

A

AGENDA
COUNCIL MEETING
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
November 26, 2024
3:00 pm
Council Chambers

A. ADOPTION OF AGENDA

B. DELIGATION

C. MINUTES/NOTES

1. Council Committee Minutes
 - November 12, 2024
2. Council Meeting Minutes
 - November 12, 2024
3. Special Meeting Minutes
 - November 17, 2024

D. UNFINISHED BUSINESS

E. BUSINESS ARISING FROM THE MINUTES

F. COMMITTEE REPORTS / DIVISIONAL CONCERNS

1. Councillor Tony Bruder – Division 1
2. Reeve Rick Lemire – Division 2
3. Councillor Dave Cox – Division 3
4. Councillor 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 November 19, 2024
 - Schedule A – Shop/Fleet Report
- b) C-PW-003 Winter Maintenance of Municipally Controlled and Managed Roads and Airport
 - Report from Public Works dated November 19, 2024
- c) Utilities & Infrastructure Report
 - Report from Utilities & Infrastructure dated November 20, 2024

2. Finance

3. Planning and Community Services

- a) RCMP Quarterly Report
 - Crownest Pass Detachment
- b) RCMP Quarterly Report
 - Pincher Creek Detachment
- c) MRF Public GIS Portal
 - Report from Development, dated November 20, 2024
- d) Southern Alberta Land Trust Society (SALTS) Conservation Easement – Jensen
 - Report from Development, dated November 20, 2024

4. Municipal

- a) CAO Report
 - Report from Administration, dated November 20, 2024
- b) Cancellation of December Meetings
 - Report from Administration, dated November 20, 2024
- c) Terms of Reference – ASB
 - Report from Administration, dated November 20, 2024

H. CORRESPONDENCE

1. For Action

- a) Alberta Community Crime Prevention Association Conference
- May 5-7, 2025 Edmonton

2. For Information

- a) Pieridae Energy Update
- November 2024

I. NEW BUSINESS

J. CLOSED MEETING SESSION

- a) 2024 CAO Performance Review – FOIP Sec. 19.1

K. ADJOURNMENT

MINUTES
REGULAR COUNCIL COMMITTEE MEETING
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
Tuesday, November 12, 2024 11: am
Council Chambers

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

Staff: CAO Roland Milligan, Public Works Manager Alan McRae, Financial Manager Brendan Schlossberger, Utilities & Infrastructure Manager David Desabrais, Development Officer Laura McKinnon, and Executive Assistant Jessica McClelland.

Reeve Rick Lemire called the meeting to order, the time being 11:00 am.

1. Approval of Agenda

Councillor Jim Welsch

Moved that the agenda for the November 12, 2024 be approved as presented.

Carried

2. Delegation

Crowsnest Headwaters

Terry and Carol Ostrom attended the meeting at this time to discuss the Crowsnest Headwaters and their concern over the proposed Grassy Mountain coal mine.

They started by apologizing on behalf of the Crowsnest Pass citizenry for the Crowsnest municipal Council's decision to conduct a restricted referendum intended to endorse Northback's attempts to mine coal at Grassy Mountain.

Terry reviewed the history of the proposed mine, and his concerns were that this decision would inevitably affect the quantity and quality of downstream water flows of the Crowsnest River well beyond the boundaries of Crowsnest Pass.

The group is suggesting that MD Pincher Creek Council adopt a resolution objecting to this referendum, which would be restricted to a very small group of limited voters and would significantly impact the quantity and quality of water available to downstream users, including residents of MD Pincher Creek.

Terry and Carol Ostrom left the meeting at this time, the time being 11:29 am.

Indoor Sports Proposal

Christi Hollingshead attended the meeting to discuss a potential project to create an indoor sports court in the ice arena during the spring/summer months. She has been in contact with the various user groups (volleyball, basketball, pickle ball, etc.) to gather information on usage. All groups have been growing in numbers and looking for a larger facility to play in. Currently, they operate in the Town hall gym and rent school gyms.

REGULAR COUNCIL COMMITTEE MEETING
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
TUESDAY, NOVEMBER 12, 2024

She has presented to Town Council and asks the Town and MD to contribute 50% of the approximately \$150,000 cost. Currently, they are also fundraising and applying for grants as they become available.

Council would like to have a meeting with the schools as Christi stated that community groups are not going to be allowed to rent the school gyms during the summer months.

Christi Hollingshead left the meeting at this time, the time being 11:44 am.

3. Closed Session

Councillor Dave Cox

Moved that Council move into closed session to discuss the following, the time being 11:45 pm.

- a) Public Works Call Log – FOIP Sec. 24.1
- b) History of Airport Committee – FOIP Sec. 24.1
- c) 2025 Operating Budget - Head Count – FOIP Sec. 24.1
- d) 2025 Non-Union Salary Grid – FOIP Sec. 19.1

Councillor John MacGarva

Moved that Council move out of closed session, the time being 1:08 pm.

Carried

4. Round Table

- Firehall Renovations
- Public Engagement Training during RMA
- Fishburn Church renovations/used concrete
- Beaver Mines water/wastewater tour
- Historical road name signs

5. Adjournment

Councillor John MacGarva

Moved that the Committee Meeting adjourn, the time being 1:53 pm.

Carried

REEVE

CHIEF ADMINISTRATIVE OFFICER

MINUTES
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
REGULAR COUNCIL MEETING
NOVEMBER 12, 2024

9904

The Regular Meeting of Council of the Municipal District of Pincher Creek No. 9 was held on Tuesday, November 12, 2024 at 3:00 pm, in the Council Chambers of the Municipal District Administration Building, Pincher Creek, Alberta.

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

STAFF CAO Roland Milligan, Public Works Manager Alan McRae, Financial Manager Brendan Schlossberger, Utilities & Infrastructure Manager David Desabrais, Development Officer Laura McKinnon and Executive Assistant Jessica McClelland.

Reeve Rick Lemire called the meeting to order at 3:00 pm.

A. ADOPTION OF AGENDA

Councillor Tony Bruder 24/471

Moved that the agenda for November 12, 2024 be amended to include:

Business Arising From the Minutes

b) Pincher Creek Emergency Services Presentation from October 22, 2024

Planning and Community Services

b) Appointment of MD Representative to Chinook Intermunicipal Subdivision and Development Appeal Board

AND THAT the agenda be approved as amended.

Carried

B. DELEGATION

C. MINUTES

1) Council Committee Meeting Minutes – October 22, 2024

Councillor Dave Cox 24/472

Moved that the minutes of the Council Committee Meeting of October 22, 2024 be approved as presented.

Carried

2) Council Meeting Minutes – October 22, 2024

Councillor John MacGarva 24/473

Moved that the minutes of the Council Meeting of October 22, 2024 be approved as presented.

Carried

3) Organizational Meeting – October 22, 2024

Councillor Jim Welsch 24/474

Moved that the minutes of the Organizational Meeting of October 22, 2024 be approved as presented.

Carried

Minutes
 Council Meeting
 Municipal District of Pincher Creek No. 9
 November 12, 2024

D. UNFINISHED BUSINESS

E. BUSINESS ARISING FROM THE MINUTES

- a) MD's participation in Highway 3 Twinning Development Association (H3TDA)

Councillor Tony Bruder 24/475

Moved that the MD discontinue our participation on the Highway 3 Twinning Development Association (H3TDA) until the project moves into our Municipality.

Carried

- b) Pincher Creek Emergency Services Presentation from October 22, 2024

Councillor Dave Cox 24/476

Moved that MD approve the Pincher Creek Emergency Services operational budget for 2025.

Carried

F. COMMITTEE REPORTS / DIVISIONAL CONCERNS

1. Councillor Tony Bruder – Division 1
 - RMA Highlights
 - Making your Municipal Voice Heard Session
2. Reeve Rick Lemire – Division 2
 - RMA Highlights
 - Making your Municipal Voice Heard Session
3. Councillor Dave Cox – Division 3
 - RMA Highlights
 - Active Participation During RMA Bear Pit Sessions
4. Councillor Jim Welsch - Division 4
 - MD position on insurance/fire fighting
 - Insurance provider to be invited to a future Council meeting to discuss fire coverage.
5. Councillor John MacGarva – Division 5
 - RMA Highlights
 - Public Engagement Training during RMA

Councillor John MacGarva 24/477

Moved to accept the Committee Reports as information.

Carried

G. ADMINISTRATION REPORTS

1. Operations

- a) Public Works Operations Report

Councillor Tony Bruder 24/478

Moved that Council receive the Public Works Operations Report, including Schedule A – Operations Report, and Schedule B – Shop/Fleet Report, for the period October 14, 2024 to November 1, 2024, as information.

Carried

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- b) C-PW-003 Winter Maintenance of Municipally Controlled and Managed Roads and Airport

Councillor Tony Bruder 24/479

Moved that Draft C-PW-003 Winter Maintenance of Municipally Controlled and Managed Roads and Airport, be tabled and brought back to the November 26, 2024 Council meeting with changes as discussed.

Carried

The Public Works Manager asked if Council wanted to schedule a road tour, and one will be arranged for all of the Council to attend.

- c) Utilities & Infrastructure Report

Councillor John MacGarva 24/480

Moved that the Utilities & Infrastructure report for October 4, 2024 October 16, 2024 is received as information.

Carried

2. Finance

- a) 2024 Q3 Financial Summary

Councillor Jim Welsch 24/481

Moved that the 2024 Q3 Financial Summary be received as information.

Carried

3. Development and Community Services

- a) Land Use Bylaw Amendment – Bylaw No. 1352-24 NW 10-6-2 W5 within Beaver Mines

Councillor Dave Cox 24/482

Moved that Land Use Bylaw Amendment Bylaw 1352-24, being the Bylaw for the purpose of changing the designation of parcel NW 10-6-2 W5 within Beaver Mines from Hamlet Transitional Agriculture - HTA to Hamlet Single Detached Residential - HR-1 and Hamlet Public and Institutional – HPI, be given second reading.

Carried

Councillor Jim Welsch 24/483

Moved that Council give Bylaw 1352-24 third reading.

Carried

- b) Appointment of MD Representative to Chinook Intermunicipal Subdivision and Development Appeal Board

Councillor Tony Bruder 24/484

Moved that Bjorn Berg be appointed, for a 2 year term, to the Chinook Intermunicipal Subdivision and Development Appeal Board.

Carried

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4. Municipal

a) CAO Report

Councillor John MacGarva 24/485

Moved that Council receive for information, the CAO Report for the period October 17, 2024 to November 7, 2024

Carried

H. CORRESPONDENCE

1. For Action

a) 1A Boys Volleyball Provincials

Councillor Dave Cox 24/486

Moved that Deputy Reeve Tony Bruder be authorized to attend the St. Michaels School 1A Boys Volleyball Provincials opening ceremonies as the MD delegate on November 21, 2024.

Carried

b) Parade of Lights – November 29

Councillor John MacGarva 24/487

Moved that Council be authorized to attend the Parade of Lights on November 29, 2024, AND THAT Administration provide candy and a decorated vehicle for the event.

Carried

c) Breakfast with Santa – December 7, 2024

Councillor Jim Welsch 24/488

Moved that Council be authorized to attend the Breakfast with Santa to assist Heritage Acres with the pancake breakfast on December 7, 2024.

Carried

d) Impact of the Carbon Tax Request - Request for Information from John Barlow, MP for Foothills

Councillor Dave Cox 24/489

Moved that administration respond to the Request for Information from John Barlow, MP for Foothills on the Impact of the Carbon Tax Request.

Carried

e) Collaborative Stance on FCM Conference Attendance – Invitation for Rural Municipalities to Join

Councillor Jim Welsch 24/490

Moved to receive the Collaborative Stance on FCM Conference Attendance – Invitation for Rural Municipalities to Join, as information.

Carried

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f) Eastern Slopes Taskforce Meeting

Councillor Dave Cox 24/491

Moved that Administration contact the MD of Bighorn to request they keep the MD updated on the Eastern Slopes Taskforce.

Carried

2. For Information

Councillor Tony Bruder 24/492

Moved that the following be received as information:

- a) Pincher Creek Curling Club 100 year Celebration
 - Information on Sponsorship/Tickets from Pincher Creek Curling Club
- b) Agri-Food Innovation Expo Partnership Opportunity
 - November 26 to 28, 2024
- c) Pincher Creek Curling Club
 - October 2024 Update
- d) Invitation to Participate in Oldman Watershed Council Producer Consultation Events
 - November 14, 2024
- e) Press Release – Alberta Mule Deer Collaring Project Information

Carried

I. NEW BUSINESS

J. CLOSED SESSION

Councillor Dave Cox 24/493

Moved that Council move into closed session to discuss the following, the time being 4:45 pm.

- a) Cowley Water Facilities – FOIP Sec. 24.1
- b) Utility Bylaw Rate Discussion – FOIP Sec. 23.1
- c) Eco-Centre Contract Extension – FOIP Sec. 23.1
- d) 2024 CAO Performance Review – FOIP Sec. 19.1

Councillor Dave Cox 24/494

Moved that Council move out of closed session, the time being 7:16 pm.

Carried

- a) Cowley Water Facilities

Councillor Dave Cox 24/495

Moved that Council direct Administration to initiate discussions with the Village of Cowley regarding ownership of the currently leased old water treatment plant and reservoir.

Carried

- b) Eco-Centre Contract Extension

Councillor Tony Bruder 24/496

Moved that Council direct Administration to extend the Eco-Centre contract with the Crowsnest/Pincher Creek Landfill Association 1 year, with a 2.5% increase to the Eco Centre Management Fee.

Carried

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K. ADJOURNMENT

Councillor Jim Welsch 24/497

Moved that Council adjourn the meeting, the time being 7:17 pm.

Carried

REEVE

CHIEF ADMINISTRATIVE OFFICER

MINUTES
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
SPECIAL COUNCIL MEETING
NOVEMBER 14, 2024

9910

The Special Meeting of Council of the Municipal District of Pincher Creek No. 9 was held on Tuesday, November 14, 2024, in the MD of Pincher Creek Council Chambers.

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

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

STAFF CAO Roland Milligan, Public Works Manager Alan McRae, Financial Manager Brendan Schlossberger, Utilities & Infrastructure Manager David Desabrais, and Executive Assistant Jessica McClelland.

Reeve Rick Lemire called the meeting to order at 1:30 pm.

A. ADOPTION OF AGENDA

Councillor Jim Welsch 24/498

Moved that the Special Council Agenda for November 14, 2024 be amended to include:

- Closed Session
 - a) Firehall Renovations – FOIP Sec. 24.1
 - b) Southfork Hill Update – FOIP Sec. 24.1

AND THAT, the agenda be approved as amended.

Carried

B. CLOSED SESSION

Councillor Dave Cox 24/499

Moved that Council move into closed session to discuss the following, the time being 1:31 pm.

- a) Firehall Renovations – FOIP Sec. 24.1
- b) Southfork Hill Update – FOIP Sec. 24.1
- c) Draft Operating Budget – FOIP Sec. 24.1

Councillor Jim Welsch 24/500

Moved that Council move out of closed session, the time being 5:25 pm.

Carried

F. ADJOURNMENT

Councillor John MacGarva 24/501


Moved that Council adjourn the meeting, the time being 5:25 pm.

Carried

REEVE

CHIEF ADMINISTRATIVE OFFICER

Recommendation to Council

TITLE: PUBLIC WORKS DEPARTMENT REPORT	
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PREPARED BY: Alan McRae	DATE: November 19th, 2024
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DEPARTMENT: PUBLIC WORKS

ATTACHMENTS: 1. Schedule A- Shop/Fleet Report

APPROVALS:			
 Alan McRae	November 19, 2024 Date	 CAO	2024/11/19 Date

RECOMMENDATION: THAT Council, accept the Public Works Department Report for the period of November 3rd to November 17th, 2024 as information.

