

AGENDA
PUBLIC HEARING
Municipal District of Pincher Creek No. 9
Bylaw No. 1300-19
Tuesday, June 25, 2019; 1:00 pm
MD Council Chambers

1. Call to Order
2. Advertising Requirement
3. Purpose of Public Hearing
4. Overview of Bylaw No. 1300-19
5. Correspondence
6. Closing Comments
7. Adjournment

MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
BYLAW NO. 1300-19

A Bylaw of Municipal District of Pincher Creek No. 9 in the Province of Alberta, for the purpose of closing to public travel, and creating title to and disposing of, portions of a public highway in accordance with Section 22 of of the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26, as amended.

The Council of the Municipal District of Pincher Creek No. 9 of the Province of Alberta, duly assembled, hereby enacts as follows:

WHEREAS the lands hereafter described are no longer required for public travel;

AND WHEREAS application has been made to Council to have the roadway closed;

AND WHEREAS the Council of the Municipal District of Pincher Creek No. 9 deems it expedient to provide for a bylaw for the purpose of closing to public travel certain roads or portions thereof, situated in the said municipality and thereafter creating title to and disposing of same;

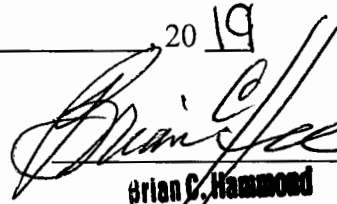
AND WHEREAS notice of intention of Council to pass a bylaw has been given in accordance with Section 606 of the *Municipal Government Act*;

AND WHEREAS Council was not petitioned for an opportunity to be heard by any person claiming to be prejudicially affected by the bylaw;

NOW THEREFORE BE IT RESOLVED that the Council of Municipal District of Pincher Creek No. 9, in the Province of Alberta, does hereby close to Public Travel and creating title to and disposing of the following described highways, subject to rights of access granted by other legislation.

ALL THAT PORTION OF GOVERNMENT ROAD ALLOWANCE LYING ADJACENT TO
S ½ SEC. 21-8-30-4 AND FORMING PART OF LOT 1, BLOCK 1, PLAN _____
CONTAINING 1.57 HECTARES (3.88 ACRES) MORE OR LESS
EXCEPTING THEREOUT ALL MINES AND MINERALS

Received first reading this 14 day of May, 2019


Brian C. Hammond REEVE

 (Seal)
CHIEF ADMINISTRATIVE OFFICER

APPROVED this _____ day of _____, 20__.

MINISTER OF TRANSPORTATION

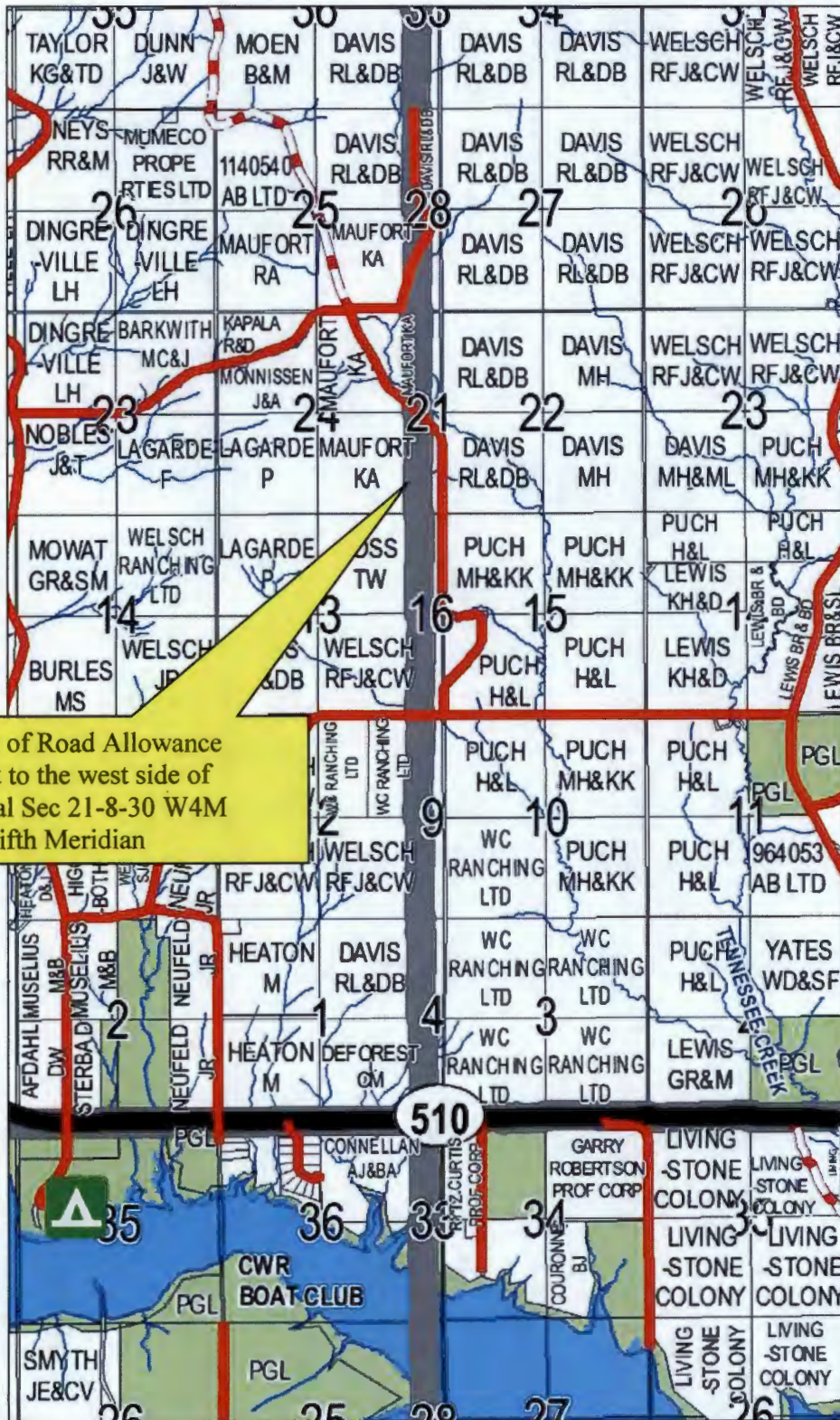
Received second reading this _____ day of _____, 20__.

Received third reading this _____ day of _____, 20__.

REEVE
(Seal)

CHIEF ADMINISTRATIVE OFFICER

Location



Location of Road Allowance Adjacent to the west side of Fractional Sec 21-8-30 W4M On the Fifth Meridian



100 0 100 200 Meters



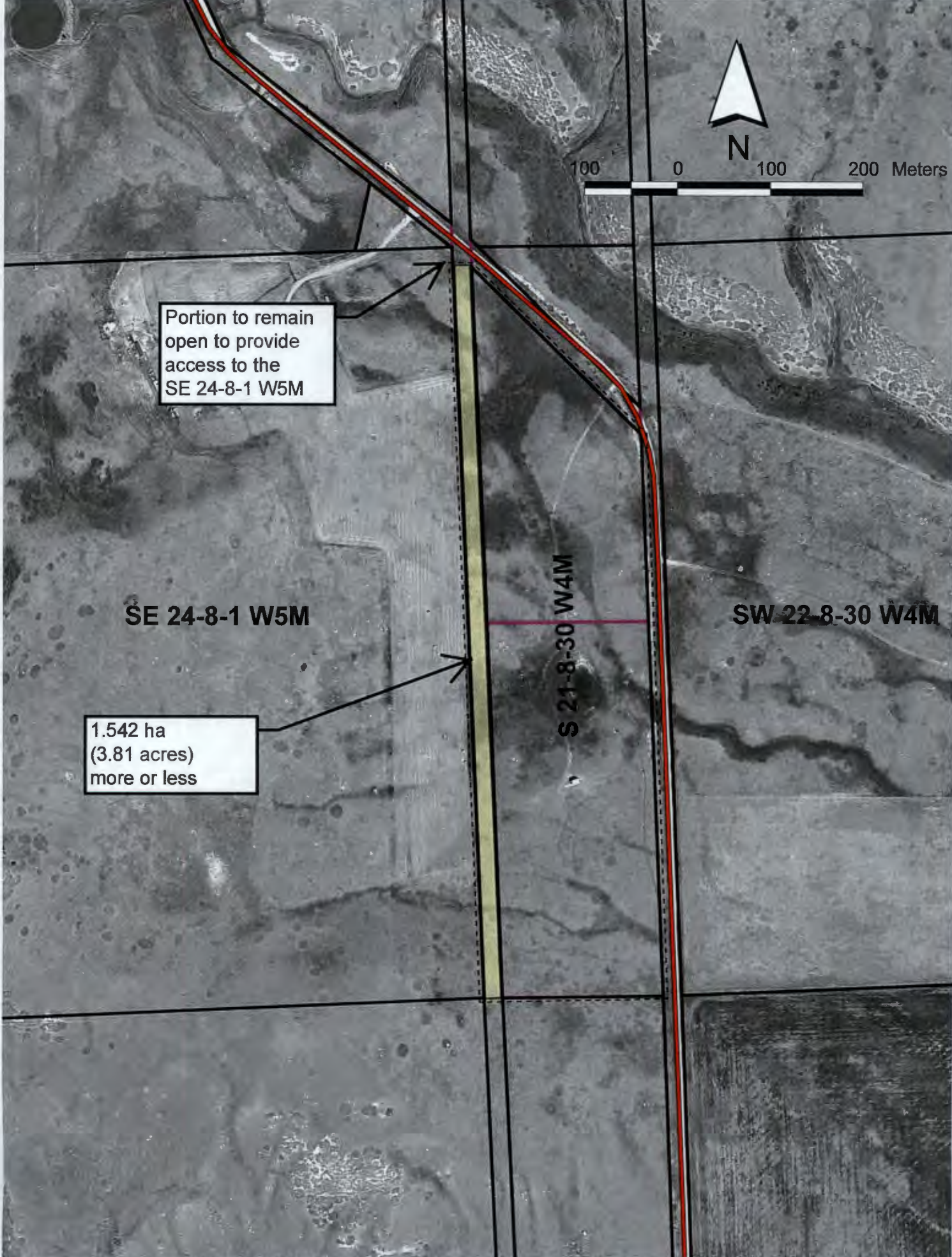
Portion to remain open to provide access to the SE 24-8-1 W5M

