

**AGENDA
COUNCIL MEETING
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
December 10, 2024
3:00 pm
Council Chambers**

A. ADOPTION OF AGENDA

B. DELIGATION

C. MINUTES/NOTES

1. Council Committee Minutes
- November 26, 2024
2. Council Meeting Minutes
- November 26, 2024
3. Special Meeting Minutes
- November 27, 2024

D. UNFINISHED BUSINESS

E. BUSINESS ARISING FROM THE MINUTES

F. COMMITTEE REPORTS / DIVISIONAL CONCERNS

1. Councillor Tony Bruder – Division 1
- Waterton Biosphere Newsletter November
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 December 3, 2024
- Schedule A – Shop/Fleet Report
- b) Utilities & Infrastructure Report
- Report from Utilities & Infrastructure dated December 3, 2024

2. Finance

- a) Updated Financial Policies
- C-FIN-528 Procurement Policy
- C-FIN-529 Fees and Charges
- b) Legal Fees from AUC Filing
- Report from Finance Manager, dates December 5, 2024
- c) Air Photos for GIS Imagery
- Report from Finance Manager, dates December 5, 2024

3. Planning and Community Services

4. Municipal

- a) CAO Report
- Report from Administration, dated 5, 2024
- b) 2025 Coffee with Council Meetings
- Report from Administration, dated December 3, 2024

H. CORRESPONDENCE

1. For Action

2. For Information

- a) FCM Response to Wheatland County Council
 - Dated December 2, 2024
- b) Pincher Creek Family Centre Thank you

I. NEW BUSINESS

J. CLOSED MEETING SESSION

- a) Utility Bylaw Rate Discussion – FOIP Sec. 23.1
- b) Draft Policy C-CO-003 Public Participation – FOIP Sec. 23.1

K. ADJOURNMENT

MINUTES
REGULAR COUNCIL COMMITTEE MEETING
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
Tuesday, November 26, 2024 11:00 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 26, 2024 Committee Meeting be approved as presented.

Carried

2. Delegation

Jodie Mirae Saucier, with Co-Operators, attended the meeting to discuss responsibility for fire fighting costs. She is an insurance advisor and an MD resident who wanted to discuss the current MD Bylaw 1323-21. She explained that the MD Bylaw doesn't protect landowners from fires that start on roadways, as the Forest and Prairie Protection Act states.

She asked for clarification on billing and suggested some wording changes to the Bylaw so it aligns with the Forest and Prairie Protection Act. Council will review the information.

Jodie left the meeting at this time, the time being 11:37 am.

3. Closed Session

Councillor John MacGarva

Moved that Council move into closed session to discuss the following, the time being 11:38 am.

- a) Public Works Call Log – FOIP Sec. 24.1
- b) Utility Bylaw Rate Discussion – FOIP Sec. 23.1
- c) Draft Revised Policy – C-FIN 538 Procurement – FOIP Sec. 24.1
- d) Draft Revised Policy – C-FIN- 529 Fees and Charges – FOIP Sec. 24.1
- e) Policy C-CO-003 – Public Participation & Coffee with Council Discussion – FOIP Sec. 24.1

Councillor Jim Welsch

Moved that Council move out of closed session, the time being 1:37 pm.

Carried

REGULAR COUNCIL COMMITTEE MEETING
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
TUESDAY, NOVEMBER 26, 2024

4. Round Table

- Road Concerns, questioning ownership of a road
- Residents' concerns on new firehall
- Logging on private land, concerned neighboring residents
- Administrative updates on current projects

5. Adjournment

Councillor John MacGarva

Moved that the Committee Meeting adjourn, the time being 1:56 pm.

Carried

REEVE

CHIEF ADMINISTRATIVE OFFICER

**MINUTES
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
REGULAR COUNCIL MEETING
NOVEMBER 26, 2024**

The Regular Meeting of Council of the Municipal District of Pincher Creek No. 9 was held on Tuesday, November 26, 2024 at 3:00 pm, in the Council Chambers of the Municipal District Administration Building, Pincher Creek, Alberta.

PRESENT Reeve Rick Lemire, Deputy Reeve Tony Bruder, and Councillors Dave Cox, 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 24/502

Moved that the agenda for November 26, 2024 be amended to include:

Business Arising From the Minutes

- a) Crowsnest Headwaters
- b) Indoor Sports Court

Municipal

- d) SPCA In-Kind Clarification from Joint Budget

Action

- b) Highway #3 Request to Attend Council

AND THAT the agenda be approved as amended.

Carried

B. DELEGATION

C. MINUTES

- 1) Council Committee Meeting Minutes – November 12, 2024

Councillor Dave Cox 24/503

Moved that the minutes of the Council Committee Meeting of November 12, 2024 be approved as presented.

Carried

- 2) Council Meeting Minutes – November 12, 2024

Councillor Tony Bruder 24/504

Moved that the minutes of the Council Meeting of November 12, 2024 be approved as presented.

Carried

- 3) Special Meeting – November 14, 2024

Councillor Tony Bruder 24/505

Moved that the minutes of the Special Meeting of November 14, 2024 be approved as presented.

Carried

Minutes
 Council Meeting
 Municipal District of Pincher Creek No. 9
 November 26, 2024

D. UNFINISHED BUSINESS

E. BUSINESS ARISING FROM THE MINUTES

a) Crowsnest Headwaters

Councillor Tony Bruder 24/506

Moved that the presentation from Crowsnest Headwaters be received as information.

Carried

b) Indoor Sports Court

MD Council would like to discuss the proposed indoor sports court with Town of Pincher Creek at the Special meeting on November 27, 2024.

F. COMMITTEE REPORTS / DIVISIONAL CONCERNS

1. Councillor Tony Bruder – Division 1
 - Agricultural Service Board
 - Police Advisory
 - Opening ceremony for Provincial Volleyball
2. Reeve Rick Lemire – Division 2
 - Provincial Volleyball
3. Councillor Dave Cox– Division 3
 - Pincher Creek Foundation
 - Agricultural Service Board
 - Pincher Creek Library
 - Beaver Mines Community Association
 - Castle Mountain Community Association
4. Councillor Jim Welsch - Division 4
 - Pincher Creek Foundation
 - Family and Community Support Services
5. Councillor John MacGarva – Division 5

Councillor John MacGarva 24/507

Moved to accept the Committee Reports as information.

Carried

G. ADMINISTRATION REPORTS

1. Operations

a) Public Works Operations Report

Councillor Tony Bruder 24/508

Moved that Council receive the Public Works Operations Report, including Schedule A – Operations Report, and Schedule B – Shop/Fleet Report, for the period November 3, 2024 to November 17, 2024, as information.

Carried

Minutes
 Council Meeting
 Municipal District of Pincher Creek No. 9
 November 26, 2024

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

Councillor John MacGarva 24/509

Moved that C-PW-003 Winter Maintenance of Municipally Controlled and Managed Roads and Airport, be approved as presented.

Carried

- c) Utilities & Infrastructure Report

Councillor Dave Cox 24/510

Moved that the Utilities & Infrastructure report for November 7 through November 20, 2024 is received as information.

Carried

2. Finance

3. Development and Community Services

- a) RCMP Quarterly Report - Crowsnest Pass Detachment

Councillor Jim Welsch 24/511

Moved that the RCMP Quarterly Report - Crowsnest Pass Detachment, be received as information.

Carried

- b) RCMP Quarterly Report - Pincher Creek Detachment

Councillor Jim Welsch 24/512

Moved that the RCMP Quarterly Report - Pincher Creek Detachment, be received as information.

Carried

- c) MRF Public GIS Portal

Council discussed the use of public GIS portal on the MD website. Administration will move forward with adding this ability to the MD website.

- d) Southern Alberta Land Trust Society (SALTS) Conservation Easement – Jensen

Councillor Tony Bruder 24/513

Moved that Council acknowledge the receipt of the notice of the Conservation Easements for Southern Alberta Land Trust Society's Jensen project,

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

Carried

Minutes
 Council Meeting
 Municipal District of Pincher Creek No. 9
 November 26, 2024

4. Municipal

a) CAO Report

Councillor Dave Cox 24/514

Moved that Council receive for information, the CAO Report for the period November 11, 2024 to November 22, 2024.

Carried

b) Cancellation of December Meetings

Councillor Dave Cox 24/515

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

Carried

c) Terms of Reference – ASB

Councillor Tony Bruder 24/516

Moved that the Terms of Reference for the Agricultural Service Board be approved as presented.

Carried

d) SPCA In-Kind Clarification from Joint Budget

Councillor Dave Cox 24/517

Moved that the MD will assist the SPCA with gravel and invasive weed management in 2025, as part of the in-kind donation, as discussed during the Joint Budget process.

Carried

H. CORRESPONDENCE

1. For Action

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

Councillor Tony Bruder 24/518

Moved that the Alberta Community Crime Prevention Association Conference in Edmonton, be received as information.

Carried

b) Highway #3 Request to Attend Council

Councillor John MacGarva 24/519

Moved that the Highway #3 Twinning Development Association be invited to attend an upcoming Council meeting.

Carried

Minutes
 Council Meeting
 Municipal District of Pincher Creek No. 9
 November 26, 2024

2. For Information

Councillor Tony Bruder 24/520

Moved that the following be received as information:

- a) Pieridae Energy Update - November 2024

Carried

I. NEW BUSINESS

J. CLOSED SESSION

Councillor John MacGarva 24/521

Moved that Council move into closed session to discuss the following, the time being 4:25 pm.

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

Councillor Dave Cox 24/522

Moved that Council move out of closed session, the time being 5:16 pm.

Carried

Councillor Dave Cox 24/523

Moved that Council approve the CAO performance appraisal as discussed in closed session.

Carried

K. ADJOURNMENT

Councillor John MacGarva 24/524

Moved that Council adjourn the meeting, the time being 5:17 pm.

Carried

REEVE

CHIEF ADMINISTRATIVE OFFICER

**MINUTES
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
SPECIAL COUNCIL MEETING
NOVEMBER 27, 2024**

The Special Meeting of Council of the Municipal District of Pincher Creek No. 9 was held on Tuesday, November 27, 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, and Councillors Dave Cox, John MacGarva, and Jim Welsch

STAFF CAO Roland Milligan, Finance Manager Brendan Schlossberger, and Executive Assistant Jessica McClelland.

ALSO Town of Pincher Creek: Mayor Don Anderberg, Councillors Mark Barber, Garry Cleland, David Green, Sahra Nodge, and Wayne Oliver, CAO Konrad Dunbar, and Executive Assistant Carolina Hunsperger.

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

A. ADOPTION OF AGENDA

Councillor Tony Bruder 24/525

Moved that the Special Council Agenda for November 27, 2024, be amended to include in closed session:

- b) Indoor Sports Court – FOIP Sec. 24.1

AND THAT the agenda be approved as amended.

Carried

B. CLOSED SESSION

Councillor Dave Cox 24/526

Moved that Council move into closed session to discuss the following, the time being 7:01 pm:

- a) Firehall Renovations – FOIP Sec. 24.1
- b) Indoor Sports Court – FOIP Sec. 24.1

Councillor Dave Cox 24/527

Moved that Council move out of closed session, the time being 8:08 pm.

Carried

- a) Firehall Renovations

Councillor Dave Cox 24/528

Moved that the MD of Pincher Creek return the design and construction draft budget from Pincher Creek Emergency Services Commission and Council approves a capital renovation of up to \$2,000,000 for the Fire Hall, with it to be split 50/50 between the Town of Pincher Creek and the MD of Pincher Creek,

AND FURTHER, that said funds come from the Pincher Creek Emergency Services Commission Equipment Reserve;

AND FINALLY THAT, if a renovation budget cannot be agreed upon between the two funding parties, Council refers to resolution 23/578 for divestiture.

Carried

Minutes
Special Council Meeting
Municipal District of Pincher Creek No. 9
November 27, 2024

b) Indoor Sports Court

Councillor Tony Bruder 24/529

Moved further discussion on the indoor sports court be tabled pending additional information from the Town of Pincher Creek on operations, maintenance and potential funding.

Carried

C. ADJOURNMENT

Councillor John MacGarva 24/530

Moved that Council adjourn the meeting, the time being 8:15 pm.

Carried

REEVE

CHIEF ADMINISTRATIVE OFFICER

Wednesday, November 27th, 2024



What's new with WBRA



FEATURE IMAGE - November has been a mild month for the most part. Only in the past couple of weeks have the temperatures come down to more seasonal values. This image looking west from Range Road 282, was taken on Nov. 16 just before the recent snowfall. It shows just a skiff of the fluffy white stuff in the mountains, while the foothills are bathed in the golden rays of early morning.

(Photo: T. Porter/ WBR)

Getting Sticky for Limber Pine

Recovery



STUCK ON YOU - The Waterton Biosphere Region and the Whitebark Pine Ecosystem Foundation of Canada co-hosted a volunteer event on Nov. 16 in Lundbreck. The Sticky Fingers work bee had more than a dozen area residents take part in a limber pine seed extraction.

(Photo: T.Porter/WBR)

The Waterton Biosphere Region and Whitebark Pine Ecosystem Foundation of Canada co-hosted a Sticky Fingers volunteer seed extraction event on Saturday, November 16 at Lundbreck Community Hall.

Sixteen volunteers attended the Sticky Fingers work bee. After some background on why limber pine recovery efforts are required, and will be for decades to come, attendees were introduced to one particularly special tree in Waterton Biosphere Region.

This tree was nicknamed 'Lucy' in a social media contest back in October as she conjured up images of Lucille Ball with curlers in her hair – do you see the resemblance? We love this Lucy, and we know WBR residents often have a beloved limber pine that they have encountered on their land or in their travels around the region. The name suggestion seemed especially appropriate!



WE LOVE LUCY - The name for our special super limber pine, chosen by WBR staff and suggested by Kevin Van Tighem, is Lucy (short for Lucille Ball). Kevin thought it was a fitting name for the tree and sent this photo of the iconic 60s screen star in curlers. (Photos: Background / WPEC-F; Inset /Tumblr).

This special tree has shown a resistance to the fungus that causes white pine blister rust and that resistance should be carried in her seeds. So Lucy's cones and those of the 200 or so other rust-resistant limber pine trees that have been identified in southern Alberta produce all the seed used in recovery efforts.

But there is no high-tech way to get those seeds. Instead, trained crews identify the special trees, cage the cones to keep them inaccessible to seed predators, and climb the trees once again in the fall to collect the cages. Cones are then dried for several weeks before they open enough for seed to be manually extracted.

As you might imagine, this requires getting sticky when caging, getting sticky when collecting, and getting sticky when the final seed extraction occurs to get the precious seeds for the nursery.

Limber pine seeds are large in size and energetically costly for trees to produce, meaning they don't make cones every year. WPEFC must collect from these special trees whenever it is a good cone production year. And Lucy put on a show in 2024, producing 831 cones. At an average of 25 seedlings per cone, this could mean 21,000 new seedlings from her seed crop this year!



GOING OUT ON LIMB FOR LIMBERS - A big thank you to our dedicated team of volunteers for their efforts! It was an afternoon of fun, fellowship, learning - with the occasional terrible tree joke! (Photo: T.Porter/WBR)

Thanks to everyone who was willing to get sticky in the name of conservation, and thanks to Whitebark Pine Ecosystem Foundation of Canada for their commitment to ensuring limber pines persist on the WBR landscape for future generations.

Make sure to visit the WBR website on [Recovering Vulnerable Limber Pines](#) for more information about the plight of limber pines in Alberta and stay tuned to our eNewsletter for future events.

WBR limber pine work is funded in part by Environment and Climate Change Canada.

Bear Awareness at Tatsikiisaapo'p



SAFETY LEADERS - The Tatsikiisaapo'p Middle School on the Kainai Reserve welcomed our team of staff and volunteers for a day of bear safety activities on Nov. 18. (Photo: T.Porter/WBR)

Staff from the Waterton Biosphere Region were asked to visit the [Tatsikiisaapo'p Middle School](#) on November 18 to help facilitate a Bear Safety Day for students and educators. They were joined by representatives from Alberta Fish and Wildlife, Parks Canada, and Blood Tribe Land Management.

The day started with a group assembly in the gymnasium where dignitaries helped welcome the day with drumming and song. This was followed by introductions of WBR staff and special guests. Carnivores and Communities Program coordinator Jeff Bectell then explained what the WBR is, talked about biosphere regions in general, and outlined the objectives of the CACP.



SPOT THE DIFFERENCE - Waterton Biosphere Region science lead Andrea Morehouse, left, and Parks Canada's Carleigh Grier-Stewart, right, show students the differences between black bears and grizzly bears.

(Photo: Submitted/TMS)

More than a hundred junior high students took part in eight activity stations. The stations related to understanding bears, how they live and behave, why they're special to the Niitsitapi, and how to co-exist safely with large carnivores on the landscape.

The WBR hosted four stations in conjunction with Alberta Fish and Wildlife, Parks Canada, and Blood Tribe Land Management. These included bear biofacts, yard safety, bear spray, and bear signs and behaviour.

School staff and community volunteers hosted the remaining four stations including an Elders station, Blackfoot storytelling and singing, interpretive dance/dramatic arts, and bear art/poetry.

The WBR is proud to work collaboratively with all members of the community to foster an understanding of large carnivores while ensuring safety for area residents.

For more information about the Carnivore and Communities program, please visit the program's webpage [HERE](#)

Deadline to Apply - Nov. 29, 2024



WATERTON
BIOSPHERE REGION

Now Hiring!

(Two Positions Available)

Conservation Technician

37.5 hours/week
Jan. 6, 2025 to Mar. 31, 2026

Executive & Finance Assistant

30 hours/week
Starts Jan. 6, 2025

Apply by noon on Nov. 29, 2024

For more details, please visit our webpage at:
<https://www.watertonbiosphere.com/employment-opportunity-2024/>

The Waterton Biosphere Reserve Association (WBRA) is looking for two people to support our organization and programs in southwestern Alberta.

The Conservation Technician will support various conservation initiatives including our Species at Risk and Supporting Landowners in Conservation and Stewardship programs. The ideal candidate will be a generalist with a background in conservation and agriculture, having strong field and communication skills, ability to work effectively with agricultural producers, landowners and partners, experience with GIS mapping, and flexibility to thrive in a dynamic work environment. We are looking for that person who might enjoy discussing fencing projects with an agricultural producer, counting limber pine seedlings or bats, and engaging kids at youth education events – no two days are the same.

The Executive and Finance Assistant will provide administrative, financial, and organizational support to the Executive Director and board of directors. We

are looking for an essential cog to help drive the office engine - that person who keeps files and records in order, manages meeting documentation and logistics, helps track grant income and expenses, coordinates payroll submissions, and so much more. If creating efficient, organized file structures or solving a formula problem in Excel bring satisfaction to your workday, this might be the role for you!

Deadline to apply for both positions is noon on November 29, 2024. If you aren't one of the people we are looking for but know somebody who is, please share the postings!

View job postings [HERE](#)

Call for Project Applications

The WBRA would like to remind area stakeholders that funding is available for projects in each of our three major program areas - Carnivores and Communities (CACP), Supporting Landowners In Conservation and Stewardship (SLICS), and Species at Risk (SAR).

Projects that qualify for funding are wide ranging and supports do change over time. The best ways to keep abreast of the various project funding opportunities is to subscribe to the newsletter, follow us on social media, visit us at the WBR booth at public events, or make an inquiry via email.

Some examples of projects that funding is available for include electric fencing and grain storage solutions (CACP), wetland habitat supports (SLICS/SAR), livestock watering options (SLICS), and beaver coexistence measures (SLICS).

For more information about the kinds of projects that qualify for funding, please visit www.watertonbiosphere.com/wbr-projects




You can contact us by email at info@watertonbiosphere.com to get the ball rolling on your habitat stewardship, carnivore conflict mitigation, or species at risk support initiative

Thank you for taking the time to read our e-Newsletter.
Follow us on social media and visit our website to learn more about the **Waterton Biosphere Region** and our initiatives.

If you would like to make a donation to the WBR to support our programs, please click button below.

Recommendation to Council

G1a

TITLE: PUBLIC WORKS DEPARTMENT REPORT			
PREPARED BY: Alan McRae		DATE: December 3rd, 2024	
DEPARTMENT: PUBLIC WORKS			
ATTACHMENTS: 1. Schedule A- Shop/Fleet Report			
APPROVALS:			
	December 3rd, 2024		2024/12/03
PW MANAGER	DATE	CAO	DATE

RECOMMENDATION:

THAT Council, accept the Public Works Department Report for the period of November 18th to December 1st, 2024 as information.

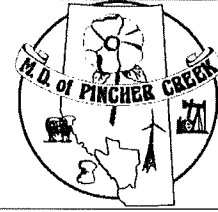
COMPLETED THIS PERIOD

- Hamlet snow plowing
- 9 Graders plowing snow
- Temporary snow fence installed in Div 5 where permanent was removed
- Signs fixed or replaced and missing/stolen signs put back up
- Blue bridge area signage updated. Curves ahead, 55km/hr for 3 kilometers
- Call log management

FINANCIAL IMPLICATIONS:
None

PUBLIC WORKS REPORT SCHEDULE "A"

SHOP/FLEET OPERATIONAL REPORT



PREPARED BY: ALAN MCRAE

DATE: December 3rd, 2024

DEPARTMENT: PUBLIC WORKS

ATTACHMENTS: N/A

SHOP/FLEET OPERATIONS SUMMARY: November 18th-Dec 29th, 2024

Graders/Heavy Equipment

- Unit #57 (grader)- Remove mower and install snow equipment, injection pump replacement
- Unit #63 (grader)- T/S Espar heater no start
- Unit #65 (grader)- R/R oil cooler
- Unit #70 (grader)- Install new beacon light (blue/amber)
- Unit #7 (loader)- T/S no start issue
- Unit #4 (loader)-Install snow blower and test run

Heavy Trucks

- Unit #402 (small plow truck)- Install sander and plow, repaired light on blade, changed engine oil on sander motor and greased unit. CVIP
- Unit #418 (plow truck)-Sander repair including chain, sprockets, pillow block bearings
- Unit #421 (plow truck)-T/S engine codes/de-rate. DEF sensor issues

Light Duty and Light Trailers

- Unit #400 (flat deck)- T/S light issue
- Unit #479 (service truck)- T/S cab heat issues, clean and service
- Unit #484 (3/4T)- T/S Evap system and service
- Unit #503 (3/4T)- R/R all 4 tires
- Unit #510 (1/2T)- R/R all 4 tires
- Unit #511 (lightning)- Clean so it could be decorated
- Unit #23 (dump trailer)- CVIP

EVENTS

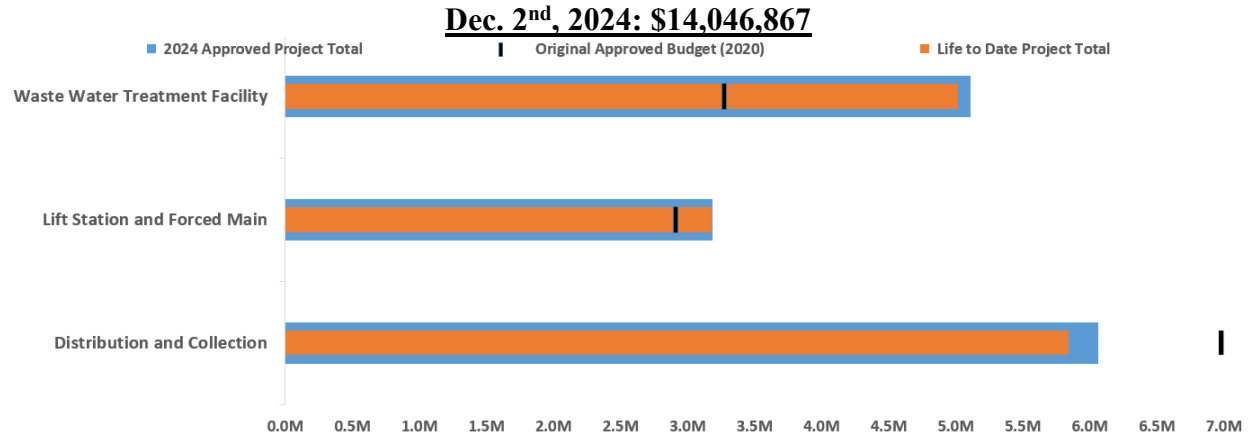
- JHSC Meeting November 20th



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

BEAVER MINES

Spend as of **Dec. 2nd: \$14,046,867** ~~Nov. 19th: \$14,034,452~~ / \$14,359,848 (98%)

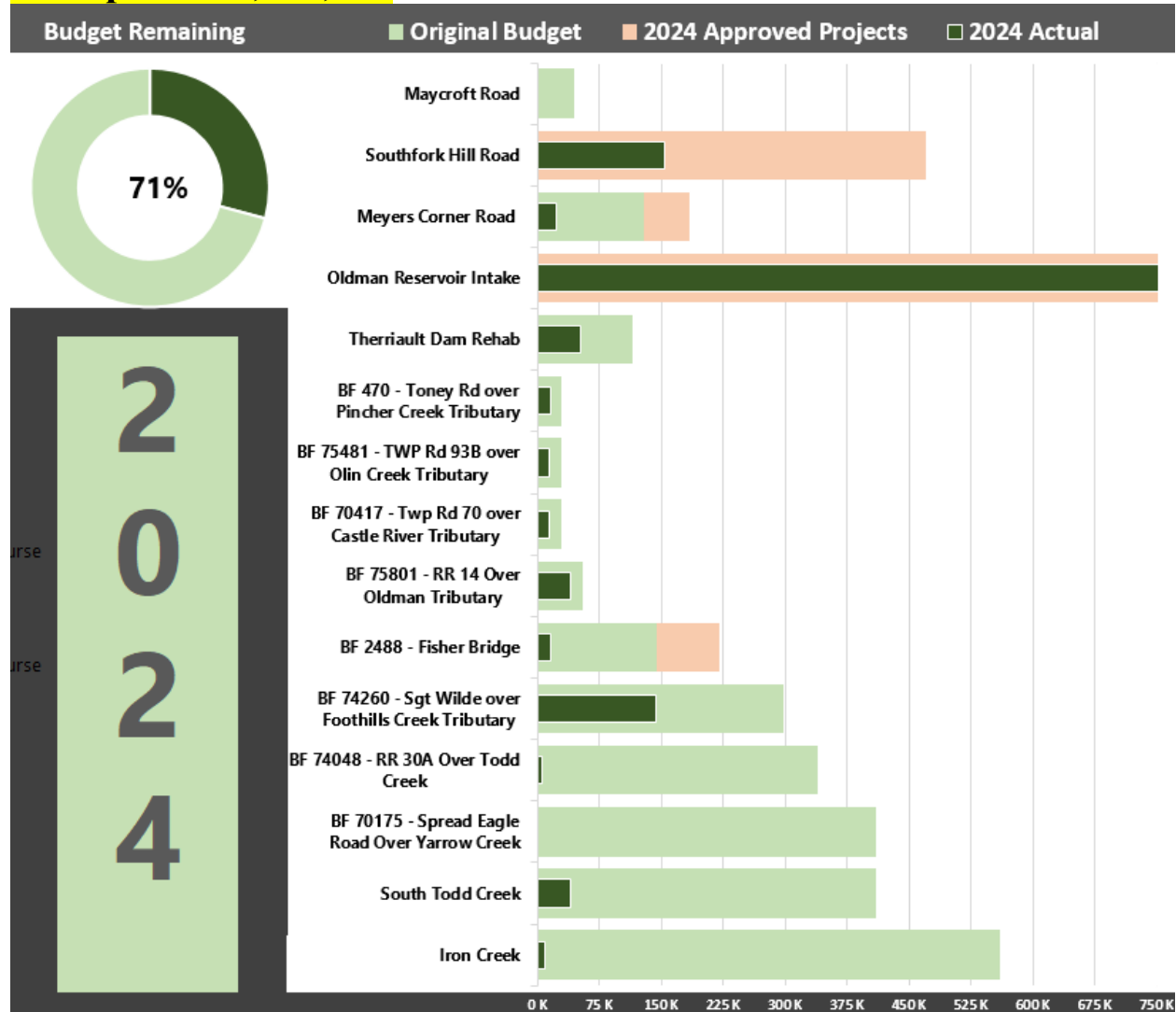


- **Beaver Mines Water Distribution, Collection System**
 - Tender was awarded to BYZ on July 21, 2021
 - 1. BYZ Enterprises Inc. **\$5,468,977.50 (Budget \$6,251,600)**
 - Working to closeout contractual duties related to landowner ROW agreements and remaining related costs. 5 of 6 closed out
 - Record drawings & GIS data received. Awaiting remaining closeout docs (Op. & Maint. manuals) from MPE & Record drawing revision
 - Construction complete. Awaiting rainstopper installation in a few manholes (warranty)