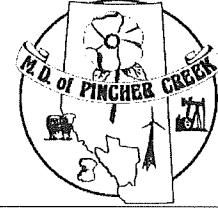
<u>COMPLETED:</u>	
<ul style="list-style-type: none"> • Culvert end clean outs 	<ul style="list-style-type: none"> • Sign Repairs
<ul style="list-style-type: none"> • Guard rail and post replacement in Div 1 	<ul style="list-style-type: none"> • Brushing in Div 1
<ul style="list-style-type: none"> • Permanent snow fence repair 	<ul style="list-style-type: none"> • Bridge deck repair on Waterton Colony Bridge
<ul style="list-style-type: none"> • 1 Permanent snow fence removal in Div 5 	<ul style="list-style-type: none"> • Bridge gabion wall pictures in Div 5
<ul style="list-style-type: none"> • Divisional Grading 	

<u>UPCOMING</u>	
<ul style="list-style-type: none"> • Divisional grading/snow plowing 	<ul style="list-style-type: none"> • Hamlet snow plowing
<ul style="list-style-type: none"> • Brushing in Div 1 and 5 	<ul style="list-style-type: none"> • Install temp snow fence in Div1 where Permanent was removed
<ul style="list-style-type: none"> • 1 install of temporary snow fence in Div 1 	<ul style="list-style-type: none"> • Permanent snow fence repair and install

<u>FINANCIAL IMPLICATIONS:</u> None

PUBLIC WORKS REPORT SCHEDULE "A"

SHOP/FLEET OPERATIONAL REPORT



PREPARED BY: ALAN MCRAE

DATE: November 19th, 2024

DEPARTMENT: PUBLIC WORKS

ATTACHMENTS: N/A

SHOP/FLEET OPERATIONS SUMMARY: November 3rd – 17th, 2024

Graders

- Unit #71- Call out (circle/moldboard adjustments)
- Unit #64- Articulation pin bearings replaced
- Unit #70- Call out (two-way radio repair)
- Unit #57- Snow equipment fix (welding on knuckle) and injection pump repair
- Unit #65-Service, AWD harness, T/S oil in radiator, order parts

Heavy Trucks

Light Duty and Light Trailers

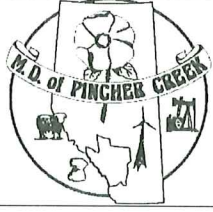



- Unit #400 (3/4 ton)- DS window track removal and repair, service, t/s clearance light issue
- Unit #23 (dump trailer)-Flat repair, t/s trailer brake issues and repair
- Unit #507 (1/2 ton)- R&R all 4 tires

EVENTS

- 1 mechanic off this period
- JHSC Inspection at PW Yard and Shop- Nov 14th

Recommendation to Council

G1b

TITLE: WINTER MAINTENANCE OF MUNICIPALLY DIRECTED, CONTROLLED AND MANAGED ROADS AND AIRPORT SURFACES		
PREPARED BY: Alan McRae	DATE: November 15, 2024	
DEPARTMENT: PUBLIC WORKS		
ATTACHMENTS:		
<ul style="list-style-type: none">• Draft WINTER MAINTENANCE OF MUNICIPALLY DIRECTED, CONTROLLED AND MANAGED ROADS AND AIRPORT SURFACES		
APPROVALS:		
	November 15, 2024	
Alan McRae	Date	CAO
		
		Date

RECOMMENDATION:

THAT Council approve policy C-PW-003 Winter Maintenance of Municipally Directed, Controlled and Managed Roads and Airport Surfaces.

BACKGROUND:

Council requested changes be made to the Winter Maintenance Policy. The Public Works Manager reviewed and updated. Revisions are highlighted.

FINANCIAL IMPLICATIONS:

None



M.D. OF PINCHER CREEK NO. 9

CORPORATE POLICY

C-PW-003

**TITLE: WINTER MAINTENANCE OF MUNICIPALLY DIRECTED,
CONTROLLED AND MANAGED ROADS AND AIRPORT SURFACES**

Approved by Council

Date: November 5, 2013

Revised by Council

Date: November 27, 2018

Revised by Council

Date: February 25, 2020

Revised by Council

Date: May 12, 2024

Revised by Council

Date: November 26, 2024

PURPOSE OF POLICY

The Municipal District of Pincher Creek No. 9 (the "MD") is committed to establishing a Winter Road Maintenance Policy which will deliver high quality, safe services to residents. This Policy further seeks to identify what the snow plow priorities are and how operational objectives can ensure those priorities are met in a fair and consistent manner.

POLICY STATEMENT

1. The Public Works Department ("Public Works") of the Municipal District of Pincher Creek No. 9 (the "MD") is authorized to undertake snowplowing services on its municipal roads by adhering to the Municipal Government Act and in accordance with procedures outlined in this Policy.
2. Notwithstanding anything contained within this Policy, the level, timing, and condition of services that can be delivered will be subject to municipal budget, availability of equipment, safety, weather and road conditions.

ORGANIZATIONAL ROLES, AND RESPONSIBILITIES

3. The Public Works Manager, will be responsible for the implementation of these policies; while developing a culture of quality and continuous improvement within the organization.
4. The Public Works Manager will be responsible to provide a framework for establishing quality objectives, overseeing the daily operation plans of the department and ensuring all staff are following policies and procedures.

5. The Public Works Manager will ensure that effective follow-up action is taken in addressing customer concerns and seeking opportunities for improvement.
6. Administrative staff will focus on enhancing customer satisfaction by responding to public complaints and inquiries as received and acknowledged by the Manager within 24 hours of the following working day.
7. Field staff will safely provide services, including, but not limited to:
 - Divisional operators following Snow Removal priorities as set forth in this policy.
8. *The organization will be responsible to the public and maintain the snow removal fleet to the following Standard(s):*
 - a) *Public Works Department shall have 60 percent of its vehicle equipment fleet ready for snow removal by October 1 of each year. The equipment will consist of:*
 - *Five (5) motor graders with side wing plows and dozer (front plow).*
 - *One (1) tandem with sander, front snow plow.*
 - *One (1) snow blower.*
 - b) *Public Works will be 100 percent compliant by October 30 of each year. The equipment will consist of:*
 - *Nine (9) motor graders with side wing plows and dozer (front plow).*
 - *Two (2) tandems with sanders, front snow plows & side wing plows.*
 - *Two (2) Front End Loaders.*
 - *One (1) snow blower.*
 - c) *List of 3rd party equipment to be reviewed annually.*
9. Winter maintenance updates to the public shall be posted on the MD website and on social media.

ROADWAY CLASSIFICATIONS

10. The road classifications defined in the MD's Development and Engineering Standards have been used in determining the roadway classifications for winter maintenance. There are six classifications of roads within the Municipality, which include:
 - **Arterial** roads are standard roadways with a width of eight (8) meters (26.24 ft.). Arterial roads collect local traffic, funneling that traffic to the primary and secondary highways.
 - **Collector** roads are a standard roadway width of seven (7) meters (22.96 ft.); generally used for local traffic to access other local roads, arterial roads or provincial highways.
 - **Local** roads are a standard roadway width of six (6) meters (19.68 ft.). These roads are typically used to access no more than four (4) developments or development agreements on file (residential or building permits approved) on adjacent properties; and are not used to flow traffic through.
 - **Unimproved** roads are a standard roadway width of six (6) meters (19.68 ft.). Statutory road or road plan exists; no development permit on file or development agreement for

any adjacent property along its length. Access may be limited by topography, geometric, and may not have daily traffic.

- **Private** roads are not statutory road allowances or no road plan exists. These roads are not listed on title or included as an easement or tendered in a plan of subdivision. No maintenance will be scheduled.
- **Urban** roads are streets and lanes within the municipality's hamlets.

CONDITIONS FOR SERVICE

11. The deadline for application on private driveway snowplow services shall be October 1 of each year, to allow for a driveway safety inspection. There shall be NO EXCEPTIONS to this deadline except by approval of the Chief Administrative Officer, and the Manager of Public Works.
12. Depending on snow conditions and weather forecasts, the Public Works Manager may exercise discretion in maintaining MD roads, hamlets and airport surfaces with consideration given to the following factors (in no particular order):
 - Use of self-employed independent equipment authorized by the Public Works Manager to assist in the delivery of this program;
 - No snow plowing by an individual on municipal roads or airport surfaces is allowed;
 - No compensation will be given to individuals who perform snow removal services on any municipal road or airport surfaces without authorization by the Public Works Manager;
 - *At any time and in his/her full discretion, the Public Works Manager or his/her designate may call MD personnel and equipment off MD roads due to unsafe conditions. A guide in determining this will be if visibility is reduced to less than 75 meters for a duration of over 20 minutes*
 - ~~*As part of the snow plowing operations, ploughs and graders will inevitably leave windrows across approaches into private properties. Although the operator will try to minimize the size of the windrows that cross the approaches whenever reasonable practicable.*~~
 - *As part of the snow plowing operations, ploughs and graders will inevitably leave windrows across approaches into private properties. The operator will try to minimize the size of the windrows that cross the approach whenever reasonably practicable.*
13. Municipal District of Pincher Creek No. 9 maps, detailing winter road maintenance priorities on bus routes and in Hamlets will be developed annually by the Public Works department with the following included:
 - It will be the responsibility of the Livingstone Range School Division to provide the Municipality with updated school bus routes and each school bus driver's responsibility to determine if a roadway is safe for travel;
 - Priority maps for bus routes and Hamlets shall be completed by the end of October of each year; and
 - Once Council has reviewed the priority map, copies will be made available to MD Council, administration, emergency response, and operators;
 - All priorities routes 1 thru 5 will be displayed on the map with corresponding distances (in km).

- Residents should ensure that no snow from private land is piled on road right of ways, as piles can cause safety concerns to people traveling on the road, damage to municipal equipment or drifts forming behind piles;
 - Residents may be billed to repair damage or remove excessive snow when they leave material on the road right of way, or in the ditch next to the road surface.
14. The Public Works Department shall follow the Emergency Management Act in the event of an Emergency.
 15. An emergency contact list for the Pincher Creek Airport shall be provided and updated annually to the Canadian Flight Supplement (NAV Canada) website and to CANWEST management team, so pilots can directly contact Public Works ahead of time in the event of an incident.
 16. Application for driveway snow removal can be made by residents who are choosing to remain in their residence and are "Aging in Place" as defined by the Alberta Government. Residents will include this information on their application form and will also include a Medical Practitioner's note, indicating the requirement for home care, if necessary.
 - The CAO can approve applications for "Aging in Place" on a case by case basis.
 - Prior to the driveway snow removal the resident will sign the application liability waiver. Once approved, the resident will contact the Public Works Manager to initiate a driveway snow removal service.
 - Driveways of residents "Aging in Place" will be plowed in the same order of priority as the road they live on.
 - Applications and approvals for "Aging in Place" will be confirmed on an annual basis.
 17. "Aging in Place" residents and other residents who require a higher priority due to an existing medical condition (whether chronic or temporary) can make a formal request to the CAO for their road to be placed on a higher winter maintenance priority route. These requests will need to be accompanied by a Medical Practitioner's note indicating the requirement for home care, if necessary. These special requests will be reviewed on a case by case basis by the CAO.

SNOW REMOVAL PRIORITY ROUTES

18. Winter Road Maintenance by plow trucks and motor graders will be carried out on hard surfaces once there is an accumulation or snow drifts of three (3) inches or more and on gravel surfaces once there is an accumulation or snow drifts of six (6) inches or more and performed in the following priority:

PRIORITY 1

All priority 1 routes will be cleared within 24 hours (1 day) 48 hours/2days after a snow and/or wind event has ended. Priority 1 routes will include:

The MD will make every attempt to clear all priority 1 routes within 24 hours (1 day) after a snow and/or wind event has ended. Priority 1 routes will include:

- All bus routes,
- Arterial and Collector roadways leading to Provincial Highways,
- Hamlets
 - All Urban roads of Beaver Mines
 - All Urban roads of Lowland Heights
 - Lundbreck
 - All of Breckenridge Ave
 - 1st Street between Breckenridge Ave and Robinson Ave
 - Robinson Ave from 1st Street to 2nd Street
 - 2nd Street between Breckenridge Ave and Robinson Ave
 - Pincher Station
 - All of 3rd Avenue
 - All of Station Street
- Emergency Service Facilities in Hamlets
- All MD Utility Facilities which require daily visits
- “Aging in Place” applicants who live on priority 1 routes

PRIORITY 2

All priority 2 routes will be cleared within 48 hours (2 days) 72 hours (3 days) after a snow and/or wind event has ended. Priority 2 routes will include:

The MD will make every attempt to clear all priority 2 routes within 48 hours (2 days) after a snow and/or wind event has ended. Priority 2 routes will include:

- All remaining Arterial, Collector and Local MD roads
- All remaining Urban roads in Lundbreck
- All remaining Urban roads in Pincher Station
- “Aging in Place” applicants who live on priority 2 routes

PRIORITY 3

All priority 3 routes will be cleared within 72 hours (3 days) 5 days after a snow and/or wind event has ended. Priority 3 routes will include:

The MD will make every attempt to clear all priority 3 routes within 72 hours (3 days) after a snow and/or wind event has ended. Priority 3 routes will include:

- Snowplowing of Private driveway
- Airport leased areas
- “Aging in Place” applicants who live on priority 3 routes

PRIORITY 4

All priority 4 routes will be cleared once higher priorities have been fully completed. Priority 4 routes will include:

- The Pincher Creek Airport surface conditions will be inspected, snow accumulation assessed and plowed if necessary and surface conditions reported by qualified operators.
 - A NOTAM indicating the surface condition shall be issued following inspections; and
 - Inspections will happen Monday to Friday except on Holidays;
 - There will be no timeframe in completion of snow removal services, unless for emergencies as defined in the Municipal Government Act; or
 - All paved runways, aircraft maneuvering surfaces, and parking lot areas shall be cleared using combination of plowing, and/or snow blower;
 - No ice control will be applied to aircraft maneuvering surfaces at any time.

PRIORITY 5

All priority 5 routes will be considered for clearing after all higher priority routes have been completed, **or at the discretion of the Public Works Manager and the CAO**. Factors for consideration will be availability of equipment and personnel, the current accessibility (safety and condition) of the unimproved road. Priority 5 routes will be cleared only upon the request of a ratepayer of the MD who accepts all fees related to the winter maintenance performed. Costs for clearing snow of an Unimproved road will be the same cost as driveway snow removal as outlined in Policy C-FIN-529 Fees and Charges.

Priority 5 routes will include the following:

- All Unimproved roads

The MD will not be performing snow maintenance on any unimproved roads unless as stated in this policy or authorized by the CAO.

Rick Lemire
Reeve

Roland Milligan
Chief Administrative Officer

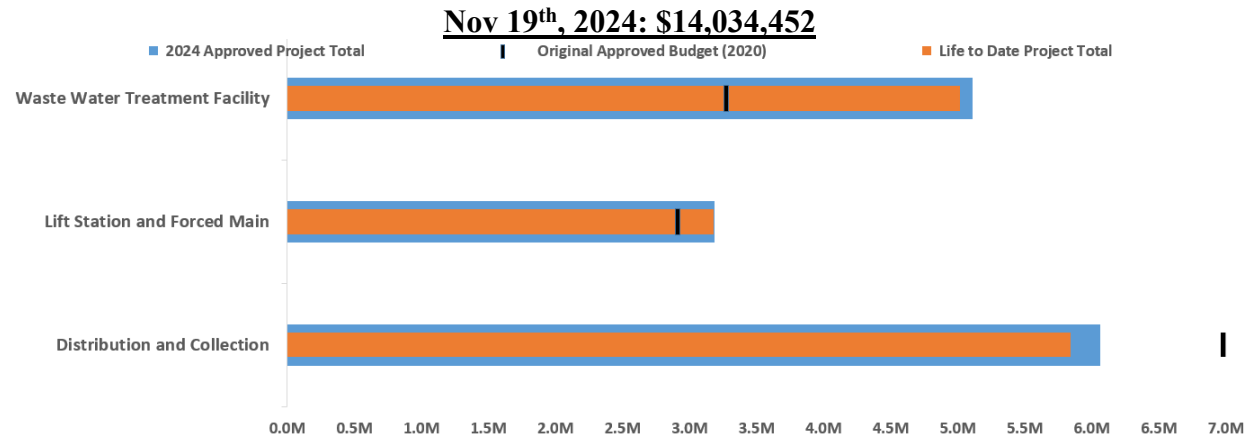


M.D. OF PINCHER CREEK NO. 9
UTILITIES & INFRASTRUCTURE REPORT

Glc

BEAVER MINES

Spend as of **Nov. 19th: \$14,034,452** / ~~Nov. 6th: \$13,972,651~~ / \$14,359,848 (98%)



- **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) from MPE
 - Majority of deficiency/adder work addressed Sep 30th. Remaining:
 - Intersection/roadway delineators **(complete)**
 - Final rainstopper installations in manholes
- **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 15th. Deficiencies to be addressed 2024
 - Warranty walkthrough completed May 23rd. Warranty work and final cleanup has begun. Remaining deficiency/warranty work includes:
 - Deficient top soil on laterals *complete*
 - Building stormwater drainage channel *complete*
 - Lateral programming/calibration (Banner) *complete*
 - 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 3rd party*
 - *Anticipated install **late November***

- Reseed touch-up
 - Complete
- Record drawings received
- Walkthrough with Council Nov 1st
- **Beaver Mines Forcemain & Lift Station**
 - Awaiting minor changes to Record drawings

Current Water Operations Activity

Reservoir & Runoff Tracking

- Reservoir levels have been dropping since July 8th, 2024
 - ⊖ Reservoir volume **November 19th: 58.72%** **November 4th: 59.15%**

Beaver Mines Lot Servicing

- 40/68 applications received, 40 approved, **40/39** connected (**59%**)
- Hydrant flow testing in BM was completed by PCES and passed for fire flow. PCES is updating the Fire Underwriters Survey



Standpipes

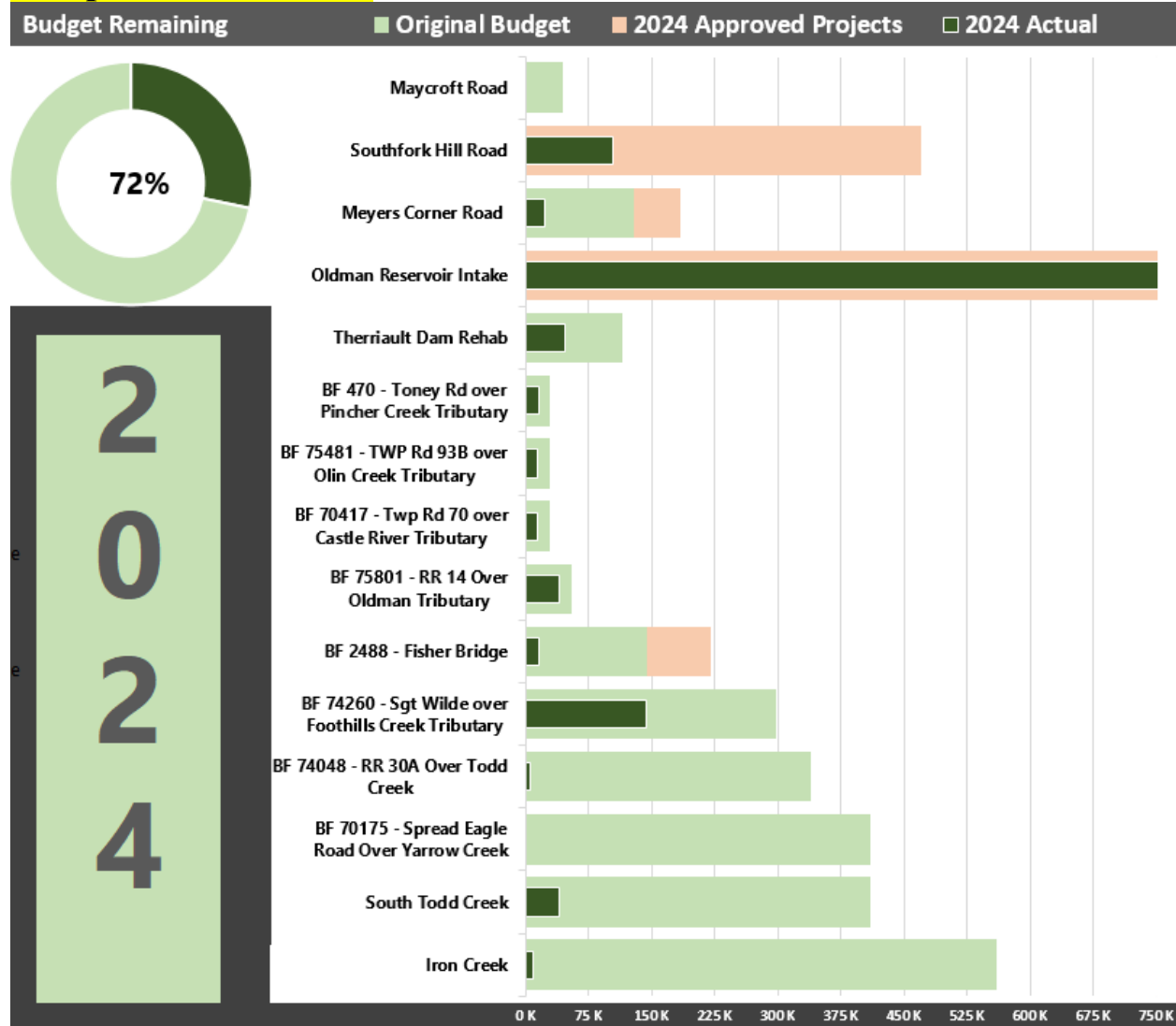
- Last known issue: October 9th, 2024 (PC standpipe upper nozzle caught)

General Updates November 19th, 2024:

- Discussion with PCES regarding water costs for Lundbreck Sani Dump and future plan
- AEPA WTP Inspection complete Nov. 15th
- Issues found with air compressor filters not replaced in a while. Servicing
- Covered camera light at BM Meter STN due to resident complaint
- Monthly/quarterly sampling events
- BM WWTP GW quarterly sampling planned for November. Delayed due to lack of GW in 2 wells
- Lagoon release complete week of Oct. 21st. Recalculating lagoon volume
- WTP operator hired. Start date Nov. 25th
- WTP license expiring April, 2024
 - WPO drafting new operations, emergency response plan (ERP), and drinking water safety plan
 - ERP reviewed
- Private water line inspection complete South of Lundbreck. Initiating transfer of ownership for UROWS to MD

Large Capital and Other Projects

2024 Approved Budget: \$4,998,000. **Nov 20th Spend: \$2,028,471** **Nov 6th Spend: \$1,978,647**



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 22nd
- 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 19th due to observed seepage and piezometer data reading issues. Data reading issues resolved
 - Inspection and data logging report received Sep. 6th. Seepage appears to have increased slightly, full extent cannot be verified without stripping

- Reviewed revised wind/wave assessment May 28th. 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
- Final conceptual design report received Nov. 8th
- RFP released on ACP Nov. 14th. Due back Dec. 6th for detailed design, regulatory work, tendering, and construction administration

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. 21st, 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 27th. Measuring flow through Summer. Preliminary data shows minimal storm event influence
 - Monitors pulled week of Sep. 23rd, report finalization underway

Oldman Reservoir Water Intake Low Level Project

- \$1.68M grant application finalized Jan 30th, 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 31st, 2024 (including above water scope), extended due to additional of pump VFDs
 - Delivery date for VFDs is now November due to supplier delays
 - Final installs underway with planned swap, start-ups, and commissioning scheduled for Nov. 26th/27th
- One structure is tied in with temporary electrical using the existing VFD
- Grant application for DFPP (Drought and Flood Protection Program) submitted June 6th
 - Approval received August 6th to assist with topping up Capital Project and cover 70% of costs for a Drought Projects Assessment
- Water Act construction closeout documentation submitted Sep. 30th. Public Lands disposition closeout underway

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

- 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 11th. Testpit digs complete
- Conceptual estimates received to inform potential STIP Local Municipal Initiatives (LMI) application
 - Preliminary concept costs are \$5.5-\$7.2M to perform significant excavation, material replacement, modify slope to 4:1, and re-pave. Awaiting final results of geotechnical investigation to better inform conceptual options. Reporting anticipated early December
 - LMI grant to be submitted by grant deadline of Nov. 30th. Drafting underway. Anticipate requiring revision prior to Dec. 31st, 2024

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 27th. 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. 12th to complete initial aerial drone survey/assessment work and cost estimation under ACP grant
- Drone survey partially complete. Issue with equipment, return trip required

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. 12th to complete a paved and gravel road condition assessment (\$72,000)
- Aug. 28th awarded culvert and gravel pit assessment to MPE Engineering (\$74,000)
- Prioritizing gravel pit volumes/assessments and Maycroft scope for remainder of year
 - Gravel pit surveying complete, plan to process data by early December

Energy Projects

- **General Updates**
 - Renewable Energy Conversion Study open house October 16th, 2024
 - Energy Futures Lab Energy Future Competitiveness in Southern Alberta Workshop October 23rd, 2024
 - Showcase planned in Calgary Dec. 13th
 - QUEST net zero accelerator
 - Energy mapping workshop complete Sep. 25th
 - Land use report and emissions inventory report draft received, comments sent back for review
 - Economic opportunity analysis underway
 - 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). Four (4) application fully submitted. 2 new contractors signed up in PC region

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 3rd with additional questions on work
 - Response given Sep 23rd back to DFO, awaiting next steps
 - Public Lands Disposition received Oct 3rd

- **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. 24th, 2024
 - Approval received Oct 3rd, 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. 28th, 2023 for \$1.55M to cover more assessment and engineering along with replacement of 2 crossings, to be complete by March 2025
 - Extension requested to March 31st, 2027
 - 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 indicated BF 7080 (Dungarvan Creek) is the best candidate for existing funding extensions, and potential additional funding ask

- **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 30th, 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 16th, 2024
 - Land signoff complete
 - 2025 construction 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 31st, 2024
 - 100% grant funded
 - Structure is a 1.8m x 24m open bottom CSP culvert
 - Final inspection complete Oct. 2nd
 - Road levelling required per grader operator feedback and warranty review. Grade change currently too abrupt
- **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 complete Oct. 8th. Recommendation is replacement with two (2) 2m x 27m L CSPs
 - Design work kicked off Oct. 31st, 2025. STIP preparation underway
- **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
 - Preliminary engineering complete Oct. 11th. Recommendation is replacement with two (2) 1.2m x 36m L CSPs. STIP preparation underway
- **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
 - Preliminary complete Oct. 7th. Recommendation is installation of a steel wall pipe liner. Level 2 barrel inspection confirmed 1.4m liner is feasible
 - Design work kicked off November 5th, 2024. STIP preparation underway

Recommendation:

That the Utilities & Infrastructure report for November 7th – November 20th is received as information.

Prepared by: David

Date: November 20th, 2024

Council Meeting

Date: November 26th, 2024



November 12, 2024

Roland Milligan
CAO
MD of Pincher Creek, AB

Dear CAO Milligan,

Please find attached the quarterly Community Policing Report attached that covers the July 1st to September 30th, 2024 reporting period. The attached report serves to provide a quarterly snapshot of human resources, financial data, and crime statistics for the Crowsnest Pass Detachment.

This quarter I want to update you on the status of the Body Worn Camera (BWC) rollout, which will be starting this month. We will be conducting Province-wide media releases in mid-November that will include a demonstration of the new BWC along with an update on the Alberta RCMP deployment plan. As the deployment of BWCs to each detachment will take approximately 12-18 months, I will reach out to inform you of when you are expected to receive it. Shortly before the deployment of BWCs in our communities, I will also ensure there is communication locally so that residents are aware of this new piece of equipment being used by our officers.

I also want to let you know about the RCMP Public Consultation Tool that is anticipated to be launched in early 2025. This initiative is being launched in order to solicit feedback from RCMP stakeholders with the goal of increasing transparency in policing and contribute to our vision of becoming an inherently open RCMP. This public consultation tool will be secure and confidential for all participants who will remain anonymous. I encourage your engagement in this process and if you would like more information, you can contact the Open Government Office at EnterpriseTransparency-Transparenceauseindelorganisation@rcmp-grc.gc.ca

I always remain available to discuss your community-identified policing priorities and/or any ideas you may have that will enhance our service delivery to address the priorities that are important to you. As the Chief of Police for your community, I invite you to contact me should you have any questions or concerns.

Corporal Mark Amatto
NCO Detachment Operations
Crowsnest Pass Detachment





Alberta RCMP - Provincial Policing Report

Detachment Information

Detachment Name

Crowsnest Pass

Detachment Commander

Acting NCO i/c Cpl Mark Amatto

Report Date	Fiscal Year	Quarter
November 12, 2024	2024-25	Q2 (July - September)

Community Priorities

Priority #1: Intelligence-led policing - Prolific/Habitual offender management**Updates and Comments:**

During this reporting period there has been 6 Offenders engaged with the Integrated Offender Management (IOM) program. Of the 6 targets, 3 have been in held in custody since April / August, which allows for our liaison and the IOM coordinator continued follow up with those offenders in regard to services they are unable to access on their own while out of custody; programs such as access to a psychologist wherein an assessment revealed a diagnoses of Fetal Alcohol Spectrum Disorder, which directly impacts how they think, conduct themselves and how law enforcement interacts with them. By addressing the needs of the offender, allowing time for Provincial partnership agencies to collaborate with one another, engage the appropriate assistance programs, it ultimately allows for a more effective approach to prevent the offender from re-offending and creating more victims of crime. The program is voluntary, however the long-term benefits to the community can be largely beneficial.

Priority #2: Traffic Safety - Aggressive Driving**Updates and Comments:**

During the 2nd Quarter, The Crowsnest Pass Detachment received 217 traffic - related occurrences. During this reporting period, 50 motor vehicle collisions were reported, 2 of which were fatal occurrences (1) Passenger vehicle vs motorcycle (2) Passenger bus vs passenger vehicle; 54 tickets had been issued. As aggressive driving remains a significant call for service, Members of the Crowsnest Pass Detachment will be drawing a substantial focus to Hwy 3 and Hwy 22 traffic enforcement. Local RCMP will be working in a continued partnership w the Community Peace Officer Program, as well as





requesting assistance from RCMP enhanced Traffic Services in a concerted effort to ensure a fulsome approach to ensuring safe travel along our Highways.

Priority #3: Organized Crime - Drug Trafficking

Updates and Comments:

The Crowsnest Pass Detachment continues to gather intelligence in regard to the drug sub-culture, and enforcement activities are prioritized based upon the information that is gathered. Information forwarded from Crime Stoppers Associations, consultations with community members, and intelligence-sharing from enhanced RCMP units are constantly monitored in order to remain focused on the most recent and applicable crime trends that are affecting the community. Detachment Members will be approaching the schools for Drug Talk presentations, they will be tailored to each school's needs in order to address any concerns staff and students may have; the ultimate goal is to raise awareness in regard to illicit substances, explain the Controlled Drug and Substances Act, and answer any questions as a result of this engagement.

Priority #4: Property - Theft from auto

Updates and Comments:

Thefts from Motor Vehicles had been elevated last year, prompting a proactive response from the Crowsnest Pass Detachment in order to address the noted concern. By targeting specific areas where the thefts had been taking place, police visibility was noticeably enhanced; while conducting patrols, Members noted a continued theme: numerous vehicles were being left unlocked, in some cases, valuable items were left in plain sight.

Priority #5: Police / Community Relations - Police Visibility

Updates and Comments:

Police visibility has been requested by Council and this has been addressed by means of regular foot patrols in and throughout the community, Members attending seasonal community events and partaking in positive interactions with members of the public on a routine basis.