SE 24-8-1 W5M

1.542 ha
(3.81 acres)
more or less

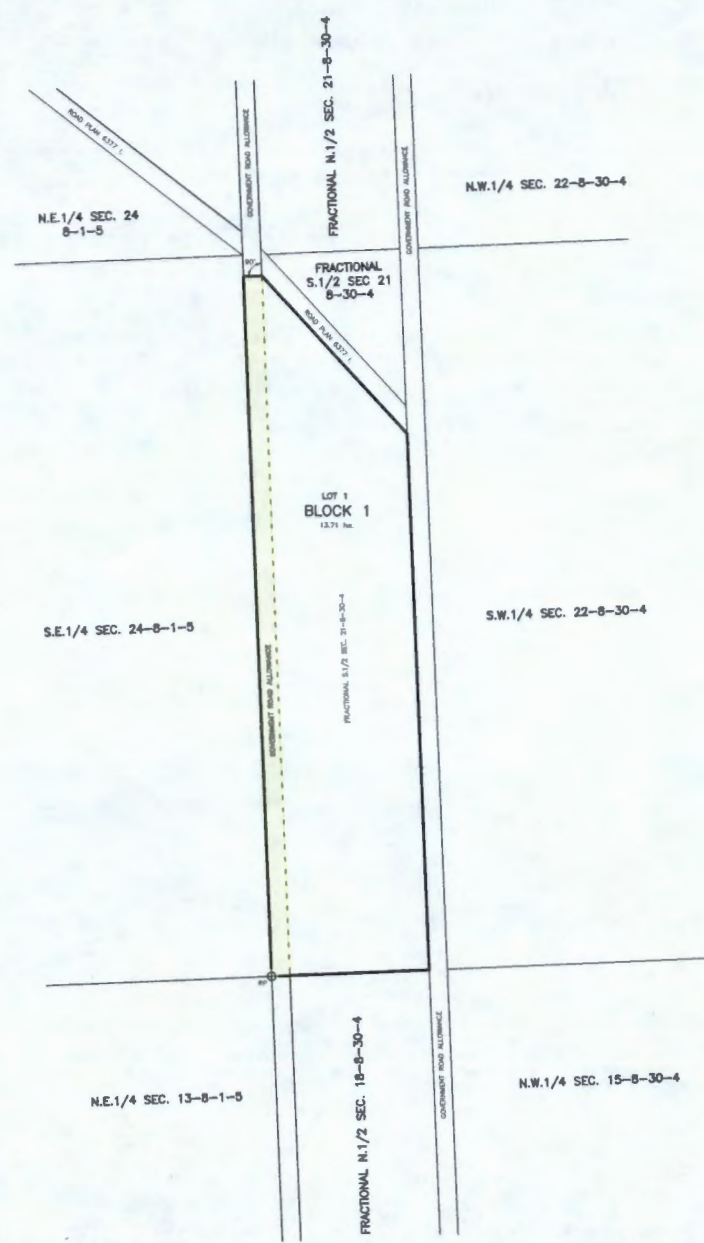
S 21-8-30 W4M

SW 22-8-30 W4M



REGISTRAR
LAND TITLES OFFICE

PLAN NO. _____
 DIVIDED AND REGISTERED
 ON _____
 INSTRUMENT NO. 1 _____
 A.J. MCGEEHAN

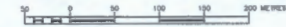


MUNICIPAL DISTRICT OF PINCHER CREEK No. 9

DESCRIPTIVE PLAN
 SHOWING
 CONSOLIDATION
 OF
 FRACTIONAL S.1/2 SEC. 21; TWP. 8; RGE. 30; W.4 M.
 AND ADJACENT GOVERNMENT ROAD ALLOWANCE

BY: T.C. PENNER, A.L.S.

SCALE 1:2500



Distances are shown in metres and decimal parts thereof.
 Portions to be registered is bounded in heavy black lines and contains 13.71 ha.
 No field inspection was carried out, and boundaries have not been established on the ground.
 Prepared in accordance with Section 86(100) of the Land Titles Act.

Geo-referencing information
 GRID bearing of reference line dashed using ADS-4.1 Coordinates
 Reference Line from R.E. Sec. 13-8-1-5 to E.1/4 Sec. 21-8-1-5
 Grid bearing: 357°27'15"
 PROJECTION = UTM
 DATUM = NAD83 (English)
 REFERENCE ELEVATION = 117
 COMBINED SCALE FACTOR = 0.999964
 RP = Geo-reference point whose that
 Coordinate value for Geo-reference point is N: 5304969.97 E: 716418.75

TABLE OF AREAS
 within Adjacent Government Road Allowance = 1.27 ha.
 within S.1/2 Fractional Sec. 21-8-30-4 = 13.11 ha.
 total = 13.71 ha.

SURVEYOR NAME: T.C. PENNER, A.L.S. DATED: APRIL 12th, 2019		
REGISTERED OWNER DAVID RAYMOND TAGGART		
DRAWING FILE: 19-14456 DWG		
CLIENT: DAVID TAGGART		
FILE NO: 19-14456		CS (6.0 sq.ft.)

**AGENDA
COUNCIL MEETING
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
June 25, 2019
Immediately Following Public Hearing for Bylaw 1300-19**

- A. ADOPTION OF AGENDA
- B. DELEGATIONS
1. Diane Randal from byDesign and Youth Forum Representatives
 2. Caitlin McKenzie – Blueweed Blitz
- C. MINUTES/NOTES
1. Council Committee Meeting Minutes
- June 11, 2019
 2. Council Meeting Minutes
- June 11, 2019
 3. Coffee with Council Notes
- June 18, 2019
- D. BUSINESS ARISING FROM THE MINUTES
- E. UNFINISHED BUSINESS
- F. COMMITTEE REPORTS / DIVISIONAL CONCERNS
1. Councillor Quentin Stevick – Division 1
 - a) Landfill Board Meeting Minutes – May 15, 2019
 - b) Landfill Board Meeting – June 19, 2019
 - c) Municipal Climate Change Action Center
 - d) CARLS
 - e) Municipal Library
 - f) Habitat for Humanity Build
 - g) Regional Transportation
 2. Councillor Rick Lemire – Division 2
 - a) Early Learning Center Open House
 3. Councillor Bev Everts– Division 3
 - a) ORRSC Meeting Minutes – March 7, 2019
 4. Reeve Brian Hammond - Division 4
 5. Councillor Terry Yagos – Division 5
- G. ADMINISTRATION REPORTS
1. Operations
 - a) Operations Report
 - Report from Operations, dated June 19, 2019
 - Program Capital Projects Status
 - Castle Area Regional Supply Progress Site Plan
 - Public Works Call Log, dated June 19, 2019
 - Construction Update Map
 2. Development and Community Services
 - a) Agricultural and Environmental Services Activity Report
 - Report from AES Technician, dated June 20, 2019
 - Report from AES Manager, dated June 20, 2019
 - AES Call Logs, dated June 20, 2019

b) Adoption of Updated Agricultural and Environmental Services Policies

- Report to Council, dated June 20, 2019

3. Finance

- NIL

4. Municipal

a) Chief Administrative Officer Report

- Report from CAO, dated June 25, 2019

b) Corporate Policy A-ADMIN-003 – Organizational Chart

- Report to Council, dated June 20, 2019

H. CORRESPONDENCE

1. For Action

- a) Royal Canadian Legion Request for Letter of Support

2. For Information

a) Informational Correspondence

- Recommendation to Council, dated June 20, 2019, covering:
 - o Crowsnest Community Market Poster
 - o Handcock Prospecting PTY LTD Letter regarding Riversdale Resources
 - o Beaver Mines Community Association Minutes – June 8, 2019

I. CLOSED MEETING SESSION

J. NEW BUSINESS

K. ADJOURNMENT



'When youth are provided an opportunity to share their vision of community based on their perceptions of the assets and needs, great things happen for everyone.'

(DRAFT) YOUTH FORUM REPORT

Prepared for the Town and MD of Pincher Creek
by the Youth Forum Participants
Pincher Creek and Surrounding Communities

June 30, 2019

YOUTH FORUM PARTICIPANTS

This Report is the direct result of the leadership, perspectives and insights of a committed and passionate group of youth. We are grateful for their eager participation and willingness to try new approaches and confidence in their responses.

Mya Citrigno

Nico Charette

Ewen Erickson

Nathan Tanner

Dalton Bonertz

Amanjot Sran

Megan Hurst

With sincere thank you to the Support and Planning Team:

Mayor and Town Council, Pincher Creek

Reeve and Council, M.D. Pincher Creek

Pincher Creek and District FCSS

LaVonne Rideout, Town of Pincher Creek

John Taylor, Livingstone Range School Division

Youth Forum Planning and Facilitation provided by

...byDesign

Diane M. Randell & Associates

OVERVIEW

The Youth Forum participants (facilitation and support provided...byDesign and Diane M. Randell) are pleased to present this Summary Report and Recommendations to the Town of Pincher Creek and the M.D. of Pincher Creek for their consideration. These are based on the outcomes of a Youth Forum which occurred on April 13, 2019. This Forum was conducted based on a proposal submitted and accepted by The Town of Pincher Creek and the MD of Pincher Creek in achieving its goal(s) to build a 'youth friendly' community. The forum occurred through the identification of the assets, service gaps and needs of the youth and based on the perceptions of the youth present at the Forum. These goals were accomplished by giving youth a voice within a safe and supportive environment. The Youth Forum was an organized event that gave the youth the chance to express their ideas, opinions and needs to community leaders and decision makers and will be shared with community organizations and other leaders that influence a positive community environment.

Participants at the Youth Forum identified 9 priority areas that are significant to build a youth friendly and inclusive community.

Achieved Objectives of the Forum

- Provided an opportunity for the urban and rural youth to gather, identify and consider possibilities
- Created opportunities for the youth to participate in a forum that is focused on their strengths, needs and an opportunity to discuss possibilities that would improve youth engagement and community inclusion
- Identified youth focused recommendations for consideration by the Town of Pincher Creek, M.D. of Pincher Creek, youth and the community

The Opportunity

In consultation with L. Rideout and through a strength-based approach of youth engagement, ownership and strategic outcomes, the following goals were identified and a plan to complete the goals will be achieved by June 30, 2019.

- Goal #1: Engage youth to identify community assets, gaps and the needs of youth through broad feedback solicited from students in the schools
- Goal #2: Integrate the student feedback in the Youth Forum process
- Goal #3: Promote the value of youth strength-based involvement in civic engagement and a designed planning process

- Goal #4: Develop and present the outcomes of the Youth Forum and recommendations for strategic action to the Councils, community leaders, agencies and fellow youth.

PLANNING PROCESS

The Town of Pincher Creek and the MD of Pincher Creek has a well-deserved reputation to continuously meet the needs of the community from an economic, social and environmental perspective. It is within these valued principles that this proposal is focused on providing the Councils with youth driven perceptions and recommendations to further improve opportunities for building a strong future for all people. Through their views, it is anticipated the youth will identify what is needed to build and strengthen a community that welcomes and supports youth and young adults to be successful, experience a sense of belonging and safety and benefit from a strong diversified economy.

