

**AGENDA**  
**COUNCIL MEETING**  
**MUNICIPAL DISTRICT OF PINCHER CREEK**  
**March 25, 2014**  
**1:00 pm**

A. ADOPTION OF AGENDA

B. DELEGATIONS

(1) Chinook Arch Regional Library System

- Email from Chinook Arch Regional Library System, dated January 28, 2014

(2) Community Futures

- Email from Community Futures, dated March 10, 2014

C. MINUTES

D. UNFINISHED BUSINESS

E. CHIEF ADMINISTRATOR'S REPORTS

(1) **Operations**

a) Operations Report

- Report from Director of Operations, dated March 19, 2014

b) Bobby Burns Fish Pond Water Supply

- Report from Director of Operations, dated March 19, 2014

c) Corporate Health and Safety Policy

- Report from Director of Operations, dated March 18, 2014

d) Capital Purchase – Grader Tender

- Report from Director of Operations, dated March 19, 2014

e) Regional Water System Raw Water Intake

- Report from Director of Operations, dated March 18, 2014

f) Landfill

- Proposed Contractor Authorization Form

(2) **Planning and Development**

a) Land Use Bylaw, Amendment Bylaw 1247-14, Rezoning

- Report from Director of Development and Community Services, dated March 18, 2014

(3) **Finance and Administration**

(4) **Municipal**

a) CAO Report

- Report from CAO, dated March 20, 2014

F. CORRESPONDENCE

(1) **Action Required**

a) Lundbreck Gardeners - Request to Consult

- Letter from Lundbreck Gardeners, dated March 12, 2014

b) Zero 2014 – A Conference for a Low Carbon Future

- Letter from City of Edmonton, dated February 20, 2014

c) Wildrose 10/10

- Letter from Legislative Assembly, dated February 26, 2014

d) Lundbreck Corn Fest

- Email from Lundbreck Citizens Council, dated March 11, 2014

e) McHappy Day

- Email from Pincher Creek Family Resource Society, dated March 12, 2014

f) Summer Games – Shooting Events

- Email from Dan Kuftinoff, dated March 11, 2014

(2) **For Information**

- a) Tourism Attraction Highway Signs
  - Letter from Alberta Tourism, Parks and Recreation, dated March 13, 2014
- b) 2017 Alberta 55 Plus Winter Games
  - Letter from Alberta Tourism, Parks and Recreation, dated March 1, 2014
- c) Online Application System for Municipal Sustainability Initiative
  - Letter from Alberta Municipal Affairs, dated March 12, 2014
- d) Bridge Funding
  - Letter from County of St. Paul No. 19, dated February 28, 2014
- e) Volunteer Appreciation Lunch
  - Invitation, received March 11, 2014

G. COMMITTEE REPORTS / DIVISIONAL CONCERNS

Councillor Grant McNab – Division 1

Councillor Fred Schoening – Division 2

- (1) Family and Community Support Services
  - Draft Minutes dated January 20, 2014

Councillor Garry Marchuk – Division 3

- (1) Oldman River Regional Services Commission
  - Minutes dated December 5, 2013

Reeve Brian Hammond - Division 4

Councillor Terry Yagos – Division 5

H. IN-CAMERA

- (1) Personnel
- (2) Personnel
- (3) Personnel

I. NEW BUSINESS

J. ADJOURNMENT

## Tara Cryderman

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**From:** Kathy Knelsen <kknelsen@chinookarch.ca>  
**Sent:** Tuesday, January 28, 2014 9:36 AM  
**To:** Tara Cryderman  
**Subject:** Attention: Tara  
**Attachments:** CA Council Presentation Package 2014.pdf

Hi Tara,

Robin Hepher of our office would like to attend the March 25<sup>th</sup> council meeting (at 1:00 pm) to introduce any new council members to Chinook Arch Regional Library System.

Please see the attached information for details concerning his presentation.

If you could please confirm by email that he is scheduled for that day, that would be great!

Thanks!

Kathy Knelsen  
Administrative Assistant  
Chinook Arch Regional Library System  
[kknelsen@chinookarch.ca](mailto:kknelsen@chinookarch.ca) | Phone(403)380-1500



**Chinook Arch Regional Library System**

Overview 2014

22/01/2014 1

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**Independent local libraries**

Key element of regional library structure

- Each community
  - Is responsible for local front line service
  - Appoints a local library board
  - Establishes its local funding level
  - Appoints its representative to the regional board

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**Chinook Arch Background**

Created by legal Agreement between member councils in 1992

- Created under the Libraries Act in response to specific needs expressed by library boards in the region
- Established by Province with 22 members in 1992
- Grew to 39 member councils in 2007
- Kainai Board of Education joined in 2012

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**Chinook Arch  
Library Board**

**Key responsibilities**

- Creates governance policies
- Monitors financial progress
- Assists in Needs Assessment and development of the Plan of Service

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**Chinook Arch  
Library Board**

**Collaboration  
Innovation  
Leadership**

- Basic Service roles are set out in the System Agreement
- Board reviews *Needs Assessment* on an ongoing basis
- Current Plan of Service is 2012-2014

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**Why councils  
belong**

- Creates a structure to improve access to resources for their residents
- Generates additional provincial grants for library services

- Sharing the collective holdings of participating libraries
- Sharing the cost of providing effective access to their resources (the computers systems and support for the library catalogue)
- Reducing duplication through centralized ordering and processing of materials
- Providing a cost effective way to expand services

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**Membership Benefits for Local Residents**

Chinook Arch brings "big city" library services to the smallest communities

- Access to over 900,000 items and 34 libraries
- HD videoconferencing
- Downloadable eBooks and audiobooks
- BiblioCommons
- Interlibrary Loan
- Digital resources: newspapers, magazines, etc.
- Block collections

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**Membership Benefits for Libraries**

- Consulting services
- Training and professional development
- Centralized Bib Services
- Host and manage website
- IT Help Desk service
- Delivery moves items from library to library

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**Library Funding**

➤ Provincial grants through Public Library Service Grant Program

- Municipal contributions are foundation
- Provincial grants are contingent on municipal funding
- Supernet
- Alberta Library Electronic Resources

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**Chinook Arch  
Library Board**

**Funding and  
Budgets**

- Four year Budget cycle
- Approval process requires 2/3 of councils – representing 2/3 of the population - must approve the budget for the membership levy to change
- 26 councils including Lethbridge must approve the budget

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**Chinook Arch Mission Statement**

Chinook Arch Regional Library System assists a network of cooperating libraries in southwest Alberta to provide cost-effective, convenient access to information and library services.

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**Questions?**

Maggie Macdonald, CEO  
403-380-1505  
[m.macdonald@chinookarch.ca](mailto:m.macdonald@chinookarch.ca)

Robin Hefner, Associate Director  
403-380-1507  
[rd@chinookarch.ca](mailto:rd@chinookarch.ca)

[www.chinookarch.ca](http://www.chinookarch.ca)

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# Chinook Arch Plan of Service, 2012-2014

*Collaboration, Innovation, Leadership*





## **Mission:**

Chinook Arch Regional Library System assists a network of cooperating libraries in Southwest Alberta to provide cost-effective, convenient access to information and library resources.

## **Vision:**

As a leader in regional system service, Chinook Arch engages well trained and enthusiastic staff, the best of current technology and creative internal and external partnerships to provide outstanding service to member libraries and the southwest Alberta community.



## Chinook Arch Outcomes

### Residents of southwest Alberta have:

- Access to a shared collection of more than 900,000 library materials in print and electronic format
- Access to public use computers and internet services at their local public library
- Access to video conference services at their local public library
- Access to provincial programs including the Alberta Multilingual Book Consortium (AMBC), The Alberta Library (TAL), One Card, etc
- Access to a local library website and online catalogue
- Access to authoritative online resources including reference materials, ebooks, e-audiobooks and magazines

### Member libraries:

- Have a fully automated library catalogue for locating and circulating library materials
- Receive library materials with a collective discount
- Receive an annual per capita book allotment
- Have the technical and network support needed to maintain services
- Have access to the training needed to maintain local service
- Have a web presence
- Have marketing support
- Share resources cost effectively

### Member municipalities:

- Provide enhanced library services to residents
- Share the costs of enhanced library services in their communities



# Chinook Arch Service Roles & Responses

## Service Role One: Strengthen the southwest Alberta library community

**Service Response:** Operational support for member libraries

### Strategies:

1. Support for information technology at member libraries
2. Central technology services including email, web development, network support
3. Manage and maintain Integrated Library System
4. Consulting support for library operations
5. Training and orientation
6. Ordering, cataloging, and processing of materials
7. Purchase electronic databases, ebooks and e-audiobooks, block collections of audiobooks, large print books and DVDs, and a professional collection
8. Book allotment allocation for each member library
9. Communications and marketing support
10. Delivery of materials between libraries





## **Service Role Two: Create a structure to develop, maintain and share resources in a timely and cost effective manner**

**Service Response:** Provide an Integrated Library System, effective catalogue interface and delivery services

### **Strategies:**

1. Network support and maintenance
2. Manage and maintain Integrated Library System and public access to library holdings
3. Chinook Arch Library Card
4. Delivery of materials between libraries
5. Contract with LPL as major resource sharing library
6. Provide public access to library resources



## **Service Role Three: Explore and implement new technologies, services and programs to serve our members and their communities in increasingly efficient and effective ways**

**Service Response:** Monitor developments in library technology and implement as appropriate

### **Strategies:**

1. Participate in collaborative ventures with other libraries and library systems
2. Develop partnerships with libraries and community organizations
3. Attend conferences and monitor professional literature to be aware of emerging trends and issues



## Goals 2012-2014

**Goal 1:** Chinook Arch will improve the timeliness of technical support for member libraries

**Strategies/Objectives:**

1. Member libraries will receive training in using SysAid to track requests for support
2. Turnaround times for IT support will be monitored

**Performance Indicators:**

1. Number of entries to SysAid made by member libraries
2. Average turnaround time for support decreases annually



**Goal 2:** Chinook Arch will develop additional training opportunities for member library staff

**Strategies/Objectives:**

1. Training opportunities for marketing the library in the community will be offered each year
2. Training in the use of new technologies will be offered on an ongoing basis

**Performance Indicators:**

1. Number of training courses offered
2. Number of attendees at training





**Goal 3:** Chinook Arch will enhance communications with member library Boards and staff and member councils

**Strategies/Objectives:**

1. The Chinook Arch internal web site will be implemented in 2012
2. Training opportunities will be offered to member libraries and Boards for use of the new web site in summer 2012 and subsequently on an annual basis
3. IT staff will contact each member library at least quarterly to review IT support needs
4. Chinook Arch staff will visit all member library Boards once each year
5. Staff will visit each member library at least twice per year

**Performance Indicators:**

1. Successful rollout of new web site
2. Number of trainees for use of new web site
3. Number of virtual visits to new web site by Board members and member libraries
4. Number of staff visits to member library Board meetings



**Goal 4:** Chinook Arch will enhance collections for all members by increasing electronic and other system-wide resources

**Strategies/Objectives:**

1. Chinook Arch will make at least one grant application annually to obtain support for enhanced collections
2. Staff will monitor the need for additional system-wide collection resources
3. Staff will explore partnerships with other not-for-profit information providers

**Performance Indicators:**

1. Number of grant applications made each year
2. Number of newly-acquired titles each year





## **Goal 5:** Chinook Arch will provide innovative service for the benefit of member communities

### **Strategies/Objectives:**

1. Staff will be flexible and innovative in fulfilling their service roles
2. Staff will develop new initiatives to meet evolving needs of member libraries
3. Libraries will be trained to develop new relationships with community organizations and agencies

### **Performance Indicators:**

1. Satisfaction of member libraries with Chinook Arch services measured in annual survey
2. Number of training opportunities offered to member libraries regarding partnerships

## **Goal 6:** Chinook Arch will continue to strive for administrative excellence

### **Strategies/Objectives:**

1. The System will continue to seek opportunities for shared services such as the Southern Alberta Integrated Library System (SAILS) to assist with reducing costs
2. Partnership possibilities both in the local communities and provincially will be explored and adopted
3. Records management policies and procedures will be reviewed in 2012
4. The leadership capacities of staff will be enhanced through training opportunities

### **Performance Indicators:**

1. Complete review of records management process
2. Reorganization of electronic files in accordance with new records management procedures
3. Participation in leadership training opportunities by staff

## **Goal 7:** Chinook Arch will extend services to all residents in the Chinook Arch region

### **Strategies/Objectives:**

1. Work with Kainai Literacy Committee and other partners to establish a public library on the Blood Reserve
2. Explore other opportunities to welcome non-member municipalities into the System

### **Performance Indicators:**

1. Residents of federal lands use and enjoy regional library services
2. Residents of municipalities that are not currently members receive full System services upon joining the System

**MDInfo**

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**From:** Tony Walker <Tony@cfabsw.com>  
**Sent:** Monday, March 10, 2014 11:13 AM  
**To:** MDInfo  
**Subject:** Council Presentation  
**Attachments:** CF to Councils 2014.pptx

Hi Tara,

As we discussed this morning I would like to appear as a delegation to council to do a few things.

1. Introduce new councilors to the CF Program.
2. Offer our Business Improvement Loan program.
3. Inform council of our new website address
4. Inform council about our upcoming FDI (Foreign Direct Investment) training and strategy development plan.

I have attached the Power Point presentation that I will present to council.

Thank you in advance.

**Tony Walker, B. Comm.**  
General Manager



Box 1568 Pincher Creek, Alberta T0K 1W0  
Ph. 403 627-3020 Ext. 222  
Fax 403 627-3035  
Cell 403 627-9129  
Website [southwest.albertacf.com](http://southwest.albertacf.com)

Growing communities one idea at a time.



**Community**  
**Futures** Alberta Southwest

Tony Walker  
General Manager

## Who are we?

- Federally Funded Program since 1992
- Formerly known as Southwest Alberta Business Development Institute (SWABDI)
- Changed our name to Community Futures Alberta Southwest in 2007

## Who are we?

- 27 Offices in Alberta
- \$300,000 annual budget from WD
- \$3,500,000 Loan Portfolio
  - 1 Million outstanding loans
  - 2.5 Million ready to loan

# Community Futures Alberta Southwest is

A non-profit organization guided by a volunteer board of directors and staffed with business professionals, actively engaged in developing and implementing community economic development strategies in Southwest Alberta

# Community Futures Alberta Southwest is

A business development centre that makes loans of up to \$150,000.00 to individuals interested in starting, expanding or purchasing a business

# **Community Futures Alberta Southwest is**

An entrepreneurial development centre that provides business training, counselling and coaching to individuals interested in starting, expanding or purchasing a business

# Our Board

Lloyd Kearl – Chair, Cardston County

Bill Hart – Vice - Chair, Town of Fort Macleod

Robert Bernard – Treasurer, Town of Pincher Creek

Shirley Isaacson – Secretary, Town of Claresholm

David Mulholland – Director, MD Willow Creek

Bev Garbutt – Director, MD Pincher Creek

David Edmonds – Director, Town of Cardston

# Our Staff

Tony Walker – General Manager

Kirk Clements – Business Analyst

James Tessier – CED Coordinator

## Our Services

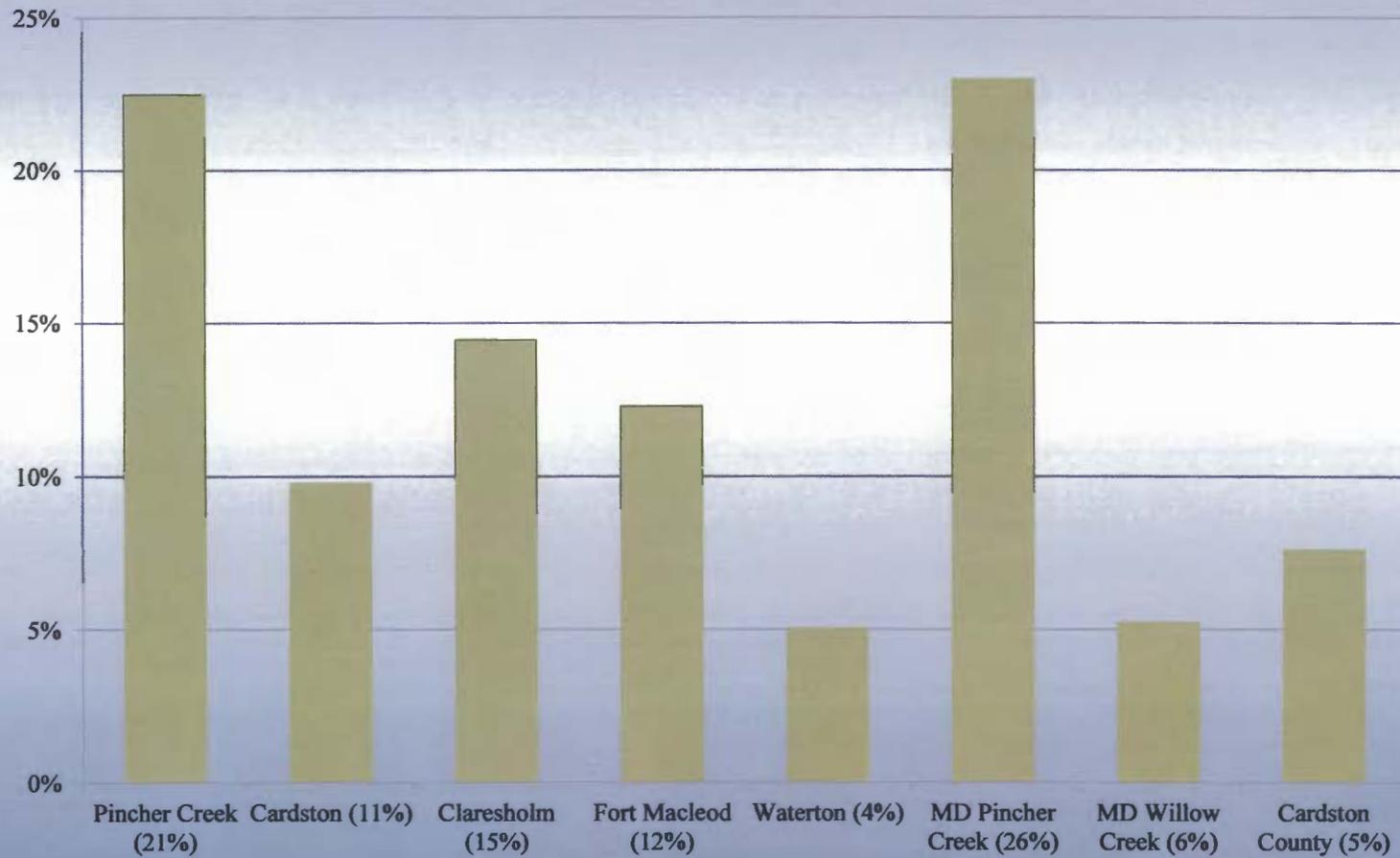
- Individualized, one-on-one business counselling
- On-going coaching and mentoring
- Access to local business expertise through our referral network
- A resource Library
- Economic Development

# Our Partners

- Western Economic Development Canada (WD)
- Chambers of Commerce
- Economic Development Officers/Committees
- Town/County/MD Councils
- REDA's

# History of Lending

## Lending by Community 1995 - 2013



## Current Programs

- Foreign Direct Investment Strategy
- Alberta Youth Entrepreneurship Camp
- Chinook Entrepreneur Challenge
- Business Visitation Program
- GoForth Institute Training Program

# Business Improvement Loans (BIL)

- Interest free loans to Business Owners
- Up to \$10,000.00
- Loan interest paid by local Municipality
- Prime plus 3% (currently 6%)
- Letter of Understanding
- Interest calculated and paid at time of approval
- Municipality can help decide what the loan is to be used for (tax assessable or not)

# Prairie Canada Futures Game

- Partner with Alberta Enterprise and Advanced Education
- Sponsored by CF Alberta Southwest
- Free to participants
- Simulation tool for community leaders
- Engages groups in discussing the future
- Adds depth and strength to regional planning
- Helps hone leadership and decision-making skills

# New Website

[www.southwest.albertacf.com](http://www.southwest.albertacf.com)

Many financial institutions and business organizations refer entrepreneurs directly to us

- We can often loan money to businesses that are turned down by traditional lenders
- We can work creatively with financial institutions on joint financing
- We offer counselling, coaching and workshops
- We believe in small business

**Operations Activity Includes:**

- March 6, Web Site Review meeting;
- March 7, Cowley Water Treatment Plant progress meeting;
- March 12, Joint Worksite Health and Safety meeting;
- March 13, Staff meetings;
- March 17, Web Demonstration on Training Options;
- March 18, Alberta Environment Water License Transfer meeting.

**Agricultural and Environmental Services Activity Includes:**

- March 10, South Region AAAF meeting in Crowsnest Pass
- March 11-12, Environmental Farm Plan and Growing Forward 2 training.

**Public Works Activity Includes:**

- Divisional snow removal;
- Steaming frozen culverts.

**Capital Project Update:**

- Regional Water –
  - Treatment Plant – The filtration system is installed and piping work is ongoing, electrical is ongoing, site works nearing completion, completing small deficiencies in preparation for Pall equipment commissioning;
  - Lundbreck Tie In – significant completion achieved;
  - Regional Pipeline – No Change, monitoring areas where erosion was occurring.
- Administration Building Progress is continuing minor deficiencies are being repaired.

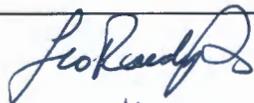
**Upcoming:**

- March 26, Emergency Management and Flood Preparedness Workshop;
- March 28, Agricultural and Environmental Services Open House

**Recommendation:**

That the Operations report for the period March 5, 2014 to March 19, 2014 be received as information.

Prepared by: Leo Reedyk



Date: March 19, 2014

Reviewed by: Wendy Kay



Date: March 20, 2014

Submitted to: Council

Date: March 25, 2014

## Municipal District of Pincher Creek 2014 Call Log Concerns

3	March 4, 2014		Garbage being dumped west of treatment plant on old road by the train tracks. This is the second time this winter, would anyone sort thru that garbage for identifying information?	Completed by Operator on March 04, Request passed on to supervisors by email. Operator directed to scope it out. It was just a couple small bags of garbage. There is no way we are going to rifle through someones garbage as there could potentially be various types of hazards hidden in it. Bags were picked up and taken to the dump.
3	March 3, 2014		Curves on Buckhorn are so full of snow they are hard to identify and people drive in the ditch. She was wondering if we could put up some delineators to mark the curve. <b>Exact location First two curves on Buckhorn Rd.</b>	PW told resident that we would have a look, but the problem with delineators is yes they mark the road but they complicate the plows ability to clear the road which causes more problems than not having them. PW went to look at it but didn't think we can put up any markers to help, speed is a major factor and people are not driving to conditions.
3	March 4, 2014		Request to have driveway plowed. <b>Exact location NE 01-06-02-W5</b>	Completed by operator on March 05.

## Municipal District of Pincher Creek 2014 Call Log Concerns

5	March 4, 2014		RR 2-3A behind Lundbreck Falls was bladed and slippery and she couldn't get up and there was a windrow left in front of her driveway. <b>RR 2-3A behind Lundbreck Falls</b>	Operator went out with his pickup, smoothed out the windrow with a shovel and assisted her up the hill by asking her to put the vehicle in 4x4 and drive on the gravel which was exposed on the shoulder
3	March 5, 2014		She hasn't been to her house in Beavermines all winter and the snow has drifted really deep at the approach off the road. She was wondering if we could open it up a bit so she can have someone else plow the driveway. <b>Exact location 402 2nd Ave, Beavermines</b>	Completed by operator on March 05. Supervisor directed operator to start the tractor in Beavermines and open up the road for her.
5	March 6, 2014		Request to have driveway plowed. <b>Exact location SW 24-09-03 W5</b>	Directed Operator to plow the driveway if he had time. If not the next day.
5	March 5, 2014		Request to have driveway plowed <b>Exact location NW 23-10-03 W5</b>	Completed by operator on March 06.
3	March 6, 2014		Request to plow at the Coalfield School. <b>Exact location East of Beavermines</b>	Request was given to Operator.
3	March 5, 2014		Hay Bale on road, Twp Rd 5-4 south of Pincher Creek by Brylor Ranch	supervisor tracked down a farmer to come pick it up.

## Municipal District of Pincher Creek 2014 Call Log Concerns

4	March 5, 2014		<p>Received call from resident about RR 29-2 south of hwy 3. She indicated that there used to be a Dead End Sign there a couple years ago that is no longer there. She has been cleaning garbage thrown out by people turning around at the end of the road. And if we could please replace the sign</p>	<p>Please replace sign in the spring.</p>
2	March 17, 2014		<p>was called about water that is ponding adjacent to the Foothills Park Road. Resident thinks the culvert was installed to high when the road was rebuilt or something as he has never had water pool at that location. West ditch of RR 28-4 just north of TR 5-5. Director met resident on site to look at the ditch and it appears that the ditch bottom requires 6-8" by 100ft of material taken out to allow the pond to drain south to the culvert.</p>	<p>PW instructed to reprofile the ditch.</p>

## MD OF PINCHER CREEK

MARCH 19, 2014

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TO: Wendy Kay, Chief Administrative Officer

FROM: Leo Reedyk, Director of Operations

SUBJECT: Bobby Burns Fish Pond Water Supply

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**1. Origin**

The Municipal District of Pincher Creek owns and operates the Bobby Burns Fish Pond. In 2010 the intake structure on the Pincher Creek was damaged during spring flooding.

**2. Background:**

In determining the best action to take, it was determined that an intake into a gravel seam adjacent to the pond would supply water to the pond without risk of being damaged during high stream flow events.

The water licence application that had previously been initiated was modified to include the new point of diversion and Alberta Disaster Recovery Program staff were informed of the project approach. As the projected project cost was significantly lower than the project to rebuild the creek bank and existing infrastructure, the project was given the go ahead.

The project was tendered on Alberta Purchasing Connection in October 2013 and one tender was received. The tender was over the estimated cost and Provincial Disaster Recovery staff advised Administration that we should work with local contractors to find a solution. WSP Canada has contacted local contractors to get written quotes and now recommends that we contract with Pat Dwyer Construction for the work on a force account basis with an upset limit price of \$50,000.00.

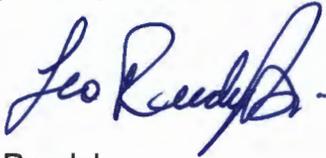
Project costs including engineering to date are eligible for funding from the Provincial Disaster Recovery program.

**3. Recommendation:**

THAT the report from the Director of Operations, dated March 19, 2014 regarding the Bobby Burns Fish Pond Water Supply be received;

AND THAT Council approve the awarding of the work to Pat Dwyer Construction on a force account basis to the upset price of \$50,000.00.

Respectfully Submitted,



Leo Reedyk

Attachment: Quotes for work

Reviewed by: Wendy Kay, Chief Administrative Officer *W. Kay*

Date: *March 20, 2014*

## Leo Reedyk

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**From:** Bester, Jim <Jim.Bester@wspgroup.com>  
**Sent:** Thursday, March 13, 2014 4:35 PM  
**To:** Leo Reedyk  
**Subject:** Robert Burns Fish Pond Water Supply  
**Attachments:** 3 written quotes.pdf

Leo

Attached are three written quotes to install the proposed new water supply system for the fish pond.

Cherdan Construction Ltd for \$98,900.00 (this was the only tender received when the project was advertised on APC Oct 2013.)  
Cactus Contractors Inc. for \$73,421.25 (a sourced quote from a regional contractor, did not include pump or electrical connection)  
Pat Dwyer Const. Inc. for \$50,000.00 (an upset quotation sourced from a local contractor)

We also meet with Chinook Construction (a local contractor) and requested a price to which they submitted a quotation via phone of \$145,000.00 (\$70k for the well head & collection Gallery, \$50k for piping, \$25k for pump and electrical).

We recommend authorizing Pat Dwyer Construction to proceed on a force account basis to the upset price of \$50,000.00.

Please review and advise.



**M.J.(Jim) Bester, P.Eng.**

**WSP Canada Inc.**  
Regards

3509 6th Avenue North  
Lethbridge, Alberta T1H 5C1 Canada  
T +1 403-327-7746  
F +1 403-380-2825  
C +1 403-795-7910

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

**We were GENIVAR. We are now WSP.**

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## Request for Proposal

### M.D. of Pincher Creek No.9

Robert Burns Fish Pond Water Supply

#### 10 Bidders Statement of Proposed Methodology, Schedule of Work and Conditions of Proposal

Pat Dwyer Const.Linc

pdwyer@toughcountry.net

MD Pincher Creek C/o Jim Bester

I will complete you Fish Pond wet well as follows

- |   |          |
|---|----------|
| (1) materials @ invoice cost +15% estimated at                      | \$13,000 |
| (2) electrician @ invoice cost +15% estimated at                    | \$3,400  |
| (3) labor and equipment including supervision @ Road builders rates | \$33,600 |

We will give a guaranteed upset Price of \$50,000 for this work and start as soon as Precon is finished with the barrel's Sago industries has pump in stock 0t0 45 gallon and controller

Pat Dwyer

# CAC<sup>4</sup>US

## CONTRACTORS INC.

RR8 SITE 16 COMP 23  
 LETHBRIDGE, AB T1J 4P4  
 Office (403) 381-2866  
 Fax (403) 381-2856  
 cactus.kyle@gmail.com

### QUOTE

Date	Quote #
20/02/2014	785

Quote For:

WSP  
 3509 6th ave N  
 lethbridge ab t1h5c1

location

robert burns fish pond

Project		Description	Qty	Rate	Amount
		1. mob / demob /dewatering		18,000.00	18,000.00
		2. supply and install 1500mm concrete infiltration wet well with two 6m-600mm hdpe pipes slotted and socked including lockable lid		35,000.00	35,000.00
		3. supply and install 50 mm poly discharge with connections and dissipation tee with support structure		6,625.00	6,625.00
		4. supply and install 900mm insulated concrete access port with internal piping and fittings		6,200.00	6,200.00
		5. no supply or install of pump only conduit to outside of man hole.		100.00	100.00
		6. cleanup and seeding of affected areas		4,000.00	4,000.00
		unable to find exact location due to no visible stakes /snow was advised no shrubing and clearing need be included in this quote able to mobilize as soon as materials would be available, 3 weeks delivery on manholes and hdpe perforated pipe GST On Sales		5.00%	3,496.25
GST/HST No. 810591545					
				<b>Total</b>	<b>\$73,421.25</b>

403-635-0604 (cell ?)

CHERDAN Construction Ltd.  
 \* See Pricing Qualifications Below



Request for Proposal # 1

M.D. of Pincher Creek No.9

Robert Burns Fish Pond Water Supply

**UNIT PRICE SCHEDULE**

Bid Item	Description	Estimated Quantity		Unit Price	Total
1	Mobilization/Demobilization	-	lump sum	-	\$2,900 <sup>00</sup>
2	Supply and installation of 1220mm concrete infiltration well with two 6m - 675mm SDR-35 PVC-Pipes slotted and socked including lockable lid	-	lump sum	SEE Below	\$4,000 <sup>00</sup>
3	Supply and installation of 50mm Poly discharge pipe with connections and disipation tee with support structure	-	Lump sum	-	\$13,000 <sup>00</sup>
4	Supply and installation of 900mm insulated concrete access port with internal piping and fittings	-	lump sum	-	\$6,000 <sup>00</sup>
5	Supply, installation and commissioning of submersible pump, including electrical control panel located in club house	-	lump sum	SEE Below	\$17,000 <sup>00</sup>
6	Reclamation and reseeding of affected areas	-	lump sum	SEE Below	\$17,000 <sup>00</sup>
<b>SUB-TOTAL</b>					<b>\$98,900<sup>00</sup></b>

2 - 4 Foot x 4 Foot Square Manhole

5 - proposed pump will be a single speed, 1 phs pump  
 4/4 Low Water Cutoff, pump flow control of water.  
 to be manually with a Ball Valve and/or office

6 All excess soil & materials from excavations will be left on site and blended into existing landscape, ditches will be reworked up to compensate for future settling. No future visits to site are included after the one in spring of 2014.

\* Completion date of Dec 20/2013 may not be achievable due to climatic conditions and/or Material Availability.

October 2013

Page 8 of 10

GENIVAR

Oct 31/2013

Danny Shield

## MD OF PINCHER CREEK

MARCH 18, 2014

---

TO: Wendy Kay, Chief Administrative Officer  
FROM : Leo Reedyk, Director of Operations  
SUBJECT: Corporate Health and Safety Policy

---

**1. Origin**

Council, at their May 24, 2011 meeting adopted the current Corporate Health and Safety Policy.

**2. Background:**

During the 2013, external audit of the Municipalities Health and Safety program, the auditors noted that our Corporate Health and Safety Policy refers to "compliance with the law". The Auditors felt that the policy statement could be more specific and recommended that the Municipality change the policy to include naming the actual *Alberta Occupational Health and Safety Act, Regulation and Code*.

**3. Recommendation:**

THAT the report from the Director of Operations, dated March 18, 2014 regarding the Corporate Health and Safety Policy be received;

AND THAT Council approve the Corporate Health and Safety Policy as amended.

Respectfully Submitted,



Leo Reedyk

Attachment: Corporate Health and Safety Policy

Reviewed by: Wendy Kay, Chief Administrative Officer



Date: March 20, 2014



## CORPORATE HEALTH AND SAFETY POLICY

---

### Introduction

This Policy explains the Municipal District of Pincher Creek No. 9 (MD) commitment to health and safety and outlines roles and responsibilities of MD staff.

### Scope

This Policy applies to all MD staff.

The MD is committed to establish, maintain and annually review an active Corporate Health and Safety Policy comprised of programs, policies, procedures, standards, performance measurements and initiatives to ensure compliance with the law Alberta Occupational Health and Safety Act, Regulation and Code; and intended to protect MD staff, volunteers, contractors, tenants, stakeholders, visitors and other users of MD facilities. The MD recognizes that health and safety is one of its core values and will continuously examine its operations to eliminate or minimize hazards to persons and property. Related processes will include incident reporting, safety-related training and the keeping of appropriate records.

It is the responsibility of all MD staff to invest in their health and safety and the health and safety of others through training, understanding, vigilance and compliance with health and safety related programs, policies and standards applicable to their workplace. This responsibility extends to the prompt reporting of workplace hazards to their immediate supervisor. The MD confirms its commitment that no negative consequences will arise for any staff member or other individual making such a report.

Everyone who undertakes, or has the authority to direct how another person does work or performs a task, is under a legal duty to take reasonable steps to prevent bodily harm to that person, or any other person, arising from that work or task.

It is the responsibility of those in leadership roles to take all reasonable steps to prevent incidents and accidents; and to provide resources, guidance and visible support for the MD's Corporate Health and Safety Policy through active participation in its initiatives, monitoring compliance with regulatory requirements and regularly reviewing related programs, policies, procedures, performance measurements and initiatives.

The MD will partner with others in developing initiatives and enhancements to its Health and Safety Policy with a goal of continuous improvement to meet or exceed recognized industry standards and peer performance in all aspects of health and safety. The MD requires its agents, contractors, service providers and consultants to perform their services at a level and in a manner that meets or exceeds the requirements of this Policy and encourages its tenants and other stakeholders to do the same.

In addition to health and safety in the workplace, the MD recognizes the importance of and encourages safe practices in areas not directly related to the workplace. An all-encompassing health and safety culture is the foundation of responsible management and safe operations.

### Inquiries

Please contact the Director of Operations for further clarification of this policy.

## MD OF PINCHER CREEK

MARCH 19, 2014

---

TO: Wendy Kay, Chief Administrative Officer

FROM: Leo Reedyk, Director of Operations

SUBJECT: Capital Purchase – Grader Tender

---

**1. Origin**

The Municipal District of Pincher Creek annually tenders for equipment in the capital replacement plan including graders. In 2014 the municipality had projected the replacement of one Caterpillar 160M grader. The replacement cost estimate for the 2014 budget of \$437,790 was based on the 2013 purchase cost plus an inflation index amount. The tender closed on February 20, 2014 at the administration building. Three tenders were received offering five graders, one from Brandt (John Deere), two from Finning (Caterpillar) and two from Strongco (Volvo).

**2. Background:**

A review of the tenders is attached. The only tender that meets all of the specified criteria is one factory ordered option provided by Finning for the Caterpillar 160M. The 872G unit tendered by Brandt has a number of options that did not meet the tender specification and a number of specification requests were not filled in although the unit was the lowest priced unit tendered. Both options provided by Strongco, the G946B and the G976B, have some specifications that do not meet the tender requirements. The non-compliant tender specification items include a low output alternator, seat controls, and moldboard length and operator control options. Although within the tender specification, the G946B grader is almost 10,000 lbs lighter than the Volvo G976B or Caterpillar 160M graders.

The Municipal District has eight graders in the fleet, seven Caterpillar 160M and one Caterpillar 140M. We have managed to purchase and maintain a complete fleet of Caterpillar graders through a series of tenders over the years including looking at the trade in value or buy back of equipment at the end of a 5 or 7 year warranty period coupled with the base purchase price.

We have approximately \$50,000 in parts inventory for our graders including filters, wheel assemblies and common wearing parts, excluding blades. Grader maintenance is performed by our mechanics and warranty repair is performed on site by Finning. When an operator's grader is out of service they use the next

available grader from the line as required with no interruption as all operators are familiar with all controls and grader operating conditions.

Adding a new make of grader to the fleet will require all staff to become familiar with its operations as they will be required to operate it at some point in time, maintenance as well as it will require the MD to stock a minimum of parts associated with the regular maintenance over and above the parts inventory already on the shelves.

The price tendered by Finning is the same as their lease price with a \$5000 reduction in the residual value at the end of the seven year term.

**3. Recommendation:**

THAT the report from the Director of Operations, dated March 19, 2014 regarding the Capital Purchase – Grader Tender be received;

AND THAT Council approve the purchase of the Finning Caterpillar 160M Motor Grader (factory order) with seven year warranty for \$465,738.00 with funding coming from the Public Works Capital Equipment Reserve, 6-2-0-762-6760.

Respectfully Submitted,



Leo Reedyk

Attachment: Tender evaluation

Reviewed by: Wendy Kay, Chief Administrative Officer



Date: March 20, 2014



**SPECIFICATIONS:**

Please price 2 options.

- 5 year / 7,500 hour FULL MACHINE Warranty FO B the machine.
- 7 year / 8,500 hour FULL MACHINE Warranty FO B the machine.

**Buyback Agreement**

Please provide a **guaranteed** buy back option price for 2 options. **5 Yr/7500 hr**

At the end of the 5 year 7,500 hour and at the end of the **7 year 8,500 hour** warranty.

**Base Price**

5 Year / 7500 Hour

7 yr / 8500 hour

Finning		Brandt	Strongco	
160M Factory Order	160M Local Stock	872G	G 946B	G 976B
\$33,980.00	\$33,980.00		\$32,745.00	\$32,745.00
\$47,650.00	\$47,650.00	\$13,527.00	\$35,525.00	\$40,530.00
\$179,000.00	\$179,000.00	\$157,000.00	\$163,224.75	\$181,461.50
\$123,000.00	\$123,000.00	\$125,000.00	\$154,280.50	\$174,799.50
\$418,088.00	\$425,571.00			
\$452,068.00	\$459,551.00	\$407,951.00	\$418,500.00	\$445,500.00
\$465,738.00	\$473,221.00	\$421,478.00	\$424,500.00	\$458,500.00
November	30-Jun	12 Weeks	July 28	July 28
		This was NOT Done		
		Delivered to PW shop instead of Admin Office		

All quotes must show the delivery date of the machine rigged and ready to work with all options assuming the order is placed by March 28, 2014

**All quotes MUST clearly indicate by either the words YES or NO in RED next to each specification if the item is included in the quoted price or not. If you do not follow this requirement, your bid may be disqualified.**

Please mark envelopes "Motor Grader Quote"

Quotes will be received until 2:00 pm February 20, 2014

LATE SUBMISSIONS WILL NOT BE CONSIDERED.

Quotes will remain confidential until that time

All quoted prices are to be firm until at least March 28, 2014

## MD OF PINCHER CREEK

MARCH 18, 2014

---

TO: Wendy Kay, Chief Administrative Officer  
FROM: Leo Reedyk, Director of Operations  
SUBJECT: Regional Water System Raw Water Intake

---

**1. Origin**

The Municipal District of Pincher Creek has partnered with the Village of Cowley in a regional water system. The intake for the regional water system is in the Castle River just downstream of the Southfork Bridge. Water quantity in the Castle River is variable and will not be able to meet all the needs of the regional system.

**2. Background:**

In a report from Alberta Environment dated January 15, 2014 the extent of the potential shortage of water in the Castle River was identified to the Municipal District. As part of process to transfer the municipality's water from the Crowsnest River to the Castle River for use in the Hamlet of Lundbreck, Alberta Environment has assessed the ability of the Castle River to meet the needs of the Regional Water System.

Their report indicates that the annual average number of consecutive weeks that the Castle River would not be able to meet the Instream Objectives or the Water Conservation Objectives range from 11.4 to 42 weeks. With this in mind they have requested that the municipality develop a Water Shortage Response Plan. The plan is to include a means of ensuring water is conserved at the point of use and that the rate of withdrawal from the river maintains minimum flows in the Castle River.

To this end, administration is working toward a temporary water license transfer to increase the available water to draw from. The only other option is to relocate the intake for the Regional Water System from its existing location to a location within the Oldman Dam Reservoir where an adequate source of water will always be available. MPE Engineering has quoted \$18,000 to undertake a preliminary engineering report to identify options within the reservoir.

Relocating the intake to the Oldman Dam Reservoir has always been contemplated as the existing raw water line from the Castle River to the Treatment Plant has the ability to move treated water towards Beaver Mines and Pincher Station in subsequent phases of the regional system. Relocating the

intake is the next phased step in building the Regional Water System. Given the extent of the shortfall in water availability that Alberta Environment has indicated, it is recommended that this engineering study be undertaken to identify options and probable cost of those options.

Funding may be available for the project from the Alberta Water for Life program, Municipal Sustainability Initiative Program or the Federal Economic Action Plan – Building Canada Fund.

**3. Recommendation:**

THAT the report from the Director of Operations, dated March 18, 2014 regarding the Regional Water System Raw Water Intake be received;

AND THAT Council approve the MPE Engineering project to identify options for relocating the Regional Water System Raw Water Intake to the Oldman Dam Reservoir with funding being taken from the Regional Water System Reserve 6-12-0-771-6760.

AND FURTHER THAT Administration apply for grant funding for the relocation of the Regional Water System Raw Water Intake.

Respectfully Submitted,



Leo Reedyk

Attachment: Alberta Environment Letter and Report  
MPE Engineering Proposal

Reviewed by: Wendy Kay, Chief Administrative Officer

*W. Kay*

Date: *March 20, 2014*



File No.: 14389, 23592

January 15, 2014

MD Of Pincher Creek  
P.O. Box 279  
Pincher Creek, Alberta T0K 1W0

Attention: Leo Reedyk, A.A.E.  
Director of Operations

re: Proposed Transfer of Water Allocation Hamlet of Lundbreck to Village of Cowley Point of Diversion

Further to your telephone conversation with Donna McColl and Werner Herrera of this office on October 17, 2013, I have had the opportunity to review the hydrological analysis completed for your proposed transfer of water allocation to the Castle River. Subsequent to my review, Mr. Herrera was requested to do some additional analysis, using the existing Instream Objectives (IOs) as the target numbers.

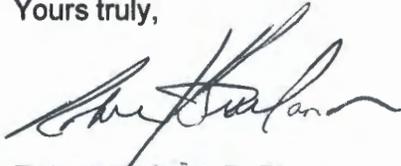
In the new analysis (copy enclosed), both the annual average of consecutive weeks for not meeting the IO as well as the overall maximum consecutive weeks for not meeting the IO have both been calculated. (See Table 2). Please note that the numbers used throughout the report include the requirements for both the Hamlet of Lundbreck and the Village of Cowley, to reflect the impact of the proposed transfer of water allocation. Table 2 of the report also indicates the range of the volume required to meet the IOs. The level of risk that the parties would be willing to assume would be determined on whether the desire is to meet the average annual deficit amounts or the total maximum deficit amounts.

The overall intent of the analysis was to address the potential impact of changing your source of supply on other users as well as the aquatic environment. Therefore, if it is the intent of the MD of Pincher Creek to proceed with the transfer of water allocation, the MD of Pincher Creek, in co-operation with the Village of Cowley, will need to submit a Water Shortage Response Plan as part of the application package. The Village of Cowley will be contacted separately in this regard.

The Plan needs to address, for both communities, potential shortages on an annual basis when the IOs are not being met and options when there are overall shortages as a result of supply limitations on the Castle River. This would need to include any signed agreement with others for a potential temporary transfer of water allocation if this is one of the options pursued.

Once the Water Shortage Response Plan is received, further processing of your application can be considered. If you have any questions, please contact Donna McColl at (403) 381-5967.

Yours truly,



Robert Burland, P. Biol.  
District Approvals Manager

Encl.

cc: MPE Engineering Ltd – Attention: Luke Schoening

## Memorandum

From: Werner Herrera M.Eng. P.Eng.

Our File Reference:

To: Donna McColl

Date: November 25, 2013

Application Reference:

Phone: (403) 381-5994

Fax:

Email:

Subject: **Hydrological analysis and IO Performance for the proposed transfer of file # 14389 for the M.D. of Pincher Creek**

### Introduction

This memorandum summarizes the results of a hydrological analysis conducted for the proposed transfer of File # 14389. The Municipal District of Pincher Creek is looking to transfer three priorities under File # 14389 that serves the Hamlet of Lundbreck out of the Crowsnest River to the Castle River through Cowley's water treatment plant as part of a regional line (See Figure 1).

Included in this memorandum is the performance analysis of the Instream Objectives (IO) and the Water Conservation Objectives (WCO) for the Castle River at Cowley.

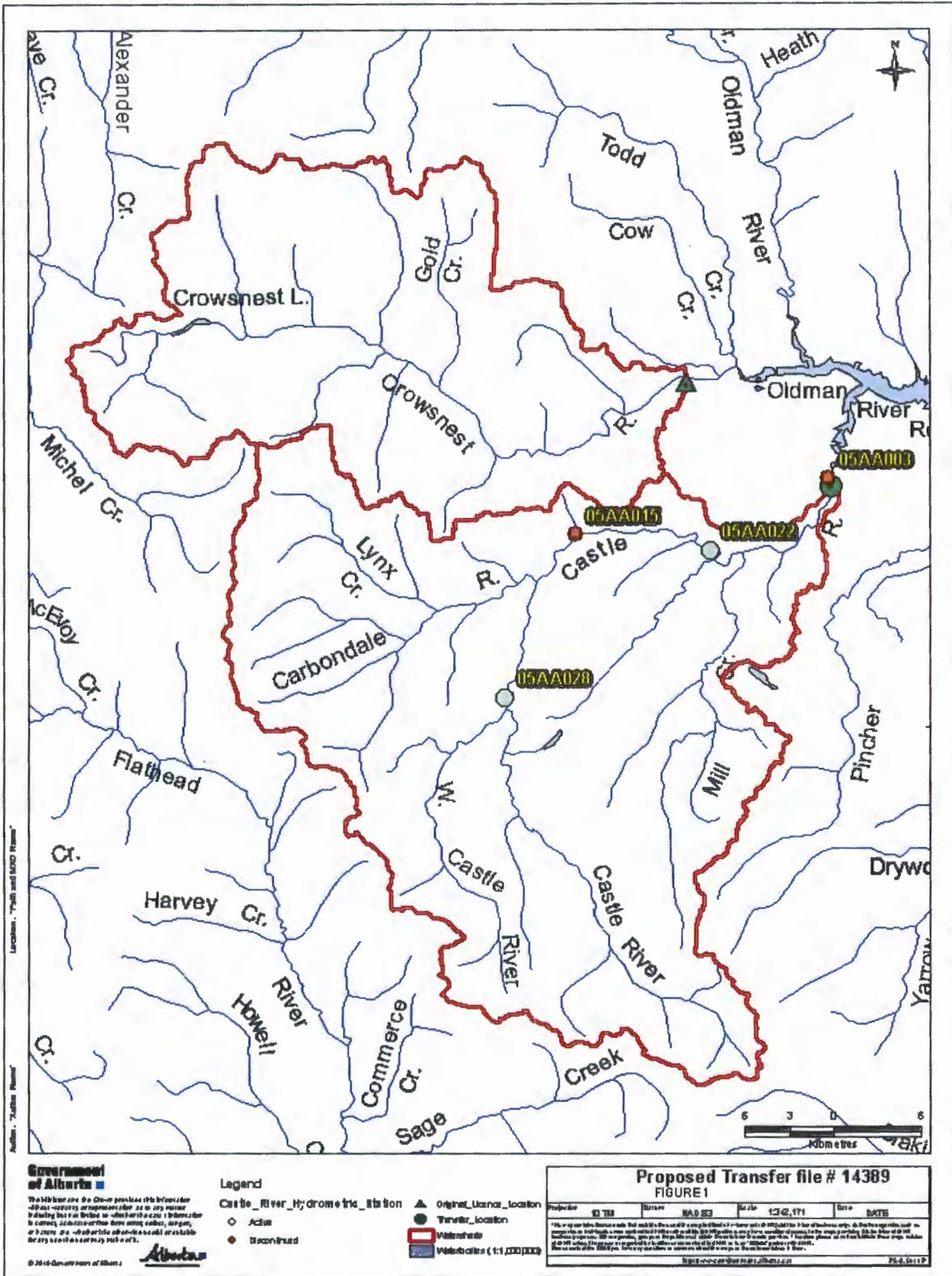
### Licence Details

The current licence located at NE-26-7-2-W5 withdraws water for municipal purpose with 1978, 1983 and 1985 licence priorities. The 1978 and 1983 priorities have a maximum allocation of 20 acre feet (24,670 m<sup>3</sup>) each; the 1985 priority has a maximum allocation of 40 acre feet (49,339 m<sup>3</sup>). All three priorities have a combined maximum diversion rate of 1.6 ft<sup>3</sup>/s (0.045 m<sup>3</sup>/s). The transfer proposes to move the maximum combined allocation of

about 80 acre feet (98,679 m<sup>3</sup>) from the three aforementioned priorities with the same maximum diversion rate of 0.045 m<sup>3</sup>/s for the same purpose of municipal use. The proposed transfer considers moving file # 14389 to the water treatment intake for the Village of Cowley located at SE-2-07-01-W5 on the Castle River. Based on the purpose of the licence the withdrawal is considered to be all year round, therefore; if available, winter flows will be part of the analysis on the IO and WCO performance.

Currently there is no physical connection between the licence and proposed transfer location. In other words if the licence is issued, the proposed transfer currently does not have the ability to access Crowsnest River water at times of water shortage. Therefore this is neither an upstream nor downstream, but a special case transfer that may require special conditions or mitigation plans to avoid any adverse effects to any other users or the environment. One such condition would be to add Instream Objectives (IOs) to the licence; this would mitigate potential adverse effects to the Environment. In order to mitigate any potential adverse effect on junior licences, the cumulative estimated rate of diversion from these licences should be considered as a condition of the new licence transfer. This cumulative rate of diversion would be in addition to the IO, meaning that the licence transfer would need to meet the Instream Objective plus the cumulative rate of diversion from junior licensees each period prior to diverting water from the Castle River.

Presently the Instream Objectives come from the Alberta Modified Tessman (AMT) method and are attached to a total of five licences in the Castle River Basin. It is possible that in the future these numbers may change due to better approved science such as the Alberta Desktop method (ADM). Therefore this memo contains an analysis based on the current IOs (AMT) and the Alberta Desktop Method (ADM).



**Government of Alberta**  
 The Government of Alberta provides this information for informational purposes only. It is not intended to be used for any other purpose. The Government of Alberta is not responsible for any errors or omissions in this information. For more information, contact the Government of Alberta at 1-800-422-9999.

**Legend**  
 Castle\_River\_Hydroelectric\_Station  
 ● Active  
 ● Discontinued  
 ▲ Original\_License\_Location  
 ● Transfer\_Location  
 ■ Waterfalls  
 ■ Waterfalls (1:1,000,000)

**Proposed Transfer file # 14389**  
**FIGURE 1**

Project	RD	RD	RD	RD	RD	RD
136.171						

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**Data used in the analysis:**

Since there is no connectivity between the original licence location and the proposed transfer location the hydrological analysis is only required at the transfer location. In order to complete the IO and WCO performance both the recorded and naturalized flows from a station within the same reach of the transfer location is required.

Figure 1 above shows the locations of the active and non-active hydrometric stations operated by Water Survey of Canada (WSC) within the reach of the proposed transfer location on the Castle River. The only active hydrometric station near the proposed transfer location at the time of this memo is Castle River near Beaver mines 05AA022; with data from 1945 to 2011. The other hydrometric station on the Castle River near Cowley; WSC station 05AA003 has some historical data from 1909 to 1931 prior of being discontinued. Even though station 05AA003 has been discontinued natural and recorded flows are estimated by means of area proration from station 05AA022. For the rest of the analysis only data from station 05AA003 is used.

Both recorded and natural flow data for station 05AA003 was downloaded from the South Saskatchewan River (SSASK) database owned by AESRD. Currently the SSASK database contains data from 1912 to 2009 as to the latest update of natural flows in 2012. For this analysis all available data was used; therefore, the period of record used was from 1912 to 2009.

The current methodology to calculate natural flows at station 05AA003 sets the natural flow to be equal to the recorded or calculated flow at station 05AA003. This methodology assumes that the basin consumptive use is much smaller than the flows in the river; and therefore the error is small when computing the Natural flows. For the performance analysis of the IO and WCO a new data series of natural flows was calculated by adding an estimate of consumptive use in the basin.

The Instream Objectives used in the analysis come from either the Alberta Modified Tessman or Alberta Desktop Method.

**Analysis and Results**

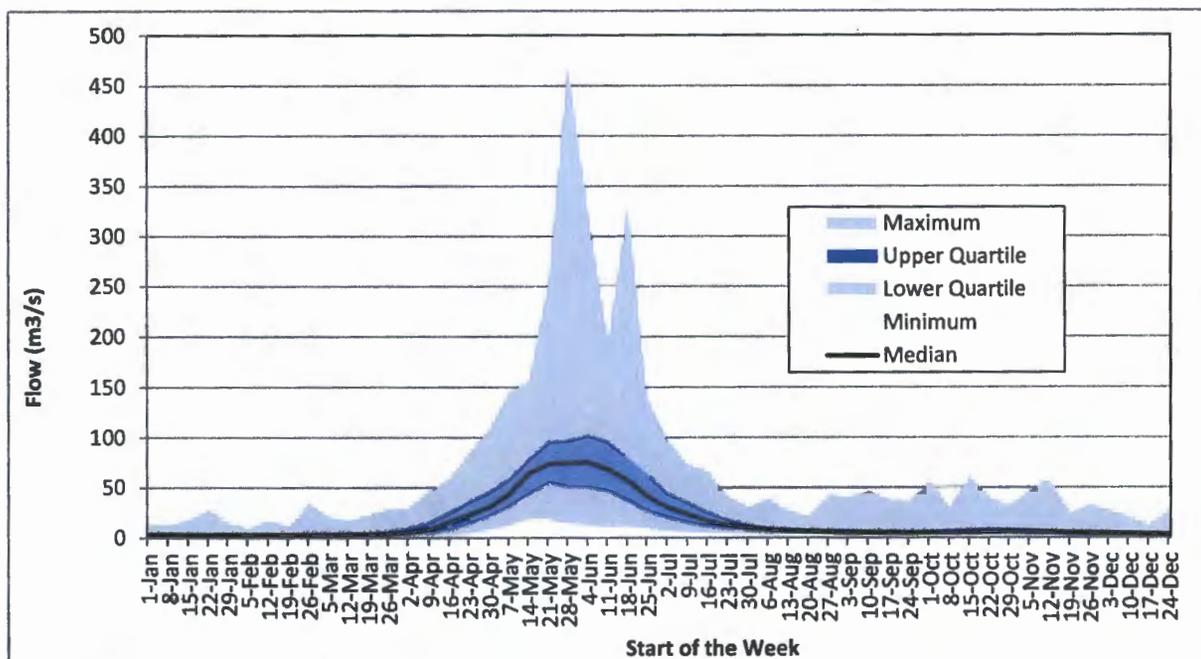
A series of analysis was conducted in order to compute the IO and WCO performance at hydrometric station 05AA003. Each analysis is described in more detail below:

## Flow Analysis

As previously mentioned the analysis was based on WSC hydrometric Station 05AA003 Castle River at Cowley. For the flow analysis only the natural flow hydrograph was computed, since both the recorded and natural flow data sets are the same. The modified natural flow that contains the addition of an estimation of consumptive use is very similar to the natural flow hydrograph. Therefore instead of having two almost identical hydrographs the estimated consumptive use percentage of natural flow was calculated.

Figure 2 below presents the weekly hydrograph for the natural flows computed at station 05AA003. Based on Figure 2 it can be observed that winter natural flows can be quite low, and based on the analysed data it was observed that flows could be as low as  $0.7\text{m}^3/\text{s}$ . The rest of the hydrograph is typical of mountain runoff streams with the highest flows observed during the last week of May and first week of June.

**Figure 2: Weekly Natural Flow at Hydrometric Station 05AA003 Castle River near Cowley (1912 – 2009).**



## Estimate of consumptive use Analysis

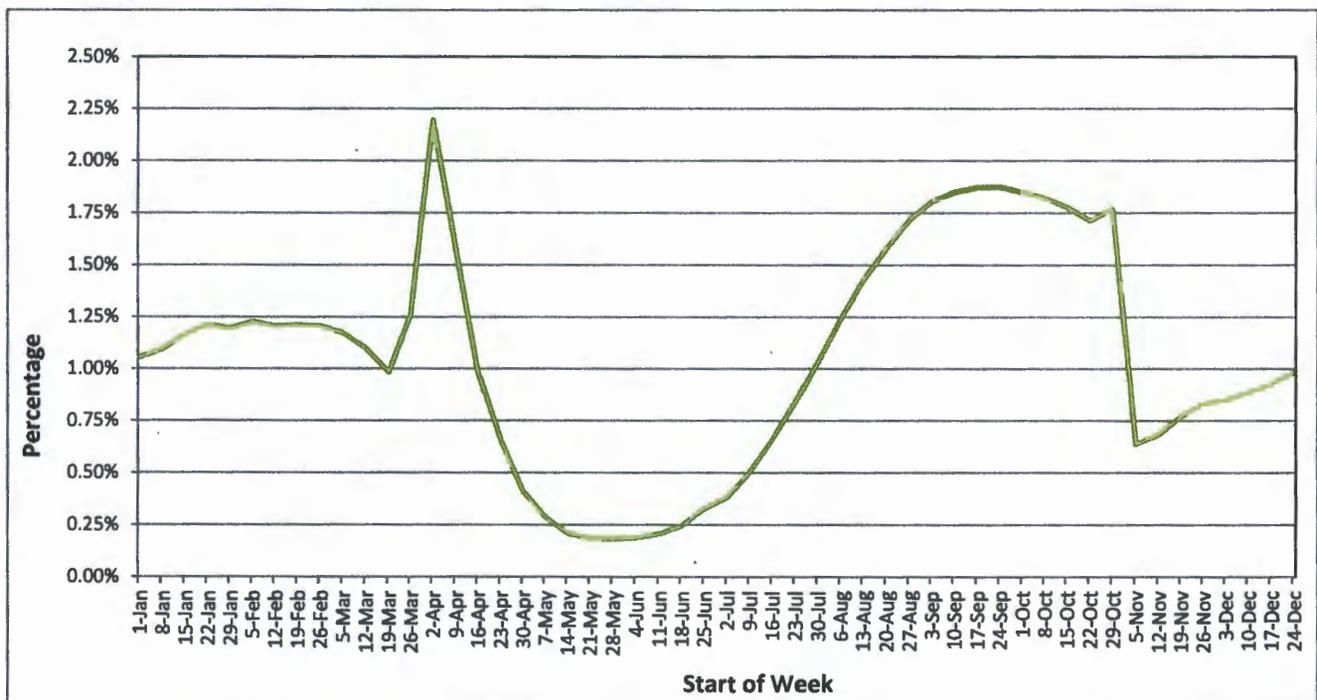
The consumptive use was computed for each year from 1912 to 2009 on a weekly time step using data from the Environmental Management System (EMS). For example, as a licence or group of licences was issued on any given year the licence or group of licences was added to the cumulative sum of all prior allocations. The total was then distributed on a weekly time step

based on the purpose of the licence. For example, municipal licences were distributed all year round compared to irrigation licences which were only distributed between weeks 14 and 44.

As previously mentioned the estimated consumptive use was compared to the natural flow by calculating a percent difference between the estimated consumptive uses to the natural flow (see Figure 3). For this analysis the current estimate of consumptive use as of 2013 was superimposed on past hydrology from 1912 to 2009.

Figure 3 below presents the results from the analysis computing the percent of estimated consumptive use to the natural flow. Based on Figure 3 it can be observed that the maximum Average difference between the estimated consumptive use and the natural flow is about 2%. As previously assumed during the natural flow updates the percent difference of the estimated consumptive use is small in comparison to the natural flow in the river.

**Figure 3: Weekly Average Percent Difference between Estimated Consumptive use and natural flow at Station 05AA003 Castle River near Cowley (1912 - 2012).**



### Junior to 1978 Estimated Rate of Diversion

Licences junior to the 1978 priority have a high risk of being affected by the proposed transfer because of the lack of connectivity between the original licence and transfer location. In order to mitigate the potential adverse effect to any junior licence it is recommended to add an estimated cumulative rate of diversion of all junior licences. This rate is considered to be additive to the Instream Objectives. Table 1 below contain and estimate of the diversion rates recommended to be added to the proposed transfer. The rates were estimated based on the licences allocations and distributed on a weekly time step based on their purpose.

**Table 1: Estimated Rate of Diversion (m<sup>3</sup>/s) of Licences Junior to the 1978 Priority**

Week 1	0.032	Week 14	0.056	Week 27	0.049	Week 40	0.038
Week 2	0.032	Week 15	0.056	Week 28	0.049	Week 41	0.038
Week 3	0.032	Week 16	0.056	Week 29	0.049	Week 42	0.038
Week 4	0.032	Week 17	0.056	Week 30	0.049	Week 43	0.038
Week 5	0.032	Week 18	0.056	Week 31	0.049	Week 44	0.038
Week 6	0.032	Week 19	0.056	Week 32	0.049	Week 45	0.032
Week 7	0.032	Week 20	0.056	Week 33	0.049	Week 46	0.032
Week 8	0.032	Week 21	0.056	Week 34	0.049	Week 47	0.032
Week 9	0.032	Week 22	0.056	Week 35	0.049	Week 48	0.032
Week 10	0.032	Week 23	0.056	Week 36	0.049	Week 49	0.032
Week 11	0.032	Week 24	0.056	Week 37	0.049	Week 50	0.032
Week 12	0.032	Week 25	0.056	Week 38	0.049	Week 51	0.032
Week 13	0.032	Week 26	0.049	Week 39	0.038	Week 52	0.032

### IO and WCO performance Analysis

The performance analysis for either the IO or WCO consists in comparing the recorded flow and the IO or WCO requirements for the same week at the same hydrometric station. As previously mention the IO values come from either the Alberta Modified Tessman or the Alberta Desktop Method. It should be noted that for this analysis the estimated diversion rates of junior licences to the 1978 priority have been added. Even though the results from this analysis show the overall performance which includes junior diversion rates; both should be considered as separate tables. The IO is available as an appendix attached to the transfer.

The WCO for any given time step is the greater of 110% of the existing Instream Objective (IO) or 45% of the Natural flow.

This memorandum presents four analysis conducted for Castle River near Cowley 05AA003 for the IO and WCO performance:

- 1) Weekly Performance of IO based on AMT and ADM.
- 2) Weekly Performance of WCO based on AMT and ADM.
- 3) Weekly Resiliency for IO and WCO based on AMT and ADM.
- 4) Volume required based on the weekly resiliency.

When establishing the IO or WCO values for every week; if the IO or WCO calculated value was found greater than the natural flow then the IO or WCO requirement for that week was set equal to the natural flow for the week.

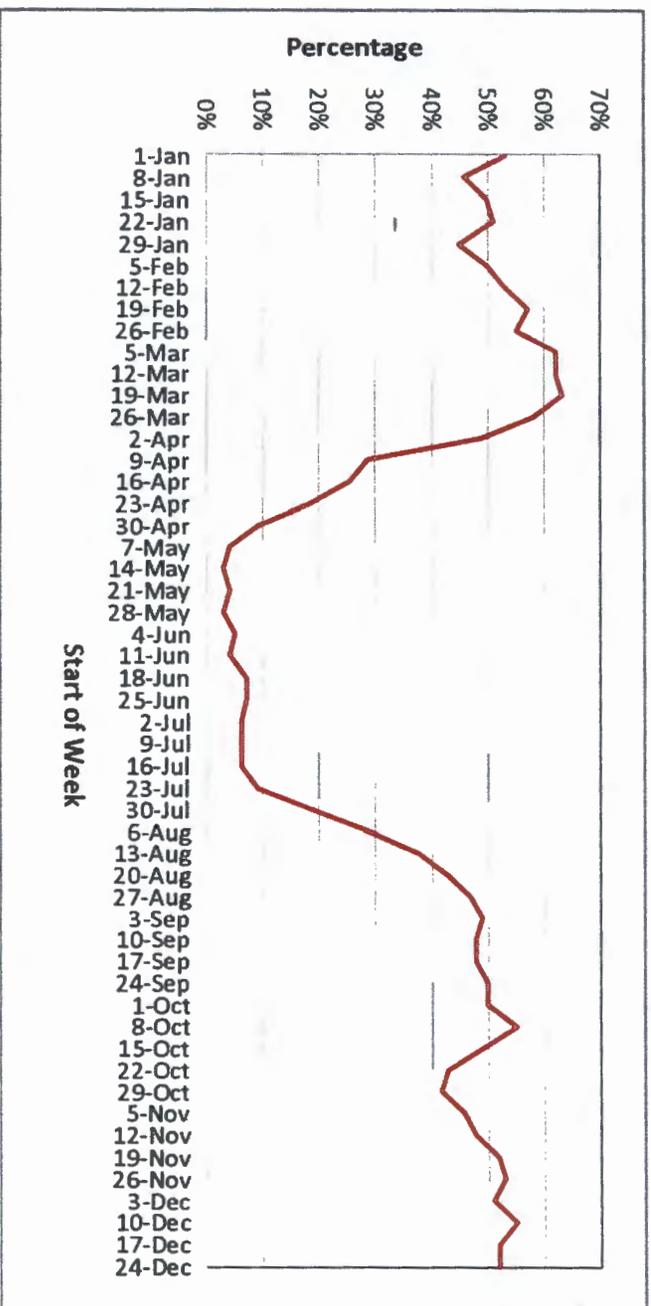
#### Analysis 1 and 2

For analysis 1 and 2 the weekly performance for either the IO or WCO is calculated as the percent probability of not meeting the IO or WCO on any given week. The percentage is calculated by counting all years where the IO or WCO was not met in that week and dividing it by the total number of years available for that week. For example if 5 years out of a total of 20 show as negative in Week 1 then the probability of not meeting the IO or WCO for week 1 is 25%.

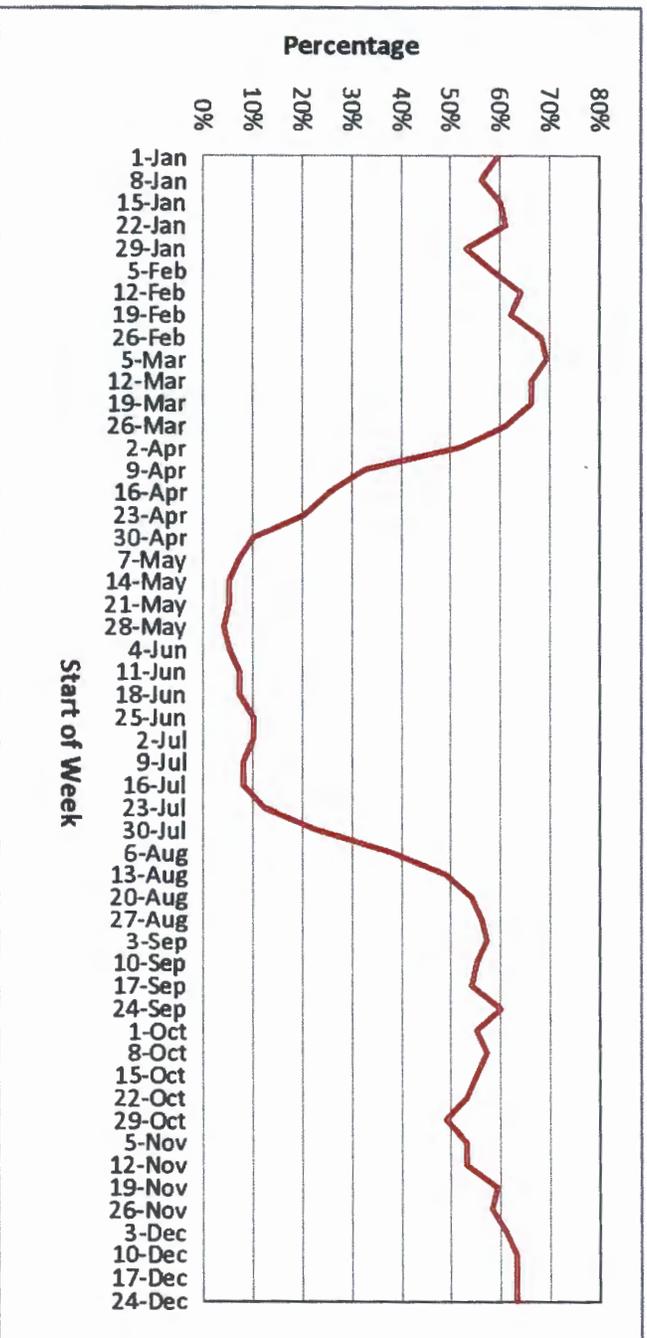
Figures 4 and 5 below contain the result of analysis 1 and 2 using the Modified Tessman Method. From Figure 4 it can be seen that the AMT method is very restrictive during the winter period with about 40 to 60 percent probability of not meeting the IO. During the summer period the probability of not meeting the IO is about 5 percent. Figure 5 contains the probability of not meeting the WCO based on the IO and the AMT method. From Figure 5 it can be seen that the shape of the curve is similar to the IO probability with the difference that most probabilities increased by 10%. This is because the IO is the dominant criteria when computing the WCO.

Figures 6 and 7 below contain the result of analysis 1 and 2 using the Alberta Desktop Method. From Figure 6 it can be seen that the probability of not meeting the IO is between 20 to 25 percent for any given week. The 20% is inherited from the methodology used to calculate the IO values from the Alberta Desktop Method, which protects the 80<sup>th</sup> percentile of the flow in the river (low flow). The additional 5 percent from 20 is due to the junior licences to the 1978 priority. From Figure 7 it can be seen that the probability of not meeting the WCO is higher than the IO to as high of 35%. The difference is mainly because of the 110% of existing IO criteria.

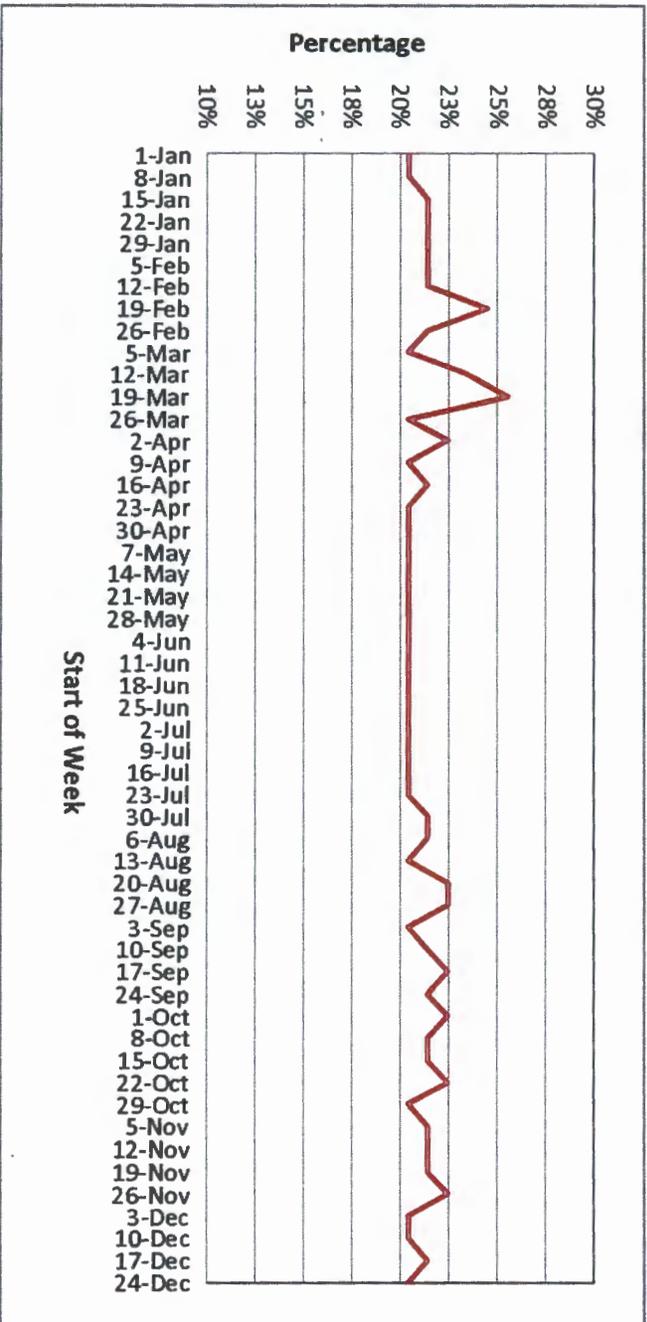
**Figure 4: Percent probability of NOT meeting the Instream Objective + Junior to 1978 Priority Diversion Rate (Based on the Modified Tessman Method)**



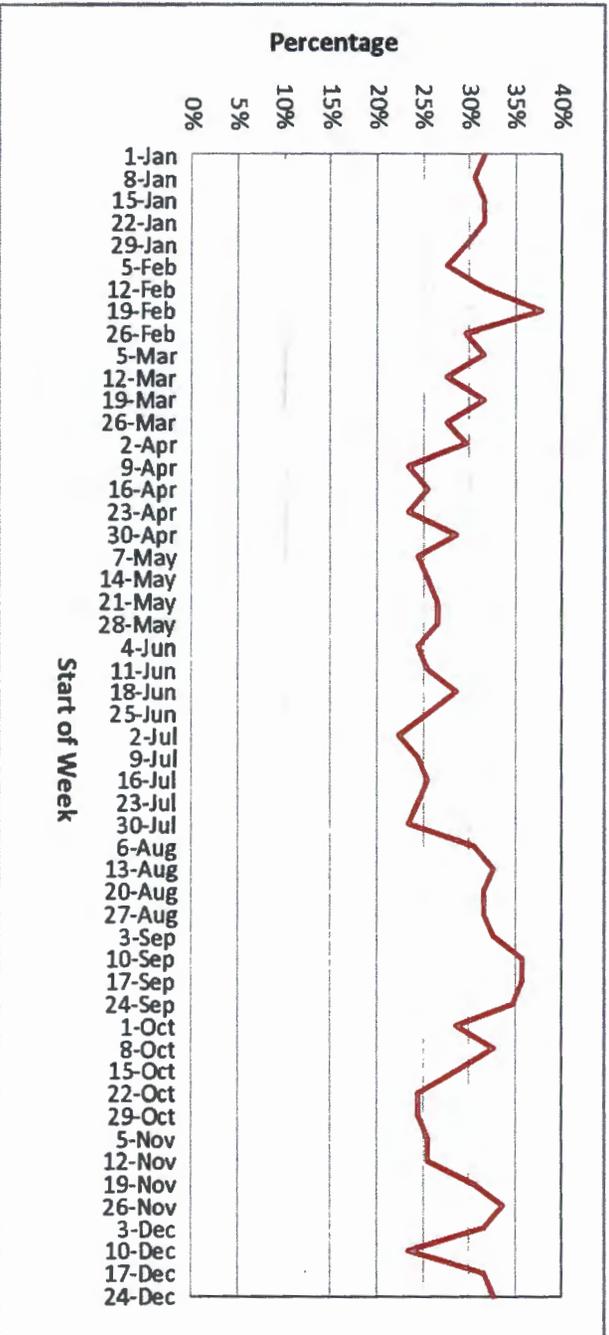
**Figure 5: Percent probability of NOT meeting the Water Conservation Objective (Based on IO from the Modified Tessman + Junior to 1978 Priority Diversion Rate).**



**Figure 6: Percent probability of NOT meeting the Instream Objective + Junior to 1978 Priority Diversion Rate (Based on the Alberta Desktop Method)**



**Figure 7: Percent probability of NOT meeting the Water Conservation Objective (Based on IO from Alberta Desktop Method + Junior to 1978 Priority Diversion Rate).**



### Analysis 3 and 4

For the third analysis; resiliency is based on calculating the consecutive number of weeks where the IO or WCO is not met. The analysis also reflects the inclusion of the junior to 1978 priority diversion rate. The analysis is done on an annual basis and reset at the end of each year. The overall max does not reset every year therefore represents the maximum observed number of consecutive weeks when the IO or WCO is not met.

Based on resiliency, Analysis 4 looks into how much volume would be required to make up the weeks of not meeting the IO or WCO. Also similarly to the resiliency analysis the overall max volume is the maximum volume required for the maximum number of consecutive weeks of not meeting the IO or WCO. The average volume is for the period of record from 1912 to 2009. One of the inputs required for the analysis is the rate of diversion during the times where the IO or WCO is not being met. Based on an email sent to the department on July 9<sup>th</sup>, 2013 the minimum diversion of 2.6 l/s would provide sufficient water to satisfy the needs of the MD of Pincher Creek, including both Cowley and Lundbreck.

Table 2 below contains the results from analysis 3 and 4 for the resiliency of the IO only. Based on Table 2 it can be seen that the maximum overall resiliency of the IO is similar when using either the Modified Tessman or Alberta Desktop method. The IO average resiliencies are different and higher with the Modified Tessman method because of how restrictive it is during the winter period. Table 2 also presents the required volume to mitigate the maximum overall consecutive weeks of not meeting the Instream Objective.

**Table 2: Overall Results for IO and WCO Using the Modified Tessman and Alberta Desktop Method**

Methodology	Annual Average of Consecutive Weeks of not meeting the IO or WCO	Overall Maximum of Consecutive Weeks of not meeting the IO or WCO	Volume Required to Cover off the Annual Average** (dam <sup>3</sup> )	Volume Required to Cover off the Overall Maximum** (dam <sup>3</sup> )
IO based on Modified Tessman Method	11.4	42.0	17.9	66.0
IO based on Alberta Desktop Method	6.6	41.0	10.4	64.5
WCO based on IO using the Modified Tessman Method	13.2	45.0	20.8	70.8
WCO based on IO using the Alberta Desktop Method	9.0	83.0	14.1	130.5

\*\* Based on a maximum diversion rate of 2.6 l/s

The required volume to cover the overall maximum number of consecutive weeks in analysis 3 is 64.5 dam<sup>3</sup> or 66.0 dam<sup>3</sup> from the Alberta Desktop Method and Modified Tessman method respectively. Both methods yield similar results when computing the overall maximum of consecutive weeks of not meeting the Instream Objective. Using the overall max of 66 dam<sup>3</sup> from the Modified Tessman method would satisfy the needs of the Alberta Desktop Method if the numbers are to be updated at a later time.

### **Recommendations:**

Based on the presented analysis it is recommended that the MD of Pincher Creek provides a Water shortage Response plan that addresses times of low flow. Also because of the lack of connectivity between the original licence and proposed transfer location it is recommended that Instream Objectives are added as a condition to the proposed transfer. The Instream Objectives would be as per the AMT method which is the same as to what has been used in previous issued licences in the watershed. It should be noted that in the future the Instream Objectives may change to reflect the Alberta Desktop Method. However, based on this analysis the overall maximum resiliency of IO would not significantly change for this transfer. In order to mitigate any adverse effect to other junior licences the estimated diversion rates from these licences as per Table 1 should added as a condition to the proposed transfer. The cumulative rate of diversion would be in addition to the IO, meaning that the licence would need to meet the Instream Objectives plus the cumulative rate of diversions from junior licensees prior to diverting water from the Castle River. Table 1 should be in addition to the IO schedule and if Table 1 is not attached to the transfer it is recommended that notifications of the transfer be made available to both upstream and downstream junior licensees.

To cover the estimated 66 cubic decameter of potential shortfall because of consecutive weeks of not meeting the IO and junior licences the MD of Pincher Creek should look into an agreement of a temporary transfer or a permanent transfer.

If you have any questions with respect to this memo or require details of any computation please don't hesitate to contact me.

Sincerely;

Werner Herrera M.eng., P.eng.

Suite 300, 714 5 Avenue South  
Lethbridge, AB T1J 0V1  
Phone: 403-329-3442  
1-866-329-3442  
Fax: 403-329-9354



M.D. of Pincher Creek, No. 9  
P O Box 279  
753 Kettles Street  
Pincher Creek, Alberta  
T0K 1W0

November 14, 2013  
File: N:\Proposal\1770\P04

**Attention: Mr. Leo Reedyk, B.Sc.  
Director of Operations**

Dear Sir:

**Re: Cowley Raw Water Intake**

---

We have prepared this letter proposal for your consideration with regards to a new raw water intake to supply the Lundbreck Cowley Regional Water Treatment Plant from the Oldman River Reservoir. We understand that the M.D. would like to take full advantage of existing water licence allocations and to do so requires revisions to the raw water intake.

**Project Description**

The Lundbreck Cowley Regional Water Treatment Plant is currently under construction, with the intent of treating and supplying potable water to both the Village of Cowley and the Hamlet of Lundbreck.

Each of these communities has its own water licence for its current arrangement of sourcing raw water. The point of diversion for Lundbreck is on the Crowsnest River at a location north of the hamlet and upstream where the Crowsnest enters the Oldman River Reservoir. The point of diversion for Cowley is on the Castle River south of the village and also upstream of where the Castle enters the Oldman River Reservoir.

As a requirement of combining the treatment into a single facility at Cowley, the point of diversion for Lundbreck was to be changed to the same point of diversion on the Castle River that is supplying Cowley. This would in effect combine the water licences for Cowley and Lundbreck and increase the diversions from the river accordingly. However, there is a capacity issue with respect to the flow rate that can be diverted from the Castle River, particularly during winter low flows. This flow restriction is a function of the required riparian flow that must remain in the river and is not a capacity restriction in any of the infrastructure that delivers water from the river to the water plant. (It should be noted that portions of the existing infrastructure are aging and susceptible to flood damage.)

Therefore, an alternate point of diversion is being sought that removes this flow rate restriction. The obvious source of water is the Oldman River Reservoir, the upper reaches of which are located 4 kilometres north of the village of Cowley, and approximately 2 kilometres north of the new water plant. (The water from the Oldman River Reservoir was used for the pilot plant and hence the new water plant is designed to accommodate this water source.)

### **Proposed Activities**

Our proposal to you is to undertake a preliminary engineering report to identify feasible alternatives for constructing a raw water intake at the Oldman River Reservoir for supplying water to the Lundbreck Cowley Regional Water Treatment Plant. The preliminary engineering report will outline the challenges of constructing a water intake in an existing reservoir, both from an engineering point of view and from a regulatory perspective.

We will undertake preliminary topographic surveys of the site or sites that appear to be the best candidates for locating a water intake. From that, we will identify alternative arrangements for intake structures that could be constructed, and a cost estimate will be generated for each alternative. We will assess each of the alternatives with respect to constructability and any anticipated maintenance issues. Based on costs, suitability, and regulatory issues, a recommendation will be made as to the preferred alternative.

Initial discussions will be held with the various regulatory agencies who will have input on a project such as this (i.e., Department of Fisheries and Oceans, Alberta Environment and Sustainable Resource Development, Transport Canada Navigable Waters), as to the issues and requirements for working in the reservoir at this location.

The analysis and cost estimates generated as part of the preliminary engineering will be included in a written report to the M.D. of Pincher Creek. The intent of the report will be to define the preferred raw water intake arrangement, present an estimate of the costs, and outline the timeframe required for the next steps in the project.

### **Engineering Fee**

We respectfully suggest an upset engineering fee budget of \$18,000 (plus GST) to complete the above noted work. The tasks and personnel identified for this project are shown on the attached spreadsheet.

The results of the investigation will be presented in a written report. In addition, we propose a presentation to you and your staff to review the findings and to address any questions that may arise.

We are available to begin work on this topic immediately and we look forward to working with the M.D. of Pincher Creek in addressing the challenges of supplying water to Cowley.

If you have any questions or require further information please contact the undersigned at (403) 317-3649.

Yours truly,

**MPE ENGINEERING LTD.**



Luke Schoening, P. Eng.  
Project Manager

LS:tga  
Enclosures



**Lundbreck Cowley Regional Water Treatment Plant  
Cowley Raw Water Intake**

**ENGINEERING SERVICES  
TASKS, PERSONNEL AND FEES**

	Luke Schoening, Project Manager	Gordon Ayers, Project Engineer	Jeff Hust, Junior Engineer	Drafting and Office Support Staff	Survey Crew	<u>Consultants Fees</u>
<b>Fee Rates (\$/hr)</b>	\$122	\$150	\$110	\$93	\$93	
<b>TASKS</b>						
Startup Meeting - confirm work scope, obtain information, site visit	4	4	4			\$ 1,528
Surveys	4		4	4	10	\$ 2,230
Develop alternatives	4	12	24	16		\$ 6,416
Prepare cost estimates	2	4	8			\$ 1,724
Consult with regulators	4	2	2			\$ 1,008
Report preparation	2	8	20	8		\$ 4,388
<b>TOTAL HOURS</b>	20	30	62	28	10	150
<b>TOTAL HOURLY FEES</b>	\$ 2,440	\$ 4,500	\$ 6,820	\$ 2,604	\$ 930	\$ 17,294
<b>DISBURSEMENTS</b>						
GPS Survey Equipment (\$400 / day)					\$ 400	\$ 400
Travel					\$ 350	\$ 350
<b>TOTAL ENGINEERING FEES</b>						\$ 18,000



## MD OF PINCHER CREEK

March 18<sup>th</sup>, 2014

---

TO: Reeve and Council  
FROM: Roland Milligan, Director of Development and Community Services  
SUBJECT: **Land Use Bylaw, Amending Bylaw 1247-14, Rezoning**

---

**1. Origin**

- On Wednesday March 12<sup>th</sup>, 2014, with the required fee, the MD received an Application for Amendment to the Land Use Bylaw for Lot 1, Block 2, Plan 081 0553 (the Parcel). The parcel is located within SW 36-7-2 W5M and a portion of NW 25-7-2 W5M (Enclosure 2).
- The amendment proposed is to redesignate the parcel from the current designation as Agriculture – A to Multi-Lot Heavy Rural Industrial.
- The applicants, Southwest Concrete Products Ltd., are the co-owners of the parcel with Sage Management Ltd. Both landowners signed a document acknowledging the proposed amendment (Enclosure No. 1).

**2. Background/Comment**

- The applicants are the owners and operators of Southwest Concrete Ltd. They have a plant located within the Hamlet of Lundbreck. The applicants state that they require gravel and sand for the Lundbreck operation.
- Sand and gravel operations falls within the definition of Natural Resource Extractive Use within Land Use Bylaw No. 1140-08 (the LUB).
- Within the Land Use Bylaw (LUB), there are only two land use designations that allow for Natural Resource Extractive use. It is only allowed, as a discretionary use, within Wind Farm Industrial (WFI) and Multi-lot Heavy Rural Industrial (MHRI).
- The parcel, although located within the Agriculture land use district, is also located within the boundary of the Oldman River Reservoir Area Structure Plan Bylaw No. 1120-06 (ORRASP).
- Within the ORRASP, this particular area is designated as an area that is prohibited from wind power development.
- Therefore, the amending bylaw is proposing to redesignate the parcel to MHRI to allow for the proposed Natural Resource Extractive use.
- Section 13 under the Industrial and Commercial Land Use policies of the ORRASP states, *Although industrial uses are a discretionary use within the land use bylaw for most of the area structure plan, no industrial uses will be allowed, with the possible exception of gravel extraction.*

### 3. Discussion

- Amending Bylaw No. 1247-14 has been prepared and is being presented for first reading (Enclosure 3).
- A public hearing date will also be required to be set.
- It is a requirement of the LUB that the MPC shall solicit and consider the comments of Alberta Environment and any landowner within 300m of the lot proposed for natural resource extractive use.
- The above referrals will take place in the Development Permit application process.
- The Development Permit process is more involved and will require more specific information for the proposal to be considered.

### 4. Recommendation

- That Council give first reading to Bylaw No. 1247-14 and schedule the required public hearing for 1:00 pm in the Municipal District Council Chambers on April 22<sup>nd</sup>, 2014.

Respectfully Submitted,



Roland Milligan

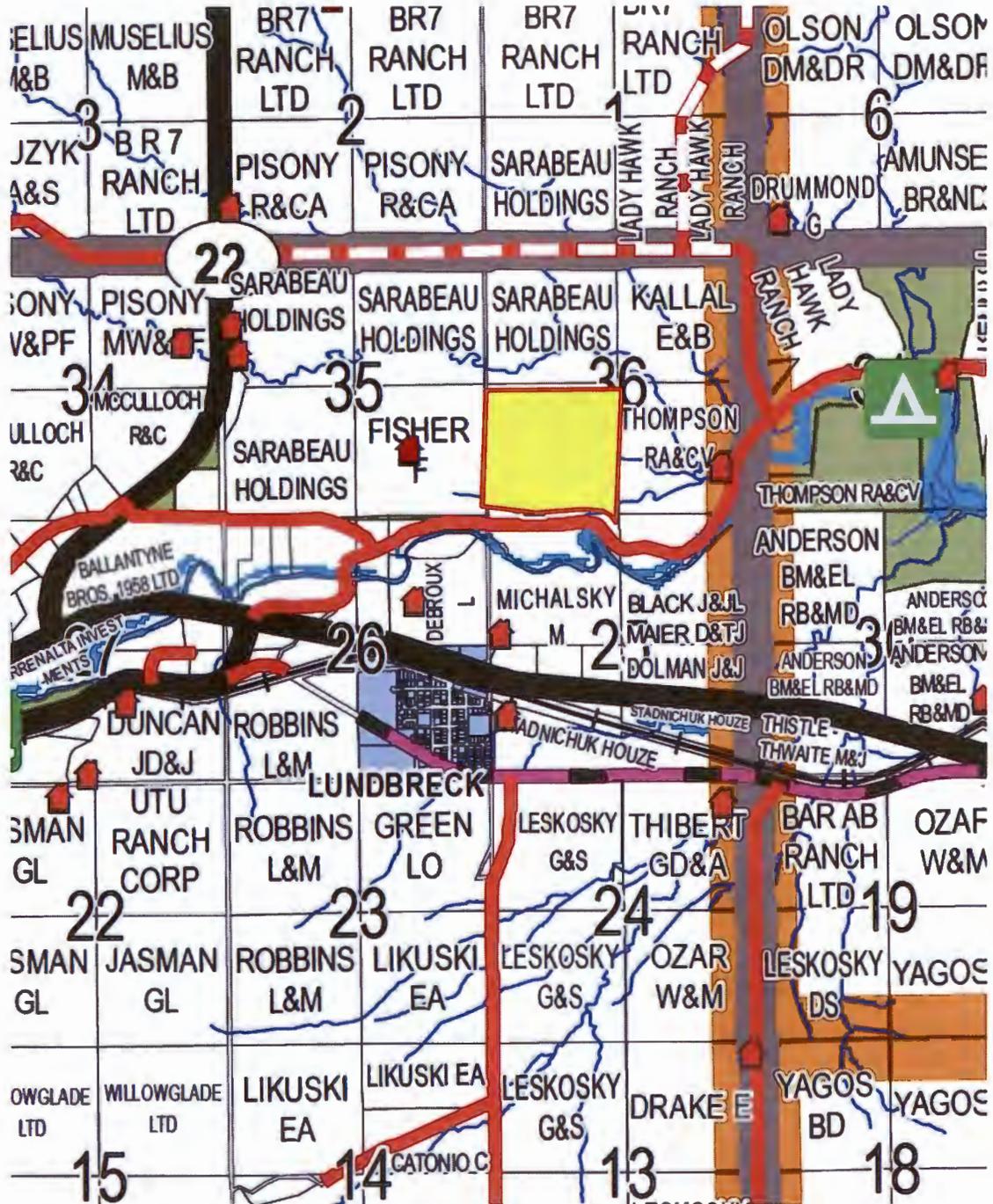
Enclosure(s): 1) Application  
2) Map  
3) Bylaw No. 1247-14

Reviewed by: Wendy Kay, CAO



March 20<sup>th</sup>, 2014

**Location of Requested Redesignation**  
**Lot 1, Block 2, Plan 081 0553, SW 36-7-2 W5M**





**Municipal District of Pincher Creek**  
 P.O. Box 279  
 Pincher Creek, AB T0K 1W0  
 Phone: 403.627.3130 • Fax: 403.627.5070

**APPLICATION FOR AMENDMENT TO THE LAND USE BYLAW**

PERMIT FEE 600.00

RECEIPT NO. 15927

I/We hereby make application to amend the Land Use Bylaw.

Applicant: Heath Michelson (South west Concrete Products LTD.

Address: Box 759 Cardston Alberta Telephone: (403) 382-0160  
South west Concrete Products LTD

Owner of Land (if different from above): Sage management LTD

Address: Box 759 Cardston Alberta Telephone: (403) 382-0160

Lot 1 Block 2 Registered Plan 0810553

or Certificate of Title # 131 114 191

Quarter SW 36 Township 7 Range 2 Meridian WSM

**AMENDMENT PROPOSED**

From: AGRICULTURE - A

To: MULTI-LOT HEAVY RURAL INDUSTRIAL - MHRI.

**REASONS IN SUPPORT OF APPLICATION FOR AMENDMENT**

Need for gravel + sand at concrete plant in Lundbreck.

I/We enclose \$ 600.00 being the application fee.

DATE: March 1<sup>st</sup> 2014.

Heath Michelson  
 Applicant

Heath Michelson  
 Registered Owner

Information on this application form will become part of a file which will be considered at a public meeting.

**Southwest Concrete Products Ltd.**

Box 759

Cardston, Alberta

T0K 0K0

Phone: 403-382-0160 Fax: 403-653-4430

14 March 2014

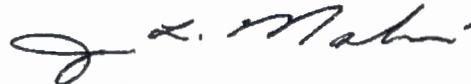
To Roland Milligan,

We, Heath Michelson (Southwest Concrete Products Ltd.) and Jack Malin (Sage Management Ltd.), are aware of the rezoning of our land in the MD of Pincher Creek. The property being rezoned is SW 36-7-2-W5M or Plan: 0810553 Block: 2 Lot: 1 and is being rezoned from land use bylaw 1140-08 to Section 49 (Natural Resource Extraction).

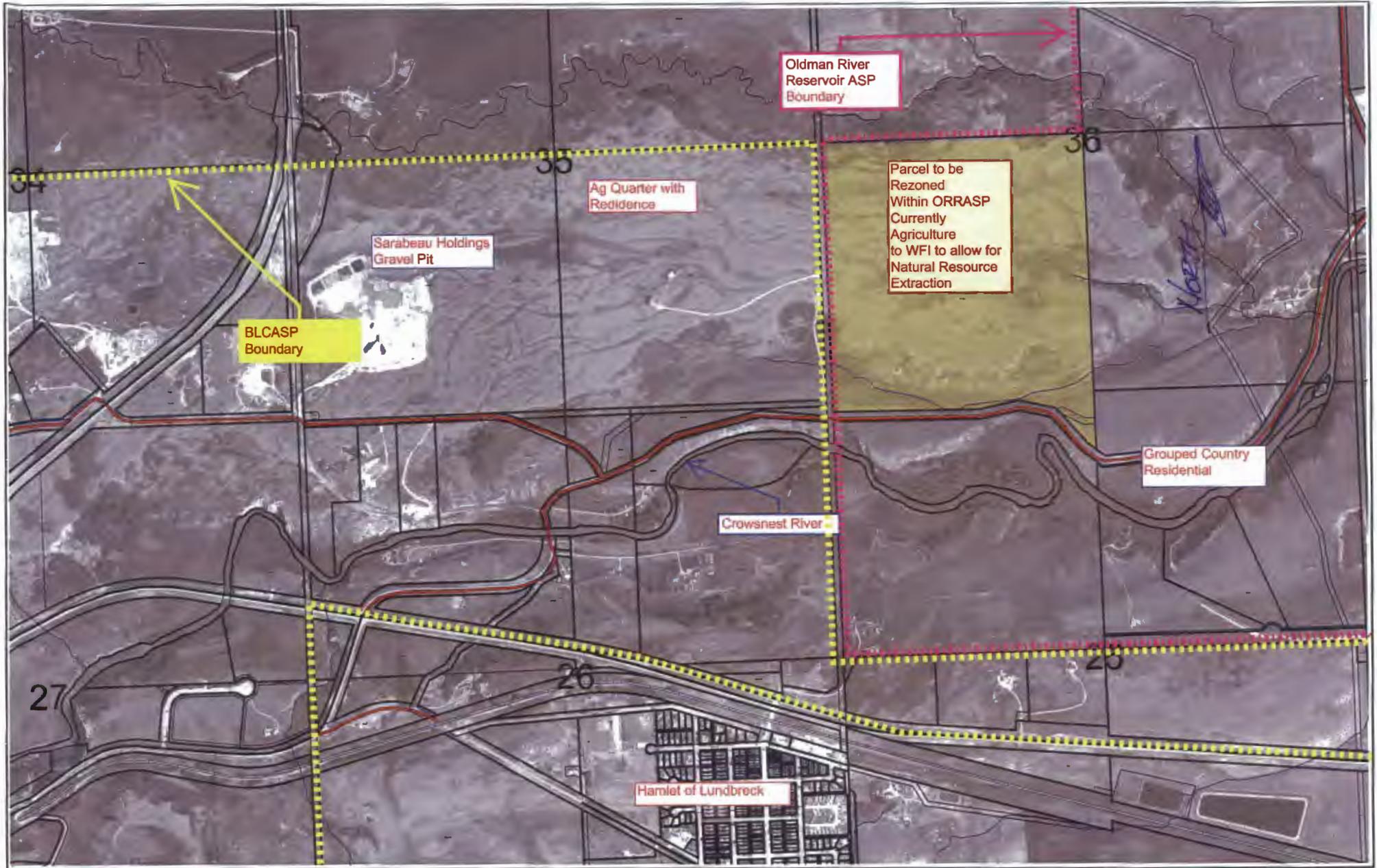
Regards,



Heath Michelson  
Southwest Concrete Products Ltd.



Jack Malin  
Sage Management Ltd.  
354174 AB. Ltd.



Oldman River Reservoir ASP Boundary

Ag Quarter with Residence

Sarabeau Holdings Gravel Pit

BLCASP Boundary

Parcel to be Rezoned Within ORRASP Currently Agriculture to WFI to allow for Natural Resource Extraction

Crowsnest River

Grouped Country Residential

Hamlet of Lundbreck

**MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9  
BYLAW NO. 1247-14**

Being a bylaw of the Municipal District of Pincher Creek No. 9 in the Province of Alberta, to amend Bylaw No. 1140-08, being the Land Use Bylaw.

---

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

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

Lot 1 Block 2 Plan 0810553 including SW36 7-2 W5 and a portion of NW 257-2 W5;

And as shown on Schedule 'A' attached hereto, from "Agriculture - A" to "Multi-lot Heavy Rural Industrial - MHRI";

**AND WHEREAS** Council recognizes that the "Multi-lot Heavy Rural Industrial - MHRI" designation is appropriate for a site developed with a sand and gravel operation;

**AND WHEREAS** The purpose of the proposed amendment is to allow for the establishment of a natural resource extractive use.

**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. 1247-14".
2. Amendments to Land Use Bylaw No. 1140-08 as per "Schedule A" attached.
3. This bylaw shall come into force and effect upon third and final passing thereof.

READ a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

A PUBLIC HEARING was held this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

READ a third time and finally PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

---

*Reeve – Brian Hammond*

---

*Chief Administrative Officer - Wendy Kay*

NE35 NW36 7-2-5 NE36

SE35 7-2-5

SE36 7-2-5

2  
0810553

64071

4004HB

NE26

CROWSNEST RIVER

NE26

9010434

(0814776)  
ACCESS R/W

1'  
0814776

1  
Lot 4 (in 3 parts)  
0710723

2'  
1010711

### LAND USE DISTRICT REDESIGNATION SCHEDULE 'A'

Bylaw #: 1247-14

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



FROM: AGRICULTURE 'A'  
TO: MULTI-LOT HEAVY RURAL INDUSTRIAL 'MHRI'

LOT 1, BLOCK 2, PLAN 0810553  
IN NW 1/4 SEC 25 & SW 1/4 SEC 36, TWP 7, RGE 2, W 5 M  
MUNICIPALITY: M. D. OF PINCHER CREEK NO. 9  
DATE: MARCH 14, 2014

MAP PREPARED BY:  
OLDMAN RIVER REGIONAL SERVICES COMMISSION  
3105 10th AVENUE NORTH, LETHBRIDGE, ALBERTA T1H 5E9  
TEL. 403-326-1344  
"NOT RESPONSIBLE FOR ERRORS OR OMISSIONS"



OLDMAN RIVER REGIONAL SERVICES COMMISSION



March 7, 2014 to March 20, 2014

## DISCUSSION

- March 11, 2014 Policies and Plans
- March 11, 2014 Regular Council
- March 12, 2014 Alberta Health Services
- March 16 – March 19, 2014 AAMDC

## UPCOMING:

- March 25, 2014 Policies and Plans
- March 25, 2014 Regular Council
- March 27, 2014 Emergency Services
- March 27, 2014 Coffee with Council – Twin Butte
- April 1, 2014 Council Strategic Planning
- April 1, 2014 Municipal Planning Commission
- April 2, 2014 Emergency Management Agency
- April 3, 2014 Joint Council
- April 8, 2014 Policies and Plans
- April 8, 2014 Regular Council
- April 11, 2014 Volunteer Appreciation Luncheon
- April 22, 2014 Policies and Plans
- April 22, 2014 Regular Council
- April 23, 2014 Castle Mountain Area Structure Plan

## OTHER

- Ø March 26, 2014 – Financial Matters
- Ø April 30, 2014 and May 5, 2014 – Proposed Road Tour Dates

## RECOMMENDATION:

That Council receive for information, the Chief Administrative Officer's report for the period of March 7, 2014 to March 20, 2014.

---

Prepared by: CAO, Wendy Kay Date: March 20, 2014

Presented to: Council Date: March 25, 2014

Lundbreck Gardeners  
Box 281,  
Lundbreck, Ab  
TOK 1H0

March 12<sup>th</sup>, 2014

M.D. of Pincher Creek  
Ms Wendy Kay, Chief Administrative Officer  
Box 279  
Pincher Creek, Ab  
TOK 1W0

**RECEIVED**  
MAR 19 2014  
M.D. OF PINCHER CREEK

Dear Ms. Kay,

I am writing on behalf of the Lundbreck Gardeners, a group of citizens concerned with the beautification of the hamlet of Lundbreck. We have only been in existence for about a year, and as you may know, have already accomplished a lot. We are concerned, not only with the town alone, but see the possibilities in improving the Patton Park area. We understand that the Municipality has not yet made any decisions regarding such improvements. Our request to you is that when decisions regarding this area are made, that the Lundbreck Gardeners be included in the planning process. Our town has several active citizens groups, including the Lundbreck Gardeners, Lundbreck Citizen's Council and the Windsor Heritage Centre. We believe that these groups working together, and with the Municipality, could achieve our goal, which is turning the Park into an attractive and well-designed area for families and citizens of all ages. Input from Livingstone School is also a possibility. We believe when a community works together, much can be achieved.

We thank-you in advance for considering this request and we hope to hear from you.

Yours sincerely,  
Agnes Thibert



Secretary, Lundbreck Gardeners



**MAYOR DON IVESON**  
CITY OF EDMONTON

2nd FLOOR, CITY HALL  
1 SIR WINSTON CHURCHILL SQUARE  
EDMONTON, ALBERTA, CANADA T5J 2R7  
PHONE: 780-496-8100  
don.iveson@edmonton.ca

*Council  
Corresp-Action*

**F1b**

**RECEIVED**

MAR 06 2014

M.D. OF PINCHER CREEK

February 20, 2014

Reeve Brian Hammond  
Municipal District of Pincher Creek No. 9  
PO Box 279  
Pincher Creek, AB T0K 1W0

Dear Reeve Hammond:

On behalf of the City of Edmonton, I invite you to attend:

**Zero 2014 – A Conference for a Low Carbon Future**

April 15–17, 2014, at the Shaw Conference Centre

Hosted in partnership by the City of Edmonton and Climate Change and Emissions Management (CCEMC) Corporation

Zero 2014 is a solution-focused conference for business and government leaders, investors, land-use planners, policy analysts, financiers, policy makers and innovators to learn more about the challenges of climate change, understand the solutions emerging around the world, and capitalize on these opportunities. Zero 2014 will address the interests of municipal officials (both elected and administrative) – providing a unique opportunity to meet with and learn from representatives from the International Energy Agency and the International Panel on Climate Change (IPCC); a senior advisor to US, European and Chinese governments; and municipal leaders from some of the world's most sustainable cities.

This conference will also feature the Climate Change and Emissions Management Corporation's Grand Challenge Top 20 semi-finalists who are competing for \$35 million in funding for innovative technologies that will convert carbon dioxide emissions into valuable carbon-based products and markets.

There are limited spaces available at this special invitation rate, so register now. Visit the conference site:  
<http://www.zero2014.com/> Choose: Special Invitation (\$499) Enter Code: MAYOR

If you have any questions regarding ZERO 2014, please contact Jim Andrais, Program Manager, Office of Environment, City of Edmonton by telephone at 780-944-7520 or by email at [jim.andrais@edmonton.ca](mailto:jim.andrais@edmonton.ca).

I encourage you to be part of this important discussion and learning opportunity designed to reduce our communities' environmental impact. See you at Zero 2014!

Best regards,

Don Iveson  
Mayor

Enclosure

**ZE  
RO  
2014**



## A CONFERENCE FOR A LOW CARBON FUTURE

### ABOUT ZERO 2014

---

Reduction of the world's greenhouse gas emissions is arguably the greatest challenge of our age a challenge that is escalating as the world's energy demand continues to grow. Zero 2014 is a conference for leaders and innovators to explore how we will drive our transition to a low-carbon future.

Hosted by the Climate Change and Emissions Management (CCEMC) Corporation and the City of Edmonton, this event will bring together forward-thinking leaders from industry, clean technology, government, science and policy to address the shared goals of lowering our carbon impact and promoting greater awareness of the emissions reduction and energy challenges we face both here in Alberta and around the world.

While these challenges seem daunting, there are also tremendous opportunities for communities, businesses and innovators to embrace the challenges and develop and deploy emissions-reduction solutions. We respond, and will continue to respond, with timely, innovative and pragmatic solutions that will result in a new energy and economic future.

### INNOVATORS FROM AROUND THE GLOBE!

---

Zero 2014 will also introduce and welcome the Top 20 finalists from the **CCEMC Grand Challenge**, which profiles innovators and organizations from around the world who are competing for up to \$35 million in funding for innovative technology that can convert CO<sub>2</sub> emissions into new carbon-based products and markets.

### TOPIC & DISCUSSION HIGHLIGHTS

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- The Big Picture: Global Population Growth, Energy Demands, Energy Sources & Climate Change
- The IPCC's Fifth Assessment Report, Climate Change 2013: The Physical Science Basis
- Municipal Sustainability—Call to Action to Address the Climate and Energy Challenges Facing Cities
- The Leap: How to Survive and Thrive in the Sustainable Economy
- Innovation into Action: Harnessing science and technology
- Future Tense: 2050 is just around the corner, so it's time to get real!
- The Green Race in a resource and carbon constrained world
- Collaborating to Create Markets and Solve Problems: How innovators are working with customers to build clean technologies

To view full conference details, please visit [zero2014.com](http://zero2014.com)

---

A CONFERENCE FOR A LOW CARBON FUTURE  
APRIL 15-17, 2014 SHAW CONFERENCE CENTRE, EDMONTON  
[ZERO2014.COM](http://ZERO2014.COM)

Hosted by:



**CCEMC**  
Climate Change & Emissions  
Management Corporation

**City of  
Edmonton**

SPEAKER HIGHLIGHTS

---



Hosted by:



CCEMC



**Don Iveson**  
Mayor,  
The City of Edmonton



**Jeremy Rifkin**  
President, Foundation on  
Economic Trends



**Dr. Bjorn Stigson**  
Former President, World  
Business Council for  
Sustainable Development  
(WBCSD) 1995-2011



**Thomas Stocker**  
Co-Chair,  
Intergovernmental Panel  
on Climate Change



**Scott Vaughan**  
President and CEO  
International Institute for  
Sustainable Development



**Dan Wicklum**  
Chief Executive, Canada's  
Oil Sands Innovation  
Alliance (COSIA)



**Clive Mather**  
Former President and  
CEO, Shell Canada Ltd.



**Elyse Allan**  
President and CEO, GE  
Canada  
Former Chair, Canadian  
Chamber of Commerce

To view full speaker details, please visit [zero2014.com](http://zero2014.com)



F1c

**LEGISLATURE OFFICE:**  
501 Legislature Annex  
9718 107 Street  
Edmonton, AB T5K 1E4  
Phone: (780) 643-9110  
Fax: (780) 638-3506

LEGISLATIVE ASSEMBLY  
ALBERTA

**Danielle Smith, MLA**  
**Highwood**  
Leader of the Official  
Opposition

**CONSTITUENCY OFFICE:**  
**High River:**  
#4, 28 – 12<sup>th</sup> Avenue SE  
High River, AB T1V 1T2  
Phone: (403) 652-7100  
Fax: (403) 652-7757

**Okotoks:**  
Unit 5, 49 Elizabeth Street  
Box 568 Main  
Okotoks, AB T1S 1A7  
Phone: (403) 995-5488  
Fax: (403) 995-5490

February 26, 2014

Mr. Brian Hammond  
Reeve, Municipal District of Pincher Creek No. 9  
PO Box 279  
Pincher Creek, Alberta T0K1W0

RECEIVED  
MAR 06 2014  
M.D. OF PINCHER CREEK

Dear Reeve Hammond:

As I and my Wildrose colleagues have travelled the province over the last number of years, we've heard over and over from locally elected officials like yourself that the way the province funds municipal infrastructure is unpredictable, condescending and inefficient.

We recognize that you know your community's needs better than the province - you just need long-term, stable funding to do the job you were elected to do. Accordingly, since before the 2012 election Wildrose has committed to a 10/10 Community Infrastructure Transfer plan to give municipalities more funding with no strings attached.

In response to our Wildrose 10/10 plan proposal, Premier Alison Redford's PCs announced in the middle of the 2012 campaign that they would increase MSI from \$846 million to \$1.6 billion by 2014-15. As you know, this promise was broken. In Budget 2013, MSI was frozen for 3 more years at \$846 million meaning, in the midst of a hot economy, municipal funding isn't even keeping pace with inflation.

### **Wildrose 10/10 Community Infrastructure Plan Details**

The Wildrose 10/10 plan would see the equivalent of 10% of all provincial tax revenues flow directly to municipalities. Additionally, once a Wildrose government got the province back into cash surplus (i.e. no longer draining savings or taking out debt), 10% of those surpluses would be

distributed back to municipalities as well. Using tax revenue as a base, rather than a formula connected to royalties, ensures that the funding amount remains fairly stable. When combined with a share of budget surpluses, a tax-based formula also ensures the transfer increases with population and economic growth pressures.

The PCs have tried to create some confusion about our Wildrose 10/10 plan by suggesting that it would result in \$200 million less in transfers to municipalities. This is not the case. Our Wildrose 10/10 plan would have actually resulted in \$265 million more in 2013/14 alone, rising to \$486 million more in Budget 2015.

The way it would work is the Wildrose 10/10 plan proposes to replace only the 5 main infrastructure grants: MSI, Basic Municipal Transportation Grant, Green Trip, the Water/Wastewater grants, and the Strategic Transportation and Infrastructure Program. The \$230 million in federal revenue streams, such as the Gas Tax Fund, would remain, as would the roughly \$300 million in Budget 2013 for other, mostly operational, grants.

The net result is that the Wildrose 10/10 formula would generate about \$1.7 billion and, when combined with the remaining grants, it would have produced a total of more than \$2.2 billion in funding for municipalities 2013-14. This is \$265 million more than the PCs are currently transferring, and none of it would be conditional.

### **What 10/10 Would Mean for You**

We are writing to request your feedback on the formula you think we should use to allocate the Wildrose 10/10 Community Infrastructure Transfer between municipalities. One option is to use the current MSI formula, but we are open to your suggestions. If we were to use the MSI formula, the proportion of MSI you are currently receiving is 0.126%. Government tax revenues are projected to grow by 8.2% and 6.5% over the next 2 years. As a result, here's what the 10/10 plan would provide for MD of Pincher Creek if your proportion of MSI remained constant:

2013 Transfer	2014 Transfer	2015 Transfer
\$2,143,552	\$2,320,612	\$2,483,858

Keep in mind this is just a provisional estimate, based on projected tax revenues and your proportion of MSI. To compare with the status quo, you would need to take what you expect to get in MSI, the Basic Municipal Transportation Grant, Green Trip, Water/Wastewater, and Strategic Transportation and Infrastructure Program over the next three years. We understand many municipalities are getting nothing in Green Trip and wastewater grants in 2013, and STIP received no funding. With that said, your baseline comparison to the Wildrose 10/10 plan can be derived by adding MSI and BMTG together. The most recent calculation we have for your municipality was \$1,313,882 in 2013.

For those who are expecting to receive extra funds from those other special grant programs, we are committed to ensuring that no community will be worse off under our plan. We will create a transition fund to guarantee no municipality receives less than they were planning on receiving.

So once again, please let us know what you think of the Wildrose 10/10 plan, and what changes, if any, you think would need to be made to the MSI formula to ensure that your community receives its appropriate share so that you could address your needs. This is not designed a one-time or temporary program; this would be permanent transfer program.

We are confident that our Wildrose 10/10 plan will transform the relationship between the province and municipalities like yours by giving you the resources you need and the autonomy to make your own short, medium, and long-term plans. My Wildrose colleagues and I look forward to working more closely with you on all the issues that matter to communities across Alberta.

We look forward to your response.

Sincerely,



Danielle Smith  
MLA – Highwood  
Leader of the Official Opposition



Jeff Wilson  
MLA - Calgary-Shaw  
Critic, Municipal Affairs

**MDInfo**

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**From:** Kimberly Hurst <hurstfamily05@me.com>  
**Sent:** Tuesday, March 11, 2014 3:19 PM  
**To:** MDInfo  
**Subject:** Entry Forms for Lundbreck Corn Fest and Parade  
**Attachments:** Parade Poster 2014.pdf; LUNDBRECK PARADE ENTRY FORM2014.pdf;  
LUNDBRECKVENDORFORM2014.pdf

Good afternoon,

You are cordially invited to participate in our parade. Please find attached a registration/entry form for the **Lundbreck Citizens Council** Parade during **Corn Fest** this coming **August 23rd, 2014**. This year during the **Baseball Tournament** we are also organizing a small outdoor vendor market as well as the concession which will take place after the parade.

Thank you If you have any questions please contact,  
Kimberly Hurst  
Parade Chairman  
Lundbreck Citizens Council  
403/628-2069



**Please join us in a wonderful day filled with Family fun!**

**Lundbreck Corn Fest Parade**  
**Saturday August 23TH, 2014 AT 11AM**  
**Pancake Breakfast / Parade / Baseball**  
**Tournament / Pig Roast / Children's**  
**Activities/Vendor Market Area AND**  
**MORE!!**



Would you like to volunteer or enter a float? Contact Kimberly Hurst 403/628-2069 [hurstfamily05@me.com](mailto:hurstfamily05@me.com) for more information (Lundbreck Citizens Council)

LUNDBRECK CORNFEST CELEBRATION  
PARADE ENTRY FORM

You are cordially invited to participate in our parade. Please complete the form below and return it to the address as indicated, or email to [hurstfamily05@me.com](mailto:hurstfamily05@me.com) Please call 403-628-2069 if you have any questions.

---

WHERE: STARTS AT PATTON PARK, LUNDBRECK ALBERTA

WHEN: SATURDAY, AUGUST 23, 2014

TIME: PLEASE BE AT THE PARK BY 9:30 AM FOR JUDGING AND PLACEMENT.  
PARADE STARTS AT 11 AM.

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

WHAT CATEGORY ARE YOU ENTERING IN: EG: VEHICLE, FLOAT, CHILDRENS,  
HORSE, MUSICAL, OTHER (INDICATE)

---

PLEASE RETURN FORM TO:  
LUNDBRECK CITIZENS COUNCIL  
BOX 208  
LUNDBRECK, AB. T0K 1H0

**MDInfo**

---

**From:** Anne Gover <parentli@telus.net>  
**Sent:** Wednesday, March 12, 2014 1:06 PM  
**To:** MDInfo  
**Cc:** parentli@telus.net  
**Subject:** Your VIP invitation for McHappy Day! Wednesday, May 7th, 2014  
**Attachments:** McHappy Day 2014 VIP Invitation PLC official letter - MD of Pincher Creek.doc

Dear Reeve Brian Hammond and Councillors,

I hope that you will consider accepting this invitation to be a part of McHappy Day on Wednesday, May 7th. From 7:30 a.m. to 7:30 p.m. there will be an opportunity to support not only the good work of the Ronald McDonald House but children and families at your own Parent Link Centre.

Do not hesitate to contact me should you have any questions!

Sincerely,

Anne

Anne Gover

Executive Director

Pincher Creek Family Resource Society

Box 478

The Provincial Building

782 Main Street, #220

Pincher Creek, AB TOK 1W0

403-627-5569 (office)

403-632-5210 (cell)

Parent Link Family Centre

The Co-op Mall

403-627-5569

parentli@telus.net

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



**parentLINKcentre**



March 10, 2014

MD of Pincher Creek  
Reeve Brian Hammond and Councillors  
Box 279  
Pincher Creek, Alberta T0K 1W0

Dear Reeve Brian Hammond and Councillors,

I am writing to invite you to our next McHappy Day® on Wednesday, May 7<sup>th</sup>, 2014.

This year marks the 21<sup>st</sup> McHappy Day in the history of McDonald's® Canada. Each year our more than 1,400 McDonald's restaurants across the country celebrate McHappy Day, the company's longest-running and best-known national fundraising event. Since its inception, the event has raised more than \$38 million for Ronald McDonald House Charities® (RMHC®) Canada, the Ronald McDonald Houses and hundreds of other local children's charities. This year we are partnering with the Crowsnest Pass and Pincher Creek Parent Link Centres.

In addition to McHappy Day, at the heart of our community commitment is Ronald McDonald House Charities (RMHC) Canada. RMHC Canada is the organization that supports Ronald McDonald Houses and Ronald McDonald Family Rooms across the country, which provides families of sick children a home-away-from-home or a place of peace and calm within a hospital. RMHC Canada is dedicated to giving sick children the one thing they need most...their families.

It is a McHappy Day tradition for civic and community leaders to join us in our restaurants to celebrate with our customers. As a local McDonald's franchisee of 8 locations in Lethbridge, Pincher Creek & Taber, I'd like to invite you to support this very worthwhile event by visiting us during McHappy Day to participate alongside my crew. Your involvement would be a tremendous boost to our McHappy Day efforts and help us further the Pincher Creek and Crowsnest Parent Link Centres' efforts to heighten public awareness of family-based programs.

We thank you for your thoughtful consideration. **Anne Gover** of the Pincher Creek Parent Link Centre is coordinating the participation of the leaders from your community. Please contact her at **403.627-5569** or [parentli@telus.net](mailto:parentli@telus.net). We look forward to hearing from you.

Sincerely,  
On behalf of Dan Brown Owner/Operator

*Alison Mackisey*

Alison Mackisey  
Brand Manager



**parentLINKcentre**



## VIP RSVP

McHappy Day® – Wednesday, May 7<sup>th</sup>, 2014

**Yes! I'll be there!**

Name: \_\_\_\_\_

Company/Organization: \_\_\_\_\_

Your phone #: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Would you like to bring a guest or group?

Yes

No

If yes, please specify the number of guests and their names:

What time of day would you prefer? \_\_\_\_\_

For how long? \_\_\_\_\_

**Sorry! I'll be unable to help out on McHappy Day.**

We understand if you're not able to join us on McHappy Day; however, you can still help us make a difference in the lives of Canadian children in need.

Please encourage your friends, family and colleagues to visit a Canadian McDonald's® restaurant on Wednesday, May 7<sup>th</sup>. Alternatively, we encourage you to visit [www.pinchercreekparentlink.com](http://www.pinchercreekparentlink.com) or [www.RMHCCanada.com](http://www.RMHCCanada.com) to learn more about the **Pincher Creek Parent Link Centre** or **Ronald McDonald House** and consider making a donation to help Canadian children. To make a difference and raise awareness of McHappy Day, if you are on Twitter, please follow McD\_Canada - [www.twitter.com/McD\\_Canada](http://www.twitter.com/McD_Canada) or join the McDonald's Canada Facebook page [www.facebook.com/McDonaldsCanada](http://www.facebook.com/McDonaldsCanada) and help us spread the word!

### Local McHappy Day Contact:

Donnelle Teneycke – Restaurant Manager

E-mail: [40229@post.mcdonalds.ca](mailto:40229@post.mcdonalds.ca)

Hotline: 403.627.3498

Fax: 403.627.3498

Mail: 1100 Table Mountain Street, Pincher Creek, AB T0K 1W0  
(Attention: Donnelle Teneycke)

**Tara Cryderman**

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**From:** Wendy Kay  
**Sent:** Friday, March 14, 2014 2:28 PM  
**To:** Tara Cryderman  
**Subject:** FW: Summer Games and by law

Council Correspondence - Action

**From:** Terry Yagos [mailto:ty@leelake.com]  
**Sent:** March-12-14 5:24 AM  
**To:** Wendy Kay  
**Subject:** Fwd: Summer Games and by law

Sent from my iPhone

Begin forwarded message:

**From:** Dan Kuftinoff <[dkuftinoff@toughcountry.net](mailto:dkuftinoff@toughcountry.net)>  
**Date:** March 11, 2014 at 10:26:11 PM MDT  
**To:** [ty@leelake.com](mailto:ty@leelake.com)  
**Subject:** Summer Games and by law

Hi Terry,

Hope this email finds you well! I was wondering if you could point me in the right direction in respect to a few requests that the gun club has for the M.D 9. In July we are hosting the shooting events at the club for the 2014 Summer Games. As you well know, we under went a pretty large transformation at the club and we are still working at it! For the most part we are ready to host the games with our current progress, but we could use a significant amount of gravel and pit run; I am thinking to the tune of 20 odd loads if not more. This material will be used to re establish a parking area and surround our new shooting enclosures as well as top up the road into the club's grounds. Currently, we are wallowing in mud! I would like to spruce that area up for the games and make a good showing for the community as we expect a large turnout.

On March fifth we met with representatives from Pincher Creek who sit on the Rec. board as well as the representatives who are from the Southern Alberta Games department. The two organizations talked in length about the few things we feel we need in order to put on a successful event, the gravel being one, and another being some sort of dust control. This brings me to another issue, each year the club puts in a request to be put on the M.D list to pay for dust control. The past two years we have canceled the request because the summer passes by without action and the club doesn't need dust control in September since our season starts at the end of April beginning of June. We have inquired with public works how we can change this and frankly we have just been told, too bad! There is a list and it cycles in regards to priority. This is not a sufficient answer in my opinion. Perhaps there needs to be an investment in equipment or man power to make the dust control "cycle" more efficient? From speaking with other rate payers and businesses, this is a yearly point of contention. Regardless of changing procedure, the

club will be embarrassed if the games participants have to choke down dust as we have to all summer long.

This brings me to another question. Why is that road that passes the club still zoned unimproved? Last year significant road work was done on that road and yet all winter it was treated with low priority with snow removal. The poor and sometimes closed road made it near impossible for us to maintain our grounds all winter. This road is a main vein all summer for people from Pincher Creek to the Landfill. In the Winter, the club needs access in order to care for the infrastructure that we have. The club approached the MD a few years ago and requested assistance with a snow fence in the field west of us but we were turned down. We feel that a snow fence will greatly reduce the snow load that ends up in the club and this will allow us to maintain what we have in a much more efficient manner. Presently, we have to get heavy equipment to mitigate the snow each winter and it is getting costly.

My next question is about the request that has been presented to the M.D for some sort of noise bylaw in the Burmis Mountain Estates development. As you know we have a problem neighbour and after a few years of trying to deal with him by contacting the M.D, the police, and the neighbour himself, we are still having to deal with the same issue. Since last November he has been playing his music 24hrs a day seven days a week as a nuisance tactic toward his immediate neighbour Rob Macgarva. Prior to November, he was playing his sound system all day up till 10:00pm. Many neighbours, including myself, have filed complaints to the RCMP but nothing has been done. The RCMP feel he is not breaking Provincial law and since there isn't a municipal bylaw in place they have no grounds to take action. I'm not certain that a noise bylaw is what is needed. I feel that if he is given notice of a bylaw, say, nothing after 11:00pm or nothing before: 7:00am, we will just have to deal with louder music or whatever he comes up with, within the allotted hours. Everyone in this development pays a great deal of money to enjoy our area and this is getting ridiculous! There needs to be a disturbance bylaw in place, something that can protect the inhabitants from malicious behaviour from a disgruntled neighbour. The RCMP have personally witnessed his behaviour on more than one occasion and in their opinion it is very unreasonable but without a bylaw their hands are tied, what can we do about this?

Thank you for giving this a read! I look forward to any and all advise you can offer.

Dan Kuffinoff



ALBERTA

TOURISM, PARKS AND RECREATION

*Office of the Minister**MLA, Vermilion-Lloydminster*

RECEIVED

AR 25770

MAR 18 2014

M.D. OF PINCHER CREEK

March 13, 2014

Hamlet of Lundbreck  
Box 279  
c/o Municipal District of Pincher Creek No. 9  
Pincher Creek, Alberta T0K 1W0

Dear Sir or Madam:

I am pleased to announce a new incentive to make it easier for you to install or replace tourism attraction highway signs.

Effective immediately, tourism operators and communities no longer have to pay renewal fees for two types of attraction signs. **If you have already paid your renewal fee, you will be sent a rebate.** In addition your renewal fee will be waived on a go forward basis.

The \$400 subsidy off the cost of the permit fees, for up to two signs per attraction, will continue. Operators will still have to sign a permit agreement every five years. This is to ensure highway signs are current for attractions open to the public. Note: The subsidy or renewal fee coverage does not apply to logo signs.

By waiving the renewal fees, we are responding to industry's request for a more affordable and consistently applied program to make sure visitors have the information they need. In 2004, the Tourism Highway Signage Program was introduced to make sure signs are consistent throughout the province. Alberta uses the blue and white design that is standard in North America. While most tourist attractions around the province have adopted the blue tourism highway signs, about 800 brown signs remain, most of them older than 10 years old and in poor condition.

.../2

Page 2

The Government of Alberta recently approved Alberta's Tourism Framework that encourages collaboration between government and industry, and will strengthen and diversify our economy. The goal is to grow tourism in Alberta from a \$7.8 billion to a \$10.3 billion industry by 2020. To help meet this goal, the Tourism Framework recognizes the need for a robust, consistent and affordable highway sign system so travelers can easily find their way to Alberta's attractions. More information about the Tourism Framework is available at [tourism.alberta.ca](http://tourism.alberta.ca).

Should you have any questions regarding the program, please contact Bill Hodgins, Tourism Manager Strategy, Policy and Partnerships at 780-427-6485. More information about tourism attraction highways signs is available at [SignUpAlberta.com](http://SignUpAlberta.com).

Best regards,

A handwritten signature in black ink, appearing to read "Richard Starke". The signature is written in a cursive style with a large initial "R".

Dr. Richard Starke  
Minister

Council  
Corresp - For Info

F2b



ALBERTA

TOURISM, PARKS AND RECREATION

*Office of the Minister*

*MLA, Vermilion-Lloydminster*

AR 25737

March 1, 2014

**RECEIVED**

MAR 10 2014

M.D. OF PINCHER CREEK

Reeve Brian Hammond  
Reeve  
Municipal District of Pincher Creek  
PO Box 279  
Pincher Creek, AB T0K 1W0

Dear Reeve Hammond

As Minister of Tourism, Parks and Recreation, responsible for sport and recreation in Alberta, I am pleased to invite you to consider submitting a bid for the right to host the 2017 Alberta 55 Plus Winter Games in your community. Attached, for your information, is a brochure with details on how to apply.

I encourage you and your community to consider this invitation and the benefits that can result from hosting this event. The legacy of experienced volunteers and upgraded facilities associated with hosting Alberta 55 Plus Games, along with the economic benefits, has proven to be tremendous. The successful host will have the opportunity to showcase its community to approximately 1,100 participants from all regions of the province and to attract numerous spectators and special guests. Communities with populations of less than 10,000 are encouraged to join together with neighbouring communities to submit a joint bid.

The community awarded the 2017 Alberta 55 Plus Winter Games will receive base financial support to cover operational, cultural and legacy aspects of the Games.

.../2

Reeve Brian Hammond

Page 2

The *Guidelines for Communities Bidding to Host the 2017 Alberta 55 Plus Winter Games* are available from Alberta Sport Connection upon request to assist you in preparing your bid. In addition, Alberta Sport Connection staff are available to provide consultative assistance if required. For additional information, please do not hesitate to contact Mr. Dennis Allen, at (403) 297-2729; toll free by first dialing 310-0000; or e-mail [dennis.allen@albertasport.ca](mailto:dennis.allen@albertasport.ca).

I look forward to receiving your application.

Best regards,

A handwritten signature in cursive script, appearing to read "Richard Starke".

Dr. Richard Starke  
Minister

Enclosure

cc: John Short  
Chair, Alberta Sport Connection

Dennis Allen  
Alberta Sport Connection

## FOR MORE INFORMATION

To request a copy of the "Guidelines for Communities Bidding to Host the 2017 Alberta 55 Plus Winter Games", or assistance in preparing your bid, please contact:

**Alberta Sport Connection**  
620 – 615 Macleod Trail SE  
Calgary, AB T2G 4T8  
T 403.297.2729 F 403.297.6669  
E [dennis.allen@albertasport.ca](mailto:dennis.allen@albertasport.ca)

**Note:** Office can be reached toll free by first dialing the Service Alberta line at 310-0000.

[www.albertasport.ca](http://www.albertasport.ca)  
[www.albertagames.com](http://www.albertagames.com)



Alberta  Government

Alberta Sport Connection supports the delivery of sport programs and services on behalf of the Government of Alberta

# 2017



# ALBERTA 55 PLUS GAMES

# 2017 ALBERTA 55 PLUS GAMES

The Honourable  
**DR. RICHARD STARKE**  
Minister of Tourism,  
Parks & Recreation

*extends an invitation to all  
municipalities in Alberta  
to bid to host the*

**2017 ALBERTA  
55 PLUS  
WINTER GAMES  
FEBRUARY, 2017**

The aim of the Alberta 55 Plus Games is to provide all Albertans aged 55 and over with the opportunity to pursue greater levels of physical, social, intellectual, and creative achievement through friendly competition and participation; and to enhance a sense of community spirit by bringing Alberta's seniors together.

The Alberta 55 Plus Games are coordinated by the Alberta Sport Connection in partnership with a community selected to host the games and the Alberta 55 plus Association. Interested communities must be capable of feeding and accommodating approximately 1,100 participants.

Municipalities with populations less than 10,000 are encouraged to join together with neighbouring communities to submit a joint bid.

The 2015 Alberta 55 Plus Winter Games are planned for Lethbridge February 19-22, 2015.

## Grant Funding

Operating Grant	\$160,00
Accommodation Grant	\$90,000
Cultural Grant	\$25,000
Legacy Grant	\$25,000
	<hr/>
	\$300,000

## Important Deadlines

A letter outlining your community's interest in bidding to host the 2017 Alberta 55 Plus Winter Games, together with a resolution of support from your Municipal Council, must be received by May 15<sup>th</sup>, 2014.

Completed bids must be received by the Alberta Sport Connection no later than August 15<sup>th</sup>, 2014.



RECEIVED  
MAR 18 2014  
M.D. OF PINCHER CREEK

March 12, 2014

Wendy Kay, Chief Administrative Officer  
Municipal District of Pincher Creek  
PO Box 279  
Pincher Creek, AB T0K 1W0

Dear Ms. Kay:

I am pleased to inform you that the Grants and Education Property Tax Branch is developing an online application system for the Municipal Sustainability Initiative (MSI).

The MSI Online System (MSIO) will be launched in April 2014. Through MSIO, your municipality will be able to submit and track the review status of MSI capital applications and amendments, submit MSI operating spending plans, and access some summary reports online.

However, before access to MSIO can be initiated, your municipality must gain access to MAConnect. MAConnect is the new web portal that provides Government of Alberta staff and external stakeholders secure access to Municipal Affairs' key business applications. As you may recall from correspondence sent last summer regarding the Elections Database, accessing MAConnect is achieved by entering into a Stakeholder Agreement. This can be obtained by emailing [MSIOaccess@gov.ab.ca](mailto:MSIOaccess@gov.ab.ca).

Following the launch of MSIO, if the Stakeholder Agreement has been signed and returned to Alberta Municipal Affairs Information Technology Services, your municipality will be able to request access to MSIO. We recommend that you initiate the process to access MAConnect early to ensure timely access to MSIO once it becomes available.

Initial questions about MSIO can be directed to a grant advisor at toll-free by dialing 310-0000, then 780-427-2225. More detailed information about how to access MSIO will be provided to municipalities when the system is launched.

Yours truly,



Janice Romanyshyn  
Executive Director  
Grants and Education Property Tax



**MSI** Building Today for Your Tomorrow  
Municipal Sustainability Initiative



# County of St. Paul No. 19

F2d

February 28, 2014

Mr. Jim Rennie, Mayor  
Woodlands County  
Box 33  
Fort Assiniboine, AB  
T0G 1A0

**RECEIVED**

MAR 18 2014

M.D. OF PINCHER CREEK

Dear Mayor Rennie:

Re: Provincial Funding for Bridges

County of St. Paul Council supports Woodlands County's efforts in urging the Provincial Government to reinstate funding for the replacement, repair and maintenance of bridges and culverts. The discontinuation of the Bridge Funding Program will have a negative impact on the County of St. Paul's budget along with our rural counterparts throughout the province. The need to reinstate the funding is imminent and reduced funding will ultimately result in the restriction or possible closure of bridge structures throughout the province.

With your leadership and the support of rural municipalities, we remain hopeful that the Province will reconsider its decision and reinstate the bridge funding program. In the meantime, the County of St. Paul remains concerned about the long term ramifications of this funding shortfall on our economy and our municipal budget.

Sincerely,

Steve Upham  
Reeve

c.c.: Honorable Wayne Drysdale, Minister of Transportation  
Alberta Rural Municipalities

Please let us know if you are wanting to set-up a display.  
Contact the Rec Office at 403-627-4322!

Pincher Creek Community Hall

Time: 11:00am-2:00pm

Date: Friday, April 11th, 2014

In Celebration of National Volunteer Week your members are cordially invited to celebrate and honor the many volunteers who contribute to the community! Also, the Town & M.D. are offering all volunteer groups the opportunity to showcase their organization by setting up a display around the perimeter of the Community Hall.

**Volunteer Appreciation Come 'N Go Lunch**

Of a great year!



**We Hope To See You!**



**The Town of Pincher Creek & M.D. of Pincher Creek**



It's a celebration...

**RECEIVED**  
MAR 11 2014  
M.D. OF PINCHER CREEK



Box 2841, Pincher Creek, Alberta, T0K 1W0 Telephone 403-627-3156 - fcss@pinchercreek.ca

**FCSS Board Meeting, January 20, 2014  
Council Chambers  
Minutes - draft**

**1.) Call to order: Bonnie Scott called the meeting to order at 6:35**

Board members present: Bonnie Scott, Cindy Cornish, John Hancock, Tammy Rubbelke

Absent with regret: Fred Schoening, Kellie Leblanc, (also see 7.3)

Confirmation of Quorum: A quorum was present

**2.) Approval of Agenda**

**Motion 12.70/Cindy Cornish  
That the Agenda be approved  
Carried**

**3.) Approval of Minutes of December 16 Meeting**

**Motion 12.71/Tammy Rubbelke  
That the Minutes of December 16 be approved.  
Carried**

**4.) Correspondence**

4.1) Womens' Emergency Shelter DVAT Conference: FCSS has received the full reports and financial information related to the November DVAT Conference. David will distribute the report electronically when available.

4.2) Seniors Service Awards Call for Nominations: The Board has been notified that the Alberta Health 2014 Minister's Senior Service Awards are now accepting nominations. The Board was asked to forward any potential nominee information to David.

4.3) The Home Program Workshop – The Gov't of Canada Homelessness Partnering Strategy, the Alberta Rural Development Network (ADRN) and the "Home Program" are sponsoring a "Home Ownership" workshop on Feb 13 in Fort Macleod. David will contact the ADRN to ask whether the workshop could be run in Pincher Creek.

**5.) Financial**

5.1) MD Payment: The final 2013 FCSS contribution will be received from the MD within the next week.

6.) **Business Arising**

6.1) DVAT Conference Contract: The contract for the DVAT conference funding is now signed.

6.2) GGY/PCFRS Teen/Pre-teen Program update: Two elements of the collaborative pre-teen/teen program are under way. The first is a photography workshop running for three Saturdays at Group Group Youth. The second is a music workshop to be hosted at the PC Family Resource Society Parent Link Centre. The workshop will provide everything needed to write and record your own music.

6.3) Community Volunteer Tax Program: FCSS will maintain minimal involvement in this program. David will speak to the volunteer who has initiated the initiative.

7.) **New Business:**

7.1) Community Food Bank update: The Board received the following information:

Food Bank Hours of Operation: Mon, Tues, Wed from 9 AM to 4 PM

Telephone Number: 403-627-4265

Coordinator: Susan Kufinoff

The Napi Friendship Association will continue to oversee the operation but is exploring the possibility of establishing a separate Society.

7.2) Alberta Health Services Addictions and Mental Health Community Session: David attended this workshop in Lethbridge. A report will be prepared by Alberta Health Services and David will distribute it to the FCSS Board.

7.3) Resignation: The Board has received a notice of resignation from Jocelyn Mercer. It was agreed that a gift will be purchased and presented to Jocelyn for the work she did while a member of the Board.

David will begin advertising for a new Board member.

7.4) Recent fire in Foothills Trailer Park/Emergency Social Services: David presented a summary of the discussions that took place at the time of the recent fire. Several people were displaced and through a coordinated effort, most were accommodated. Alberta Emergency Social Services provided some funding assistance. The Pincher Creek Foundation was able to house a young family in a vacant Community Housing Unit. Pincher Creek Emergency Management Agency coordinated communication through the event.

7.5) Interim project presentations (through 2014): The Board agreed to invite funded project personnel to present updates to FCSS through the coming months. One or two projects will be invited to each Board Meeting from now to the end of August.

7.6) Review of Funding Contract and Application Form: The current funding contract includes some confusing and no-longer-applicable language, most having to do with project financial statements and certification of information. David will discuss this matter with the Town lawyers, have them draft the changes, and then distribute the draft to the Board.

The Board reviewed a sample Funding Application Form (used by Cardston and District FCSS). This form contains language specific to the new Outcome Measures regime introduced by the province. I will assist project managers and Boards in the drafting of project strategies and outcome measurement.

7.7) Board Governance and non-profit accounting workshop: KPMG and the Lethbridge United Way are offering a free workshop dealing with Governance and Accounting Standards for Non-Profits. The workshop takes place on Feb 11 at the Lethbridge Lodge Hotel and runs from 9 AM to 11 AM. David will notify funded agencies and will attend. Board members are also invited to participate.

- 8.) **Date for next Board Meeting** – Because February 17 is Family Day, the Board agreed that the next meeting will be held **February 19th, 2014**
- 9.) **Adjournment:** There being no further business, Bonnie declared the meeting adjourned at 8:00 PM

Read and approved this \_\_\_\_\_ of March, 2014

\_\_\_\_\_  
Coordinator

\_\_\_\_\_  
Director

**NOTE: By agreement of the Board, the February meeting was cancelled.**

**Please circulate to Mayor/Reeve and Council for information**



**MINUTES - 4 (2013)**  
**ANNUAL ORGANIZATIONAL BOARD OF DIRECTORS' MEETING**  
**Thursday, December 5, 2013 - 7:00 p.m.**  
**ORRSC Conference Room (3105 - 16 Avenue North, Lethbridge)**

**BOARD OF DIRECTORS:**

Bill Graff (absent) .....	Village of Arrowwood	Brad Koch (absent) .....	Village of Lomond
Jane Jensen (absent) .....	Village of Barnwell	Richard Van Ee .....	Town of Magrath
Ed Weistra .....	Village of Barons	David Hawco .....	Town of Milk River
Tom Rose .....	Town of Bassano	Scott Schroeder (absent) .....	Village of Milo
Fred Rattai .....	City of Brooks	Christophe Labrune .....	Town of Nanton
Jim Bester .....	Cardston County	Anne Marie Philipsen (absent) .....	County of Newell
Dave Edmonds .....	Town of Cardston	Pete Pelley .....	Village of Nobleford
Cecil Sabourin .....	Village of Carmangay	Teresa Feist .....	Town of Picture Butte
Jamie Smith (absent) .....	Village of Champion	Garry Marchuk .....	M.D. of Pincher Creek
Betty Fieguth (absent) .....	Town of Claresholm	Don Anderberg .....	Town Pincher Creek
Bill Martens .....	Town of Coaldale	Ronald Davis (absent) .....	M.D. of Ranchland
Sheldon Watson .....	Town of Coalhurst	Greg Robinson .....	Town of Raymond
Ken Galts .....	Village of Coutts	Janice Binmore - <i>alternate</i> .....	Town of Stavely
Garry Hackler (absent) .....	Village of Cowley	Ben Nilsson .....	Village of Stirling
Bill Kovach (absent) .....	Mun. Crowsnest Pass	Ben Elfring (absent) .....	M.D. of Taber
Dave Filipuzzi (absent) .....	Mun. Crowsnest Pass	Russell Norris .....	Town of Vauxhall
Gordon Wolstenholme .....	Town of Fort Macleod	Rod Ruark (absent) .....	Vulcan County
Darrell Edwards (absent) .....	Village of Glenwood	Paul Taylor .....	Town of Vulcan
Shirley Murphy (absent) .....	Town of Granum	Don Heggie .....	County of Warner
Monte Christensen (absent) .....	Village of Hill Spring	Jon Hood (absent) .....	Village of Warner
Henry Doeve (absent) .....	County of Lethbridge	Henry Van Hierden .....	M.D. Willow Creek

**STAFF:**

Lenze Kuiper .....	Director	Leda Kozak Tittsworth .....	Assistant Planner
Mike Burla .....	Senior Planner	Jaime Thomas .....	GIS Analyst
Steve Harty .....	Senior Planner	Kaylee Kinniburgh .....	CAD/GIS Technologist
Bonnie Brunner .....	Planner	Gail Kirkman .....	Subdivision Technician
Gavin Scott .....	Planner	Barb Johnson .....	Executive Secretary
Ryan Dyck .....	Assistant Planner		

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**AGENDA:**

1. **Approval of Agenda** – December 5, 2013 .....
2. **Approval of Minutes** – September 5, 2013..... (attachment)
3. **Business Arising from the Minutes**.....
4. **Recognition of Members and Alternate Members for 2013/2014** ..... (attachment)
5. **Appointment of Officers and Executive Committee for 2013/2013** ..... (attachment)
  - (a) Election of Chair .....
  - (b) Election of Vice-Chair .....
  - (c) Election of Executive Committee.....
  - (d) Destruction of Ballots.....
6. **Reports**
  - (a) Executive Committee Report..... (attachment)
  - (b) GIS Newsletter ..... (handout)
7. **Business**
  - (a) Proposed Budget 2014..... (attachment)
  - (b) ORRSC Bylaw No. 2013-2 ..... (enclosure)
  - (c) Reserve Policy..... (attachment)
  - (d) Draft South Saskatchewan Regional Plan .....
  - (e) Council Planning Orientations ..... (attachment)
  - (f) Safety Codes Workshop.....
8. **Accounts**
  - (a) Summary of Balance Sheet and Statement of Income for the 10-month period:  
January 1 - October 31, 2013..... (attachment)
9. **Adjournment** – March 6, 2014.....

Service Recognition Awards
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CHAIR TERRY MICHAELIS CALLED THE MEETING TO ORDER AT 7:05 P.M.

**1. APPROVAL OF AGENDA**

**Moved by: David Hawco**

THAT the Board of Directors approves the agenda of December 5, 2013, as presented. **CARRIED**

## 2. APPROVAL OF MINUTES

Moved by: Don Anderberg

THAT the Board of Directors approves the minutes of September 5, 2013, as presented. **CARRIED**

## 3. BUSINESS ARISING FROM THE MINUTES

None.

## 4. RECOGNITION OF MEMBERS AND ALTERNATE MEMBERS FOR 2013/2014

- One additional alternate was appointed after the agenda was prepared:

Town of Stavely – Janice Binmore (alternate)

Moved by: Henry Van Hierden

THAT the Board of Directors approves the list of Members and Alternate Members for 2013/2014 as amended:

Municipality	Member (*20 new)	Alternate Member (*21 new)
Arrowwood – Village	Bill Graff	—
Barnwell – Village	Jane Jensen	* Robin Hansen
Barons – Village	* Ed Weistra	* Ron Gorzitza
Bassano – Town	Tom Rose	* Ric Beddows
Brooks – City	* Fred Rattai	—
Cardston – County	* Jim Bester	* Roger Houghton
Cardston – Town	* Dave Edmonds	* Bill Peavoy
Carmangay – Village	* Cecil Sabourin	—
Champion – Village	Jamie Smith	* Trevor Wagenvoort
Claresholm – Town	* Betty Fieguth	—
Coaldale – Town	* Bill Martens	—
Coalhurst – Town	* Sheldon Watson	—
Coutts – Village	* Ken Galts	* Tom Butler
Cowley - Village	Garry Hackler	* Monika Schneider
Crowsnest Pass – Municipality	* Bill Kovach * Dave Filipuzzi	—
Fort Macleod – Town	Gordon Wolstenholme	—
Glenwood – Village	Darrell Edwards	—
Granum – Town	* Shirley Murphy	Gerald Brown
Hill Spring – Village	Monte Christensen	—
Lethbridge – County	Henry Doeve	—
Lomond – Village	Brad Koch	—
Magrath – Town	* Richard Van Ee	* Brian Oliver
Milk River – Town	* David Hawco	* Margaret McCanna
Milo – Village	* Scott Schroeder	Barry Monner

Nanton – Town	* <b>Christophe Labrune</b>	* Jakob Hensel
Newell – County	Anne Marie Philipsen	—
Nobleford – Village	Pete Pelley	* Don Vincent
Picture Butte – Town	* <b>Teresa Feist</b>	—
Pincher Creek – M.D. No. 9	Garry Marchuk	* Grant McNab
Pincher Creek – Town	Don Anderberg	* Lorne Jackson
Ranchland – M.D. No. 66	Ronald Davis	Harry Streeter
Raymond – Town	Greg Robinson	* Clark Holt
Stavelly – Town	Barry Johnson	* Janice Binmore
Stirling – Village	* <b>Ben Nilsson</b>	* Michael Maynes
Taber – Municipal District	Ben Elfring	—
Vauxhall – Town	Russell Norris	* Linda English
Vulcan – County	Rod Ruark	* Jason Schneider
Vulcan – Town	Paul Taylor	* Rick Howard
Warner – County No. 5	* <b>Don Heggie</b>	* David Cody
Warner – Village	* <b>Jon Hood</b>	—
Willow Creek – M.D. No. 26	Henry Van Hierden	Ian Sundquist

CARRIED

**5. APPOINTMENT OF OFFICERS AND EXECUTIVE COMMITTEE FOR 2013/2014**

- Director Lenze Kuiper briefly reviewed the election procedure and duties of the Executive Committee. A list of members who wished to let their names stand for election for the positions of Chair, Vice-Chair and Executive Committee was included in the agenda package.

**(a) Election of Chair**

Advance Nominations: Gordon Wolstenholme (Town of Fort Macleod)

Nominations from the floor: None

**Moved by: Henry Van Hierden**

THAT nominations cease.

CARRIED

**Gordon Wolstenholme** was elected Chair by acclamation.

**(b) Election of Vice-Chair**

Advance Nominations: Henry Van Hierden (M.D. of Willow Creek)

Nominations from the floor: None

**Moved by: Don Anderberg**

THAT nominations cease.

CARRIED

**Henry Van Hierden** was elected Vice-Chair. by acclamation.

**(c) Election of Executive Committee**

Advance Nominations: Bill Martens (Town of Coaldale)  
Jim Bester (Cardston County)  
Don Anderberg (Town of Pincher Creek)  
Anne Marie Philipsen (County of Newell)  
Dave Edmonds (Town of Cardston)

Nominations from the floor: None

Moved by: Greg Robinson

THAT nominations cease.

**CARRIED**

**Bill Martens, Jim Bester, Don Anderberg, Anne Marie Philipsen and Dave Edmonds**  
were elected to the Executive Committee by acclamation.

Therefore, the following members will serve as the Executive Committee from December 5, 2013 to December 4, 2014:

Gordon Wolstenholme – Chair  
Henry Van Hierden – Vice-Chair  
Bill Martens  
Jim Bester  
Don Anderberg  
Anne Marie Philipsen  
Dave Edmonds

**(d) Destruction of Ballots – None (all elected by acclamation).**

**6. REPORTS**

**(a) Executive Committee Report**

Moved by: Henry Van Hierden

THAT the Board of Directors receive the Executive Committee Report for the meeting of October 10, 2013, as information.

**CARRIED**

**(b) GIS Newsletter**

- The primary focus of 2013 has been the migration of the existing Urban GIS Project to a new platform which will provide users with a variety of new tools that will give users the ability to create and save redlining as a layer, theme and query their own data, and have integrated access to the popular mapping products Google Maps/Street View. The new platform can also be delivered to mobile devices, as early next year ORRSC will be releasing the mobile solution to those municipalities that wish to use it. Municipalities will be able to provide a public version of their GIS to ratepayers and the general population which can act as a medium to promote the municipality and will be accessed via linkage directly from the municipality's existing web page. Most of 2014 will be dedicated to completing the rollout as well as training users on the new features of the product.

- The final delivery of new Orthophotography is expected by the end of the year as ORRSC has already received imagery for half of the municipalities involved. The new imagery will also be accompanied by commercial and industrial digital building footprints which will provide both municipal employees and ORRSC planning staff a comprehensive overview of specific uses within a municipality on which many different types of location analysis (density, growth patterns) can be performed.

**Moved by: Tom Rose**

THAT the Board of Directors receive the December 2013 Regional GIS Update, as information.

**CARRIED**

## **7. BUSINESS**

- Director Lenze Kuiper explained the evolution of ORRSC over the past almost 60 years:
  - pre 1996 – **Oldman River Regional Planning Commission (ORRPC)** – membership was mandatory with the province providing 2/3 of the funding for 41 member municipalities
  - 1996 - 2003 – **Oldman River Intermunicipal Services Agency (ORISA)** – formed following the closure of all regional planning commissions and funded entirely by member municipalities
  - 2003 - present – **Oldman River Regional Services Commission (ORRSC)** – became a regional services commission under the Municipal Government Act reporting to the Minister of Municipal Affairs (no provincial funding)
- ORRSC is a shared service owned by the member municipalities and managed by the Board of Directors and Executive Committee. Our Board of Directors consists of one elected official from each municipality, except for Municipality of Crowsnest Pass which has two members. Some of the services provided by ORRSC include:
  - Day-to-day planning advice for municipal staff and general public
  - Subdivision application processing (decisions made by the municipality)
  - Preparation of Land Use Bylaws, Municipal Development Plans, Area Structure Plans, Annexation Reports, etc.
  - Mapping and GIS (web-based platform)
  - Subdivision and Development Appeal Board secretarial service
  - Regional Assessment Review Board service for tax appeals

### **(a) Proposed Budget 2014**

- The Proposed Budget 2014 was reviewed with the following highlights:

**Revenue:**

Membership Fees (based on 2013 total equalized assessment) – \$873,000

GIS Fees (based on per capita) – \$466,000

Fee for Service - Partnership Grant – \$250,000

Subdivision Approval Fees (collected directly from applicants) – \$300,000

**Expenses:**

Staff Salaries - 3% COLA – \$1,300,000  
Staff Benefits (EI, GLI, LAPP, CPP, AMS) – \$236,500  
Staff & Member Travel & Meetings – \$40,000  
Office and Equipment (IT & vehicle) – \$191,500

Total Revenue = \$1,903,356  
Total Expenses = \$1,788,000  
Net Income = \$115,356

Operating Reserve Fund Goal = \$460,000  
2014 Transfer = \$25,000 - \$50,000

Equipment Maintenance, Replacement &  
Building Improvement Reserve Fund Goal = \$200,000  
2014 Transfer = \$25,000 - \$50,000

Moved by: Ed Weistra

THAT the Board of Directors approve the Proposed Budget 2014, as presented. **CARRIED**

**(b) ORRSC Bylaw No. 2013-2**

- ORRSC Bylaw No. 2013-2 was adopted by the Board at its September 5, 2013 meeting and a copy was enclosed in the agenda package for members to keep for future reference. The Bylaw was forwarded to the Minister of Alberta Municipal Affairs along with ORRSC Bylaw No. 2013-1 which received ministerial approval. All of Municipal Affairs' requirements have now been met and ministry staff will initiate the process to take a regulation amendment forward for Cabinet approval.

**(c) Reserve Policy**

- At its July 25, 2013 meeting, the ORRSC Executive Committee designated an **Operating Reserve Fund** and an **Equipment Maintenance, Replacement & Building Improvement Reserve Fund** by resolution. The general purpose of the fund is to help to ensure the long-term financial stability of the Commission and position it to respond to varying economic conditions and changes affecting the Commission's financial position and the ability of the Commission to continuously carry out its mission.
- The target amount to be attained and maintained for the **Operating Reserve Fund** is \$460,000, representing approximately 25% of annual operating expenses of \$1,840,000, or about 3 months of expenses on average. To re-establish this fund, the Executive has designated \$50,000 of projected accumulated liquid net assets as the beginning balance of the fund for 2014. The remaining \$410,000 is to be funded over the next 5 fiscal years, through funding strategies incorporated into ORRSC's annual membership fee plan and budget.
- The target amount to be attained and maintained for the **Equipment Maintenance, Replacement & Building Improvement Reserve Fund** is \$200,000. To re-establish this fund, the Executive has designated \$50,000 of projected accumulated liquid net assets as the beginning balance of the fund for 2014. The remaining \$150,000 is to be funded over the next 3 fiscal years in increments of \$50,000, through funding strategies incorporated into ORRSC's annual membership fee plan and budget.

Moved by: Tom Rose

THAT the Board of Directors approve the Draft Reserve Policy, as presented.

CARRIED

**(d) Draft South Saskatchewan Regional Plan**

- The Draft South Saskatchewan Regional Plan (SSRP) has been released and open houses in our area have been held. Overall, the SSRP is a very high-level document, broad in scope and policy. The plan attempts to:
  - address many diverse issues across the region;
  - accommodate economic, environmental, and social sectors;
  - encourage shared stewardship and promote an integrated approach; and
  - provide strategies and outcomes to address land use planning – the strategies describe regulatory and non-regulatory approaches that will be used to achieve each objective.
- The SSRP looks at various components of land use and future growth but it does not set priorities and the implementation of one strategy may undermine or conflict with the implementation of another (i.e. conserving wilderness areas but allowing continued forestry).
- Municipal governments will continue to be responsible for local land use planning decisions, but plans and decisions have to be in alignment with the SSRP. However, Cabinet or the Designated Minister does have decision making powers in some instances, and may direct agencies or local decision makers to align with certain government policy directives if it believes the strategies are not being met.
- Municipalities are encouraged in the plan to implement strategies, programs and policies within the SSRP, but there is no framework of how or what resources (support) will be available to allow municipalities to do this.
- Municipalities are “encouraged” to identify areas where agricultural activities should be the primary land use, limit fragmentation of land (especially in areas where agriculture is identified as the primary land use), direct non-agricultural development to areas where it will not constrain agriculture or to lower-quality lands, and minimize land use conflicts between incompatible land uses. To achieve this requires consideration for efficiency in the provision of services and infrastructure. Reduction of the development footprint both within urban municipalities and in the rural/urban fringe is also encouraged. How this is to be done by municipalities or specific strategies is not provided in the plan.
- Additionally, the SSRP refers to future plans, in other words deferring planning or planning to plan, once the SSRP is approved (such as a Linear Footprint Management Plan, Biodiversity Management Plan, etc.). The public and municipalities have no knowledge of what will be in these future plans and what the implications might be.
- After the SSRP comes into force (April 1, 2014), municipalities have five years to comply. Municipalities will need to update or revise Land Use Bylaws, Municipal Development Plans, etc. to conform to the plan.

**(e) Council Planning Orientations**

- All Council Members, Development Officers and CAOs are invited to attend the ORRSC 2014 Council Planning Orientation entitled, “People, Politics & Place”. This is a two-hour session focusing on why municipalities plan, how municipalities plan, and how your municipality and ORRSC work together in achieving your municipality’s desired goals and objectives. Choose one of the following three sessions and register through your municipality:

- Thursday, January 23, 2014 at 1:30 p.m.
- Thursday, January 23, 2014 at 7:00 p.m.
- Wednesday, January 29, 2014 at 7:00 p.m.

**(f) Safety Codes Workshop**

- A Safety Codes Workshop presented by the Safety Codes Council and Municipal Affairs has been tentatively scheduled for Thursday, February 13, 2014 from 1:00 - 3:00 p.m. in the ORRSC Conference Room. This workshop is open to all interested Councils, Development Officers and CAOs. Municipalities will be notified when the workshop is confirmed.

**8. ACCOUNTS**

**(b) Summary of Balance Sheet and Statement of Income for the 10-month period:  
January 1 - October 31, 2013**

**Moved by: Dave Edmonds**

THAT the Board of Directors accept the Summary of Balance Sheet and Statement of Income for the 10-month period: January 1 - October 31, 2013, as information. **CARRIED**

**9. ADJOURNMENT**

**Moved by: David Hawco**

THAT we adjourn the Annual Organizational Board of Directors' Meeting of the Oldman River Regional Services Commission at 8:25 p.m. until Thursday, March 6, 2014 at 7:00 p.m. **CARRIED**

/bj

CHAIR:

  
\_\_\_\_\_