Community Consultations

Consultation #1

Date	Meeting Type
September 23, 2024	Meeting with Stakeholders
Topics Discussed	
Regular Reporting/Information Sharing	
Notes/Comments:	
Planning session with Bear Smart to discuss the continued bear season as well as setting the framework for a new approach in the off-season. More meetings to follow.	

Consultation #2

Date	Meeting Type
September 9, 2024	Meeting with Stakeholders
Topics Discussed	
Informal Meeting with the CNP CAO	
Notes/Comments:	
General updates and check-in with the CAO in regard to Detachment operations	

Consultation #3

Date	Meeting Type
July 27, 2024	Meeting with Elected Officials
Topics Discussed	
Quarter 1 Update with CNP Mayor and Council	
Notes/Comments:	
Click or tap here to enter text.	



Crime Statistics

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

Category	July - September			January - December		
	2023	2024	% Change YoY	2022	2023	% Change YoY
Total Criminal Code	158	145	- 8%	558	508	- 9%
Persons Crime	57	38	- 33%	151	162	+ 7%
Property Crime	84	75	- 11%	296	269	- 9%
Other Criminal Code	17	32	+ 88%	111	77	- 31%
Drugs Offences	3	1	-67%	3	12	+ 300%
Total Federal Acts	5	2	- 60%	14	23	+64%
Total Provincial Acts ⁴	50	64	+ 28%	201	185	- 8%
Municipal By-Laws	9	19	+ 111%	32	26	- 19%
Motor Vehicle Collisions	92	41	- 55%	319	316	- 1%
Total Traffic Offences	201	218	+ 8%	566	1093	+ 93%
Provincial Code Traffic	190	211	+ 11%	533	1049	+ 97%
Criminal Code Traffic	11	7	- 36%	30	40	+ 33%
Other Traffic	0	0	N/A	3	4	+ 33%

Notes:

1. Data is extracted from a live database (PROS) and is subject to change over time.
2. Statistics for the July - September period reflect RCMP records as of October 8, 2024.
3. Full-year statistics reflect RCMP records as of January 5, 2024.
4. "Total Provincial Acts" include records of non-offence activities that are undertaken by Detachment members, in addition to actual offences under various provincial acts. Non-offence activities may include activities under the *Mental Health Act*, *Coroners Act*, and other provincial legislation in Alberta.

Trends / Points of Interest





Provincial Service Composition

Staffing Category	Established Positions	Working	Soft Vacancies	Hard Vacancies
Regular Members	9	7	1	1
Detachment Support	3	4	0	0

Notes:

1. Data extracted on September 27, 2024 and is subject to change.
2. Soft Vacancies are positions that are filled but vacant due to maternity/paternity leave, medical leave, etc. and are still included in the overall FTE count.
3. Hard Vacancies reflect positions that do not have an employee attached and need to be filled.

Comments:

Police Officers: Of the nine established positions, eight officers are currently working. One officer has returned from PAT Leave and has returned to full operational duties. One officer is recovering from surgery and is a soft vacancy. There is one hard vacancy at this time due to an officer accepting a promotion in another Detachment.

Detachment Support: Of the three established positions, four resources are currently working with none on special leave. There is one position with two resources assigned to it. There is no hard vacancy at this time.





Crowsnest Pass Provincial Detachment Crime Statistics (Actual) July to September: 2020 - 2024

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

October 8, 2024

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		7	1	0	0	1	-86%	N/A	-1.3
Drug Enforcement - Trafficking		1	0	0	2	0	-100%	-100%	0.0
Drug Enforcement - Other		0	0	0	1	0	N/A	-100%	0.1
Total Drugs		8	1	0	3	1	-88%	-67%	-1.2
Cannabis Enforcement		0	0	0	1	0	N/A	-100%	0.1
Federal - General		7	3	4	1	1	-86%	0%	-1.4
TOTAL FEDERAL		15	4	4	5	2	-87%	-60%	-2.5
Liquor Act		4	3	2	2	3	-25%	50%	-0.3
Cannabis Act		0	0	0	0	0	N/A	N/A	0.0
Mental Health Act		30	14	26	21	34	13%	62%	1.5
Other Provincial Stats		44	31	30	27	27	-39%	0%	-3.8
Total Provincial Stats		78	48	58	50	64	-18%	28%	-2.6
Municipal By-laws Traffic		1	2	2	2	3	200%	50%	0.4
Municipal By-laws		23	10	10	7	16	-30%	129%	-1.7
Total Municipal		24	12	12	9	19	-21%	111%	-1.3
Fatals		0	0	0	0	2	N/A	N/A	0.4
Injury MVC		8	4	9	11	5	-38%	-55%	0.1
Property Damage MVC (Reportable)		51	63	76	69	26	-49%	-62%	-4.4
Property Damage MVC (Non Reportable)		17	10	8	12	8	-53%	-33%	-1.6
TOTAL MVC		76	77	93	92	41	-46%	-55%	-5.5
Roadside Suspension - Alcohol (Prov)		0	4	5	1	3	N/A	200%	0.3
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
Total Provincial Traffic		256	147	172	190	211	-18%	11%	-4.7
Other Traffic		2	1	0	0	0	-100%	N/A	-0.5
Criminal Code Traffic		7	11	6	11	7	0%	-36%	0.0
Common Police Activities									
False Alarms		13	10	11	10	10	-23%	0%	-0.6
False/Abandoned 911 Call and 911 Act		11	7	6	12	8	-27%	-33%	-0.1
Suspicious Person/Vehicle/Property		44	41	39	18	19	-57%	6%	-7.3
Persons Reported Missing		8	8	4	10	3	-63%	-70%	-0.8
Search Warrants		0	0	0	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		24	20	33	22	40	67%	82%	3.4
Form 10 (MHA) (Reported)		1	0	0	1	0	-100%	-100%	-0.1



Crowsnest Pass Provincial Detachment Crime Statistics (Actual) July to September: 2020 - 2024

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

October 8, 2024

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Offences Related to Death		0	0	0	0	1	N/A	N/A	0.2
Robbery		0	0	0	2	0	N/A	-100%	0.2
Sexual Assaults		4	3	2	1	3	-25%	200%	-0.4
Other Sexual Offences		3	1	1	2	1	-67%	-50%	-0.3
Assault		26	20	19	27	16	-38%	-41%	-1.3
Kidnapping/Hostage/Abduction		0	0	0	0	0	N/A	N/A	0.0
Extortion		0	0	0	1	0	N/A	-100%	0.1
Criminal Harassment		7	9	10	17	6	-14%	-65%	0.6
Uttering Threats		12	15	13	7	11	-8%	57%	-1.0
TOTAL PERSONS		52	48	45	57	38	-27%	-33%	-1.9
Break & Enter		10	7	14	17	2	-80%	-88%	-0.6
Theft of Motor Vehicle		6	3	4	2	6	0%	200%	-0.1
Theft Over \$5,000		1	1	2	6	2	100%	-67%	0.7
Theft Under \$5,000		42	25	26	17	13	-69%	-24%	-6.6
Possn Stn Goods		9	3	0	0	1	-89%	N/A	-1.9
Fraud		5	12	10	8	7	40%	-13%	0.0
Arson		0	1	0	1	1	N/A	0%	0.2
Mischief - Damage To Property		30	16	20	18	21	-30%	17%	-1.6
Mischief - Other		13	9	13	15	22	69%	47%	2.4
TOTAL PROPERTY		116	77	89	84	75	-35%	-11%	-7.5
Offensive Weapons		1	1	3	3	1	0%	-67%	0.2
Disturbing the peace		14	15	15	9	13	-7%	44%	-0.8
Fail to Comply & Breaches		13	7	17	2	12	-8%	500%	-0.7
OTHER CRIMINAL CODE		9	4	8	3	6	-33%	100%	-0.7
TOTAL OTHER CRIMINAL CODE		37	27	43	17	32	-14%	88%	-2.0
TOTAL CRIMINAL CODE		205	152	177	158	145	-29%	-8%	-11.4

**Pincher Creek (Provincial) Crime Statistic Summary – January to October****2024/11/04*****Pincher Creek (Provincial) – Highlights***

- **Break & Enters** are showing a 45.9% decrease when compared to the same period in 2023 (January to October). There were 17 fewer actual occurrences (from 37 in 2023 to 20 in 2024).
- **Theft of Motor Vehicles** decreased by 47.4% when compared to the same period in 2023 (January to October). There were 9 fewer actual occurrences (from 19 in 2023 to 10 in 2024).
- **Theft Under \$5,000** decreased by 35.7% when compared to the same period in 2023 (January to October). There were 35 fewer actual occurrences (from 98 in 2023 to 63 in 2024).

Pincher Creek (Provincial) – Criminal Code Offences Summary

Crime Category	% Change 2023 – 2024 (January to October)
Total Persons Crime	19.2% Decrease
Total Property Crime	44.5% Decrease
Total Criminal Code	36.1% Decrease

From January to October 2024, when compared to the same period in 2023, there have been:

- 25 fewer **Persons Crime** offences;
- 149 fewer **Property Crime** offences; and
- 229 fewer **Total Criminal Code** offences;

Pincher Creek (Provincial) – October, 2024

- There were 0 **Thefts of Motor Vehicles** in October: 0 cars, 0 trucks, 0 minivans, 0 SUVs, 0 motorcycles, 0 other types of vehicles, and 0 vehicles taken without consent.
- There were 3 **Break and Enters** in October: 0 businesses, 2 residences, 1 cottages/seasonal residences, 0 in some other type of location, and 0 unlawfully being in a dwelling house.
- There were a total of 2 **Provincial Roadside Suspensions** in October (2 alcohol related and 0 drug related). This brings the year-to-date total to 10 (10 alcohol related and 0 drug related).
- There were a total of 5 files with the **Spousal Abuse** survey code in October (October 2023: 13). This brings the year-to-date total to 53 (2023: 68).
- There were 218 files with **Victim Service Unit** referral scoring in Pincher Creek Provincial: 1 accepted, 16 declined, 0 proactive, 0 requested but not available, and 201 files with no victim.



Pincher Creek Provincial Crime Gauge

2024 vs. 2023
January to October

Criminal Code Offences



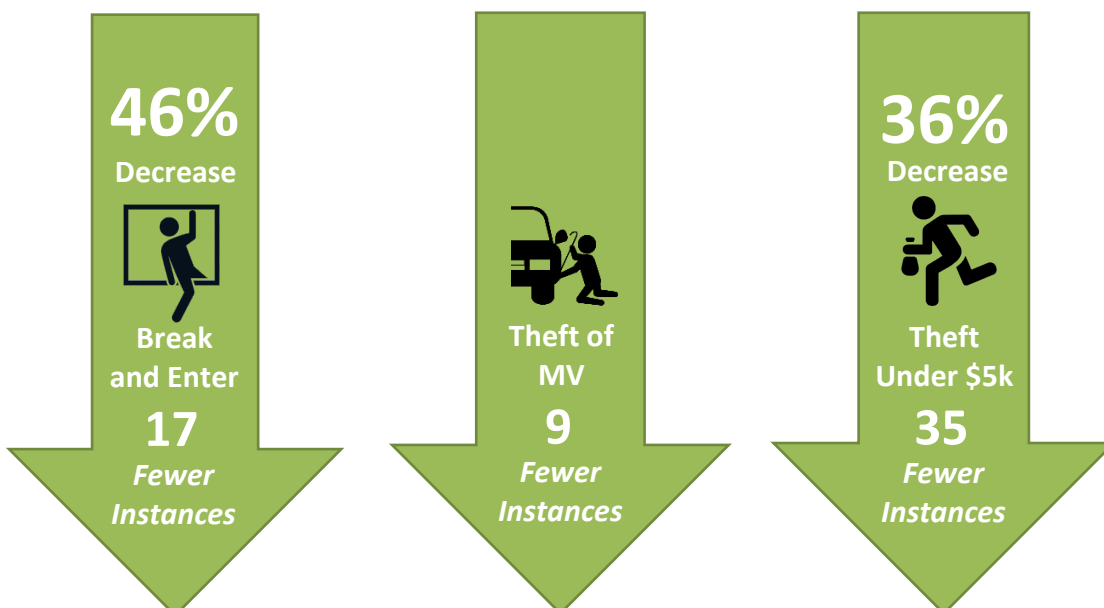
**Total
Criminal Code
Offences:**

36%

Decrease

When compared to
January to October, 2023

Select Property Crime



The data contained in this document was obtained from PROS, which is a live database. As such, some of the information presented could differ slightly from any past or future reports regarding the same time period.



Pincher Creek Provincial Detachment Crime Statistics (Actual) January to October: 2020 - 2024

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

November 4, 2024

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Offences Related to Death		0	0	1	1	0	N/A	-100%	0.1
Robbery		1	2	2	3	2	100%	-33%	0.3
Sexual Assaults		4	4	4	6	3	-25%	-50%	0.0
Other Sexual Offences		1	1	12	2	1	0%	-50%	0.1
Assault		65	74	52	64	47	-28%	-27%	-4.6
Kidnapping/Hostage/Abduction		0	0	1	4	3	N/A	-25%	1.0
Extortion		2	4	2	0	2	0%	N/A	-0.4
Criminal Harassment		21	31	16	24	28	33%	17%	0.7
Uttering Threats		23	36	26	26	19	-17%	-27%	-1.8
TOTAL PERSONS		117	152	116	130	105	-10%	-19%	-4.6
Break & Enter		37	28	27	37	20	-46%	-46%	-2.5
Theft of Motor Vehicle		19	23	21	19	10	-47%	-47%	-2.2
Theft Over \$5,000		4	6	3	8	7	75%	-13%	0.8
Theft Under \$5,000		95	90	74	98	63	-34%	-36%	-5.6
Possn Stn Goods		16	18	12	9	7	-56%	-22%	-2.7
Fraud		36	29	37	34	28	-22%	-18%	-1.1
Arson		0	0	0	0	2	N/A	N/A	0.4
Mischief - Damage To Property		49	41	42	79	31	-37%	-61%	0.2
Mischief - Other		36	44	44	51	18	-50%	-65%	-2.9
TOTAL PROPERTY		292	279	260	335	186	-36%	-44%	-15.6
Offensive Weapons		7	11	25	11	3	-57%	-73%	-0.8
Disturbing the peace		68	58	63	68	38	-44%	-44%	-5.0
Fail to Comply & Breaches		64	31	34	69	54	-16%	-22%	1.8
OTHER CRIMINAL CODE		28	23	14	21	19	-32%	-10%	-2.0
TOTAL OTHER CRIMINAL CODE		167	123	136	169	114	-32%	-33%	-6.0
TOTAL CRIMINAL CODE		576	554	512	634	405	-30%	-36%	-26.2



Pincher Creek Provincial Detachment

Crime Statistics (Actual)

January to October: 2020 - 2024

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

November 4, 2024

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	1	0	N/A	-100%	0.1
Drug Enforcement - Possession		16	7	11	7	5	-69%	-29%	-2.2
Drug Enforcement - Trafficking		4	8	3	7	8	100%	14%	0.7
Drug Enforcement - Other		3	0	3	1	0	-100%	-100%	-0.5
Total Drugs		23	15	17	16	13	-43%	-19%	-1.9
Cannabis Enforcement		1	2	2	1	0	-100%	-100%	-0.3
Federal - General		12	6	14	9	11	-8%	22%	0.1
TOTAL FEDERAL		36	23	33	26	24	-33%	-8%	-2.1
Liquor Act		85	65	54	40	19	-78%	-53%	-15.7
Cannabis Act		2	3	4	1	2	0%	100%	-0.2
Mental Health Act		58	57	58	67	54	-7%	-19%	0.2
Other Provincial Stats		91	69	56	87	80	-12%	-8%	-0.4
Total Provincial Stats		236	194	172	195	155	-34%	-21%	-16.1
Municipal By-laws Traffic		1	0	0	1	1	0%	0%	0.1
Municipal By-laws		13	20	10	15	5	-62%	-67%	-2.1
Total Municipal		14	20	10	16	6	-57%	-63%	-2.0
Fatals		0	2	1	0	0	N/A	N/A	-0.2
Injury MVC		15	10	12	21	23	53%	10%	2.7
Property Damage MVC (Reportable)		206	194	175	178	161	-22%	-10%	-10.6
Property Damage MVC (Non Reportable)		28	17	20	18	30	7%	67%	0.5
TOTAL MVC		249	223	208	217	214	-14%	-1%	-7.6
Roadside Suspension - Alcohol (Prov)		0	12	4	11	10	N/A	-9%	1.9
Roadside Suspension - Drugs (Prov)		0	1	0	0	0	N/A	N/A	-0.1
Total Provincial Traffic		813	839	987	1,028	978	20%	-5%	51.9
Other Traffic		11	1	2	2	4	-64%	100%	-1.3
Criminal Code Traffic		88	51	47	56	33	-63%	-41%	-10.5
Common Police Activities									
False Alarms		27	46	28	26	41	52%	58%	0.8
False/Abandoned 911 Call and 911 Act		60	48	36	31	34	-43%	10%	-6.9
Suspicious Person/Vehicle/Property		106	84	73	73	82	-23%	12%	-5.9
Persons Reported Missing		29	24	18	19	14	-52%	-26%	-3.5
Search Warrants		0	2	1	0	0	N/A	N/A	-0.2
Spousal Abuse - Survey Code (Reported)		40	34	43	68	53	33%	-22%	6.0
Form 10 (MHA) (Reported)		1	2	6	4	3	200%	-25%	0.6



Pincher Creek Provincial Detachment Crime Statistics (Actual) October: 2020 - 2024

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

November 4, 2024

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Offences Related to Death		0	0	1	1	0	N/A	-100%	0.1
Robbery		0	0	0	0	0	N/A	N/A	0.0
Sexual Assaults		0	1	0	0	0	N/A	N/A	-0.1
Other Sexual Offences		0	1	0	0	1	N/A	N/A	0.1
Assault		5	7	5	4	2	-60%	-50%	-0.9
Kidnapping/Hostage/Abduction		0	0	0	1	0	N/A	-100%	0.1
Extortion		0	0	0	0	0	N/A	N/A	0.0
Criminal Harassment		3	5	1	2	5	67%	150%	0.1
Uttering Threats		2	1	4	3	4	100%	33%	0.6
TOTAL PERSONS		10	15	11	11	12	20%	9%	0.0
Break & Enter		7	2	3	7	3	-57%	-57%	-0.3
Theft of Motor Vehicle		4	0	1	4	0	-100%	-100%	-0.4
Theft Over \$5,000		0	3	0	0	0	N/A	N/A	-0.3
Theft Under \$5,000		15	5	2	14	5	-67%	-64%	-1.1
Possn Stn Goods		1	2	0	1	0	-100%	-100%	-0.3
Fraud		2	4	3	4	3	50%	-25%	0.2
Arson		0	0	0	0	0	N/A	N/A	0.0
Mischief - Damage To Property		3	3	3	8	2	-33%	-75%	0.3
Mischief - Other		4	3	4	6	3	-25%	-50%	0.1
TOTAL PROPERTY		36	22	16	44	16	-56%	-64%	-1.8
Offensive Weapons		1	2	0	0	0	-100%	N/A	-0.4
Disturbing the peace		6	1	5	6	5	-17%	-17%	0.3
Fail to Comply & Breaches		2	3	10	6	4	100%	-33%	0.7
OTHER CRIMINAL CODE		3	3	0	2	0	-100%	-100%	-0.7
TOTAL OTHER CRIMINAL CODE		12	9	15	14	9	-25%	-36%	-0.1
TOTAL CRIMINAL CODE		58	46	42	69	37	-36%	-46%	-1.9



Pincher Creek Provincial Detachment Crime Statistics (Actual) October: 2020 - 2024

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

November 4, 2024

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		3	4	0	0	0	-100%	N/A	-1.0
Drug Enforcement - Trafficking		1	2	0	3	0	-100%	-100%	-0.1
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
Total Drugs		4	6	0	3	0	-100%	-100%	-1.1
Cannabis Enforcement		0	2	0	0	0	N/A	N/A	-0.2
Federal - General		3	1	0	1	1	-67%	0%	-0.4
TOTAL FEDERAL		7	9	0	4	1	-86%	-75%	-1.7
Liquor Act		10	4	5	3	2	-80%	-33%	-1.7
Cannabis Act		0	0	1	0	0	N/A	N/A	0.0
Mental Health Act		4	3	4	4	8	100%	100%	0.9
Other Provincial Stats		6	6	8	10	5	-17%	-50%	0.2
Total Provincial Stats		20	13	18	17	15	-25%	-12%	-0.6
Municipal By-laws Traffic		0	0	0	0	0	N/A	N/A	0.0
Municipal By-laws		1	2	2	0	0	-100%	N/A	-0.4
Total Municipal		1	2	2	0	0	-100%	N/A	-0.4
Fatals		0	0	0	0	0	N/A	N/A	0.0
Injury MVC		3	1	0	4	1	-67%	-75%	-0.1
Property Damage MVC (Reportable)		20	27	20	21	16	-20%	-24%	-1.4
Property Damage MVC (Non Reportable)		3	1	3	0	4	33%	N/A	0.1
TOTAL MVC		26	29	23	25	21	-19%	-16%	-1.4
Roadside Suspension - Alcohol (Prov)		0	1	1	0	2	N/A	N/A	0.3
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
Total Provincial Traffic		50	84	144	68	94	88%	38%	7.2
Other Traffic		0	0	0	0	0	N/A	N/A	0.0
Criminal Code Traffic		10	5	6	4	4	-60%	0%	-1.3
Common Police Activities									
False Alarms		1	4	4	4	4	300%	0%	0.6
False/Abandoned 911 Call and 911 Act		6	4	7	1	2	-67%	100%	-1.1
Suspicious Person/Vehicle/Property		9	2	7	9	11	22%	22%	1.1
Persons Reported Missing		2	0	1	3	1	-50%	-67%	0.1
Search Warrants		0	1	0	0	0	N/A	N/A	-0.1
Spousal Abuse - Survey Code (Reported)		3	1	5	13	5	67%	-62%	1.6
Form 10 (MHA) (Reported)		0	0	2	0	1	N/A	N/A	0.2

Request for Guidance



TITLE: MRF Public GIS Portal

PREPARED BY: Laura McKinnon

DATE: November 20, 2024

DEPARTMENT: Planning and Development

[Handwritten Signature]

Nov 21/24

Department Supervisor

Date

ATTACHMENTS:

1. Examples of Public GIS View

APPROVALS:

		<i>[Signature]</i>	
Department Director	Date	CAO	Date

REQUEST:

That Council advise Administration whether a public GIS portal on the MD website is desirable.

BACKGROUND:

The MD's GIS program currently hosts a variety of information but additionally has the ability to provide the public with an online portal. This portal would be accessed through the MD's website and provide citizens, along with commercial inquiries (developers, real estate agents, etc.) with the ability to view the MRF GIS System with limited information.

The access would provide the following (but not limited too);

- Parcels
- Parcel size (ha/acre)
- Civic & Legal Address
- Land Use Designation
- Division
- Title Number
- Assessment (optional)

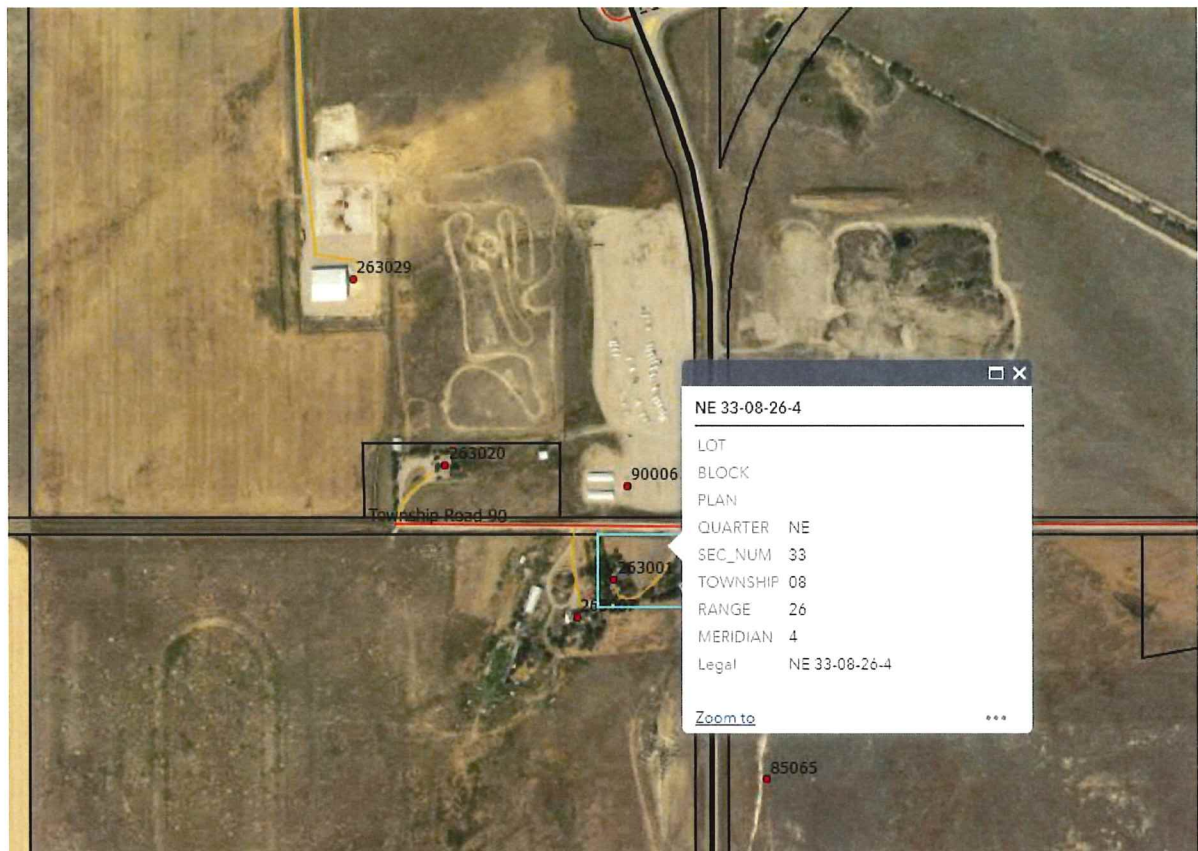
Examples of the view are attached.

FINANCIAL IMPLICATIONS:

None – service is included in our existing contract.

Request for Guidance

Examples – Public GIS



Request for Guidance

The image shows a map interface for Rocky View County. A parcel is highlighted with a red square. The map includes labels for 'ROCKYVIEW DR' and 'ROCKYVIEW WAY'. A sidebar on the right provides the following information:



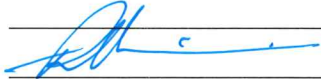
Rocky View County
Roll: 06413005

- Address : 262008 JOHN CHURCH LANE
- Landuse : DC30
- Legal : SW-13-26-29-W04M
- Plan : Block:A Plan:9310998
- Line : 24935828 Area : 9.93 Acres
- Division : 5 Councillor Greg Boehlke

Clear Highlight

TWP RD:262

Recommendation to Council

TITLE: Southern Alberta Land Trust Society (SALTS) Conservation Easement – Jensen			
PREPARED BY: Laura McKinnon		DATE: November 20, 2024	
DEPARTMENT: Planning and Development			
	Nov 20/2024	ATTACHMENTS: 1. Letter from SALTS – Jensen 2. GIS Aerial	
Department Supervisor	Date		
APPROVALS:			
			2024/11/20
Department Director	Date	CAO	Date

RECOMMENDATION:

That Council acknowledge the receipt of the notice of the Conservation Easements for Southern Alberta Land Trust Society's Jensen project, and further;

That Council waive the 60-day notice period prior to registration for the Conservation Easement.

BACKGROUND:

On November 19, 2024, the MD received the attached letter (*Attachment No. 1*) from the Southern Alberta Land Trust Society.

The letter is the Form 1, Notice Prior to Registration of a Conservation Easement for the following projects:

JENSEN

- Legal Lands included in Attachment No. 1

Section 33(2)(a)(iii) of the Alberta Land Stewardship Act, states that the Council of the municipality must be given prior notice to the registration of a conservation easement.

SALTS is requesting that the Council of the MD acknowledge the receipt of Form 1 and agree to waive the 60-day notice period and that they may register the Conservation Easements immediately.

While the MD can register an objection to the registering of the conservation easement, the easement may still be registered.

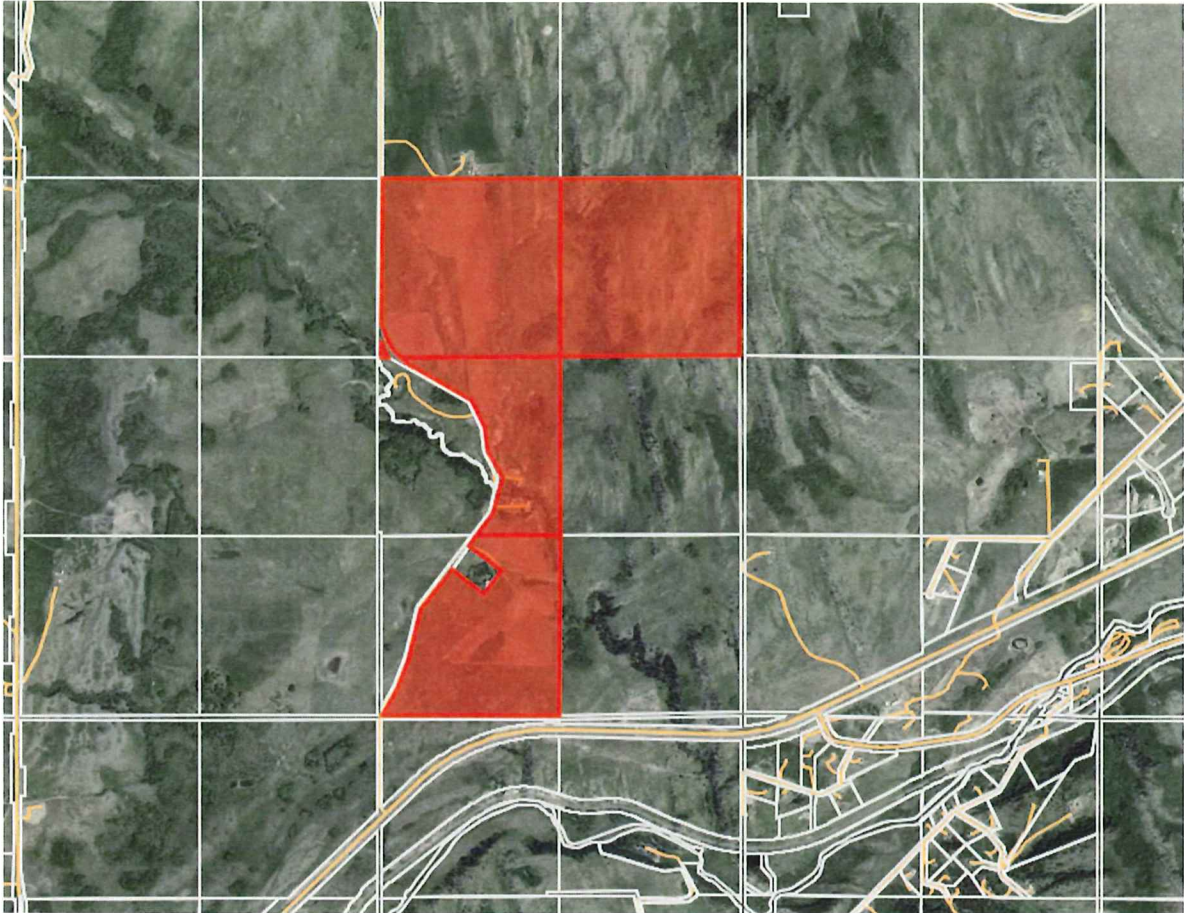
However, the request for acknowledgement of the receipt of Form 1, acts as the notification process for the municipality that the Conservation Easement is going to be placed on certain properties.

Recommendation to Council

FINANCIAL IMPLICATIONS:

None.

Location Map



November 19, 2024

Municipal District of Pincher Creek No. 9
C/o Roland Milligan, CAO
PO Box 279 1037 Herron Avenue
Pincher Creek, Alberta T0K 1W0

Re: **Conservation Easement Form 1 – Jensen, MD of Pincher Creek No. 9**

Dear Mr. Milligan,

Please find attached the Form 1 document for the described conservation easement in accordance with Section 33 of the Alberta Land Stewardship Act. If you have any comments or questions regarding this conservation easement, please don't hesitate to contact us. If not, we would very much appreciate your acknowledgment of the Form 1 and agreement to waive the notice period at your earliest convenience.

Yours sincerely,



Justin Thompson
Executive Director

We acknowledge the receipt of Form 1 for the referenced proposed Conservation Easement and:

- We agree to waive the 60-day notice period and you may register the Conservation Easement immediately.
- We do not agree to waive the 60-day notice period.

Signed: _____

Dated this _____ day of _____, 2024

PLEASE RETURN TO:

Southern Alberta Land Trust Society
PO Box 366 Station Main
Okotoks, AB T1S 1A6
justin@salts.land



Form 1
Notice Prior to Registration

Notice to: Municipal District of Pincher Creek No. 9
 C/o Mr. Roland Milligan, CAO
 1037 Herron Avenue
 PO Box 279
 Pincher Creek, Alberta T0K 1W0

This Notice is to advise you that:

1. We, the Southern Alberta Land Trust Society, P.O. Box 366 Station Main, Okotoks, Alberta, T1S 1A67, 403-652-9998, intend to register an agreement under Section 33 of the *Alberta Land Stewardship Act* creating a conservation easement, not sooner than 60-days after the date that you receive this notice, or sooner if you agree to our request to waive the 60-day notice period in accordance with section 2(3) of the Act.
2. The conservation easement will affect the land described as described in Schedule A.
3. The names and phone numbers of the registered owners of the affected land are Douglas Bruce Jensen (403-627-9655), David Lynn Jensen (403-627-0105), and Daniel Marvin Jensen (403-627-6737).
4. The purpose of the conservation easement is to protect, conserve and enhance the environment, including without limitation, the biological diversity, the natural, scenic, aesthetic, and agricultural ranching values of the Property, and other similar purposes.
5. A list of the Restrictions in the conservation easement are attached in Schedule B. Most standard ranching practices are exempt from the restrictions as SALTS wants to encourage and support the continued use of the lands for ranching. There are also Exemptions to the Restrictions negotiated with the landowner which are unique to each conservation easement and may include things like existing or new building envelopes.

Dated this 19th day of November 2024.

A handwritten signature in blue ink, appearing to read "Justin Thompson", is written over a light blue horizontal line.

Justin Thompson
Executive Director



SCHEDULE A: Lands

Legal Description: MERIDIAN 5 RANGE 2 TOWNSHIP 7 SECTION 32
QUARTER SOUTH WEST
CONTAINING 64.7 HECTARES (160 ACRES) MORE OR LESS
EXCEPTING:

PLAN	NUMBER	HECTARES MORE OR LESS	ACRES MORE OR LESS
ROADWAY	2608K	0.251	0.62
ROADWAY	2365EZ	0.166	0.41

EXCEPTING THEREOUT ALL MINES AND MINERALS

-AND-

Legal Description: MERIDIAN 5 RANGE 2 TOWNSHIP 7 SECTION 32
QUARTER SOUTH EAST
EXCEPTING THEREOUT ALL MINES AND MINERALS
AREA: 64.7 HECTARES (160 ACRES) MORE OR LESS

-AND-

Legal Description: FIRST
MERIDIAN 5 RANGE 2 TOWNSHIP 7 SECTION 29
THAT PORTION OF THE NORTH WEST QUARTER
WHICH LIES EAST OF ROAD PLAN 3597 I
CONTAINING 29.9 HECTARES (73.9 ACRES) MORE OR LESS
EXCEPTING THEREOUT:

PLAN	NUMBER	HECTARES	ACRES
ROAD	2365 EZ	0.028	0.07

EXCEPTING THEREOUT ALL MINES AND MINERALS

SECOND
MERIDIAN 5 RANGE 2 TOWNSHIP 7 SECTION 29
THAT PORTION OF THE SOUTH WEST QUARTER
WHICH LIES EAST OF ROAD PLAN 3597 I
CONTAINING 50.3 HECTARES (124.29 ACRES) MORE OR LESS
EXCEPTING THEREOUT:

PLAN	NUMBER	HECTARES	ACRES
DESCRIPTIVE	9112368	2.38	5.88

EXCEPTING THEREOUT ALL MINES AND MINERALS



SCHEDULE B – Conservation Easement Restrictions

To maintain and conserve the Conservation Values of the Property, the Landowner agrees to the following Restrictions. Accordingly, the Landowner shall not conduct, pursue or permit any of the following.

1. **Subdivision** –The division, partition or subdivision of any part of the Property, or any action which creates an actual or de facto subdivision of any part of the Property.

2. **Construction** – The construction of buildings, structures, Roads, Trails, facilities, and/or the advertent or inadvertent creation of Trails, except for those identified in Part 2 of these Restrictions. The existing buildings, structures, Roads, Trails and facilities, described and located in the Baseline Report, may be replaced and repaired in their same size and location. New structures required for Ranching purposes such as calving shelters or wind breaks are permitted, with the prior written approval of SALTS. “**Ranching**” specifically means the practice of breeding and raising cattle, horses, donkeys, mules, sheep, and goats subject to Restriction 3. “**Roads**” mean any path designed, built and intended for the passage of vehicles that is developed with either gravel or pavement and built-up in such a fashion to permit drainage off of the surface through ditches and culverts. “**Trails**” means any path designed, created and intended for the passage of vehicles, horses or foot traffic but has not been developed with gravel, pavement or built-up in a fashion to permit drainage off the surface.

3. **Fencing** –Any fencing that does not conform to the following fence designs:
 - (a) fencing that consists exclusively of up to four strands of non-electrified barbed or other wire or rails horizontally installed;
 - (b) fencing that consists exclusively of up to four strands of barbed or other wire horizontally installed only one of such wires electrified; or
 - (c) fencing that consists exclusively of up to two electrified wires.

Notwithstanding the foregoing, the above fencing restrictions shall not apply:

- (i) where some other fencing design is required by provincial or municipal highway standards for fences on the Property that borders provincial Highways or municipal roads;
- (ii) to fencing required for the purposes of excluding livestock at stream crossings, ravines or wash-out areas;
- (iii) to corrals for Ranching purposes,
- (iv) to bear proof fencing around a farmstead. Bear proof fencing around attractants in other areas is possible with the permission of SALTS,
- (v) to fencing around existing stack yards identified in the Baseline Report to protect livestock feed, and;



(vi) to small areas of temporary fencing adequate to contain sheep and goats provided fencing is not detrimental to wildlife movement and the Conservation Values of the Property.

4. **Cultivation** –The cultivation, breaking, or re-cultivation of any part of the Property, except within the Cultivation Areas, as identified on map 6 of Schedule C and the Baseline Report. “**Cultivation Areas**” means areas that may be cultivated for annual crop or placed into permanent cover crop and then rejuvenated.

5. **Waterbodies** –The draining or alteration of naturally occurring lakes, ponds, streams or wetlands or the alteration in any way of the topography of the surface of the ground on the Property. The development of natural springs and/or dugouts for the purpose of livestock watering is permitted, provided that the spring and any proximate riparian zones are protected from livestock damage. Dugouts will also be protected from livestock damage while allowing for access to a portion of the dugout for cattle watering. The drilling of wells for the purpose of livestock watering or domestic use is also permitted as is the construction of pump sheds located adjacent to the well casing.

Habitat enhancements to riparian or in-stream areas may be permitted with the prior written permission of SALTS, if these enhancements are being done in conjunction with a government or non-government agency specializing in this work and if all necessary approvals have been granted.

6. **Non-native Plants** –The intentional introduction of Non-native Species of plants including all those listed and designated in the Alberta Weed Control Act. The Landowner may practice livestock winter feeding on the Property but will endeavour to do so in the Forage Management Areas, tame grass areas, or areas already highly modified by invasive agronomic species so as not to introduce non-native plants into predominantly native areas. Further, the Landowner agrees to use reasonable efforts to avoid using winter feed that is contaminated with plants or seeds listed as Prohibitive Noxious or Noxious or any similar future designation under the Alberta Weed Control Act. “**Non-native Species**” means plants and animals that have been introduced to Alberta and are in direct competition with native species.

7. **Non-native Animals** –The intentional introduction of Non-native Species of animals except for those species associated with Ranching and those species that could be used as approved biological control agents for Non-native Species.

8. **Dumping and Contamination** –The dumping, release, disposing, or stockpiling of toxic and/or hazardous materials anywhere on the Property including non-compostable garbage or material or any garbage or material that threatens the Property’s Conservation Values. This includes the spreading of fertilizer or manure on native grasslands and/or riparian areas.

9. **Motor Vehicles** –Use of motor vehicles, including without limitation off-highway vehicles of any sort, off of existing roads and travel-ways in a manner which may result in:

(a) erosion or compaction of the soil;



- (b) impact on the natural appearance of the Property;
- (c) interference with native vegetation or the natural habitats of those animal species occurring on the Property; or
- (d) disturbance to riparian zones.

Responsible use of off-highway vehicles such as tractors, trucks, or ATV's for normal Ranching operations is allowed.

10. **Permanent or Seasonal Recreational Vehicles** –the parking of recreational vehicles or trailers on a permanent or seasonal basis anywhere on the Property. Occasional camping with a tent or RV is permitted subject to Restriction 2 regarding no construction of Trails.
11. **Confined Feeding Operations** –The establishment or maintenance of Confined Feeding Operations, except if identified as existing in the Baseline Report. “**Confined Feeding Operations**” means fenced or enclosed land or buildings where animals are confined for the purposes of growing, finishing or sustaining by means other than grazing and any other buildings or structures relating to that purpose, but does not include winter feeding. Confined Feeding Operations include, but are not limited to, beef or lamb feedlots, cattle backgrounding lots, dairy, farrow to finish hog operations and poultry operations.
12. **Surface Materials** –Excavation or exploration for, or extraction of Surface Materials. “**Surface Materials**” means any loam, clay, sand, gravel, rock, or other minerals or materials located on or near the surface of the Property that can be extracted for domestic or commercial purposes.
13. **Herbicides and Pesticides** –The broad use of chemical herbicides and/or pesticides except in the Forage Management Area, if any. Targeted spot spraying is permitted of individual plants or localized invasive weed or insect infestations to a maximum of eight acres of any one quarter section in any given year. For parcels smaller than a quarter section, the Landowner can spray up to five percent (5%) of the parcel area in any given year. Should the Landowner feel that they need to spray a larger area than described above it requires prior written permission of SALTS unless required by the local municipal district government operating in accordance with the *Weed Control Act* of Alberta. The Landowner agrees to take extra precaution when spraying near waterbodies or riparian areas and to follow provincial guidelines in this respect.
14. **Tree Removal** –The removal of trees except for: (a) the cutting of trees to ensure the protection of fence lines or along existing Roads and Trails, (b) cutting of dead trees for the Landowners personal firewood, (c) limited selective tree harvesting with prior written permission from SALTS.

Brushing to control the encroachment of woody species into grasslands is permitted, provided it is not detrimental to the Conservation Values of the Property in the opinion of SALTS acting reasonably. “**Brushing**” means the removal of willow brush or other tree species including young aspen that are encroaching on grasslands or fencing through the use



of a mower, mulcher, or other appropriate equipment or chemicals, subject to Restrictions 5 and 13.

15. **Commercial Facilities** – Commercial or industrial facilities or activities on the Property. On a case by case basis, certain low-impact activities may be permitted by SALTS. By way of example, low-impact activities directly related to eco-tourism, scientific research, arts and crafts, may be permitted by SALTS provided they are not in conflict with the Restrictions and are not detrimental to the Conservation Values of the Property in the opinion of SALTS acting reasonably. No such activities will be undertaken until SALTS has given its prior written permission in respect thereof.
16. **Game Farms** – Constructing, conducting, or operating of a Game Farm, or the raising or holding of Game Farm Animals on the Property. “**Game Farm**” means land used for the business of domesticating, raising, keeping, herding or otherwise enclosing Game Farm Animals. “**Game Farm Animal**” means any large mammal indigenous to Alberta, including but not limited to, whitetail deer, mule deer, moose, elk, bison, caribou, black bear, grizzly bear, mountain lion, wolf, cougar, antelope, bighorn sheep and mountain goat.
17. **Aircraft Facilities** –Constructing, conducting, or operating aircraft facilities or aircraft landing facilities on the Property.
18. **Communication and Renewable Energy Structures** –The creation, construction or operation of Communication Structures and Renewable Energy Structures, as well as any associated buildings or access Roads or Trails. Small-scale Renewable Energy Structures, and their associated Trails, that are intended to create power that will be used on the Property are permitted with the prior written approval of SALTS. “**Communication Structures**” means any communication facilities, structures and equipment including, but not limited to, any radio, cellular or other communication towers or structures whether or not supporting antennas or aerials for telecommunication and/or broadcasting that are intended for primarily off-site usage. “**Renewable Energy Structures**” means instrumentation, equipment, machinery, facilities and structures, that are designed and built to capture and convert the energy of the wind, water or sun into other forms of energy or power, including but not limited to, electrical energy and mechanical power. Renewable Energy Structures include, but are not limited to, items commonly known as windmills, wind turbines, wind or water pumps, solar panels, solar modules or solar arrays.
19. **Signs and Billboards** – Constructing, maintaining or erecting any notices or commercial signs or billboards on the Property, including those attached to a trailer or vehicle parked on the Property. Notwithstanding this restriction, limited signage of 2 square meters or less may be used for:
 - (a) stating the name of the owner of the Property;
 - (b) advising that the Property is protected by this Agreement;
 - (c) deterring any unauthorized entry or use; or
 - (d) advertisement for the sale of the Property.



20. **Utility Structures** –The installation of Utility Structures except:

- (a) as required by law;
- (b) as may be required by the Landowner for Ranching and domestic purposes.

“**Utility Structures**” means any item constructed, erected, or built that transmit electricity, oil, gas or water for commercial sale, including but not limited to transmission lines, gas lines, pipelines and/or water lines.

Part 2 – Exemptions to the Restrictions

Notwithstanding the above Restrictions, the Landowner is expressly permitted to:

1. Do a title reconfiguration of the SW and SE32-7-2-W5 to add 60 acres from the SW32 to the SE32 as per the map shown on Map 2 of Schedule C. Once completed and the new titles are approximately 100 acres for the SW32 and 220 acres for the SE32, no further reconfigurations are permitted.
2. Retain the 3.5 acre farmstead area in the NW29-7-2-W5, and in the specific location shown on Map 3 of Schedule C. It is further agreed that:
 - (a) only two dwellings may be located within the farmstead;
 - (b) one or more buildings, structures or activities associated with the dwelling, and which are consistent with residential or Ranching use, may be located within the farmstead;
 - (c) any permitted dwelling, building or structure within the farmstead may be reduced, enlarged, improved or replaced from time to time;
 - (d) enlargement of existing structures or construction of new structures will follow any municipal and/or provincial requirements relating to setbacks from Rock Creek which flows through the farmstead;
 - (e) commercial activities conducted specifically by the Landowner and/or their family residing in the farmstead, and exclusively within the farmstead area, and which do not require structures in addition to those built for residential or Ranching use are allowed, except those creating noise, activities, or emissions that may impact the Conservation Values of the Property in the sole opinion of SALTS; and



3. Build a new 2 acre farmstead area in the SW32-7-2-W5 somewhere within the area specifically shown on Map 4 of Schedule C. It is further agreed that:
 - (a) only one dwelling may be located within the farmstead;
 - (b) one or more buildings, structures or activities associated with the dwelling, and which are consistent with residential or Ranching use, may be located within the farmstead;
 - (c) any permitted dwelling, building or structure within the farmstead may be reduced, enlarged, improved or replaced from time to time;
 - (d) a gravel road may be built to the farmstead within the area available for the farmstead shown on Map 3; and
 - (e) commercial activities conducted specifically by the Landowner and/or their family residing in the farmstead, and exclusively within the farmstead area, and which do not require structures in addition to those built for residential or Ranching use are allowed, except those creating noise, activities, or emissions that may impact the Conservation Values of the Property in the sole opinion of SALTS.

