

**AGENDA
COUNCIL MEETING
MUNICIPAL DISTRICT OF PINCHER CREEK
April 28, 2015
1:00 pm**

A. ADOPTION OF AGENDA

B. DELEGATIONS

(1) Oldman Dam Downstream Stakeholders Guild

- Letter from Oldman Dam Downstream Stakeholders Guild, dated March 9, 2015

C. MINUTES

(1) Council Meeting Minutes

- Minutes of April 14, 2015

(2) Public Hearing Minutes – Bylaw 1259-15

- Minutes of April 14, 2015

D. UNFINISHED BUSINESS

(1) Business Improvement Loan

- Email from Jacques Thouin, dated February 26, 2015, with Delegation Presentation

(2) Pincher Creek and District Municipal Library – 2015-2018 Library Service Plan Consultation

- Does Council have any input they wish to provide regarding the Library Service Plan

E. CHIEF ADMINISTRATOR OFFICER'S (CAO) REPORTS

(1) **Operations**

a) Operations Report

- Report from Director of Operations, dated April 20, 2015

(2) **Planning and Development**

Nil

(3) **Finance and Administration**

a) Statement of Cash Position

- For month ending March 2015

(4) **Municipal**

a) Fire Guardians – Appointment

- Report from CAO, dated April 10, 2015

b) CAO Report

- Report from CAO, dated April 20, 2015

F. CORRESPONDENCE

(1) **Action Required**

a) Recruitment and Retention Review

- Letter from Alberta Fire Chiefs Association, dated April 1, 2015

b) FCM Women in Municipal Government Fund – Request for Support

- Letter from Lac St. Anne County, dated April 13, 2015

c) Gym and Classrooms – St. Michael's School

- Letter from Knights of Columbus, dated April 6, 2015

d) Regional Collaboration Grant

- Letter from Town of Pincher Creek, dated April 7, 2015

(2) **For Information**

- a) Alberta Emergency Management Agency
 - Letter from Municipal Affairs, dated April 10, 2015
- b) Alberta Community Resilience Program
 - Letter from Environment and Sustainable Resource Development, dated April 2, 2015
- c) Building Canada Fund
 - Letter from the Office of the Premier, dated April 2, 2015
- d) Crowsnest – Pincher Creek Landfill Association Financial Statements
 - Financial Statements for the Year Ended December 31, 2014
- e) Proposed Waterton 67/77 Facility Amendment at 05-04-04-30 W4M
 - Letter from Shell Canada Ltd, dated April 10, 2015

G. COMMITTEE REPORTS / DIVISIONAL CONCERNS

Councillor Grant McNab – Division 1

Councillor Fred Schoening – Division 2

- Chinook Arch Library Board
- Minutes of April 2, 2015

Councillor Garry Marchuk – Division 3

- Oldman River Regional Services Commission
- Minutes of February 12, 2015

Reeve Brian Hammond - Division 4

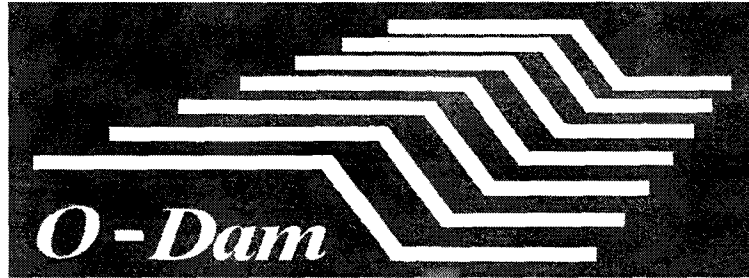
Councillor Terry Yagos – Division 5

H. IN-CAMERA

- (1) Legal
- (2) Legal

I. NEW BUSINESS

J. ADJOURNMENT



Oldman Dam Downstream Stakeholders Guild

(Incorporated December 24, 2013 Alberta Societies Act)

P.O. Box 717

Fort Macleod, AB T0L 0Z0

Council
M.D. of Pincher Creek No. 9
Box 279
Pincher Creek, AB
T0K 1W0

March 9, 2015

Dear M.D. Council:

O-Dam is requesting approximately a 30 minute time slot on your April 28th, 2015 Council Meeting Agenda to make a presentation to Council.

At that time, we will explain who we are and what we are hoping to accomplish on behalf of our members.

Please advise when we are scheduled to attend.

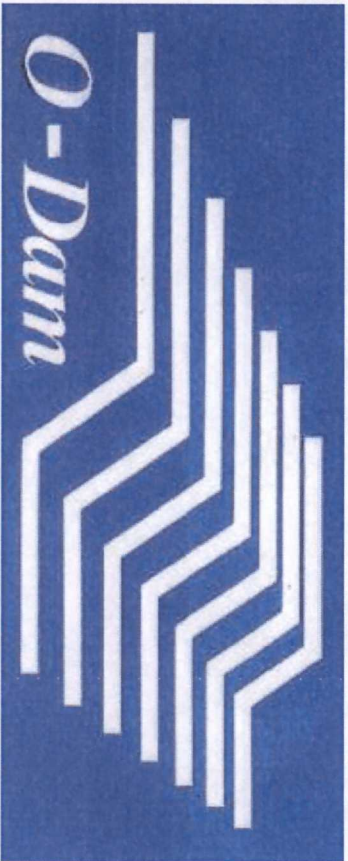
I can be reached at thane@hurlburtrock.com or by phoning my cell 403-382-0123.

Sincerely

Thane Hurlburt
Vice Chair/Acting Chair
O-Dam
thane@hurlburtrock.com
Bus: 403-553-4705
Cell: 403-382-0123

th/mvs

*April 28/14
Delegation*

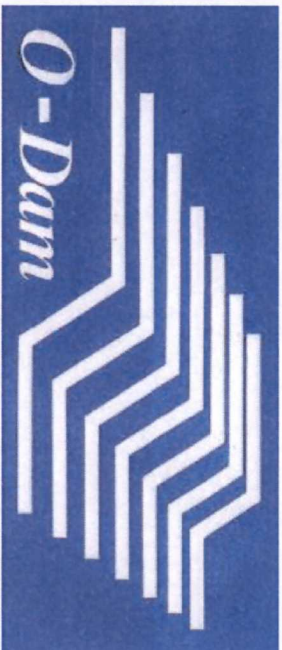


O-DAM

Oldman Dam Downstream Stakeholders Guild

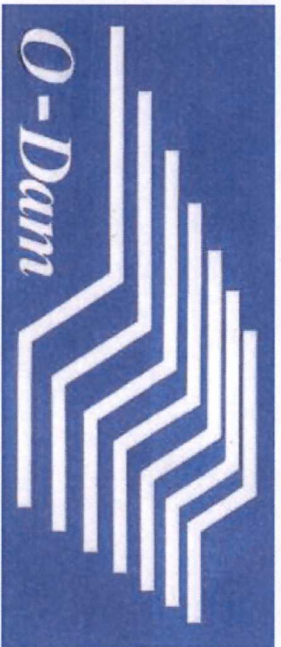
P.O. Box 717

Fort Macleod, AB. T0L 0Z0



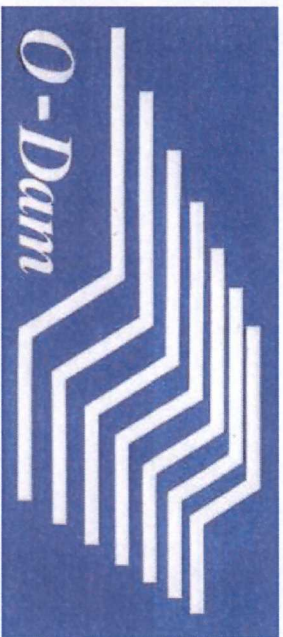
Background Information

The Oldman Dam Downstream Stakeholders Guild (O-DAM) was formed by a group of property owners who were affected by the June, 2013 release of water from the Oldman Dam. This group believes that much of the damage and stress experienced as a result of the released high water volume could have been avoided through improved communication with the residents living below the dam and affected areas of Willow Creek, and with changes to flow management guidelines of the dam.



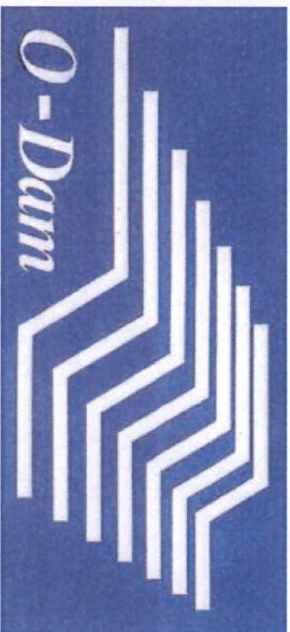
The Main Objectives

- 1. To speak with one voice on behalf of member owners of property located downstream of the Oldman Dam along the Willow Creek and the Oldman River to it confluence with the Belly River.**



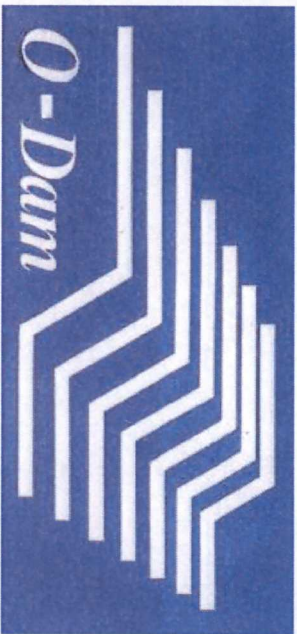
The Main Objectives

2. To collaborate with the appropriate Ministry of Government of Alberta regarding the updating of policies, procedures and protocols governing the operation and management of the Oldman Dam - with special attention given to flood control.



The Main Objectives

3. To collaborate with the appropriate Ministry of Government of Alberta on the development and implementation of an up to date comprehensive communications system for use before and during times of high flow volumes from the Dam.



The Main Objectives

4. To encourage collaboration and sharing of resources between all agencies and groups providing emergency services along or in the vicinity of the Oldman River (from the Dam to the Belly River) to help mitigate damage from flooding caused by increased flows from the Dam.



O-DAM

Board of Directors

CERVO, David

rednecks@live.com

403-553-2818 (R)

HURLBURT, Thane (Vice Chair & Acting Chair)

thane@hurlburtrrock.com

403-382-0123 (C) 403-553-4705 (B)

JONES, Jennifer

binbandit09@gmail.com

403-627-8133 (C)

McNAB, Dave

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VAN DRIESTEN, Natasha (Treasurer)

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403-553-4799 (R)

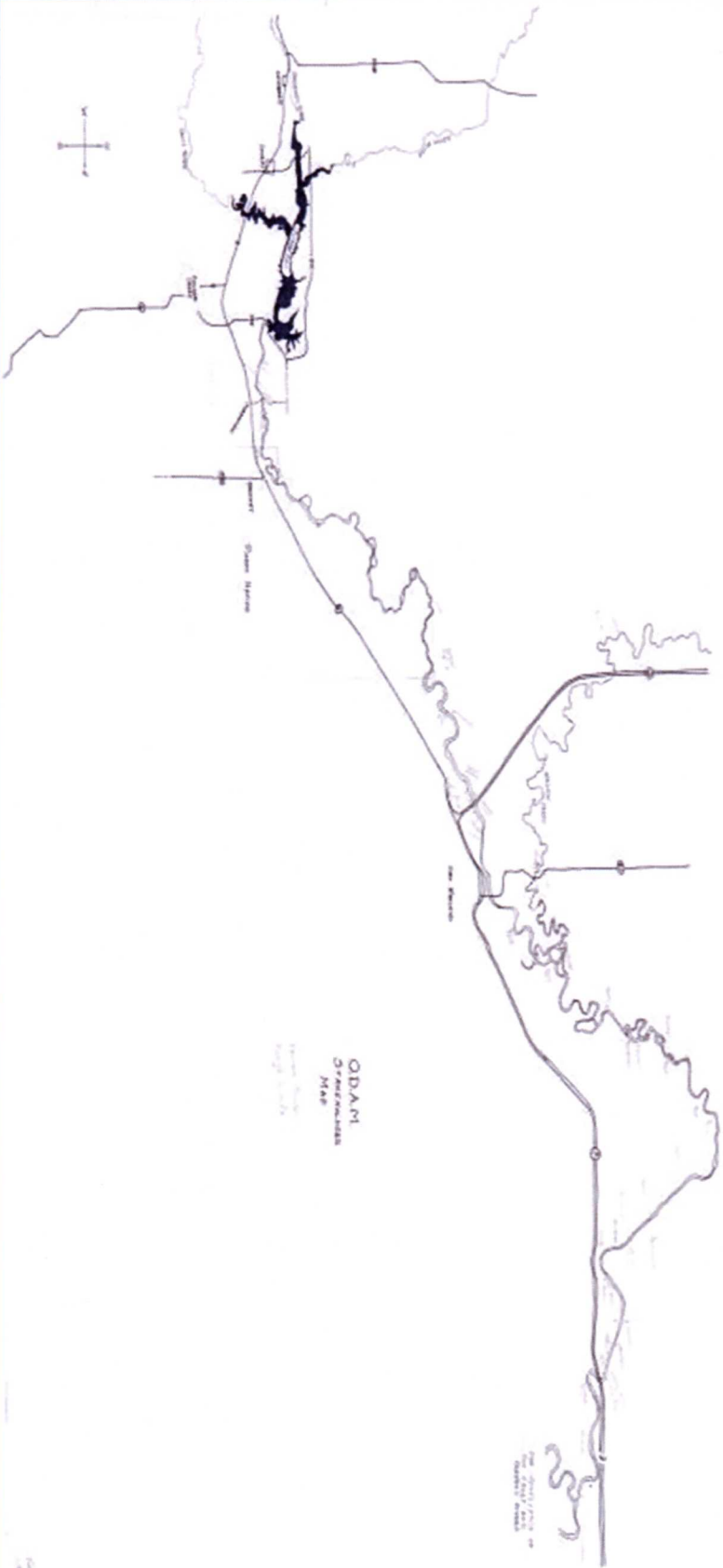
WELSCH, Harry

h.mh@irtwave.com

403-553-3699 (R) 403-339-8958 (C)



O-DAM Stakeholders Map





Membership

1. The membership is comprised of any “owner of property” located downstream of the Oldman River Dam, along the Willow Creek and Oldman River to the confluence of the Oldman River and the Belly River and where the property has been or could be directly affected by water release from the Oldman River Dam; who have paid the membership fee.
2. Associate members are interested parties who pay a fee to receive notice of meetings, may participate in discussions and are encouraged to volunteer to sit on working committees. Associate members do not have voting privileges and are not eligible for election to the Board of Directors.



Accomplishments

In two years we have:

- Established a society with 33 members.
- Established a relationship with the ESRD and others.
- Improved communication procedures with the ESRD and MD's in the case of a high water event.
- Attended meetings and symposiums to widen our scope of reference.
- Construction of the O-DAM Website www.o-dam.ca



Recent Gov't Protocol Changes

According to the Honorable Minister of Alberta ESRD, Kyle Fawcett, the responsibility for removing gravel bars and debris from flood effected waterways typically falls to the municipalities. (letter dated December 23, 2014)

We are interested in exploring the possibilities of restoring the Oldman river to its pre June 2013 watercourse. Each time the river floods the bank are eroded and valuable land on either side is either lost or gained. For those living close to the river, their property (houses, corrals, livestock, irrigation infrastructure, municipal infrastructure, etc.) is sometimes threatened.

How can we work together to better manage the flow of the river through our municipalities?



*“If you are not at the table your
interests may be missed.”*

*Michael Gabaldon
Watershed Symposium
April 29, 2014*

*Thank you for your anticipated support and
co-operation.*



Oldman Dam Downstream Stakeholders Guild

P.O. Box 717

Fort Macleod, AB T0L 0Z0

The Oldman Dam Downstream Stakeholders Guild (O-DAM) was formed by a group of property owners who were affected by the June, 2013 release of water from the Oldman Dam. This group believes that much of the damage and stress experienced as a result of the released high water volume could have been avoided through improved communication with the residents living below the dam and affected areas of Willow Creek and, with changes to flow management guidelines of the dam.

The main objectives of O-DAM are:

- 1. To speak with one voice on behalf of member owners of property located downstream of the Oldman Dam along the Willow Creek and the Oldman River to its confluence with the Belly River.**
- 2. To collaborate with the appropriate Ministry of Government of Alberta regarding the updating of policies, procedures and protocols governing the operation and management of the Oldman Dam - with special attention given to flood control.**
- 3. To collaborate with the appropriate Ministry of Government of Alberta on the development and implementation of an up to date comprehensive communications system for use before and during times of high flow volumes from the Dam.**
- 4. To encourage collaboration and sharing of resources between all agencies and groups providing emergency services along or in the vicinity of the Oldman River (from the Dam to the Belly River) to help mitigate damage from flooding caused by increased flows from the Dam.**

Incorporated Dec 24, 2013 under the Alberta Societies Act



Oldman Dam Downstream Stakeholders Guild

P.O. Box 717
Fort Macleod, AB T0L 0Z0

O-DAM Board of Directors

(as of April 2015 AGM)

CERVO, David	rednecks@live.com	403-553-2818 (R)
HURLBURT, Thane Vice Chair/Acting Chair	thane@hurlburtrock.com	403-382-0123 (C) 403-553-4705 (B)
HART, Mike	willabend@hotmail.com	403-625-4733 (R)
JONES, Jennifer	binbandit09@gmail.com	403-627-8133 (C)
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SANDBERG, Maryanne Secretary	sandfarm@platinum.ca	403-553-2141 (R) 403-894-2147 (C)
TILLSLEY, Kim	kim@hurlburtrock.com	403-553-2105 (R)
VAN DRIESTEN, Natasha Treasurer	martash1@telus.net	403-553-4799 (R)

Enclosure

DELTAIRES DRAFT REPORT SUMMARY

WHAT IS THE DELTAIRES HIGHWOOD DIVERSION REPORT?

It is a report prepared by Deltaires, a Dutch research foundation, hired by the Government of Alberta (GOA) to review a number of feasibility studies completed in the High River area, regarding diversion projects on the Highwood River.

The Deltaires Highwood Diversion Report is still in draft form and is currently being reviewed by affected communities. We expect a final report by the end of February 2015.

The draft report recommends government **not** build a diversion on the Highwood River; the southern diversion projects had previously been announced by The Premier in September 2014.

SUMMARY OF DELTAIRES REPORT

- The draft report recommends allowing the river to accommodate increased flow and suggests measures such as heightening road bridges and removing the railroad bridge abutments and berms to help achieve this outcome. Another consideration is reshaping the channel and floodplain.
- The Highwood River's capacity has already been enhanced by removing the railroad bridge in the Town of High River. This has helped lower the calculated flood levels.
- The draft report finds any diversion on the Highwood River cannot be justified from a cost/benefit perspective.
- The two southern diversion options proposed have estimated costs of a minimum of \$31 million for the enhanced floodway channel proposed by the Town of High River, and a minimum of \$229 million for LBR2, AECOM's southern diversion project submission.
- At present the Centre Street road bridge and railroad berm cross the floodplain and restrict the floodway, causing a backwater effect which according to Worley Parson's simulation pushes the flood levels up by about one meter.
- Deltaires states: *No argument for a specific flow diversion (as promoted by the "enhanced floodway" proposal) can be derived from a 'natural (pre-2013) situation', as the flow division is already artificially mediated by the Haeh Dyke. Any pre-defined and deliberate division of flow between the Highwood River and Little Bow River is arbitrary and hence a policy decision.*
- Deltaires recommendations are consistent with the *Room for the River* concept developed in the Netherlands as well as previous work done by this government to remove chokepoints and improve the flow of the Highwood River.

IMPLICATIONS

- We are awaiting the final report which will be produced once Deltares completes a review of the comments and feedback it has received.
 - The GOA recognizes that if a decision is made not to proceed with these options, work may be required along the Highwood River, both upstream and downstream of the Town of High River, to mitigate the impacts of increased flows that may result. We are committed to working with all stakeholders, including landowners, to review all mitigation work that has been carried out to date along the Highwood River, including through the Town of High River, to identify what needs to be done to provide appropriate protection to property and infrastructure.
 - Part of this effort will be to investigate Deltares' recommendations. This is likely to mean that we shift our focus from diverting water south away from High River to removing obstacles within the Highwood River channel that restrict flow so that floodwater can safely flow downstream through the town. In other words, removing obstacles that are creating chokepoints on the river.
-

February 24, 2015

Dear Landowner,

As a follow-up to the landowner meetings held on December 10th and 11th in Nanton and High River, you are invited to a meeting to discuss the Deltares Report, its recommendations and what the future of mitigation in the area looks like.

When: **Thursday, March 12, 2015 at 6:00 pm**

Where: **Highwood Memorial Centre in High River-128 5th Avenue West**

The Government of Alberta asked Deltares, a Dutch research foundation, to carry out a technical review of flood mitigation feasibility studies conducted by AECOM and Worley Parsons, with respect to a potential Highwood diversion project. We have received their draft report; a summary is enclosed for your reference.

We have invited representatives of Deltares to present their findings to you and answer any questions you may have. The final report will be made available to you once it has been made public.

Representatives from the Ministry of Environment and Sustainable Resource Development will be available to answer any other questions you may have. The Highwood Management Plan Public Advisory Committee (HMP-PAC) along with representatives from the Town of High River and Municipal District of Foothills will also be in attendance.

If you have any questions, please contact Christopher Leptich at 403-816-5395 or by E-mail at Christopher.Leptich@gov.ab.ca.

Sincerely,

Mark Comerford
Director, Engagement

Enclosure
Deltares Draft Report Summary



61384

ALBERTA
ENVIRONMENT AND SUSTAINABLE RESOURCE DEVELOPMENT

Office of the Minister
MLA, Calgary - Klein

December 23, 2014

Mr. Thane Hurlburt, Chair
Oldman Dam Downstream Stakeholders Guild
PO Box 717
Fort Macleod AB T0L 0Z0

Dear Mr. Hurlburt: *Thane*

Thank you for your November 4, 2014 email to the Honourable Jim Prentice, Premier of Alberta, and me regarding operations at the Oldman Dam and communication between the guild and operations staff at this facility. Premier Prentice has reviewed your comments and asked me to respond on behalf of the Government of Alberta. I am pleased to hear that your members appreciated the improved management of the dam reservoir and river levels during the 2014 flood season.