- **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)**
 - 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 to May 23rd, 2025
 - Lagoon liner
 - Extended warranty to July 31st, 2025
 - Misc. minor repair work (eaves, fencing, air compressor dryer, etc.)
 - DMT completed install of air dryer week of Nov. 18th
 - Reseed touch-up
 - Complete. Warranty to Aug 31st, 2025
 - Septic tank and topsoil sloughing warranty to Aug 31st, 2025
 - Construction Completion Certificate issued Nov. 20th
 - Grazing lease to be entered into for Dec. 20th start date
 - Awaiting final turnover package

Large Capital and Other Projects

2024 Approved Budget: \$4,998,000. Dec. 2nd Spend: \$2,085,316 - Nov 20th Spend: \$2,028,471



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

- 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
- 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
- Install of new pump VFD's complete along with reinstallation of existing drive on old intake pump. Startup, flush, & commissioning attempted Nov. 26th/27th. Old existing pump startup went well. One of two (2) new VFD installs went well, appears to be a manufacturer issue with the other. Awaiting input from manufacturer



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
- STIP application submitted Nov. 28th, 2024 with letters of support from Campground and nearby farming operation. 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 for 8km of roadway. Completing initial assessment for portion of road completed

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
- Working through gravel road assessment methodology with MPE for Spring 2025 start

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
 - CEIP open house being scheduled for new year for contractors and residents

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.
 - 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.
Additional response received Nov, 29th indicating DFO is experiencing delays and directing MD to begin work on SARA permit
 - 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
 - Working on 3rd grant application for additional top up funding
- **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, SE-23-009-03 W5M**
 - 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. **May need to wait until Spring 2025**
- **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 application submitted Nov. 26th**
- **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 application submitted Nov. 26th**
- **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 application submitted Nov. 26th**

Recommendation:

That the Utilities & Infrastructure report for November 21st – December 3rd is received as information.

Prepared by: David

Date: December 3rd, 2024

Council Meeting

Date: December 10th, 2024



FINANCIAL POLICY

C-FIN-538

TITLE: Procurement Policy

Approved by Council
Revised by Council

Date: October 10, 2023
Date: December 10, 2024

PURPOSE OF POLICY

The purpose of this policy is to establish expenditure control guidelines by identifying processes for the efficient procurement and payment of goods and services for The Municipal District of Pincher Creek No. 9 (MD) in support of effective operations and in compliance with the Municipal Government Act (MGA), New West Partnership Trade Agreement (NWPTA), the Agreement on Canadian Free Trade Agreement (CFTA), and the Comprehensive Economic and Trade Agreement (CETA).

POLICY STATEMENT

1. The Municipal District of Pincher Creek No. 9 (MD) is committed to the acquisition of goods and services at the best value while treating all vendors equitably through procurement processes that ensure integrity, transparency, accountability, efficiency and consistency.

DEFINITIONS

2. For the purpose of this policy, the following definitions shall apply:
 - a. “Buying Group” shall mean a group of two or more members that combines the purchasing requirements and activities of the members of the group into one joint procurement process.
 - b. “Conflict of Interest” shall mean a situation where the independence or impartiality of an employee’s decisions or actions are impaired or may be reasonably expected to be impaired because of outside employment, political, business or family interests.
 - c. “Construction” shall mean a construction, reconstruction, demolition, repair or renovation of a building, structure or other civil engineering or architectural work and includes site preparation, excavation, drilling, seismic investigation, the supply of products and materials, the supply of equipment and machinery if they are included in and incidental to the construction, and the installation and repair of fixtures of a building, structure or other civil engineering or architectural work, but does not include professional consulting services related to the construction contract unless they are included in the procurement
 - d. “Approving Officer” shall mean the individual that has the authority to sign contracts, purchase orders and invoices for payment. Typically, an Expenditure Officer will be the Chief Administrative Officer, Department Manager, or Assistant Manager

- responsible for a department, who is accountable for the department's budget control and administration. An Approving Officer may also include an Employee responsible for specific budgetary line item(s), such as safety, information technology, etc.
- e. "Good" shall mean a good that is produced, manufactured, grown or obtained in, used for a commercial purpose in, or distributed from, the territory of a Party
 - f. "Service" shall mean a service supplied or to be supplied, by a person of a Party

GENERAL GUIDELINES

3. Approving Officers may make an expenditure that is included in the approved operating and capital budgets up to the financial limits established in this policy or as otherwise approved by resolution of Council.
4. A resolution of Council is required for all unbudgeted capital expenses greater than \$5,000
5. A resolution of Council is required for unbudgeted operated expenses if it is anticipated that the department as a whole will exceed budgetary constraint by greater than \$5,000.

SIGNING AUTHORITY

6. Approving Officers are authorized to commit to all purchases that have been approved in the annual budget as follows:

Employee Classification	Authority
CAO and Director of Finance	Up to the maximum budget allocation
Managers and Assistant Managers	\$500,000
Supervisors and Specialists	\$50,000
All other designated employees	\$5,000

TENDER VS REQUEST FOR PROPOSAL (RFP)

7. There are two different procurement models that are referred to in the New West Partnership Trade Agreement (NWPTA) and the Canadian Free Trade Agreement (CFTA):
 - a. Tender/Bid process
 - i. involves the MD's request for prices in respect of a very specific set of goods and services based on specific/restrictive specifications. The only differentiator is price.
 - ii. the contract cannot be negotiated in any way prior to its award
 - b. Request for Proposals process
 - i. All aspects of the proposal are negotiable (price, scope of work, length of the term of the contract, etc.).

ROLE OF COUNCIL IN THE PROCUREMENT PROCESS

8. Council shall approve items required to go through the procurement process as part of the municipal budget cycle and in line with applicable trade agreements and thresholds.
9. Council shall review tender or request for proposal results on equipment purchases that are budgeted to cost \$300,000 or greater.
10. Council shall separate themselves from the procurement process and have no further involvement in specific procurements.

PROCUREMENT PROCESS

11. All eligible procurements shall be procured in alignment with applicable trade agreements and thresholds. This includes, but is not limited to, the timeframe a procurement must be posted for and the website location it is published to. These agreements includes but are not limited to the NWPTA, CFTA and CETA.

NWPTA	CFTA	CETA
\$75,000 or greater for goods or services	\$100,000 or greater for goods or services	\$200,000 or greater for goods or services
\$200,000 or greater for construction	\$250,000 or greater for construction	\$5,000,000 or greater for construction

12. When procurement is at or above the threshold, an open, transparent and competitive procurement process must be followed. This requires that tender documents:
 - a. clearly state the requirement of the procurement,
 - b. identify measurable criteria that will be used in the evaluation of bids (including the weighting of each criteria), and
 - c. provide relevant information to assist suppliers in completing and submitting their bids.
13. *The municipal gravel hauling program will follow the NWPTA regardless of the number of individual contractors used for hauling*
14. All tender notices must be posted to www.purchasingconnection.ca
15. Exceptions to the above rules, include but are not limited to:
 - a) *from philanthropic institutions, prison labour or persons with disabilities*
 - b) *from a public body or a non-profit organization*
 - c) *of health services and social services*

-
- d) where it can be demonstrated that only one supplier is able to meet the requirements of a procurement*
 - e) where an unforeseeable situation of urgency exists and the goods, services or construction could not be obtained in time by means of open procurement procedures*
 - f) when the acquisition is of a confidential or privileged nature and disclosure through an open bidding process could reasonably be expected to compromise government confidentiality*
 - g) legal services*
 - h) of goods intended for resale to the public*

16. Canoe Procurement shall only be used for equipment purchases after an internal tender/request for proposal process has been completed.

EVALUATION OF PROPONENTS

17. Administration will use an evaluation team, comprising of at least one Manger or above to evaluate proposals and make a decision. The evaluation shall be conducted objectively based on the proposal's content and utilizes an evaluation matrix.

18. Administration shall provide the tender results to Council for decision on equipment purchases that are budgeted to cost \$300,000 or greater. All other purchases shall be evaluated in accordance with Section 16.

CONTRACT AWARDING

19. The MD reserves the right to award or not award all competitive procurement activities and projects. This includes but is not limited to, Requests for Proposals, Invitation to Tender, Request for Quotations, and other related procurement methods except RMA – Canoe Procurement and Government of Alberta Trade Programs.

20. If the contract awarding exceeds the approved operational or capital budget by \$5,000 or greater, Administration must request additional funds from Council before awarding the tender and contract.

RURAL MUNICIPALITIES OF ALBERTA (RMA) AND CANOE PROCUREMENT

21. Though RMA, the MD is part of Canoe Procurement buying group. The advantage of a buying group include:
- d. Reduced procurement process costs – group members share in the costs of running procurement processes
 - e. Access to greater resources and expertise - group members can pool procurements resources and centralize procurement experience
 - f. Potentially better pricing – the group can leverage its combing buying power offering suppliers greater purchase volumes.

22. The MD relies on Canoe Procurement to ensure legislative compliance, through only open, competitive procurements processes.

23. When a purchase is made through Canoe Procurement, the RFP process is done in advance on behalf of the entire membership, therefore the MD does not need to post again. However, the MD must post a notice of intention to procure using a cooperative buying group on Alberta's tendering system. The notice of intention shall be posted annually for a minimum of two weeks and read:

“The MD intends to participate in one or more procurements conducted by Canoe Procurement Group of Canada between [insert one-year period including month/year]. For further information and access to the Canoe Procurement tender notices, please review www.merx.com. For further information about Canoe Procurement Group of Canada, please visit www.canoeprocurement.ca”

24. Purchases made from Canoe Procurements are at the manufacturer's suggested retail price (MSRP) less the tendered percentage off.

CONFLICT OF INTEREST

25. All employees involved in the procurement process must report an actual or perceived Conflict of Interest to their immediate supervisor and to human resources. The employee shall not continue to be involved in the procurement process.

Rick Lemire
Reeve

Roland Milligan
Chief Administrative Officer



MD OF PINCHER CREEK NO. 9

CORPORATE POLICY

C-FIN-529

FEES AND CHARGES

	All Items GST Extra Except
	* GST Included
	** GST Exempt
Approved by Council	Date: August 25, 2015
Revised by Council	Date: October 11, 2016
Revised by Council	Date: January 10, 2017
Revised by Council	Date: July 11, 2017
Revised by Council	Date: April 24, 2018
Revised by Council	Date: May 22, 2018
Revised by Council	Date: May 14, 2019
Revised by Council	Date: May 26, 2020
Revised by Council	Date: July 9, 2024
Revised by Council	Date: December 10, 2024

Administration

Assessment

Appeals

Commercial	\$50.00 Parcel **
Farmland	\$20.00 Parcel **
Industrial	\$500.00 Parcel **
Residential	\$20.00 Parcel **

Assessment Details

Taxpayer or Agent	No Charge
Non Taxpayer	\$10.00 per Parcel **

Assessment Roll Viewing

Taxpayer or Agent	No Charge
-------------------	-----------

Cash Receipting

Returned Cheque, AFT and EFT	\$25.00
------------------------------	---------

G.I.S.

Aerial Photography 8 ½" X 11"

Taxpayer or Agent	\$2.50 each
Non Taxpayer	\$5.00 each

Aerial Photography 11" X 17"		
Taxpayer or Agent		\$5.00 each
Non Taxpayer		\$10.00 each
Greater than 11" X 17"		
Taxpayer or Agent		\$25.00 each
Non Taxpayer		\$50.00 each
Custom G.I.S. Work		
Taxpayer or Agent		\$50.00 plus \$30.00 pr/hr plus media costs
Non Taxpayer		\$100.00 plus \$30.00 pr/hr plus media costs

Information Requests

Less than 15 Minutes of Staff Time		
Taxpayer or Agent		No Charge
Non Taxpayer		\$25.00
Greater than 15 Minutes of Staff Time		
Taxpayer or Agent		\$25.00 plus \$25.00 per/hr after first hr
Non Taxpayer		\$50.00 plus \$25.00 pr/hr after first hr

Leases

MD Property Varies by Agreement		
Airport	per Year	\$1.00 / square meter of lot size
Road Allowance for Each ½ Mile or Less		\$20.00 year *

Maps

Paper Map		
Picked Up		\$10.00 each *
Folded and Mailed		\$12.50 each *
Rolled and Mailed		\$25.00 each *
Laminated Map		
Picked Up		\$20.00 each *
Rolled and Mailed		\$35.00 each *
Map Books		
Picked Up		\$20.00 each *
Mailed		\$30.00 each *
Digital		\$10.00 plus media costs

Photocopies

MD Bylaws/*Minutes* \$0.25 per page **

Taxes

Tax Certificates \$25.00 Parcel **

Tax Notification Registration \$25.00 Parcel **applied to Tax Account

Tax Receipts

Current Year

Taxpayer or Agent No Charge
Non Taxpayer Not for Sale

Prior Years

Taxpayer or Agent \$2.00 each **
Non Taxpayer Not for Sale

Tax Sale Cost Recovery Plus \$25.00 Parcel ** Applied to Tax Account

Agricultural and Environmental Services

Products

Herbicide Premix 2,4D/Banvel \$10.00 10L Jug *
*Chemicals will be sold to MD residents only

Rentals

Live Skunk Traps
 Returned Within a Month No Charge
 Returned After One Month \$60.00 each

Livestock Equipment *Weekend Considered as One Day

Electronic Scale	\$40.00 day plus \$60.00 Damage Deposit **
Loading Chute	\$40.00 day plus \$60.00 Damage Deposit **
Panels	\$40.00 day plus \$60.00 Damage Deposit **
Squeeze	\$40.00 day plus \$60.00 Damage Deposit **
Solar Watering System	\$150.00 per two-weeks plus \$150.00 Damage Deposit**
Electric Fencing Unit	\$150.00 per two-weeks plus \$150.00 Damage Deposit**

Services

Weed Spraying Equipment and Operator

Mule (side by side UTV)	\$200.00 pr/hr
Quad (ATV)	\$200.00 *when spraying
	\$100.00 *when picking
Roadside Sprayer	\$200.00 pr/hr
Small Boom Truck	\$200.00 pr/hr
Truck and Spot Sprayer	\$200.00 pr/hr

Planning and Development

Publications

Area Structure Plans

Burmis Lundbreck	\$20.00 each **
Castle Mountain Resort	\$20.00 each **
Oldman River Reservoir	\$20.00 each **
Intermunicipal Dev. Plan	\$15.00 each **
Land Use Bylaw	\$30.00 each **
Municipal Development Plan	\$15.00 each **

Services

Amendments

Area Structure Plans	\$600.00 each **
Intermunicipal Dev. Plan	\$600.00 each **
Land Use Bylaw	\$600.00 each **
Municipal Dev. Plan	\$600.00 each **

Appeal Fees:

Development	\$600.00 each **
Subdivision	\$600.00 each **
Cash in Lieu of Land	Subdivision Market Value of Land

Development Permits:

Permitted Use	\$100.00 each **
Discretionary Use	\$150.00 each **
Solar Energy System	\$10,000.00 per Titled Parcel ** (Industrial)
WECS Category 1	\$200.00 per Titled Parcel **
WECS Category 2	\$1000.00 per Titled Parcel **
WECS Category 3	\$10,000.00 per Titled Parcel **
MET Towers	\$500.00 each **

After Development Commences Double Regular Fee **

Compliance Certificates \$75.00 for Taxpayers \$100.00 for Agents **

Rezoning/Redesignation Fee \$1000.00 each **

Road Closures Application \$600.00 each **

Public Works

Services

Utility Permits (*Overhead Lines*) Company \$200.00**

Road Use Agreements (Non-refundable fee) - Pre and Post inspection and administration \$400.00

Pipeline Crossings of Road Allowances-Permitting and inspections \$400.00

Buried Distribution Electrical and Utility Line Installation

Company -Permitting and inspections \$400.00

Resident - \$50.00

Grader Work for Roads and Driveways Alberta Road Builders Rate plus 20% **

Sign Requests – Cost and Installation plus 20%

Right of Access and Waiver Requests

a) Approaches \$75.00

b) Road Allowance \$75.00

c) Proximity Request \$75.00

d) Power Lines/Poles \$75.00

Oil, Utilities, Gas and Seismic Activities

*Approaches \$350.00 ***

*Pipeline Crossings \$350.00 ***

*Seismic Approvals \$350.00 ***

Rig Moves – Pre Inspec. \$550.00

Rig Moves – Post Inspec. \$550.00

Large Commercial Projects

Pre-Use Roads Inspection \$550.00

Post Use Roads Inspection \$550.00

Snow Plowing \$280.00 pr/hr, prorated *minimum charge \$180

Overweight/Over Dimension Permit Fee \$22.50

Land/ Crop Disturbance \$250.00/ acre**

Public Works

Products

Dust Control

Individual Taxpayers \$325.00 per 100 Meters **
Commercial \$720.00 per 100 Meters **

¾" Crushed Gravel

Taxpayer or Agent \$13.00 per cubic yard
Non Taxpayer Council Resolution

Pit Run Gravel

Taxpayer or Agent \$8.00 per cubic yard
Non Taxpayer Council Resolution

Water Standpipe


Cowley \$1.00 100 gallons **
Pincher Creek \$1.00 100 gallons **
Beaver Mines \$1.00 100 gallons **

Rick Lemire
Reeve

Roland Milligan
Chief Administrative Officer

Recommendation to Council

G2b

TITLE: Legal Fees			
PREPARED BY: Brendan Schlossberger		DATE: December 10, 2024	
DEPARTMENT: Finance			
		ATTACHMENTS: 1. NIL	
Department Supervisor	Date		
APPROVALS:			
 <hr style="width: 100%;"/>	2024/12/05 <hr style="width: 100%;"/>	 <hr style="width: 100%;"/>	2024/12/05 <hr style="width: 100%;"/>
Department Director	Date	CAO	Date

REQUEST:

That Council approve \$25,000 for the legal fees from AUC filing, with said funds coming from the Tax Rate Stabilization Reserve; and further

That Council approve \$25,000 for additional legal fees incurred in 2024, with said funds coming from the Tax Rate Stabilization Reserve.

BACKGROUND:

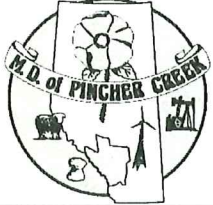


- The MD incurred legal fees related to the AUC filing from Evolgen. These costs exceed the legal fees approved in the 2024 Budget for planning.
- Additionally, \$25,000 in legal fees related to ongoing court filings were incurred throughout 2024 that exceed the legal fees approved in the 2024 Budget for administration.

FINANCIAL IMPLICATIONS:

\$50,000 for the legal fees funded through the Tax Rate Stabilization Reserve, with \$25,000 being applied to Planning and \$25,000 to Administration.

Recommendation to Council

G2c

TITLE: Air Photos for GIS Imagery			
PREPARED BY: Brendan Schlossberger		DATE: December 10, 2024	
DEPARTMENT: Finance			
		ATTACHMENTS: 1. NIL	
Department Supervisor	Date		
APPROVALS:			
	2024/10/05		2024/12/05
Department Director	Date	CAO	Date

REQUEST:

That Council approve \$66,000, for Air Photos for GIS Imagery, with said funds coming from the Tax Rate Stabilization Reserve.

BACKGROUND:

- Air Photos for GIS Imagery were updated in 2024. The cost of the update was not included in the 2024 Budget.

FINANCIAL IMPLICATIONS:

\$66,000 transfer from the Tax Rate Stabilization Reserve.

CHIEF ADMINISTRATIVE OFFICER'S REPORT

November 25, 2024 to December 6, 2024

Discussion:

Nov 26	Council Committee and Council Mtgs.
Nov 27	Special Council Mtg, joint with Town
Nov 28	Staff Mtg. and Safety Mtg.
Nov 28	Interviews for Operator 2 Position (x3)
Nov 29	Parade of Lights
Dec 2	Senior Management Team Mtg.
Dec 3	Subdivision Authority Mtg.
Dec 4	PW Safety Mtg.
Dec 4	Review of Final Draft Report – Psychological Health and Safety Assessment
Dec 4	Labour/Management Mtg.
Dec 5	Follow-up with OEI, PW 10-year Strat Plan
Dec 5	Meet with DKR Consulting – CPO Document Review
Dec 5	Employee Development and Performance Review (x1)
Dec 6	Employee Development and Performance Review (x4)
Dec 6	Christmas Party!!

Upcoming

Dec 9	Employee Development and Performance Review (x4)
Dec 10	Council Committee and Council Mtgs.

RECOMMENDATION:

That Council receive for information, the Chief Administrative Officer's report for the period November 25, 2024, to December 6, 2024.