4. Build a new 2 acre farmstead area in the SW29-7-2-W5 somewhere within the area specifically shown on Map 5 of Schedule C. It is further agreed that:
 - (a) only one dwelling may be located within the farmstead;
 - (b) one or more buildings, structures or activities associated with the dwelling, and which are consistent with residential or Ranching use, may be located within the farmstead;
 - (c) any permitted dwelling, building or structure within the farmstead may be reduced, enlarged, improved or replaced from time to time;
 - (d) a gravel road may be built to the farmstead within the area available for the farmstead shown on Map 4; and
 - (e) commercial activities conducted specifically by the Landowner and/or their family residing in the farmstead, and exclusively within the farmstead area, and which do not require structures in addition to those built for residential or Ranching use are allowed, except those creating noise, activities, or emissions that may impact the Conservation Values of the Property in the sole opinion of SALTS.

5. Register on title and develop a Road of up to 10 metres in width, including any ditches and grading, on the NW29-7-2-W5 to provide access to the farmstead on the SW32-7-2-W5 in the location of the right-of-way shown on Map 6 of Schedule C.

6. Continue to cultivate for annual cropping the existing cultivated areas in NW and SW29 and SW32-7-2-W5 as further shown on Map 7 of Schedule C. For further clarity there can be no expansion of cultivated areas into adjacent tame or native grasslands. In addition, the cultivated areas will be exempt from Restriction 6 regarding introduction of non-native



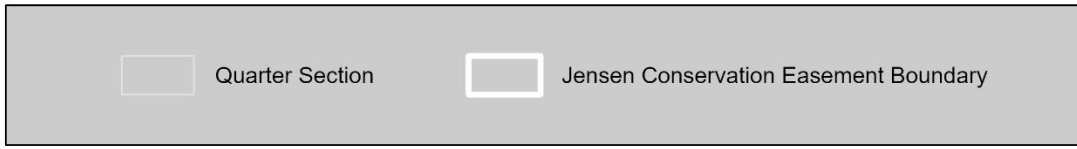
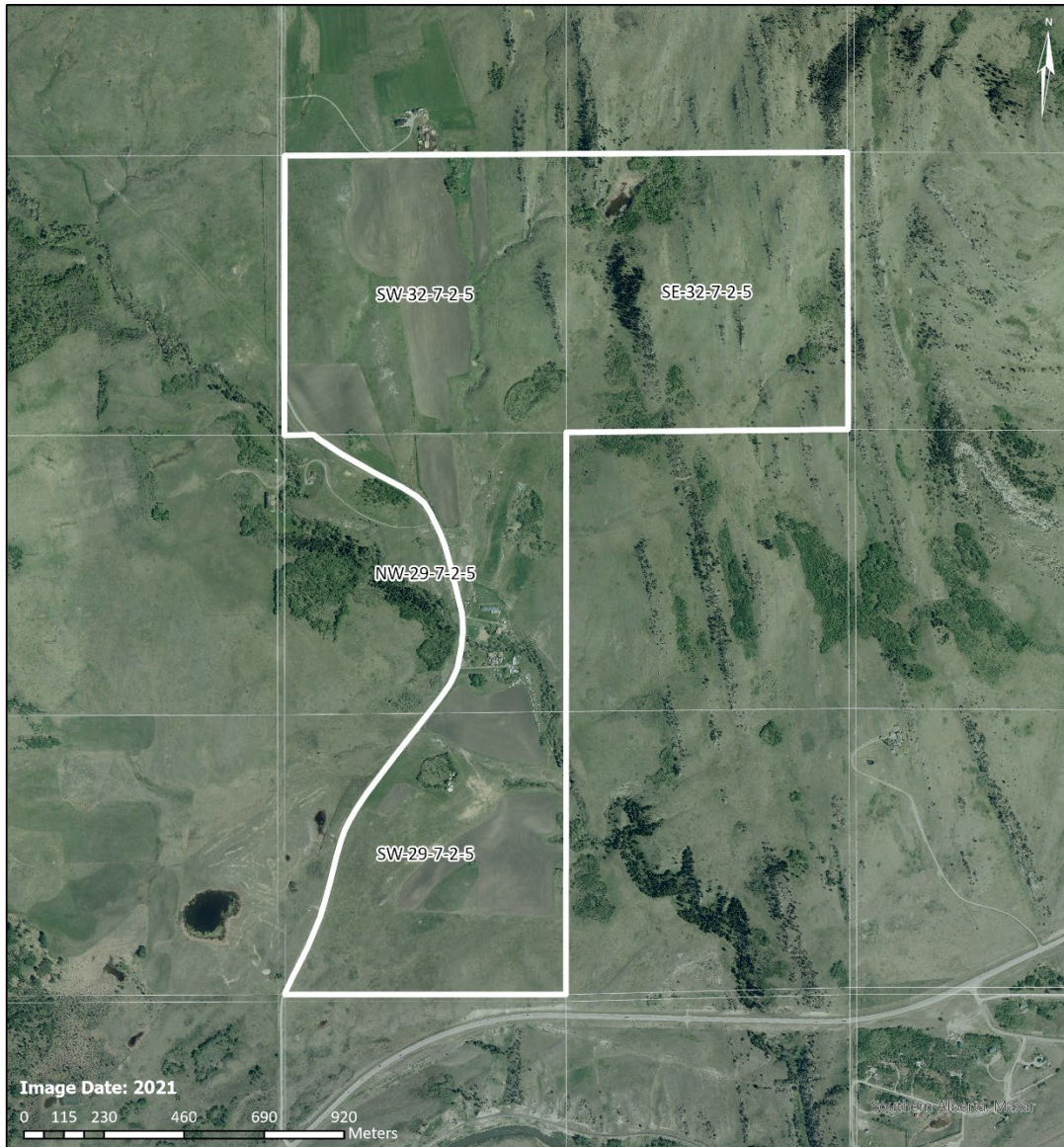
plants and Restriction 13 regarding the use of herbicides and pesticides. All other restrictions will apply to the cultivated areas.

Any permits or approvals required for the activities described above will be the sole responsibility of the Landowner. The Landowner further agrees that, notwithstanding SALTS has permitted any of the forgoing to be exceptions to the Restrictions and notwithstanding anything to the contrary, SALTS shall have no responsibility or liability in connection with the Landowner undertaking any of the activities listed under Part 2 above. For greater certainty, the indemnity provisions of Section 15.1 shall be applicable to all such activities of the Landowner without exception.



SCHEDULE C
Property Map

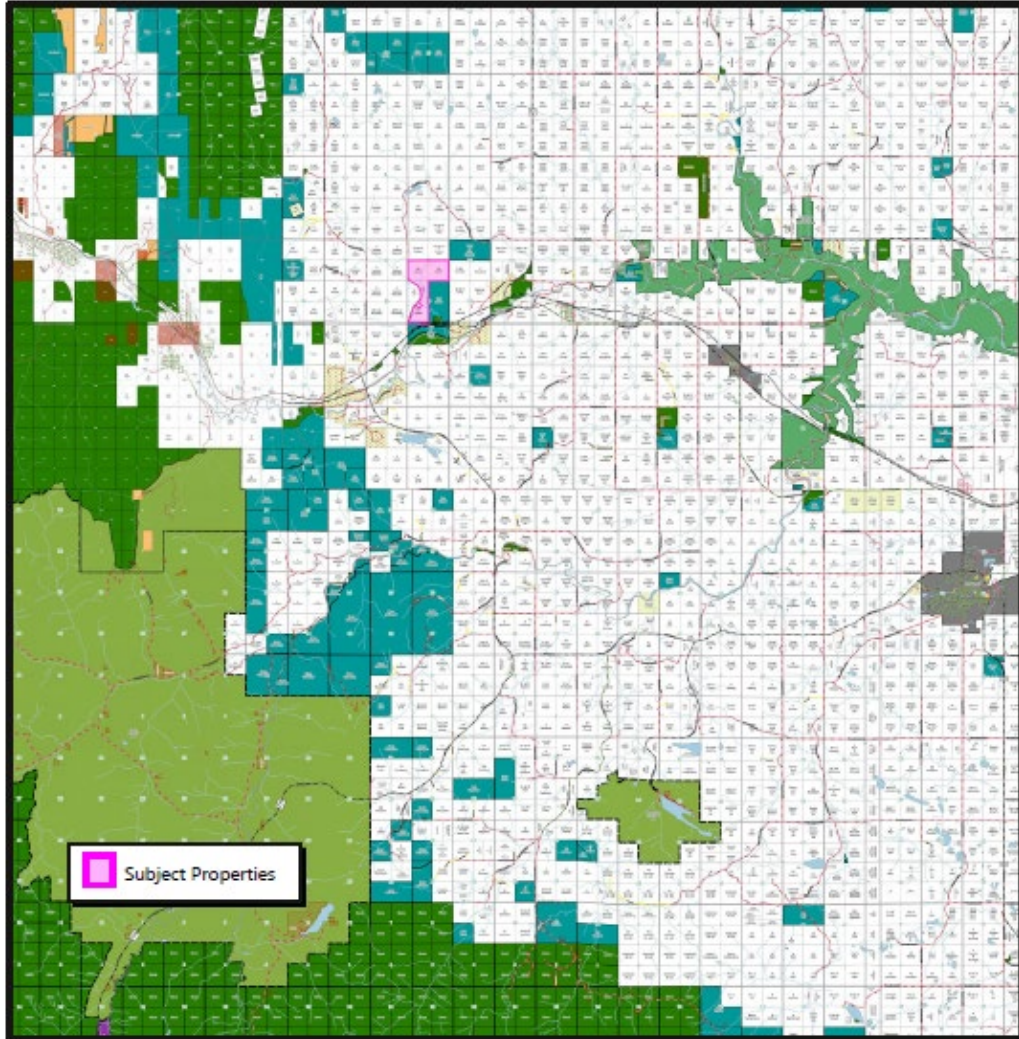
Jensen Conservation Easement
Property

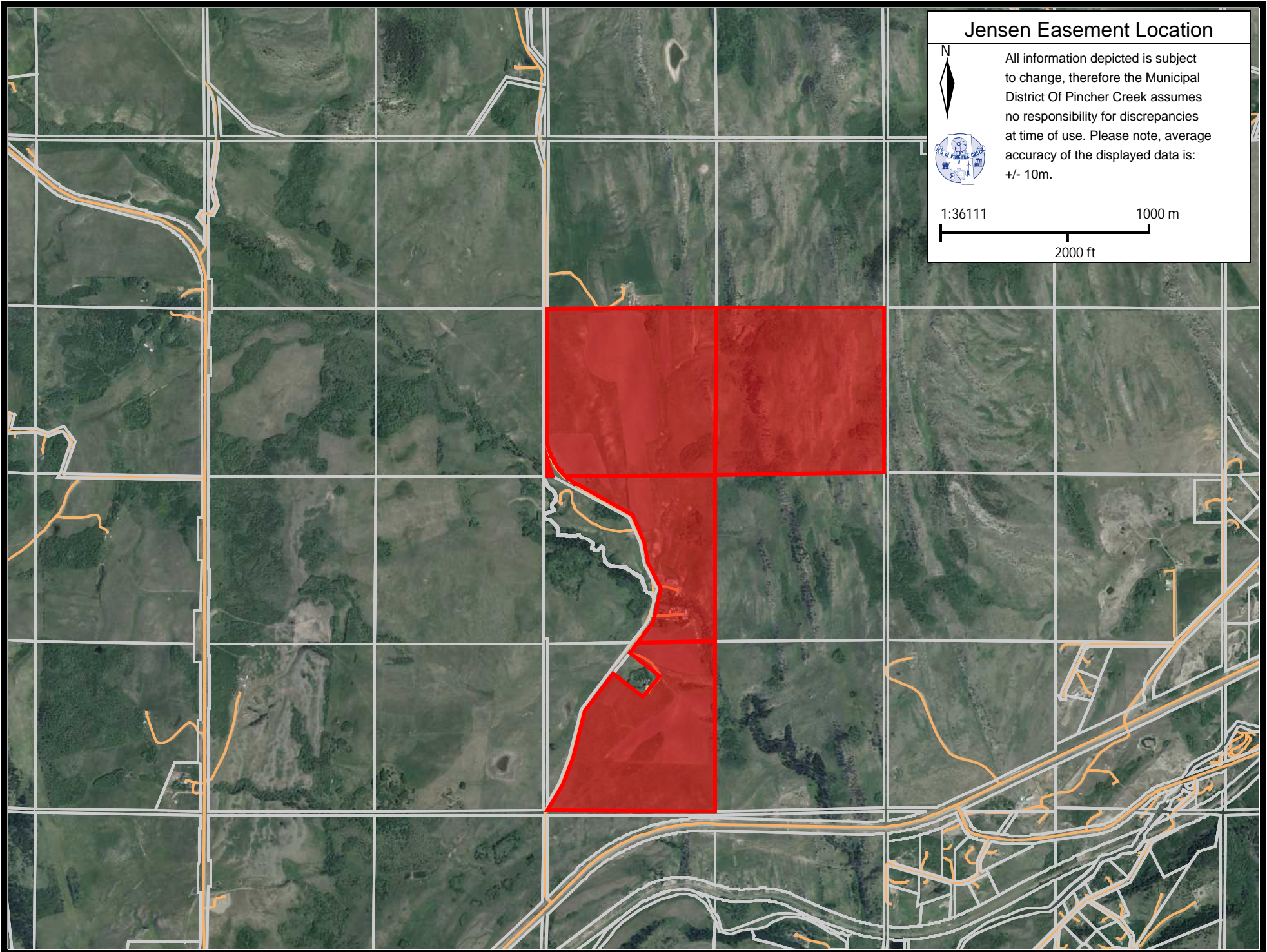




Map Two (Area Map)

Area Map

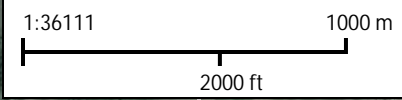




Jensen Easement Location



All information depicted is subject to change, therefore the Municipal District Of Pincher Creek assumes no responsibility for discrepancies at time of use. Please note, average accuracy of the displayed data is: +/- 10m.



CHIEF ADMINISTRATIVE OFFICER'S REPORT

November 11, 2024 to November 22, 2024

Discussion:

Nov 11	Remembrance Day Stat
Nov 12	Council Committee and Council Mtgs.
Nov 13	Signogap Solutions – Review of Findings
Nov 14	Joint Health and Safety Committee – PW Yard and Shop Inspection
Nov 14	ICS 207 Incident Organizational Chart Review
Nov 14	Special Council Meeting – Operating Budget
Nov 15	Southfork Hill Next Steps Mtg. with ISL
Nov 18	Senior Mgmt Team Mtg.
Nov 18	Evacuation Warden Training Review
Nov 19	Mtg. with Ag and Forestry for Tanker Base Lease Review
Nov 20	Ag Service Board Mtg.
Nov 20	JHSC Mtg.
Nov 22	SDO

Upcoming

Nov 26	Council Committee and Council Mtgs.
Nov 27	Special Council Mtg, joint with Town
Nov 28	Staff Mtg. and Safety Mtg.
Nov 29	Parade of Lights

RECOMMENDATION:

That Council receive for information, the Chief Administrative Officer's report for the period November 11, 2024, to November 22, 2024.

Prepared by: CAO, Roland Milligan

Date: November 20, 2024

Respectfully presented to: Council

Date: November 26, 2024

ADMINISTRATIVE SUPPORT ACTIVITY

November 8, 2024 to November 21, 2024

Correspondence from last Council:

Advertising/Social:

- Update on Sunrise Solar withdrawing application
- Special Council Meeting notification November 27, 2024
- Landfill closure due to wind
- Special Council Meeting notification November 14, 2024
- Patton Park walking path

Other Activities:

- ASB Package and Meeting
- Special Council Meeting
- Committee/Council Package

Invites to Council:

Upcoming Dates of Importance:

- Regular Committee, Council – November 26, 2024
- Special Council Meeting – November 27, 2024
- Parade of Lights – November 29, 2024
- MD Christmas Party – December 6, 2024
- Regular Committee, Council – December 10, 2024
- MD Offices closed December 24, 2024 through January 2, 2025

Recommendation to Council



TITLE: CANCELLATION OF DECEMBER MEETINGS

PREPARED BY: JESSICA MCCLELLAND

DATE: November 20, 2024

DEPARTMENT: ADMINISTRATION

			ATTACHMENTS: None
Department Supervisor	Date		

APPROVALS:

Department Director	Date	CAO	Date

RECOMMENDATION:

That the regularly scheduled Council Committee Meeting and Council Meeting of December 24, 2024 be cancelled.

BACKGROUND:

MD Offices are closed for the Christmas break from December 24, 2024 and reopening January 2, 2025. Council Committee Meetings and Regular Council Meetings are scheduled for the second and fourth Tuesday of the month. As the second meeting in December is during the closure, the meeting will need to be cancelled or rescheduled.

FINANCIAL IMPLICATIONS:

None at this time.

Recommendation to Council



TITLE: TERMS OF REFERENCE - ASB

PREPARED BY: JESSICA MCCLELLAND

DATE: November 19, 2024

DEPARTMENT: ADMINISTRATION

		ATTACHMENTS: Draft Terms of Reference
Department Supervisor	Date	

APPROVALS:

Department Director	Date	CAO	Date
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RECOMMENDATION:

That Council approve the updated terms of reference for the Agricultural Service Board.

BACKGROUND:

In reviewing the Terms of Reference for Agricultural Service Board, some changes were noted. In order for these changes to take effect, the document needs to be reviewed and approved by Council.

FINANCIAL IMPLICATIONS:

No changes at this time.



Municipal District of Pincher Creek #9 Agricultural Service Board (ASB) Terms of Reference

Introduction

Under the authority of the *Agricultural Service Board Act*, the Council of the Municipal District of Pincher Creek #9 (MD) has convened an Agricultural Service Board (ASB). The Board is responsible to Council. Its purpose is to advise Council and the Minister of ~~Agriculture, Forestry and Rural Economic Development~~ **responsible for** agricultural issues, policy and programs within the municipal district.

The Act reads, in part:

“Agricultural service board duties

2 The duties of an agricultural service board are

- (a) to act as an advisory body and to assist the council and the Minister, in matters of mutual concern,
- (b) to advise on and to help organize and direct weed and pest control and soil and water conservation programs,
- (c) to assist in the control of animal disease under the *Animal Health Act*,
- (d) to promote, enhance and protect viable and sustainable agriculture with a view to improving the economic viability of the agricultural producer, and
- (e) to promote and develop agricultural policies to meet the needs of the municipality.

RSA 2000 cA-10 s2;2007 cA-40.2 s74

Boards established

3(1) A council may establish and appoint members to an agricultural service board and provide that the members of the board be paid, out of the funds of the municipality, reasonable allowances for travelling, subsistence and out-of-pocket expenses incurred in attending meetings of the board.

(2) The council is to determine ~~the chair~~, the number of members, the voting status and the term of office of the members of the board.

(3) The membership of a board must include persons who are familiar with agricultural concerns and issues and who are qualified to develop policies consistent with this Act.

- (4) A board has and must exercise on behalf of a council all the powers and perform all the duties that are conferred on it by the council, under this or any other enactment, with respect to agricultural matters.
- (5) A person who is a member of a board ceases to be a member of the board if, without being authorized by a resolution of the board, the member is absent from 3 consecutive regular meetings of the board.
- (6) A vacancy on the board does not impair the right of the remaining members to act as long as a majority of the members remain.
- (7) A board constituted under this section with respect to a special area is a corporation consisting of the persons who are members of the board.
- (8) A board that exists immediately before June 18, 1997 continues as a board under this Act.”

Functions of the ASB

The ASB is a critical source of policy and advice for the Council of the MD. The Board requires a high level of understanding of the technology, culture and business of agriculture in the region. Board members will be selected for their knowledge of agriculture. During their term of office, Board members must remain aware of the conditions, challenges and opportunities affecting agriculture in general and their impact on agricultural operations within the MD. The Board will use this expertise to fulfill its mandate.

The Board has four primary roles:

- 1) Recommend to Council that it should adopt new policy or provide advice on changes to existing policy as it affects agriculture
- 2) Provide direction to projects and programs instituted by the MD’s Administration in response to agricultural policies adopted by Council;
- 3) Use its initiative in the promotion of viable and sustainable agriculture
- 4) Oversee performance with respect to memorandums of agreement that may exist between Council and other cooperating agencies or partnerships that deal with agricultural issues in the MD

Meetings

Meetings will be held bimonthly or as determined by the Chair. An agenda will be circulated one week prior to the meeting, and draft minutes will be available to members and Council within two weeks of the meeting. A quorum of 3 voting members that includes the chair or acting chair of the Board, one councilor and one other member at large is necessary for the meeting to make decisions.

Inspections

From time to time agricultural concerns and situations may be brought to the attention of the Agricultural Services Board. The Board has the necessary legislated authority to act on the information by making a recommendation to Council, or by issuing advice, a notification or a decision in accordance with its mandate. Additionally, an appeal Board has been constituted by Council to ensure due process for those that may be affected by any ASB action.

Information is the key element to effective and equitable actions and decisions by the Board. Accordingly, the Board may request respondents to attend a Board meeting or provide a written statement regarding the agricultural issue. Additionally the Board may request the Agricultural and Environmental Services Department to collect further information by attending meetings, or by conducting field inspections and interviews. All information obtained may be used by the Board to issue an advice or notification in accordance with provincial legislation, or municipal policy.

The Agricultural and Environmental Service Department shall be staffed with personnel trained and authorized by the MD to conduct agricultural inspections. Field inspections will be conducted by the Agricultural Fieldman or his/her designate and the CAO. Inspections may be initiated and scheduled in response to a registered complaint, or on direction of the Board, Council or the CAO. Based on the results of the inspection, the Agricultural Fieldman will report to the ASB on the inspection(s) and provide information on the legislation and an assessment on the need to issue a notice that meets the requirements of the *Weed Control Act*, *Agricultural Pest Act* and or *Soil Conservation Act*. A list of all notices issued since the last ASB meeting will be forwarded to the next ASB Meeting as an agenda item.

Policy, Program Direction and Partnerships

The Agricultural Service Board will establish a set of strategic goals for a 5 year term, to be reviewed annually. The review will include a written assessment of progress, and an assessment of the program's strategic alignment with provincial agricultural policy. The Board will also review Agricultural Policies bi-annually with respect to their currency, relevance and alignment with goals of the MD's agricultural program.

The Board in association with MD Administration will prepare an operational and strategic plan prior to budget deliberations. An ASB recommendation to Council to approve the document will be forwarded to Council and once approved the document may be forwarded to the Minister of Agriculture and Rural Development by the Secretary as required.

Partnerships with non-government organizations will be considered and undertaken by the Board if the partnership advances program goals. A memorandum of understanding

or terms of reference will be developed for each partnership along with a briefing note to Council for approval.

Policy, program direction and partnerships, once approved by Council, that have implications to the Agricultural and Environmental Services program delivery will be attached to this Terms of Reference as Appendix A.

Appointment to the Board

The Agricultural Service Board will consist of up to 6 members; comprised of 2 Council members and up to 4 producer members. Appointments will be for a 2 year term to a maximum of 6 years on the board. Member's terms will end on a rotational basis with a goal of no more than 3 members being scheduled to rotate off the Board in one year. Council will nominate producer members to the Board when vacancies occur. Voting members include Council and producer members only. Vacant Board appointments will be made on an annual basis.

An Alberta Agriculture, Forestry and Rural Economic Development, ASB Program, Liaison, the MD's CAO and the Agricultural Fieldman are resource persons to the Board.

Members' Responsibilities

Each Board Member has a responsibility to ensure that the ASB meets its obligation to Council as outlined under Functions of the ASB. Members' responsibilities include:

- Attending and voting at meetings. If a member cannot attend a meeting it is his/her responsibility to inform the secretary prior to the meeting
- Contributing their experience and ideas to Board discussions
- Learning about Agricultural Service Boards
- Listening to producers' concerns or suggestions and bring them to the Board as appropriate
- Participating in program reviews as required
- Providing a briefing to the ASB on workshops, seminars and conventions etc that they have attended
- Participate in the annual review of Policies relevant to the Agricultural and Environmental Services Department of the MD.

Chairperson Responsibilities

One member will be selected by the Board to act as chairperson; ~~the CAO will forward the Board's recommendation to Council for approval.~~ The chairperson position is for a one year term. Chairperson responsibilities include:

- Chair all meetings when present
- Prepare an agenda with the assistance of the Board's Secretary
- Ensuring that agenda items are discussed and conclusions are reached
- Ensuring that the meetings start on time, stay on track and that all members have an opportunity to contribute
- Liaising with the other members when planning meetings
- Reporting to Council as necessary
- Representing the Board at meetings, conferences and other functions

Vice-Chairperson Responsibilities

One member will be nominated and elected to be Vice-Chairperson. ~~The CAO will forward the Board's recommendation to Council for Approval.~~ The Vice-Chairperson's responsibilities include:

- Performing the responsibilities of the Chairperson in the absence of the Chairperson.

Secretary Responsibilities

The MD will provide staff to act as Secretary. Secretary responsibilities include:

- Taking minutes during the ASB, clarifying with members as necessary whatever decisions have been reached
- ~~Preparing the meeting minutes and distributing to CAO and Board and circulating draft minutes to members within two weeks of the meeting~~
- ~~Distributing minutes to the CAO and Council~~
- Compiling an agenda as set by the chairperson, and circulating to members one week prior to the meeting
- Preparing follow-up reports, based on recommendations from the Board to be presented to Council

The Agricultural and Environmental Services Department maintains currency on a wide variety of topics in relation to the needs of agricultural producers and residents. It is the expectation of the Chief Administrative Officer that the ASB will receive the full support of all MD employees. Directors of each department shall ensure that representation is provided as required, and that members of the ASB are given adequate time to fulfill their Board obligations. This is in keeping with our municipality's commitment to provide quality agricultural and environmental services for all.

Approved by Council Resolution # 24/157

Date: March 26, 2024

Policy:

- C-AES-001 License of Occupation, Revised by Council, Dated September 14 2021
- C-AES-002 Landowners Assuming Responsibility for Weed Control on Municipal Right-of-ways Adjacent to Their Property, Revised by Council, Dated September 22, 2020
- C-AES-003 Weed Free Gravel/Aggregate Policy Dated: June 25, 2019
- C-AES-004 Weed Control Policy Dated June 25, 2019
- C-AES-004B Eradicable Weed Control Policy Date: June 25, 2019
- C-AES-005 ASB Appeal Committee Policy Dated October 27, 2020
- C-AES-006 Agricultural Pest Policy Dated January 12, 2021
- C-AES-605 Livestock Industry Policy Dated March 28, 2017

Program:

- ASB Strategic and Operational Plan Dated March, 2019 2020-2024

Partnerships:

- Alternative Land Use Systems (ALUS)
- Alberta Invasive Species Council (AISC)
- Beaver Creek Watershed Group
- Drywood Yarrow Conservation Partnership
- Foothills Forage and Grazing
- Pincher Creek Watershed Group
- SouthWest Invasive's Managers Partnership (SWIM)
- Waterton Biosphere

⌚ - Save the Date



Alberta Community Crime Prevention Association conference is coming to Edmonton!

Are you interested in learning about Trauma-Informed Approaches to Public Safety? Or maybe you want to learn about Integrated Approaches to Mental Health and Policing. These are just two of many relevant issues that we'll address at our 2025 conference. We're committed to ensuring that our conference appeals to both rural and urban communities.

From Polarization in Rural Communities to Social Capital and Community Safety, we feature informed subject matter experts who are eager to share their valuable knowledge with conference delegates. Our 2025 conference will be held May 5 – 7, 2025 in Edmonton at the DoubleTree by Hilton West Edmonton (16616 – 109 Avenue). We're finalizing all the details, and we'll let you know just as soon as you can register for this exciting conference.

The Alberta Community Crime Prevention Association ([ACCPA](#)) works to mobilize diverse partners and to foster safer communities across Alberta. Our membership comprises both rural and urban organizations, municipalities, police agencies, and Indigenous groups.

Hello again; We hope your summer was a good one, we've got a lot to catch you up on!

Earlier this spring, we hosted an open house in Pincher Creek, open to all members of the community. It was incredible to meet you and hear your feedback face-to-face. Thank you for your continued support and thank you to the students from Matthew Halton High School for volunteering to help us set up and take down in the community centre!

Since the last WAG Report, we had another successful summer student program. One student who joined the Waterton Weed Crew, Drew, had lots to say about his time with Pieridae: "The work is very fulfilling; you get to look back at what you have done and see the difference you are making. It feels good coming into work today and knowing you will be appreciated." The Waterton Plant Fall Turnaround is now complete. This is a significant milestone, and I would like to thank the Turnaround and Waterton Team for safely executing this work. Our contractor teams were excellent, and I appreciate how quickly they integrated into our local team.

ENVIRONMENTAL

While we are looking ahead to the winter months, please see below for some highlights from our Environmental Coordinator at Waterton:

1. The spring and fall groundwater/surface water monitoring programs were completed at the Waterton Gas plant and several field facilities in June and September.
2. The fall surface soil monitoring program was complete in September at the Waterton Gas Plant and surrounding area.
3. The annual invasive species and vegetation control programs were completed between May and September, utilizing the integrated approach of chemical applications, mowing and hand-picking control measures.
4. Pieridae is continuing to operate the sulfolane groundwater treatment system at the Waterton Gas plant which utilizes aeration and biodegradation to remove the sulfolane from groundwater near the gas plant.
5. Annual fugitive emissions testing in the gas plant and field sites is currently planned for November.

WATERTON 61 UPDATE

For a bit of a refresher for the AER Hearing Proceeding 417, set to commence on November 19, 2024, in Calgary:

The Waterton 61 pipeline project is a sour natural gas pipeline approximately 640 meters long, connecting Legal Subdivisions 7 and 10 at 07-06-02-W5M near Beaver Mines, Alberta. This new segment will tie into existing well and pipeline infrastructure in the area and is necessary for effective reservoir management.



The Alberta Energy Regulator (AER) issued a licence on August 16, 2021, for the project. Clearing for the project began in December 2022, with construction starting in September 2023 and completing in November 2023. This pipeline will enable Pieridae to efficiently recover and market natural gas through the Waterton Gas Plant, with expected operations to begin by mid-2025.

BUSINESS UPDATE

It was a busy summer for Pieridae from the corporate side! In the past 18 months we have successfully embraced our upstream production and midstream infrastructure business, pivoting away from LNG, and focusing on our fantastic assets and people.

We have sold Goldboro, paid off the high-interest bridge loan, and issued new common shares to raise \$34 million of new funds (for more details on these business milestones, check out the news releases on our website at pieridaeenergy.com)

What's Next

All our folks are preparing for the winter season and the weather that comes along with it. As always, if you have any questions please reach out.