It is our experience that ***when youth are provided an opportunity to share their vision of community based on their perception of the assets and needs, great things happen for everyone.*** Youth have a voice and through opportunities like the Youth Forum, they will continue to grow and develop to be the future community leaders. Providing them with an opportunity to gather, participate, lead initiatives as well as offer their perspectives will continue to result in a community of inclusion, understanding and respect; further supporting the health, wellbeing and safety of the community. The participants exemplified this premise.

The Youth Forum

The Youth Forum was held on April 13, 2019 and provided a structured platform to launch an opportunity for youth to express their ideas, opinions and needs to decision makers, leaders and other youth. Nine engaged youth leaders were present, and the forum participants were a strong cross section of the youth ranging in age from 15-18, were a mix of rural and youth representation, demonstrated a broad cross section of interests, academia, backgrounds and diversity.

The purpose of the forum was to inform and set direction. The execution strategy, grounded in evidence-based practice of community engagement and consultation, provided the framework for the forum. (See Appendix 1: Youth Forum Agenda)

Following is a description of the community youth engagement process and a proposed timeline of events leading up to and including the Youth Forum. Based on previous experience, youth become engaged when they have a voice, and a safe respectful forum within which they can share their values, beliefs, needs, strengths. The role of adults and the facilitator was to listen carefully and to consider how their ideas and opinions can be maximized and incorporated into community planning.

Following is a description of our project methods, including how the project will be developed, a proposed timeline of events, and reasons for why we suggest developing the project as described.

Project Deliverables

Following is a complete list of all project deliverables:

Deliverable	Description
Develop a community and youth focused plan and strategy for a Youth Forum	Planning a Youth Forum required diligence and awareness of the needs and expectations of the youth, the Town and MD of Pincher Creek, youth serving agencies, schools and Community Services. Following the Forum, feedback from the youth will be gathered through a "Blackboard" exercise responding to a question for the youth regarding needs, assets and gaps in community. Identify 4 youth to assist with the planning and execution within each school.
Facilitate the Youth Forum that is inclusive, youth focused and results in a "go forward" engagement and plan	The facilitation of the Youth Forum was a dynamic process and focused on the assets and the needs of the youth (the report will include a summary of the feedback from the youth population). Youth participants were provided this opportunity, through a guided process, to share their perceptions of the youth related issues in the community and recommends possibilities and opportunities to grow support a 'youth friendly' community.
A Youth Forum Report and Summary of the Proceedings, Recommendations and future Action Plan	Following the Youth Forum, a summary of proceedings and the youth focused recommendations will be presented to the Town and MD of Pincher Creek. This will include support and development of a youth presentation to each Council as required.

Timelines

The key project timelines and status are outlined below.

Description	Start Date	End Date	Duration
Project Start	March 11, 2019	June 30, 2019	17 weeks
Initial Consultation with La Vonne Rideout, Director Community Services, Town of Pincher Creek regarding Youth Forum	March 11, 2019	March 20, 2019	3 hours
Development of Proposal	March 11, 2019	March 20, 2019	8 hours
Plan the Youth Forum process in consultation with LaVonne Rideout, Elected Officials as requested and School Liaisons and youth following the proposal presentation to Town Council	March 25, 2019	April 12, 2019	14 hours
Phase One: Planning Complete	March 11, 2019	April 12, 2019	25 hours
Set-up of the Facility	April 12, 2019	April 12, 2019	2 hours

Facilitation of the Youth Forum. Debriefing, Evaluation and tear down to follow	April 13, 2019	April 13, 2019	10 hours
Phase Two: Youth Forum: Mostly Complete			
Follow-up and Evaluation	April 13, 2019	April 30, 2019	3 hours
Development of Summary of Proceedings, Report and Recommendations.	April 14, 2019	May 30, 2019	4-6 hours
Feedback from the Schools and incorporate in final report	June	September, 2019	
Support Release of the Report (as requested) and Presentation to Elected Officials (as requested)	April 30, 2019	June 30, 2019	3 hours
Phase Three: Summary and Report of Youth Forum including recommendations: Partially Complete			June 30, 2019
Project Complete			June 30, 2019

ANTICIPATED RESULTS OF THE YOUTH FORUM

As a result of the Youth Forum, the youth, community leaders and agencies and civic governance bodies will have a shared understanding of the following outcomes:

- **Result #1:** Identification of the community’s current youth assets and needs as voiced by the youth stakeholders
- **Result #2:** Articulation of the existing gaps between the community assets and needs of the youth
- **Result #3:** Opportunity for community leaders to listen to what youth say and to consider how their ideas and opinions can be maximized and integrated in community planning.
- **Result #4:** Strategic and Action Plan (based on the assets, gaps and needs) with recommendations to strengthen the building of an inclusive community for all youth.

SUMMARY OF THE RESULTS OF THE YOUTH FORUM

The day long Youth Forum followed the Agenda as per Appendix 1. As a result of the execution of the Agenda, facilitated discussions, group work and exercises (Appendix 2-5). The following

are the priority areas deemed as most significant, initiatives and programs to be continued and strengthened. The Forum Recommendations are supported for consideration of potential action:

Youth Forum Priority	Proposed Action
<p>1. Continue and Increase Youth Centered and Community activities</p>	<p>Outdoor Playing areas (Basketball Court, Volleyball Court for spontaneous play)</p> <p>Spring Leagues, Rec Days and free Rec opportunities</p> <p>Increase community activities, i.e. Fireworks, Movie Nights, Dances, Paint Nights</p> <p>Create youth friendly spaces(s) such as space within Lebel Mansion:</p> <ul style="list-style-type: none"> • Music Groups/Jam sessions • Art Classes
<p>2. Climate Action</p>	<p>Promote increase in renewable energy</p> <p>Improve recycling programs and use of Bottle Depot and Blue Box programs</p> <p>Provide eco-friendly education to the community</p> <p>Community garden and composting</p> <p>Promote Green jobs</p>
<p>3. Youth Leadership</p>	<p>Youth invested in steady leadership development, education and community-based opportunities to learn and develop e.g. WeDay</p> <p>Youth providing the youth voice</p> <p>Establish a Pincher Creek & Area Youth Council (Advisory, Youth driven Forums, Community Planning)</p> <p>Regular Community Youth Forums planned and delivered by the Youth Council</p>
<p>4. Increased Technology Programs at Schools</p>	<p>Robotics and or Programming Teams for Competition</p> <p>Computer Literacy</p> <p>3D Design</p> <p>Increased tech-based learning</p>

	Community based in partnership with schools
5. Boosting Youth and Community Morale	<p>Promote and market Community events and activities (Movie Nights, Parade, Fireworks)</p> <p>Free Recreation activities</p> <p>Community open Gym</p> <p>Dances (Community, Family)</p> <p>Live Music</p>
6. Support of Youth Endeavors	<p>Increase positive marketing and promotion of youth and community activities</p> <p>Awareness and support (moral, community and financial)</p> <p>Promote local scholarships</p> <p>Consider a Youth endeavor Support Program (includes a site compiled from various community and regional groups)</p>
7. Increased opportunities for Inclusion	<p>Increased events to increase appreciation and awareness of community diversity</p> <p>Promotion of Indigenous awareness, culture and events (Pow Wows, Blanket Ceremonies, Blackfoot History)</p> <p>Diverse community events to bring people together</p> <p>Gay Straight Alliance</p>
8. Increase Youth Employment Opportunities	<p>Career Fairs</p> <p>Increased opportunities for Youth Employment and Readiness</p> <p>Youth Job Postings</p> <p>Youth are invested into the local community and opportunities to return following school</p>
9. Drugs and Alcohol	<p>Harm Reduction Strategies</p> <p>DD Program</p> <p>Enforcement of the Laws</p> <p>Make getting alcohol/vape/chew less accessible for underage youth</p> <p>Mental Health and Addiction Centre for Youth</p>

CONCLUSION AND RECOMMENDATIONS

It is noted that truly effective youth programs and services are the result of high levels of youth involvement. Youth do not view themselves as just as recipients of services, but as valuable resources who can provide program direction. When youth have a voice – a voice that's heard and acted on by adults – they have the power to change their world for the better. This was evident at the Youth Forum and in the Follow-up sessions.

This project needs to continue and the passion to continue to work with the youth and The Town of Pincher Creek and the MD of Pincher Creek in supporting their efforts to strengthen the assets and further meet the needs of the youth in community. The community leadership is to be commended on the significant interest in the results of the Forum as demonstrated by their presence and sound inquiry during the wrap-up of the Forum.

It is evident the leadership and support of a youth focused approach to build an inclusive community for all people. This includes the support of an integrated approach between Councils.

This report is submitted within the time frame presented and we have been able to work through any challenges and opportunities that presented themselves to fulfill the purpose of the Forum and their recommendations to move forward.

The following recommendations are presented as identified at the Youth Forum and include the following:

1. Formation of a Youth Advisory Council that is representative of the diverse rural and urban youth population (ages 14-24 years) in Pincher Creek and the surrounding Municipal District. The Youth Advisory Council would be appointed and commence fulfilling its responsibilities Sept. 1, 2019.
2. Completion of the feedback via the Whiteboard Project in each of the schools and incorporate in the final Youth Forum Report as an Addendum.
3. Planning for a Youth Forum in the fall, 2019, planned and executed by the Youth Advisory Council
4. Consideration and dialogue regarding the potential opportunities and action with community leaders and stakeholders as identified in the priorities established by the Youth Forum (Pages 5 & 6); and
5. Discussion with community human and recreation services regarding their perceptions and experience with the community assets, needs and service gaps for youth.

YOUTH FORUM
COMMUNITY OF PINCHER CREEK AND AREA
APRIL 13, 2019
DRAFT PROCESS FOR DISCUSSION, APRIL 10

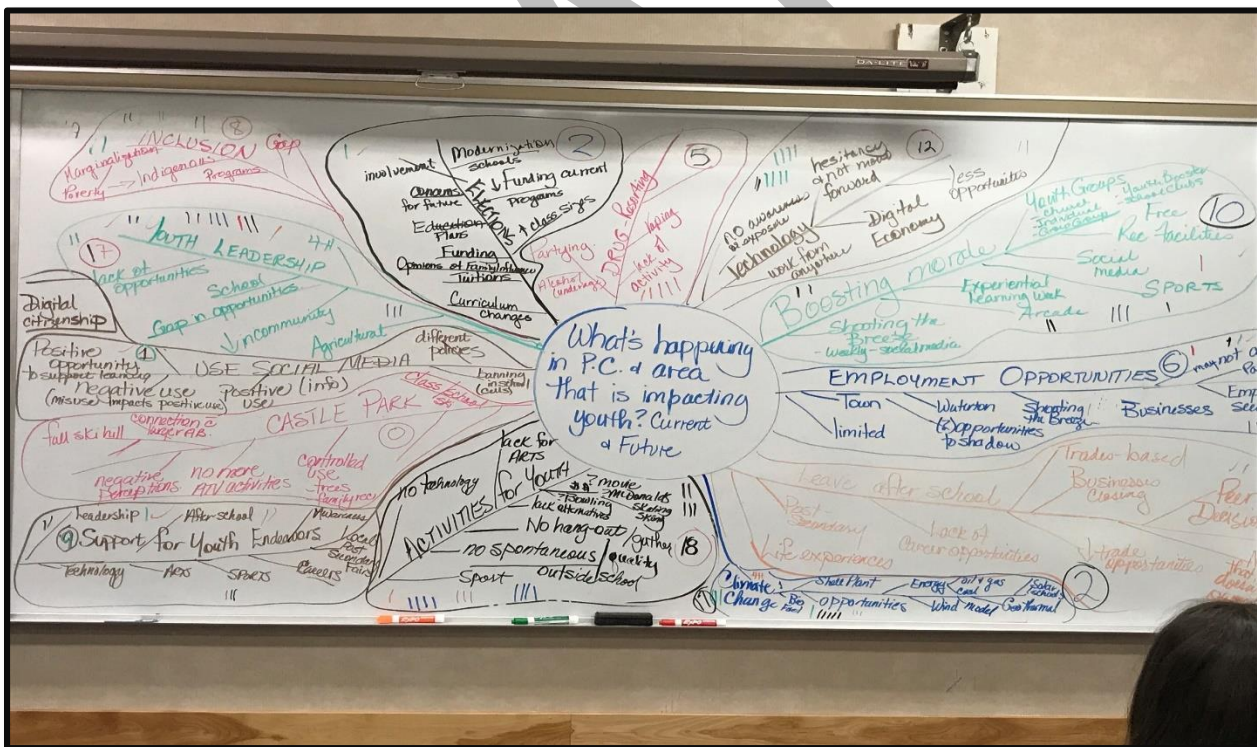
Proposed Agenda and Process

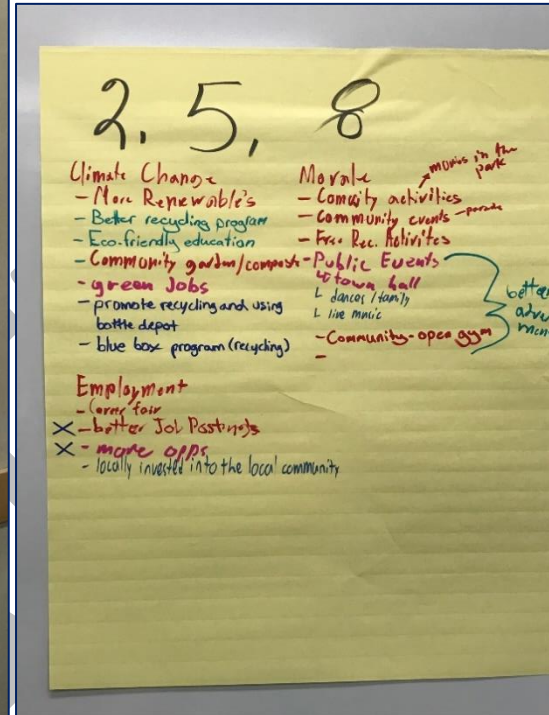
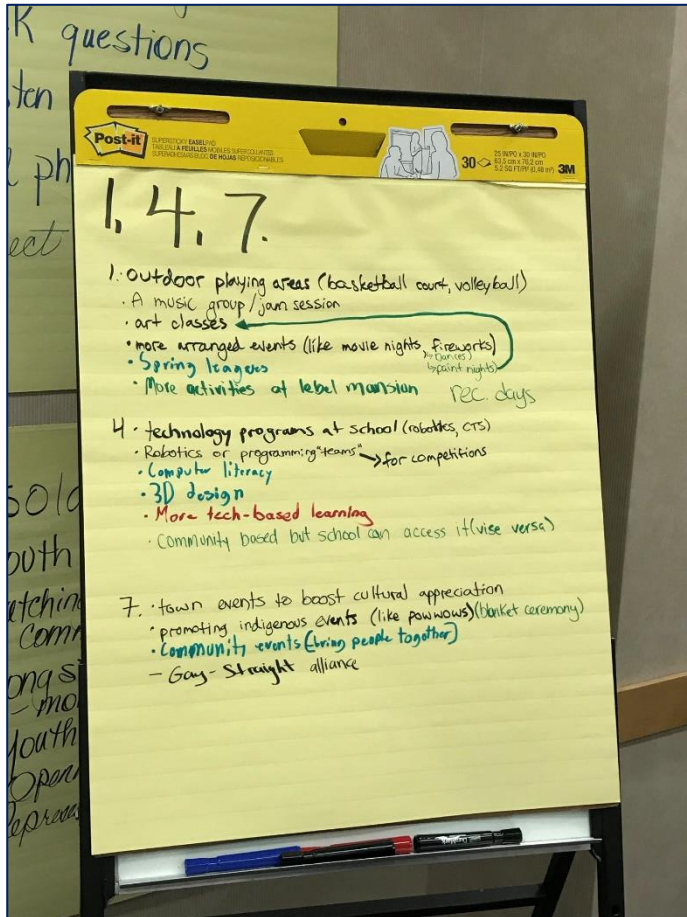
<i>Time</i>	<i>Activity</i>	<i>Responsibility</i>
0900	Room Setup	Diane
0930	Registration and Welcome Youth and Dignitaries	
1000	Welcome, Purpose of the Youth Forum	
	Welcome and Introductions of Dignitaries	
	Welcoming Remarks by Mayor and MD Representative	
1020	Introduction of Facilitator	La Vonne
	Role of the Facilitator	Diane
1030	Agenda and Ground Rules and Parking Lot	
	Introduction of the Participants to each other (Dyads) and what they anticipate the outcome of the day	Diane and All
	Finalize Anticipated Outcomes	Diane
1100	Mapping the Mess "What's happening that is impacting youth in PC and Area?" (Triads and Mapping with examples)	Diane and Participants
	Debrief and establish priorities	"
1230	LUNCH and Health Break	
1300	Based on the Map, what needs to happen to make the community even more "Youth Friendly"? Utilize information from the Whiteboards	"
1400	Gallery Walk and report out	"
1430	BREAK	
1445	What needs to STOP, START, CONTINUE, BE STRENGTHENED	"
1515	Develop a Draft Plan of Next Steps	"
1530	Prepare for Report out to Mayor and MD Council member	Participants
1540	Present Brief Summary of the Forum	"
1550	Closing Remarks, Next Steps and "How did we do?"	La Vonne & Diane

Appendix 2

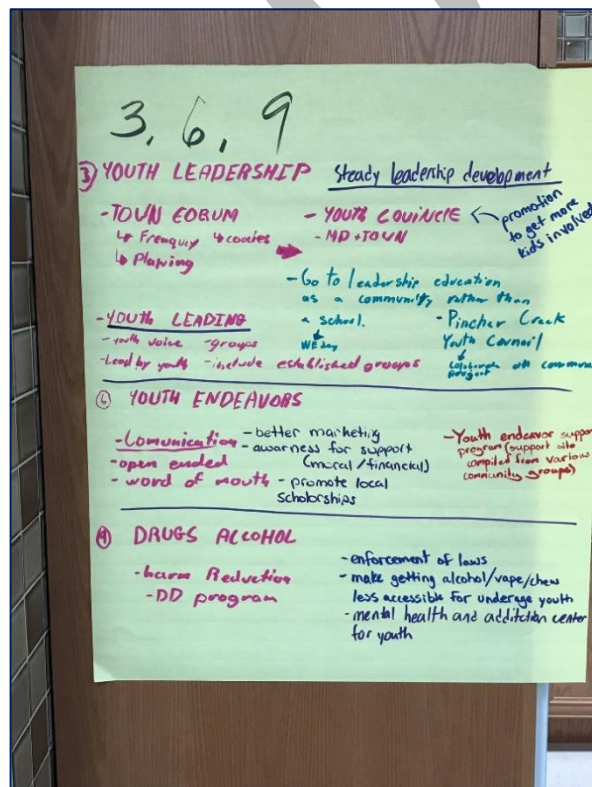


Building a Youth Friendly Community and Mapping the Mess!!!





Establishing the Priorities







Youth Leaders and Supports

From: [Caitlin McKenzie](#)
To: [MDInfo](#)
Subject: Blueweed Blitz Presentation
Date: Friday, May 24, 2019 10:18:46 AM
Attachments: [PCWG 2019 poster 2.docx](#)

Good Morning Jessica,

As we discussed this morning, here is some information for our presentation with the council on June 25th at 1pm.

My name is Caitlin McKenzie. This is my first year with the Pincher Creek Watershed Group, and my first "Blueweed Blitz"

This is the 16th Blueweed Blitz and it is still going strong. Each year we are able to gather multiple volunteers for a day of blueweed picking on the Pincher Creek, in rural areas.

I would like to take the opportunity to present to council, and inform them of our event and past successes. I would also like to follow up with an open invitation to come and join us on July 13th, 2019 if possible.

Attached is a copy of the information in poster form, for social media. When I get a general poster to hang around town completed this weekend, I can also send you a copy of that one if you would like.

Thank you kindly,

Caitlin McKenzie

Community, caring for the Pincher Creek

Pincher Creek Watershed Group

Welcome Back to the 2019

“Blueweed Blitz”

10 a.m. Saturday, July 13th

This is an open invitation to all residents of the Town and M.D. of Pincher Creek to remove noxious and invasive weeds along our creek.

Meet at Staging Area, for coffee and snacks on the Christie Mines Road (5429, Rg. Rd. 1-1)

(No Dogs, Please!!)

For your comfort, bring your own bagged lunch, drinking water, hat, sunscreen, bug spray, sturdy shoes & lawn chairs
Refreshments and fun back at the staging area at 4:30 p.m.

For More Information contact

Christi Bustard - blueweedblitz@gmail.com

Or Telephone 403-627-3714



MINUTES
COUNCIL COMMITTEE MEETING
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
Tuesday, June 11, 2019; 9:00 am

Present: Reeve Brian Hammond, Councillors Quentin Stevick, Rick Lemire, Bev Everts and Terry Yagos

Staff: Chief Administrative Officer Troy MacCulloch, Director of Operations Aaron Benson, Director of Development and Community Services Roland Milligan, Director of Finance Meghan Dobie, and Executive Assistant Jessica McClelland

Reeve Brian Hammond called the meeting to order, the time being 9:00 am.

1. Approval of Agenda

Councillor Rick Lemire

Moved that the agenda for June 11, 2019, be approved as presented.

Carried

2. Closed Meeting Session

Councillor Rick Lemire

Moved that Council close the Council Committee Meeting to the public for discussions regarding the following, the time being 9:01 am:

- Intermunicipal Collaboration Framework Communique – FOIP Section 21
- Joint Funding Score Sheet – FOIP Section 19
- Banner Engineering – FOIP Section 16

Carried

Councillor Terry Yagos

Moved that Council open the Committee Meeting to the public, the time being 12:07 pm.

Carried

3. Adjournment

Councillor Quentin Stevick

Moved that the Committee Meeting adjourn, the time being 12:08 pm.

MINUTES
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
COUNCIL MEETING
JUNE 11, 2019

9144

The Regular Meeting of Council of the Municipal District of Pincher Creek No. 9 was held on Tuesday, June 11, 2019, at 1:00 pm, in the Council Chambers of the Municipal District Administration Building, Pincher Creek, Alberta.

PRESENT Reeve Brian Hammond, Councillors Quentin Stevick, Rick Lemire, Bev Everts, and Terry Yagos

STAFF Chief Administrative Officer Troy MacCulloch, Director of Development and Community Services Roland Milligan, Director of Operations Aaron Benson, Director of Finance Meghan Dobie, and Executive Assistant Jessica McClelland

Reeve Brian Hammond called the Council Meeting to order, the time being 1:00 pm.

A. ADOPTION OF AGENDA

Councillor Quentin Stevick 19/257

Moved that the Council Agenda for June 11, 2019, be amended, the amendment as follows:

- Addition to Closed Meeting Session - Joint Funding Scoring Sheet – FOIP Section 19;
- Addition to Correspondence for Action – ICF Agreement to Communication, Feedback and Good Faith Process;

And that the agenda be approved, as amended.

Carried

B. DELEGATIONS

C. MINUTES

1. Council Committee Meeting Minutes

Councillor Quentin Stevick 19/258

Moved that the Council Committee Meeting Minutes of May 28, 2019 approved as presented.

Carried

2. Council Meeting Minutes

Councillor Quentin Stevick 19/259

Moved that the Council Meeting Minutes of May 28, 2019, amended, the amendments as follows:

- F1e remove “Pincher Creek”
- H1e correct spelling of “Quentin”
- G4b correct spelling of “Quentin”

And that the minutes be approved as amended.

Carried

Public Works Manager, Jared Pitcher, attended the meeting at this time to discuss the operations reports and call log from Public Works.

Jared Pitcher left the meeting at this time, the time being 1:41 pm.

Minutes
 Regular Council Meeting
 Municipal District of Pincher Creek No. 9
 June 11, 2019

1. Operations

a) Operations Report

Councillor Quentin Stevick 19/260

Moved that the Operations report for the period of May 23, 2019, to June 5, 2019, and the call log, be received as information.

Carried

D. BUSINESS ARISING FROM THE MINUTES

Nil

E. UNFINISHED BUSINESS

Nil

F. COMMITTEE REPORTS / DIVISIONAL CONCERNS

1. Councillor Quentin Stevick – Division 1

- a) Intermunicipal Development Plan – Cardston County
- b) Municipal Library Visioning
- c) CARLS Grand Re-Opening
- d) Waterton Lake National Park Visioning
- e) Shell Waterton Advisory Group
- f) Agricultural Service Board Meeting – May 2, 2019 Minutes

2. Councillor Rick Lemire – Division 2

- a) Joint Funding Ad Hoc Committee
- b) Alberta Southwest AGM
- c) Intermunicipal Development Plan – Willow Creek
- d) Habitat for Humanity Ground Breaking
- e) Regional Emergency Management Organization Meeting
- f) Executive Assistant Interviews

3. Councillor Bev Everts– Division 3

- a) ORRSC – AGM June 6, 2019
- b) Castle Mountain Committee Association – The Lifeline Newsletter
- c) Agricultural Service Board Meeting – May 2, 2019 Minutes
- d) Intermunicipal Development Plan – Crowsnest Pass

4. Reeve Brian Hammond - Division 4

- a) Federation of Canadian Municipalities Convention
- b) Seniors Week Lunch at Crestview
- c) Mayors and Reeves Meeting
- d) Livingstone Porcupine Hills Advisory Group Invitation

5. Councillor Terry Yagos – Division 5

Councillor Quentin Stevick 19/261

Moved that the committee reports be received as information.

Carried

G. CHIEF ADMINISTRATIVE OFFICER'S (CAO) REPORTS

2. Development and Community Services

Minutes
 Regular Council Meeting
 Municipal District of Pincher Creek No. 9
 June 11, 2019

a) Agricultural and Environmental Services Activity Report

Councillor Terry Yagos 19/262

Moved that Council receive for information, the Agricultural and Environmental Services Activity Report for the period of May 16, 2019, to May 31, 2019, as well as the call logs.

Carried

b) Carcass and Butchering Waste Collection Site

Councillor Rick Lemire 19/263

Moved that Council refer the report regarding Carcass and Butchering Waste Collection Site, back to administration for further clarification and information.

Carried

c) Rural Crime Watch

Councillor Quentin Stevick 19/264

Moved that Council support the Rural Crime Watch initiative within the M.D. of Pincher Creek, with an initial contribution of \$500, as well as an ongoing annual contribution of approximately \$500 for insurance and membership fees, with the amounts to be taken from 2-75-0-770-2765 Grants to Groups and Organizations.

Carried

3. Finance

NIL

4. Municipal

a) Chief Administrative Officer Report

Councillor Terry Yagos 19/265

Moved that Council receive for information, the Chief Administrative Officer's report for the period of May 29, 2019, to June 11, 2019.

Carried

b) Ad Hoc Art Committee

Councillor Quentin Stevick 19/266

Moved that the Ad Hoc Art Committee consists of members Barbara-Ann Hession, Bob Grier, and L. Freebairn Farley;

AND THAT the committee be responsible to establish criteria, research artists, define local artists and local art, and provide to Council at the end of one year their research and suggestions;

AND FURTHER THAT the committee members be reimbursed their mileage to complete this project, to a maximum of \$500.

Carried

Minutes
 Regular Council Meeting
 Municipal District of Pincher Creek No. 9
 June 11, 2019

H. CORRESPONDENCE

1. For Action

a) Canada Day at Kootenai Brown Pioneer

Councillor Terry Yagos 19/267

Moved that the Canada day email from Kootenai Brown Pioneer Village be received as information.

Carried

b) Foothills Little Bow Association Meeting

Councillor Quentin Stevick 19/268

Moved that the email from Foothills Little Bow Association be received as information.

Carried

c) ICF Agreement to Communication, Feedback and Good Faith Process

Councillor Terry Yagos 19/269

Moved that Council agree to the process as per terms of reference, as well as the information feedback loop for the ICF Committee with the Council's MD and Town of Pincher Creek.

Carried

2. For Information

a) Informational Correspondence

Councillor Bev Everts 19/270

Moved that Council join with the Town of Pincher Creek and nominate Dianne Burt-Stuckey for the Lieutenant Governors Leadership for Active Communities Award through the Alberta Recreation and Parks Associations.

Carried

Councillor Bev Everts 19/271

Moved that Council receive the following documents as information:

- a) Castle Meridian Wind Farm Newsletter, dated June 2019
- b) 2019 ARPA Conference and Energize Workshop & ATRA Symposium, received May 28, 2019

Carried

I. CLOSED MEETING SESSION

Councillor Rick Lemire 19/272

Moved that Council close the Council Meeting to the public for discussions regarding the following, the time being 4:09 pm:

- 1. Joint Funding Scoring Sheet – FOIP Section 19

Carried

Minutes
Regular Council Meeting
Municipal District of Pincher Creek No. 9
June 11, 2019

Councillor Quentin Stevick 19/273

Moved that Council open the Council Meeting to the public, the time being 4:19 pm.

Carried

Councillor Quentin Stevick 19/274

Move to receive the Joint Council Funding Scoring Sheet as information.

Carried

J. NEW BUSINESS

There was no new business presented for discussion.

K. ADJOURNMENT

Councillor Terry Yagos 19/275

Moved that Council adjourn the meeting, the time being 4:20 pm.

Carried

REEVE

CHIEF ADMINISTRATIVE OFFICER

Coffee with Council
June 18, 2019
Cowley Community Hall
6:30 pm

In attendance:

Reeve Brian Hammond, Councillors Quentin Stevick, Rick Lemire, Bev Everts, and Terry Yagos
Staff: CAO Troy MacCulloch and Executive Assistant Jessica McClelland

8 members of the public

Reeve Hammond opened the meeting and thanked everyone for attending the meeting. Council and Staff were introduced.

Discussions on the following topics were:

Gravel Hauling Bid was granted to a non-local contractor

- Gravel hauling is a tendered process where it is weighed on a points system
- Being local does allow for extra points for the contractor but it is based on many factors
- There were 12 bids that were looked at, 3 firms were chosen, 2 were local and one was from another place in Alberta

Beaver Mines Water & Wastewater Project

- Three proposals were received at the end of May
- The preferred option being looked at is an Alberta based engineering firm that is highly used in other areas of BC and Northern Alberta
- There will be a public meeting with Beaver Mines residents to learn about the science and reasoning for this option
- The meeting will tentatively be on July 19 or 20 for the Hamlet and more details will be released as this develops
- Grants for the project are secured until 2021
- Concerns for neighboring landowners were discussed – new location and proposed science will not cause setback issues
- Concerns over lack of partnership from previous staff were discussed – going forward Council wants to ensure residents are aware of what is happening with the project
- Land cards that were sent out to Beaver Mines residents, are we bound to take part in the project by sending back the cards?
 - Nothing is legally binding at this point, the cards are for the engineers to be able to get a clear picture of where the water and sewer lines would need to go for each property
 - Until they have this full picture, it isn't possible to determine costs for connections to the system
 - A 10 or 20-year phase in for those residents to allow for charges to be paid back over that time, not in one large lump sum, may be an option

- The comment was made that many residents are interested in tying into the system but need to see hard numbers in order to make the final decision
- Council agreed that more information is needed and is forthcoming
- That until the MD is aware of what it will cost, they just don't have those numbers yet

Lundbreck

- The comment was made regarding issues in Lundbreck that are continuing, cats/dogs/gophers and unsightly premises
- Mentioned the \$10,000 grant that was received for Patton Park beautification

Beaver Mines Survey Results

- What is the next step with this information?
 - ORRSC is tasked with completing a Hamlet Study in 2020, the information received, as well and more public consultation, will assist them with the study as well as the Municipal Development Plan
 - Council wants a clear picture of what residents want to see happen in their area in order to make plans for a strategic plan and future development plans

Beaver Mines Speeding

- Excessive speeding in the hamlet of Beaver Mines, it was discussed that perhaps the MD could look at having the speed lowered from 100km to 80km on the portion of 774 leading into the hamlet

Wind Farm Development

- Wind Energy Conversion System (WECS) being up for review and amendment this Fall, Council requested the conversation take place at those public meeting specifically dealing with Wind Energy
- The comment was made that there needed to be a more stringent Land Use Bylaw and questioned if Council has long term planning for the loss of revenue as the turbines age
 - At the present time, there isn't this data as its too soon to monitor trends over the past 20 years
 - The comment was made that perhaps an Ad Hoc committee be formed in the MD to allow those with the knowledge of economic trends to put together information for Council

Highway 3 Twinning

- MD was involved in all the earlier meetings
- Twinning will begin in Crowsnest Pass
- The effort from the Minister appears to be more focused on densely populated areas of concern right at the moment

- Council still has a voice in the project through the Mayors and Reeves meetings that are attended

Subdivisions and Development

- Zoning was discussed, as certain areas are zoned to allow for subdivisions
- All zoning and areas will be looked at through the upcoming Municipal Development Plan

Rural Crime Watch

- Council committed funds to assist in a Rural Crime Watch Association being started within the MD
- Will add another set of eyes in the community to assist with crime watch, along with Citizens on Patrol

Other

- Intermunicipal Development Plans with neighboring MD's was discussed
- Intercolaboration Framework was discussed, open house Thursday, June 20 at 6:30 pm in the MD office
- Potential Early Childhood Learning Center is opening in the Town, at present time MD has not been asked to provide financial backing for the project

The meeting ended at approximately 8:51 pm.

**THE CROWNEST/PINCHER CREEK LANDFILL ASSOCIATION
MINUTES
May 15, 2019**

The regular meeting of The Crowsnest/Pincher Creek Landfill Association was held on Wednesday May 15, 2019 at 9:00 a.m. at the Landfill administration office.

Present: Quentin Stevick, Municipal District of Pincher Creek #9
 Dean Ward, Municipality of Crowsnest Pass
 Dave Filipuzzi, Municipality of Crowsnest Pass
 Gord Lundy, Municipality of Crowsnest Pass
 Brian McGillivray, Town of Pincher Creek
 Mary Kittlaus, Village of Cowley
 Emile Saindon, Landfill Manager
 Jean Waldner, Office Administrator

AGENDA

Quentin Stevick

Moved the agenda be adopted as presented. Carried. 05.15.19-1172

MINUTES

Brian McGillivray

Moved the minutes of April 10, 2019 be adopted as circulated. Carried. 05.15.19-1173

MANAGER’S REPORT

1. MSW busy with spring clean up.
2. The Industrial cell is slow but normal for spring time.
3. Working on MSW expansion around 70% completed.
4. Landfill gas and leachate collection lines are in and being backfilled.
5. Service Plus program underway.
6. Incinerator appeal process ongoing and waiting for new mediation date from appeal board, Dates have been sent out but not confirmed.
7. Staff training on going with First Aid and Landfill Operators courses booked.

Mary Kittlaus

Moved that the Manager’s report be accepted for information. Carried. 05.15.19-1174

FINANCIAL REPORT

The Income Statement and Balance sheet to May 9th, 2019 was reviewed. Admin went over The Account Receivable aged report.

Gord Lundy

Moved that the financial reports be accepted for information. Carried. 05.15.19-1175

REVIEW OF GOVERNANCE DOCUMENTS

An investigation was made with Alberta Registries to see what Bylaws are registered for the Crowsnest/Pincher Creek Landfill Association. The only Bylaws registered are the original Bylaws from 1997. The current Bylaws made in 2007 were never properly registered by the previous administration. Therefore, the following motions were made:

Gord Lundy

Moved the Crowsnest/Pincher Creek Landfill Association contact BrownLee LLP our legal counsel to seek legal advice on how to move forward and operate during the period between now and when revised bylaws are completed, approved by the members and properly registered.

Carried. 05.15.19-1176

Brian McGillivray

Moved the association create a Bylaw sub-committee comprised of three current Board Members to review and recommend revisions of the current Bylaws to the Board of Directors. Once these revisions are accepted by the Board, they will be forwarded and approved at the next Annual General Meeting of the Crowsnest/Pincher Creek Landfill Association. The board nominated the following directors to sit on the Bylaw Sub-committee.

Dean Ward, Brian McGillivray, and Mary Kittlaus.

Carried. 05.15.19-1177

REVIEW OF OUR LETTER WE SENT TO THE MD OF PINCHER CREEK REGARDING THEIR REQUEST FOR FUNDING FOR ROAD MAINTENTAINCE, AND THEIR LETTER OF RESPONSE.

The Director's read the letters and agreed that we wait to see how much money will come from the grants the MD applied for.

Quentin stated that the MD of Pincher Creek hasn't heard anything from the grant application and it could be awhile before they hear anything.

Brain McGillivray

Moved this discussion be tabled to a later meeting when we know more about the grants Involved.

Carried. 05.15.19-1178

REVIEW OF OUR LETTER OF REQUEST TO THE MD OF PINCHER CREEK REGARDING SUPPORT FOR THE REGIONAL INITIATIVE DEAD STOCK PROGRAM, AND THEIR LETTER OF RESPONSE.

The Director's read the letters and are pleased to know that the MD of Pincher Creek is in Support of the Regional initiative Dean Stock program. They agree that Emile should do up A cost proposal on how much we believe the total costs and manpower involved will be if the drop off site is here at the Landfill. And present this report at the next board meeting. Also send these costs to the MD of Pincher Creek and the Regional Initiative.

The Director's extended the date to accept dead stock here at the Landfill to July 31st, 2019.

Dave Filipuzzi

Moved that the Landfill extend the timeline for dead stock to July 31st and that the cost proposal be presented at the next meeting.

Carried. 05.15.19-1179

UPDATED SPECIAL DONATION POLICY

Administration submitted an updated Special Donation Policy with the recommended changes agreed upon at the last meeting.

Gord Lundy

Moved the upgraded Special Donation Policy be accepted as presented. Carried. 05.15.19-1180

Correspondence:

Our Slimline Evaporator article in the MSW magazine.

NEXT MEETING DATES

June 19 th , 2019	October 16 th , 2019
July 10 th , 2019	November 20 th , 2019
August 21 st , 2019	December 18 th , 2019
September 18 th , 2019	

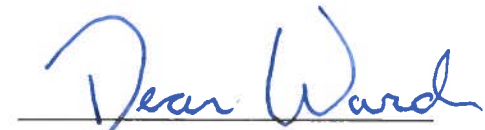
Tabled Items

Md of Pincher Creek Road Maintenance Agreement

ADJOURNMENT

Quentin Stevick

Moved the meeting adjourn 9:45 a.m. Carried. 05.15.19-1181



CHAIRMAN



SECRETARY



**Taking action on
climate change**

Funding Programs

The Municipal Climate Change Action Centre was established in 2009 to provide funding, technical assistance, and education to support Alberta municipalities in addressing climate change. The centre is a partnership between the Alberta Urban Municipalities Association, Rural Municipalities of Alberta and the Government of Alberta.





Alberta Municipal Solar Program

Municipalities are eligible for funding for 30% of the costs of the installation of micro-generation solar PV systems on municipally-owned facilities or land, and complete public engagement activities. Additional incentives are provided to first-time applicants. A first-time applicant bonus of \$0.25/watt is available. \$1.5M available per municipality.



Electric Vehicles for Municipalities

This program provides funding to municipalities to assist their transition to a fleet of electrically-fueled vehicles like plug-in hybrid vehicles and battery electric vehicles. Rebates cover costs of feasibility studies, electric vehicles and charging stations. Maximum rebate is \$500,000 per municipality.



Municipal Energy Manager

This program enables municipalities to hire a Municipal Energy Manager. They will develop an energy management plan, find energy saving opportunities, and lead energy reduction projects. The MEM program supplements 80% of the salary up to \$80,000. Small municipalities are encouraged to partner with neighbouring municipalities to share the manager.



Recreation Energy Conservation

This program provides rebates for energy efficiency improvements to arenas, curling rinks, aquatic centres, multiplexes and dry sports centres. Rebates cover costs of retrofit lighting, upgrading HVAC systems, and more. Funding for energy audits, engineering studies and an implementation project. Maximum funding available is \$750,000 per municipality.



Solar for Schools Program

This program provides funding for 50% of the costs of the installation of micro-generation solar PV systems on existing school facilities and/or lands. Participants also complete a student education initiative. \$3 Million available per school authority. Public, Charter, Francophone and Separate schools are eligible.

How to Apply

Interested participants are invited to submit an application or register for one of the upcoming webinars. You can learn more at mccac.ca/programs.



www.mccac.ca



contact@mccac.ca



[@MCCAC_Alberta](https://twitter.com/MCCAC_Alberta)



780-433-4431





MINUTES – 1 (2019)
GENERAL BOARD OF DIRECTORS’ MEETING
Thursday, March 7, 2019 – 7:00 p.m.
ORRSC Conference Room (3105 - 16 Avenue North, Lethbridge)

BOARD OF DIRECTORS:

Kevyn Stevenson (absent)	Village of Arrowwood	Brad Koch (absent)	Village of Lomond
Delbert Bodnarek (absent)	Village of Barnwell	Richard Van Ee	Town of Magrath
Ed Weistra	Village of Barons	Peggy Losey (absent)	Town of Milk River
Tom Rose	Town of Bassano	Sheldon Walker	Village of Milo
Norman Gerestein	City of Brooks	Dan McLelland (absent)	Town of Nanton
Jim Bester	Cardston County	Anne Marie Philipsen - alternate	County of Newell
Richard Bengry (absent)	Town of Cardston	Marinus de Leeuw	Village of Nobleford
Peggy Hovde	Village of Carmangay	Henry de Kok	Town of Picture Butte
Jamie Smith (absent)	Village of Champion	Bev Everts	M.D. of Pincher Creek
Doug MacPherson	Town of Claresholm	Don Anderberg	Town Pincher Creek
Butch Pauls	Town of Coaldale	Ronald Davis (absent)	M.D. of Ranchland
Elizabeth Christensen (absent)	Town of Coalhurst	Stewart Foss	Town of Raymond
Tanya Smith	Village of Coutts	Don Norby (absent)	Town of Stavely
Warren Mickels (absent)	Village of Cowley	Matthew Foss	Village of Stirling
Dave Filipuzzi (absent)	Mun. Crowsnest Pass	Jennifer Crowson	M.D. of Taber
Dean Ward (absent)	Mun. Crowsnest Pass	Margaret Plumtree (absent)	Town of Vauxhall
Kole Steinley	Village of Duchess	Jason Schneider	Vulcan County
Gordon Wolstenholme	Town of Fort Macleod	Lyle Magnuson	Town of Vulcan
Gerry Carter	Village of Glenwood	David Cody	County of Warner
Duncan McLean	Town of Granum	Colleen Jennings - alternate	Village of Warner
Suzanne French (absent)	Village of Hill Spring	Ian Sundquist	M.D. Willow Creek
Morris Zeinstra (absent)	Lethbridge County		

STAFF:

Lenze Kuiper	Director	Steve Harty	Senior Planner
Mike Burla	Senior Planner	Barb Johnson	Executive Secretary
Diane Horvath	Senior Planner		

AGENDA:

1. **Approval of Agenda** – March 7, 2019

2. **Approval of Minutes** – December 6, 2018 (attachment)
3. **Business Arising from the Minutes**
4. **GUEST SPEAKER** –

Larry Randle, Director of Community Services – Lethbridge County
“Parliamentary Procedures for Municipal Government”
5. **Reports**
 (a) Executive Committee Report..... (attachment)
 (b) GIS Update.....
6. **Business**
 (a) Regional Subdivision and Development Appeal Board.....
 (b) Annual General Meeting and Bus Tour – June 6, 2019
 (c) Subdivision Historical Resources Act Compliance.....
7. **Accounts**
 (a) Summary of Balance Sheet and Statement of Income for the 12-month period:
 January 1 - December 31, 2018..... (attachment)
8. **Adjournment** – June 6, 2019

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

1. APPROVAL OF AGENDA

Moved by: Ed Weistra

THAT the Board of Directors approve the agenda of March 7, 2019, as presented. **CARRIED**

2. APPROVAL OF MINUTES

Moved by: Ian Sundquist

THAT the Board of Directors approves the minutes of December 6, 2018, as presented. **CARRIED**

3. BUSINESS ARISING FROM THE MINUTES

- Regarding 8(d) of the minutes, one Board member asked if the Director has reviewed the differential between the GIS fee for members and non-members and whether the GIS fee cap for non-members should be removed. The Director replied that no action has been taken on the issue.

4. GUEST SPEAKER

Larry Randle, Director of Community Services – Lethbridge County
“Parliamentary Procedures for Municipal Government”

Larry Randle is one of only five Registered Parliamentarians in Alberta. His presentation focused on:

- Why procedural rules for governing bodies exist
- Different aspects of small versus large assemblies
- How motions are made and amended
- Useful motions and some commonly misunderstood motions
- Interesting facts about parliamentary procedure

The hierarchy of rules governing the procedure and conduct is:

- Municipal Government Act
- Other provincial legislation
- Municipal bylaws
- Roberts Rules of Order Newly Revised – 11th Edition (Parliamentary Law)

In enforcing the rules there is a need to exercise tact and good sense. It is usually a mistake to insist upon technical points, as long as no one is being defrauded of their rights and the will of the majority is being carried out. The rules and customs are designed to help and not to hinder business. Having established Rules of Order in place provides a firm basis for resolving questions of procedure and really pays off when disagreements or problems arise.

Why have rules in a meeting?

- So that business gets done and decisions can be made
- So that your meetings don't last all day or all night long
- For order, efficiency, public confidence and good governance

Parliamentary law values fairness, respect and order and seeks to balance the rights of all Board members based on regard for the rights of the majority, the minority, individual members, absentees, and all of these together.

An information sheet outlining Basic Parliamentary Information in accordance with Robert's Rules was handed out and reviewed.

If your Council would like to learn more about parliamentary procedures based on Robert's Rules of Order, please contact Larry Randle at: lrandleparliamentarian@gmail.com

5. REPORTS

(a) **Executive Committee Report** (attachment)

- The Executive Committee Report for the meetings of January 10 and February 14, 2019 was attached to the agenda and reviewed by the Chair.

(b) GIS Update

- Training on the new GIS platform will begin shortly. A meeting with CAOs to point out the benefits of this new platform will be organized, but no date has been set yet. We do not anticipate any interruption of service during the transition, with rollout expected for 2020.

6. BUSINESS

(a) Regional Subdivision and Development Appeal Board

- The Agreement, Bylaw and Fee Schedule for the new *Chinook Intermunicipal Subdivision and Development Appeal Board* were emailed to all member CAOs earlier this week. (A committee consisting of six member CAOs were consulted in determining the Fee Schedule.) Municipalities choosing to participate will need return the original signed Agreement and copy of the Bylaw to ORRSC.
- SDABs under the new MGA are required to be in place by April 1, 2019. Municipalities opting to form their own SDAB can access only clerk services, if desired.

(b) Annual General Meeting and Bus Tour – June 6, 2019

- ORRSC is investigating a possible bus tour in conjunction with either the June or September Board meeting this year. Board members were asked for their input by completing the following survey:

1. Field Trip date preferred?

- June September

2. What would you like to see/visit?

- Alternative Energy – Wind/Solar Farm
- Raymond Recreation Facility Tour – Pool, Sport Fields, Town Golf Course & Magrath Trails
- Value Added Agricultural Facility, i.e. Greenhouse Production and/or McCains/Lamb Weston
- Tier 3 Data Centre and Economic Development Business Incubator
- Provincial Park Tour
- Castle Provincial Park
- Writing on Stone Provincial Park
- Cannabis Production Facility
- Modernized Feedlot
- Other _____

(c) Subdivision Historical Resources Act Compliance

- In accordance with Section 5(5) of the Subdivision and Development Regulation, applications for subdivision of areas containing or likely to contain historic resources must be referred to Alberta Culture and Tourism. This applies equally to private and public lands. Senior Planner Steve Harty explained the circumstances under which proposed subdivisions require *Historical Resources Act* approval and the guidelines for submission of applications to obtain approval.
- The province has flagged portions of land zones which require clearance from Alberta Culture and Tourism. If the subject lands wholly or partially overlap areas identified as having a Historic Resource Value (HRV) of 1, 2, 3, or 4 in the Listing of Historic Resources, *Historical Resources Act* approval is required. A Historic Resources Application must be submitted to Alberta Culture and Tourism via the Online Permitting and Clearance (OPaC) system. Development activities, including any land disturbance, may not proceed until *Historical Resources Act* approval has been obtained in writing.
- Alberta Culture and Tourism recommends that municipalities and/or developers submit for review through the OPaC system, all Area Structure Plans, Area Redevelopment Plans, and other long-term planning documents (\$500 fee implemented in January this year). The outcome of this review will provide the applicant with information about historic resource concerns in the planning areas and may offer guidance for developing strategies to address these concerns.

7. ACCOUNTS

**(a) Summary of Balance Sheet and Statement of Income for the 12-month period:
January 1 - December 31, 2018**

- The Summary of Balance Sheet and Statement of Income (unaudited) for 2018 was reviewed. Excess revenues over expenditures is \$157,820 which will be used to top up reserves, etc. following the annual audit.

8. ADJOURNMENT

Meeting declared adjourned by unanimous consent (8:58 p.m.)

THAT we adjourn the General Board of Directors' Meeting of the Oldman River Regional Services Commission at 8:58 p.m. until **Thursday, June 6, 2019 at 7:00 p.m.**

/bj

CHAIR:



Operations Activity Includes:

- May 27, 2019 Hire new heavy-duty mechanic for Public Works.
- June 19, 2019 Provide Program Capital Projects Status update.

Public Works Activity Includes:

Cold Mix Asphalt Applications for minor repairs

- Cold Mix Asphalt applications for minor pothole road repairs located in Division No. 3 at Gladstone, Maycroft and Pincher Colony were completed.
- Cold Mix Asphalt applications for minor pothole road repairs located in Division No. 5 at Patton Park were completed.

Bridge Maintenance

- Minor repairs on bridge rails located in Division No. 2 at Lorne Cooley Bridge and Ted Whipple Bridge were completed.
- Minor repairs on bridge decking planks located in Division No. 4 at Summerview Bridge, Austins Bridge and Lank Bridge were completed.
- Minor repairs on bridge decking planks located in Division No. 1 at Waterton Colony Bridge were completed.
- Class B Bridge inspections by Public Works Department are in progress. 46 bridge inspections are to be completed by the end of August 2019 for Bridge Maintenance Program budget.

Continuous Dust Suppression Program

- Dust suppression by the MD will start in Division No. 4 during the end of June 2019.

Gravel Hauling

- Hours of hauling material are:
 - 6 trucks operated by Contractors with start time of 6:30am to 4:30pm (Monday to Thursday). No hauling of gravel is done during Friday, Saturday and Sunday.
- Hauling of gravel is being done in Division No. 3 with a completion date of July 11, 2019.
- Hauling of gravel is still required in Division No. 1 and Division No. 2 with a completing date by the end of August 2019.
- Placement of gravel on roads has been completed in Division No. 4 and Division No. 5.

Road Works

- Slide repair work located in Division No. 4 at Higginbothams road is in progress with a completion date by June 28, 2019.

Upcoming:

- June 14, 2019 Provide Program Capital Projects Status update.
- June 17, 2019 Review Master Service agreement.

Capital Projects Update:

Beaver Mines Regional Water Supply Contracts 1 Pipeline & Contracts 2 Mechanical:

- Commissioning of the Beaver Mines Metering Station and Reservoir have been completed.
- DMT's civil subcontractor has been on-site finishing site cleanup and the access road.
 - Access road and civil work at all sites are to be completed by end of June 28, 2019.
- DMT will be on-site correcting deficiencies as required to meet total completion deadline of July 15, 2019.
- MPE has corresponded with all landowners impacted by the regional project to identify all deficiencies or concerns and ensure completion by July 15, 2019.
 - Pipeline contractor to begin site clean up and restoration this week.
- Both contractors anticipate achieving total completion by July 15, 2019.
- Warranty periods are 1 year, effective from the date of substantial completion.

Beaver Mines Regional Water Supply Contract 1 Budget as of May 31, 2019

Contract Amount	\$2,270,581.50
Contractor Completion of Work	<u>\$1,871,244.50</u>
Total Remaining	\$ 399,337.00

Beaver Mines Regional Water Supply Contract 2 Budget as of May 31, 2019

Contract Amount	\$4,586,974.00
Contractor Completion of Work	<u>\$4,495,516.97</u>
Total Remaining	\$ 91,457.03

Beaver Mines Water & Waste Water Collection

- We are still working on obtaining easements. Once land negotiations are finalized the project then can proceed with finalizing a tender or quote package for this phase of work.

Beaver Mines Waste Water Treatment

- Land negotiations are ongoing and once finalized we can proceed with finalizing a tender or quote package for the initial phase of the project.
- At the direction of the MD, MPE has ceased work on reviewing odor control alternatives for a regional forcemain.

Castle Area Regional Water Supply Contracts 1 Pipeline & Contracts 2 Mechanical:

- LW Dennis has completed approx. 2650 m of pipeline installation.
 - Adverse ground conditions have continued to slow progress.
- Nitro Construction has begun construction at the Castle Mountain Booster Station site.
 - A concrete pour for the footings is planned this week.
 - Land negotiations for the Castle Park Booster Station site are ongoing.

Castle Area Regional Water Supply Contract 1 Budget Update as of May 31, 2019

Contract Amount	\$7,896,900.00
Contractor Completion of Work	<u>\$1,652,640.00</u>
Total Remaining	\$6,244,260.00

Attachments

Program Capital Projects Status
Castle Area Regional Supply Progress Site Plan
Call Logs

Recommendation:

That the Operations report for the period of June 5, 2019 to June 19, 2019 will receive Program Capital Projects Status update, MPE Engineering Castle Area Regional Supply Progress Site Plan and the call log, be received as information.

Prepared by: Aaron Benson

Date: June 19, 2019

Reviewed by: Troy *TM*

Date: June 19, 2019

Submitted to: Council

Date: June 19, 2019

Capital Budget Summary

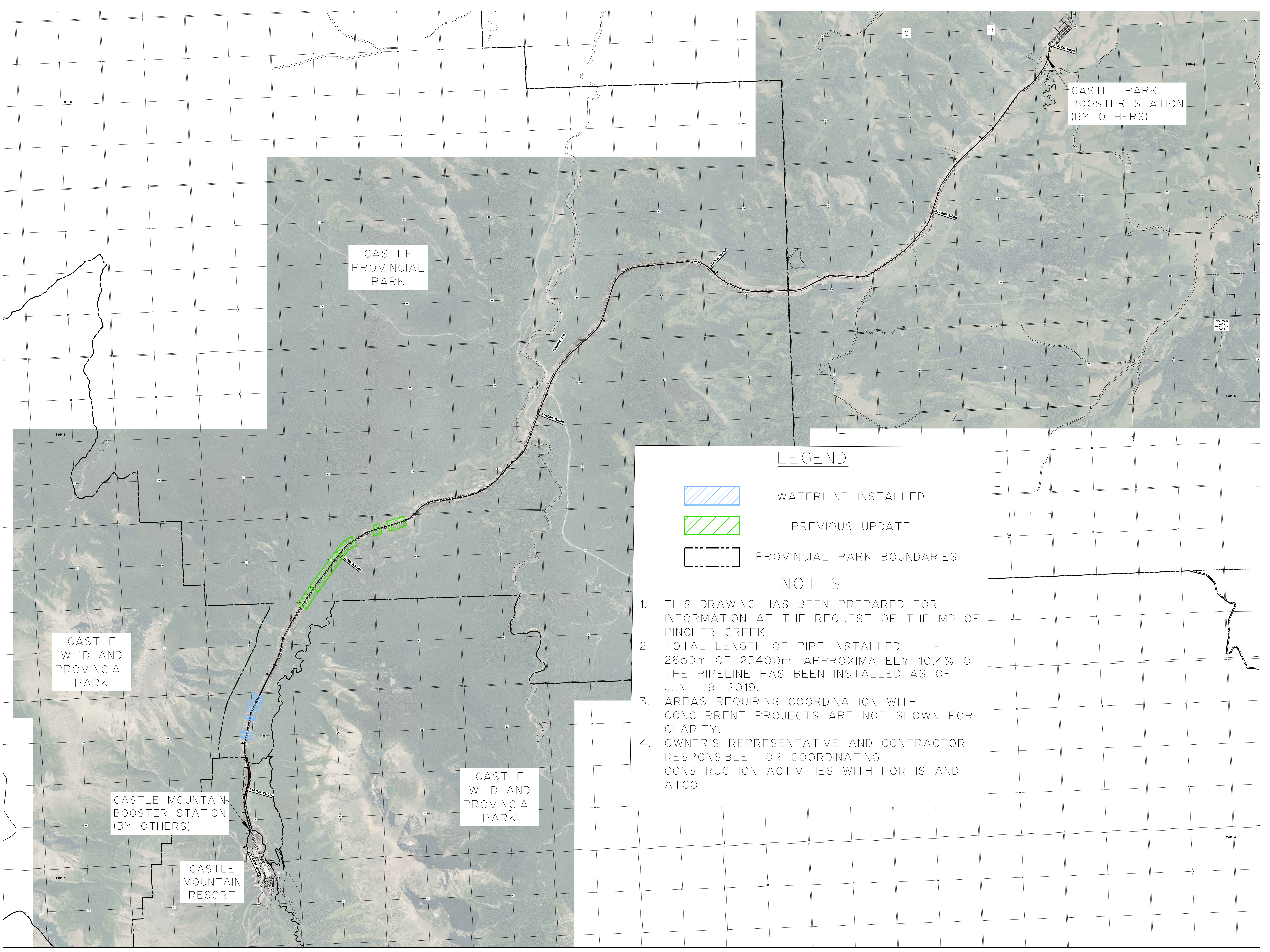
Project #	Service Area	Description	Total Cost	Sources of Project Funding				
				Grants	Debt	Reserves	Operations	Total Revenue
Infrastructure								
PW-R-1	Roads	Highway 3A - Landfill road repairs	1,070,000			1,070,000		1,070,000
PW-R-2	Roads	Summerview road surface treatment (4.4 km)	550,000	550,000				550,000
PW-R-3	Roads	Kerr road surface treatment (4.8 km)	600,000	600,000				600,000
PW-R-4	Roads	Lundbreck pave and drainage (1st & 3rd Street)	400,000	400,000				400,000
PW-R-5	Roads	Willow Valley road culvert	500,000	500,000				500,000
PW-BF-1	Bridges	BF 1744 Pincher Creek (Crook Road)	1,081,000			1,081,000		1,081,000
PW-BF-2	Bridges	BF 6613 Cabin Creek	982,000			982,000		982,000
PW-BF-3	Bridges	BF 70175 Spread Eagle deck	100,000			100,000		100,000
PW-BF-4	Bridges	BF 7235 Scottons	30,000			30,000		30,000
PW-BF-5	Bridges	BF 76293 Grumpy Road	30,000			30,000		30,000
PW-BF-6	Bridges	BF 70177 Upper Tennessee overflow	15,000			15,000		15,000
PW-BF-7	Bridges	BF 8860 Beaver Mines Creek	20,000			20,000		20,000
PW-BF-8	Bridges	BF 13957 Connelly Creek	18,000			18,000		18,000
RWCAST	Water	Castle Area water servicing	10,572,000	10,572,000				10,572,000
BMDC	Water/Wastewater	Beaver Mines water servicing & wastewater collection	5,000,000	3,333,332	1,666,668			5,000,000
BML	Water/Wastewater	Beaver Mines waste water treatment system	5,360,000	4,020,000	1,340,000			5,360,000
PW-P-1	Parks	Patton Park shelterbelt	28,000			28,000		28,000
Infrastructure Total			26,356,000	19,975,332	3,006,668	3,374,000	0	26,356,000
Equipment								
	Public works	Grader	565,000			565,000		565,000
	Public works	Tandem axle truck with snow plow	500,000			500,000		500,000
	Water	Water meter reader	14,000			14,000		14,000
AG-01	Agriculture	Sprayer truck with tank/sprayer boom	131,500			131,500		131,500
	Administration	Postscript printer	8,000			8,000		8,000
Equipment Total			1,218,500	0	0	1,218,500	0	1,218,500
Fleet								
Fleet Total			0	0	0	0	0	0
Information Services								
		GPS/GIS Upgrade	53,000	53,000				53,000
Information Services Total			53,000	53,000	0	0	0	53,000
Facilities								
ADMIN-SEC-1	Public works/Admin	Security camera system	30,000	30,000				30,000
PW-O-1	Public works	Electric sliding gate at Public Works yard	75,000	2,500			72,500	75,000
Facilities Total			105,000	32,500	0	0	72,500	105,000
Grand Total			27,732,500	20,060,832	3,006,668	4,592,500	72,500	27,732,500

LEGEND

- 2019 - Construction Stage
- 2019 - Tender Stage
- 2019 - Design Stage
- 2019 - Projects on Hold due to Grants

Progress Report for Projects as of June 19, 2019

WORK ORDER	NAME	PHONE #	DIVISION	LOCATION	Approach Number	CONCERN/REQUEST	PUBLIC WORKS	ASSIGNED TO	ACTION TAKEN	REQUEST DATE	COMPLETION DATE
1558			Division 1	SW36 T4 R30 W4		Re getting an <u>approach</u> built		Jared Pitcher	waiting on agreement with Development	Wednesday, April 18, 2018	
1617			Division 1	West Kerr		Trees on the west side of Kerr road need cut back		Jared Pitcher	Fall Project/Contractor	Wednesday, May 30, 2018	
1643			Division 4	SW22 T7 R1 W5		Would like a <u>culvert</u> put in to solve water problem		Bob Millar	To be actioned	Tuesday, June 26, 2018	
1709			Division 1	SE 33-3-29 W4M		portion of RR 29-3 south of TR 4-0. <u>Culvert</u> needs repaired		Jared Pitcher	To be actioned	06-09-2018	
1725			Division 4	NW4 T8 R1 W5	#8017 RR1-3A By glider strip	Caragana Bush in ditch needs to be removed		Jared Pitcher	Fall project/Contractor	Monday, October 1, 2018	
1750			Division 3	NE23 T6 R1 W5	#1101 TWP6-4	Would like Caragana Shubs cut down		Jared Pitcher	Fall Project/Contractor	Monday, October 22, 2018	
1878			Division 3	SE11 T6 R2 W5		Wants to build a new <u>approach</u> .		Jared Pitcher	To be actioned	Monday, March 25, 2019	
1880			Division 2	NW32 T5 R29 W4		Would like an <u>approach</u> put in		Jared Pitcher	To be actioned	Tuesday, March 26, 2019	
1884			Division 1	NE11 T4 R29 W4	Home location * NW21 T5 R29 W4	#29319 TWP5-4 /RQ undeveloped road upgrade to allow grain truck access to field - 2 miles from road		Eric Blanchard	To be actioned	Thursday, March 28, 2019	
1885			Division 2	NE17 T6 R30 W4	#30332 TWP6-2A	Grader took out fence and left lawn damaged/we need to check also neighbors Chrapco		Tony Naumczyk	In progress	Friday, March 22, 2019	
1905			Division 1	NW17 T4 R28 W4	#28411 TWP4-3	Would like <u>gravel</u> on his <u>approach</u> .		Brian Layton	On the list	Friday, April 12, 2019	
1907			Division 5	Chapel Rock Road		Altalink is working on powerline and making a mess of ditch and hillside		Jared Pitcher	Completed	Friday, April 12, 2019	Tuesday, June 11, 2019
1913			Division 5	SW29 T7 R2 W5 ?		Needs <u>approach</u> widened Moving house - