, loved, and valued.
- Alberta is strengthening youth mental health and suicide prevention supports by providing \$4 million over two years through Youth Suicide Prevention grants to 17 organizations across the province.
- Youth Suicide Prevention Grant funding will enhance programs for youth at increased risk of suicide, as well as improve access for rural and Indigenous communities.
- These grants build on Alberta's fulsome approach to improving the mental health and well-being of vulnerable children and youth, including expanding prevention and early intervention services through Family Resource Networks, integrating mental health supports in schools, and partnering with Kids Help Phone.

***In September 2024, nine new CASA Mental Health Classrooms opened, for a total of 17 throughout the province.***

**Key messages:**

- Our government is committed to ensuring families, children, and every Albertan has access to the mental health care they need.
- Every person deserves an opportunity to pursue recovery, which is why we are embarking on this path of record-breaking expansions to mental health services for children and youth.
- CASA Mental Health Classrooms provide an innovative way for students to get the mental health care they need while continuing their education and maintaining a social life.
- We're grateful to CASA Mental Health for the ongoing work they do to support Alberta families, which is why we have made them one of our biggest partners in delivering these services.
- This September, nine more CASA Mental Health Classrooms began operation, taking us another step further to fulfilling our promise of 60 mental health classrooms across the province.
  - As of September 2024, there are 17 total mental health classrooms across the province, more than double what was available last school year.
- In every mental health classroom, students will have access to teachers and other educational staff, mental health therapists, and a wide range of professionals ready to support students in their pursuit of recovery.

***Minister of Affordability and Utilities Nathan Neudorf issued [a statement](#) on Alberta's hydrogen market after promoting it at the 2024 Energy Council Annual Meeting.***

**Key messages:**

- The world is looking to hydrogen as a way to significantly reduce emissions in hard to abate industries.
- Alberta is already emerging as a clear leader in the hydrogen sector.
  - As the largest hydrogen producer in Canada, Alberta has the resources, business-friendly environment, and expertise needed for a competitive advantage.
- Alberta's government is supporting major and rapid progress within the hydrogen space through the Clean Hydrogen Centre of Excellence, Alberta Innovates, Emission Reduction Alberta, and the Alberta Petrochemical Incentive Program.
  - Alberta's government is actively exploring policy options and legislative amendments to better enable hydrogen within the utilities system.
- There is already enormous interest in Alberta's hydrogen sector, with announcements from major international companies looking to establish hydrogen production projects in the province.
  - This includes projects such as Linde's new \$2 billion clean hydrogen production facility, Dow's Path2Zero project, Edmonton International Airport's fleet of hydrogen fuel cells electric vehicles, hydrogen fueling stations, and more.

***Alberta's Minister of Advanced Education Rajan Sawhney has signed a letter of intent to increase international collaboration with Ireland's post-secondary system.***

**Key messages:**

- Alberta's government continues to promote our province's thriving post-secondary system at home and abroad.
- We are engaging with other jurisdictions to share best practices and ideas to help students and post-secondary institutions achieve their fullest potential.
- By strengthening ties internationally, Alberta is supporting the sharing of ideas and talent, driving the growth of skills, ideas, and innovation globally, creating exciting opportunities for Alberta students.

***Alberta has gained ten new affordable homes across three communities in partnership with Habitat for Humanity.***

**Key messages:**

- As our province grows, Albertans need more diverse housing options to meet their unique needs and budgets.
- Alberta's government is empowering local partners, including Habitat for Humanity, to build more homes in their communities.
- Our \$1 million investment means that 10 more families will have a place to call home in Cold Lake, Edmonton, and St. Albert.
- We are making major investments to build new homes, improve existing affordable housing and deliver programs that improve access to housing.
- Every community has unique housing needs, and what works for one community may not work for another, which is why we are finding innovative solutions to ensure Albertans have access to safe, secure, and affordable homes.

***First announced in Budget 2023, the Fugitive Apprehension Sheriffs Support Team (FASST) is now fully staffed and operational across the province.***

**Key messages:**

- Apprehending fugitives makes Albertans safer by returning convicted criminals to custody – where they belong – and ensuring people accused of serious crimes will face justice.
- FASST provides police services across Alberta with more resources for finding and arresting high-priority offenders wanted by authorities.
- FASST helps get dangerous and wanted offenders off Alberta streets, and out of Alberta communities, quicker.
- Members of FASST are trained and equipped for RAPID Response functions, meaning they're available to answer requests for assistance from the RCMP on high-priority calls.
- A provincial team dedicated to finding and apprehending fugitives allows police services to focus on other local priorities, such as ongoing investigations and community policing.

***Alberta is on pace for a record-breaking year with 29,902 housing starts so far in 2024.***

**Key messages:**

- Alberta's plan to build more homes is delivering results.
- As the province grows, Albertans need more diverse housing options to meet their unique needs and budgets and Alberta is committed to providing a range of housing options.
- Year to date in 2024, Alberta has seen nearly 30,000 new homes under construction.
- Our government will continue to support our housing partners to make sure we go from permits issued to shovels in the ground, and finally to new homes ready for Albertans.

***Alberta's government is investing \$8.6 billion to complete and open 200,000 new student spaces across the province over the next seven years.***

**Key messages:**

- Alberta is growing exponentially, which is leading to historic student enrolment and a subsequent strain on our K-12 education system.
- To keep up with this growth in student enrollment, our government is investing \$8.6 billion through the new School Construction Accelerator Program.
  - The School Construction Accelerator Program will create more than 200,000 new and modernized spaces for students to learn, grow, and reach their full potential.
  - Starting with Budget 2025, Alberta's government will kick-start up to 30 new schools and as many as eight modernizations and replacement schools every year for the next three years.
- The School Construction Accelerator program will build new schools in our fastest growing communities, modernize aging school infrastructure in rural Alberta, and expand school choice by building new public charter schools and sparking the development of a new school capital pilot program for non-profit independent schools.
- We are immediately moving forward 10 priority school projects including six full construction projects to help build and modernize student spaces across rural Alberta and our biggest cities.

***A new report from the Canadian Chamber of Commerce reaffirms the importance of the resource sector.***

**Key messages:**

- Since 2015, Canada's productivity, which is directly tied to wages and inflation, has fallen while in the U.S. it has increased by 43 per cent.
- Increasing investment in natural resources would increase productivity in Canada, lowering inflation and causing wages to rise.
- Alberta is doing our part, with massive investments from Dow Chemical, Air Products, Imperial, and more ensuring our resource sectors have plenty of room to grow.

- Finance Minister Nate Horner is sponsoring a productivity summit hosted by the University of Calgary's School of Public Policy on Oct. 16-17, and experts from across all sectors of the economy will be providing their suggestions. Four Finance Ministers from across Canada will be attending.

***Alberta's government is providing matching funds to support the Canadian Red Cross' Support to Small Businesses and Not-for-Profits Program.***

**Key messages:**

- Our hearts go out to the businesses and communities that have been impacted by the wildfires.
- Alberta's government understands that getting back to business as soon as possible will be important for business owners and the communities they serve.
- That is why we are proud to provide matching funds to support the Canadian Red Cross' Support to Small Businesses and Not-for-Profits Program.
  - This funding comes from matching funds that were donated through the 2024 Alberta Wildfires Appeal.
- For information about eligibility and to apply, visit:  
<https://www.redcross.ca/albertawildfires/smallbusiness>.
- Alberta's government continues to monitor and assess the impact the wildfires are having on small businesses.

***Alberta's Minister of Health, Adriana LaGrange, has issued a statement on the significant progress being made toward building a fair and sustainable compensation model for primary care physicians in Alberta.***

**Key messages:**

- Alberta's government values doctors in Alberta and is committed to ensuring that primary care is stabilized in the province, so Albertans get the care they need where and when they need it.
- That is why, in April, Alberta's government announced a new primary care compensation model, to be developed in close collaboration with the Alberta Medical Association (AMA).
- We knew from the start that developing a new physician compensation model would be a complex and time-consuming process and we have made tremendous progress since April.
- Alberta's government is continuing to work with the AMA to finalize key details of the new model – one that is financially sustainable and supportive of both our physicians and Albertans well into the future.
- Strengthening primary health care and addressing health care staffing challenges remains a priority for Alberta's government and we will continue working with our partners to find solutions.

***Alberta's government has announced a significant investment in the future of aviation through a \$900,000 Workforce Strategies Grant awarded to Elevate Aviation.***



### **Key messages:**

- Alberta's government recognizes the importance of our aviation industry to our province's economy and is committed to addressing the workforce shortage of aviation professionals.
- We have recently committed \$900,000 to Elevate Aviation to invest in a state-of-the-art Virtual Reality Aviation Maintenance Training System, set to transform aviation training across the province.
  - This state-of-the-art system uses immersive virtual reality technology to create lifelike training environments, enabling trainees to practice and perfect their skills in a risk-free setting.
  - This dynamic approach will accelerate learning and give graduates the experience they need to be industry-ready from day one.
- Investing in innovative training solutions like virtual reality is integral to Alberta's strategy for economic growth, ensuring a steady stream of skilled professionals and maintaining the province's competitive advantage in a rapidly evolving industry.
- The Workforce Strategies Grant funding Elevate Aviation's system aims to broaden access to high-quality aviation training, including for women, and rural and Indigenous communities.

***Alberta's government is launching a Seamless Patient Experience Review to ensure the province's refocused health care system provides consistent and efficient cross-sector care for all Albertans.***

### **Key messages:**

- Alberta's government continues to take significant action to refocus the health care system so Albertans can get the right care when and where they need it most.
- Albertans expect improved performance and outcomes when they begin to access the refocused health care system, which includes being able to access consistent, appropriate, and efficient care across multiple sectors.
- That's why Alberta's government is launching the Seamless Patient Experience Review – to make sure that when new provincial health agencies become operational, service providers deliver care in a manner that puts patients and their health first.
- Led by Dr. Lyle Oberg, the review will provide recommendations to the Integration Council on the implementation of seamless patient experiences in the context of the refocused health care system.

***Alberta's government is investing in rural health facilities across Alberta to ensure all Albertans get the care they need, when and where they need it.***

### **Key messages:**

- Alberta's government is committed to providing high-quality health care services for all Albertans, no matter where they live in the province.
- To ensure Albertans can get the care they need close to home, Alberta's government is investing almost \$15.5 million to improve access to health-care services in rural and remote communities.

- This investment will support the construction of new dialysis unit in Lloydminster, enhance kidney care services for residents of Grande Prairie and its surrounding area, and support the construction of the Brian Rosche Ambulance Station in Slake Lake.
- Alberta's government will continue to take significant action to refocus the health care system to ensure that health care facilities can meet the needs of their communities in every corner of the province.

***Premier Danielle Smith released a social media video on the UCP government plan to introduce legislation to amend and strengthen the Alberta Bill of Rights.***

**Key messages:**

- In a few weeks time, our UCP government will be introducing legislation to amend and strengthen the Alberta Bill of Rights, a document that has stood as a safeguard for our civil liberties and freedoms for decades.
- Since its inception, the Alberta Bill of Rights has recognized the fundamental rights and freedoms that are essential to a free and democratic society.
  - It enshrines the principles that every Albertan holds dear – freedom of speech, freedom of religion, and the right to equality before the law among other fundamental rights.
- Now the Bill of Rights has served its purpose well over the years, but as our society evolves, so too must our laws to ensure our rights and freedoms remain properly protected in an ever-changing world.
- This is why we will be bringing forward three key amendments:

***Amendments in the Police Amendment Act, 2022 made December 2022 will mandate the creation of civilian governance bodies for all communities policed by the RCMP and set out regulation-making authority for these bodies.***

**Key Messages:**

- Ensuring Albertans are kept safe is a priority for Alberta's government which is why it introduced and passed the *Police Amendment Act, 2022* in the Fall session of 2022.
- This important piece of legislation is strengthening RCMP ties to the communities they serve and improve police accountability by mandating civilian governance bodies for municipalities policed by the RCMP.
- An Order in Council for the legislation was signed, with the new regulations coming into force set for March 1, 2025.
- The creation of the municipal and regional policing committees and the Provincial Police Advisory Board will ensure large and small municipalities have a role in setting province-wide policing priorities and performance goals for the RCMP to ensure service delivery reflects and addresses local needs.
- Alberta's government is working to improve police accountability by reforming policing practices and strengthening law enforcement's ties to the communities they serve.

- Amendments to the *Police Act* will ensure all RCMP-policed communities have a voice in setting province-wide policing priorities and performance goals by creating municipal and regional policing committees, as well as a provincial police advisory board.

***New regulations will bring more stability and clarity to Alberta's Rate of Last Resort.***

**Key messages:**

- As part of our long-term efforts to protect Alberta's ratepayers and lower utility bills, Alberta's government is helping consumers be better informed of their energy options.
- To help Albertans better understand the rate they are paying and encourage them to find the best option available, our government making changes to Alberta's Rate of Last Resort starting Jan. 1, 2025.
  - Our government is renaming default electricity rate from the Regulated Rate Option (RRO) to the Rate of Last Resort to better reflect the nature of the rate.
  - We've introduced a rate confirmation requirement, where the Utilities Consumer Advocate (UCA) will contact all ROLR customers every 90 days to confirm whether they would like to stay on the Rate of Last Resort and encourage them to explore their options.
  - Providers will be required to clearly indicate on customer bills that they are on the Rate of Last Resort and update the terms and conditions of their service agreements.
- For Albertans unable to sign a competitive contract, Alberta's government is making the Rate of Last Resort more stable and predictable to protect them from power price spikes.
  - The Rate of Last Resort will be fixed for a two-year term starting January 1, 2025, and can only be changed to a maximum of 10 per cent between terms.
- We strongly encourage all Albertans to explore their electricity options and find the best rate available to them.
  - Last year, tens of thousands of Albertans moved off the Rate of Last Resort to competitive contracts for a more affordable option.

***Alberta's tourism industry smashed records in 2023, increasing tourism revenues by nearly 20%.***

**Key Messages:**

- It's clear: the world wants more Alberta!
- In 2023, visitors spent a record-breaking \$12.7 billion in Alberta, supporting jobs and businesses province wide.
  - This surpasses the previous record by nearly 20%, injecting \$2 billion more into the province's economy than in 2022.
- 2023's record-setting year shows that Alberta's tourism strategy is working, and investments made by Alberta's government in the province's tourism sector are paying off.
- Let's continue to show the world what Albertans already know: Alberta is the best place in the world to live, visit and play.

***Alberta's government is investing in a pilot project that aims to improve cancer screening access and increase early detection rates among underserved populations.***

**Key messages:**

- Alberta's government is committed to increasing access for early detection of cancer, recognizing it as crucial for saving lives.
- To support this commitment, Alberta's government, along with Alberta Health Services (AHS) and Alberta Precision Labs, launched a pilot project this week to explore innovative ways to expand cancer screening for Albertans.
- The project focuses on increasing rates of testing in particular groups who have low rates and invite eligible Albertans, including Indigenous people and individuals living in rural and remote communities to participate.
- This pilot will help create effective and lasting HPV self-sampling methods for under-screened populations and establish the steps needed to expand cervical self-screening across the province.
- Our government remains dedicated to investing in innovative projects like this to ensure that all Albertans can access the care they need when and where they need it.

***Alberta's government has officially submitted our feedback to the Competition Bureau on Bill C-59: Fall Economic Statement Implementation Act, 2023, which passed in June 2024.***

**Key Messages:**





- The federal government's changes to the Competition Act are undemocratic, extreme and will hurt hardworking businesses and families. These ideological rules don't help the environment but do threaten investment, jobs, and decades of environmental progress.
  - These amendments punish Canadian companies and unnecessarily risk billions of dollars of investments in Alberta's and Canada's economy. This is a gag order on freedom of speech.
- We should be celebrating and increasing public information about ongoing commitments to responsible development, not attacking and silencing it.
- This isn't about 'truth in advertising.' That's a smokescreen. Instead, this creates a new double-standard, providing a path for anti-energy and anti-business groups to silence those working to reduce emissions while growing the economy.
  - These new rules will effectively prevent any company from making climate-related statements unless they meet an impossible and undefined 'internationally recognized methodology.' No such accepted methodology exists now or in the foreseeable future.
- We will continue to defend our provincial jurisdiction as we explore every legal option at our disposal to defend our rights and protect our industries from job-killing federal overreach.

***October is Women's History Month in Canada. In Alberta, we recognize Women's History Month annually to celebrate the outstanding achievements of women throughout our province's past and present. Minister Fir will issue a statement at the beginning of the month.***

**Key Messages:**

- October is Women's History Month, a time for us to recognize the contributions of outstanding women throughout our province's history.
- Alberta women have long been the backbone of our province, with a tradition of breaking barriers and improving the lives of women and girls in Alberta and Canada.
- This month we celebrate historical figures such as the Famous Five, Nellie Carlson, Violet King Henry and others, whose groundbreaking leadership helped to advance women's rights.
- Women's History Month is also a time to thank women from every generation who continue to make our communities stronger and inspire others as champions of gender equality.
- To help ensure women can continue to lead and break barriers, Alberta's government provides funding for three scholarship opportunities to women in post-secondary to help ensure more women have the chance to break into fields in which their gender is unrepresented.

## Recommendation to Council

<b>TITLE: PUBLIC WORKS DEPARTMENT REPORT</b>	
<b>PREPARED BY: Alan McRae</b>	<b>DATE: October 15/2024</b>
<b>DEPARTMENT: PUBLIC WORKS</b>	
<b>ATTACHMENTS:</b>	
1.Schedule A – Shop/Fleet Report 2.Schedule B – Operations Report 3.2023-2024 Bus Route (Not attached, map will be available for review in Council Chambers)	
<b>APPROVALS:</b>	
 Alan McRae	October 15/2024 Date
 CAO	 Date

**RECOMMENDATION:**

**THAT Council accept the Public Works Department Report for the period of September 30<sup>th</sup> to October 11th as information.**

**BACKGROUND:**

**Gladstone Road-** Completed Dust control on 3.1km. NSC minerals trial product was used on the first 1500M from the North. MAG 30 was used on the remaining road.

**Fish Lake-** Proximity agreements in place with the two pipelines adjacent to the culvert install. Culvert received, valve control mechanism repaired to allow for the release of some of the lower dam water.

**Capital Budget Planning-** Receive quotations on capital budget items

**PW Asst Manager-** Bring new PW Asst Manager up to speed on current and upcoming projects.

## Recommendation to Council

### BACKGROUND CONTINUED:

**Permanent Snow Fence-** Meet with landowner East of town in regards to the state of the permanent snow fence on his pasture land.

**Org Chart Rollout-** Sit with PW Assistant Manger and Op's Foreman to discuss the two divisions that are going to make up the structure of our new org chart within PW. Infrastructure will be handled by the PW Assistant Manager and Road Maintenance by the Op's Foreman and then picked the personnel that would be under each division. Crew meeting after to roll-out org chart and the vision for the MD in the coming years.

### UPCOMING:

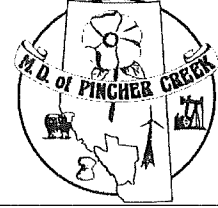
**Fish Lake Culvert Install-** To start on Oct 15/2024. Hydro-vac work to kickoff project and culvert install to follow.

### FINANCIAL IMPLICATIONS:

None

# PUBLIC WORKS REPORT SCHEDULE "A"

## SHOP/FLEET OPERATIONAL REPORT



PREPARED BY: ALAN MCRAE

DATE: October 15, 2024

DEPARTMENT: PUBLIC WORKS

ATTACHMENTS: N/A

### SHOP/FLEET OPERATIONS SUMMARY:

#### Graders

- #26 (mower unit)- install hydraulic pump
- #59 (mower unit)-Call out for Mower tire/rim fixed
- #63- wing lift cylinder replacement
- #59- (mower unit)-Call out for Fuel tank leak
- #57- (mower unit)- Call out for mower arm bolt
- #70-Install snow equipment
- #72-Install snow equipment, remove and send away DEF filter for cleaning, reinstall after cleaning

#### Trucks/Trailers

- #421(gravel truck/plow truck)-Snow equipment install and repairs
- #17 (Belly dump)- CVIP and repairs

#### Light Duty and Light Trailers

- #500-Repair driver's door mechanism

#### Other Equipment

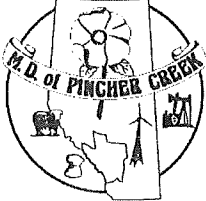
- Electric Fencer- Install new battery

### EVENTS

- 1 Mechanic off for 1 week



# PUBLIC WORKS REPORT SCHEDULE “B”

<b>PUBLIC WORKS OPERATIONAL REPORT</b>			
PREPARED BY: <b>TONY NAUMCZYK</b>		DATE: <b>October 15/2024</b>	
DEPARTMENT: <b>PUBLIC WORKS</b>			
Alan McRae	October 15, 2024	<b>ATTACHMENTS:</b> 1. n/a	
Department Supervisor	Date		

**PUBLIC WORKS OPERATIONS SUMMARY:**

**IN FIELD Activity-Sept30toOct11/2024**

1. 6 to 7 Graders maintaining roads-
2. Temp Snow fence installation started –Div.5 completed and currently in Div.3
3. Gladstone road resurface project finished and dust control completed
4. Roadside Mowing – Completed
5. Sign install/repair
6. Fish lake culvert project – Ready up and equipment moved to site
7. Completed clean-up of stockpile floor at Hucik /Robertson pit
8. Contacted and are in talks with ratepayers about removal and replacement of aging perm snow fence

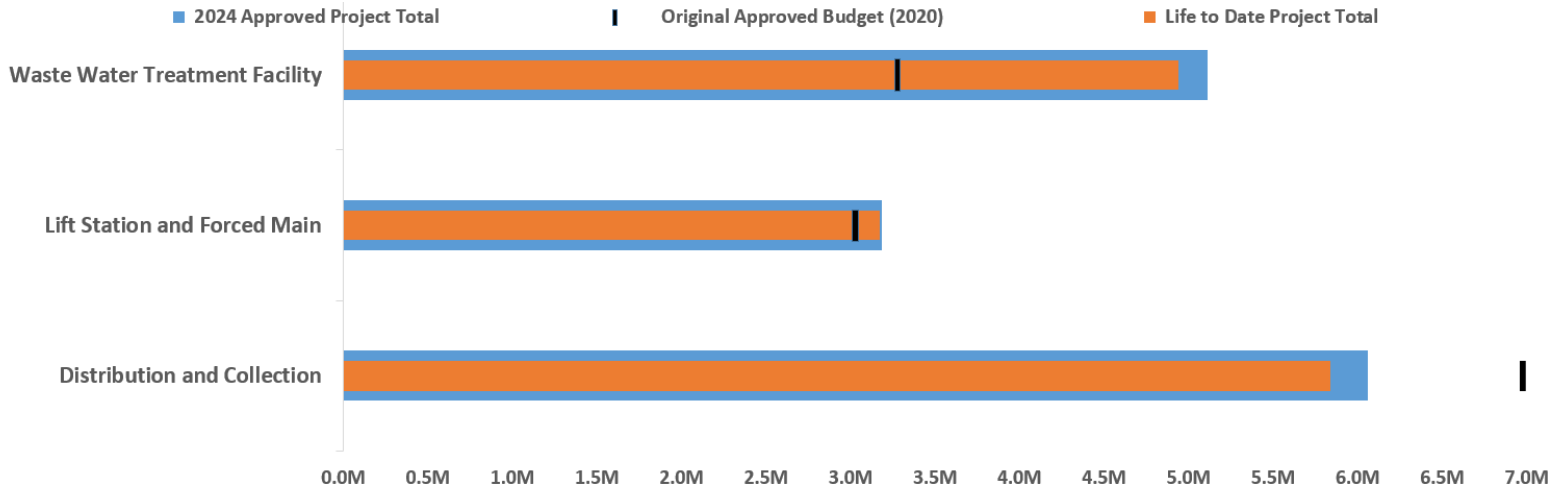


## M.D. OF PINCHER CREEK NO. 9 UTILITIES & INFRASTRUCTURE REPORT

### BEAVER MINES

**Spend as of Oct 16<sup>th</sup>: \$13,952,764 / \$14,359,848 (97%) (No Change)**

**October 16<sup>th</sup>, 2024: \$13,952,764**



- **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)**
  - Working to closeout contractual duties related to landowner ROW agreements and remaining related costs. 5 of 6 closed out
  - Record drawings & GIS data received. Awaiting remaining closeout docs (Op. & Maint. manuals, photos) from MPE
  - Majority of deficiency/adder work addressed Sep 30<sup>th</sup>. Remaining:
    - Intersection/roadway delineators
    - Final reseed/touchup work **(complete)**
    - (Potential) paving of 7<sup>th</sup> St. East
    - Final rainstopper installations in manholes
  - **Site review complete Oct 16<sup>th</sup>**
- **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)**
  - Substantial completion achieved Dec 15<sup>th</sup>. Deficiencies to be addressed 2024
  - Warranty walkthrough completed May 23<sup>rd</sup>. Warranty work and final cleanup has begun. Remaining deficiency/warranty work includes:
    - Deficient top soil on laterals
      - *Moving forward with alternate contractor. 3<sup>rd</sup> week of October*
    - Building stormwater drainage channel
      - *Moving forward with alternate contractor. 2<sup>nd</sup> week of October*
    - Lateral programming/calibration (Banner)
      - *Heat trace warranty repairs **complete Oct 15<sup>th</sup>***
    - Electric panel code approval
      - *Extended warranty requested from MD. Agreed to in principal*

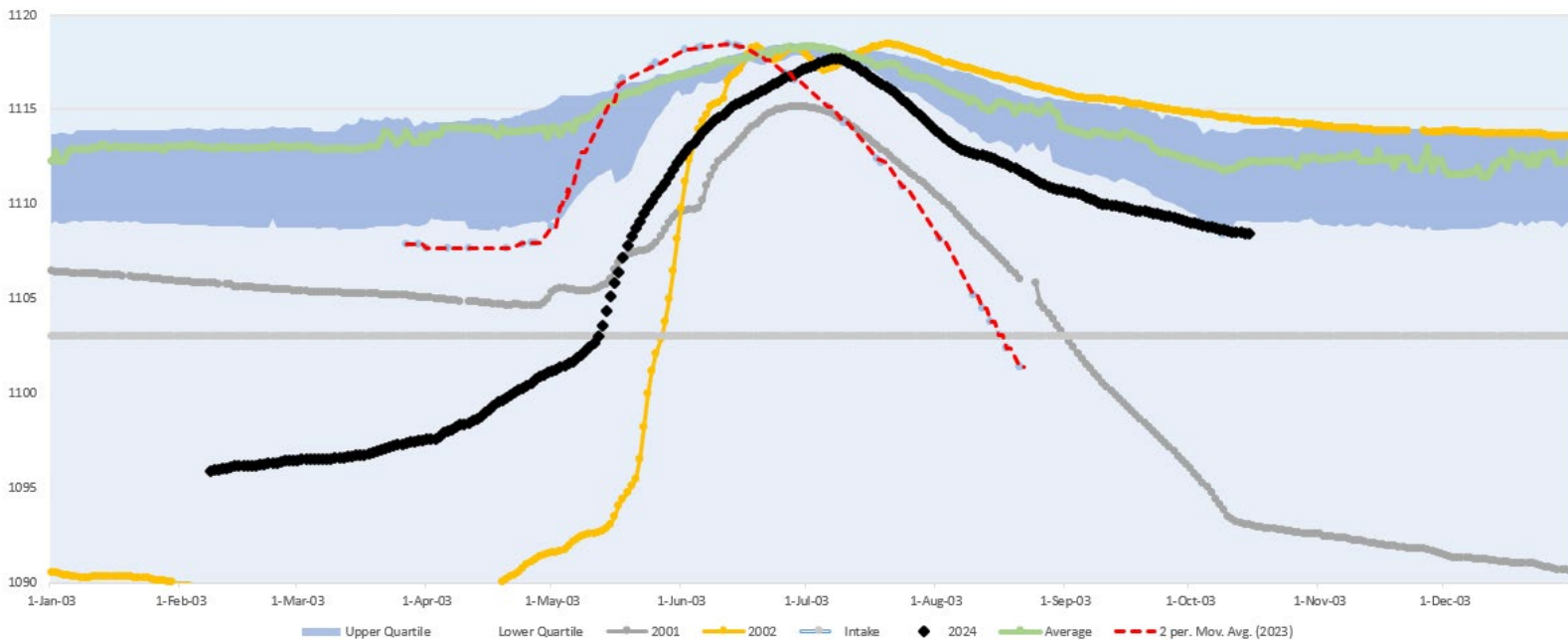
- Lagoon liner
    - *Extended warranty requested, costed response received from BYZ. Reaching out directly to sub contractor*
  - Misc. minor repair work (eaves, fencing, air compressor dryer, etc.)
    - *Partially complete, plan in place to address wet air awarded to 3<sup>rd</sup> party*
  - Reseed touch-up
    - *Complete*
  - Record drawings received
- **Beaver Mines Forcemain & Lift Station**
    - Awaiting minor changes to Record drawings
    - MGA Section 534(2) Total Completion Noticed issued and newspaper ad released

## Current Water Operations Activity

### Reservoir & Runoff Tracking

- Reservoir levels have been dropping since July 8<sup>th</sup>, 2024
  - ⊖ Reservoir volume **October 15<sup>th</sup>: 60.20%** **September 30<sup>th</sup>: 62.32%**

**Oldman Reservoir Historic Levels**



### Beaver Mines Lot Servicing

- **39 38/68** applications received, **39 38** approved, **38 37** connected (56 %)
- Hydrant flow testing in BM was completed by PCES and passed for fire flow. PCES is updating the Fire Underwriters Survey
- **October 6<sup>th</sup>, 2024** water meter cost waiver has passed. Future connections to be billed for water meters



## Standpipes

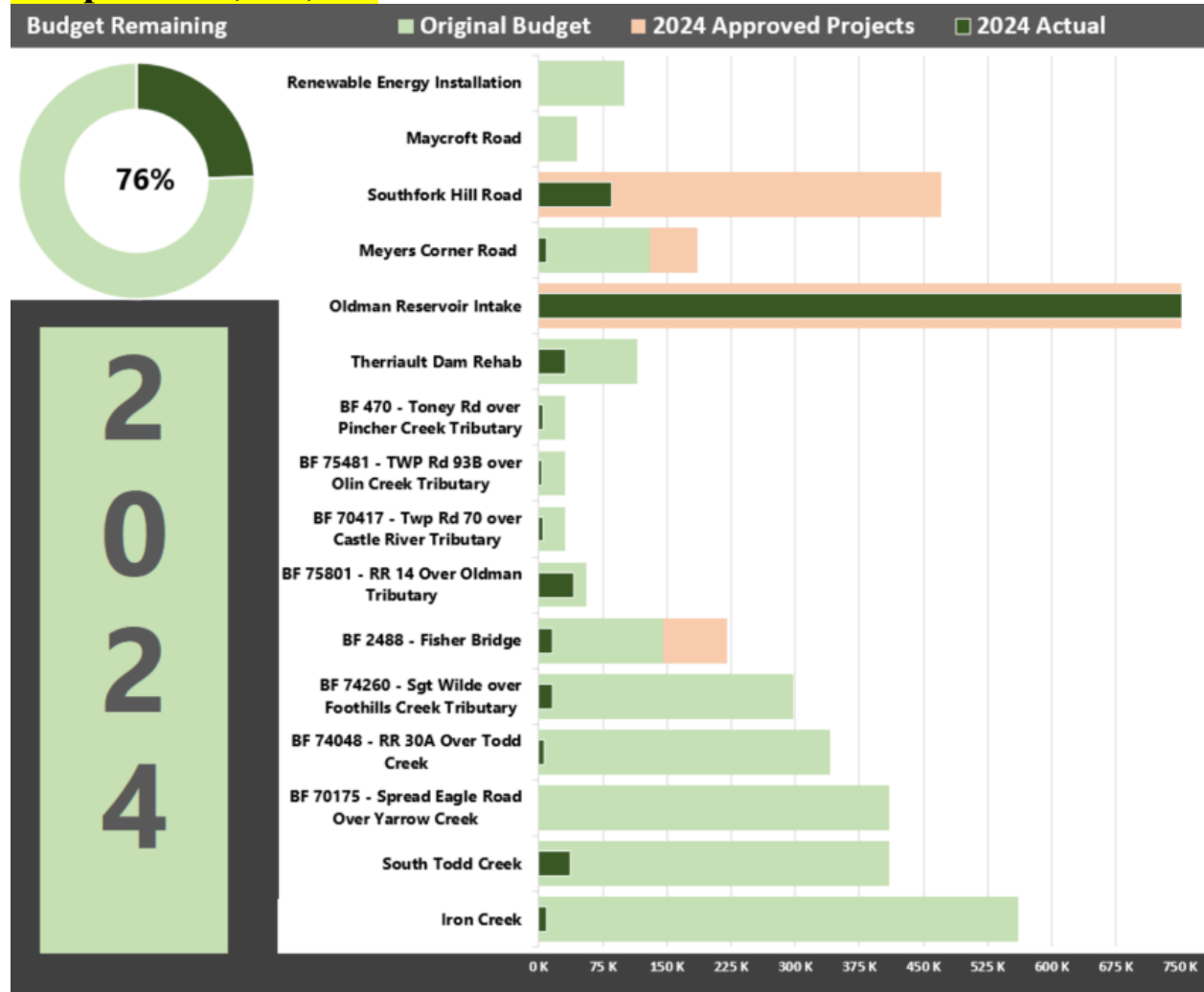
- Last known issue: **October 9<sup>th</sup>, 2024 (PC standpipe upper nozzle caught) June 19<sup>th</sup>, 2024**

## General Updates October 15<sup>th</sup>, 2024:

- Agreement executed with Cowley for use of each others operators
- Generator auto run scheduling updates
- Resident/business discussions related to internal billing audit
- 2025 operational budget scoping
- Lagoon aerators being pulled week of Oct 15<sup>th</sup>
- Lagoon release scheduled for week of Oct. 21<sup>st</sup>. Notice sent out
- WTP operator replacement **interviews anticipated week of Council**
- WTP license expiring, beginning process to renew
  - WPO drafting new operations and emergency response plans
- Bobby Burns water license expiring. **New license received, Oct 10<sup>th</sup>, expires 2035**
- Sanitary flush program for Lundbreck awarded to McGills. **Flushing complete, no major concerns**
- Musk rats inhabiting Lundbreck Lagoon cell #1. Permit submission complete, traps setup
  - 8 successful traps to date
- Private water line inspection complete South of Lundbreck. Initiating transfer of ownership for UROWS to MD
- Maintenance planning for new WWTP

## Large Capital and Other Projects

2024 Approved Budget: \$5,098,000. Oct 15<sup>th</sup> Spend: \$1,795,580 Oct. 1<sup>st</sup> Spend: \$1,713,329

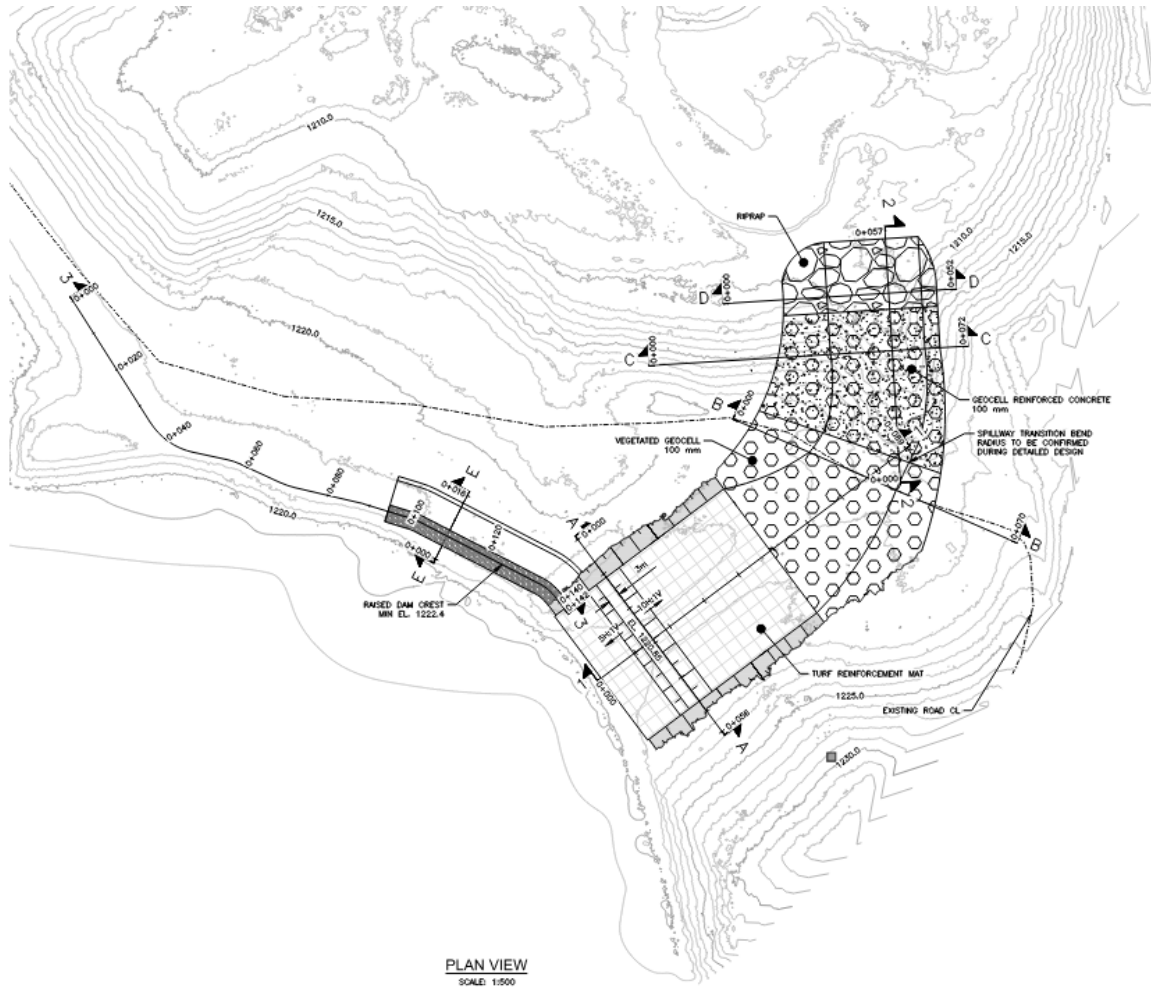


### Therriault Dam – Rehabilitation Work

*Geotechnical and Hydrogeology study complete in 2023. 2024 engineering required to determine most economically viable solution to address undersized spillway/overtop potential. Toe berm upgrades will address seepage*

- Kicked off wind/wave setup analysis and final preliminary engineering April 22<sup>nd</sup>
- Completing training workshop for Safety Inspections with AtkinsRealis (formerly SNC)
  - Initial team inspection and data gathering complete. AtkinsRealis report received for annual performance check. Site visit complete Aug 19<sup>th</sup> due to observed seepage and piezometer data reading issues. Data reading issues resolved
    - Inspection and data logging report received Sep. 6<sup>th</sup>. Seepage appears to have increased slightly, full extent cannot be verified without stripping
- Reviewed revised wind/wave assessment May 28<sup>th</sup>. Preliminary concept includes returning existing spillway to original width, adding wave damping material, slight raise of embankment near spillway, and riprap protection of lower spillway

- Draft report received July 19<sup>th</sup>. Awarded additional scope to prepare preliminary drawings and estimate detail in preparation for detailed design
- Draft final conceptual design received October 4<sup>th</sup>. Awaiting 2025 budget discussions before kicking off regulatory and design work
- Audit walkthrough complete with AEPA October 1<sup>st</sup>



## Lundbreck Lagoon Resiliency Analysis & Regionalization – Engineering 2023/24

*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*

- Notice of successful grant received Mar. 21<sup>st</sup>, 2023
- Brewery discharge and sampling underway
- Lundbreck, Cowley, and regional report drafts received and reviewed. Once actual flow data is measured in 2024 the three (3) studies can be finalized
  - Actual flow monitoring equipment installed June 27<sup>th</sup>. Measuring flow through Summer. Preliminary data shows minimal storm event influence
  - Monitors pulled week of Sep. 23<sup>rd</sup>, report finalization underway

## Oldman Reservoir Water Intake Low Level Project

- \$1.68M grant application finalized Jan 30<sup>th</sup>, 2024 for up to two (2) structures in reservoir
  - Approval received for \$1.8M project, covering up to 75% of costs
- Project completion date was May 31<sup>st</sup>, 2024 (including above water scope), extended due to additional of pump VFDs
  - Delivery date for VFDs is now November due to supplier delays
- One structure is tied in with temporary electrical using the existing VFD
- Grant application for DFPP (Drought and Flood Protection Program) submitted June 6<sup>th</sup>
  - Approval received August 6<sup>th</sup> to assist with topping up Capital Project and cover 70% of costs for a Drought Projects Assessment
- Permanent license amendments for new points of diversion received for all six (6) major water licenses
- Water Act construction closeout documentation submitted Sep. 30<sup>th</sup>. Public Lands disposition closeout underway
- Manganese levels have been increasing past levels seen later Winter/early Spring. Managing via use of old intakes

## Regional Drought Strategic Implementation Strategy & Raw Water Storage Project

- \$3.37M grant application for 3 month (25-year) forecasted volumes
  - Approval received for \$3.4M project, up to 75% of costs. Signed and sent to ATEC
- \$145,000 grant application for a Drought Projects Assessment
  - Approval received to cover up to 70% of costs. Grant contract reviewed and signed
- No capital work approved for these projects in 2024

## Southfork Hill Road

### *Emergent investigatory and repair work for the Southfork Hill slide issues*

- Contractor paid out for cancelled contract
- \$32,000 awarded to complete desktop geotechnical/survey work
- Potential for more boreholes to be recommended depending on existing data
- Historical review of data and air photos complete
- Desktop report (Phase 1) reviewed with ISL and Tetra Tech Sep. 17<sup>th</sup>. Current soil moisture profile, groundwater conditions in embankment, and deep fill/foundation soil conditions required to accurately evaluate slope stability
  - Phase 2 scope awarded (\$77,000) to drill seven (7) boreholes along road alignment awarded and complete ten (10) testpits along embankment slopes to review historical remediation and slope soil conditions
  - Drilling complete October 11<sup>th</sup>. Testpit digs to take place near end of month
  - Conceptual estimate preparation underway to inform potential STIP Local Municipal Initiatives (LMI) application
- Initial geotech desktop report received Sep 13<sup>th</sup> with slope profiles and modelling of recent failures. Review scheduled regarding next steps Sep 17<sup>th</sup>



### **Meyers Corner Road Culvert**

*\$130,000 to replace failed 900mm culvert with 1200mm culvert via boring method*

- Sizing and aquatic assessment complete by Roseke. Recommendation is either:
  - Open cut 1.4m diameter x 41m CSP
  - Bored 1.37m x 35m Smooth Walled Welded Pipe
    - Much higher velocity requires larger riprap to prevent future erosion
- Boring quote for 1.37m pipe exceeds available budget
- Budget increased Aug 27<sup>th</sup>. Awarded UROW acquisition and geotechnical work to Roseke
  - Geotechnical work complete, confirmed mostly clay (appears suitable for drilling)
  - Survey and conceptual design drawing **complete**
  - **Contractor has confirmed unit pricing still stands. However, design length is 10m longer than original quote, increasing boring cost about \$35,000. Proceeding with ROW acquisition**

### **Maycroft Road**

*Rebuild and reconstruct top 300mm of 6km road surface along with 6km of linear ditching. \$45,000 approved for engineering in 2024*

- Awarded \$14,000 to MPE Engineering Aug. 12<sup>th</sup> to complete initial aerial drone survey/assessment work and cost estimation under ACP grant
- Plan to drone survey whole road and provide conceptually costed solutions by end of October



## Transportation Master Plan

*\$200,000 grant received from ACP to complete a Transportation Master Plan, consisting of a paved, gravel road condition assessment, culvert (non Bridge File) condition assessment, gravel pit analysis, airport runway assessment*

- Partial award to MPE Engineering Aug. 12<sup>th</sup> to complete a paved and gravel road condition assessment (\$72,000)
- Aug. 28<sup>th</sup> awarded culvert and gravel pit assessment to MPE Engineering (\$74,000)
- Prioritizing gravel pit volumes/assessments and Maycroft scope for remainder of year
  - Surveying underway

## Energy Projects

- **General Updates**
  - QUEST net zero accelerator
    - Energy mapping workshop complete Sep. 25<sup>th</sup>
  - Community Energy Plan recommendation underway
- **Clean Energy Improvement Program**
  - Program being managed under contract going forward with Massif Energy
  - 11 pre-qualifications received (5 MD, 6 Town). One application fully submitted
- **Ford Lightning**
  - Total usage Oct 1<sup>st</sup>, 2024: 9,700km
    - Gas equivalent cost (assumed \$1.20/L, 15.2 L/100 km): \$1,770
    - Electricity cost (assumed \$0.16/kw-Hr): \$530
    - Savings: \$1,250+
  - Usage on previous Admin truck was reviewed prior to using as Admin vehicle. It was found that only 1 historical day had mileage over the Lightning range (Calgary airport and back)
  - Working through back-end software provider change for commercial chargers
- **Renewable Energy Installation**

*\$100,000 Airport renewable energy installation contingent on grant release covering up to 30% of costs*

- Sep, 2024 MCCAC released first-come, first served Municipal Electricity Generation Program for solar, combined heat/power systems, misc. generation. Anticipate this would fund 21% of a \$100,000 project
- Expression of Interest submitted Sep. 27<sup>th</sup>, meeting held with MCCAC
- Investigating other funding sources

## Bridge Files

- **Bridge File 2488 – Fisher Bridge, NW-26-07-02-W5M**
  - RFPQ (Request for Contractor Pre-Qualification) for Installation 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. Costed plan included for 2024 budget
  - Revised costing approved by Council. Permit work underway
    - DFO, Historical Resources, Public Lands Disposition submitted
      - Public Lands TFA provided, DFO has not provided approval in time for majority of work to begin this season
        - DFO response received Sep 3<sup>rd</sup> with additional questions on work
        - Response given Sep 23<sup>rd</sup> back to DFO, awaiting next steps
        - Public Lands Disposition received Oct 3<sup>rd</sup>
  
- **Bridge File 74260 – SGT Wilde over Foothills Creek Trib, SW-13-005-29 W4M**
  - 2m x 25m L culvert replacement. Road closure required
  - Tender posted July 19<sup>th</sup>, closed August 2<sup>nd</sup>, 2024. 9 Bids received. Awarded to low bidder NLSS Construction (**Cost: \$137,890, Eng. Est.: \$245,971**)
    - 4 bids received under estimate, 5 over (\$137,890 - \$489,601)
  - Kicked off Sep. 11<sup>th</sup>, contractual completion Nov 1<sup>st</sup>
  - Mobilized week of Sep 23<sup>rd</sup>. Final inspection complete October 2<sup>nd</sup>
    - Minor deficiencies and seeding **complete**
  
- **Bridge File 74048 – Todd Creek Culvert, NW-36-009-03 W5M**
  - **Project complete**
  
- **Bridge File 70175 – Yarrow Creek Bridge Rehabilitation, NW-22-003-030 W4M**
  - Preliminary Engineering & Design complete
    - 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 timber span, channel realignment, and west abutment riprap work
  - Sensitive stream habitat, SARA permit required. Construction window of August
  - Cannot submit permits until Spring as stream work is required. May be difficult to achieve completion this year
    - Completion not achievable this year due to DFO permit delays
  - Water Survey of Canada notified regarding measurement which needs to be moved
  - Land signoff taking longer than anticipated due to environmental easement questions. Information provided regarding environmental easement
    - Additional comments given to SALTS to share with Environment and Climate Change Canada Sep. 24<sup>th</sup>, 2024
    - **Approval received Oct 3<sup>rd</sup>, working to closeout land acquisition**
  
- **Watercourse Crossing Inspection & Remediation Project – 100% Grant funded**
  - Anticipating regulatory Directives making dealing with SAR crossings mandatory
  - Funding agreement signed Mar. 28<sup>th</sup>, 2023 for \$1.55M to cover more assessment and engineering along with replacement of 2 crossings, to be complete by March 2025
  - Status Report 2 complete May 15, 2024

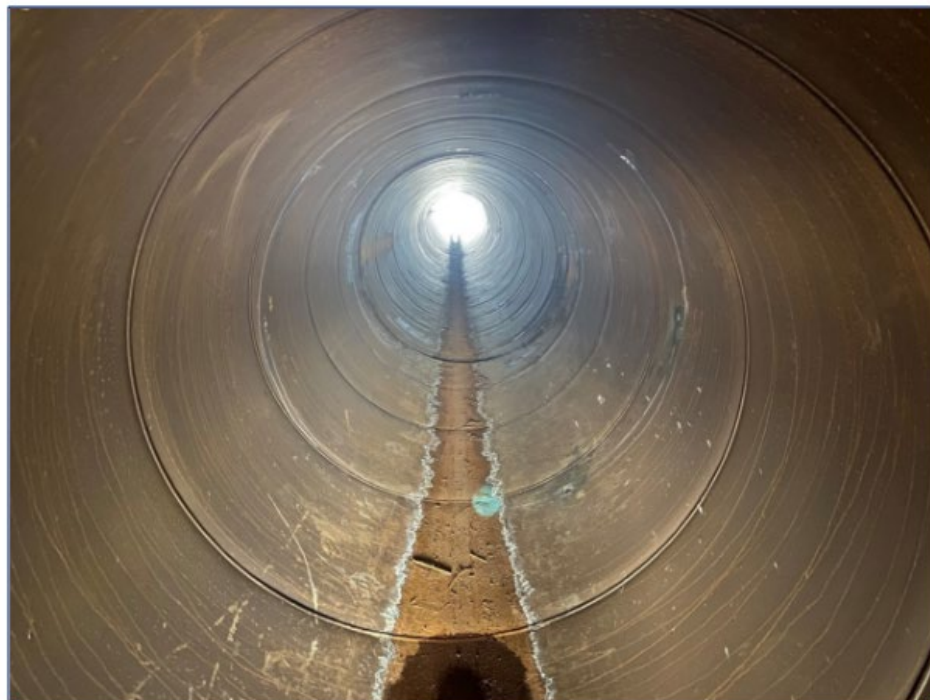
- Less than 10% spent on \$1.55M grant as of May 15, 2024
  - Final two (2) QAES Assessments received for BF 74045 (Tetley Creek) and BF 1348 (Connelly Creek) and reviewed. Roughly \$600,000 in grant funding remaining after Iron, South Todd Tributary, and Cow Creek work. Best candidates for further work under the program are BF 1348 (Connelly Creek) and BF 7080 (Dungarvan Creek)
  - Funder has verbally confirmed BF 1348 (Connelly Creek) and BF 7080 (Dungarvan Creek) are best candidates for existing funding extensions
- **WCR #1: Iron Creek under Tapay (Carbondale) Road, LSD SE-15-006-03 W5M**
  - Tender for installation awarded to low bidder (TA Excavating) (**Cost: \$528,251. Eng. Est: \$443,000**) alongside South Todd Creek Tributary
    - Engineers Estimate: \$442,800
    - TA Excavating: \$528,251
  - Completion: September 30<sup>th</sup>, 2025
  - 100% grant funded
  - Structure is a 4.7m x 2m x 15m L corrugated steel box culvert
  - Permit submissions have begun. DFO has indicated review period for Species At Risk Act (SARA) permit will be 90 days despite delays in processing to date
    - DFO SARA approval received July 16<sup>th</sup>, 2024
  - Land signoff complete
  - Do not anticipate work to begin until 2025 for this project
- **WCR #2: S. Todd Creek Trib. under Chapel Rock Road, LSD SE-23-009-03 W5M**
  - Tender for installation awarded to low bidder (TA Excavating) (**Cost: \$282,400. Eng. Est: \$319,500**) alongside Iron Creek.
    - TA Excavating: \$282,420
    - Engineers Estimate: \$319,500
  - Completion: October 31<sup>st</sup>, 2024
  - 100% grant funded
  - Structure is a 1.8m x 24m open bottom CSP culvert
  - Final inspection complete Oct. 2<sup>nd</sup>. Deficiencies with roadway width, addition of riprap, and willow staking
    - Inspection of deficiencies complete Oct 16<sup>th</sup>, completion issued with minor cleanup work remaining
- **Bridge File 70417 – TWN RD 70 over Castle River Trib., SE-05-007-01 W5M**
  - 6.1m clear span bridge with extensive rot and voids in piles and pile caps
  - Prelim. engineering to be complete in 2024 with intended construction in 2025
    - Awarded to Roseke Engineering July 4<sup>th</sup> (**\$19,369.65, Budget: \$30,000**)
  - Preliminary engineering complete Oct. 8<sup>th</sup>. Recommendation is replacement with two (2) 2m x 27m L CSPs
- **Bridge File 75481 – TWN RD 93B over Olin Creek Trib., SW-23-009-01 W5M**
  - 1.5m x 24m L culvert with high deflection and corrosion
  - Prelim. engineering to be complete in 2024 with intent to address in 2025
    - Awarded to Roseke Engineering July 4<sup>th</sup> (**\$17,007.15, Budget: \$30,000**)
  - Preliminary engineering complete Oct. 11<sup>th</sup>. Recommendation is replacement with two (2) 1.2m x 36m L CSPs

- **Bridge File 00470 – Toney Rd over Pincher Creek Trib., SE-02-006-01 W5M**
  - 1.6m x 43m L culvert with significant perforations and minor deflections
  - Class B waterbody
  - Prelim. engineering to be complete in 2024 with intent to address in 2025
    - Awarded to Roseke Engineering July 4<sup>th</sup> (**\$19,847.15, Budget: \$30,000**)
  - Preliminary complete Oct. 7<sup>th</sup>. Recommendation is installation of a steel wall pipe liner, size dependant on Level 2 barrel inspection. Example install:

View of downstream  
(east) end of crossing.



New smooth wall liner  
installed December 2020.  
Overall view of barrel  
looking upstream from  
east end.



**Recommendation:**

That the Utilities & Infrastructure report for October 4<sup>th</sup>- October 16<sup>th</sup> is received as information.

---





Prepared by: David

Date: October 16<sup>th</sup>, 2024

Council Meeting

Date: October 22<sup>nd</sup>, 2024

## Recommendation to Council

<b>TITLE: Beaver Mines Water &amp; Wastewater Projects - Site Visit</b>			
<b>PREPARED BY: David Desabrais</b>		<b>DATE: October 16<sup>th</sup>, 2024</b>	
<b>DEPARTMENT: Utilities &amp; Infrastructure</b>			
 <b>Department Supervisor</b>		24/10/16 <b>Date</b>	<b>ATTACHMENTS:</b> 1. N/A
<b>APPROVALS:</b>			
 <b>David Desabrais</b>	24/10/16 <b>Date</b>	 <b>Roland Milligan</b>	2024/10/16 <b>Date</b>
<b>Department Director</b>		<b>CAO</b>	

**RECOMMENDATION:**

**That Council perform a site visit to the Beaver Mines Distribution & Collection Project, the Lift Station and Forced Main, and the Waste Water Treatment Facility during the week of October 28<sup>th</sup>.**

**BACKGROUND:**

- The three (3) Beaver Mines Capital projects are coming to a close. It is anticipated that no Capital budget will be carried into 2025 for these projects
- The original budgets for these projects was \$13.1M in 2020
- Final projected costs are roughly \$14.3M
  - \$10.5M via provincial/federal project specific grants
  - \$3.6M via MSI funding




Representatives from Banner Environmental and MPE Engineering have agreed to accompany MD Council and Administration on site tours the week of October 28<sup>th</sup>, weather pending.

*Exact dates/times to be confirmed prior to Council meeting.*

**FINANCIAL IMPLICATIONS:**

N/A

## Recommendation to Council

<b>TITLE: 2025 Joint Budget Contribution</b>			
<b>PREPARED BY: Brendan Schlossberger</b>		<b>DATE: October 17, 2024</b>	
<b>DEPARTMENT: Finance</b>			
			<b>ATTACHMENTS:</b> 1. N/A
<b>Department Supervisor</b>		<b>Date</b>	
<b>APPROVALS:</b>			
 <hr style="width: 100%;"/>	2024/10/17 <hr style="width: 100%;"/>	 <hr style="width: 100%;"/>	2024/10/17 <hr style="width: 100%;"/>
<b>Department Director</b>	<b>Date</b>	<b>CAO</b>	<b>Date</b>

**REQUEST:**

That Council approve the Joint Budget request from SASCI for \$80,000, split equally with the Town of Pincher Creek.

**BACKGROUND:**

- Council approved 2025 Joint Funding and all of 2025 Joint Budget with the exception of SASCI’s \$80,000 request at the October 8<sup>th</sup> Council Meeting.
- Administration was directed to follow up with the Town of Pincher Creek regarding the information provided by SASCI.
- The Town of Pincher Creek is satisfied with the information provided for the current year and has suggested that this topic be added to the next joint meeting.

**FINANCIAL IMPLICATIONS:**

\$40,000 in the 2025 budget as the MD’s 50% of the Joint Budget item.

**CHIEF ADMINISTRATIVE OFFICER'S REPORT**

September 18, 2024 to October 17, 2024

**Discussion:**

Sept 18 - Oct 8	Vacation
Oct 9	Zone 1 ARMAA meeting, Lethbridge
Oct 10	Sunrise Solar Mtgs.
Oct 10	JHSC Airport Inspection
Oct 11	Capital Budget Mtg.
Oct 14	Thanksgiving Stat
Oct 15	Capital Budget Mtg.
Oct 16	Planning/Bylaw Budget Mtg.
Oct 16	Monthly JHSC Mtg.
Oct 16	Renewable Energy Open House
Oct 17	Lorne Reed Mtg. (Kortech)

**Upcoming**

Oct 21	Senior Mgmt Mtg.
Oct 22	Organizational Mtg., Council Committee and Council Mtgs.

**RECOMMENDATION:**

That Council receive for information, the Chief Administrative Officer's report for the period September 18, 2024, to October 17, 2024.

Prepared by: CAO, Roland Milligan

Date: October 17, 2024

Respectfully presented to: Council

Date: October 22, 2024



## **ADMINISTRATIVE SUPPORT ACTIVITY**

October 4, 2024 to October 16, 2024

### **Correspondence from last Council:**

- Volleyball Donation St. Michaels School
- Recycling Concern

### **Advertising/Social:**

- Southfork Road Opening
- Young Agrarians Business Mentorship Program
- Public Hearing 1352-24
- Cows & Fish Beaver Workshops
- Renewable Energy Generation Development Study Open House
- Thanksgiving Office Closure

### **Other Activities:**

- Committee/Council Package
- Organizing Meetings During RMA
- Assisted HR in Job Postings
- Assisted Administration with Airport Committee History

### **Invites to Council:**

### **Upcoming Dates of Importance:**

- Regular Committee, Council – October 22, 2024
- Organizational Meeting – October 22, 2024
- Public Hearing Bylaw 1352-24 – October 22, 2024
- Regular Committee, Council – November 8, 2024



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## Southern Region Meetings - RMA (November 5 and 6)

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From Darren Davidson <darren.davidson@gov.ab.ca>

Date Tue 2024-10-08 2:15 PM

Cc Jerry Lau <Jerry.Lau@gov.ab.ca>; Jessica MacDonald <Jessica.A.Macdonald@gov.ab.ca>

Good afternoon,

I understand you have requested a meeting with Minister Dreeshen at the upcoming Fall RMA convention. The Region will be available to meet at the convention as well.

We are currently booking the morning of November 5 and 6 for Regional meetings. There is alternate times, however, they would need to be confirmed upon request.

If council or staff wish to meet with Regional staff please contact Jessica MacDonald at [Jessica.a.macdonald@gov.ab.ca](mailto:Jessica.a.macdonald@gov.ab.ca) or call 403-381-5533 by October 28<sup>th</sup> to confirm.

Alternatively, we are always available to come to the municipal office at a different date.

Thank you,  
Darren

Darren Davidson

Regional Director, Southern Region

Construction & Maintenance Division

Transportation and Economic Corridors

(403) 381-5533

[darren.davidson@gov.ab.ca](mailto:darren.davidson@gov.ab.ca)

<https://www.alberta.ca/transportation-and-economic-corridors.aspx>

The word 'Alberta' in a stylized, cursive font, followed by a blue square with a white 'A' inside.

Classification: Protected A



H1b

Oldman Watershed Council  
PO Box 1892  
Lethbridge, Alberta T1J 4K5  
[info@oldmanwatershed.ca](mailto:info@oldmanwatershed.ca)  
(403) 330-1346

RECEIVED  
OCT - 8 2024  
M.D of Pincher Creek

Reeve Dave Cox  
Municipal District of Pincher Creek No. 9  
PO Box 279  
Pincher Creek AB T0K1W0

Dear Reeve Cox and Council,

October 2, 2024

Thank you for your on-going support of the Oldman Watershed Council (OWC). Your contributions are essential to our mission of safeguarding the health and sustainability of our watershed—a mission that directly influences the economic prosperity, environmental resilience, and quality of life in our region. As we look ahead, we're asking for your continued partnership to help us tackle the challenges and seize the opportunities before us.

Your municipality plays a critical role in our efforts. With 3 dedicated municipal seats on our 19-member Board, including 1 for Towns and Villages, 1 for Municipal Districts and Counties, and 1 for the City of Lethbridge, your voice is integral to the work we do. Together, we ensure that all perspectives within the watershed are considered, fostering a collaborative approach to watershed management.

Over the past year, despite the ongoing challenges of drought, we've achieved significant milestones with your support:

- **Drought Response:** We launched ABWater.ca and hosted a drought resilience workshop, enhancing drought management knowledge by 90% among 110 participants from 36 municipalities and one First Nation.
- **Restoration:** Nearly 5,000 willows were planted across 20 sites, improving water storage and quality. We worked closely with 16 landholders, including five new collaborators.
- **Economic Impact:** Our efforts from 2009 to 2022 contributed \$8.3 million to the region's GDP and created 167 job years, highlighting the economic benefits of our environmental work.
- **Community Engagement:** We engaged 3,656 residents, including 1,566 youth, through innovative programs such as virtual reality experiences. Ninety-three percent of participants left feeling more hopeful about the environment and their role in its protection.
- **Partnerships:** Our network grew to 122 partners across Southern Alberta, significantly amplifying our collective impact.

As we move forward, we are requesting your municipality's continued support for the fiscal year of April 2024 to March 2025. A contribution of 49¢ per resident—totaling \$1,588 for 3240 residents—will directly support our ongoing efforts to educate the public, restore vital habitats, and uphold our role as an impartial and trusted voice in watershed management.

We encourage you to review our 2023-24 annual report, which showcases the impact of your contributions through compelling stories, images, and project highlights. If you would like to arrange a presentation or discuss further collaboration opportunities, please reach out to our Executive Director, Shannon Frank, at [shannon@oldmanwatershed.ca](mailto:shannon@oldmanwatershed.ca) or 403-317-1328.

Your support truly makes a difference. Together, we can continue to protect and enhance the Oldman Watershed, ensuring a vibrant and sustainable future for all.

Warm regards,

  
Doug Kaupp, OWC Chair and Water and Wastewater Special Project Manager, City of Lethbridge



## HIGHWAY 3 TWINNING DEVELOPMENT ASSOCIATION

C/O TOWN OF TABER,  
ADMINISTRATION OFFICE  
A - 4900 , 50TH STREET  
TABER AB, T1G 1T1

October 12, 2024

To: Highway 3 Twinning Development Association Adjacent Member Municipalities  
MD of Pincher Creek

Reeve, Dave Cox  
[councildiv3@mdpincercreek.ab.ca](mailto:councildiv3@mdpincercreek.ab.ca)

CAO, Roland Milligan  
[cao@mdpincercreek.ab.ca](mailto:cao@mdpincercreek.ab.ca)

### RE: BUDGET CONSIDERATION FOR 2025 H3TDA MEMBERSHIP FEE

With the financial support of our municipal members, in 2024 the Highway 3 Twinning Development Association has continued its advocacy to the Government of Alberta and maintained pressure to see movement in the provinces promise to twin remaining sections of Highway 3 in 10 years. Specifically, members of the Executive have met with Premier Smith, the Minister of Transportation, other Ministers and their support staff several times during the year. The Association worked with our members by connecting directly with municipal staff to assist/answer questions, or by providing PowerPoint presentations to Council. Further, we continued our community awareness by hosting a booth to speak with citizens at various tradeshow in Southern Alberta and presenting at a Crowsnest Chamber of Commerce meeting.

In June of this year, our hard work came to fruition when Ministers, Community Leaders, and Association Members came together for a groundbreaking ceremony for the twinning of the first stretch of Highway 3 - from Taber to Burdett.

We have engaged with stakeholders, took part in functional planning meetings, attended community transportation open houses, and participated in the BC Hwy 3 Coalition June Board meeting. And we continue to advocate for residents and communities navigating the highway twinning development process.

The Association would like to continue the momentum for 2024 and, as such, look to maintain our annual membership contributions from our Adjacent Municipalities at \$0.50 per capita. We aim to remain the central point of information regarding the Hwy 3 twinning status for our members. Additionally, we will keep citizens informed by participating in various tradeshow and welcoming new industry members!

The Board of Highway 3 Twinning Development Association asks our members to make financial considerations in their 2025 budget to continue to support our mutual goals.

**The 2025 Membership Fee for the City of MD of Pincher Creek is: \$1,641.00**  
*Based on 2023 Population (in the Alberta Regional Dashboard) X \$0.50 to a maximum of \$10,000*

Invoices will be issued in JULY 2025. If further information is required, we are happy to address any questions by phone, email, or a scheduled presentation to Administration, Board or Council.

Additionally, we ask that your advocacy for Twinning of Highway 3 is considered through:

- inclusion in your municipalities Intermunicipal Collaboration Frameworks (ICF)
- adding the H3TDA link [www.twin3.ca](http://www.twin3.ca) to your community's website
- follow our association on social media  
[Facebook | H3TDA](#)  
[LinkedIn | H3TDA](#)

As a reminder, all Municipal members are asked to delegate a representative as the contact with our Association.

Sincerely,



---

Gordon Reynolds, President  
Highway 3 Twinning Development Association



---

Tenille Miller, Director of Advancement  
Highway 3 Twinning Development Association



ROYAL CANADIAN LEGION PINCHER CREEK BRANCH #43

P.O. BOX 131, 691 MAIN STREET, PINCHER CREEK, ALBERTA T0K1W0

Tel: 403 627 4024 rcligion43@outlook.com

October 12, 2024

Municipal District of Pincher Creek #9

Box 279

Pincher Creek, Alberta

T0K 1W0

During the coming months, the Royal Canadian Legion Pincher Creek Branch #43 will be honoring and remembering our Veterans and their families, through our sale of Poppies and Wreaths and our REMBRANCE DAY SERVICES.

The Royal Canadian Legion Pincher Creek Branch #43 request permission for:

1. Pincher Creek Branch #43 Members and Pincher Creek Branch #43 Ladies Auxiliary Members to canvas businesses, individuals and organizations beginning October 16, 2024 for the sale of wreaths and donations to the Royal Canadian Legion Pincher Creek Branch #43 Poppy Fund.
2. To distribute poppy boxes, as soon as authorized by Dominion Command, Friday October 25, 2024
3. Youth Groups to canvas the residential areas with poppies on the first Saturday in November
4. Declare the week of November 4 to 12 as "Veterans' Week"

Funds received from donations and the sales of poppies and wreaths are used exclusively to assist Veterans of the Canadian Forces and the RCMP and their families, who need assistance.

Thank you for considering our request and we await your response.

Yours sincerely

Dick Burnham, Branch Service Officer

Royal Canadian Legion Pincher Creek Branch #43

PLEASE PLACE US AS A DELEGATION ON YOUR  
TUESDAY OCTOBER 22, COUNCIL AGENDA, AS WE  
WISH TO ~~PRESENT~~ PRESENT POPPIES TO THE REGUE

THANKS  
DICK

PLEASE CONFIRM 403 627-3045  
burnhamdick41@outlook.com

**LEST WE FORGET**



**Foothills Little Bow Municipal Association  
MINUTES**

*September 20, 2024*

Coast Hotel, Continental Ballroom  
526 Mayor Magrath Dr S, Lethbridge, AB

<b>Member Municipal Districts &amp; Counties Present:</b>	<b>Regrets:</b>
Cardston County	
Cypress County	
County of Forty Mile	
County of Newell	
County of Warner	
Foothills County	
Lethbridge County	
M.D. of Pincher Creek	
M.D. of Ranchland ( <i>CAO only</i> )	
M.D. of Taber	
M.D. of Willow Creek	
Municipality of Crowsnest Pass	
Vulcan County	
<b>Chair:</b> Laurie Lyckman, Vulcan County	<b>Vice Chair:</b> Tamara Miyanaga, MD of Taber
<b>Resolution Committee:</b>	
Randy Bullock, Cardston County; Glen Alm, MD of Willow Creek ( <i>not present</i> )	
<b>Recording Secretary:</b> Lansey Middleton, Vulcan County	

### Welcome

Chair Lyckman called the meeting to order at 10:00 a.m.

### Roll Call of Persons Present and Quorum

Roll call was taken and voting representatives of all member municipalities, except the MD of Ranchland, were present (the MD of Ranchland's CAO was present).

### Adoption of Agenda

Tory Campbell, Lethbridge County, requested that the agenda be amended for Resolution 'Update Farmland Regulated Assessment Rates in Alberta' to show that the MD of Taber has seconded the resolution.

*Foothills Little Bow Municipal Association - Minutes September 20, 2024*

**MTN 6/24**

**MOVED BY:** Maryanne Sandberg, MD of Willow Creek  
That the agenda of the September 20, 2024 Foothills Little Bow Municipal Association be adopted as amended.

**CARRIED.**

**Adoption of Minutes**

Minutes of the January 19, 2024 Meeting

**MTN 7/24**

**MOVED BY:** Earl Hemmaway MD of Willow Creek  
That the minutes of the January 19, 2024 Foothills Little Bow Municipal Association be approved as presented.

**CARRIED.**

**Tributes to Members**

A moment of silence was held for the following members who have passed away since the last meeting:

- Hilton Pharis, MD of Pincher Creek
- Bryne Lengyel, County of Forty Mile

**Greetings**

Justin Wright, MLA for Cypress-Medicine Hat, and Grant Hunter, MLA for Taber-Warner, were in attendance and provided a greeting to the group.

**RMA Reports**

RMA District 1 Director Jason Schneider, RMA President Paul McLaughlin, and RMA Vice President Kara Westerlund, provided an update on the following:

- Provincial Policing
- Assessment Review Model
- Construction Cost Reporting Guide Technical Working Group
- Assessment Year Modifier
- AUC Renewables Engagement
- Bill 20 Concerns & Regulation Development
- Fall Convention, EOEP Courses, Long Service Awards
- Applying a Rural Lens to Mature Asset Strategy

**Resolution Session**

Collection of Unpaid Municipal Property Taxes by Way of Royalties - MD of Taber

Randy Bullock, Cardston County, read the resolution 'Collection of Unpaid Municipal Property Taxes by Way of Royalties'

**MTN 8/24**

**MOVED BY:** MD of Taber  
**SECONDED BY:** County of Newell

That the Rural Municipalities of Alberta advocate the Government of Alberta to implement effective legislation and/or systems that



will require payment of oil & gas municipal property taxes by developers and operators as a condition to being granted and/or retaining the right to develop oil and natural gas resources;

Further be it resolved, that the Rural Municipalities of Alberta advocate the Government of Alberta to collect unpaid oil and gas municipal property taxes on behalf of municipalities through the collection of royalty revenue and distribute them accordingly.

**CARRIED.**

Update Farmland Regulated Assessment Rates in Alberta - Lethbridge County

Randy Bullock, Cardston County, ready the resolution 'Update Farmland Regulated Assessment Rates in Alberta'.

**MTN 9/24**

**MOVED BY:** Lethbridge County

**SECONDED BY:** MD of Taber

That the Province of Alberta update the base regulated rates to more accurately reflect current farmland values and adjust the dry and irrigated arable modifiers to better represent the value and productivity ratios of dry and irrigated farmland.

Members spoke in opposition and in favour of the resolution.

Upon request, Chair Lyckman counted the vote:

22 voted in favour

27 voted against

**DEFEATED.**

Grizzly Bear Management - MD of Pincher Creek

Tamara Miyanaga, MD of Taber, read the resolution 'Grizzly Bear Management'.

**MTN 10/24**

**MOVED BY:** MD of Pincher Creek

**SECONDED BY:** Municipality of Crowsnest Pass

That that Rural Municipalities of Alberta request the Ministers of Alberta Environment and Protected Areas and Forestry and Parks, to increase funding for Conservation Officers and problem wildlife specialists to ensure that an updated and properly funded grizzly bear management plan is in place to protect both the public and bears.

A member spoke in favour of the resolution.

**CARRIED.**

FCSS Funding & Increased Support for Rural FCSS Programs - Vulcan County

Tamara Miyanaga, MD of Taber, read the resolution 'FCSS Funding & Increased Support for Rural FCSS Programs'.

**MTN 11/24**

**MOVED BY:** Vulcan County

**SECONDED BY:** Cypress County

That the Rural Municipalities of Alberta request the Government of Alberta immediately increase provincial funding to municipalities for Family and Community Support Services (FCSS) to commensurate population growth and annual inflation, thereby relieving some of the pressure on crisis intervention and prevention services and ensuring the sustainability of these essential programs;

Further be it resolved, that the Rural Municipalities of Alberta advocate that the Government of Alberta improve accessibility to provincial supports for vulnerable rural residents to allow for fair and equitable access to critical services throughout Alberta that adequately meet their needs.

**CARRIED.**

The meeting recessed at 12:10 p.m. and reconvened at 1:12 p.m.

***Lunch graciously sponsored by ATCO gas & pipelines.***

**Delegation**

Helium Developers Association of Canada (HeDAC)

Chris Bakker - CEO Avanti Helium, and Ed Bereznicki - CEO First Helium, presented the following on behalf of the Helium Developers Association of Canada (HeDAC):

- HeDAC represents companies looking to explore, produce, and develop helium in Western Canada;
- Helium is one of Canada's designated critical minerals and enabler for clean technologies and a greener future;
- Demand forecast and global helium supply;
- Southern Alberta & Saskatchewan's helium landscape and opportunity;
- Case study on Thor - SE Alberta area investment;
- Request for advocacy;
- Review of tax implications of pending CRA rulings and a request to include helium in the federal Flow-Through Share Program;

*Foothills Little Bow Municipal Association - Minutes September 20, 2024*

Rand Taylor, County of Warner, spoke as a follow-up to the water panel discussion from the January 2024 Foothills Little Bow Association Meeting. He mentioned he has been part of a committee working on water conservation and gave thanks to the southern Alberta municipalities irrigation districts for their assistance with water conservation this year. Randy also provided a good report on reservoir levels.

**Financial Reports**

Profit & Loss Statement and Balance Sheet

**MTN 12/24**

**MOVED BY:** Maryanne Sandberg, MD of Willow Creek

**SECONDED BY:** John Kuerbis, Lethbridge County

That the Profit & Loss Statement and Balance Sheet be approved as presented.

**CARRIED.**

Membership Fees for 2025

**MTN 13/24**

**MOVED BY:** Tamara Miyanaga

**SECONDED BY:** Kelly Nelson, Vulcan County

To maintain the current annual membership fee of \$450.

**CARRIED.**

**Next Meeting**

January 17, 2025

**Adjournment**

Chair Lyckman adjourned the meeting at 1:36 p.m.

# Need for the Sunrise Solar Project Connection in the Pincher Creek area

*Sunrise Solar Project LP (Sunrise) has applied to the AESO for transmission system access to connect its proposed Sunrise Solar Project (Facility) in the Pincher Creek area. Sunrise's request can be met by the following solution:*

## PROPOSED SOLUTION

- Add one 138 kV transmission line to connect the Facility to the existing 138 kV transmission line 412L using a T-tap configuration.
- Add or modify associated equipment as required for the above transmission developments.

## NEXT STEPS

- In early 2025, 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](http://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.

## ALTALINK

- Is the transmission facility owner in the Pincher Creek area.
- Is responsible for detailed siting and routing, constructing, operating, and maintaining the transmission facilities.
- 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.

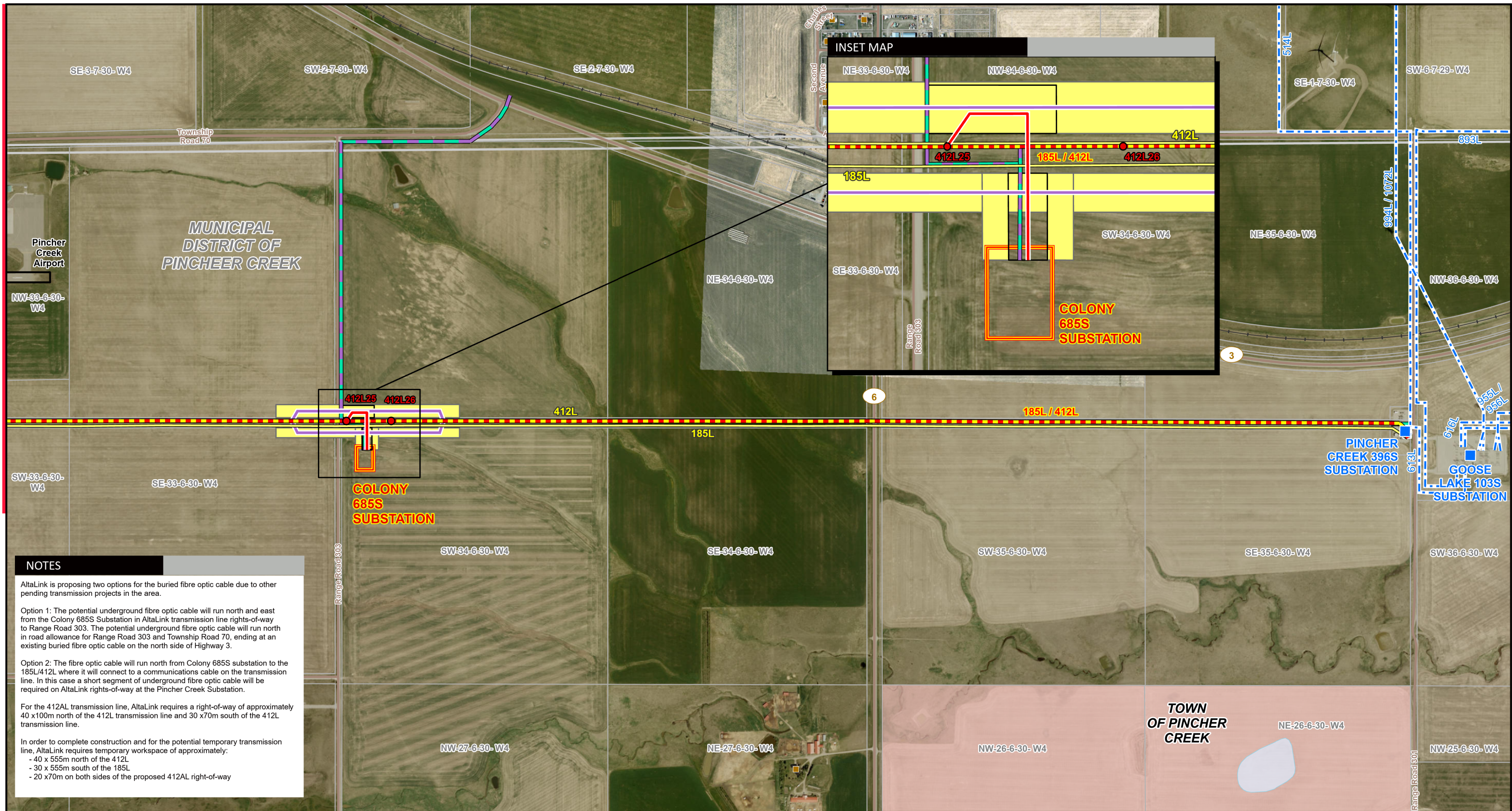
## CONTACT US

### Alberta Electric System Operator

AESO Stakeholder Relations  
[stakeholder.relations@aeso.ca](mailto:stakeholder.relations@aeso.ca)  
1-888-866-2959

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

[www.aeso.ca](http://www.aeso.ca) |  @theaeso



**NOTES**

AltaLink is proposing two options for the buried fibre optic cable due to other pending transmission projects in the area.

Option 1: The potential underground fibre optic cable will run north and east from the Colony 685S Substation in AltaLink transmission line rights-of-way to Range Road 303. The potential underground fibre optic cable will run north in road allowance for Range Road 303 and Township Road 70, ending at an existing buried fibre optic cable on the north side of Highway 3.

Option 2: The fibre optic cable will run north from Colony 685S substation to the 185L/412L where it will connect to a communications cable on the transmission line. In this case a short segment of underground fibre optic cable will be required on AltaLink rights-of-way at the Pincher Creek Substation.

For the 412AL transmission line, AltaLink requires a right-of-way of approximately 40 x 100m north of the 412L transmission line and 30 x 70m south of the 412L transmission line.

In order to complete construction and for the potential temporary transmission line, AltaLink requires temporary workspace of approximately:

- 40 x 555m north of the 412L
- 30 x 555m south of the 185L
- 20 x 70m on both sides of the proposed 412AL right-of-way

LEGEND	
	Proposed Structure Replacement
	Existing Substation
	Proposed 412AL Transmission Line
	Potential Temporary Transmission Line
	Potential Underground Fibre Optic Cable
	Existing Transmission Line
	Proposed Right of Way Boundary
	Proposed Customer Substation
	Temporary Workspace
	Hamlet or Locality
	Residence
	Railway
	Road
	Airport
	Urban Area
	Water Body

**OTHER ALTALINK PROJECTS**

- Proposed Transmission Line Rebuild
- Proposed Salvage of Existing Transmission Line

NO: 35035499  
 DRAWN: SG - AL  
 FILE NO.: XXXXXXXX  
 REVISION: 0.00.00  
 AL FOLDER: Sunrise Solar Connection  
**DATE: 2024-09-09**

0 0.25 0.5 Kilometres  
 0 0.25 Miles

DETAIL PHOTO **DP1**

**ALTALINK**  
 A BERKSHIRE HATHAWAY ENERGY COMPANY

**PROPOSED**  
 Sunrise Solar Connection Project

*Service Layer Credits: Source: Southern Alberta, Maxar  
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SEPTEMBER 2024



# Sunrise Solar Connection

You are receiving this newsletter because you are near the Sunrise Solar Connection, and we want your input.

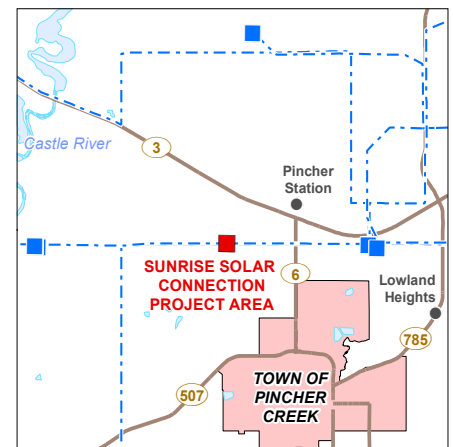
To connect Sunrise Solar Project Limited Partnership’s (Sunrise Solar) proposed Sunrise Solar Project to the grid, AltaLink is proposing changes to its transmission system. The project is located in the Municipal District of Pincher Creek, approximately five kilometres north of the Town of Pincher Creek.

AltaLink’s and Sunrise Solar’s projects are separate. Sunrise Solar will consult on their proposed project. For more information about Sunrise Solar’s project, see their contact information included in this newsletter.

## Project details

To connect their proposed project to the grid, Sunrise Solar is constructing a new **substation**, called Colony. AltaLink is proposing changes to accommodate the connection of the project, including:

- constructing approximately 180 metres of new 138 kilovolt (kV) transmission line (to be named 412AL) to connect the Colony Substation to the grid
- modifying AltaLink’s existing 412L transmission line to connect to 412AL
- installing between 250 metres and 1.5 kilometres of underground **fibre optic cable**



**LEGEND**

- Sunrise Solar Connection Project Area
- Existing Substation
- - - Existing Transmission Line
- Hamlet or Locality
- Road
- Urban Area
- Water Body

## Proposed structures

AltaLink is proposing to construct approximately 180 metres of new transmission line, called 412AL. The proposed new structures that will be built for the new line will be either monopoles or H-frames between 12 and 30 metres tall, and may be made from wood or steel.

### ANTICIPATED PROJECT SCHEDULE

SEPTEMBER 2024 TO JANUARY 2025  
 Notify and consult with stakeholders



FEBRUARY 2025  
 File application with Alberta Utilities Commission (AUC)



AUGUST 2026  
 Start construction if project is approved



DECEMBER 2026  
 Construction completed

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.

The modifications to the existing 412L transmission line will include the addition of two new monopole structures. These are proposed to be between 12 and 35 metres tall and may be made from wood or steel.

All new structures will be located primarily on land owned by Sunrise Solar, with some located one metre within the road allowance. Please see the included map for more details.



**Left:** The monopole structures will look similar to the photo on the left.

**Middle:** The H-frame structures will look similar to the middle photo.

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



## Fibre optic cable

As part of this project, AltaLink is proposing to install fibre optic cable. There are two proposed fibre optic options due to other pending transmission projects in the area:

Option 1: We propose to install approximately 1.5 kilometres of fibre optic cable between the proposed Colony Substation and the north side of Highway 3.

Option 2: We propose to install approximately:

- 150 metres of fibre optic cable between between the 412L transmission line and the proposed Colony Substation within an existing transmission line right-of-way
- 100 metres between the 185L/412L transmission line and AltaLink's existing Pincher Creek Substation within an existing transmission line right-of-way

In certain locations, an underground conduit box may be required to facilitate construction and maintenance of the cable. The conduit boxes are approximately 90 centimetres long by 60 centimetres wide. These locations will be determined following detailed engineering and discussions with landowners.

## Providing your input

We will contact landowners, residents, and occupants near the proposed project to gather input and address questions or concerns.

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*.

### DEFINITIONS:

**Substation** | Substations are the connection points between power lines of varying voltages and contain equipment that controls and protects the flow of power. Substations include transformers that step down and step up the voltage so power can be transmitted through transmission lines or distributed to your community through distribution lines.

**Fibre optic cable** | This allows us to communicate effectively between a customer connection point or substation and our control centre. It provides valuable data that is used to maintain the reliability of Alberta's electric system.

### INCLUDED IN THIS INFORMATION PACKAGE:

- Project map
- AESO need overview
- AUC brochure: *Participating in the AUC's independent review process to consider facility applications*
- Electric and Magnetic Fields Information

## Contact us

To learn more about the proposed project please contact:

### ALTALINK

1-877-267-1453 (toll-free)

Email: [stakeholderrelations@altalink.ca](mailto:stakeholderrelations@altalink.ca)

To subscribe to this project:

Visit [www.altalink.ca/projects](http://www.altalink.ca/projects), search for the project title, and click 'subscribe to updates'

*For more information about how AltaLink protects your personal information:*

Visit our website at [www.altalink.ca/privacy](http://www.altalink.ca/privacy) or contact us directly via email ([privacy@altalink.ca](mailto:privacy@altalink.ca)) or phone (1-877-267-6760).

To learn more about the Sunrise Solar Project, please contact:

### Sunrise Solar Project Limited Partnership

Brookfield Renewable General Counsel, on behalf of Sunrise Solar

819-360-4325

Email: [legal.department.na@brookfieldrenewable.com](mailto:legal.department.na@brookfieldrenewable.com)

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

### Alberta Electric System Operator (AESO)

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

Email: [stakeholder.relations@aeso.ca](mailto:stakeholder.relations@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](http://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)

Email: [consumer-relations@auc.ab.ca](mailto:consumer-relations@auc.ab.ca)

Let's talk transmission



[www.facebook.com/altalinktransmission](http://www.facebook.com/altalinktransmission)



[www.twitter.com/altalink](http://www.twitter.com/altalink)



October 7, 2024

## RMA Presenting Bylaw Amendments at 2024 Fall Convention

*Minor revisions to bylaws are required to implement changes to RMA's year and align with current policies*

RMA's [bylaws](#) clarify the association's objectives, membership, election processes, governance structure, and other key aspects of how RMA operates.

As per the bylaws, any bylaw amendments must be approved by a three-fifths majority of RMA Full Members, and proposed amendments must be circulated to Full Members at least twenty-one days prior to the convention where the vote will be held.

Each proposed amendment is summarized below.

### Amendment Summary by Bylaws Sections

*Note: Each section includes a summary of the proposed changes and an explanation of the purpose of the changes, as well as the actual proposed amendments. Proposed amendments are identified as follows (additions are identified in [green](#), omissions in ~~red-strikethrough~~, surrounding clauses included for context):*

#### Section B: Membership

*Purpose:* Upon reviewing the membership section, the RMA Board of Directors identified the need for clarification, including:

- ♦ 2. (b) Clarification has been added to the definition of Associate Member to clarify who can participate in RMA's Insurance and Canoe programs. The current term "non-taxable" is difficult to define and has restricted subsidiaries of municipalities and other MASH sector entities that may pay taxes. The proposed amendments would accommodate these potential members who did not qualify under the "non-taxable" definition.
- ♦ 3. Clarification that a Full member must provide one year's written notice to the Board to withdraw its membership. An associate member would be free with withdraw their membership based on the terms of their agreement with RMA Insurance or Canoe.

*Proposed Amendments:*

- ♦ 2. (b) Associate Members shall consist of [government entities, non-profit organizations and charities as defined within the Income Tax act, RSC 1985 c 1 \(5<sup>th</sup> Sopp\) as amended and/or subsidiary entities owned by those organizations](#) ~~non-taxable entities~~ including, but not limited to, municipalities that are not Full Members; service, housing, or utility authorities, agencies, or commissions; school boards and educational institutions; public sector agencies and institutions; associations; and not for profit organizations and community groups, who have paid ~~the any~~ applicable membership fee for the year. The rights and privileges of Associate Members shall be limited access to the Association's Business Services. Associate Members are non-voting members and are not entitled to participate in a distribution of the assets of the Association.
- ♦ Any [Full Member](#) wishing to withdraw its membership may do so upon one year's prior written notice to the Board.



## Section C: Membership Fee

*Purpose:* A simple amendment to this section has been identified to clarify when both Full and Associate membership fees are due.

*Proposed Amendment:*

- ◆ 5. In each year, the respective membership fee shall be paid to the Association and shall be due and payable by each Full Member on or before September 1st. The membership fees paid are non-refundable. Associate Member fees shall be due and payable withing 30 days of issue of the invoice.

## Section F: Vacancies

*Purpose:* Upon review of the RMA's Bylaws in conjunction with the RMA Board Elections Policy, clarification is needed to align when an election for President or Vice President may take place should a vacancy occur mid-term during a scheduled election for RMA board positions. A new clause to start this section is proposed as follows, with clarifying subsequent amendments to the following clause.

*Proposed Amendments:*

- ◆ New 19. In the event that a current President or Vice President that is mid-term (i.e., one (1) year into a two (2) year term) submits a nomination package for the position of President or Vice President for a scheduled election at a Convention, a call for nominations for the potential vacancy of President or Vice President will be issued after the scheduled President or Vice President nomination deadline. The current President or Vice President is not required to resign their seat mid-term to pursue another position, therefore the mid-term election of President or Vice President will only take place at such Convention should the current President or Vice President be successful in being elected President or Vice President.
- ◆ Revised 20 (formerly clause 19). If during any year outside of the annual election process described in Section 19, there is a vacancy in the role ~~is that~~ of President, the Vice President shall assume the role of interim President until such time as an election for President can be held at the next following Convention. If a vacancy in the Board is that of Vice President, outside of the election process described in Section 19, the vacancy shall remain open until the next following Convention.

## Section G: Financial Year

*Purpose:* The RMA Board is proposing amendments to change the financial year end.

*Proposed Amendment:*

- ◆ 23. Unless otherwise established by the Board from time to time, the financial year of the Association shall be from the first day of ~~August~~ January to the thirty-first day of ~~July~~ December in the ~~following same~~ calendar year.

## Section H: Auditing

*Purpose:* Amendments are proposed to reflect that financial records and books are not easily accessible at convention, but a member can book an appointment with RMA to view the records at any time.

*Proposed Amendments:*

- ♦ 25. The books and records of the Association may be inspected by any Full Member of the Association ~~at the Convention or~~ at anytime upon giving reasonable notice and arranging a time satisfactory to the officer or officers having charge of same. Each Director shall at all times have access to such books and records.

The proposed amendments will be presented and voted on by members during the annual general meeting at the RMA 2024 Fall Convention on Wednesday, November 6, 2024.

For more information visit: [RMAAlberta.com](https://RMAAlberta.com)

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**Duane Gladden**

*CEO / Executive Director*

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**From:** CAO <cao@pcfound.ca>  
**Sent:** October 16, 2024 11:23 AM  
**To:** Roland Milligan <AdminCAO@mdpincercreek.ab.ca>  
**Subject:** Used truck

Good morning Roland,

Hope you have had a great summer this year. I am reaching out to see if you can keep us in mind and inform us when the MD is replacing their fleet truck, to allow us an opportunity to acquire a truck for our Foundation. If there is another department that I should be connecting instead of you, please let me know their contacts.

Appreciate your help.

Have a great day.

*Annie Lok*

**Chief Administrative Officer**



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