

**AGENDA
COUNCIL MEETING
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
June 10, 2025
3:00 pm
Council Chambers**

A. ADOPTION OF AGENDA

B. DELEGATIONS

C. MINUTES/NOTES

1. Council Committee Minutes
 - May 27, 2025
2. Council Meeting Minutes
 - May 27, 2025

D. UNFINISHED BUSINESS

E. BUSINESS ARISING FROM THE MINUTES

F. COMMITTEE REPORTS / DIVISIONAL CONCERNS

1. Councillor Tony Bruder – Division 1
 - Waterton Biosphere Region Newsletter
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 June 2, 2025
 - Schedule A – Shop/Fleet Report
- b) Utilities & Infrastructure Report
 - Report from Utilities & Infrastructure dated June 3, 2025

2. Finance

- a) Bylaw 1363-25 (Tax Installment Payment Plan (TIPP))
 - Presented for Discussion and Approval

3. Planning and Community Services

- a) Bylaw No. 1361-25 (Land Use Bylaw Amendment)
 - Report from Development, dated June 5, 2025

4. Municipal

- a) CAO Report
 - Report from Administration, dated June 4, 2025
- b) Cancellation of Summer Meetings
 - Report from Administration, dated June 4, 2025

H. CORRESPONDENCE

1) For Action

- a) Pincher Creek Parade Invitation
 - August 16, 2025
- b) Cowley Dino Days Request
 - September 6, 2025
- c) 52nd Annual Summer Games Invitation
 - Invitation from Town and MD of Taber

- d) Alberta Police Funding Model Review Survey and Focus Group
 - Survey Available Until July 4, 2025
- e) Plan for Parks – Stakeholder Engagement
 - Engagement Open Until July 26, 2025
- f) Letter of Support Request
 - Pincher Creek Curling Club
- g) Participation in National Indigenous Peoples’ Day
 - Invite from Pincher Creek & District Municipal Library

2) For Information

- a) Police Review Commission Report
 - Status Report for May and June 2025
- b) Strategic Transportation Infrastructure Program (STIP) Funding
 - Letter from Alberta Transportation
- c) Pincher Creek and District Library Board Financial Statement
 - 2024 Alberta Financial Review Document

I. NEW BUSINESS

J. CLOSED MEETING SESSION

K. ADJOURNMENT

MINUTES
REGULAR COUNCIL COMMITTEE MEETING
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
Tuesday, May 27, 2025,
11:00 am
Council Chambers

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

Staff: CAO Roland Milligan, Director of Corporate Services Meghan Dobie, Public Works Manager Alan McRae, 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 May 27, 2025, Committee Meeting be amended to include:

Delegation:

a) MPE – Scheduled for a future meeting

Closed:

c) Pincher Creek Emergency Services Commission – FOIP Sec. 24.1

d) Members at Large Compensation Discussion – FOIP Sec. 24.1

AND THAT the agenda be approved as amended.

Carried

2. Delegation

3. Closed Session

Councillor Dave Cox

Moved that Council move into closed session to discuss the following, the time being 11:02 am.

Rob Simieritsch and Erin Rooney, with All-Season Resorts, with Tourism and Sport at the Government of Alberta, and Dean Parkinson with Castle Mountain Resort, attended the meeting at this time.

a) All-Season Resorts with Tourism and Sport at Government of Alberta– FOIP Sec. 24.1

Rob Simieritsch, Erin Rooney and Dean Parkinson left the meeting at this time, the time being 11:50 am.

b) Public Works Call Log – FOIP Sec. 24.1

c) Pincher Creek Emergency Services Commission – FOIP Sec. 24.1

d) Members at Large Compensation Discussion – FOIP Sec. 24.1

REGULAR COUNCIL COMMITTEE MEETING
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
TUESDAY, MAY 27, 2025

Councillor Jim Welsch

Moved that Council move out of closed session, the time being 12:53 pm.

Carried

4. Utility Bylaw Rates – 1st Reading Feedback and Changes

Utility Bylaw 1359-25 was discussed and will be returned to the afternoon Council meeting for further discussion.

5. Round Table

- Dust control questions
- Cold mix on roads
- Yard maintenance at the administration office
- Beaver Mines standpipe weed control

6. Adjournment

Tony Bruder

Moved that the committee meeting adjourn at 1:26 pm.

Carried

REEVE

CHIEF ADMINISTRATIVE OFFICER

Carried

Minutes
 Council Meeting
 Municipal District of Pincher Creek No. 9
 May 27, 2025

3) Utility Open House Notes

Councillor John MacGarva 25/239

Moved that the notes from the Utility Open House on May 20, 2025, be approved as presented.

Carried

D. UNFINISHED BUSINESS

E. BUSINESS ARISING FROM THE MINUTES

Lightchasers Photography Conference, previously scheduled to occur in the MD of Pincher Creek, was moved to the Town of Pincher Creek, so the Reeve was not required to bring greetings.

F. COMMITTEE REPORTS / DIVISIONAL CONCERNS

1. Councillor Tony Bruder – Division 1
 - Intermunicipal Development Plan (IDP) Meeting with County of Cardston
 - Water Availability Webinar
2. Reeve Rick Lemire – Division 2
 - Intermunicipal Development Plan (IDP) Meeting with County of Cardston
 - Pincher Creek & District Home Town Award
3. Councillor Dave Cox – Division 3
 - Pincher Creek Foundation
 - Pincher Creek Emergency Services Commission
4. Councillor Jim Welsch - Division 4
 - Police Advisory Committee
 - Pincher Creek Foundation
5. Councillor John MacGarva – Division 5
 - Water Availability Webinar

Councillor Tony Bruder 25/240

Moved to accept the Committee Reports as information.

Carried

G. ADMINISTRATION REPORTS

1. Operations

Councillor Tony Bruder 25/241

Moved that the administration be directed to reach out to the Department of Transportation, requesting information on the maintenance of proposed cattle guards on MD road allowances, as a result of Alberta Transportation's wildlife fencing project.

Carried

a) Public Works Operations Report

Councillor John MacGarva 25/242

Moved that Council receive the Public Works Operations Report, including Schedule A – Shop/Fleet Report, for the period May 5, 2025, to May 18, 2025, as information.

Carried

Minutes
 Council Meeting
 Municipal District of Pincher Creek No. 9
 May 27, 2025

b) Request to Install Texas Gate within Road Allowance

Councillor Dave Cox 25/243

Moved that Council authorize the installation of a Texas Gate within the Road Allowance between the NE 11-04-29 W4M and SW 14-04-29 W4M.

Carried

c) Novamen Dust Control Trial

Councillor John MacGarva 25/244

Following a review of Novamen's proposal, moved that Council waive clause 13 of Corporate Policy C-PW-009 for a trial of Novamen's dust control product.

Carried

d) Utilities & Infrastructure Report

Councillor Jim Welsch 25/245

Moved that the Utilities & Infrastructure report for May 8, 2025, through May 21, 2025, be received as information.

Carried

e) Utility Bylaw 1359-25

Councillor Tony Bruder 25/246

Moved that Bylaw 1359-25, being the Bylaw to amend the fees and charges to Bylaw 1344-22, being the Utility Bylaw, be given second reading.

Carried

Councillor Tony Bruder 25/247

Moved that Bylaw 1359-25, be given third reading.

Carried

2. Finance

3. Development and Community Services

a) RCMP Quarterly Reports (Crowsnest Pass and Pincher Creek Detachments)

Councillor Jim Welsch 25/248

Moved that the RCMP Quarterly Reports (Crowsnest Pass and Pincher Creek Detachments) be received as information.

Carried

b) Road Closure Bylaw 1362-25 SW 15-4-29 W4M (Amending Bylaw 1333-22)

Councillor Tony Bruder declared a conflict of interest and left the meeting at this time, the time being 4:19 pm.

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 Municipal District of Pincher Creek No. 9
 May 27, 2025

Councillor Dave Cox 25/249

Moved that first reading be given to Bylaw 1362-25, being the Bylaw to amend Bylaw 1333-22, and close the road described as:

Those portions of Government Road allowance South of SE 15-04-29 W4M between the West Limit of Road Plan 4852 HU produced NE and the East Limit of Road Plan 221 Produced across Government Road Allowance and between the West limit of Road Plan 221 produced across Government Road Allowance and the East Limit of Road Plan 881 1275 produced across Government Road Allowance,
 Containing 0.652 Hectares (1.61 acres) more or less,
 Expecting therefrom all mines and minerals.

Carried

Councillor John MacGarva 25/250

Moved that Bylaw 1362-25 be given second reading.

Carried

Councillor Dave Cox 25/251

Moved that Bylaw 1362-25 be presented for third reading.

Carried Unanimously

Councillor Jim Welsch 25/252

Moved that Bylaw 1362-25 be given third and final reading.

Carried

Councillor Tony Bruder returned to the meeting, the time being 4:24 pm.

4. Municipal

a) CAO Report

Councillor John MacGarva 25/253

Moved that Council receive for information, the CAO Report for the period May 9, 2025 to May 22, 2025.

Carried

H. CORRESPONDENCE

A. For Action

a) Community Engagement Session for Livingstone School Capital Project

Councillor Dave Cox 25/254

Moved to authorize Councillor John MacGarva to attend the Community Engagement Session for Livingstone School Capital Project on Tuesday, June 17, 2025, 6:30 pm to 8:00 pm, at the Livingstone School.

Carried

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b) Seniors' Week - June 2 through 8, 2025

Councillor Dave Cox 25/255

Moved that in honour of the past, present and future contributions of the seniors of this community and throughout Alberta, the MD of Pincher Creek No. 9 declares June 2 – 8, 2025 to be Seniors' Week.

Carried

c) Request for Hauling - Pincher Creek & District Ag Society

Councillor Tony Bruder 25/256

Moved that the MD donate an in-kind donation of hauling 90 yards of sand from the Scotton Pit to the outdoor arena in Pincher Creek for the Pincher Creek & District Ag Society, with the arrangements for hauling to be at the Public Works Manager's discretion.

Carried

d) Alberta Electoral Boundaries Commission

Councillor Jim Welsch 25/257

Moved that the Alberta Electoral Boundaries Commission letter be received as information.

Carried

e) St. Michael's School Grand Opening of Basketball Court – May 30, 2025

Councillor Dave Cox 25/258

Moved that Reeve Rick Lemire attend the St. Michael's School Grand Opening of the new outdoor Basketball Court on May 30, 2025.

Carried

B. For Information

Councillor Tony Bruder 25/259

Moved that the following be received as information:

- a) Open Letter to Prime Minister Carney
 - Letter from Tourism Industry Association of Canada
- b) 2025 Local Government Fiscal Framework (LGFF) Allocation
 - Letter from Minister of Municipal Affairs
- c) 2025 Elkford Wildcat Days Parade
 - Invitation to Participate
- d) Proposed SARA Amendments: Long-billed Curlew & Mudpuppy (due July 7th) & Horned Grebe (due Oct 19th)
- e) Maycroft Road Email – Heather Smith

Carried

I. NEW BUSINESS

Minutes
Council Meeting
Municipal District of Pincher Creek No. 9
May 27, 2025

a) Potential Development- Crown Land NW 9-3-29 W4M

Councillor Tony Bruder 25/260

Moved that administration reach out to the Government of Alberta regarding who will be involved in the permitting and rezoning process on the potential campground on NW 9-3-29 W4M;

AND THAT a meeting be set with Improvement District 4 - Waterton Lakes National Park Townsite, on operations, jurisdiction and how it will affect the MD of Pincher Creek.

Carried

J. CLOSED SESSION

Councillor Jim Welsch 25/261

Moved that Council move into closed session to discuss the following, the time being 4:53 pm.

a) Rural Crime Watch – FOIP Sec. 24.1

Councillor John MacGarva 25/262

Moved that Council move out of closed session, the time being 5:02 pm.

Carried

K. ADJOURNMENT

Councillor Tony Bruder 25/263

Moved that Council adjourn the meeting, the time being 5:03 pm.

Carried

REEVE

CHIEF ADMINISTRATIVE OFFICER



What's new with WBRA



MARVELS OF NATURE - The hummingbird is an incredible example of evolutionary specialization. Despite weighing only a few grams, they can flap their wings between 50 and 80 times per second, and travel thousands of kilometers when migrating. Read more below about a unique public learning opportunity taking place in the Castle on June 7th.
(Photo: Andy Hurly)

Grazing in Limber Pine Stands

GRAZING IN LIMBER PINE ~ Field Days ~

June 20 - 9:00-11:30 AM @ Chimney Rock Rd
July 16 - 9:00-11:30 AM @ Furman/Hwy 520

Join limber pine specialist
Jodie Krakowski to discuss

- **Threats** facing limber pines
- Ecosystem role of limber pines as a **keystone species**
- Options to reduce tree mortality & promote regrowth when **grazing livestock in limber pine**
- **NEW FOR 2025! - \$\$ available** to implement BMPs (e.g., fencing, shade shelters, grazing plans)

Please register on Eventbrite at the links provided in the text below. If you have any questions, please contact
tporter@watertonbiosphere.com



WHITEBARK PINE
ECOSYSTEM
FOUNDATION OF CANADA



Alberta
Government

Environment and
Climate Change Canada
Environnement et
Changement climatique Canada



GET OUT AND LEARN! - Field season is upon us and that means field trips! Get registered for one of the upcoming Grazing in Limber Pine Field Days. See the links below.

(Photos: WBR)

Come join us on **June 20th and July 16th** for our **Grazing in Limber Pine Field Days**. Learn about the limber pine (*Pinus flexilis*) and how you can support this endangered keystone species.

Limber pine specialist **Jodie Krakowski** will outline the challenges faced by the limber pine and will explain beneficial management practices for those who have the trees on their land.

This is a free event, but interested parties must register on Eventbrite.

The links are below:

June 20:

<https://www.eventbrite.ca/.../grazing-in-limber-pine...>

July 16:

<https://www.eventbrite.ca/.../grazing-in-limber-pine...>

Annual General Meeting Date Set



WATERTON
BIOSPHERE REGION

JOIN US FOR THE
WBRA 2025
AGM

Let your voice be heard
at our annual general meeting
on June 26th at the Pincher Creek
Ramada beginning at 6:30 p.m.

New Online Tool Launched

STEWARDSHIP SUPPORTS HUB

A FREE ONLINE HUB FOR LANDOWNERS & STEWARDS

Find local organizations offering tools, funding, services, and learning opportunities to support stewardship efforts—all in one place.



The Waterton Biosphere Region and its partners are proud to announce the launch of a new online stakeholder support tool and related print materials.

The Stewardship Supports Hub was built for landowners, ranchers, and agricultural producers, in and around the Waterton Biosphere Region. It brings together information on local programs that offer funding, technical advice, training, and other resources to support your conservation and land management efforts.

- **Search by topic, area of interest, or location**
- **Explore support for riparian health, grazing, wildlife, invasive species & more**
- **Get clear info on who to contact and how to apply**

Explore the Hub: watertonbiosphere.com/stewardship-hub

The Hub was created to make it easier to access support that's already out there and will continue to improve as needs are identified.

Questions or feedback? Reach out to eanderson@watertonbiosphere.com
Thanks to Alberta Real Estate Foundation and Environment and Climate Change Canada for supporting this project.

Bear Safety: Willow Creek



The WBR's CACP staff were in Claresholm this month teaching bear safety. More than 30 people attended the event, which was organized by the MD of Willow Creek.

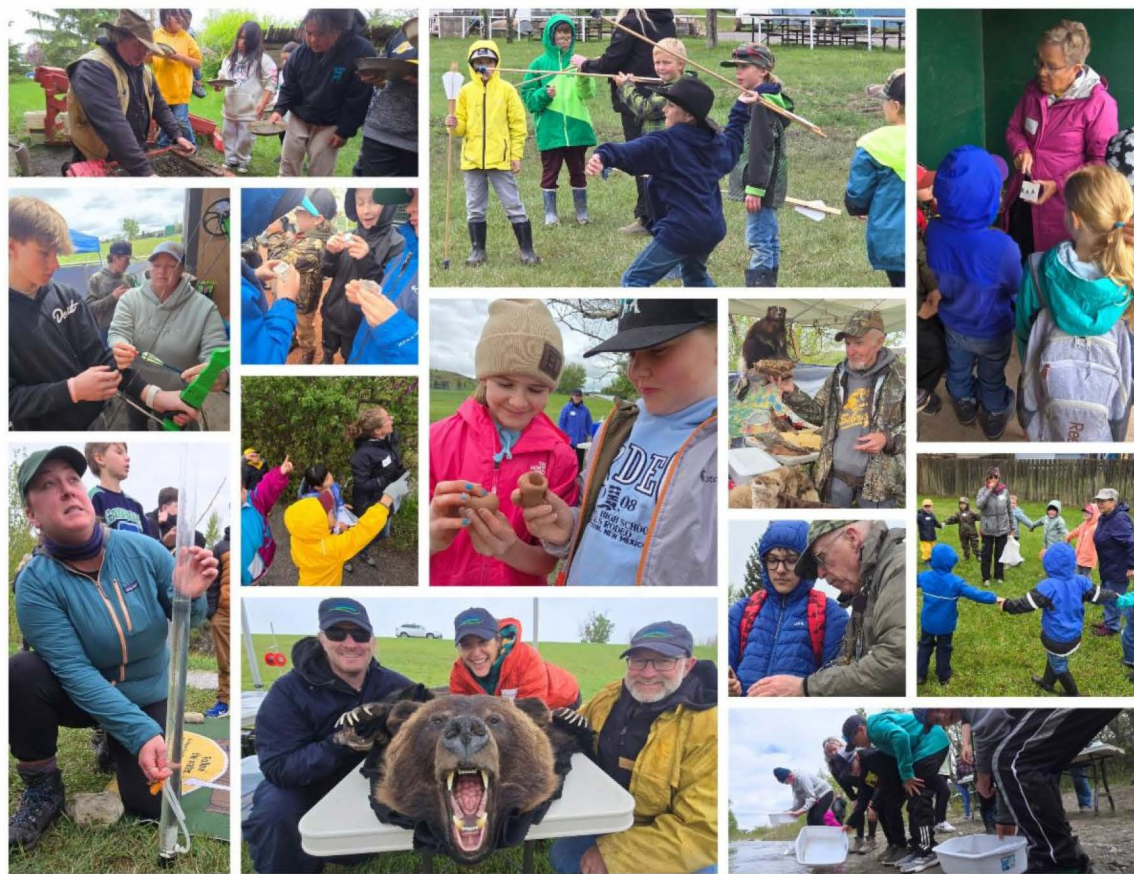
Participants learned about bear physiology, behaviour, habitat, attractant management, and proper bear spray handling.

They were also introduced to supports offered by the WBR's Carnivores And Communities Program.

If you would like to know more about the CACP program, please click [HERE](#) (Photos: L. Rance/WBR)



What a Day! - DOTC Recap 2025



PINCHER CREEK DAY *on the* CREEK 2025

Student Outdoor Experiential Learning Event

That's a Wrap!

















TH-TH-TH-THAT'S ALL FOLKS! - Although it was a bit of dreary start to the day, the weather could not dampen the enthusiasm of attendees to Day of the Creek festivities on May 15th. Learn more about this special annual event by visiting the DOTC [website](#) for more information. (Photos: T.Porter/WBR)

Roughly 800 students from 43 K-9 classes registered for the 83 individual learning sessions that were offered at Day on the Creek this Year! In total over 900 students, teachers, parents, and community members attended Day on the Creek 2025.

The weather was a bit of a challenge, but everyone made the best of it. The WBR is grateful for our partner support for this event, and for all the hard work undertaken by teachers and volunteers.

Once again, volunteer participation made the day a huge success. There were 70 presenters and volunteers representing 12 organizations and many dedicated individual community members. We are grateful for such talented people and supportive organizations/employers that make the Day on the Creek possible.

Predator Compensation Survey



EVER VIGILANT - A grizzly bear checks the wind for the scent of mealtime options.

(Photo: Adobe Stock)

Are you a livestock owner that has experienced carnivore predation of your livestock? **If yes, we want to hear from you!**

We are launching a survey about large carnivore predation of livestock. The purpose of the survey is to establish baseline data on livestock owner perceptions of, and satisfaction with the [Alberta's Wildlife Predator Compensation Program](#).

Your response will help make an important contribution to understanding which components of the program are working well and which components would benefit from improvement.

The more responses we collect, the greater our understanding will be. If changes to the predator compensation program were to occur in the future, we would like to repeat this survey to evaluate if / how responses change.

This survey is for individuals that raise (or have raised within the last 10 years) any livestock species eligible for compensation under Alberta's Wildlife Predator Compensation Program (cattle, sheep, swine, goats, and / or bison).

Complete the survey by clicking [HERE](#).

For questions about the survey please email Jeff Bectell at jbectell@watertonbiosphere.com or Andrea Morehouse at amorehouse@watertonbiosphere.com

Call for Projects SAR, SLICS, CACP



GET 'ER DONE - We're gearing up for the 2025 field season in the WBR and we want to help you! We have funding opportunities for landowners to improve their property. Above, WBR staff and volunteers help install a pond leveling system on the Palmer Ranch last summer to promote beaver coexistence. (Photo: T. Porter/WBR)

All three program streams at the Waterton Biosphere Region have funding to support habitat stewardship and conflict mitigation solutions on your land.

These include large carnivore solutions, beaver coexistence strategies, bat roosting supports, limber pine preservation methods, water management options, and more.

If you're wanting to make your property more friendly for wildlife (or less in the case of bears), our program leads can help find a right solution for your needs.

Our programs can provide resources to offset up to half the cost of materials and labour, and give landowners credit against costs for the work they provide and equipment used during installation.

Stay tuned to social media to learn more about the kinds of things the WBR is able to do for you.

If you want more information today, visit our projects web page [HERE](#).

For any unanswered questions, please contact program coordinators using the information below:

Jeff Bectell - Carnivores and Communities (CACP)

Cell: 403-653-2267

Email: jbectell@watertonbiosphere.com

Elizabeth Anderson - Species at Risk (SAR) and Supporting Landowners in Conservation and Stewardship (SLICS)

Where Flora & Fauna Meet



WILDERSCIENCE - Since the early 1990s, ornithologists have been carefully watching some of the smallest birds in the world, and they've done that research right here in the Waterton Biosphere Region. Above, Dr. Andrew Hurly, right, and graduate student Christine Mishra erect a 3D scalar calibration target used to assess hummingbird flight dynamics. (Photo submitted)

A unique learning opportunity is coming up on **June 7th** in Castle Provincial Park.

Researchers working at the University of Lethbridge's **Westcastle Field Research Station** are inviting guests to take part in an open house **between 10 a.m. and 4 p.m.** It is a come-and-go event designed to introduce the public to hummingbird biology, research methods, and to share findings.

Since 1992, biologists and their graduate students have been studying hummingbirds in the Westcastle area. Passers-by may have noticed individuals seated in lawn chairs along the roadside collecting data.

Professor emeritus Dr. Andrew Hurly has been one of the lead scientists overseeing

the research, which he says aspires to better understand how hummingbirds interact with their environment.

“We’re particularly interested in hummingbird behavior and cognition,” explained Hurly in a recent interview with WBR. “It relates to how they find food and respond to foods of different quality.”

Hurly said hummingbirds have proven to have excellent spatial recall and can prioritize and order flowers based on their preferences. It appears they even have the ability to count and comprehend time scales.

“They can recognize (for example) the fourth flower in a series of eight and can integrate information about where a flower is and when they last visited it,” said Hurly. “This kind of thing is the basis of episodic memory, which is something we’ve previously thought only humans could do.”

Understanding animal behavior can be fascinating and humbling, said Hurly, because as humans we tend to consider ourselves superior to other faunal species.

Considering a hummingbird has a brain 7000 times smaller than a human brain, research is showing they have incredibly complex cognitive abilities.

The June 7th event is being organized and hosted by the Castle Crown Wilderness Coalition. Staff from the WBR will also be in attendance to share information about our programs.

For more information about the upcoming open house, including directions to the site, please visit the CCWC website at:

<http://ccwc.ab.ca/2025/04/25/hummingbird-open-house/>



A BLUR FROZEN IN TIME - It takes an extremely fast shutter speed to freeze the wingbeats of a hummingbird in flight. Digital photography educators claim a shutter speed of between 1/2500 and 1/3200th of a second is needed to create sharp, detailed images of hummingbird wings when they are moving. (Photos: A. Hurly)

DONATE






Visit our Website

Waterton Biosphere Reserve Association | BOX 7 | PINCHER CREEK, AB T0K 1W0 CA

[Unsubscribe](#) | [Update Profile](#) | [Constant Contact Data Notice](#)



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TITLE: PUBLIC WORKS DEPARTMENT REPORT			
PREPARED BY: Alan McRae		DATE: June 2, 2025	
DEPARTMENT: PUBLIC WORKS			
ATTACHMENTS:			
1. Schedule A – Shop/Fleet Report			
APPROVALS:			
	June 2, 2025		2025/06/03
PW MANAGER	DATE	CAO	DATE

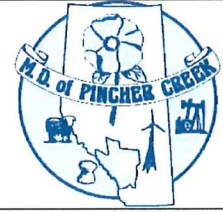
RECOMMENDATION:
THAT Council accept the Public Works Department Report for the period of May 19th to June 1st, 2025 as information.

Divisional Maintenance (6-7 graders) Bridge washing Texas Gate inspections Re-gravel program- Started in Div 1 Lundbreck spring clean-up Beaver Mines clean-up Dust control- Maycroft Rd Sweep admin and PW asphalt Street sweeping in Beaver Mines Street sweeping started in Lundbreck Pothole patching various locations Weed whipping in PW yard Seasonal workers- training on various equipment Online safety courses

<u>FINANCIAL IMPLICATIONS:</u>
None

PUBLIC WORKS REPORT SCHEDULE "A"

SHOP/FLEET OPERATIONAL REPORT



PREPARED BY: ALAN MCRAE

DATE: June 2, 2025

DEPARTMENT: PUBLIC WORKS

ATTACHMENTS: N/A

SHOP/FLEET OPERATIONS SUMMARY:

Graders

Unit #61- Call out, T/S park brake issues, order parts, service call to install new park brake solenoid

Unit #70-R&R King pin bushings and R&R AWD hoses

Unit #71-Radiator clean-out

Heavy Trucks

Unit #418 (plow/gravel truck)- De-rig snow equipment and install tailgate, T/S AC and recharge

Unit #419 (highway tractor)- Install new clutch brake

Unit #420 (highway tractor)- Two call-outs for emissions codes, T/S SCR system

Unit #430 (tank truck)- Start replacing drive axle brake drums

Unit #434 (tank truck)-Water valve fix

Light Duty and Light Trailers

Unit #400 (flat deck)- R&R def line, intercooler hose fix, call-out for blown boot on intercooler

Unit #402 (flat deck/plow)-de-rig snow equipment

EVENTS

N/A



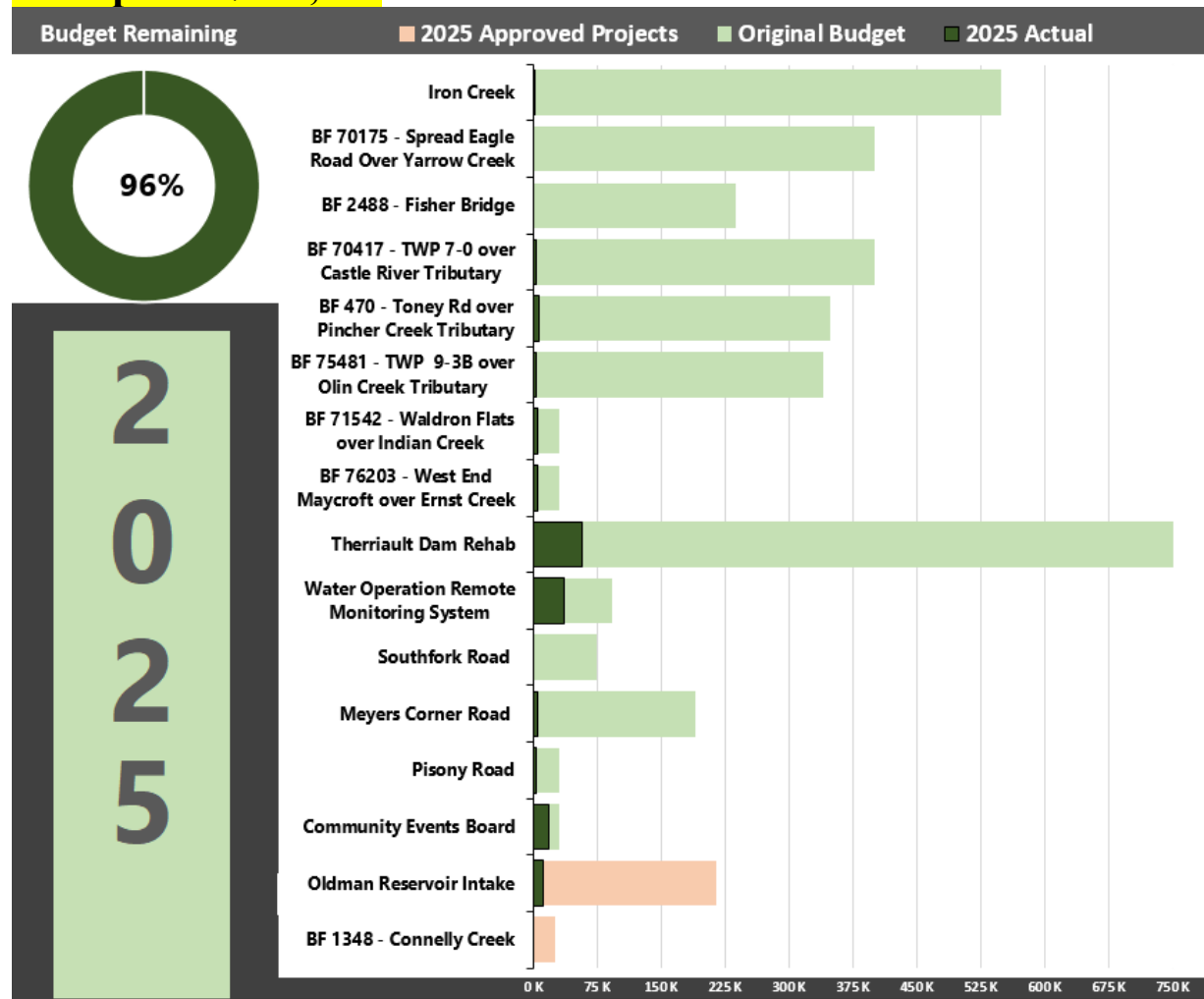
M.D. OF PINCHER CREEK NO. 9

UTILITIES & INFRASTRUCTURE REPORT

G1b

General Projects Budget Update

2025 Approved Budget: \$3,847,000. Jun. 2nd Spend: \$158,954 May 20th Spend: \$105,705



Large Ongoing Projects (Pre-2025 Construction Start)

- **Beaver Mines Water Distribution, Collection System**
 - Construction complete. Awaiting rainstopper installation in a few manholes (warranty)
- **Beaver Mines Waste Facility/System**
 - Final turnover package received, GIS information received Jan 20th
 - Warranty discussions
 - Septic tank experiencing infiltration (awaiting BYZ response)
 - Lagoon de-icers tripping with known GFCI breaker issue
- **Beaver Mines Forcemain & Lift Station**
 - Awaiting minor changes to Record drawings
 - Identified generator is missing lugs for load test. Anticipate 4-5 weeks for delivery

- **Oldman Reservoir Water Intake Low Level Project**
 - \$1.68M grant application finalized Jan 30th, 2024
 - Approval received for \$1.8M project, covering up to 75% of costs
 - DFPP (Drought and Flood Protection Program) grant application approved, topping up Capital Project and covering 70% of costs for a Drought Projects Assessment
 - Install of check valves and new sine wave filter complete week of Apr. 28th
 - Programming work ongoing. Troubleshooting difficulties with reaching flow capacity of VIS-3
- **Bridge File 2488 – Fisher Bridge, NW-26-07-02-W5M**
 - Scour identified under existing abutment. Costed plan included in 2025 budget
 - Approvals in place to begin work
 - Work pending construction window in August, 2025
- **Watercourse Crossing Inspection & Remediation Project – 100% Grant funded**
 - Funding agreement signed Mar. 28th, 2023 for \$1.55M
 - Extension received to March 31st, 2027
 - Funder confirmed prelim. eng. is acceptable on BF 1348 Connelly Creek (for use of remaining \$600,000 in funds)
- **WCR #2: S. Todd Creek Trib. under Chapel Rock Road, SE-23-009-03 W5M**
 - 100% grant funded
 - Work complete
 - Reassessment of road leveling complete May 12th. Some concerns observed regarding gravel quality and shoulder height. Awaiting warranty work

Large Projects Planned for 2025 Implementation

Water Operations Remote Monitoring System Migration – 2025

SCADA System Migration to VTScada. Includes replacement of main desktop at WTP, full migration programming and HMIs (Human Machine Interfaces), and licensing software

- Awarded Jan 22nd. Desktop computer arrived. Updated and delivered to MPE
- Received draft copy of new HMI interfaces, reviewed with MPE May 29th. Final comments being incorporated prior to implementation

Meyers Corner Road Culvert Replacement

Replace failed 900mm culvert via boring method

- Sizing and aquatic assessment complete by Roseke in 2024. Design complete for a bored 1.37m x 35m Smooth Walled Welded Pipe
 - Geotechnical work complete, confirmed mostly clay (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. Revised direction underway based on legal advice for land acquisitions. Will require:

- Public Works ROW (outside bed + banks), + Provincial Roadway Reservation/Road Plan (bed and banks portion)
 - RDS submitted
- IOP Reviewed, with land agents for next steps. **Anticipate completion mid June**

Community Events Board, Admin Building

Single sided electric community events board on Admin building to advertise current events and upcoming meetings

- Project contingent on receiving required permits
 - Sign permit send to Town Apr. 11th. **Approved during May 21st MSDA, pending appeal period ending June 11th**
- PO placed on Genoptic Smart Display P10, anticipate ready to ship mid-June
- Confirmed no building permit required. Electrical permit will be required, **pending end of appeal period**

• Bridge File 70175 – Yarrow Creek Bridge Rehabilitation, NW-22-003-030 W4M

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

- Preliminary Engineering & Design complete
- Sensitive stream habitat, SARA permit required. Construction window of August
 - DFO SARA permit approval received Jan 15th
- 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
 - SALTS approval received Oct 3rd
- Direction given to closeout land acquisition with RDS for bed/banks portion
 - Provincial Roadway Disposition (RDS) submitted
- Tender preparation underway

• WCR #1: Iron Creek under Tapay (Carbondale) Road, LSD SE-15-006-03 W5M

Install new 4.7m x 2m x 15m L corrugated steel box culvert to remediate fish passage concerns on Iron Creek under the WCR program (100% funded)

- Tender for install awarded to TA Excavating alongside South Todd Creek Tributary
- Completion: September 30th, 2025
- 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
 - Revised application required due to work not occurring in 2024 per DFO request Jan. 2, 2025. Submitted Jan. 6th
 - Revised SARA permit received Mar. 11th
- Land signoff complete

- **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. Replace with two (2) 2m x 27m L CSPs

- Prelim. engineering complete Oct. 8th
- Design and tender to include staged construction cost (optional), extended detour may be feasible
- Design work kicked off Oct. 31st, 2025. STIP application submitted Nov. 26th.
Unsuccessful
- Design complete, reviewed and under finalization
- Proceeding with RDS disposition and land
 - RDS submitted
- Flexibility with construction timing window, anticipate Fall construction

- **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. Install Steel Wall Pipe Liner (SWPL)

- Prelim. eng. 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.
Unsuccessful
- Design complete and reviewed
- Proceeding with RDS disposition and land
 - RDS submitted
- Flexibility with construction timing window, anticipate Fall construction

- **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. Replace with two (2) 1.2m x 36m L CSPs

- Preliminary engineering complete Oct. 11th. STIP application submitted Nov. 26th.
Unsuccessful
- Design complete and reviewed by MD, upstream detour planned
- Gave direction to proceed with RDS and land
 - RDS submitted
- Initial sampling complete, confirmed DFO review not required. Flexible construction timing window

- **Therriault Dam – Rehabilitation Work**

Geotechnical and Hydrogeology study complete in 2023. 2024 preliminary engineering determined most economically viable solution to address undersized spillway/overtop potential. 2025 work includes detailed design work, regulatory submissions, and (pending regulatory approval and grant funding), tender/construction

- RFP released on ACP Nov. 14th. Due back Dec. 6th for detailed design, regulatory work, tendering, and construction administration
 - High evaluation: MPE Engineering (80% weighted)
- Design kicked off Jan 8th. Anticipated schedule:
 - Begin regulatory submissions mid March, 2025
 - Design completion mid April – June 2025
 - Timing of further works dependant on grant release timing (anticipated Spring/Summer 2025) as well as regulatory approval timing
- Design work underway, anticipate preliminary cost options and designs by June 11th

Large Projects Planned for 2026 Implementation

- **Southfork Hill Road**

Emergent investigatory and repair work for the Southfork Hill slide issues

- Geotechnical scope awarded and complete. Final geotech. report received Dec 9th
- STIP application submitted Nov. 28th, 2024 with letters of support from Campground and nearby farming operation. Revision submitted Dec. 19th with additional letter of support from MLA and final geotech. report
 - Response received June 2nd, 2025: Unsuccessful
- Propose assessing need to begin work on detailed design, tender, and regulatory approvals after assessing Spring 2025 runoff effect on road conditions
 - Condition similar to last year as of Mar. 31st, 2025, some deterioration observed. No major additional road deterioration as of May 15th
 - Reassessing cost estimate for discussion with Council regarding next steps
 - Grant application was for a \$6.3M project

- **WCR #3: Connelly Creek under Connelly Rd (BF 1348), LSD SW-03-008-02 W5M**

Preliminary engineering to replace or remediate the 3m x 49m L (5.6m cover) structural plate corrugated steel pipe (SPCSP) and remediate fish passage under the WCR Program. Structure is #8 on 10 year capital plan.

- Received funder guidance/approval to proceed with prelim eng. under WCR program
- Council approval received Mar. 11th, 2025
- Preliminary engineering kicked off Apr. 3rd
- Survey complete Apr. 25th

- **Pisomy Road over Cow Creek Tributary Culvert, LSD NE-01-009-03 W5M**

Non-bridge sized culvert failing on dead end road. 2024 funds to assess appropriate replacement sizing and design. Stream flows all year and culvert is likely undersized

- Preliminary engineering and basic aquatic assessment kicked off Jan. 31st, 2025 with Roseke. Reduced prelim. engine. scope compared to Bridge Files
- Survey complete, drafted. Prelim. eng. work 50% complete
- Anticipate construction 2026

- **Bridge File 71542 – Waldron Flats over Indian Creek, SE-07-010-01 W5M**

2m x 2.2m x 32m L culvert with isolated perforations in the roof of 3 rings and 1 ring on the foot. Minor roof and sidewall deflection

- Preliminary engineering and aquatic assessment kicked off Jan. 31st, 2025 with Roseke to determine appropriate replacement design or maintenance (liner). Currently, it is anticipated replacement will be required
- Survey complete, drafted. Prelim. eng. 80% complete
- Anticipate construction 2026

- **Bridge File 76203 – West End Maycroft over Ernst Creek, NW-26-010-03 W5M**

2.5m x 1.8m x 20m L culvert with 3 cracked rings in sidewall with 85mm remaining. Deflection and corrosion also present

- Preliminary engineering and aquatic assessment kicked off Jan. 31st, 2025 with Roseke to determine if maintenance of cracked seams is feasible via weld, shotcrete beam, etc. or if replacement has a better lifecycle value
- Anticipate construction 2026
- Survey complete, drafted. Prelim. eng. 20% complete

Studies and Planning Work

Regional Drought Strategic Implementation Strategy & Raw Water Storage Project

- Grant application for a Drought Projects Assessment under DFPP
 - Approval received to cover up to 70% of costs
- 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
 - ATEC has confirmed stacking of AMMWP Raw Water Storage grant funds acceptable for the Drought Projects Assessment (Phase 2)
- In person meeting complete Apr. 23rd to discuss initial findings and plan for next steps
 - Working through forecasted demand discussions and actual usage data for projections vs. system capacities
 - Forecasted demand and water requirement scenarios to be presented to Council June 10th prior to costing out solutions

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

- Awarded August, 2024
- Gravel pit report complete
- Maycroft Road draft prelim. assessment received May 26th, under internal review
- Gravel road assessment field work complete. Culvert assessment field work complete, paved road assessment underway. Anticipate draft reporting July 2025

- Airport load assessment work complete, data imports issue resolved. Draft report received and reviewed (May 7th), final report received May 25th
 - Concerns identified regarding Spring loading of taxiway, apron, and runway with the Lockheed L-188 Electra. Discussing concerns and next steps with Alberta Forestry prior to Council meeting

Cridland Dam

Geotechnical work as recommended in 2021 Dam Safety Review due to observed seepage and unknown soil properties

- Site visit complete Apr. 1st, costed plan received Apr. 25th
- Additional historic data located including geotechnical work from 1995, details on dam closure in the 90s, and rehabilitation work
- Dam Safety Alberta emailed us Apr. 23rd, requesting an update on the status of our high/medium priority Dam Safety Review (DSR) findings
 - Some gaps were identified in what we have tackled to date, Dam Safety Alberta seemed accepting with our overall progress to date
 - The request to amend Cridland to “Low” consequence was accepted pending the 2031 DSR findings related to populations downstream
 - Upcoming provincial audit this year on Cridland Dam
- Geotechnical analysis and spillways survey work kicked off with MPE May 16th, 2025
 - Geotechnical work planned for June 4th/5th

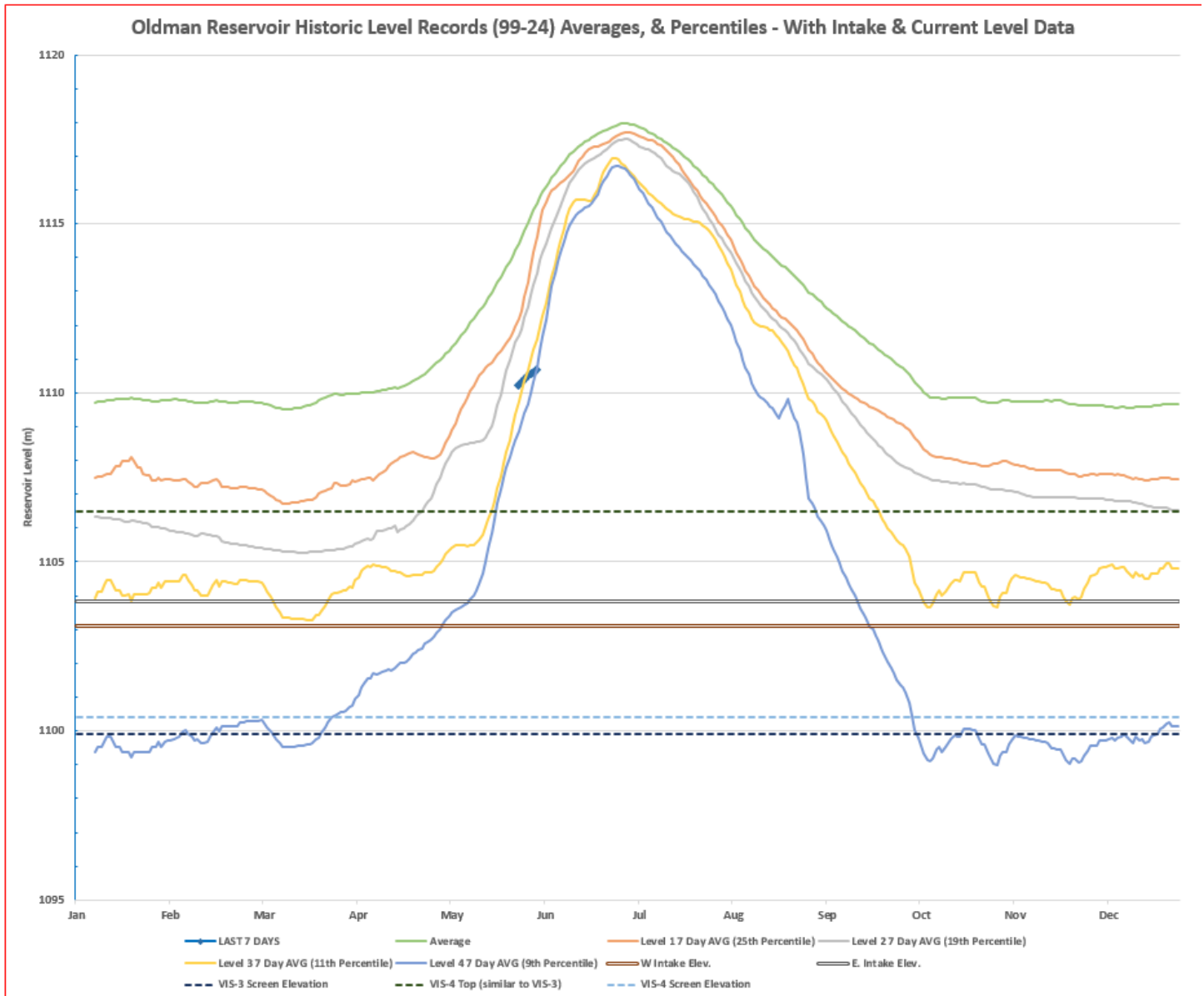
Miscellaneous

- 10 yr. bridge study update kicked off Jan. 27th, 2025 with Roseke. Data entry complete
 - Estimate August completion

Operations Updates

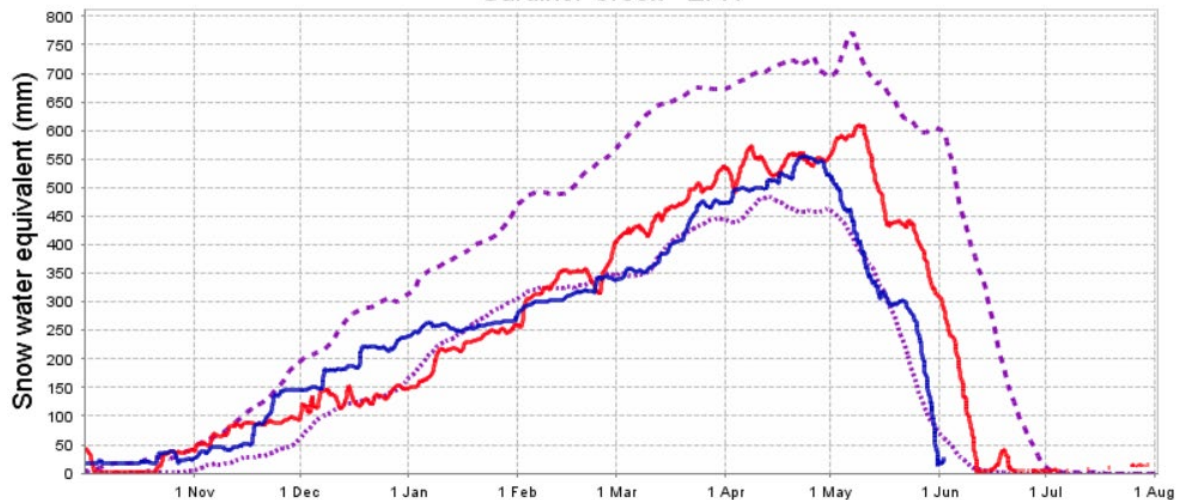
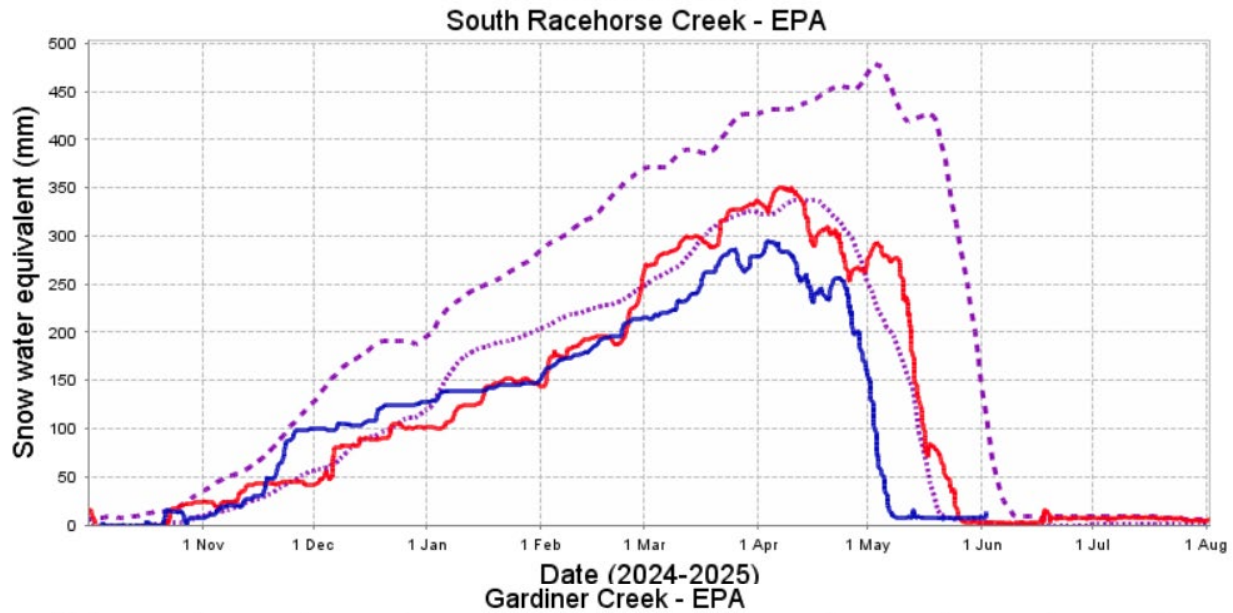
Reservoir & Snowpack Tracking

- Reservoir Volume June 2nd: 67.7% May 20th: 63.8%



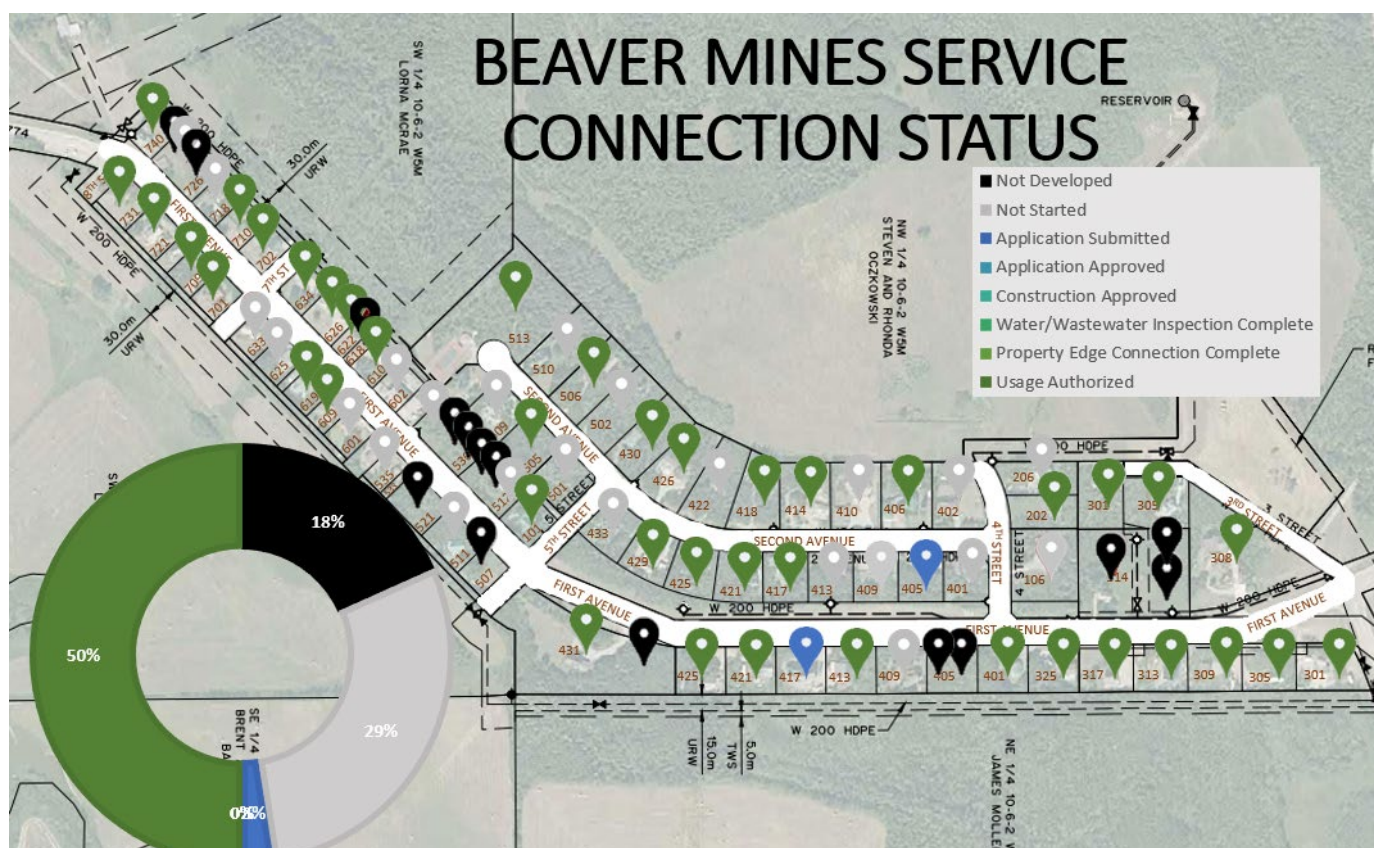
- AB Environment Water Supply (Snow Accumulation) May Update:
 - Runoff forecast: Much below average (between 9th and 14th of 99 yrs)
 - Snowpack: much below average
 - “Warmer temperatures along the eastern slopes is beginning to reduce the snowpack and increase runoff in mountain fed watercourses. This relatively early timing of melt is similar to conditions in 2023”

Snow water equivalent for the current year (blue),
the previous year (red), and the normal range (purple)
for station 05AA817



Beaver Mines Lot Servicing

- 43/67 developed applications received, 41 approved, 41 connected (61 %)
 - Fifteen (15) undeveloped fully serviced locations
- Hydrant flow testing in BM was completed by PCES and passed for fire flow. Fire Underwriters Survey requested more info Mar. 3rd, sent system details Mar. 12th



Standpipes

- Last known issue: Jan 10th, 2025 (global software cellular outage)

General Water Operations Updates June 3rd, 2025:

- PSA sent out regarding non-flushable material going through wastewater system



- Cleaned lagoon aerator screens May 22nd
- Lock installed on Beaver Mines park hydrant
- Water availability provincial webinar May 26th
- WWTP heat trace trip on one lateral failed. Issue resolved, caused corrosion in panel. Costing out fix

- Working on solution for new emergency ladder for Cowley reservoir. Old ladder removed due to high hazard
- Utility Services Guidelines Update for Lundbreck and Rural Users drafted, awaiting backdraft of typical drawings and review by MPE
- Lundbreck/Cowley reservoir inspections & cleaning complete
 - Videos reviewed for future year recommendations, awaiting professional comment
- Letter sent to Cowley Mar 28th detailing various requests and proposed path forward for water assets, licenses, and amended operations contract
 - Cowley engaging with legal on proposed path
- Lundbreck Lagoon sludge survey complete. In depth report review complete Apr. 30th
 - Cells consist of 29%, 30%, and 8% sludge respectively
 - All samples pass Alberta Land Application Criteria for biosolids
 - Reviewing history of dredging/surveys prior to providing long term recommendations
- Water crisis report + related overhaul of Water Shortage Response Plan (WSRP) drafted
 - Submitted to AEPA for review, received feedback. Working on cleaning up final draft for implementation
- Remaining significant operations related work planned for 2025:
 - Plant health check for main treatment trains, sewer flushing in select BM areas
- Private water line inspection complete South of Lundbreck. Initiating transfer of ownership for UROWS to MD
 - Site review complete Apr. 7th. Engagement with other affected landowners underway

General Energy Related Updates June 3rd, 2025:

- QUEST net zero accelerator
 - Second consultation on implementation strategy planned for May 22nd
 - Next steps include receipt of strategy report, a reassessment of baseline, receipt of financial benefits report, implementation of further energy committee structure
- Clean Energy Improvement Program
 - 25 pre-qualifications received (9 MD, 15 Town)
 - 11 cancelled
 - 2 projects completed for Town, 1 added to tax roll
 - 2 projects authorized for MD, 1 for Town

Recommendation:

That the Utilities & Infrastructure report for May 22nd – June 3rd is received as information.


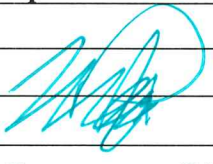

Prepared by: David Desabrais

Date: June 3rd, 2025

Council Meeting

Date: June 10th, 2025

Recommendation to Council

TITLE: Tax Installment Payment Plan (TIPP) Bylaw 1363-25					
PREPARED BY: Meghan Dobie			DATE: June 5, 2025		
DEPARTMENT: Corporate Services					
Department Supervisor			ATTACHMENTS: 1. Bylaw No. 1363-25		
APPROVALS:					
<div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  _____ Department Director </div> <div style="text-align: center;"> <u>JUNE 5, 2025</u> _____ Date </div> <div style="text-align: center;">  _____ CAO </div> <div style="text-align: center;"> <u>2025/06/05</u> _____ Date </div> </div>					

RECOMMENDATION

That Council pass first, second and third reading for Bylaw 1363-25.

BACKGROUND

- A TIPP bylaw allows property owners to pay their property taxes in monthly installments without any penalties.
- The key difference between Bylaw 1363-25 Tax Installment Payment Plan (TIPP) and the old version, Bylaw 1250-14, is that the new bylaw allows property owners to sign up for TIPP at any point during the year. Compared to the old bylaw, which only allowed ratepayers to sign up for the January 1 deadline. In addition, Bylaw 1363-25 removed a 1.5% penalty applied 20 days after a missed monthly installment but added that if a missed installment is not paid 7 days before the subsequent withdrawal, a \$25.00 Admin fee will be charged. This is to account for the extra time it takes to recalculate the batch due to a missed payment.

FINANCIAL IMPLICATIONS:

Noted Above

MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
BYLAW NO. 1363-25

A BYLAW OF THE MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9 TO PROVIDE FOR THE PAYMENT OF TAXES BY INSTALLMENTS.

WHEREAS, Section 340(1) of the Municipal Government Act, R.S.A. Chapter M-26, as amended, provides that Council may by bylaw permit taxes to be paid by installments, at the option of the Taxpayer; and

WHEREAS, Section 340(2) of the Municipal Government Act provides that a person who wishes to pay taxes by installments must make an agreement with the council authorizing that method of payment; and

WHEREAS, Section 340(3) of the Municipal Government Act provides that when an agreement of this nature is made, the tax notice must state the amount and due dates of the installments to be paid in the remainder of the year, and what happens if an installment is not paid; and

THEREFORE, the Council of the Municipal District of Pincher Creek No. 9, duly assembled, enacts as follows:

1. Title

This Bylaw shall be referred to as the “Tax Installment Payment Plan (TIPP) Bylaw”.

2. Definitions

- a) “Municipality” means the Municipal District of Pincher Creek No. 9.
- b) “CAO” means the person appointed as the Chief Administrative Officer pursuant to the provisions of the Municipal Government Act or a designated officer or municipal employee that the Chief Administrative Officer has delegated to carry out the administrative functions of the Bylaw.
- c) “TIPP” means the Tax Installment Payment Plan (TIPP).
- d) “Taxes” means all taxes imposed by the municipality pursuant to the *Municipal Government Act* or any other statute of the Province of Alberta.
- e) “Taxpayer” means the person liable to pay taxes as defined in sections 331 and 373 of the *Municipal Government Act*.

3. Application

- a. The application form must be completed, signed, and returned to the Municipality’s Administration Office, accompanied by the appropriate banking information, no later than the 20th day of the month.
- b. Any application received after the 20th day shall take effect the following month.
- c. The CAO shall approve an application provided the following conditions have been satisfied:
 - i. all outstanding taxes, tax arrears, and penalties owed to the Municipality by the Taxpayer for property have been paid.
 - ii. the Taxpayer shall have completed an application form in a form prescribed by the CAO.
 - iii. the Taxpayer who wishes to join TIPP after January shall pay the total of any missed monthly installments from January of the current year.
 - iv. the Taxpayer shall have completed such form or forms as may be required to enable the Municipality to collect installment payments by way of pre-authorized transfer of funds from an account of the Taxpayer at a Bank, Treasury Branch, Trust Company, or Credit Union.
- d. The TIPP agreement does not transfer in the event of the sale of a parcel of land.

4. Monthly Payments

- a. For each year in which taxes are paid, taxes shall be paid as follows:
 - i. by twelve (12) monthly installments calculated under this section and payable on the fifth (5th) day of each month of the year.
 - ii. for the months of January to June, the monthly installments shall be equal to one-twelfth (1/12) of the taxes by the Taxpayer for the immediately preceding years' taxes.
 - iii. for the months of July to December, the monthly installments shall be equal to one-sixth (1/6) of the taxes outstanding as of June 30th of the current year.
- b. In the event of a change in the assessed value of land or improvements between the date taxes are levied for the immediately preceding year and the end of that year, the CAO may calculate the monthly installments.

5. Discounts and Penalties

- a. Provided that a Taxpayer paying taxes under the TIPP pays each monthly installment and makes each adjustment payment as provided for in Section 4, penalties shall not be applied to the taxes or any portion thereof, nor shall any discount offered for the early payment of taxes be allowed.

6. Withdrawal

- a. A Taxpayer may withdraw from the TIPP at any time upon at least fourteen (14) days' written notice to the CAO.
- b. In the event that a Taxpayer withdraws from the TIPP by no later than June 30:
 - i. the taxes paid to the date of withdrawal for the current year shall be retained by the municipality and credited towards the balance of taxes payable for the current year.
 - ii. the Taxpayer shall be liable to pay penalties on all amounts of the taxes remaining unpaid after June 30 of the current year.
- c. In the event that a Taxpayer withdraws from the Plan after June 30:
 - i. the taxes for the current year paid to the date of withdrawal shall be retained by the municipality and credited towards the balance of taxes payable for the current year.
 - ii. the balance of the taxes payable by the Taxpayer for the current year shall immediately become due and payable.
 - iii. The Taxpayer shall be liable to pay penalties on unpaid taxes that accrue following withdrawal.

7. Defaults

- a. The Taxpayer shall pay a \$25.00 Non-Sufficient Funds (NSF) charge each time the Electronic Funds Transfer (EFT) process fails. The service charge and monthly installment shall be due and payable immediately upon the Taxpayer being notified by the CAO or designate that the EFT process has failed for payment.
- b. If the Taxpayer fails to make payment as outlined in Section 7(a) within seven (7) days of the upcoming TIPP withdrawal, the monthly installment shall be recalculated to include the missed payment, the \$25.00 NSF fee, and an additional \$25.00 Administrative Fee.

8. Termination

- a. The CAO or designate may terminate a Taxpayer's enrolment in the TIPP if the account is no longer in good standing.
- b. The TIPP is automatically terminated after two consecutive NSFs.
- c. When TIPP is terminated, penalties may be applied to the outstanding balance of taxes for the current year in accordance with the Municipality's current Tax Penalty Bylaw, as amended. The balance outstanding on the tax roll shall immediately become due and payable.

9. Indemnification

- a. The onus of providing correct banking information to the Municipality lies with the Taxpayer. If incorrect information results in a monthly payment(s) not being made or being dishonored by the financial institution, the Municipality assumes no responsibility for such rejection of said payment.

10. Responsibility

- a. TIPP participants are responsible for verifying that pre-authorized payments are made in accordance with the signed application agreement. If they are not, the onus is on the participant to notify the Municipality to rectify the error.

11. Repeal

- a. Bylaw 1250-14 is hereby repealed.

12. Severability

- a. If any term, clause, or condition of this Bylaw or the application thereof is found to be invalid or unenforceable, the remainder of this Bylaw or application of such term, clause or condition shall not be affected and shall remain in force and effect.

13. Coming into Force

- a. This Bylaw shall come into force upon third and final reading.

READ a first time on this ____ day of _____, 2025.

READ a second time on this ____ day of _____, 2025.

Given UNANIMOUS consent to go to third reading on this _____ day of _____, 2025.


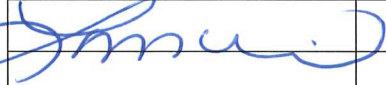



READ a third and final time on this ____ day of _____, 2025.

Reeve

Chief Administrative Officer

Recommendation to Council

G3a

TITLE: BYLAW No. 1361-25 (Land Use Bylaw Amendment)			
PREPARED BY: Laura McKinnon		DATE: June 5, 2025	
DEPARTMENT: Planning and Development			
			
Department Supervisor		ATTACHMENTS: 1. Bylaw No. 1361-25	
APPROVALS:			
			
			
Department Director	Date	CAO	Date

RECOMMENDATION:

That Council give first reading to Bylaw No. 1361-25, being the Land Use Bylaw Amendment, and set a date for the required Public Hearing.

BACKGROUND:

Through the years bylaws can become outdated and require updates to keep current with the changing desires and wishes of Council, the public, and even provincial and/or federal regulations.

The current Land Use Bylaw, Bylaw No. 1349-23 was adopted in Spring 2024, with various amendments including alignment with the Municipal Development Plan and Castle Mountain Resort Area Structure Plan.

The general purpose of Bylaw No. 1361-25 is to allow for an adjustment in parking for Tourist Homes proposed at Castle Mountain resort, to clarify procedures for proponents conducting open house meetings and to introduce Data Centre Operations as a use into the Land Use Bylaw.

FINANCIAL IMPLICATIONS:

None.

MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
BYLAW NO. 1361-25

Being a bylaw of the Municipal District of Pincher Creek No. 9 in the Province of Alberta, to amend Bylaw No. 1349-23, being the Land Use Bylaw.

-
- WHEREAS** Section 640 of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended, provides that a municipality must pass a Land Use Bylaw;
- WHEREAS** The Municipal District of Pincher Creek No. 9 desire to amend sections of the Land Use Bylaw as shown on Schedule 'A' attached hereto; and
- WHEREAS** The purpose of the proposed amendment among other general clean up items is to allow for an adjustment in the parking for Tourist homes proposed at Castle Mountain Resort, clarify the procedure for conducting open house meetings and to introduce Data Centre Operation as a use in the Land Use Bylaw;

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

1. This bylaw shall be cited as "Land Use Bylaw Amendment No. 1361-25".
2. Amendments to Land Use Bylaw No. 1349-23 as per "Schedule A" attached. That the amendments to Bylaw No. 1349-23, being the Land Use Bylaw, include additions to the Table of Contents and make use of formatting that maintains the consistency of the portions of the Bylaw being amended.
3. This bylaw shall come into force and effect upon third and final passing thereof and a consolidated version of the Land Use Bylaw reflecting the amendment is authorized to be prepared.

READ a first time this _____ day of _____, 2025.

A PUBLIC HEARING was held this _____ day of _____, 2025.

READ a second time this _____ day of _____, 2025.

READ a third time and finally PASSED this _____ day of _____, 2025.

Reeve
Rick Lemire

Bylaw No. 1361-25

Chief Administrative Officer
Roland Milligan

Page 1 of 6

SCHEDULE 'A'

1. Revise Part III Development Permits by adding to Section 16.2 the following:

(c) be accompanied by a written report resulting from the public meeting (open house) required by the procedures found in Part VIII – Special Land Use Provisions and in accordance with Section 27.4.

2. Revise Part III Development Permits Section 27 *Developer's Responsibility* by adding the following:

27.4 Where the uses under Part VIII – Special Land Use Provisions require a public meeting (open house) it is the responsibility of the developer/applicant to complete the following:

(a) A public consultation plan implemented to the satisfaction of the Development Officer. The consultation plan shall contain the following:

- (i) Identification of the intended venue where the public meeting (open house) will be held;
- (ii) Acknowledgement that at minimum one (1) engagement with the public will occur and identification of any additional engagements;
- (iii) Appropriate timing of when the public meeting (open house) will occur given the time requirements for mailing the notification, observance of calendared holidays, and recognition of seasonal agriculture and ranching processes; and
- (iv) A draft copy of the notice described in subsection (b).

(b) The notification for the public meeting (open house) shall contain the following:

- (i) The date, time, and location for the meeting;
- (ii) A description of the proposed use as defined by this bylaw;
- (iii) A description of the intensity of the proposed use;
- (iv) A description of the existing and proposed utility servicing for the proposed use; and
- (v) A map of the proposed development site and the roads being used to access the location.

(c) The mailing for the notification for the public meeting (open house) shall be carried out by the development officer and paid for by the developer/applicant. The extent of the notification is determined by the individual uses under Part VIII – Special Land Use Provisions or as determined by the Development Officer.

3. Revise Part VIII as follows:

48.27 Prior to redesignation to Rural Recreation 1 or Rural Recreation 2, the proponent shall conduct an **public meeting** (open house) with all adjacent property owners and all residences along the access road(s), as determined by the Development Officer, to the proposed development site. **See Part III Section 27.4 for details.**

53.2 Prior to a decision being made, the proponent shall hold a public meeting (open house) in order to solicit the views of the public in regard to the application for a natural resource extractive uses development. Notices for the meeting shall be circulated to every household within 1.6km of the proposed development. **See Part III Section 27.4 for details.**

59.11 Prior to an application being made, the applicant shall hold a public meeting (open house) in order to solicit the views of the public in regard to the application and report the information received to the Development Authority. See Part III Section 27.4 for details.

4. Revise Part VIII – Special Land Use Provisions Section 62 Retail Cannabis Store as follows:

62.13 In issuing a development permit for a Retail Cannabis Store, Council Development Authority will consider and may place as a condition of approval the following:

5. Revise Part III Development Permits Section 16 Application for Development Permit as follows:

16.5 In determining the development permit application requirements and procedures pursuant to Section 16.4, the Council Development Authority may consider and be guided by the provisions outlined in Section 16.2 and may require the applicant to submit any or all of the following for the purpose of relating any proposal to the satisfaction of the Municipal District of Pincher Creek:

6. Revise Part VIII Section 47.19(c) as follows:

- (c) One hard surfaced, on-site parking stall per bedroom shall be provided and parking stalls shall not be tandem. The Development Authority shall not approve any variance to the off-street parking standard for a Tourist Home, excepting development areas of Castle Mountain Resort where off-street parking has not been provided for the residential development.

7. Add to Part I – General Section 6 Definitions the following:

DATA CENTRE OPERATION

The development of a heavy industrial facility consisting of a building or structure or group of buildings or structures housing powerful, highly specialized computers and storage devices that require 24/7 climate control. This use may include an on-site power plant.

NOISE IMPACT ASSESSMENT

An assessment prepared by an APEGA engineer which measures and maps noise and noise impacts.

8. Add to Part VIII – Special Land Use Provisions the following:

Section 63 Data Centre Operation

REDESIGNATION REQUIREMENT

63.1 All 'Data Centre Operation' uses shall apply for redesignation to Direct Control – DC.

63.2 Prior to a decision being made, the proponent shall hold a public meeting (open house) in order to solicit the views of the public in regard to the application for a data centre operation. Notices for the meeting shall be circulated to every household within 1.6 km of the proposed development.

63.3 Application for redesignation shall include:

- (a) operation plans including water (source, usage and disposal) and number of employees;

- (b) details of roads, access points and traffic volumes;
- (c) details on any proposed power plant including battery energy storage systems;
- (d) weed control and management plan;
- (e) reclamation planning and security;
- (f) acknowledgement of the historic resources value for the property and the need to gain provincial clearance where appropriate; and
- (g) analysis of impacts including noise, fencing and security lighting on adjacent properties or structures including a locational plan that includes distances to all other development.

63.4 The applicant shall provide noise impact assessment in accordance with Section 63.10.

REFERRALS

63.5 The municipality shall solicit and consider the comments of:

- (a) Alberta Environment;
- (b) any landowners within 1.6km (1.0 mile) of the lot; and
- (c) Alberta Transportation where applicable;

before approving a development application for a data centre operation use.

DEVELOPMENT PERMIT APPLICATION REQUIREMENTS

63.6 An application for a data centre operation shall be accompanied by all the application submission requirements in accordance Part III - Development Permits, Section 16.2, 16.3 and 18.2 as well as the following information:

- (a) floor plans, elevations and renderings conveying all proposed buildings and structures that will form part of the facility including trailers, shipping containers, back-up power generators and related storage buildings;
- (b) a breakdown of the number of computer units, fans and any pertinent information concerning their anticipated noise impacts;
- (c) noise impact assessment (NIA) completed by a qualified APEGA professional which measures sound from the proposed facility to all dwellings and other buildings within 1 mile (1.6km). The assessment shall be undertaken in accordance with the principles specified in AUC Rule 012 or a comparable standard, regardless of whether the proposed operation involves the on-site generation of electric energy.
- (d) a fire protection plan (including code compliance) and emergency response plan;
- (e) any proposed signage to be presented in accordance with Section 55 of this part; and
- (e) any other information that may be required by the Development Officer or Council.

63.7 Proposals for data centre operations integrating an on-site power plant or backup power source shall indicate the total MW at full build-out, and any pertinent information

concerning their anticipated noise impacts. All structures related to energy generation shall be indicated on the site plan.

- 63.8 An application for a data centre operation that draws its power from the electricity grid shall be accompanied by verification in writing from the electrical service provider that the projected electrical consumption of the proposed use can be accommodated and that the utility supply equipment and related infrastructure is sufficiently sized to accommodate the proposal.
- 63.9 The applicant shall submit from the Alberta Utilities Commission:
- (a) a copy of proof of exemption of an approval for applications utilizing an on-site power plant generating less than 10 megawatts (MW);
 - (b) a copy of any approvals required by for applications utilizing an on-site power plant generating 10 MW or more.
- 63.10 At all times during the operation of the data centre operation noise compliance shall be:

Proximity to Transportation	Dwelling density per quarter section of land					
	1 to 8 dwellings		9 to 160 dwellings		Greater than 160 dwellings	
	Daytime	Nighttime	Daytime	Nighttime	Daytime	Nighttime
Category 1	50 dB	40 dB	53 dB	43 dB	56 dB	46 dB
Category 2	55 dB	45 dB	58 dB	48 dB	61 dB	51 dB
Category 3	60 dB	50 dB	63 dB	53 dB	66 dB	56 dB

Category 1: dwelling(s) distance is more than or equal to 500 metres (m) from heavily travelled roads or rail lines and not subject to frequent aircraft flyovers from proposed development.

Category 2: dwelling(s) distance is more than or equal to 30 m, but less than 500 m from heavily travelled roads or rail lines and not subject to frequent aircraft flyovers from proposed development.

Category 3: dwelling(s) distance is less than 30 m from heavily travelled roads, or rail lines or subject to frequent aircraft flyovers from proposed development.

	Daytime	Nighttime
Adjacent parcels zoned for Industrial purposes	75 dB	70 dB

- 63.11 Facilities used in conjunction with data centre operation shall integrate noise management strategies to achieve noise compliance, including but not limited to exhaust baffles, roof and side extensions on the exhaust side of buildings, sound-absorbent padding, and fire-resistant sound-absorbing walls. Where the above measures do not adequately mitigate sound to achieve noise compliance specified in section 63.10, more sophisticated sound mitigation solutions shall be required prior to commencement of operations.

63.12 At no time shall the cumulative modelled sound level of a Data Centre (and its associated improvements) at the development property boundary exceed the sound levels of section 63.10 unless:

- (a) an easement, as approved by the Municipal Planning Commission, is agreed to by the affected landowner and registered on the affected title, or
- (b) the affected landowner is the crown or an agent of the crown, excluding statutory roads or road plans, and will be asked for comment under a different clause in this bylaw.

63.13 In response to noise complaints:

- (a) by residents, the data centre operation that is the subject of those complaints may, at the discretion of Council, be required to undertake sound level testing at the location of the most affected dwelling to demonstrate that the noise threshold in is not exceeded.
- (b) by operators of other properties, the Council may determine that noise compliance testing is required to demonstrate compliance.
- (c) any required compliance testing shall be undertaken at the cost of the developer.

9. Replace all references to the *Matters Relating to Subdivision and Development Regulation* with *Matters Related to Subdivision and Development Regulation*.

CHIEF ADMINISTRATIVE OFFICER'S REPORT

G4a

May 25, 2025, to June 6, 2025

Discussion:

May 26	Municipal Election Update Mtg.
May 27	Council Committee and Council Meeting
May 28	ASB Mtg.
May 29	Monthly Admin Staff Mtg. and Safety Mtg.
May 29	Mtg. with Town CAO regarding PCESC Bylaws
June 2	Senior Management Mtg.
June 3	Planning, Subdivision Authority and MPC Meetings
June 4	DKR Consulting Mtg. (CPO program implementation update)
June 5	Livingstone Range School Division JUPA Mtg.
June 5	Halton Dam meeting with AES and Utilities and Infrastructure

Upcoming

June 9	Meeting with NCC – Waterton Springs Campground
June 10	Council Committee and Council Meeting
June 11	DKR Consulting Mtg. (CPO program implementation update)

RECOMMENDATION:

That Council receives for information the Chief Administrative Officer's report for the period May 25, 2025, to June 6, 2025.

Prepared by: Roland Milligan, CAO

Date: June 5, 2025

Respectfully presented to: Council

Date: June 10, 2025

ADMINISTRATIVE SUPPORT ACTIVITY

May 23, 2025 to June 5, 2025

Correspondence from the Last Council:

- Ag Society - Donation

Advertising/Social:

- Reuse Fair Information
- Non-Flushable Materials in Municipal Sewer System
- Joint Council Grant Applications Now Available
- Heritage Acres Car Show
- Seniors Week Declaration
- Gravel Hauling Information
- Road Closure RR 30-3 & Reopening of Road
- Thinking About Running for Council?
- Street Sweeping Information
- Watercraft Inspection Notice
- PSA on Debris in Roadways
- Premix Sales

Other Activities:

- Utility Open House
- Hometown Award Meeting
- Final Planning Meeting with Town – ReUse Fair
- Organizing Hay Permits
- Joint Council Grant Applications Sent Out
- Prepare for ReUse Fair
- Schedule Home Town Awards to be Presented
- Working with PW – more PSA's and Information for Residents




Invites to Council:

- Rural Crime Watch – Booking a Date to Attend Council

Upcoming Dates of Importance:

- ReUse Fair – June 7, 2025
- Coffee with Council – Coalfields June 17, 2025
- Regular Committee, Council – June 10, 2025
- Regular Committee, Council – June 24, 2025

Recommendation to Council

TITLE: CANCELLATION OF SUMMER MEETINGS				
PREPARED BY: JESSICA MCCLELLAND			DATE: June 3, 2025	
DEPARTMENT: ADMINISTRATION				
			ATTACHMENTS: None	
Department Supervisor		Date		
APPROVALS:				
				
Department Director	Date	CAO	Date	

RECOMMENDATION:

That the regularly scheduled Council Committee Meetings and Council Meetings of July 22 and August 12, 2025, be cancelled;
 And that the Subdivision Authority and Municipal Planning Commission meetings scheduled for August 5, 2025, be cancelled;
 And further that if there is an emergent need to have a meeting during this time that an appropriate date and time be set.

BACKGROUND:

Historically, the MD Council has taken a break during the summer months from holding Regular Council Committee meetings and Regular Council meetings, and regularly scheduled Committee and Board Meetings.

FINANCIAL IMPLICATIONS:

None at this time.



June 2, 2025

RE: Pincher Creek Parade

The Town of Pincher Creek Mayor and Council cordially invites you to enter your float and/or have a Council representative(s) participate in the 2025 parade on August 16th. We Look forward to an exciting event this year.

The Parade staging area is located at Canyon Elementary School, 408 Victoria Crescent, located at the west end of Main Street. Parade assembly starts at 9:00 a.m., judging at 10:00 a.m. and the parade will begin at 11:00 a.m.

Immediately following the parade, the Town of Pincher Creek will host a dignitary Luncheon at the Kootenai Brown Pioneer Village (1037 Beverely McLachlin Drive) for all visiting Mayors, Councillors, dignitaries, and their guests.

We are requesting your RSVP by August 8th at 403-627-4322 or email rec@pinchercreek.ca

For safety reasons, we kindly request that there is no candy thrown from your float or vehicle. We suggest if you would like to give out candy that you are accompanied by walkers who can hand out candy from the street. We thank you for adhering to these guidelines.

If you have any questions, please feel free to contact the Town of Pincher Creek. We look forward to your participation and hope you enjoy the day.

Best Regards,

Rhonda Oczkowski
403 627 4322
rec@pinchercreek.ca



TOWN OF PINCHER CREEK
962 St. John Ave (Box 159) Pincher Creek, AB T0K 1W0
Phone 403 627 4322 Fax 403 627 4784
rec@pinchercreek.ca www.pinchercreek.ca



Cowley and District Community Hall

216 – 6th Street, P.O. 45 Cowley, Ab T0K 0P0

cowleyhall23@gmail.com

403-628-2513

Good day,

The Cowley and District Community Hall Board is again organizing an Annual ***Dino Day Event*** to take place in Cowley on September 6, 2025; this fun-filled day will be themed around Dinosaurs. It will be kicked off by a Pancake Breakfast sponsored by the Lions Club with proceeds being donated to the Hall. There will be a Market at the Hall, Old Time Preserve (Jams, Jellies and Pickling) and Pie Contest, Candy Parade, BBQ lunch, bouncy castles, Firefighter Demonstration/participation, car show, beer gardens, live music and more. There are several ways to participate in the event this year!

Candy Parade – We are looking for companies, organizations, towns, families, and individuals to participate in the Candy Parade. The lineup for the parade starts at 10:00 am on Railway Ave at the far western end of the street. You are welcome to enter a float, vehicle, animals, music, etc. and are encouraged to hand out candy to the spectators.

RSVP to cowleyhall23@gmail.com sign up is not mandatory but would be appreciated.

Market at the Hall – We are looking for a variety of vendors to participate in the market. We are looking for vendors with the following: fresh produce, baking, crafts, clothing and home-based businesses. There is a \$20 fee for an 8-foot table inside the hall.

Please email cowleyhall23@gmail.com to secure your space.

Financial Sponsor – We are looking for financial sponsors to help support this great community event. All sponsors will be recognized on posters and social media as well as throughout the Dino Days Festivities. We are hoping to get financial donations confirmed by August 22, 2025

Please contact if you are interested in sponsoring or drop off your donation to the Village Office. Please make cheques payable to Cowley and District Community Hall.

We are looking forward to a successful Dino Days Event and your participation will ensure this community event is a success! We look forward to seeing you September 6, 2025!

Sincerely,

The Cowley and District Hall Board



A - 4900 50 ST TABER, ALBERTA, CANADA T1G 1T1

TELEPHONE: (403) 223-5500 FAX: (403) 223-5530

May 8, 2025

Reeve Rick Lemire
PO BOX 279
Pincher Creek AB T0K 1W0

Dear Reeve Rick Lemire,

On behalf of the Town of Taber and M.D. of Taber, we cordially invite you to attend our Opening Ceremonies for the Southern Alberta Summer Games on **Wednesday, July 2nd at 5:30pm in Confederation Park.**

This year will mark the 52nd anniversary of the Southern Alberta Summer Games. Approximately 2000 participants from 13 different regions across Southern Alberta will participate in the 23 different events being offered at this year's Games. Events include both physical and non-athletic competitions that welcome participants of any age or ability.

Sincerely,

Keira Astalos
Games Coordinator
2025 Southern Alberta Summer Games



Fw: Police Funding Model Review: Survey Open June 4th – July 4th

From Roland Milligan <AdminCAO@mdpinchercreek.ab.ca>
Date Wed 2025-06-04 1:00 PM
To Jessica McClelland <AdminExecAsst@mdpinchercreek.ab.ca>

Info Action**Roland Milligan**

Chief Administrative Officer
M.D. of Pincher Creek No. 9
Box 279
1037 Herron Avenue
Pincher Creek, AB T0K1W0
Phone: 403-627-3130
Email: AdminCAO@mdpinchercreek.ab.ca

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From: Alberta Police Funding Model Review <AlbertaPoliceFundingModelReview@mnp.ca>
Sent: June 4, 2025 12:31 PM
To: Alberta Police Funding Model Review <AlbertaPoliceFundingModelReview@mnp.ca>
Subject: Police Funding Model Review: Survey Open June 4th – July 4th

Hello,

We are pleased to invite your participation in the Police Funding Model Review Survey. This survey will help us better understand the perspectives of communities and is an important part of developing actionable recommendations for fairness, shared fiscal responsibility, and sustainability.

The survey **will take about 20 minutes of your time** with questions focused on what is working well in the current model, what challenges exist and any suggested improvements or changes for the future you would like to see. We ask that you or a delegate from your team complete the survey to ensure the unique perspectives of your municipality are reflected.

To participate in the survey, please click on [this link](#).

The survey will be open from June 4th to July 4th. We encourage you to complete it at your earliest convenience.

Additionally, you can expect to receive an invitation to participate in a virtual focus group for additional input within the week. The focus groups will provide an opportunity to further discuss specific concerns, share experiences and discuss ideas. Your participation in these focus groups will complement the survey by providing richer, qualitative insights that are essential for refining and enhancing the Police Funding Model.

After collecting stakeholder feedback through the survey and other stakeholder engagement MNP will summarize the key findings and themes and report back to the Government of Alberta in a 'What We Heard Report'.

If you have any questions or need assistance, feel free to contact us at AlbertaPoliceFundingModelReview@mnp.ca.

Thank you for your time and valuable input.

Best regards,

Bri Thompson
CONSULTANT

mnp.ca



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Fw: Invitation: Police Funding Model Focus Group Session

From Roland Milligan <AdminCAO@mdpinchercreek.ab.ca>
Date Thu 2025-06-05 2:41 PM
To Jessica McClelland <AdminExecAsst@mdpinchercreek.ab.ca>

Roland Milligan

Chief Administrative Officer
M.D. of Pincher Creek No. 9
Box 279
1037 Herron Avenue
Pincher Creek, AB T0K1W0
Phone: 403-627-3130
Email: AdminCAO@mdpinchercreek.ab.ca

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From: Alberta Police Funding Model Review <AlbertaPoliceFundingModelReview@mnpc.ca>
Sent: June 5, 2025 11:30 AM
To: Alberta Police Funding Model Review <AlbertaPoliceFundingModelReview@mnpc.ca>
Subject: Invitation: Police Funding Model Focus Group Session

Hello,

As communicated previously, the Government of Alberta has engaged MNP LLP (MNP), an independent accounting and consulting firm, to conduct a Police Funding Model review in line with the Government of Alberta's commitment in 2020. The review will include actionable recommendations for fairness, shared fiscal responsibility, and sustainability.

As an administrative leader for your municipality, you are invited to participate in a virtual focus group and contribute feedback on the Police Funding Model. Your perspective is important, and we are seeking to understand what works well with the current model, what concerns your municipality has with the model, and your suggested improvements or changes for the future. You are invited to either attend personally or to designate another member of your team who can communicate feedback on behalf of your municipality.

Focus groups will be conducted virtually via Microsoft Teams and are expected to include up to a maximum of 10 attendees to enable an in-depth conversation.

To participate in a focus group session, please use the following link to select a time that works best for you:

[Click Here to Register for a Focus Group Session](#)

Once you select your preferred date and time, please enter your name and email address, and submit the booking. Once booked, you will receive a confirmation email with the session details, including a calendar invite and a Microsoft Teams meeting link.

To ensure availability for all interested participants, we kindly ask that you book only one session time.

Should you have any questions or require assistance with your booking, please contact MNP at AlbertaPoliceFundingModelReview@mnp.ca.

Best regards,

Bri Thompson

CONSULTANT

mnp.ca



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Plan for Parks - Stakeholder Engagement

From Sarah Downey <Sarah.Downey@gov.ab.ca>
Date Wed 2025-05-28 4:36 PM
To MDInfo <MDInfo@mdpinchercreek.ab.ca>
Cc Kayode Adeyemi <Kayode.Adeyemi@gov.ab.ca>

Dear MD of Pincher Creek,

Alberta Forestry and Parks is seeking your input on the new draft Plan for Parks.

The new draft Plan for Parks provides strategic direction that will guide management of Alberta's provincial parks system.

The [Plan for Parks](#) was first introduced in 2009 as a 10-year strategic plan for parks management, programs and services across Alberta. Since that time the parks system has grown and recreation, conservation, education, and tourism opportunities have also expanded.

The new draft Plan for Parks builds on this original work, providing a renewed vision for the future, enduring goals, and outcomes which describe the core purpose of parks. It provides the strategic supporting actions that will guide how to achieve these goals while responding to emerging pressures and embracing new opportunities.

This draft plan was informed by input from a variety of perspectives and feedback provided to government during the [first phase of engagement](#) in summer 2024.

I invite you to visit the [Plan for Parks engagement website](#) for more information and to share your feedback through an online survey. Please do not hesitate to reach out to me should you wish to discuss this engagement or the new draft Plan for Parks further. Engagement runs from May 27 to July 26, 2025, and input received from this engagement will be used to finalize the new Plan for Parks before it is approved and released.

Please share this invitation with your membership and team members to ensure that everyone's voices are heard and can inform the new Plan for Parks.

Sincerely,

Sarah Downey

Forestry and Parks
Alberta Parks
Southwest Area Parks Operations
Visitor Experience Team Lead
Cell: 403.627.7592
www.albertaparks.ca

Pincher Creek Curling CLub

From Liza Dawber <InspiredApproach@outlook.com>

Date Tue 2025-05-27 2:16 PM

To Jessica McClelland <AdminExecAsst@mdpincercreek.ab.ca>; carrie kinahan <carrie_kinahan@hotmail.com>

Good afternoon

The Pincher Creek Curling Club are planning to apply for the Active Communities Initiative with a June 30 deadline.

We are hoping that you would be able to supply us with a Letter of Support that will include the MD's financial contribution to the new build of the Curling facility.

[|. Alberta Sport](#)

Please let me know if you would require further details.

Regards.

Liza Dawber
Community Grant Specialist
SASCI
403 682 7421

From: Samantha Bonwick <outreach@pinchercreeklibrary.ca>

H1g

Sent: June 4, 2025 1:42 PM

To: Rick Lemire <CouncilDiv2@mdpincercreek.ab.ca>

Cc: Roland Milligan <AdminCAO@mdpincercreek.ab.ca>

Subject: Participation in National Indigenous People's Day event

Dear Reeve Lemire,

My name is Samantha Bonwick, and I am the Outreach Coordinator at the Pincher Creek & District Municipal Library. I am currently organizing a flag raising event to honour National Indigenous People's Day in front of the library.

This event is a continuation of the yearly event that has been held for the past four years, and I would like to invite you to come and say a few words on behalf of the MD.

The event is set to begin at 10:00 am on the lawn in front the library.

Thank you for your consideration.

****Ceremony is on Friday June 20, 2025 to
allow for schools to attend.**

Samantha Bonwick
Outreach Coordinator



Police Review Commission

Goal:

Establish a new public agency under the Police Act for police complaints, investigations, and coordination of disciplinary hearings.

Timeline: December 2025

Next report due: June 23, 2025

Status Report

Reporting Period: May 13 to June 4, 2025

Key accomplishments this period

Policy and Regulatory Development

- Work underway for the alternative dispute resolution processes and related policies.
- Met with Legislative Assembly Security Service and the Office of the Sergeant-at-Arms to discuss the expansion of ASIRT's mandate to include incidents involving peace officers and legislative security officers.

Engagement and Training

- Met with SafeRoads Alberta to understand adjudicator role and team structure, to help inform/reinforce options for the PRC's organizational design.
- Continued work on training development. Vendor provided first drafts of "Human Rights and Police Oversight" and "History of Policing in Canada" eLearning modules.
- Presented at the AFPA annual general meeting in Camrose.
- Lunch and learn with AACP membership regarding secondment opportunities with the PRC.
- Presented to Osgoode Law School on the impetus for and building of the PRC.
- Began production and customization of the PRC's Learning Management System (LMS).
- Presented at the Canadian Association of Law Libraries conference in Calgary.

Other

- Creative services vendor continues work on the PRC's visual identity.

Key activities planned next period

Policy and Regulatory Development

- Continue to build transition packages for police services and police commission.
- Continue development of the policy framework to support implementation of the PRC.
- Continue to define the PRC liaison function (within police services) and test with police services.

Operational Planning

- Case management system on track to be operational by July 2025 to support training.
- Explore business processes related to information transferring mechanisms from police services to the PRC.
- Recruitment for the Executive Director of Case Management and Resolution expected to begin during the next reporting period.
- Recruitment for other leadership and key positions will also start in the next period.

Engagement and Training

- Curriculum vendor continuing work on draft course content.
- Regular meeting of AAPG special purpose committee.
- Meeting with EPS on June 9 to discuss case management processes and PRC case management capabilities.
- Creative services vendor to begin development of PRC website while continuing visual identity work.

Other

- Indigenous liaison to start June 9.

Police Review Commission Milestones

Key Milestones

Reporting Period: May 13 to June 4, 2025

PRC Milestones	Anticipated Timeline*
Phase 1 recruitment for permanent PRC staff <ul style="list-style-type: none">Recruitment for Executive Director of Case Management and Resolution and other positions expected to begin in the next two weeks.	Early summer 2025
Case management system development	July 2025
Phase 2 recruitment for permanent PRC staff: Directors and key support positions	Late summer 2025
Updates to the Police Service Regulation Engagement, research and analysis is ongoing	By fall 2025
Policy manual Engagement, research and analysis is ongoing	Fall 2025
Phase 3 recruitment of PRC staff Recruitment will continue into 2026	Fall 2025
Edmonton and Calgary interim office occupancy	Fall 2025

*Timelines are based on available information and may shift as more information becomes available.
Changes will be communicated.

Police Review Commission Acronym Glossary

- AACP- Alberta Association of Chiefs of Police
- AAPG- Alberta Association of Police Governance
- ADM- Assistant Deputy Minister
- ADR- Alternative Dispute Resolution
- AFPA- Alberta Federation of Police Association
- ALERT- Alberta Law Enforcement Response Teams
- ASIRT- Alberta Serious Incident Response Team
- CCRC- Civilian Review and Complaints Commission
- CEO- Chief Executive Officer
- CPS- Calgary Police Service
- ED- Executive Director
- EPS- Edmonton Police Service
- GIS- Geographic Information System mapping
- GoA- Government of Alberta
- IIO- Independent Investigation Office
- IST- Investigative Services Team (section within LEO)
- LEO- Law Enforcement Oversight Branch (Branch within PSES)
- LERB- Law Enforcement Review Board
- Level 1: Serious and sensitive incidents (currently handled by ASIRT). This level will also apply to Alberta peace officers.
- Level 2: Statutory complaints (offences specified in an act of Parliament or of the legislature) but do not meet the definition of “serious and sensitive.”
- Level 3: Code of conduct complaints (currently code of conduct complaints as per the *Police Service Regulation*).
- Level 4: Unsatisfactory performance matters(to be logged by the PRC and returned to the police service of jurisdiction to manage).
- Level 5: Complaints regarding policy or services of a police service (to be logged by the PRC and returned to the police service of jurisdiction to manage).
- NPF- National Police Federation
- OAPSB- Ontario Association of Police Services Boards
- OIPRD- Office of the Independent Police Review Director (Ontario)
- OPCC- Office of the Police Complaint Commissioner
- PRC- Police Review Commission
- PS- Program Services (type of classification band within GoA)
- PSC- Public Service Commission
- PSD- Public Security Division
- PSES- Public Safety and Emergency Services Ministry
- PSIO- Alberta Provincial Security and Intelligence Office
- SME- Subject matter expert
- SSII- Strategy, Support and Integrated Initiatives (Division within PSES)
- SIU- Special Investigations Unit (Ontario)
- T&I- Ministry of Technology and Innovation

May 29, 2025

Roland Milligan
Chief Administrative Officer
Municipal District of Pincher Creek
P.O. Box 279
Pincher Creek AB T0K 1W0

Dear Roland Milligan:

Thank you for the municipal district's recent applications to the 2025 intake of the Strategic Transportation Infrastructure Program (STIP), administered by the Ministry of Transportation and Economic Corridors.

Alberta's government recognizes rural bridges, roads, and municipal infrastructure are vital to the provincial economy and connecting Albertans to work, school, and recreation opportunities.

The evaluation process has recently been completed and unfortunately the following projects were not approved for funding:

- BF75481 Culvert Replacement
- BF470 Culvert Replacement
- BF70417 Bridge Replacement
- Southfork Road (Twp Rd 70) Reconstruction

This year's intake was highly competitive, and available funding was exceeded by the volume of applications received. As a result, not all project applications could be approved. While your projects were not approved, you may resubmit a project for the next intake by November 30, 2025. If a project proceeds without receiving a grant funding approval, the project will no longer be eligible under STIP.

We appreciate the time and effort that went into your submission. Your ongoing commitment to enhancing local infrastructure supports the long-term safety, efficiency, and sustainability of Alberta's communities.

If you have any questions regarding STIP or would like to re-submit one of the above projects, please contact Cindy Helm, Grants Administrator at 403-382-4065, or at Cindy.Helm@gov.ab.ca.

Yours truly,

A handwritten signature in blue ink, appearing to read 'Darren Davidson', with a long horizontal flourish extending to the right.

Darren Davidson, P.Eng.
Regional Director

cc: Jerry Lau, Infrastructure Manager
Cindy Helm, Safety and Grants Program Administrator

BURNHAM BUSINESS SERVICES

(A DIVISION OF 333567 ALBERTA LTD)
Box 2054, PINCHER CREEK, ALBERTA T0K1W0
Telephone (403) 627 3045
Email: burnhamdick41@outlook.com

To: The Directors of PINCHER CREEK AND DISTRICT PUBLIC LIBRARY BOARD

We have reviewed the financial records of the PINCHER CREEK AND DISTRICT PUBLIC LIBRARY BOARD as of December 31, 2024, including the Balance Sheet and Profit and Loss Statement and the Government 2024 Statement of Receipts and Disbursements. Our responsibility was to ensure that the statements were prepared in accordance with accepted accounting standards.

Our review consisted primarily of inquiry, analytical procedures and discussion related to information supplied to us by the Library. Our procedures and engagements do not constitute an audit and consequently we do not express an audit opinion on these records.

We reviewed the entries and vouchers used to prepare the financial records. The Alberta Financial Review Document Cash on Hand does not balance with the Cash Summary, as the Accounts Payable have been posted to expenses, but have not yet been paid. We have discussed this with the Staff concerned and it will be corrected in future years returns. We confirmed that Cash on Hand balanced with the reconciled Vision Credit Union Balances and Cash on Hand

In common with many library organizations, the Pincher Creek and District Public Library Board derives revenue from donations and fund raising activities, the completeness of which is not susceptible to satisfactory verification. Accordingly, our verification of revenues was limited to the amounts recorded in the Library's records and we are not able to determine if adjustments might be necessary to donation revenues, excess of revenue over expenditures, assets, and surplus.

Based on our procedures, nothing has come to our attention that causes us to believe that these financial statements are not in all respects, in accordance with accepted accounting principles and present fairly the financial position of the Library for 2024

Pincher Creek, Alberta
May 28, 2025


Dick Burnham
Public Business Accountant

**BURNHAM BUSINESS
SERVICES** ADMSIONCF33357/ALBERTALTD

615 McDougall Street, PINCHER CREEK, ALBERTA T0K 1W0
Mailing address: Box 2054, Pincher Creek, Alberta T0K1W0
TELEPHONE (403) 627 3045
E mail: burnhamdick41@outlook.com

May 27th, 2025

Ms. Kayla Lorenzen
Pincher Creek and District Library Board
Box 2020
899 Main Street
Pincher Creek, Alberta
T0K1W0

Dear Ms. Lorenzen

We have completed our review of the Library's Financial Statements for the year ending December 31, 2024, and the Alberta Financial Review Document.

It took some time to locate the discrepancies between Line 71 (Cash on hand on December 31st, 2024 and the Cash Summary Balance on the Alberta Financial Review Document.

The difference of \$103.43 is the result of not subtracting the Accounts Payable from the Cash on Hand. The Accounts Payable have been expenditure in QuickBooks, but cheques have not been issued. On the Alberta Financial Review, the January 1, 2024 opening Cash on Hand should have been reduce by \$401.73 by entering Accounts payable on Line 05 as - \$401.73 and on Line 72 of the return the December 31, 2024 Accounts Payable should have been entered as -\$298.30. The difference is \$103.43.

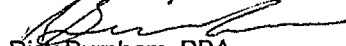
Thank you for providing the detailed printout of the General Ledger and other documentation to assist in the review. These documents enabled us to do a more comprehensive review of the Library financial records and a clearer view of the operations of the Library.

We return the signed Alberta Financial Review Document for submission to the required agencies.

Should you or the Board have any questions on the review, please contact us at 403 627 3045 or email burnhamdick41@outlook.com

Thanks for the opportunity to assist again with the annual Financial Review. We have enclosed our invoice.

Yours sincerely


Dick Burnham, PBA



Return this completed form, or financial review, signed by your financial reviewer along with your budget and your signed grant application form by mail or email to:

Alberta Municipal Affairs
Public Library Services Branch
17th Floor, Commerce Place
10155 - 102 Street
Edmonton, Alberta T5J 4L4
libgrants@gov.ab.ca

Financial reporting requirements are set out in Sections 6 and 12.2 of the *Libraries Act*:

<https://www.alberta.ca/provincial-public-library-legislation-and-policies.aspx>

2024 Statement of Receipts and Disbursements

Original or emailed copies are accepted

Financial Review

For the: Pincher Creek & District Public Library Board
Legal name of library board*

*The name must match the legal library board name on the grant application form

To be completed by the person/firm approved by municipal council as financial reviewer (as per section 6 or 12.2 of the *Libraries Act*), not a library board member or staff member.

Print Name: RICHARD C BURNHAM RPA 1148

Signature: 

Date: May 27, 2025

RECEIPTS FOR YEAR		Reporting Period 2024
Cash balance at beginning of year, January 1		
01	Cash on hand	\$150.00
02	Total in current bank accounts	\$79,106.84
03	Total in savings accounts	\$20,554.91
04	Term deposits	\$153,357.60
05	Other committed funds (e.g. trust funds and bequests)	
06	TOTAL OPENING CASH ON HAND (add lines 01 to 05)	\$253,169.35
Government contributions		
07	Local appropriation (Cash transfer from your municipality for operations)	\$251,300.00
08	Provincial library operating grant (Do not combine with other provincial funding)	\$47,170.00
Other government contributions		
09	Cash transfer(s) from <u>neighbouring municipality(ies)</u>	\$1,389.95
10	Cash transfer from <u>neighbouring municipality's library board</u>	
11	Cash transfer from <u>library system</u> (e.g. Library Services Grant)	
12	Cash transfer from improvement district/summer village	
13	Cash transfer from school board, FCSS	
14	Employment programs (e.g. Canada Summer Jobs)	
15	Other grants (e.g. recreation board, CFEP, CIP) please list	
15a		
15b		
15c		
Other revenue		
16	Fundraising and donations (e.g. book sales, bequests)	\$1,268.25
17	Friends group donations	\$8,000.00
18	Fees and fines	
18a	Card fees (incl. non-resident fees)	\$7,765.32
18b	Fines (incl. overdue, lost/damaged book reimbursements)	\$783.65
19	Program revenue	
20	Room rentals	
21	Other service revenue (e.g. photocopying, faxing, contracts, exam proctoring)	\$2,262.40
22	GST refund	
23	Interest and dividends	\$8,172.69
24	Transfers from reserve accounts	
25	Other income (please list)	
25a		
25b		
25c		
26	TOTAL CASH RECEIPTS (add lines 07 to 25)	\$328,112.26
27	TOTAL CASH TO BE ACCOUNTED FOR (add lines 06 and 26)	\$581,281.61

CASH DISBURSEMENTS FOR YEAR		Reporting Period 2024
Staff		
28	Salaries, wages and benefits (incl. WCB, etc.)	\$229,337.17
29	Honoraria (library volunteers)	\$300.00
30	Staff professional development (incl. travel and hospitality)	\$969.33
31	TOTAL STAFF EXPENSE (add lines 28 to 30)	\$230,606.50
Library resources		
32	Physical materials (incl. periodicals and non-print materials; <u>do not</u> include money transferred to your library system for book purchases, that info goes on line 56)	\$2,561.65
33	Digital resources (i.e., e-content)	
34	TOTAL LIBRARY RESOURCES (add lines 32 and 33)	\$2,561.65
Administration		
35	Audit and/or annual financial review	\$902.48
36	Board expenses (incl. honoraria, travel, course and conference fees)	\$3,409.31
37	Equipment rentals and maintenance	\$420.00
38	Contracts and fees for services (e.g. bookkeeping, IT services, professional fees)	\$3,026.00
39	Bank charges	\$710.91
40	Library and office supplies (incl. binding & repair, printing and copier supplies)	\$3,335.51
41	Association memberships (e.g. ALTA, LAA, AALT)	\$63.00
42	Postage and box rental	\$198.00
43	Program expense (incl. publicity/advertising, equipment rental, artist fees)	\$2,821.68
44	Fundraising	
45	Telephone and internet	\$795.77
46	Software and licenses (e.g. QuickBooks, Office365 for staff, gate counter software)	\$927.50
47	GST	
48	Other expenses (please list)	
48a		
48b		
49	TOTAL ADMINISTRATION EXPENSE (add lines 35 to 48)	\$16,610.16
Building costs		
50	Insurance	\$4,912.61
51	Janitorial and maintenance (janitorial service/supplies, maintenance and minor repairs to building and grounds)	\$2,322.04
52	Utilities	
53	Occupancy costs (e.g. the board's share of utilities/janitorial in joint-use buildings)	\$24,486.59
54	Rent	
55	TOTAL BUILDING EXPENSE (add lines 50 to 54)	\$31,721.24

CASH DISBURSEMENTS FOR YEAR (cont'd)		Reporting Period 2024
Transfer payments		
56	Transfer to other library boards (<u>Please specify boards</u> : may include transfers to other municipal/intermunicipal library boards or library system boards for the material allotment/levy and other library system charges)	
56a	Chinook Arch Regional Library System	\$24,358.12
56b	Transfer to Book Budget	\$9,500.00
56c		
56d		
56e		
56f		
57	Contract payments to library societies (<u>please list</u>)	
57a		
57b		
57c		
57d		
58	TOTAL TRANSFER PAYMENTS (add lines 56 and 57)	\$33,858.12
59	TOTAL OPERATING EXPENDITURE (add lines 31, 34, 49, 55, 58)	\$315,357.67
60	Loan interest and payments	
61	Transfer to other accounts (e.g. capital, operating reserves)	
Capital expenditures		
62	Building repairs and renovations (e.g. roof, carpet, partitions)	
63	Furniture and equipment	\$368.82
64	Computer hardware (e.g. desktop computers, printers)	\$3,736.30
65	Other (<u>please list</u>)	
65a		
65b		
66	TOTAL CAPITAL EXPENDITURE (add lines 62 to 65)	\$4,105.12
67	TOTAL CASH DISBURSEMENTS (add lines 59, 60, 61, 66)	\$319,462.79

Cash balance at end of reporting year		
68	Cash on hand	\$150.00
69	Total in current bank accounts	\$104,963.07
70	Total in savings accounts	\$20,464.97
71	Term deposits	\$136,137.35
72	Other committed funds (e.g. trusts and bequests, reserves, capital)	
73	TOTAL CASH ON HAND (add lines 68 to 72)	\$261,715.39
74	TOTAL CASH ACCOUNTED FOR (add lines 67 and 73)	\$581,178.18

Summary of cash receipts and disbursements statement

For the year ended December 31, 2024

	Reporting Period 2024
Total cash receipts for the year (from line 26)	\$328,112.26
SUBTRACT Total cash disbursements for the year (from line 67)	\$319,462.79
Net cash increase or (decrease) from operations	\$8,649.47
ADD Total opening cash on hand and in bank (from line 6)	\$253,169.35
TOTAL CLOSING CASH ON HAND AND IN BANK (this should match line 73)	\$261,818.82

Please continue on to page 7 if your municipality made any payments on behalf of the library board.

Please have the Municipal Administrator fill out page 7.