Since your last meeting with operators of the Oldman Dam, Environment and Sustainable Resource Development staff have been investigating the option of placing a camera onsite to show actual flow. We have also developed a near real-time portal, which will give information about flows through the Alberta Rivers App. This information feed will be much more accurate and reliable than a picture feed.

I encourage you to use this app to keep informed. If you require any help in navigating the app or wish to have Operations Infrastructure staff talk to your stakeholders about it, please contact Mr. Dave Ardell. Our staff are committed to ensuring ongoing communication with stakeholders during flood events, including communicating any information that is not available through the Alberta Rivers App.

At a previous flood incident at the Oldman Dam, the continual presence of the public and local police officers distracted staff while they performed vital duties. As a result, our current response plan at the dam has been updated to avoid any outside interference with the operations. Staff now lock the front gate during an event to ensure they can concentrate on undertaking their critical duties during flood operations.

I appreciate your suggestion about removing the buildup of gravel bars and debris in streams. **Projects to remove debris are typically led by municipalities.** These projects are not long-term solutions, as rivers are always moving and changing, and debris occurs naturally.

I will be sure to pass your positive feedback on to our operations staff. Staff are continuing work on a number of initiatives to assist you and all local authorities during an emergency response. They plan to meet with you and other stakeholders as part of our ongoing dialogue and debriefing of flood events on the Oldman River.

Sincerely,



Kyle Fawcett
Minister

cc: Honourable Jim Prentice
Premier of Alberta

Dave Ardell
Environment and Sustainable Resource Development

MINUTES
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
REGULAR COUNCIL MEETING
APRIL 14, 2015

8494

The Meeting of the Council of the Municipal District of Pincher Creek No. 9 was held on Tuesday, April 14, 2015, in the Council Chambers of the Municipal District Building, Pincher Creek, Alberta.

PRESENT Reeve Brian Hammond, Councillors Terry Yagos, Fred Schoening, Grant McNab and Garry Marchuk

STAFF Chief Administrative Officer Wendy Kay, Director of Finance and Administration Mat Bonertz, Director of Operations Leo Reedyk, Director of Development and Community Services Roland Milligan, Finance Manager Janene Day, Planning Advisor Gavin Scott, and Executive Assistant Tara Cryderman

Reeve Brian Hammond called the Council Meeting to order, the time being 1:31 pm.

A. ADOPTION OF AGENDA

Councillor Terry Yagos 15/154

Moved that the Council Agenda for April 14, 2015 be amended, the amendments as follows:

Addition to In-Camera – H(3) Personnel
 Addition to In-Camera – H(4) Legal

And that the agenda be approved as amended.

Carried

B. DELEGATIONS

1) Pincher Creek and District Municipal Library – 2015-2018 Library Service Plan Consultation

Sahra Hancock, with the Pincher Creek and District Municipal Library, appeared before Council to speak to the 2015 – 2018 Library Service Plan.

Ms Hancock is looking for Council's feedback on their ideas and interest for the Library.

How to engage community conversations was mentioned.

Ms Hancock is gathering information from the community, to be presented to the Planning Committee, which will in turn be presented to the Library Board for consideration.

The Mission Statement was shared.

The 2011 Service Plan was discussed.

The current Summer Reading Program will be completely revamped this year.

C. MINUTES

1) Council Meeting Minutes

Councillor Grant McNab 15/155

Moved that the Council Meeting Minutes of March 24, 2015, be approved as presented.

Carried

Minutes
Council Meeting
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D. UNFINISHED BUSINESS

1) Bylaw 1259-15 – Land Use Amendment – SE 2-7-1 W5M

Councillor Terry Yagos 15/156

Moved that Bylaw 1259-15, being a bylaw to amend the land use designation of lands described as SE 2-7-1 W5M from “Airport Vicinity Protection – AVP” to “Rural Recreation 1 – RR1,” be given second reading.

Councillor Terry Yagos 15/157

Moved that Bylaw 1259-15, being a bylaw to amend the land use designation of lands described as SE 2-7-1 W5M from “Airport Vicinity Protection – AVP” to “Rural Recreation 1 – RR1,” be amended, the amendment being an additional area to be redesignated as shown on Schedule A.

Amendment Carried
Main Motion Carried As Amended

Councillor Garry Marchuk 15/158

Moved that Bylaw 1259-15, being a bylaw to amend the land use designation of lands described as SE 2-7-1 W5M from “Airport Vicinity Protection – AVP” to “Rural Recreation 1 – RR1,” be presented for third reading.

Carried Unanimously

Councillor Fred Schoening 15/159

Moved that Bylaw 1259-15, being a bylaw to amend the land use designation of lands described as SE 2-7-1 W5M from “Airport Vicinity Protection – AVP” to “Rural Recreation 1 – RR1,” be given third and final reading.

Carried

2) Oral Update on Unauthorized Campers / Squatters on West Castle River Valley Public Land

Director of Development and Community Services Roland Milligan, updated Council on the Unauthorized Campers / Squatters on West Castle River Valley Public Land.

E. CHIEF ADMINISTRATOR OFFICER’S (CAO) REPORTS

1) **Operations**

a) Regional Water System Raw Water Intake – Update

Councillor Fred Schoening declared a potential conflict of interest, as he has a family member employed by MPE Engineering Ltd, and left the meeting, the time being 1:59 pm.

Councillor Garry Marchuk 15/160

Moved that the report from the Director of Operations, dated April 7, 2015, regarding the Regional Water System Raw Water Intake, be received;

And that Council approve the Confirmation of Assignment with MPE Engineering Ltd to identify the preferred option and provide engineering for relocating the Regional Water System Raw Water Intake to the Oldman Dam Reservoir, with funding being provided by the Community Resilience Program Grant and Disaster Recovery Program funds;

And further that Regional Water Reserve funds used to fund the raw water intake options study be replaced when the grant is received (6-12-0-771-6760).

Carried

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Councillor Fred Schoening returned to the meeting, the time being 2:08 pm.

b) Corporate Health and Safety Policy – Annual Review

Councillor Terry Yagos 15/161

Moved that the report from the Director of Operations, dated April 8, 2015, regarding the Corporate Health and Safety Policy – Annual Review, be received;

And that Council adopt the Corporate Health and Safety Policy as presented for the upcoming year.

Carried

c) Village of Cowley – Assistance with Waterworks Operation

Councillor Fred Schoening 15/162

Moved that the report from the Director of Operations, dated April 8, 2015, regarding the Village of Cowley – Assistance with Waterworks Operations, be received;

And that Council approve the Reeve and Chief Administrative Officer to sign the Memorandum of Agreement on behalf of the Municipality.

Carried

d) Contribution to Alberta Invasive Species Council “Regional Invasive Plant Workshop”

Councillor Fred Schoening 15/163

Moved that the report from the Director of Operations, dated April 8, 2015, regarding Contribution to Alberta Invasive Species Council “Regional Invasive Plant Workshop”, be received;

And that Council approve a contribution of \$300 to the Alberta Invasive Species Council “Regional Invasive Plant Workshop”, with funding coming from Conservation Projects (Account No. 2-62-0-773-2765).

Carried

e) Cameras for Public Works Dumpster Location

Councillor Terry Yagos 15/164

Moved that the report from the Director of Operations, dated April 9, 2015, regarding the Cameras for Public Works Dumpster Location, be received;

And that Council approve the additional \$2,000 required to install the cameras, with funding coming from Account No. 2-12-0-520-2520.

Carried

f) Operations Report

Councillor Fred Schoening 15/165

Moved that the Operations Report for the period of March 19 to April 9, 2015, be received as information.

Carried

2) Planning and Development

Nil

Minutes
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3) Finance

a) 2015 Mill Rate Bylaw 1260-15

Councillor Terry Yagos 15/166

Moved that the report from the Director of Finance and Administration, dated April 8, 2015, regarding the 2015 Mill Rate Bylaw 1260-15, be received;

And that Bylaw 1260-15, being the 2015 Mill Rate Bylaw, be given first reading.

Carried

Councillor Grant McNab 15/167

Moved that Bylaw 1260-15, being the 2015 Mill Rate Bylaw, be given second reading.

Carried

Councillor Garry Marchuk 15/168

Moved that Bylaw 1260-15, being the 2015 Mill Rate Bylaw, be presented for third reading.

Carried Unanimously

Councillor Terry Yagos 15/169

Moved that Bylaw 1260-15, being the 2015 Mill Rate Bylaw, be given third and final reading.

Carried

b) Short Term Investment Opportunity

Councillor Fred Schoening 15/170

Moved that the report from the Director of Finance and Administration, dated April 9, 2015, regarding Short Term Investment Opportunity, be received;

And that the MD accept CIBC's recommendation to change our short term investments from CIBC T-Bill accounts to CIBC Business Operating Accounts.

Carried

c) Library Budget

Councillor Terry Yagos 15/171

Moved that the Municipal District of Pincher Creek's contribution to the 2015 Library Budget be approved for \$103,146.00, representing an eleven percent (11%) increase over the 2014 actual revenues and expenditures.

Carried

d) Cemetery Budget

Councillor Terry Yagos 15/172

Moved that the Municipal District of Pincher Creek's contribution to the 2015 Cemetery Budget be approved for \$46,679.16.

Carried

Minutes
Council Meeting
April 14, 2015

4) **Municipal**

a) Lighting on Wind Turbine Towers

Councillor Fred Schoening 15/173

Moved that a letter be forwarded to the Federal Minister of Transport, with a copy to our MP, John Barlow, requesting a review, and also the opportunity to discuss directly with Department officials, the current regulations regarding the requirement for lighting on wind turbines, and specifically related to the intense, pulsing, synchronized red coloured lighting atop wind turbine towers.

Carried

b) Elected Officials Education Program (EOEP) Course on Municipal Governance – October 29-30, 2015

Councillor Fred Schoening 15/174

Moved that Councillor Garry Marchuk be authorized to attend the EOEP Course on Municipal Governance in Edmonton on October 29-30, 2015.

Carried

c) CAO Report

Councillor Garry Marchuk 15/175

Moved that the CAO report for the period of March 20, 2015 to April 9, 2015, be received as information.

Carried

F. CORRESPONDENCE

(1) **For Action**

Nil

(2) **For Information Only**

Councillor Terry Yagos 15/176

Moved that the following be received as information:

- a) Mediation of the Emergency Management Agreement
 - Letter from Alberta Municipal Affairs, dated March 17, 2015
- b) 2014 Municipal Sustainability Initiative Capital Grant Program
 - Letter from Municipal Affairs, dated March 25, 2015
- c) April 28 – Day of Mourning
 - Letter from Workers' Compensation Board, dated March 24, 2015
- d) Alberta Community Partnership Program
 - Letter Municipal Affairs, dated March 30, 2015
- e) AltaLink Castle Rock Ridge to Chapel Rock Transmission Project
 - Letter from Crowsnest Pass, dated March 16, 2015
- f) Minister's Awards for Municipal Excellence
 - Letter from Alberta Municipal Affairs, received April 8, 2015
- g) Budget Highlights
 - Highlights from the 2015 Government of Alberta Budget

Carried

Minutes
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G. COMMITTEE REPORTS

Councillor Grant McNab – Division 1

- Bruder Bridge
- Transmission Line effects on the roadway

Councillor Fred Schoening – Division 2

- Agricultural Service Board – Minutes of March 5, 2015
- Chinook Arch Regional Library Meeting

Councillor Fred Schoening 15/177

Moved that Council appoint Sandra Baker as the designated alternate to the Chinook Arch Library Board, for the Municipal District of Pincher Creek;

And that a letter be forwarded to the Chinook Arch Library Board, advising of our appointment.

Carried

Councillor Garry Marchuk – Division 3

- Alberta SouthWest Bulletin April 2015
- Alberta SouthWest – Minutes of March 4, 2014
- Economic Development Conference
- Random Camping
- Beaver Mines Pathway

Reeve Brian Hammond - Division 4

- Nothing to report

Councillor Terry Yagos – Division 5

- Advised ESRD are hiring 32 new employees for enforcement in Southern Alberta
- Lundbreck Citizens Council
- Debris from vehicles going to the Landfill

Councillor Fred Schoening 15/178

Moved that the committee reports be received as information.

Carried

H. IN CAMERA

Councillor Terry Yagos 15/179

Moved that Council and Staff move In-Camera, to discuss two (2) Personnel and two (2) Legal issues, the time being 3:10 pm.

Carried

Councillor Garry Marchuk 15/180

Moved that Council and Staff move out of In-Camera, the time being 4:02 pm.

Carried

Minutes
Council Meeting
April 14, 2015

I. GRAVEL PIT AGREEMENTS

Councillor Terry Yagos 15/181

Moved that the report from the Director of Operations, dated April 9, 2015, regarding Gravel Pit Agreements, be received;

And that Council direct the Reeve and Chief Administrative Officer to sign the Gravel Pit Agreements with the Hutterian Brethren Church of Waterton and Hengerer Farms Ltd.

Carried

J. ADJOURNMENT

Councillor Fred Schoening 15/182

Moved that Council adjourn the meeting, the time being 4:03 pm.

Carried

REEVE

CHIEF ADMINISTRATIVE OFFICER

**MINUTES
PUBLIC HEARING
Bylaw No. 1259-15 – Land Use Bylaw Amendment
Tuesday, April 14, 2015 – 1:00 pm**

A Public Hearing conducted by the Council of the Municipal District of Pincher Creek No. 9 was held on Tuesday, April 14, 2015 at 1:00 pm in order to receive input on Bylaw No. 1259-15.

In attendance:

Council: Reeve Brian Hammond, Councillors Terry Yagos, Fred Schoening, Garry Marchuk, and Grant McNab

Staff: Chief Administrative Officer Wendy Kay, Director of Development and Community Services Roland Milligan, Director of Operations Leo Reedyk, Director of Finance and Administration Mat Bonertz, Finance Manager Janene Day, Planning Advisor Gavin Scott, and Executive Assistant Tara Cryderman.

Reeve Brian Hammond opened the Public Hearing, the time being 1:00 pm.

Reeve Hammond read the Advertisement Clause. This Public Hearing has been advertised in accordance with Section 606 of the MGA. This Public Hearing was advertised in the Pincher Creek Echo on Wednesday, April 1 and Wednesday, April 8, 2015.

Reeve Hammond read the Purpose of the Hearing. The purpose of this Public Hearing is to receive public input on proposed Bylaw No. 1259-14.

The purpose of proposed Bylaw No. 1259-15 is to amend the land use designation of lands legally described as Ptn SE 2-7-1 W5M from "Airport Vicinity Protection – AVP" to "Rural Recreation 1 – RR1".

The purpose of the proposed amendment is to allow for the establishment of a campground and/or recreational vehicle/holiday trailer park use.

Director of Development and Community Services Roland Milligan provided an overview of Bylaw No. 1259-15.

The applicants presented a power point presentation.

The lot size was discussed.

The length of the term was discussed. This is only for 6 months. Storage all year round will not be permitted.

The access to the land was discussed.

Flooding events on the land were discussed.

No permanent structures were discussed. Perhaps a flat deck may be allowed, however, there would not be anything permanent. Also sheds were discussed.

Any other questions. No other questions were asked at this time.

Dave Saganiuk spoke at this time regarding:

- The density of the development
- The usage of the river
- Flooding in the area
- Environmental impacts on the river and the river bottom

John Braun spoke at this time regarding:

- Flooding history on the land
- Water coop line

There were two submissions received; these included:

- Response from Director of Operations, dated March 13, 2015
- Response from Environment and Sustainable Resource Development, dated March 5, 2015

Reeve Hammond asked if there were any other written submissions. No other submissions were received.

Councillor Schoening asked about where the lots will be located in respect to property boundaries. This was explained.

Reeve Hammond asked if there were any questions or comments at this time. None were asked.

Councillor Garry Marchuk moved to adjourn the Public Hearing, the time being 1:30 pm.

Brian Hammond
Reeve

Wendy Kay
Chief Administrative Officer

*Council
comes D1 action.*

Wendy Kay

From: Yahoo! Member Services <jjpthouin@yahoo.ca>
Sent: Thursday, February 26, 2015 10:26 AM
To: Garry Marchuk; Wendy Kay
Subject: business improvement loan
Attachments: BI loan.PDF

Garry; can you ask council to consider joining the business improvement loans offered by community futures Alberta Southwest !!

The beaver mines store desperately needs improvements after 30 years of operation. (now is a good time for us to do the work; dead season since Castle has closed)

This offer gives us an incentive to start renovations and employ local tradesmen; carpenter, electrician, plumber, flooring, etc.

good all around for the community.

thanks Jacques.

PS: Kirk Clemens from Community futures said our MD is not on board the program.

Letter of Understanding

Between:

Community Futures Alberta Southwest (CFABSW)

Box 1568, 659 Main Street

Pincher Creek, Alberta, T0K 1W0

And

Municipal District of Pincher Creek No. 9

Box 279, 1037 Herron Avenue

Pincher Creek, Alberta, T0K 1W0

Purpose of this Letter of Understanding:

To define the details of the agreement for participation in the "Business Improvement Loan" (BIL) program and the process that will be followed for all approved loans under the BIL program.

Term of Agreement

This Letter of Understanding begins April 1, 2015 and will be renewed annually as long as both parties agree.

The Offering

- CFABSW will offer interest free loans up to \$10,000.00, to businesses in the MD of Pincher Creek.
- These funds will be used to "improve" the business.
- The interest on the loan will be paid by the "MD of Pincher Creek" at a rate of Prime + 3%.
- The interest will be calculated for the term of the loan and paid within 30 days of the loan disbursement.
- All documentation for the loans will be done by CFABSW.

Commitment by CFABSW

- Review all Applicants for suitability for the BIL program.
- Prepare all documentation to secure the loan repayment. This will include a Promissory Note and a General Security Agreement.
- Ensure approved loan funds are used for the purpose they were approved for.
- Prepare and submit an invoice for the total amount of interest calculated in advance, based on the repayment terms agreed to with the Applicant.
- If the loan is repaid early, we will prepare a reimbursement to the Municipality.

Commitment by MD of Pincher Creek

- Set aside sufficient funds each year to ensure the program remains relevant and current.
- Approve all applicants as being a licensed business in the MD of Pincher Creek.
- Submit payment in a timely fashion upon receipt of an invoice.
- To inform CFABSW of any program changes or cancellations.

This agreement has been signed by

For the MD of Pincher Creek	For CFABSW
Signature:	Signature
Please provide name & position here:	Tony Walker General Manager
Date:	Date:

APPLICATIONS ARE AVAILABLE NOW AT COMMUNITY FUTURES ALBERTA SOUTHWEST!

Contact:

Community Futures Alberta
Southwest (CFABSW)
P.O. Box 1568
659 Main Street
Pincher Creek AB
T0K 1W0
Phone: 403-627-3020
Toll Free: 1-800-565-4418
Email: info@cfabsw.com

- *Complete Grant Application documents:*
 - Application for Credit
- *Set up meeting with Kirk Clements, Community Futures Business Analyst, to present application.*
- *Once completed grant application documents received, CFABSW will perform due diligence on application and contact business owner to set appointment within 10 working days to proceed.*
- *Once approved by CFABSW, loan documents will be signed by the business. A cheque will be disbursed within 5 working days.*



CFABSW SERVICES

- ALTERNATIVE FINANCING
- CONSULTING
- BUSINESS TRAINING
- BUSINESS PLANNING
- COMMUNITY ECONOMIC DEVELOPMENT

FLEXIBLE TERMS

- Loans between \$1,000 and \$10,000
- Terms between 1 - 3 years

Sample Loans

\$5,000 Loan

- Term of Three Years
- Loan Payment \$138.89/month
- Grant to cover interest - \$436.16

\$10,000 Loan

- Term of Three Years
- Loan Payment \$277.78/month
- Grant to cover interest - \$872.31

ELIGIBLE IMPROVEMENTS

- Signage for the business
- Repair or replacement of storefront windows and doors
- Exterior lighting of the building and signage
- Removal and disposal of broken signage and fixtures
- Installation and design of awnings and signs
- New storefront window openings and new doorways
- Interior window display areas and lighting
- Removal of exterior materials that cover architectural details
- New architectural details such as entryway features and cornices
- Signs that are uniquely designed to integrate into building architecture
- Creation of new retail bays in an existing building
- Addition of patio areas and permanent landscaping elements
- Removal of barriers to access for people with disabilities and mobility challenges
- Interior painting
- Interior flooring (carpet, laminate, tile, hardwood)
- Shelving (removable)
- Interior counters and display cases
- Interior light fixtures

BUSINESS IMPROVEMENT LOANS

Interest Free Loans

Up to \$10,000

**Loan interest paid by
your local Municipality**



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
 - \$1.1 Million outstanding loans
 - \$2.4 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 Kearn – Chair, Cardston County
Bill Hart – Vice - Chair, Town of Fort Macleod
Dave Edmonds – Treasurer, Town of Cardston
Shirley Isaacson – Secretary, Town of Claresholm
David Mulholland – Director, MD Willow Creek
Bev Garbutt – Director, MD Pincher Creek
Bob Bernard – Director, Town of Pincher Creek

Our Staff

Tony Walker – General Manager
Kirk Clements – Business Analyst
James Tessier – CED Coordinator

Our Services

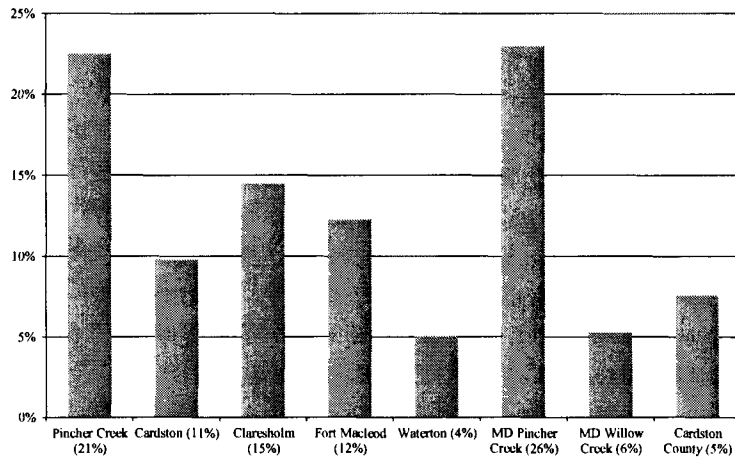
- Individualized, one-on-one business counselling
- On-going coaching and mentoring
- Access to local business expertise through our referral network
- A resource Library
- Economic Development

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 (Bringing Investment Home)
- Alberta Youth Entrepreneurship Camp
- Chinook Entrepreneur Challenge
- Business Visitation Program
- Prairie Canada Futures Game

Business Improvement Loans (BIL)

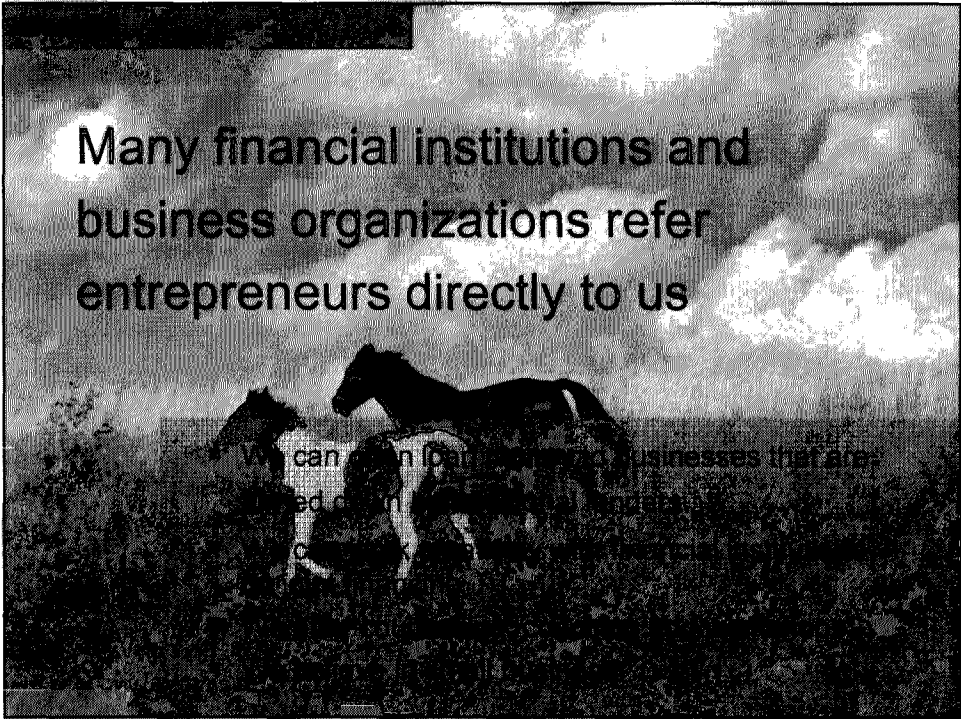
- Interest free loans to Business Owners
- Up to \$10,000.00
- Loan interest paid by local Municipality
- Prime plus 3% (currently 6%)
- Letter of Understanding
- Interest calculated and paid at time of approval
- Municipality can help decide what the loan is to be used for (tax assessable or not)

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



Many financial institutions and
business organizations refer
entrepreneurs directly to us

We can help you find the right business that fits
your needs and your budget.

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)

Director of Operations Report April 20, 2015

Operations Activity Includes:

- April 9, Staff meeting;
- April 14, Council meeting;
- April 16, Cottonwood Bridge Monthly meeting;
- April 18, Air Cadets Airport briefing.

Agricultural and Environmental Services Activity Includes:

- April 15, Biocontrol Meeting, Lethbridge;
- Ongoing, Growing Forward applications/assistance;
- Ongoing, Environmental Farm Plans;
- Deployment of off-stream watering demo unit – finding suitable locations;
- Ongoing, Dams, monitoring and managing;
- April 16, 17, Shop & Equipment prep for incoming crew;
- April 20, Interviews for Summer Students
- April 20, Orientation & Safety for two 6 month positions
- April 20, Septic Systems Workshop;

Public Works Activity Includes:

- Temp snow fence pickup;
- Reclaiming gravel from shoulders;
- Summerview slide project;
- Texas gate install and repair;
- Managing road slides (Bitango's) and marking seasonal hazards;
- Responded to Lewis fire south of Pincher Creek
- Interview for permanent employee.

Upcoming:

- April 21- 24, ICS 100, 200, 300 training
- April 21, Summer Students interviews
- April 23, SE Slopes Invasive Plants Forum, @ Heritage Inn in Pincher Creek
- April 24, WebBook Training - Claresholm
- April 29, SWAC-WMA Season organizational Conference Call
- April 29, Long Term Water Management Plan Workshop – Claresholm
- May 6, ASB meeting.

Project Update:

- 2013 Disaster Recovery Projects
 - Cottonwood Bridge – Contractor working on bridge deck;
 - Drywood Creek/Spread Eagle Road – Contractor scheduling work for March to June, contracts are signed;
 - Oldman River/Lank Bridge – 2013 damage repair complete;
 - Satoris Road/Goat Creek Bridge – DFO approval is ongoing, Contractor to do the work summer 2015.

- 2014 Disaster Recovery Projects
 - BF 2064 (Bruder Bridge) – Building approaches;
 - Oldman River/Lank Bridge Armour – awaiting DRP assessment.

- Capital Projects
 - RR 29-5 (Bill Cyr Road) – Contract awarded scheduled to start early August;
 - TR 8-4 (Paradien Hill) – Preliminary design complete, contemplating options;
 - North Burmis Road Intersection – Surveying complete, preliminary design underway;
 - Maycroft Road Right of Way – contractor engaged;
 - Summerview Bridge – Request for quotation out to contractor;
 - Christy Mines Road – Contractor quotes received, scheduling start date;
 - Beaver Mines Fire Hall washroom – contractors requested to provide quotes.

Call Log – attached.

Recommendation:

That the Operations report for the period April 9, 2015 to April 20, 2015 be received as information.

Prepared by: Leo Reedyk



Date: April 20, 2015

Reviewed by: Wendy Kay



Date: April 21, 2015

Submitted to: Council

Date: April 28, 2015

WORK ORDER	DIVISION	LOCATION	CONCERN/REQUEST	ASSIGNED TO	ACTION TAKEN	REQUEST DATE	COMPLETION DATE
141	Division 2	SW28 T5 R29 W4	Wants to expand an approach for big trucks and put gravel on road allowance	Arnold Nelson	Deferred Until spring 2015	2014-09-29	
158	Division 1	NE2 T3 R29 W4	East side of texas gate needs cleaning West side was done last year	Arnold Nelson	Deferred Until spring 2015	2014-10-15	
168	Division 2	NW26 T5 R29 W4	Would like road allowance graded	Stu Weber	Deferred Until spring 2015	2014-10-22	
170	Division 2	NE17 T5 R29 W4	Rocks need to be p/u from her field washed up from the ditch	Stu Weber	Deferred Until spring 2015	2014-10-23	
178	Division 1	NW25 T3 R29 W4	RR29-1 South of Twp4-0 requesting "No gthrough Road/No Exit Sign	Stu Weber	Completed	2014-10-29	2015-04-09
327	Division 5	NE36 T7 R3 W5	Would like gravel added to approach off N. Burnis Rd. to texas gateto make a long gentle slope	Dave Sekella	Deferred Until spring 2015	2015-01-26	
329	Division 1	SE1/SW2 T4 R30 W4	Upgrade section of road TWP 4-0 west of Hwy 6	Stu Weber	Deferred Until spring 2015	2015-02-04	
331	Division 5	SW16 T9 R2 W5	Would like an approach put in In future will be building a house	Stu Weber	Waiting for a development plan	09-Feb-15	
334	Division 5	SE22 T9 R2 W5	would like signs posted to warn of the bus stop for the pickup of the Lynch/Staunton kids on Willow Valley Rd.	Don Jackson	Completed	20-Feb-15	2015-04-09
345	Division 3	Airport	Repair light on apron to runway	Bob Salmon	Work in progress	2015-02-13	
346	Division 5	Burnis Mtn Estates	To install 'no motorized equipment' signs within the environmental reserve adjacent to current motorized trails	Don Jackson	Work in progress	2015-03-13	
347	Division 3	SW25 T5 R1 W5	Site 60016 Rail fence broken Twp Rd 6-0	Arnold Nelson	Work in progress	2015-03-13	
367	Division 2	NW15 T6 R30 W4	Max 50' speed sign down/Trombley Rd	Don Jackson	Completed	2015-03-18	2015-04-09
368	Division 3	509 - 2 Ave, Beaver Mill	Water run-offcoming on his property	Arnold Nelson	Work in progress	2015-03-27	
370	Division 5	Hwy 3A RR2-3	Intersection sign knocked down	Don Jackson	Work in progress	2015-03-30	
371	Division 2	Twp 5-2 RR29-2	Yield Sign is down	Don Jackson	Completed	2015-04-01	2015-04-09
372	Division 5	6 Villa Vega Acres	Concerns re traffic speeding Twp 7-2/ Hwy 507 Perhaps children at play signs should be put in	Stu Weber	Work in progress	2015-04-07	

WORK ORDER	DIVISION	LOCATION	CONCERN/REQUEST	ASSIGNED TO	ACTION TAKEN	REQUEST DATE	COMPLETION DATE
373	Division 3	SW31 T5 R1 W5	Sites #5520 & #5518 would like driveways graded	Brent Gunderson	Work in progress	2015-04-07	
374	Division 2	SE36 T5 R29 W4	Would like snow fence (vertical based wind break) removed	Arnold Nelson	Work in progress	2015-04-08	
375	Division 3	SW35 T6 R2 W5	Swells on Mazur road. Need warning flags	Henry Dykstra	Completed	2015-04-08	2015-04-09
376	Division 3		To remove snowfence by cattle guard	Arnold Nelson	Completed	2015-04-13	2015-04-14
377	Division 3	Future Fire Hall Site	Site needs clean up, grass and trees and culvert fixed at turn around.	Arnold Nelson, Shane Poulsen	Work in progress	2015-04-14	
378	Division 1	NE28 T4 R28 W4	To remove tree from culvert on RR28-3A	Arnold Nelson	Completed	2015-04-14	2015-04-17
379	Division 1	SE17 T4 R28 W4	New House, new Road would like road to house graded	Rod Nelson	Work in progress	2015-04-16	
380	Division 1	NW19 T5 R27 W4	Road need grading end of Crook road	Tony Naumczyk	Completed	2015-04-16	2015-04-17
382	Division 5		Remove snow fence/Steve Sapeta's field	Tony Naumczyk	Work in progress	2015-04-20	

M.D. of Pincher Creek No. 9

Statement of Cash Position

Month Ending March 2015

E3a

BANK STATEMENT C.I.B.C.	March	February
General Accounts		
Bank Statement Balance	-2,939,098.00	-1,432,712.82
Deposits After Monthend	1,974.00	1,108.35
Cash On Hand	600.00	300.00
Less Outstanding Cheques	-107,810.56	-161,385.01
Month End Cash Available (- Overdrawn)	-3,044,334.56	-1,592,689.48

M.D.'S GENERAL LEDGER	March	February
Balance Forward from Previous Month	-1,592,689.48	-2,804,721.71
Revenue for the Month:		
Receipts for the Month	123,739.40	1,832,813.71
Interest for the Month	0.00	0.00
Transfer from Short Term Investments	0.00	0.00
Disbursements for the Month:		
Cheques Written	-509,436.19	-343,564.88
Payroll Direct Deposits and Withdrawals	-300,937.39	-240,509.42
Electronic Withdrawals - Utilities and VISA	-48,161.27	-28,747.08
Banking Transaction Fees	-421.76	-243.10
Bank Overdraft Fees	-6,593.52	-7,717.00
Requisition & Debenture Payments	-709,834.35	0.00
Transfer to Short Term Investments	0.00	0.00
M.D.'s General Ledger Balance at Month End	-3,044,334.56	-1,592,689.48

SHORT TERM INVESTMENTS - C.I.B.C.	March	February
T-Bill Funds for General Account	7,442.85	7,442.85
T-Bill Funds Public Reserve Trust	105,725.56	105,725.56
T-Bill Funds Bridge Repair Advances	2,800.86	2,800.86
T-Bill Funds MSI Capital Grant Advances	208,784.39	208,784.39
T-Bill Funds Performance Bonds	0.00	0.00
T-Bill Funds Lottery Board Account	2,189.63	2,189.63
T-Bill Funds Regional Water Advance	2,093.67	2,093.67
T-Bill Funds Federal Gas Tax Grant Advance	712,343.15	712,343.15
T-Bill Funds Tax Forfeiture Land Sales	3,483.45	3,483.45
	1,044,863.56	1,044,863.56

LONG TERM INVESTMENTS	March	February	Annual Rate	Original	Original
Financial Institution	Market Value	Market Value	of Return	Investment	Investment
			in 2013	Date	Amount
C.I.B.C. Wood Gundy - Bonds	8,191,143.10	8,209,632.13	1.49%	Nov-88	1,255,915.75
Bank of Montreal Nesbitt Burns - Bonds	4,147,154.78	4,160,252.09	-2.23%	Jul-99	2,000,000.00
	12,338,297.88	12,369,884.22			3,255,915.75

COMMENTS

April Items of Note	Amount
Revenue In - Nesbit Burns Bonds	4,200,000.00
Revenue In -	0.00
Expense Out - Cottonwood Dam	750,000.00
Expense Out - Bruder Bridge	300,000.00
Expense Out -	

This Statement Submitted to Council this 28th Day of April 2015.



Director of Finance

MUNICIPAL DISTRICT OF PINCHER CREEK

April 10, 2015

TO: Reeve and Council

FROM: Wendy Kay, Chief Administrative Officer

SUBJECT: Fire Guardians - Appointment

1.0 Origin

Forest and Prairie Protection Act legislates that each year the Council must appoint Fire Guardians.

2.0 Background

Forest and Prairie Protection Act Section 4 (2) states the following:

“Each year before April 1 the council of a municipal district shall appoint, for a term not exceeding one year with effect from the beginning of April, a sufficient number of fire guardians to enforce this Act within the boundaries of the municipal district.”

Chief Cox has provided several names that he is recommending to be fire guardians appointed under this legislation.

Council should also note that under the *Forest and Prairie Protection Act* Section 4 (3) the chief elected official, each councillor and the chief administrative officer are by virtue of their offices fire guardians in and for the municipal district.

3.0 Recommendation

THAT the report from the Chief Administrative Officer, dated April 10, 2015, regarding appointment of fire guardians, be received;

AND that Council appoint the following persons as fire guardians for the Municipal District of Pincher Creek for the period April 1, 2015 to March 31, 2016:

- Jennifer Fisher-Sundberg
- Anne Molnar
- Tammy Jack

- Steve Oczkowski
- Allen Tapay
- David Cox
- Pat Neumann
- Lynn Brasnett
- Margaret Cox

Respectfully submitted,

A handwritten signature in cursive script that reads "W. Kay".

Wendy Kay

Attachments

PINCHER CREEK EMERGENCY SERVICES
FIRE -- AMBULANCE -- RESCUE

Box 1086
Pincher Creek, Alberta
T0K 1W0

EMERGENCY "911"

OFFICE 627-5333

FAX 627-3502

Fire Guardian for the Municipal District of Pincher Creek

As stated in the Forest and Prairie Protection Act 4(2) in the Province of Alberta

Captain Jennifer Fisher-Sundberg has been appointed by the Municipal District of Pincher Creek No. 9 to serve as Fire Guardian from March 01, 2015 to April 1 of 2016.

At the conclusion of above term a renewal appointment will be required prior to April 1 of the next calendar year.

Appointment of above named as fire guardian will give the power and authority to issue, suspend , cancel fire permits issued on behalf of the Municipal District of Pincher Creek.

The Municipal District of Pincher Creek reserves the right to cancel the appointment as fire guardian at any time it is deemed to be required.

Reeve:

Fire Guardian

Print Name

Print Name

Jennifer Fisher-Sundberg

Signature

Signature

[Handwritten Signature]

Date

Date

April 1, 2015

PINCHER CREEK EMERGENCY SERVICES
FIRE -- AMBULANCE -- RESCUE

Box 1086
Pincher Creek, Alberta
T0K 1W0

EMERGENCY "911"

OFFICE 627-5333

FAX 627-3502

Fire Guardian for the Municipal District of Pincher Creek

As stated in the Forest and Prairie Protection Act 4(2) in the Province of Alberta

Captain Anne Molnar has been appointed by the Municipal District of Pincher Creek No. 9 to serve as Fire Guardian from March 01, 2015 to April 1 of 2016.

At the conclusion of the year served a renewal appointment will be required prior to April 1 of the next calendar year.

Appointment of above named as fire guardian will give the power and authority to issue, suspend , cancel fire permits issued on behalf of the Municipal District of Pincher Creek.

The Municipal District of Pincher Creek reserves the right to cancel the appointment as fire guardian at any time it is deemed to be required.

Reeve:

Fire Guardian

Print Name

Print Name

Anne Molnar

Signature

Signature

Anne Molnar

Date

Date

April 2, 2015.

PINCHER CREEK EMERGENCY SERVICES
FIRE -- AMBULANCE -- RESCUE

Box 1086
Pincher Creek, Alberta
T0K 1W0

EMERGENCY "911"

OFFICE 627-5333

FAX 627-3502

Fire Guardian for the Municipal District of Pincher Creek

As stated in the Forest and Prairie Protection Act 4(2) in the Province of Alberta

Tammy Jack has been appointed by the Municipal District of Pincher Creek No. 9 to serve as Fire Guardian from March 01, 2015 to April 1 of 2016.

At the conclusion of the year served a renewal appointment will be required prior to April 1 of the next calendar year.

Appointment of above named as fire guardian will give the power and authority to issue, suspend , cancel fire permits issued on behalf of the Municipal District of Pincher Creek.

The Municipal District of Pincher Creek reserves the right to cancel the appointment as fire guardian at any time it is deemed to be required.

Reeve:

Fire Guardian

Print Name

Print Name

Tammy Jack

Signature

Signature

Jack

Date

Date

April 01, 2015

PINCHER CREEK EMERGENCY SERVICES
FIRE -- AMBULANCE -- RESCUE

Box 1086
Pincher Creek, Alberta
T0K 1W0

EMERGENCY "911"

OFFICE 627-5333

FAX 627-3502

Fire Guardian for the Municipal District of Pincher Creek

As stated in the Forest and Prairie Protection Act 4(2) in the Province of Alberta

Lieutenant Steve Oczkowski has been appointed by the Municipal District of Pincher Creek No. 9 to serve as Fire Guardian from March 01, 2015 to April 1 of 2016.

At the conclusion of the year served a renewal appointment will be required prior to April 1 of the next calendar year.

Appointment of above named as fire guardian will give the power and authority to issue, suspend , cancel fire permits issued on behalf of the Municipal District of Pincher Creek.

The Municipal District of Pincher Creek reserves the right to cancel the appointment as fire guardian at any time it is deemed to be required.

Reeve:

Fire Guardian

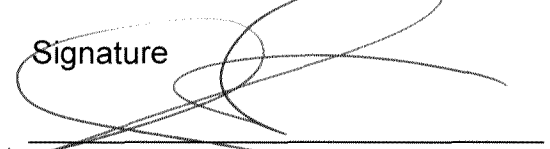
Print Name

Print Name

STEVE OCZKOWSKI

Signature

Signature



Date

Date

April 8 2015

PINCHER CREEK EMERGENCY SERVICES
FIRE -- AMBULANCE -- RESCUE

Box 1086
Pincher Creek, Alberta
T0K 1W0

EMERGENCY "911"

OFFICE 627-5333

FAX 627-3502

Fire Guardian for the Municipal District of Pincher Creek

As stated in the Forest and Prairie Protection Act 4(2) in the Province of Alberta

Captain Allen Tapay has been appointed by the Municipal District of Pincher Creek No. 9 to serve as Fire Guardian from March 01, 2015 to April 1 of 2016.

At the conclusion of the year served a renewal appointment will be required prior to April 1 of the next calendar year.

Appointment of above named as fire guardian will give the power and authority to issue, suspend , cancel fire permits issued on behalf of the Municipal District of Pincher Creek.

The Municipal District of Pincher Creek reserves the right to cancel the appointment as fire guardian at any time it is deemed to be required.

Reeve:

Fire Guardian

Print Name

Print Name

Allen Tapay

Signature

Signature

Allen Tapay

Date

Date

Apr 9/15

PINCHER CREEK EMERGENCY SERVICES
FIRE -- AMBULANCE -- RESCUE

Box 1086
Pincher Creek, Alberta
T0K 1W0

EMERGENCY "911"

OFFICE 627-5333

FAX 627-3502

Fire Guardian for the Municipal District of Pincher Creek

As stated in the Forest and Prairie Protection Act 4(2) in the Province of Alberta

Fire Chief David Cox has been appointed by the Municipal District of Pincher Creek No. 9 to serve as Fire Guardian from March 01, 2015 to April 1 of 2016.

At the conclusion of the year served a renewal appointment will be required prior to April 1 of the next calendar year.

Appointment of above named as fire guardian will give the power and authority to issue, suspend , cancel fire permits issued on behalf of the Municipal District of Pincher Creek.

The Municipal District of Pincher Creek reserves the right to cancel the appointment as fire guardian at any time it is deemed to be required.

Reeve:

Fire Guardian

Print Name

Print Name

DAVID COX

Signature

Signature

[Signature]

Date

Date

March 31, 2015

PINCHER CREEK EMERGENCY SERVICES
FIRE -- AMBULANCE -- RESCUE

Box 1086
Pincher Creek, Alberta
T0K 1W0

EMERGENCY "911"

OFFICE 627-5333

FAX 627-3502

Fire Guardian for the Municipal District of Pincher Creek

As stated in the Forest and Prairie Protection Act 4(2) in the Province of Alberta

Deputy Fire Chief Pat Neumann has been appointed by the Municipal District of Pincher Creek No. 9 to serve as Fire Guardian from March 01, 2015 to April 1 of 2016.

At the conclusion of the year served a renewal appointment will be required prior to April 1 of the next calendar year.

Appointment of above named as fire guardian will give the power and authority to issue, suspend , cancel fire permits issued on behalf of the Municipal District of Pincher Creek.

The Municipal District of Pincher Creek reserves the right to cancel the appointment as fire guardian at any time it is deemed to be required.

Reeve:

Fire Guardian


Print Name

Print Name

Patrick Neumann

Signature

Signature



Date

Date

April 01, 2015

PINCHER CREEK EMERGENCY SERVICES
FIRE -- AMBULANCE -- RESCUE

Box 1086
Pincher Creek, Alberta
T0K 1W0

EMERGENCY "911"

OFFICE 627-5333

FAX 627-3502

Fire Guardian for the Municipal District of Pincher Creek

As stated in the Forest and Prairie Protection Act 4(2) in the Province of Alberta

Lieutenant Lynn Brasnett has been appointed by the Municipal District of Pincher Creek No. 9 to serve as Fire Guardian from March 01, 2015 to April 1 of 2016.