Prepared by: CAO, Roland Milligan

Date: December 5, 2024

Respectfully presented to: Council

Date: December 10, 2024

ADMINISTRATIVE SUPPORT ACTIVITY

November 22, 2024 to December 5, 2024

Correspondence from the Last Council:

- Updated Planning Group –Re: Indoor Sports Court

Advertising/Social:

- Eco Centre Holiday Hours
- Farm Family Award – Looking for 2025 Nominations
- Reminder of Tax Penalty January 1, 2025
- Parade of Lights
- Reminder Holiday Closure of MD Offices
- Snow Priorities Post
- Castle Mountain Community Association Event
- Notice Regarding Canada Post Strike and How to Stay Informed
- FCSS Looking for Board Members

Other Activities:

- Special Council Meeting
- Committee/Council Package
- Updates to website
 - Moved Calendar to main tab and updated information
- Decorated Parade of Lights Truck with Laura
- Website Meeting – Re: MRF
- Departmental Meeting – Re: Possible new software JotForm

Invites to Council:

- Highway #3 Twinning Association – has not responded
- Rural Crime Watch – has not responded
- Sergeant Ryan Hodge – Pincher Creek RCMP – January 14, 2025

Upcoming Dates of Importance:

- MD Offices closed December 24, 2024 through January 2, 2025
- Regular Committee, Council – January 14, 2025
- Special Council Meeting (Joint Council) – January 21, 2025
- Regular Committee, Council – January 28, 2025
- Emerging Trends – February 13, 2025

Recommendation to Council



TITLE: 2025 COFFEE WITH COUNCIL DATES

PREPARED BY: JESSICA MCCLELLAND

DATE: December 3, 2024

DEPARTMENT: ADMINISTRATION

			ATTACHMENTS: None
Department Supervisor	Date		

APPROVALS:

Department Director	Date	CAO	Date

RECOMMENDATION:

That the 2025 Coffee with Council meetings be scheduled as followed:

- **Twin Butte - February 18, 2025**
- **Beaver Mines - April 15, 2025**
- **Summerview - June 17, 2025**
- **Lundbreck - September 16, 2025**
- **MD Office - November 18, 2025**

BACKGROUND:

Although each Coffee with Council is open to all divisions, Council strives to host one in each of the 5 divisions.

The following are the dates and locations of the past 5 Coffee with Council meetings:

- Twin Butte – December 8, 2022
- Beaver Mines – January 17, 2023
- Summerview – November 16, 2023
- Lundbreck – January 25, 2024
- MD Office – February 2, 2024

FINANCIAL IMPLICATIONS:

Budgeted.

**President
Présidente**

Rebecca Bligh

Councillor

City of Vancouver, BC

Conseillère municipale

Ville de Vancouver (C.-B.)

**First Vice-President
Premier vice-président**

Tim Tierney

Councillor

City of Ottawa, ON

Conseiller municipal

Ville d'Ottawa (Ont.)

**Second Vice-President
Deuxième vice-présidente**

Kathy Valentino

Deputy Mayor

City of Thompson, MB

Mairesse suppléante

Ville de Thompson (Man.)

**Third Vice-Presidence
Troisième vice-présidence**

Vacant

À pourvoir

**Past President
Président sortant**

Scott Pearce

Mayor

Township of Gore, QC

Maire

Municipalité du

Canton de Gore (Qc)

**Chief Executive Officer
Cheffe de la direction**

Carole Saab

Ottawa, ON

24, rue Clarence Street
Ottawa, Ontario, K1N 5P3

T. 613-241-5221

fcm.ca

December 2, 2024

Dear Wheatland County Council members,

We have received a copy of your recent letter circulated to rural Alberta municipalities and to provincial and territorial associations (PTAs), raising concerns regarding FCM's advocacy efforts on rural and regionally relevant issues. Please be assured that my FCM colleagues and I take this very seriously as part of our ongoing commitment to represent the voices of all municipalities.

Rural innovation and resiliency influences everything from the food on our tables, to the energy that powers our buildings and the materials that are used to build our homes. But rural communities also face unique challenges that need tailor-made policy and resource solutions. With limited budgets and staff resources as well as large geographic areas to service, you and many of your colleagues tend to have high infrastructure burdens and constraints when accessing federal and provincial funding that you need to improve the quality of life for your residents.

We understand this reality and have worked to incorporate this lens in all our major policy and advocacy submissions, including our advocacy paper on the Municipal Growth Framework, our response to the Canada Housing Infrastructure Fund, and our forthcoming paper on the future of rural and northern Canada.

At the recent Rural Municipalities of Alberta (RMA) conference, FCM Vice-President Kathy Valentino and Rural Forum Chair Neal Comeau had the opportunity to connect directly with many of your colleagues to discuss the work FCM is doing on behalf of rural, Western members, and hear directly from them about their priorities. They discussed the work our Rural Forum is doing and how we're continuing to advance the outstanding priorities of FCM's Western Economic Solutions Taskforce (WEST). They also heard how we can do better to communicate, show up and demonstrate our commitment to rural members, particularly in the west.

There are areas we can continue to improve, and the work has already begun.

Key elements of our current rural advocacy and engagement, along with opportunities for enhancement, include:

- Consistent dialogue with board members and staff from PTAs in all regions, to address rural priorities.
- Ongoing development of a rural-focused research paper, with input from members and PTAs, that will analyze key rural trends impacting municipalities and provide a strong foundation for rural advocacy into the next federal election and beyond.



- Ensuring relevant content at our Annual Conference that addresses the unique priorities and challenges of rural municipalities – your suggestions for session topics and speakers are welcome at any time.
- Creation of region-specific advocacy updates, which will be distributed in the coming months.
- Updating our communications to better reflect rural issues and better positioning FCM as a national rural advocate ahead of the next federal election.
- Increasing the presence of FCM's Executive Committee members at PTA conferences and board meetings. For a start, FCM's Director of Policy and Research, Matt Gemmel, and I will be attending the next Rural Municipalities of Alberta Board meeting next January to listen to your concerns and discuss how we can move forward.

In addition to these efforts, we are working to engage directly with FCM board members from rural communities. Our upcoming discussions at our December board meeting will be an important moment to organize around collectively strengthening and expanding the reach of our rural advocacy. Your feedback will be critical, and we'll adjust our approach to be effective.

If you have any questions or would like to discuss this further, please don't hesitate to reach out to me or CEO Carole Saab.

Thank you for your candor and your attention. I look forward to our upcoming discussions.

Sincerely,

A handwritten signature in black ink, appearing to read 'R Bligh', with a long horizontal flourish extending to the right.

Rebecca Bligh
President, FCM



Joint Council,

On behalf of myself, staff, board and families of the family centre we want to say the biggest THANK YOU! You were very generous with your contribution to keep our centre running and giving us some piece of mind. Our commitment to you all is that we will continue to bring even more high-quality programs to the families of Pincher Creek. We thank you all for seeing the importance of the Family Centre programs and the positive impact they have on so many families in Pincher creek and surrounding area. MERRY CHRISTMAS and HAPPY NEW YEAR to each one of you! You have made our 2025 a whole lot brighter.

Director,

Jacqui Bruns