At the conclusion of the year served a renewal appointment will be required prior to April 1 of the next calendar year.

Appointment of above named as fire guardian will give the power and authority to issue, suspend , cancel fire permits issued on behalf of the Municipal District of Pincher Creek.

The Municipal District of Pincher Creek reserves the right to cancel the appointment as fire guardian at any time it is deemed to be required.

Reeve:

Fire Guardian

Print Name

Print Name

LYNN BRASNETT

Signature

Signature

[Handwritten Signature]

Date

Date

April 2/15

PINCHER CREEK EMERGENCY SERVICES
FIRE -- AMBULANCE -- RESCUE

Box 1086
Pincher Creek, Alberta
T0K 1W0

EMERGENCY "911"

OFFICE 627-5333

FAX 627-3502

Fire Guardian for the Municipal District of Pincher Creek

As stated in the Forest and Prairie Protection Act 4(2) in the Province of Alberta

Margaret Cox has been appointed by the Municipal District of Pincher Creek No. 9 to serve as Fire Guardian from March 01, 2015 to April 1 of 2016.

At the conclusion of the year served a renewal appointment will be required prior to April 1 of the next calendar year.

Appointment of above named as fire guardian will give the power and authority to issue, suspend , cancel fire permits issued on behalf of the Municipal District of Pincher Creek.

The Municipal District of Pincher Creek reserves the right to cancel the appointment as fire guardian at any time it is deemed to be required.

Reeve:

Fire Guardian

Print Name

Print Name

Margaret Cox

Signature

Signature

Margaret Cox

Date

Date

April 09/2015

CHIEF ADMINISTRATIVE OFFICER'S REPORT

April 10, 2015 to April 23, 2015

DISCUSSION

- April 14, 2015 Policies and Plans
- April 14, 2015 Public Hearing
- April 14, 2015 Regular Council
- April 15 and 16, 2015 First Aid
- April 21 – 24 Emergency Management Training
- April 21, 2015 Emergency Management Training – Council
- April 23, 2015 Emergency Services

UPCOMING:

- April 28, 2015 Policies and Plans
- April 28, 2015 Regular Council
- May 1, 2015 CAO Meeting – MD Willow Creek
- May 5, 2015 AAMDC Visit
- May 5, 2015 Strategic Planning
- May 5, 2015 Castle Mountain Area Structure Plan
- May 5, 2015 Subdivision Authority
- May 5, 2015 Municipal Planning Commission
- May 12, 2015 Policies and Plans
- May 12, 2015 Regular Council
- May 26, 2015 Policies and Plans
- May 26, 2015 Regular Council
- May 27, 2015 Coffee with Council – Lundbreck
- May 28, 2015 Emergency Services

OTHER

RECOMMENDATION:

That Council receive for information, the Chief Administrative Officer's report for the period of April 10, 2015 to April 23, 2015.

Prepared by: CAO, Wendy Kay Date: April 21, 2015

Presented to: Council Date: April 28, 2015



Alberta Fire Chiefs Association
Professionals serving Professionals

April 1, 2015

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

Dear Reeve and Council:

In 2010, the Alberta Fire Chiefs Association (AFCA) and Alberta Department of Municipal Affairs launched a Recruitment and Retention Review of fire departments across Alberta.

Volunteer Alberta was hired to conduct a survey of fire departments to determine if they had a sufficient number of volunteers to assist in emergencies. The results showed that many of the fire departments serving populations under 5,000 have a lack of volunteers.

In 2011 AFCA provided various tools for fire departments to recruit volunteers. This has assisted, but we have still face challenges. AFCA will launch a "Volunteer Firefighters Awareness Week" May 3 - 9, 2015. We hope that with the assistance of your Council and Administration working with your local fire department, this week will be successful and will become an annual event that will be recognized in years to come.

We are planning to arrange advertising in the local weekly newspapers and would suggest that Municipalities purchase ads and also have the local business community involved. The AFCA will be developing an information package that will be available to your fire department. We suggest that fire departments hold open houses along with additional possibilities of a barbeque, pancake breakfast or a fireman's ball as mediums to promote recruitment. As elected officials, you can support the saving to your community when the first responders are volunteers. To replace volunteer fire fighters, we have determined that the cost of 14 full time responders is 1.2 million dollars.

The Recruitment and Retention Committee is excited about this Volunteer Firefighters Awareness Week. With your participation, this event will be a great success.

Sincerely,

Peter Krich
Fire Chief, City of Camrose
Chair, Recruitment and Retention Committee, AFCA



Alberta
Volunteer Fire Fighters

RECEIVED

APR - 9 2015

M.D. OF PINCHER CREEK

*Council
Corresp - Action*

F1a

Lac Ste. Anne County

4928 Langston Street
Box 219, Sangudo, AB T0E 2A0
www.lsac.ca



RECEIVED April 13th, 2015

APR 16 2015

M.D. OF PINCHER CREEK

Municipal District of Pincher Creek No. 9
PO Box 279
Pincher Creek, AB T0K 1W0
Attention: Council

Re: FCM Women in Municipal Government Fund – Request for Support

The Federation of Canadian Municipalities (FCM) supports increased participation of women in local government. This is accomplished through education and programs that support and encourage women to get involved in local politics and leadership. FCM offers three scholarship programs that encourage this philosophy as follows:

- 1) Canadian Women in Municipal Government Scholarship: open to women students enrolled in any year of study in secondary school and who are contributing to their school's leadership team or student council,
- 2) Mayor Andree Boucher Memorial Scholarship: Rewarding student research on women in politics,
- 3) Ann McLean Award: recognizes retired women municipal politicians who have shown exemplary service to their community and constituents and to mentoring women who want to run for elected office.

The annual FCM Conference is a great opportunity to raise awareness and funds to support these initiatives and each FCM Regional Caucus takes it upon themselves to fundraise for this program when the annual conferences takes place in their region. This year the conference is being held in Alberta (Edmonton) and the Prairie and Territories Caucus has been challenged to meet or beat the funds raised by the Ontario Caucus.

Our Caucus would like to challenge all municipalities across Alberta to assist us with this challenge by donating \$100.00 towards this worthwhile program. All funds donated by Alberta municipalities will be added to the fundraising campaign completed during the conference and the grand total will be announced at the conference Annual General Meeting on June 7th, 2015.

Lac Ste. Anne County will be collecting all donated funds on behalf of this FCM program and will be submitting a final overall cheque of all funds collected to the FCM at the completion of the conference fundraising campaign. If your municipality is willing to contribute to this fundraising campaign, please make your cheque payable to Lac Ste. Anne County, indicate on stub that it is for the "Women in Government" fundraiser and mail to the following address prior to May 20th, 2015:

Lac Ste. Anne County
Box 219
Sangudo, AB T0E 2A0
Attention: Teresa Olsen

On behalf of our Caucus, I encourage your municipality to assist us in showing how Alberta supports and champions Women in Municipal Government!

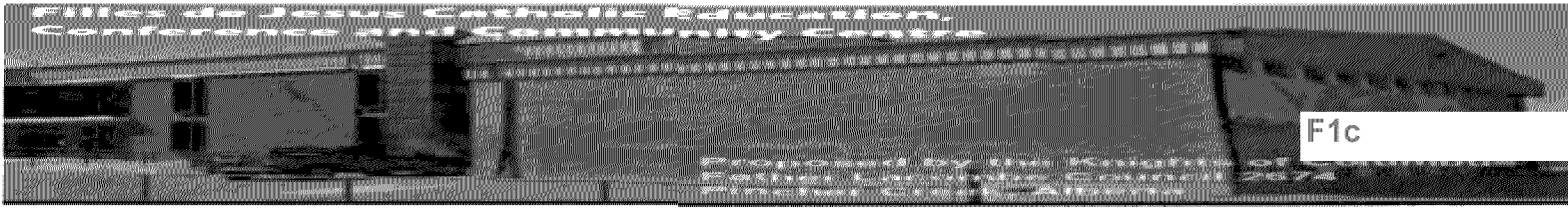
Should you have any questions regarding this request, please feel free to contact myself at lolsvik@lsac.ca, or Executive Secretary Teresa Olsen at tolsen@lsac.ca or Toll Free 1-866-880-5722.

Sincerely,



Lorne Olsvik
Chair of the FCM Prairies and Territories Regional Caucus
Councillor, Lac Ste. Anne County

c.c. FCM



April 6, 2015

P.O. Box 563
Pincher Creek, AB. T0K 1W0

Reeve Brian Hammond
MD of Pincher Creek
P.O. Box 279
Pincher Creek, AB. T0K 1W0

*Council
Corresp - Action*

RECEIVED
APR - 9 2015
M.D. OF PINCHER CREEK

Dear Brian

This letter is written on behalf of the Pincher Creek Father Lacombe Council #2674 of the Knights of Columbus. At our last meeting, April 1, 2015, a motion was passed to send a copy of the motion and a letter to our Trustee and Representative Ms. Judy Lane stating our concerns about the planned demolition of the Old Gym and associated Classrooms at St. Michael's School, Pincher Creek. The Knights of Columbus, Father Lacombe Council are trying to save the facility since we believe the Old Gym and Classrooms would make an excellent Parish and Community Centre that would be a welcome and needed addition to our Parish and the Pincher Creek and Area Community. We believe it should be preserved for that reason as well as the historical significance the facility has for the Community of this area.

The building is structurally sound and we believe has many more years of valuable use remaining. The cost of demolition is over \$235,000.00 which can be saved or used, if possible, to help refurbish a needed and useful structure. The problem we have is that the Architect has estimated over one million dollars to refurbish and modernize the facility a figure we totally disagree with. We believe it can be done for significantly less and for a much more reasonable amount. Our reasons, we believe, are clearly stated in our letter to Ms. Judy Lane. The Knights of Columbus are prepared to assume the responsibility for the facility and raise the funds necessary to bring the building up to code if our analysis is correct and some of the costs stated in the Architect's report are, as we believe, not necessary or can be done for a much lower figure.

We are attaching a copy of the motion and letter addressed to Ms. Lane as well as a sample plan of what can be done with the facility. We are hopeful you will have the time to read our motion, letter and sample plan.

We are not soliciting any funds since we believe that the Knights, through volunteer efforts and asking for pledges, can complete the necessary refurbishing and changes required to meet building code. Our hope is that you and Council will agree with our analysis, agree it is project well worth pursuing that will benefit the Community of Pincher Creek and will support our efforts for approval. If there are other ways that you believe you can assist us they will be appreciated.

If we can get approval from Holy Spirit Catholic Schools and the Ministry of Education we hope to meet with groups such as Adult Education and others (e.g. who are interested in Drama, Fine Arts, Conference facilities etc.) who can advise and assist us on how to best utilize the proposed Centre.

Thank you taking the time to consider our request.

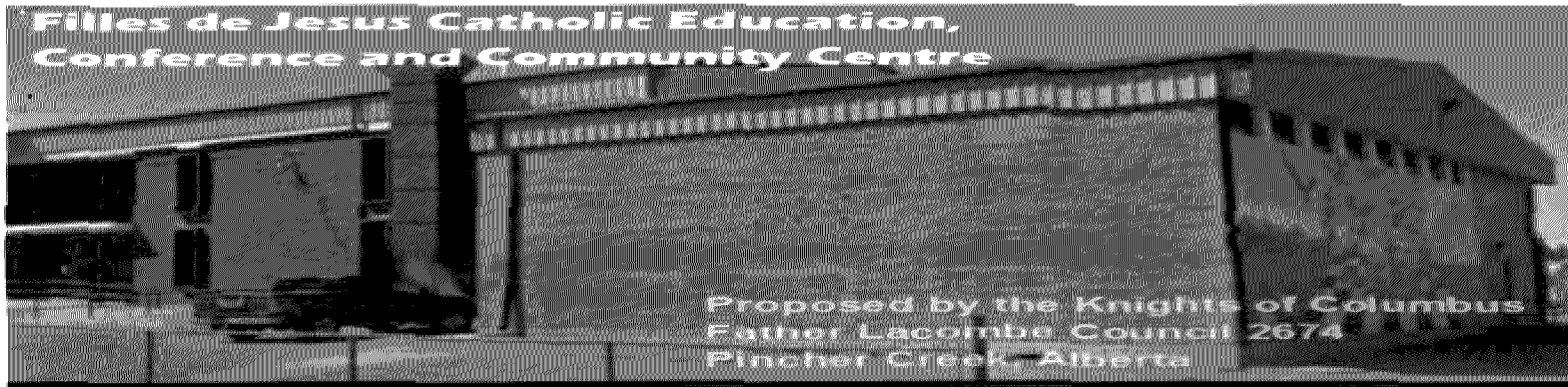
Sincerely

Co-Chairs:

Dr. Tom Halbert (Tel: 403.627.2411 Email: tdhalbert@outlook.com)

Mr. Ron Schmidt (Tel: 403.672.3021 Email: schmidtr@toughcountry.net)

Committee for the "The Filles de Jesus Catholic Education, Conference and Community Centre"
Pincher Creek Father Lacombe Council #2674 of the Knights of Columbus



April 2, 2015

P.O. Box 563
Pincher Creek, AB. T0K 1W0

Trustee Judy Lane
Trustee Ward 5: Pincher Creek St. Michael's School
Holy Spirit Catholic Separate Regional School Division #4
P.O. Box 2260
Pincher Creek, AB. T0K 1W0

Re: April 1st 2015 Motion of the Knights of Columbus Father Lacombe Council #2674

Dear Judy

This letter is addressed to you as our elected trustee and representative on the Holy Spirit Catholic Separate Regional Division School Board. We trust you will present our concerns to the Board of Trustees of Holy Spirit Roman Catholic Separate Regional Division #4 and other interested parties. Attached is a copy of the motion unanimously passed at the April 1st regular meeting of Father Lacombe Council #2674. Although the facility is functional, as is, included is a draft sample of a possible plan for the Old Gym and Classrooms that we believe indicates the excellent Parish and Community use the facility can provide and can be accomplished for a relatively low cost. Please note that there is nothing definite or particularly required in the draft plan.

The Knights of Columbus, Father Lacombe Council, have been and will continue to remain strong supporters of St. Michael's School. Each year a substantial portion of our budget is contributed directly to St. Michael's in support of various functions and activities related to the School. In addition, as individual taxpayers, we have for many years contributed to Catholic Education in Pincher Creek as well as the Province.

The letter dated November 12th, 2014 from Mr. Chris Smeaton, Superintendent of Schools, Holy Spirit Roman Catholic Separate Regional Division #4, was very disappointing to our Council when it advised us that the Division had made a final decision and would be moving forward with the demolition of the Old Gym and Classrooms at St. Michael's School. We have reviewed, had meetings, evaluated and considered how to follow up over the last few months. We are convinced that the Old Gym and classrooms can be refurbished and meet building code for an amount significantly below the estimate of over one million dollars. We believe it can be done for an investment that Father Lacombe Council can guarantee. The reasons for our disappointment are:

1. We feel the decision to demolish the Old Gym and Classrooms of St. Michael's was done without enough input being received from St. Michael's Parishioners and the Pincher Creek Community as to whether they would like to see it remain especially since local Parishioners were instrumental in helping to pay for the structure, through taxes and donations, at the time of the construction, and may have a desire to retain the structure.
2. Since Mr. Smeaton has informed us that funds for demolition cannot be used for refurbishment, we contend that it is a waste of a significant amount of taxpayer money (\$235,030.00) to demolish a facility that is structurally sound, has many more years of usefulness remaining, is a very valued historical site to the Parishioners of St. Michael's as well as former St. Michael's students, will also serve a very useful purpose

for St. Michael's Parish and the Pincher Creek and Area Community and at the same time save the taxpayer over \$235,000.00.

3. We believe that the time line required, by Holy Spirit Catholic Schools, for a response from our Council was inadequate.
4. We also believe that consideration should be given to the fact that the property from the Old Gym to the Church is owned by the Diocese. This allows our Bishop to approve and/or allow further development that could provide further services, enhancement of services and/or integration of services at some time in the future if the need arises.
5. Mr. Smeaton states in his letter dated Nov. 12, 2014: **"Your letter provides tremendous background on the history of St. Michael's School, especially surrounding the *Filles de Jesus*' powerful impact on Catholic Education in Pincher Creek. There is good reason to want to honor this order by not demolishing the classrooms and gym as planned, which, as you state, are located on the original site of the first Catholic School built by the *Filles de Jesus*. Furthermore, the space, if not demolished, has many potential benefits for the community."** Our Council contends that **either one** of these reasons is more than sufficient reason for the Board of Trustees, Knights, Parishioners and Community to do our utmost to try and maintain and preserve the Old Gym and classrooms.

The historical significance alone, we believe, is enough reason to retain the structure. The "Filles de Jesus" (Daughters of Jesus) are the reason we have Catholic Education available in Pincher Creek. They accepted the invitation of Father Lacombe in 1902 and arrived in Pincher in 1904. They were responsible for the building of the first Catholic private school which later became St. Michaels Roman Catholic School District. Without their commitment and efforts it can be said, with certainty, St. Michael's School would not exist. The Sisters not only were responsible for the survival of Catholic education in Pincher Creek but, in addition, they established the first hospital. They were responsible for the purchase of Lebel Mansion to serve as a hospital as well as a fairly large addition. We have witnessed the demolition of the "new" hospital wing, the demolition of two convents and the demolition of the original St. Michael's School (all in the name of progress). Now the last vestige of all the Sisters years of hard work, commitment and effort is also slated to be demolished. This is occurring even though the **Architect has indicated that the building is structurally sound. We believe it can serve, for many more years, as a very useful facility for our Parish and the community of Pincher Creek.** Part of the present school, that will remain, was there during the Filles de Jesus tenure but by that time the Sisters were starting to leave and within a few years after the construction were gone. The last edifice that they were totally responsible for, which is on the original site of the first Catholic School built by the Sisters, will be gone with the demolition. **"When we lose our history we lose part of our identity!"** We continue to be hopeful that, if the classrooms and gym are not demolished that the new Complex will be named something similar to **"The Filles de Jesus Catholic Education, Conference and Community Centre"**.

Father Lacombe Council recognizes the historical significance and importance of the St. Basil Catholic Education Centre as a School Division Office. Recently Mr. Smeaton requested a donation from our Council in which he mentioned the history of St. Basil's. As a result our Council Executive has expressed support to the request, from Mr. Smeaton, for a donation. We hope that the Board of Trustees recognize that for our parish and town the history of the Filles de Jesus and the School they built is equally as important to us as St. Basil is to Lethbridge. Thus, we also hope that the Board of Trustees will do all they can to assist us in our continuing lobby efforts to retain the old gym and classrooms in order to establish the Filles de Jesus Catholic Education, Conference and Community Centre. Similar to St. Basil School the history of the Filles de Jesus dates back over 110 years.

In addition, we have an equally important second reason. It can, as Mr. Smeaton states, have many potential benefits to the community. Adult education and others have offered their support and advised us that there is a need for classrooms for various programs. There are various groups that are interested in using the classrooms as well as the gym. The facility could become an education, conference and parish/community centre used for drama, fine art activities, religious/other workshops (a Chapel/Prayer room could be included), conferences, parish/community functions, family events and other. Many of our Parishioners have indicated their wish for a Parish Hall which St. Michael's Parish has not had for many years

(since the sale of the old Parish Hall on Main Street). Now we have that opportunity and not only will it benefit the Parish but also the Community at large. As a potential Parish/Community Centre we do not believe it will compete for the same type of clients that use other Community facilities e.g. the Pincher Creek Community Hall since the Old Gym will only be able to handle approximately one hundred guests at a time. We will only be able to host smaller groupings that may find the Community Hall too large. As a conference and workshop centre it is an excellent design that allows for large group presentations as well as rooms for break-out sessions. **There is, to our knowledge, no other facility in Pincher Creek and area that can offer this type of service.**

The Old Gym also provides the opportunity for small group theatre and other fine art activities. The stage can be refurbished and there is room to add dressing room facilities.

In addition, the facilities would remain available to St. Michael's school if and when the need occurs. The present layout of St. Michael's School also makes it an excellent facility for allowing two separate facilities to adjoin each other. The locations of the "Panic Doors" ensures that the proposed centre can operate without having access to the School simply by locking the "Panic Doors" thus preventing entry yet still retaining emergency exit from the School. The same holds true for the proposed centre.

6. There was no specific responses to our analysis about costs. The Partner Space Feasibility Study, by the Board's Architect, provides an estimated cost of over one million dollars to refurbish the facility if the Knights of Columbus assume responsibility. We have a number of members who have experience with Construction and they believe it can be done for significantly less dollars. There is a major difference between pledging/guaranteeing one million dollars or three to five hundred thousand dollars. Specifically, our concerns re: the costs are:

- The Partner Space Feasibility Study provides a figure of **\$666,047.00 for modernization** and does not provide a breakdown of those costs. There was no specific response to our queries about this figure in our letter of Oct. 28, 2014.
- The report states: "According to Alberta Building Code (ABC) Sentence 3.2.1.7. (3), day care facilities are exempt from being sprinklered. It will be at the discretion of the local authority having jurisdiction whether this interpretation of the ABC is acceptable."
- The report continues: "Considering the age of the building and the type of construction, **the building appears to be performing as intended, and there are no visual signs of excess strain in the structure.** With proper maintenance and upkeep, the structure should continue to function for the near future. One concern is the presence of water in the crawl space and needs to be addressed. **Overall, the building is structurally sound and shows no serious reasons for concern of its integrity.**"
- Re: Code Issues the report states: "(i) **No code issues with the water service, sanitary service and storm service for Option 3 providing the 1952 building services will connect to the proposed modernization upgrades for the 1966 building.** (ii) There will be a "Fire Protection" building code issue with Option 3 that will require a separate fire department connection to a fire hydrant within 45 metres of the proposed main entrance to the 1952 building. (iii) Surface areas around the 1952 building have settled and no longer provide a continuous positive drainage path away from the building foundation. Roof drain downspouts discharge roof run-off immediately adjacent to the building foundation. (iv) Moisture issues in the 1952 building crawl space indicate the existing sub-surface drainage system is not effective."
- Re: Firewall: "An additional requirement would be the construction of a firewall to separate the occupancies. A firewall between occupancies must extend above the roof and be built to be self-supporting and cannot be tied into the structure on either side. **RECOMMENDATIONS** a masonry firewall of sufficient rating would need to be constructed between the two areas to provide fire separation."
- Report also states: "(i) **For minimal renovation costs, the existing fixtures are functional and can remain in place.** (ii) Provide new domestic hot water heater and reconnect to existing lines serving Partner Space. Cap hot water lines serving 1966 building. (iii) Keep existing 1-1/2 inch water service into Mechanical Room 149. Cap lines serving 1966 building. (iv) Keep existing 4-inch sanitary service for Partner Space and cap 1966 building connections. (v) Install a check meter on b gas line feeding the proposed Partner Space. (vi) The storm water and weeping tile systems require further Mechanical and Civil assessment to address the flooded crawl space. (vii) Regarding rainwater leaders, coordinate with Civil for positive grading away from the building."

- Report continues: "(i) A sprinkler system in the Partner Space is not required according to ABC 3.2.1.7. (3). (ii) The 1952 Gymnasium boiler room should be upgraded to have a fire-resistance rating (iii) In accordance with NFPA 10: multiple 2.27 kg (5 lb.) ABC dry chemical fire extinguisher cabinets should be located throughout; larger capacity 4.5 kg (10 lb.) dry chemical ABC fire extinguishers should be located in service/mechanical spaces; a type 2A:10BC fire extinguisher should be installed in the daycare kitchen between the stove and the nearest exit door."
- The **Architectural Summary** of the report states: **Option Three** (Option whereby the Knights of Columbus assume full responsibility) "The third option explores an alternative that **will require minimum upgrades** to the Knights of Columbus section of the building to meet the current Alberta Building Code. This can be achieved by separating the Knights of Columbus wing as a separate building. **This new separate building will not receive any significant changes and as such will not be required to be brought up to code throughout.** In order to classify this portion of the building as a separate building, a fire wall will have to be constructed on the north side of the stair that will bisect the school. An implication to this approach will be that the day care will no longer be less than ten percent of the building area and as such will have to be separated from the rest of the building by a two hour fire resistance rating. This classroom that will act as the day care will have a B2 occupancy and as such will need to be sprinklered." **Since we have now been advised that day care has now been incorporated into the modernized building the above statement re: day care appears to be non-applicable.** "The remainder of the Knights of Columbus space in this building will not require sprinklering. Although this option avoids the extra costs associated with bringing all of this area up to code, it does have significant cost associated with it in creating the fire wall (stated in the report as **\$40,890.00** an amount that our Council will easily be able to provide) and the fire resistance rating for the day care" (cost re: day care should be NIL-see above). **IT IS NOTED THAT UNDER OPTION 3 (WHERE THE KNIGHTS ASSUME TOTAL RESPONSIBILITY) THE ARCHITECT'S SUMMARY DOES NOT MAKE ANY MENTION OF ANY OTHER SIGNIFICANT COSTS.** "Also, with this option there is a conscious decision not to bring all of the building up to current Alberta Building Code."

Our analysis of the above statements from the Partner Space Feasibility Study indicate that the old gym and classrooms are structurally sound and the cost of refurbishment and meeting building code will be reasonable. If our analysis is correct a major portion (maybe all) of the modernization expense is attributable to ECS (fire proofing, sprinkling system etc.). Recently we have been advised that the **ECS program has now been included in the modernization of the section that will not be demolished. If this is true then the costs for ECS are not required or necessary.** If our understanding is correct there is **no requirement for a major modernization if the Knights of Columbus assume responsibility UNLESS ECS is included.** If the Knights assume responsibility and the costs to bring ECS up to code are too onerous then the ECS programs would not be included in the refurbishment of the Old Gym and Classrooms. ECS would be required to find a new location or arrange for a waiver that would allow them to operate. Under either situation described above the **cost should certainly be significantly less than estimated.**

If the \$666,047.00 cost for modernization is excluded (since **ECS appears to be incorporated into the new modernized facility this may be the case**) the largest hard cost seems to be the cost for the firewall to separate the buildings which is estimated at **\$40,890.00** as well as the cost for grading (\$29,250.00), asphalt (\$16,200.00) and new services (\$150,000.00) which are estimated at **\$195,450.00** for a total of **\$236,340.00**. An amount that we believe the Knights, Parish and/or Community can handle without too much difficulty and probably more if necessary. Father Lacombe Council remains prepared to take on the responsibility for the facility and raise the funds necessary. **The problem remains as to what the costs for modernization include and are they necessary?**

As a result of our concerns, stated at the beginning of this letter and since there was no specific response(s) relating to the cost analysis we presented in our letter of Oct. 28th 2014 addressed to Mr. Chris Smeaton, Superintendent of Schools, our Council requests that the cost estimates contained in the modernization costs (option 3) be provided to us immediately in order for us to decide how we will pursue this matter further. We believe this information should be readily and easily available since we are convinced that the Architect will have work sheets that will provide the information necessary to show what was included in

the Modernization costs. We also believe that in fairness, justness and openness this information should be publically available.

Upon receiving this information we will be able to decide how to pursue further action such as getting a second opinion, petitioning the Government, requesting meetings with our MLA, Ministerial Officers, the Minister of Education and others, requesting and receiving donations from the parishioners of St. Michael's as well as the Community at large (we already have Parishioners who are prepared to pledge donations of \$5,000.00 and higher) and/or other actions that the Knights of Columbus, Parishioners and/or Community may wish to initiate.

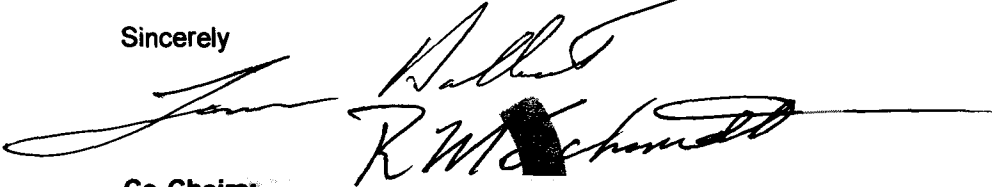
Unless the demolition of the Classrooms and the Old Gym is to occur immediately we believe there is still time to get Ministry and Government approval and that the Board of Trustees and/or Ministry can issue a "Change Order" that would exclude the demolition. We assume that the demolition will not occur until the modernization project is near completion, since we expect that the facility will continue to be used. If this is the case and since we understand the modernization will be about two years duration there would appear to be time to lobby for the retention of the old gym and classrooms.

As previously stated we are strong supporters of St. Michael's School and Parish. We want to ensure that the History of the Filles de Jesus is retained and protect against the demolition of the Old Gym and Classrooms since, as the **Partner Space Feasibility Study states, "this space is structurally sound and will require minimum upgrades."** If it becomes a Knights of Columbus facility we believe the costs will be significantly less than the one million stated in the report and the facility can be brought up to building code and refurbished for a reasonable cost that Father Lacombe Council can guarantee to provide. Thus, the Old Gym and Classrooms are well worth retaining because of the historical significance and the fact that the space will provide benefits for St. Michael's Parish as well as the Pincher Creek and Area Community. It is our collective opinion that the facility has many years of usage left and can be refurbished to meet building code as well as modified for a reasonable investment. The Centre will make an excellent Educational, Conference/Work Shop and Parish/Community Facility that would be advantageous to St. Michael's Parish as well as the Pincher Creek and area Community. If the Old Gym and Classrooms are demolished the Board of Trustees as well as St. Michael Parishioners and the Pincher Creek Community may end up regretting that decision. **However, once the demolition occurs that error in judgement will not be rectifiable. We strongly contend that the demolition of the Old Gym and Classrooms will be a mistake and a disservice to St. Michael's Parish and the Community of Pincher Creek and Area.**

Our Co-Chairs will be pleased to meet with the Board of Trustees or any other interested party for further discussion and/or clarification if desired.

Respectfully submitted as per the motion unanimously carried at the regular meeting of the Pincher Creek Knights of Columbus Father Lacombe Council No. 2674 held on April 1, 2015.

Sincerely



Co-Chairs:

Dr. Tom Halbert (Tel: 403.627.2411 Email: tdhalbert@outlook.com)

Mr. Ron Schmidt (Tel: 403.672.3021 Email: schmidtr@toughcountry.net)

**Committee for the "The Filles de Jesus Catholic Education, Conference and Community Centre"
Pincher Creek Father Lacombe Council #2674 of the Knights of Columbus**

cc. **Most Reverend Bishop Frederick B. Henry**, Bishop of the Roman Catholic Diocese of Calgary, Calgary Pastoral Centre 120 17th Ave SW Calgary, AB T2S 2T2, **Reverend Father Silvano Vargas**, Pastor St. Michael's Parish, P.O. Box 339 Pincher Creek AB T0K 1W0, **Premier Jim Prentice**, Gov't of Alberta Government Members Legislative Branch 307 Legislature Building 10800 - 97 Avenue Edmonton, AB T5K 2B6, **Honorable Gordon Dirks**, Minister, Office of the Minister Education 320 Legislature Building 10800 - 97 Avenue Edmonton, AB T5K 2B6, **Deputy Minister Lorna Rosen**, Deputy Minister of Education, Office of the Deputy Minister Education, 7th fl Commerce Place 10155 - 102 Street Edmonton, AB T5J 4L5, **Mr. Pat Stier**, MLA for Livingston-Macleod, *Legislature Office* 501 Legislature Annex 9718 107 Street Edmonton, AB Canada T5K 1E4, **Mayor Don Anderberg**, Town of Pincher Creek, Box 159 Pincher Creek, AB. T0K 1W0; **Reeve Brian Hammond**, MD of Pincher Creek, Box 279 Pincher Creek, AB. T0K 1W0, **Mr. Terry O'Donnell**, Chair, Holy Spirit Roman Catholic Separate Regional Division #4 620 12th Street "B" North Lethbridge AB T1H 2L7, **Mr. Chris Smeaton**, Superintendent Holy Spirit Roman Catholic Separate Regional School Division #4 620 12th Street "B" Lethbridge AB T1H 2L7 and **Mr. Don Kuchison**, Principal of St. Michael's School, Box 1750 Pincher Creek, Alberta T0K 1W0.

Motion of the Knights of Columbus Father Lacombe Council #2674 April 1, 2015

WHEREAS THE MEMBERS OF PINCHER CREEK FATHER LACOMBE COUNCIL #2674:

- Are in support of retaining the Old St. Michael's School Gym and Classrooms.
- Do not believe that the estimated amount of over one million dollars to refurbish and update is an accurate figure required to refurbish and meet building requirements.
- Believe that the old gym and classrooms can be refurbished and meet building standards for an amount significantly lower than the amount estimated by the Board's Architect since the need for modernization may not be necessary (or can be done for significantly less) and the building is structural sound.
- Do not understand why our Holy Spirit Catholic Schools Board of Trustees, Provincial Government and Ministry of Education would not support a project that would benefit not only the Catholic Community but also the Pincher Creek and Area Community, at large, by providing classroom space for Adult Education and other educational groups as well as a parish hall, conference and community center that can be used for fine art activities, conferences, workshops, presentations and other various functions.
- Do not understand why the Ministry of Education would fund approx. \$235,000.00 for demolition of a facility that is structural sound, will provide many more years of needed use to the Pincher Creek Community and should be designated as a historical site to honour the "Filles de Jesus" for all the years that the Daughters of Jesus served the Pincher Creek and area community both in the School they provided as well as the Hospital they built and served. All the structures the Filles de Jesus were responsible for building have been demolished or will be demolished with the demolition of St. Michael's Old Gym and classrooms.
- Do not understand why the Ministry of Education would refuse to allow some or all of the funds slated for demolition to be used to help refurbish (rather than for demolition) a new and refurbished Education, Conference and Community Center that should be a historical site honouring the "Filles de Jesus" and would also be a welcomed addition to the Pincher Creek Area since it would provide needed classroom space for Adult Education and other organizations, provide a combined fine arts, conference facility and a medium sized parish/community hall.
- Since we have been advised that the funds for demolition cannot be used for refurbishment, do not understand why our Board of Trustees/Ministry would not save Taxpayers the \$235,000.00 required for demolition by allowing us to assume responsibility for the facilities slated for demolition, particularly because of excellent use that can be made of the said facilities and the resulting significant savings.
- Believe that the demolition of the Old Gym and Classrooms, since they have many years of use left, is a disservice to the ratepayers who donated and paid taxes to ensure that St. Michael's would survive.
- Do not understand why our Trustees at Holy Spirit Roman Catholic Separate Regional Division #4 would not be in full support of lobbying efforts to our Provincial Government to ensure the old Gym and Classrooms are preserved as a historical site and community facility that will provide needed services to Pincher Creek and Area.

THEREFORE IT IS:

MOVED BY BROTHER KNIGHT RON SCHMIDT

SECONDED BY BROTHER KNIGHT JASON BRUNS

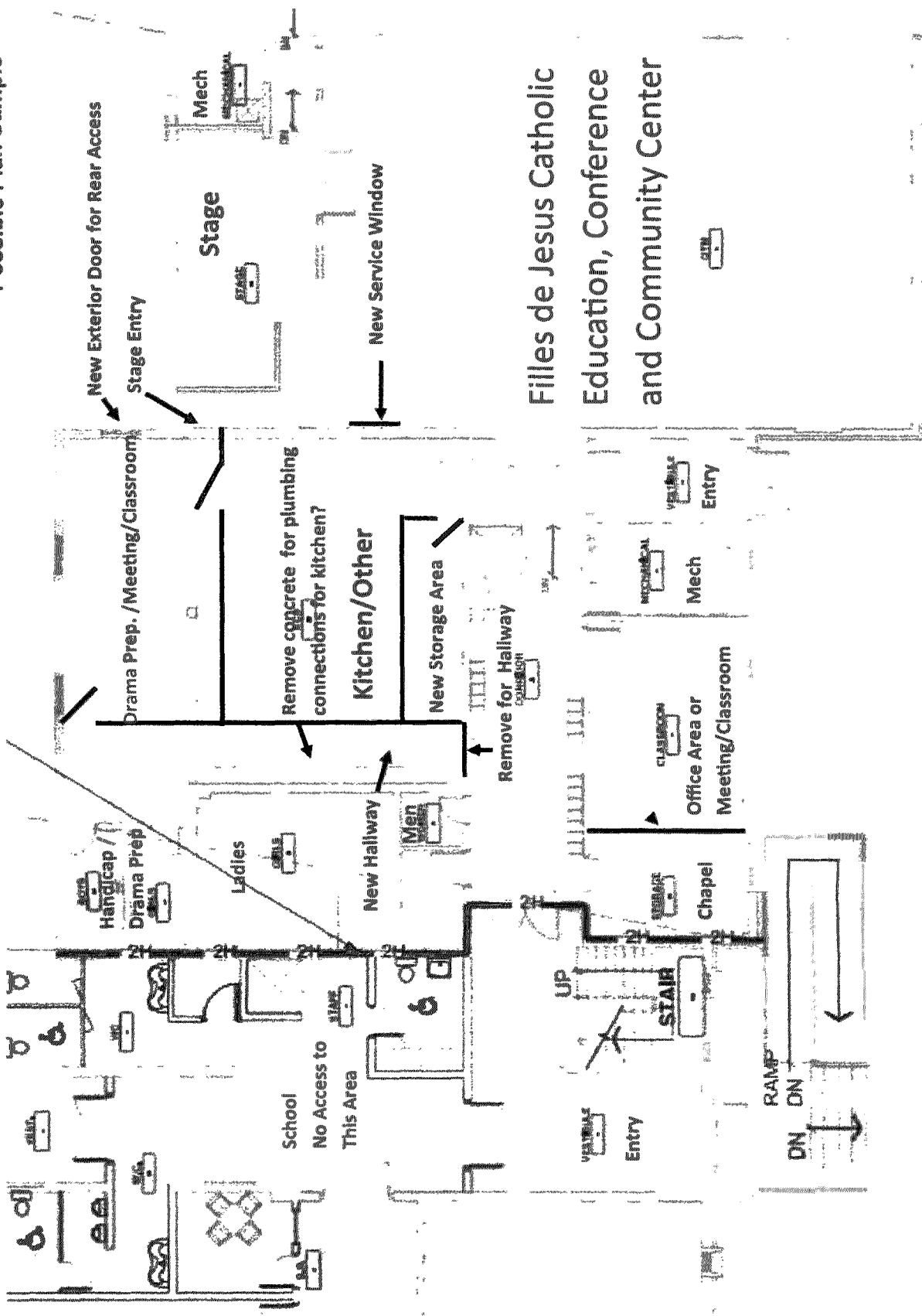
That Father Lacombe Council 2674 of the Knights of Columbus submit the letter of concern, unanimously approved and supported by Father Lacombe Council, to our local trustee Ms. Judy Lane and that copies of this motion as well as the letter and back up information also be sent to Most Reverend Bishop Frederick B. Henry, Bishop of the Diocese of Calgary; Reverend Father Silvano Vargas, Pastor St. Michael's Church; Premier Jim Prentice; Honorable Gordon Dirks, Minister of Education; Ms. Lorna Rosen, Deputy Minister of Education; Mr. Pat Stier, MLA Livingston-Macleod; Mayor Don Anderberg, Town of Pincher Creek; Reeve Brian Hammond, MD of Pincher Creek; Mr. Terry O'Donnell, Chair Holy Spirit Roman Catholic Separate Regional Division #4; Mr. Chris Smeaton, Superintendent Holy Spirit Roman Catholic Separate Regional School Division #4 and Mr. Don Kuchison, Principal of St. Michael's School.

MOTION CARRIED UNANIMOUSLY AT THE REGULAR MEETING OF FATHER LACOME COUNCIL HELD ON APRIL 1, 2015.

Proposed Filles de Jesus Center Lower Level

Possible Plan Sample

Fire Wall to Separate Buildings

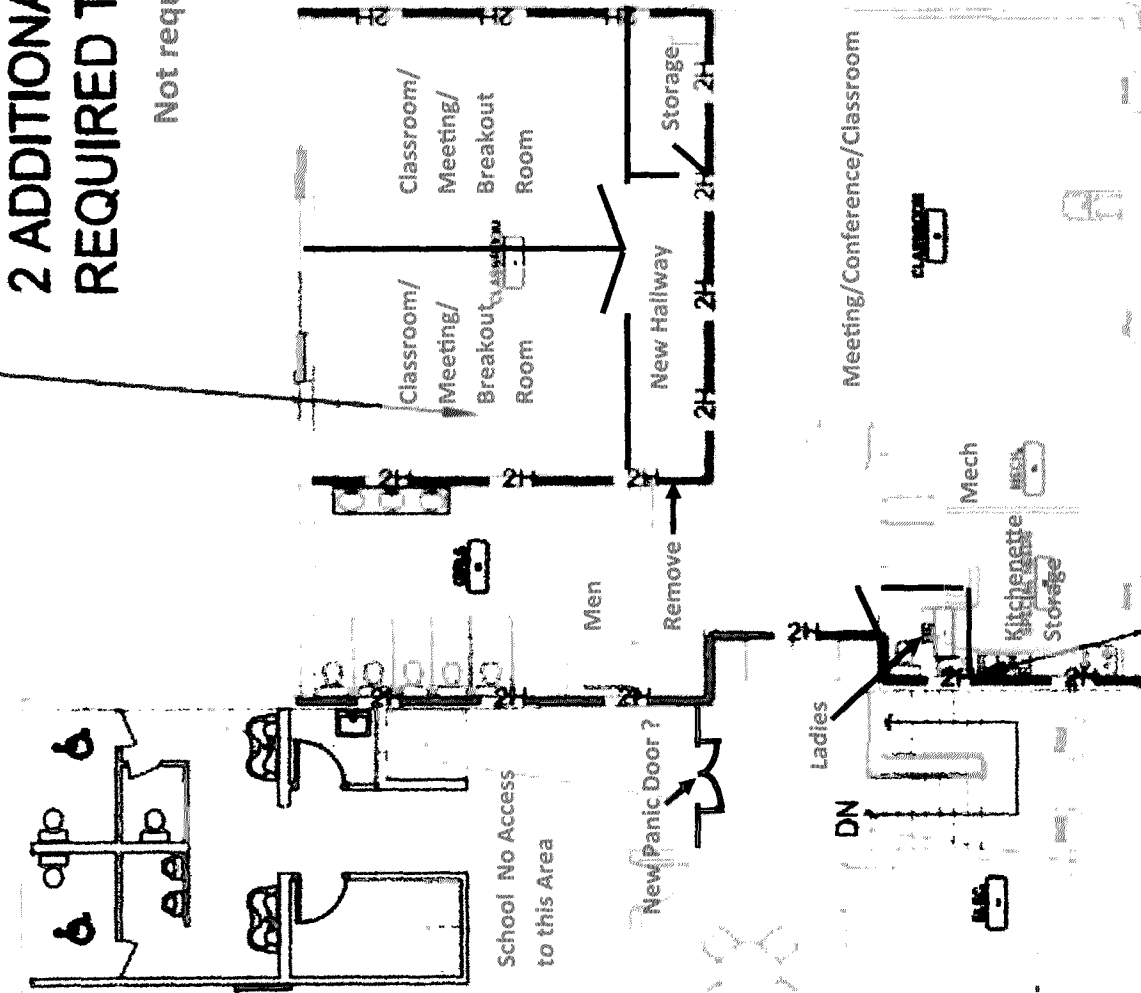


Filles de Jesus Catholic Education, Conference and Community Center

2 ADDITIONAL LAYERS OF G.W.Bupper Level

Possible Plan Sample

Not required if no ECS



Fire Proofing to Make Separate Buildings



TOWN OF PINCHER CREEK

962 St. John Ave. (BOX 159), PINCHER CREEK, AB. T0K 1W0

PHONE: 403-627-3156 FAX: 403-627-4784

e-mail: reception@pinchercreek.ca

web page: www.pinchercreek.ca



April 7, 2015

Municipal District of Pincher Creek No.9

BOX 279

PINCHER CREEK, ALBERTA

TOK1W0

Re: Regional Collaboration Grant Funding Request

Attn: Reeve and Council;

In November of 2011, a feasibility study of regional partnership and service sharing opportunities was conducted by McElhanney consulting services in response to funding provided by the Province of Alberta as part of the Regional Collaboration Grant. The four municipalities included in the regional partnership were the Municipality of the Crownsnest Pass, the Town of Pincher Creek, the Municipal District of Pincher Creek and the Village of Cowley.

Mid 2014 saw a resurgence of this theme with the creation of a regional transportation initiative which was spearheaded by the Town of Pincher Creek. As a result of the March 25th, 2015 meeting of the transportation committee we are forwarding this letter, requesting that the remainder of the regional collaboration grant, the sum of approximately \$27,000 be forwarded to the transportation committee to be used towards the creation of a regional Transportation Master Plan in accordance with the committee terms of reference and subject to committee approval.

We would appreciate if your Council would consider this request for the transfer of funds at your next Council meeting. Alberta Municipal Affairs has extended the grant funding availability until December 31, 2015, after which, any funds left unspent will have to be returned.

Please forward your response to Al Roth – Director of Operations.

Respectfully,

A handwritten signature in black ink, appearing to read "Al Roth".

Al Roth
Town of Pincher Creek

/jna

REQUEST FOR TENDER/BID PROPOSAL

Sealed Proposals in an envelope, clearly marked on it as to the contents and the name of the Contractor, will be received at the Pincher Creek Town Office at 962 St John Ave, Pincher Creek, Alberta until **TIME p.m. Mountain Daylight Time on DATE** for:

TOWN OF PINCHER CREEK

Project: Provide Municipal / Civil services for the design of a Transportation Master Plan for various locations throughout the town of Pincher Creek and Region

Providing overview and analysis, inclusive of but not limited to introduction, review of existing conditions, transportation goals and policies, development of and implementation strategies for the newly proposed transportation master plan within the town of Pincher Creek and Region. The Transportation Master Plan will include analysis and recommendation overall as well as specifically addressing the feasibility and accommodation of the four below listed proposals.

Location: Various, dependent on scope of specific project as detailed below.

The nature of this project will be to provide The Town of Pincher Creek Transportation Committee with a comprehensive plan for development of a Transportation Master Plan to meet present and future demands to the community. The purpose is to solicit ideas and explore the opportunities for a project that would demonstrate affordable, sustainable transportation development throughout and beyond the Town of Pincher Creek based on initial design, costs and feasibility for the sites.

A **site meeting** will be held at the Town of Pincher Creek Offices at 962 John St., Pincher Creek, AB on **DATE AND TIME (Discuss remote Site Mtg.) p.m.; Mountain Daylight time**. Documents containing information regard this proposal will only be available at the site meeting at the Town of Pincher Creek Office.

The Town of Pincher Creek reserves the right to accept or reject any or all proposals and to waive any irregularities and informalities at its discretion. The Town of Pincher Creek reserves the right to accept a tender/bid other than the lowest tender/bid without stating reasons. By the act of submitting a tender/bid, the Bidder waives any right to contest in any legal proceeding or action the right of the Town of Pincher Creek to award the work to whomever it chooses, in its sole and unfettered discretion, and for whatever reasons the Town of Pincher Creek deems appropriate. Without limiting the generality of the foregoing, the Town of Pincher Creek may consider any factor besides price and capability to perform the work that it deems in its sole discretion to be relevant to its decision, including but not limited to the following:

- 1) any past experience with the Bidder, or lack thereof;
- 2) the results of any reference check done by the Town of Pincher Creek;
- 3) Information relating to the financial state of the Bidder, however obtained.

Proposals will be opened in public, just after TIME pm DATE; Mountain Daylight time in the office of the Chief Administrative Officer at the Town of Pincher Creek

The following are **Four Specific Areas of Opportunity in Local Transit Service** and approximate details and/or description of the items required:

PROPOSAL "1"

Scope: Non Ambulance Transfer Service

Exploring the possibility of transferring medically stable patients between health care facilities for specialist consults, diagnostics and procedures.

PROPOSAL "2"

Scope: In Town Regular/Scheduled Transit Service

Exploring the possibility of a public transportation system to run at regularly scheduled intervals within Town limits.

PROPOSAL "3"

Scope: Bussing of School Children

Exploring the possibility of providing a service for children who live within the 2.4km school bus zone radius to get to and from school.

PROPOSAL "4"

Scope: Inter Community Transportation

Exploring the possibility of providing shuttle service to and from neighboring communities.

Council
Corresp - For Info

Government of Alberta ■

Municipal Affairs

Deputy Minister
18th floor, Commerce Place
10155 - 102 Street F2a
Edmonton, Alberta
Canada
Telephone 780-427-4826
Fax 780-422-9561

AR78561

April 10, 2015

Reeve Brian Hammond
Municipal District of Pincher Creek
PO Box 279
Pincher Creek AB T0K 1W0
info@mdpincercreek.ab.ca

RECEIVED
APR 15 2015
M.D. OF PINCHER CREEK

Dear Reeve Hammond:

Brian

As the Deputy Minister of Municipal Affairs, I am pleased to respond to your recent letter to the Minister regarding the contracting of engineers for eligible projects under the 2014 Southwestern Alberta Disaster Recovery Program (DRP).

The Alberta Emergency Management Agency (AEMA) requires civil engineers to inspect infrastructure projects to be considered for approval under a disaster recovery program. These engineers are able to determine if the natural disaster caused the damage, inspect the damaged structures, and review and verify cost estimates submitted by the municipalities.

The AEMA appoints engineers through a competitive bidding process, which includes an online request for proposals and the selection of five pre-qualified engineers; however, the AEMA can make alternate interim arrangements to address your concerns. I encourage you to contact Kevin Taron, Manager, Municipal Recovery, at kevin.taron@gov.ab.ca, to discuss suitable options.

Your infrastructure projects will be reviewed and funded appropriately under the AEMA Disaster Assistance Guidelines. We look forward to working with you.

Thank you for writing.

Sincerely,



Brad Pickering
Deputy Minister

cc Honourable Diana McQueen
Minister of Municipal Affairs

Alberta ■



ALBERTA

ENVIRONMENT AND SUSTAINABLE RESOURCE DEVELOPMENT

Office of the Minister
MLA, Calgary - Klein

Council
Corresp - For Info

F2b

RECEIVED
APR - 9 2015
M.D. OF PINCHER CREEK

April 2, 2015

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

Dear Reeve Hammond: *Brian*

Thank you for your ongoing leadership in mitigation planning and projects in your community. Your dedication is appreciated as we enhance or enable the protection of critical infrastructure from flooding and drought events and help ensure the protection of public safety.

I have reviewed your application for grant funding under the Alberta Community Resilience Program. I am pleased to advise you that the Regional Water System – Raw Water Intake Relocation Project has been approved for funding in the amount of \$1,627,880.

The Grant Administration office will be in contact with your administration shortly to review and finalize the details of your grant agreement.

Please be reminded that your project has only been approved for funding. All required regulatory authorizations must be obtained prior to initiating construction.

If you require additional information, please feel free to contact your Program Coordinator, Ms. Micaela Gerling, at 403-297-3304, or at micaela.gerling@gov.ab.ca.

Sincerely,

Kyle Fawcett
Minister

cc: Cathy Maniego, Environment and Sustainable Resource Development
Micaela Gerling, Environment and Sustainable Resource Development



Premier of Alberta

Office of the Premier, 307 Legislature Building, Edmonton, Alberta, Canada, T5K 2B6

APR 02 2015

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

Dear Reeve Hammond:

Thank you for your letter of January 19, 2015 concerning the timing of the release of the Building Canada Fund, particularly the Small Communities Fund. I apologize for the delay in responding.

I am pleased to advise that my government has reached an agreement with Infrastructure Canada on the Small Communities Fund. The time taken to finalise this agreement was necessary to best reflect the interests of Alberta's municipalities and ensure appropriate criteria are in place to meet local, regional, and provincial priorities.

The Small Communities Fund (SCF), administered by Municipal Affairs, will receive \$94 million over 10 years. The SCF is now accepting applications. Further details on the program, including guidelines and application forms, are now available on the Municipal Affairs website at www.municipalaffairs.alberta.ca/smallcommunitiesfund.cfm.

Projects will be evaluated based on established ranking criteria, which are available on the website. Project applications must be submitted to Municipal Affairs by April 2, 2015.

The Building Canada Fund is a 10-year cost-shared program which includes two Provincial-Territorial Infrastructure Components. The National and Regional Projects, administered by Alberta Infrastructure, will provide Alberta with an allotment of \$848 million over 10 years and requires a minimum project size of \$30 million. The province wants to leverage existing Capital Plan projects with this program in order to provide the best value for Alberta taxpayers and municipalities.

Our government remains committed to helping build strong, sustainable communities in Alberta, and in these efforts, we will continue to work closely with our municipal and federal government partners.

.../2

Alberta

Council
Corresp- For Info

F2c

RECEIVED

APR 13 2015

M.D. OF PINCHER CREEK

Thank you again for writing.

Sincerely,

A handwritten signature in black ink, consisting of a large, stylized 'J' followed by a horizontal line that extends to the right and then loops back under the 'J'.

Jim Prentice, PC, QC
Premier of Alberta

cc: Honourable Diana McQueen
Minister of Municipal Affairs

Honourable Manmeet S. Bhullar
Minister of Infrastructure

Council
Corresp - For Info

F2d

Crowsnest - Pincher Creek Landfill Association
Financial Statements

For the year ended December 31, 2014

Crowsnest - Pincher Creek Landfill Association

Contents

For the year ended December 31, 2014

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Independent Auditors' Report

Financial Statements

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Statement of Operations.....	2
Statement of Changes in Net Assets.....	3
Statement of Cash Flows.....	4
Notes to the Financial Statements.....	5

Management's Responsibility

To the Directors of Crowsnest/Pincher Creek Landfill Association:

Management is responsible for the preparation and presentation of the accompanying financial statements, including responsibility for significant accounting judgments and estimates in accordance with Canadian accounting standards for government not-for-profit organizations. This responsibility includes selecting appropriate accounting principles and methods, and making decisions affecting the measurement of transactions in which objective judgment is required.

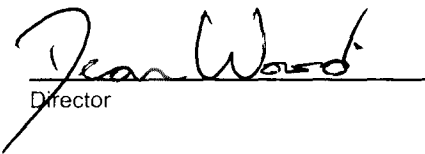
In discharging its responsibilities for the integrity and fairness of the financial statements, management designs and maintains the necessary accounting systems and related internal controls to provide reasonable assurance that transactions are authorized, assets are safeguarded and financial records are properly maintained to provide reliable information for the preparation of financial statements.

The Board of Directors is composed primarily of Directors who are neither management nor employees of the Association. The Board is responsible for overseeing management in the performance of its financial reporting responsibilities. The Board fulfils these responsibilities by reviewing the financial information prepared by management and discussing relevant matters with management and external auditors. The Board is also responsible for recommending the appointment of the Association's external auditors.

MNP LLP, an independent firm of Chartered Accountants is appointed by the Directors to audit the financial statements and report directly to them; their report follows. The external auditors have full and free access to, and meet periodically and separately with, both the Board and management to discuss their audit findings.

March 25, 2015


Director


Director



Independent Auditors' Report



To the Directors of Crowsnest/Pincher Creek Landfill Association:

We have audited the accompanying financial statements of Crowsnest/Pincher Creek Landfill Association, which comprise the statement of financial position as at December 31, 2014, and the statements of operations, changes in net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards for government not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of Crowsnest/Pincher Creek Landfill Association as at December 31, 2014 and the results of its operations, changes in net assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards for government not-for-profit organizations.

Lethbridge, Alberta

March 25, 2015

MNP LLP
Chartered Accountants



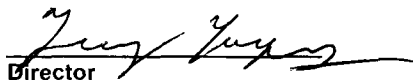
ACCOUNTING > CONSULTING > TAX
3425 – 2ND AVENUE S, LETHBRIDGE AB, T1J 4V1
1.800.661.8097 P: 403.329.1552 F: 403.329.1540 **MNP.ca**

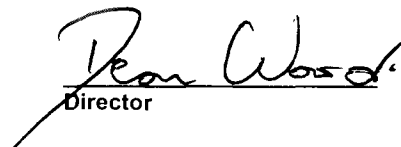
Crowsnest - Pincher Creek Landfill Association
Statement of Financial Position

As at December 31, 2014

	2014	2013
Assets		
Current		
Cash	37,803	199,406
Accounts receivable	4,423,010	303,778
Goods and Services Tax receivable	108,197	77,443
Prepaid expense	8,817	48,559
Current portion of term deposits (Note 3)	940,595	479,343
	5,518,422	1,108,529
Term deposits (Note 3)	528,183	960,919
Tangible capital assets (Note 4)	6,473,258	6,296,358
	12,519,863	8,365,806
Liabilities		
Current		
Bank indebtedness (Note 5)	48,667	-
Accounts payable and accruals	821,672	211,282
Current portion of long-term debt (Note 6)	107,197	104,111
Current portion of capital lease obligations (Note 7)	316,245	171,006
	1,293,781	486,399
Long-term debt (Note 6)	2,394,532	2,501,729
Capital lease obligations (Note 7)	445,235	178,773
Landfill closure and post-closure liability (Note 8)	1,248,958	1,027,037
	5,382,506	4,193,938
Commitments (Note 12)		
Net Assets		
Capital Fund	3,210,049	3,340,739
Operating Fund	3,927,308	831,129
	7,137,357	4,171,868
	12,519,863	8,365,806

Approved on behalf of the Board


 Director


 Director

The accompanying notes are an integral part of these financial statements

Crowstest - Pincher Creek Landfill Association

Statement of Operations

For the year ended December 31, 2014

	2014 Budget	2014	2013
Revenue			
Domestic and industrial waste disposal fees (Note 9)	1,745,000	7,343,827	1,482,160
Out of region disposal fees (Note 9)	450,000	713,564	850,157
Road maintenance fees	56,400	120,247	53,773
Sale of scrap and miscellaneous	170,500	46,719	51,019
Investment income	35,500	40,848	29,496
Freon disposal	8,500	9,386	10,280
Revenue from Roll-off truck	15,000	7,330	8,980
Electronics recycling fees	7,500	4,237	6,014
Paint recycling incentive program	1,000	1,358	1,518
Gain (loss) on disposal of tangible capital assets	-	449	134,285
	2,489,400	8,287,965	2,627,682
Expenses			
Amortization	-	1,714,633	1,353,425
Tervita Corp. - 25% share	217,500	1,566,375	174,357
Salaries, wages and benefits	762,405	872,485	691,303
Landfill closure and post-closure provision	-	221,921	139,753
Remediation materials	2,400	196,487	43,201
Fuel and oil	128,700	172,411	127,765
Interest on long-term debt	-	91,955	97,920
Repairs and maintenance - general	24,100	67,182	43,382
Litter control	27,400	65,797	4,722
Insurance and licences	62,500	63,055	61,279
Repairs and maintenance - machinery and equipment	31,970	60,086	28,454
Repairs and maintenance - road	192,000	53,307	46,654
Office	25,000	47,027	32,887
Utilities	31,500	33,080	35,494
Monitoring	13,200	18,302	27,265
Professional fees	19,500	16,976	13,125
Rental	2,400	16,232	2,387
Industrial waste expense	8,400	15,659	9,779
Hazardous material disposal	6,600	7,771	5,697
Meetings	5,000	6,015	4,937
Freon removal	4,800	5,796	5,808
Site beautification	10,000	5,428	-
Paint disposal expense	3,600	2,900	3,045
Lands lease	800	800	800
Bad debts	1,500	796	1,900
Capital projects	1,234,500	-	-
	2,815,775	5,322,476	2,955,339
Excess (deficiency) of revenue over expenses	(326,375)	2,965,489	(327,657)

The accompanying notes are an integral part of these financial statements

Crowsnest - Pincher Creek Landfill Association
Statement of Changes in Net Assets
For the year ended December 31, 2014

	<i>Capital Fund</i>	<i>Operating Fund</i>	2014	2013
Net assets beginning of year	3,340,739	831,129	4,171,868	4,499,525
Excess (deficiency) of revenue over expenses	-	2,965,489	2,965,489	(327,657)
Amortization of tangible capital assets	(1,714,633)	1,714,633	-	-
Purchase of tangible capital assets	1,897,284	(1,897,284)	-	-
Purchase of tangible capital assets financed by lease	(705,030)	705,030	-	-
Long-term debt repayments	104,111	(104,111)	-	-
Capital lease payments	293,329	(293,329)	-	-
Disposal of tangible capital assets at net book value	(5,751)	5,751	-	-
Net assets, end of year	3,210,049	3,927,308	7,137,357	4,171,868

The accompanying notes are an integral part of these financial statements

Crowstest - Pincher Creek Landfill Association

Statement of Cash Flows

For the year ended December 31, 2014

	2014	2013
Cash provided by (used for) the following activities		
Operating		
Excess (deficiency) of revenue over expenses	2,965,489	(327,657)
Amortization	1,714,633	1,353,425
Landfill closure and post-closure provision	221,921	139,753
Loss (gain) on disposal of tangible capital assets	(449)	(134,285)
	4,901,594	1,031,236
Changes in working capital accounts		
Accounts receivable	(4,119,232)	614,685
Goods and Services Tax receivable	(30,754)	41,221
Prepaid expense	39,742	(48,259)
Accounts payable and accruals	610,390	(17,550)
	1,401,740	1,621,333
Financing		
Advances of capital lease obligations	705,030	820,500
Repayments of capital lease obligations	(293,329)	(470,721)
Repayment of long-term debt	(104,111)	(161,471)
	307,590	188,308
Capital activities		
Purchases of tangible capital assets	(1,897,284)	(1,810,627)
Proceeds on disposal of tangible capital assets	6,200	229,024
	(1,891,084)	(1,581,603)
Investing		
Redemption of term deposits	242,359	236,619
Purchase of term deposits	(270,875)	(535,888)
	(28,516)	(299,269)
Decrease in cash resources	(210,270)	(71,231)
Cash resources, beginning of year	199,406	270,637
Cash resources (deficiency), end of year	(10,864)	199,406
Cash resources are composed of:		
Cash	37,803	199,406
Bank indebtedness	(48,667)	-
	(10,864)	199,406

The accompanying notes are an integral part of these financial statements

Crowsnest - Pincher Creek Landfill Association

Notes to the Financial Statements

For the year ended December 31, 2014

1. Incorporation and nature of the organization

The Crowsnest - Pincher Creek Landfill Association (the "Association") is directed by a Board of Directors who are councilors from the Municipality of Crowsnest Pass, Village of Cowley, Town of Pincher Creek, and Municipal District of Pincher Creek #9, and operates to provide waste management services to the surrounding area.

2. Significant accounting policies

These financial statements are the representations of management, prepared in accordance with Canadian public sector accounting standards for government not-for-profit organizations including the adoption of the PS4200 series and include the following significant accounting policies:

Fund accounting

The Association follows the deferral method of accounting for contributions and reports using fund accounting that result in a self-balancing set of accounts for each fund established by legal, contractual or voluntary actions. The funds have been amalgamated for the purpose of presentation in the financial statements.

The Association maintains the following funds:

- Operating fund reports on the general activities of the Association administration
- Capital fund reports on the capital assets of the Association with any related capital financing

Income tax status

The Association is registered as a society under the Income Tax Act ("the Act") and as such is exempt from income taxes. In order to maintain its status as a society under the Act, the Association must meet certain requirements within the Act. In the opinion of management, these requirements have been met.

Cash and cash equivalents

Cash and cash equivalents include balances with banks.

Financial instruments

The Association recognizes its financial instruments when the Association becomes party to the contractual provisions of the financial instrument. All financial instruments are initially recorded at their fair value.

At initial recognition, the Association may irrevocably elect to subsequently measure any financial instrument at fair value. The Association has not made such an election during the year.

The Association subsequently measures investments in equity instruments quoted in an active market and all derivative instruments at fair value. Fair value is determined by published price quotations. Investments in equity instruments not quoted in an active market are subsequently measured at cost. All other financial assets and liabilities are subsequently measured at amortized cost using the effective interest rate method.

Transaction costs directly attributable to the origination, acquisition, issuance or assumption of financial instruments subsequently measured at fair value are immediately recognized in excess of revenue over expenses. Conversely, transaction costs are added to the carrying amount for those financial instruments subsequently measured at amortized cost or cost.

All financial assets except derivatives are tested annually for impairment. Management considers whether the investee has experienced continued losses for a period of years, recent collection experience for the loan, such as a default or delinquency in interest or principal payments, etc. in determining whether objective evidence of impairment exists. Any impairment, which is not considered temporary, is recorded in the statement of operations. Write-downs of financial assets measured at cost and/or amortized cost to reflect losses in value are not reversed for subsequent increases in value. Reversals of any net remeasurements of financial assets measured at fair value are reported in the statement of remeasurement gains and losses.

Crowsnest - Pincher Creek Landfill Association
Notes to the Financial Statements
For the year ended December 31, 2014

2. **Significant accounting policies** *(Continued from previous page)*

Tangible capital assets

Tangible capital assets are recorded at cost. The costs to acquire tangible capital assets are reported as interfund transfers in the operating fund with a corresponding interfund contribution recognized in the capital fund.

Amortization is provided using methods and rates intended to amortize the cost of assets over their useful lives.

In the year of acquisition, amortization is taken at one-half of the stated rates.

	Method	Rate
Automotive	declining balance	30 %
Buildings	declining balance	5 %
Computer equipment	declining balance	30 %
Computer software	declining balance	100 %
Equipment	declining balance	20 %
Fences and signs	declining balance	10 %
Furniture and fixtures	declining balance	20 %
Heavy machinery	declining balance	30 %
Industrial waste disposal cell	straight-line	40 %
Irrigation equipment	declining balance	6 %
MSW Cell Expansion	straight-line	7 years
Right of way	straight-line	20 years
Roads	declining balance	4 %
Scales	declining balance	20 %
Site preparation	declining balance	50 %
Waste containers	declining balance	30 %
Wells	declining balance	10 %

Leases

A lease that transfers substantially all of the benefits and risks of ownership is classified as a capital lease. At the inception of a capital lease, an asset and a payment obligation are recorded at an amount equal to the lesser of the present value of the minimum lease payments and the property's fair market value. Assets under capital leases are amortized on a straight-line basis, over the lease term unless there is a bargain purchase option available at the end of the lease then the capital asset is amortized over its useful life. All other leases are accounted for as operating leases and rental payments are expensed as incurred.

Contributed assets

Contributions of assets are recognized both as contributions and assets in the statement of operations when a fair value can be reasonably estimated and when the assets are used in the normal course of the Association's operations and would otherwise have been purchased.

Crowsnest - Pincher Creek Landfill Association

Notes to the Financial Statements

For the year ended December 31, 2014

2. Significant accounting policies *(Continued from previous page)*

Long-lived assets

Long-lived assets consist of tangible capital assets. Long-lived assets held for use are measured and amortized as described in the applicable accounting policies.

When the Association performs impairment testing on long-lived assets held for use whenever events or changes in circumstances indicate that the carrying value of an asset, or group of assets, may not be recoverable. Impairment losses are recognized when undiscounted future cash flows from its use and disposal are less than the assets' carrying amount. Impairment is measured as the amount by which the assets' carrying value exceeds its fair value. Any impairment is included in the statement of changes in net assets in the capital fund for the year.

Landfill closure and post-closure liability

The Alberta Environmental Protection and Enhancement Act sets out the regulatory requirements to properly close and maintain all active and inactive landfill sites. Under environmental law, there is a requirement for closure and post-closure care of solid waste landfill sites. The costs associated with this care are being provided for over the estimated remaining life of the landfill site and industrial waste cell based on usage.

Revenue recognition

The Association recognizes revenues in the period in which the transactions or events occurred that gave rise to the revenues. Income from investments are recognized when earned.

Measurement uncertainty

The preparation of financial statements in conformity with Canadian public sector accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period.

Accounts receivable are stated after evaluation as to their collectibility and an appropriate allowance for doubtful accounts is provided where considered necessary. Landfill closure and post closure costs are recognized based upon assumptions and estimates related to the costs of future removal and site restoration. Annual provision for these costs are amortized over the estimated remaining life of the landfill site and industrial waste cells based on usage. Changes to the underlying assumptions and estimates or legislative changes in the near term could have a material impact on the provision recognized. Amortization is based on the estimated useful lives of tangible capital assets.

These estimates and assumptions are reviewed periodically and, as adjustments become necessary they are reported in excess of revenues and expenses in the periods in which they become known.

Crowsnest - Pincher Creek Landfill Association
Notes to the Financial Statements
For the year ended December 31, 2014

3. Term deposits

	2014	2013
One year non-redeemable term deposit, bearing interest at 1.50%, maturing on March 4, 2014	-	239,370
One year non-redeemable term deposit, bearing interest at 1.38%, maturing on March 4, 2015	242,362	-
Three year non-redeemable term deposit, bearing interest at 2.13%, maturing March 5, 2015	308,228	301,814
Five year non-redeemable term deposit, bearing interest at 2.50%, maturing July 12, 2015	262,214	255,819
Five year redeemable term deposit, bearing interest at 2.00%, maturing October 14, 2015	127,791	125,286
Three year redeemable term deposit, bearing interest at 2.38%, maturing January 23, 2016	284,621	278,000
Two year non-redeemable term deposit, bearing interest at 2.25%, maturing March 4, 2016	243,562	239,973
Less: Current portion	(940,595)	(479,343)
	528,183	960,919

All of the term deposits are held at the Pincher Creek Credit Union Limited.

4. Capital assets

	Cost	Accumulated amortization	2014 Net book value	2013 Net book value
Automotive	69,340	28,335	41,005	18,120
Buildings	433,008	156,170	276,838	265,484
Computer equipment	18,090	16,526	1,564	2,234
Computer software	10,546	10,546	-	-
Equipment	301,716	154,719	146,997	180,760
Fences and signs	200,380	104,810	95,570	106,189
Furniture and fixtures	11,928	10,672	1,256	1,569
Heavy machinery	1,410,727	920,214	490,513	549,823
Industrial waste disposal cell	2,733,132	1,922,001	811,131	551,539
Irrigation equipment	2,599	1,953	646	686
MSW Cell Expansion	1,857,473	852,096	1,005,377	1,243,080
Right of way	2,706,955	338,369	2,368,586	2,503,933
Roads	125,562	99,164	26,398	27,498
Scales	123,310	93,470	29,840	32,795
Site preparation	100,451	99,906	545	1,090
Waste containers	677,363	604,968	72,395	70,319
Wells	105,400	88,701	16,699	18,554
Capital assets under construction	-	-	-	25,260
	10,887,980	5,502,620	5,385,360	5,598,933
Heavy machinery under capital lease	1,526,030	438,132	1,087,898	697,425
	12,414,010	5,940,752	6,473,258	6,296,358

Crowsnest - Pincher Creek Landfill Association
Notes to the Financial Statements
For the year ended December 31, 2014

5. Bank indebtedness

The Association has an overdraft protection agreement authorized to \$400,000 (2013 - \$60,000) bearing interest at prime + 1.0%. The overdraft is secured by all deposits and paid up shares in the Credit Union. The Association has utilized this overdraft protection during 2014 for \$48,667 (2013 - \$nil). The prime rate at December 31, 2014 was 3.0%.

6. Long-term debt

	2014	2013
Debenture to the MD of Pincher Creek #9 bearing interest at 2.942% payable in bi-annual instalments of \$90,007 including interest, due September 1, 2032. Loan is a result of a Right of Way built for access to the landfill and has also been set up as a capital asset with a net book value of \$2,368,586.	2,501,729	2,605,840
Less: Current portion	107,197	104,111
	2,394,532	2,501,729

Principal repayments on long-term debt in each of the next five years, assuming long-term debt subject to refinancing is renewed are estimated as follows:

	<i>Principal</i>	<i>Interest</i>	<i>Total</i>
2015	107,197	72,818	180,015
2016	110,373	69,642	180,015
2017	113,645	66,370	180,015
2018	117,013	63,002	180,015
2019	120,480	59,535	180,015
Total	568,708	331,367	900,075

Crowsnest - Pincher Creek Landfill Association
Notes to the Financial Statements

For the year ended December 31, 2014

7. Capital lease obligations

	2014	2013
Capital lease obligation payable in equal monthly instalments of \$16,022 including interest at 4.45%, due December 2015, with 826H Compactor, having a net book value of \$488,198, pledged as collateral.	178,774	349,779
Capital lease obligation payable in equal monthly instalments of \$13,385 including interest at 4.45%, due October 2016, with D7E Track-Type Tractor, having a net book value of \$599,700, pledged as collateral.	582,706	-
	761,480	349,779
Less: Current portion	316,245	171,006
	445,235	178,773

Future minimum lease payments related to the obligation under capital lease are as follows:

2015	343,732
2016	459,766
	<u>803,498</u>
Less: imputed interest	(42,018)
	<u>761,480</u>
Less: current portion	(316,245)
	<u>445,235</u>

8. Landfill closure and post-closure liability

Alberta environmental law requires closure and post-closure care of landfill sites, which includes final covering and landscaping, pumping of ground water and leachates from the site and ongoing environmental monitoring, site inspection and maintenance.

The estimated year for final closure is greater than 25 years into the future as a 20 year conceptual plan for the current site does not use the entire approved footprint. An engineering report dated March 21, 2013 has estimated closure and post closure costs to total \$3,490,240 based on 2013 dollar values. However these costs would apply to the entire site once developed over the next 25 years.

The accrued liability portion is based on the cumulative capacity used to date of 695,245 cubic meters compared to the estimated total landfill capacity of 2,101,590 cubic meters as created over the next 25 years.

	2014	2013
Balance, beginning of year	1,027,037	887,284
Provision for post-closure liability	221,921	139,753
	1,248,958	1,027,037

Crowsnest - Pincher Creek Landfill Association
Notes to the Financial Statements
For the year ended December 31, 2014

9. Tonnage and disposal fees

	2014	2013
Domestic and industrial tonnage (tonne)		
Municipality of Crowsnest Pass	3,059	3,285
Municipal District of Pincher Creek #9	6,433	3,551
Town of Pincher Creek	2,216	2,279
Village of Cowley	383	127
Tervita Corp.	84,320	22,352
Other	39	5,006
	96,450	36,600
Out of region tonnage (tonne)		
BFI Canada Inc.	201	649
Regional District of East Kootenay	7,595	7,903
Southeast Disposal Ltd.	2,635	4,111
Town of Taber	710	835
Other	12,658	3,726
	23,799	17,224
Total tonnage (tonne)	120,249	53,824
Domestic and industrial disposal fees (\$)		
Municipality of Crowsnest Pass	132,771	142,574
Municipal District of Pincher Creek #9	283,266	151,078
Town of Pincher Creek	100,027	98,918
Village of Cowley	12,653	5,140
Tervita Corp.	6,258,449	697,430
Other	556,661	387,020
	7,343,827	1,482,160
Out of region disposal fees (\$)		
BFI Canada Inc.	11,200	36,111
Regional District of East Kootenay	473,578	492,746
Southeast Disposal Ltd.	159,516	248,829
Town of Taber	39,481	46,450
Other	29,789	26,021
	713,564	850,157
Total fees (\$)	8,057,391	2,332,317

Crownsnest - Pincher Creek Landfill Association

Notes to the Financial Statements

For the year ended December 31, 2014

10. Related party transaction

During the year, the Association carried out transactions with related parties as follows:

	2014	2013
Domestic and industrial waste disposal fees:		
Municipality of Crownsnest Pass	132,771	142,574
Municipal District of Pincher Creek #9	283,266	151,078
Town of Pincher Creek	100,027	98,918
Village of Cowley	12,653	5,140
	528,717	397,710
Accounts receivable included amounts from related parties as follows:		
Municipality of Crownsnest Pass	6,546	5,254
Municipal District of Pincher Creek #9	16,297	7,515
Town of Pincher Creek	5,593	5,740
Village of Cowley	317	283
	28,753	18,792

All transactions are in the normal course of operations, are carried out on the same terms and conditions as those with independent third parties, and are measured at the exchange amount, which is the amount agreed to between the parties.

Accounts payable included an amount due to the Municipal District of Pincher Creek #9 of \$60,000 (2013 - \$40,000) for remittance of road maintenance fees for the 2012 to 2014 years.

11. Financial instruments

All significant financial assets, financial liabilities and equity instruments of the Association are either recognized or disclosed in the financial statements together with other information relevant for making a reasonable assessment of future cash flows, interest rate risk and credit risk.

Credit concentration

The Association has a concentration of credit risk because 95% (2013 - 57%) of its accounts receivable are from one of its customers. The Association believes that there is no unusual exposure associated with the collection of this receivable. The Association performs regular credit assessments of its customers and provides allowances for potentially uncollectible accounts receivables.

Fair Value of Financial Instruments

The carrying amount of cash, accounts receivable and accounts payable and accruals is approximated by their fair value due to their short-term nature. The carrying amount of term deposits also approximates the fair value, as they bear interest rates that are comparable to current market conditions. The carrying value of the landfill closure and post-closure liability also approximates its fair value as this liability has been determined based on discounted future cash flows.

Crowsnest - Pincher Creek Landfill Association
Notes to the Financial Statements
For the year ended December 31, 2014

12. Commitments

The landfill is situated on land owned by the Alberta Government. The Association has an agreement to rent the land for \$800 per year. The agreement is open ended and rolls forward on an annual basis.

On August 7, 2013, the Association entered into an agreement with Tervita Corp., for a term of five years. Under the agreement, the Association agrees to accept non-hazardous industrial waste at the Landfill Facility. The gross tipping fee is to be agreed upon between the Association and Tervita Corp. for each generator and from each site. Tervita Corp. is entitled to receive fees equal to 25% of the gross tipping fees received under this agreement.

On September 1, 2014, the Association entered into an agreement with the Regional District of East Kootenay (RDEK), for a term of one year. Under the agreement, the Association agrees to accept municipal solid wastes at the Landfill Facility. The gross tipping fee for municipal solid waste, received from RDEK will be \$62.35 per tonne.

13. Budget information

The Board approved its 2014 operating budget on December 10, 2013 based on planned expenses relating to the current year sources of revenue and expenditures.



Shell Canada Limited
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Calgary, Alberta T2P 2H5
Tel (403) 691-3111
Internet www.shell.ca

April 10, 2015

**SHELL CANADA
PROPOSED WATERTON 67/77 FACILITY AMENDMENT at 05-04-04-30 W4M**

Shell Canada would like to provide you with information on our plans to amend the facility license at the Waterton 67 and 77 well site at surface location (05-04-04-30 W4M). The current operating facility license at the Waterton 67/77 well site is for a single well gas battery. Shell is planning to apply to the Alberta Energy Regulator (AER) for approval to amend this license to a multi-well gas battery in order to accommodate well testing for the Waterton 67 well and production for the Waterton 77 well. No new equipment is needed for this change and no changes are required to the current facility other than the proposed license category change. Please reference the attached fact sheet for project details.

Included with this letter are:

- ✓ A map, showing the facility's location
- ✓ A fact sheet summarizing the proposed activity
- ✓ An Alberta Energy Regulator (AER) information package
- ✓ A Shell Privacy Information Card

Thank you for taking the time to review our plans. Should you require further information or clarification regarding the proposed facility amendment, or have comments or concerns, please contact us within the next *14 calendar days* using the information provided on the next page.

Kind regards,

Rod Sinclair
Community Affairs Associate
Shell Canada Ltd.

&

Emma Guppy
Consultation Specialist
Shell Canada Ltd.

**Contact
Information**

Rod Sinclair
Community Affairs Associate
Phone: (403) 627-7282
Cell: (403) -627-9467
Email: Rod.Sinclair@shell.com

Emma Guppy
Consultation Specialist
Phone: (403) 384-8875
Email: Emma.Guppy@shell.com

**Emergency
Contact**

Waterton Gas Plant
24 Hour Emergency Number (403) 627-4200

**Alberta Energy
Regulator (AER)
Information**

A letter from the CEO of the AER, Understanding Oil and Gas Development in Alberta (brochure), and the two EnerFAQs highlighted below are enclosed for your reference.

The AER has a number of EnerFAQs on topics that may interest you:

- EnerFAQs – What is the Alberta Energy Regulator?
- EnerFAQs – Having Your Say at an AER Hearing
- EnerFAQs – Inspections and Enforcement of Energy Developments in Alberta
- EnerFAQs – All About Critical Sour Wells
- EnerFAQs – Explaining AER Setbacks
- EnerFAQs – Flaring and Incineration
- **EnerFAQs – Proposed Oil and Gas Development: A Landowner's Guide**
- EnerFAQs – The AER and You: Agreements, Commitments and Conditions
- EnerFAQs – All About Appropriate Dispute Resolution (ADR)
- EnerFAQs – Oil Sands
- **EnerFAQs – Expressing Your Concerns – How to file a statement of concern about an Energy Resource Project.**
- EnerFAQs – How to Register a Private Surface Agreement

If you would like copies of the above that you feel may relate to our activities, please contact us. Alternatively, if you have Internet access, these documents can be viewed on the AER website (www.aer.ca).

FACT SHEET FOR PROPOSED WATERTON 67/77 FACILITY AMENDMENT at 05-04-04-30 W4M

Project Description	<p>Shell has previously constructed a well pad site and drilled two wells (Waterton 67 and 77) from surface location 05-04-04-30 W4M. Shell is currently working to ready the existing facility equipment in order to tie in both wells (67 & 77) into the existing pipeline gathering system.</p> <p>Shell Canada would like to provide you with information on our plans to amend the facility license at the Waterton 67 and 77 well site at surface location (05-04-04-30 W4M). The current operating facility license at the Waterton 67/77 well site is for a single well gas battery. Shell is planning to apply to the Alberta Energy Regulator (AER) for approval to amend this license to a multi-well gas battery in order to accommodate well testing for the Waterton 67 well and production for the Waterton 77 well. No new equipment is needed for this change and no changes are required to the current facility other than the proposed license category change.</p>
Why is it Needed?	<p>The Waterton 77 well was needed for proper reservoir management. The well was drilled in August of 2014 and targets the Sheet V Mississippian Rundle, where wells currently producing from this reservoir (WAT59 and WAT64) are not able to effectively drain the pool due to the impermeable nature of the subsurface rock. Production from the Waterton 77 well will help Shell maintain gas production at the Waterton Gas Plant. The proposed facility amendment mentioned in this letter is needed as Shell is proposing to connect both Waterton 67 & 77 wells to the existing facility equipment.</p> <p>The Waterton 67 well was drilled, completed, and tested in 2007. At that time, the pipeline pressure was high, the well loaded with liquids, and was suspended. Pipeline pressure has now been reduced and Shell will be testing the Waterton 67 well in order to determine if further production of the existing well is possible. The Waterton 67/77 facility will process extracted sour gas (natural gas plus H₂S) with some hydrocarbon liquids (condensate) from the Waterton 77 well.</p>
Project Category Type	<p>The AER category of the facility will change from a D410 Gas battery – single well with a sulphur inlet of $\geq 1\text{t/d}$ to a D411 Gas battery – multi well with a sulphur inlet of $\geq 1\text{t/d}$.</p>
Setbacks	<p>For all wells, pipelines and facilities, setbacks are put in place to maintain a minimum distance between an energy facility and a dwelling, public facility, rural housing project or urban center.</p> <p>Because of the known presence of H₂S the required setbacks from this facility will be: 0.1 km to individual permanent dwellings up to 8 dwellings per quarter section; 0.5 km to unrestricted country developments; 1.5 km to urban centers or public facilities. Please note that the setbacks for this facility amendment are the same as the setbacks for the current facility license in place.</p>

Flaring

There is no flaring needed for the facility amendment or connecting the wells to the existing facility.

As previously outlined in the Waterton 77 well package sent November 2013 the following information still applies. No planned flaring will occur during completions or stimulation activities as Shell plans to test the wells into an existing pipeline. Shell will not test the wells to flare. However, the wells may need to be flared for a short time after stimulation in order to overcome pipeline pressure and facilitate inline testing; for this reason, Shell will apply to the AER for a flare permit.

During testing and maintenance, vapours off the separators and storage tanks will be flared and these vapours will contain a small amount of sour gas that will be mixed with sweet gas during flaring. A sweet gas pilot flare will be lit throughout the well testing period; this is required for safety reasons.

During normal operation, the flare stack at the well location will only be lit during maintenance activities. Prior to maintenance-related flaring, the facilities will be purged with sweet fuel gas to minimize sour gas flaring. All flaring will adhere to the AER requirements and Shell endeavors to minimize flaring throughout its operations.

Emissions, Odors

Air emissions associated with the proposed Waterton 67/77 facility amendment may include:

- Minimal well site heater emissions during normal operations.
- Emissions associated with flaring during testing and maintenance activities.

Shell will take all reasonable measures to control emissions and prevent odors. Shell will meet all regulatory requirements for air quality, including the Alberta Ambient Air Quality Objectives and Guidelines.

Timing

Shell is planning to apply to the AER for approval to amend the current facility license in February 2015. Pending approval from the AER the facility tie-in is anticipated to occur February through March of 2015.

Traffic

There will be no increase in traffic with regards to this amendment. However, the current traffic management plan in place for the Shell plant road and Shell loop road will continue through this activity. All Shell staff and contractors will adhere to Shell's traffic code of conduct and to the specific access rules associated with all work related to the Waterton 77 project and activity mentioned in this letter.

Once Waterton 77 start-up activities are complete there should be minimal day to day traffic associated with the on-going operations and routine maintenance for the existing wells, pipeline and facility at the 67/77 well site.

Derrick Height

There is no derrick associated with this facility as there is no drilling rig required for this activity.

Noise

A temporary increase in noise is currently underway with activities related to completions/stimulation at the Waterton 77 well site. Facility tie-in activities are also expected to contribute to a temporary increase in noise. Facility tie-in and calibration will involve installation of pipe racks which will be carried out during daylight hours.

Shell will ensure compliance with regulatory requirements for noise throughout each phase of the project and ongoing operations of this well.

Emergency Planning Zone

There will be a **2.49km** emergency planning zone (EPZ) associated with the amendment of this facility.

The amended facility will be updated in Shell Canada Limited's existing Corporate Emergency Response Plan (ERP) which defines pre-planned procedures that will allow for effective response in the unusual event of an emergency.

Shell has a corporate level emergency response plan (ERP) available for review upon request.

Development Overview – South Waterton Region

Development Planning

Through past drilling and exploration, Shell has proven the existence of a number of gas pools in the South Waterton region. Based on our current understanding, it is anticipated that additional development wells and minimal infrastructure will be required to fully develop the region. **These plans are subject to change as our technical understanding changes, new information is obtained, or other conditions change.**

- Waterton 77 development
 - The Waterton 77 development well targets the producing Sheet V Mississippian Rundle reservoir. Currently the two existing wells producing from same reservoir (Waterton 59 and Waterton 64) are not able to effectively drain the pool due to the impermeable nature of the subsurface rock. Waterton 77 was drilled to allow further drainage from an existing producing pool.
 - The Waterton 77 development well was drilled from an existing surface lease (Waterton 67) at 05-04-04-30 W4M in August 2014.
 - Production of the Waterton 77 well is expected to begin once all facilities are tied-in Q1 2015.

- Potential Waterton 77 follow-up
 - Sheet V Rundle. Well need will be based on flow and pool delineation understanding realized from Waterton 77.
 - Wells will be drilled from existing surface lease whenever possible.

-
- Applications for licenses for follow-up wells are anticipated to be submitted within the next one to two year period.

Consultation and engagement

Shell is committed to ongoing consultation with stakeholders to ensure that they are aware of our plans and so that they have an opportunity to provide input to these plans.

Shell continues to seek stakeholder input regarding its existing operations and proposed projects by conducting one on one meetings and through the distribution of information packages. Furthermore, Shell engages stakeholders through providing presentations to the Waterton Advisory Group (WAG), through open houses and through Shell Waterton Activity Update emails.

Assessment of Infrastructure

Sour gas production from the South Waterton area is processed at the existing Shell Waterton Gas Plant. Waterton 77 is part of the South Waterton area and will flow production through the Smith and Yarrow gathering system. The main Smith and Yarrow gathering system line turns north toward the Waterton Gas Plant, which will accommodate volumes of gas produced from the Waterton 77 well.

Fuel gas to the area is supplied from the Waterton Gas Plant.

The existing facility at the 67/77 well site is able to accommodate testing and production of both wells. As such Shell is proposing to amend the facility license per the reasons and requirements mentioned above.

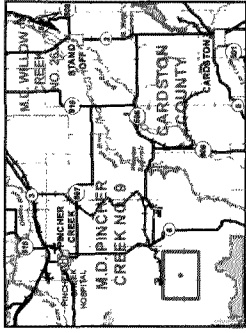
R. 30 W4

R. 1 W5



R. 30 W4

R. 1 W5



Legend

- ★ WELLS - SURFACE LOCATION (WELL)
- ☆ WELLS - FOREIGN OWNERSHIP
- ⊠ COMPRESSOR STATION
- ⊠ GAS PLANT
- ⊠ CLASS FIELD FACILITY
- ⊠ SHELL PIPELINE
- ⊠ PIPELINE - FOREIGN
- ⊠ PROPOSED PAD SITE
- ⊠ E.P.Z. (EMERGENCY PLANNING ZONE)
- ⊠ PERSONAL CONSULTATION RADIUS
- ⊠ NOTIFICATION RADIUS
- ⊠ EXISTING DISPOSITION
- ⊠ RECREATION AREA
- ⊠ PROTECTED AREA
- ⊠ NATIONAL PARK
- ⊠ GRASSLAND/RANGE ALLOTMENT
- ⊠ WILDLIFE MANAGEMENT UNIT
- ⊠ FIRE FIGHT SETTLEMENT
- ⊠ SECTION
- ⊠ TOWNSHIP
- RESIDENCE / BUILDING
- ✈ AIRSTRIP
- ⊠ UNLOCKED GATE
- ⊠ LOCKED GATE
- ⊠ HELI-PORT
- ⊠ TOWER
- ⊠ QUARRY
- ⊠ CAMPGROUND
- ⊠ RECREATION AREA
- ⊠ UNDEVELOPED CAMPGROUND
- ⊠ HIGHWAY (MULTI-LANE)
- ⊠ SECONDARY ROAD
- ⊠ HAILEGAD
- ⊠ INTERMITTENT STREAM
- ⊠ STREAM / CREEK
- ⊠ PERMITTED WATER BODY
- ⊠ WATER BODY

LOCAL INFORMATION
 MUNICIPAL DISTRICT/REGIONAL AUTHORITY: PINCHER CREEK NO. 9
 AER BOUNDARY: MIDANPORE
 TRAPPER BOUNDARY: TPN 288
 FOREST MANAGEMENT BOUNDARY: None

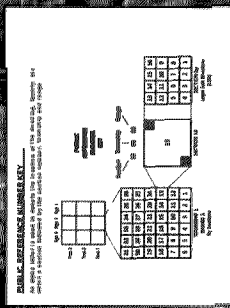


SHELL CANADA LIMITED

PUBLIC CONSULTATION MAP
 Waterton 67/77 Gas Battery
 Multi-Well Facility
 LS-05-SEC-04-TWP04-R30-W4-M

MAP SCALE ACCURATE FOR PRINT ONLY
 1:50,000
 0 200 400 600 800 1,000

DATE: 18 JANUARY 2015
 SHELL CANADA DECOMMISSIONS DEPARTMENT
 PROJECTOR: RAD 160 UTILEZ JOB 114
 SCALE: 1:50,000
 SHELL CANADA PROJECTOR: RAD 160 UTILEZ JOB 114



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**Chinook Arch
Regional Library
System**

BOARD REPORT

VOL. 14 NO. 1 APRIL 2015

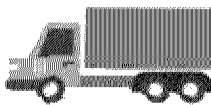
CHINOOK ARCH LIBRARY BOARD MEETING, APRIL 2, 2015

2014 Annual Report Highlights



1,685,000
Total
Checkouts

515,000
Items
Delivered



60,012
Items Made
Shelf-Ready



85%
Increase
in Online
Resource
Usage

\$738,000
in library
materials
added to shared
collections in
2014



Overall Satisfaction with
System Services:
100% Completely or Very
Satisfied

CEO Retirement

Howard Paulsen, Board Chair, announced that Maggie Macdonald, CEO, would be retiring effective September 30, 2015. Maggie was the Project Development Officer for the Steering Committee which developed Chinook Arch Regional Library System and was subsequently appointed founding CEO when the System was established in April 1992. A celebration of Maggie's tenure will be announced later this year.

CEO Designate

The Executive Committee is pleased to announce that Chinook Arch Associate Director Robin Hepher has accepted the position of CEO effective September 30, 2015. Robin has been with Chinook Arch since 2007.

Chinook Arch Quick Facts 2015:

Population served: 196,122
Library Service Points: 35
Municipalities: 39
School Authority: 1
Board Chair: Howard Paulsen, Stavelly
CEO: Maggie Macdonald
(mmacdonald@chinookarch.ca)

Mission:

Chinook Arch Regional Library System creates and supports the structure for a network of cooperating libraries in Southwest Alberta to share resources in a cost-effective manner.

Vision:

Residents of southwest Alberta, through their local library, have access to shared print and digital resources which support literacy, lifelong learning and an excellent quality of life.

2014 Audited Financial Statements

The Board reviewed and approved the 2014 Audited Financial Statements. The 2014 Financial Statements received a clean audit opinion from auditors McNiven Newman LLP.

Spring

CHINOOK ARCH BOARD MEETING, APRIL 2, 2015

Board Members Present:

Arrowwood	Janet Cockwill
Barons	Ron Gorzitza
Cardston County	Lloyd Kearn
Carmangay	Sheila Smidt
Claresholm	Kathy Davies
Coaldale	Sherrie Duda
Coalhurst	Heather Caldwell
Fort Macleod	Trish Hoskin
Glenwood	Barb Michel
Lethbridge City	Gail Berkner
Lethbridge County	John Willms
Magrath	DeVar Dahl
Milo	Christopher Northcott
Nanton	Gordon Given
Pincher Creek MD	Fred Schoening
Stavely	Howard Paulsen (Chair)
Stirling	Jonathan Bikman
Taber MD	Ben Elfring
Town of Vulcan	Vicki Hutton
Vulcan County	Marie Logan
Village of Warner	Ian Glendinning
County of Warner	Philip Jensen
Willow Creek MD	Earl Hemmaway
LPL Resource Centre	Bob Cooney

Regrets:

Barnwell	Marg McCulloch
Town of Cardston	Dennis Barnes
Champion	Aaron Matlock
Crowsnest Pass	Doreen Glavin
Lomond	Doug Logan
Milk River	Donald Cody
Raymond	Dustin Ralph
Town of Taber	Laura Ross-Giroux
Ministerial Appointment	Vic Mensch

Absent:

Coutts	Shelley Fleming
Granum	Nina Shimp
Hill Spring	Jim Rowley
Picture Butte	Joe Watson
Town of Pincher Creek	Lorne Jackson
Vauxhall	Christie Sorensen
Kainai Board of Education	Linda Weasel Head

MEETING HIGHLIGHTS

The Board approved timelines and work plans for each of the Board's three standing committees: Marketing/Communications, Planning and Facilities, and Finance and Personnel. The timelines lay out the work that each committee will perform during the year.

Other decisions:

- ◆ Reviewed and approved the 2014 Audited Financial Statements
- ◆ Approved the 2014 Annual Reports to the Public Library Services Branch for Chinook Arch, Wrentham Library, and Kainai Public Library. The Chinook Arch Library Board is the board of record for Wrentham and Kainai.
- ◆ Approved the 2015 Revised Budget

The Board also approved funding for the Block Collection Renewal Project. Chinook Arch provides blocks of large print and audiobooks that move from library to library to ensure a constant supply of fresh materials for local large print and audiobook readers. The current collections have become dated, and circulation numbers have dropped accordingly.

Take free online courses with Chinook Arch and Gale Courses!

GALE

COURSES

Gale Courses offers a range of highly interactive, instructor led courses that you can take online. As a library card holder in good standing, you are entitled to these courses at no cost. Courses run for six weeks and new sessions begin every month. There's a wide variety of subjects available, including:

- ◆ Accounting and Finance
- ◆ Computer Applications
- ◆ Personal Development
- ◆ Language and Arts
- ◆ Teaching and Education
- ◆ Technology
- ◆ Writing and Publishing

Visit www.chinookarch.ca to register!

Contact Us:

Chinook Arch Regional Library System
2902 7th Ave. N
Lethbridge, AB T1H 5C6 | 403-380-1500

www.chinookarch.ca | arch@chinookarch.ca



MINUTES - 1 (2015)
EXECUTIVE COMMITTEE MEETING
 Thursday, February 12, 2015 at 7:00 p.m.
 ORRSC Boardroom (3105 - 16 Avenue North, Lethbridge)

EXECUTIVE COMMITTEE:

Gordon Wolstenholme - *Chair*
 Henry Van Hierden - *Vice-Chair*
 Don Anderberg
 Jim Bester

Bill Chapman
 David Hawco
 Tom Rose

STAFF:

Lenze Kuiper – *Director*

Barb Johnson – *Executive Secretary*

AGENDA:

1. **Approval of Agenda** – February 12, 2015.....
2. **Delegation** – Derek Taylor, KPMG – Financial Reports & Audits
3. **Approval of Minutes** – November 13, 2014(attachment)
4. **Business Arising from the Minutes**
5. **New Business**
 - (a) SSRP Workshop and SDAB Workshop
 - (b) Vehicle Sale and Purchase (handout)
 - (c) LARB, CARB, MGB Update (handout)
 - (d) Fee For Service Update(attachment)
 - (e) Municipal Borrowing Bylaw Form (Revolving Line of Credit)(attachment)
 - (f) CPAA Conference – April 13-15, 2015 in Red Deer(attachment)
6. **Accounts**
 - (a) Office Accounts –
 - (i) October 2014(attachment)
 - (ii) November 2014(attachment)
 - (iii) December 2014(attachment)
 - (b) Financial Statements –
 - (i) January 1 - October 31, 2014(attachment)
 - (ii) January 1 - November 30, 2014(attachment)
 - (iii) January 1 - December 31, 2014(attachment)

7. Director's Report.....
 8. Executive Report.....
 9. Adjournment.....
-

CHAIR GORDON WOLSTENHOLME CALLED THE MEETING TO ORDER AT 7:00 P.M.

1. APPROVAL OF AGENDA

Moved by: David Hawco

THAT the Executive Committee approve the agenda, as presented.

CARRIED

2. DELEGATION – Derek Taylor, KPMG – Financial Reports & Audits

- Derek Taylor of KPMG LLP was invited to attend the meeting to answer a number of questions regarding our financial reporting and the audit. Mr. Taylor briefly explained the audit process and purpose to assist management in preparing financial statements and provide an opinion on the organization's financial position. A financial information return is also prepared for the province to meet their requirements.
- The Executive questioned why some items on the monthly financial statements do not reflect current month figures and if this can be rectified. Mr. Taylor explained that some adjustments have traditionally been a year-end entry done by the auditor, but that these could be done on a monthly or quarterly basis by the bookkeeper. More accounts can also be created for internal purposes, if desired. Once the key items requiring adjustments have been identified (e.g. accrued vacation leave, cash flow, fee for service, etc.), his staff is available to walk through the adjusting entry process with the bookkeeper.
- In order to keep better track of grant project funding, one member suggested that grants could be set up as a reserve account with all revenue and expenses for that project being accounted for.

3. APPROVAL OF MINUTES

Moved by: Henry Van Hierden

THAT the Executive Committee approve the minutes of November 13, 2014, as presented.

CARRIED

4. BUSINESS ARISING FROM THE MINUTES

- None.

5. NEW BUSINESS

(a) SSRP Workshop and SDAB Workshop

- Lenze Kuiper and Mike Burla met with Bev Yee of the Land Use Secretariat who has now moved on to another provincial government position and imparted our concerns with achieving and meeting compliance with the SSRP. In response, her department (through Eleanor Mohammed) has now put together an online course for municipal compliance in

conjunction with the Alberta Land Use Knowledge Network scheduled for the end of April. Her office will also be presenting at the CPAA Conference in Red Deer in April 2015. Pending budgeting restrictions, Eleanor has promised us a live workshop in May with ESRD and Municipal Affairs representation. We hope to host this event in conjunction with Mayors & Reeves and open it up to all southern Alberta municipalities – details to follow. Ian Donovan has been invited to discuss Regional Plans with our planning staff.

- ORRSC has had numerous requests to provide training to local SDABs and we are pleased to announce we are putting together a course outline (full day) and will announce a date for course delivery soon. We are aiming for late April or early May. Providing these opportunities for municipal education are just one of the many things our Commission is committed to providing members.

Moved by: Don Anderberg

THAT the Executive Committee accept the SSRP and SDAB Workshop discussion, as information. **CARRIED**

(b) Vehicle Sale and Purchase

- The 2009 Dodge Caliber SXT was sold privately for \$5,200 (approx. 160,000 km) and a spreadsheet containing eight quotes for various replacement vehicles was reviewed. The two lowest quotes were a Jeep Patriot North 4x4 (\$22,390.00) and a Chevrolet Equinox AWD (\$22,490.25), with the Equinox being preferred by ORRSC staff.

Moved by: Don Anderberg

THAT the Executive Committee approve the purchase of a Chevrolet Equinox from Murray Chev Olds for \$22,490.25 + GST as quoted. **CARRIED**

(c) LARB, CARB, MGB Update

- ORRSC currently offers optional Assessment Review Board services to 24 of its member municipalities for a \$200 annual participation fee. Director Lenze Kuiper is trained as a Clerk and handles the organization of the hearings. Assessors work with the applicants to resolve issues if possible, and some appeals are withdrawn prior to the hearing. The Clerk determines which board hears the appeal and hearing costs are billed to the municipality affected:

Local Assessment Review Board (LARB) – residential and agricultural: RARB
Commercial Assessment Review Board (CARB) – commercial: MGB

- Our Regional Assessment Review Board processed 12 assessment appeals in 2014 resulting in only 4 hearings [LARB – Fort Macleod (1), County of Warner (1); CARB – Milo (1), Fort Macleod (1)].

(d) Fee For Service Update

- We are in the process of developing new Project Management – Quote/Invoicing procedures and a revised Fee For Service Update. Members suggested a cash income forecast for the year (possibly reassessed every 6 months) as well as dates and % complete be added.

Moved by: Tom Rose

THAT the Executive Committee accept the Fee For Service update, as information. **CARRIED**

(e) Municipal Borrowing Bylaw Form (Revolving Line of Credit)

- In order to maintain a \$500,000 revolving line of credit for ORRSC, ATB Financial requires the Chair and Director to sign a municipal borrowing bylaw and record its approval by the Executive Committee in the minutes of the first meeting of each year. Therefore, a resolution is required authorizing the Chair and Director to sign the bylaw.

Moved by: Don Anderberg

THAT the Executive Committee authorize the Chair and Director to endorse the 2015 Municipal Borrowing Bylaw Form (Revolving Line of Credit) for ATB Financial. **CARRIED**

(f) CPAA Conference – April 13-15, 2015 in Red Deer

- ORRSC normally sponsors two or three Executive members to attend the annual CPAA Conference in Red Deer (including registration, accommodation, mileage, meals). Gordon Wolstenholme and Jim Bester will attend, and Bill Chapman will advise by the end of next week.

Moved by: Henry Van Hierden

THAT the Executive Committee authorize up to three of its members to attend the CPAA Conference on April 13-15, 2015 in Red Deer on behalf of ORRSC. **CARRIED**

6. ACCOUNTS

(a) Office Accounts –

(i) October 2014

5150	Staff Mileage	R. Dyck	\$ 79.00
5151	Vehicle Gas & Maintenance	Imperial Oil.....	181.67
5280	Janitorial Services	Madison Ave Business Serv. (Sept.) ..	475.00
5320	General Office Supplies	Madison Ave Business Serv. (Sept.)	11.69
5280	Janitorial Services	Madison Ave Business Services.....	475.00
5285	Building Maintenance	Spencer Dakin Kuiper.....	1,236.00
5285	Building Maintenance	Weing's Sprinkler.....	95.00
5310	Telephone	Telus Communication	97.89
5310	Telephone	Telus Communication	114.99
5310	Telephone	Bell Mobility.....	624.60
5320	General Office Supplies	Desjardin Card Services	175.77
5320	General Office Supplies	Desjardin Card Services	140.08
5320	General Office Supplies	Total Office Plus.....	12.58
5320	General Office Supplies	Toal Office Plus.....	16.94
5320	General Office Supplies	Desjardin Card Services	27.08
5380	Printing & Printing Supplies	Desjardin Card Services	42.25
5320	General Office Supplies	Petty Cash (Tylenol)	19.99
5520	Meetings	Petty Cash (Tim Horton's).....	16.49
5530	Coffee & Supplies	Petty Cash (coffee, tea, paper towels).....	126.61
5330	Dues & Subscriptions	Government of Alberta.....	50.00
5330	Dues & Subscriptions	AMDSP	1,765.00
5330	Dues & Subscriptions	Sunny South News	22.00

5330	Dues & Subscriptions	Temple City Star	52.00
5350	Postage & Petty Cash	Postage by Phone.....	1,500.00
5390	Graphic & Drafting Supplies	Total Office Plus.....	18.16
5390	Graphic & Drafting Supplies	CIP	1,037.45
5430	Aerial Photos & Maps	County of Warner.....	96.00
5430	Aerial Photos & Maps	Vulcan County.....	145.15
5440	Land Titles Office	Minister of Finance.....	289.00
5500	Subdivision Notification	Lethbridge Herald	156.00
5536	Rural IMDP Grant	Perry A. Stein Consulting.....	1,442.75
5536	Rural IMDP Grant	Perry A. Stein Consulting.....	1,730.00
5580	Equipment & Furniture Rental	Xerox Canada.....	960.00
5590	Equipment & Furniture Purchases	Reiter Computer Associates	1,476.20
1160	GST Receivable	GST Receivable.....	572.25
		TOTAL	<u>\$15,280.59</u>

(ii) November 2014

5160	Staff Field Expense	Jaime Thomas	\$ 330.99
5151	Vehicle Gas & Maintenance	Imperial Oil	494.04
5151	Vehicle Gas & Maintenance	Petty Cash (2 oil changes)	145.41
5320	General Office Supplies	Petty Cash (dishwand & refills)	10.42
5520	Meetings	Petty Cash (Klassy Bakery)	24.15
5280	Janitorial Services	Madison Ave Business Services	425.00
5285	Building Maintenance	Wild Rose Horticultural	300.00
5310	Telephone	Bell Mobility	626.00
5310	Telephone	Telus	392.13
5320	General Office Supplies	Desjardin Card Services	26.88
5380	Printing & Printing Supplies	Desjardin Card Services	209.80
5330	Dues & Subscriptions	ASET (M. Kristic)	305.00
5430	Aerial Photos & Maps	M.D. of Willow Creek	200.00
5440	Land Titles Office	Minister of Finance	130.00
5460	Public Relations	Sobeys	125.91
5460	Public Relations	Costco	217.99
5460	Public Relations	Mike Burla	350.00
5460	Public Relations	Costco	29.88
5530	Coffee & Supplies	Costco	78.73
5520	Meetings	Costco	256.43
5531	GIS Grant	Pacific Alliance Technologies	12,000.00
5532	Assessment Review Board	G. Robinson	136.00
5532	Assessment Review Board	D. Gillespie	200.00
5532	Assessment Review Board	J. Willms	120.00
5570	Equipment Repairs & Maintenance	Reiter Computer	50.00
5580	Equipment & Furniture Rental	Xerox Canada	2,389.58
5580	Equipment & Furniture Rental	Telus	153.60
1160	GST Receivable	GST Receivable	883.60
		TOTAL	<u>\$20,611.54</u>

(iii) December 2014

5150	Staff Mileage	Sherry Johnson (Aug - Dec)	\$ 107.00
5320	General Office Supplies	Sherry Johnson (Aug - Dec)	41.97
5530	Coffee & Supplies	Sherry Johnson (Aug - Dec)	6.87
5536	Rural IMDP Grant	C. Klassen	96.13
5151	Vehicle Gas & Maintenance	Imperial Oil	389.66
5151	Vehicle Gas & Maintenance	Imperial Oil	172.59
5170	Staff Conference & Area	Brownlee LLP	125.00
	Calgary - "Emerging Trends Seminar" - February 19/15		
5285	Building Maintenance	Wild Rose Horticultural	300.00
5285	Building Maintenance	Kost Fire	163.80
5310	Telephone	Bell Mobility	746.25
5310	Telephone	Telus	381.25
5580	Equipment & Furniture Rental	Telus	153.66
5310	Telephone	Telus	409.21
5310	Telephone	Telus	82.37
5320	General Office Supplies	Total Office Plus	51.42
5320	General Office Supplies	Pitney Bowes	60.82
5320	General Office Supplies	Desjardin Card Services	36.50
5380	Printing & Printing Supplies	Desjardin Card Services	158.94
5330	Dues & Subscriptions	APPI	1,549.20
	- Bonnie Brunner, Ryan Dyck, Spencer Croil		
5430	Aerial Photos & Maps	Vulcan County	142.90
5440	Land Titles Office	Minister of Finance	178.00
5500	Subdivision Notification	Lethbridge Herald	823.68
5500	Subdivision Notification	Lethbridge Herald	416.52
5531	GIS Grant	Blackbridge Networks	4,586.40
5532	Assessment Review Board	D. Gillespie	300.00
5532	Assessment Review Board	G. Robinson	236.00
5540	Other	LAPP	10.48
5570	Equipment Repairs & Maintenance	Reiter Computer	75.00
5570	Equipment Repairs & Maintenance	Xerox	789.77
5580	Equipment & Furniture Rental	Xerox	838.74
5580	Equipment & Furniture Rental	Pitney Bowes	297.13
1160	GST Receivable	GST Receivable	615.22
		TOTAL	<u>\$14,342.48</u>

Moved by: Henry Van Hierden

THAT the Executive Committee approve the Office Accounts of October (\$15,280.59), November (\$20,611.54) and December (\$14,342.48) 2014, as presented. **CARRIED**

(b) Financial Statements -

- (i) January 1 - October 31, 2014**
- (ii) January 1 - November 30, 2014**
- (iii) January 1 - December 31, 2014**

- The Director explained some of the discrepancies between budget and actual figures in the December 31, 2014 unaudited financial statement. A surplus of approximately \$10,000 was achieved in 2014.

Moved by: David Hawco

THAT the Executive Committee approve the following unaudited financial statements:

January 1 - October 31, 2014
January 1 - November 30, 2014
January 1 - December 31, 2014

CARRIED

7. DIRECTOR'S REPORT

- The Director attended a Municipal Government Board member workshop which reviewed quasi-judicial process, gravitas of the Board, case law, importance of reasons for decisions and relevant provisions for various decisions.

8. EXECUTIVE REPORT

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

9. ADJOURNMENT

Moved by: Jim Bester

THAT we adjourn the regular meeting of the Executive Committee of the Oldman River Regional Services Commission at 9:05 p.m. until **Thursday, March 12, 2015 at 7:00 p.m.** **CARRIED**

/bj

CHAIR:

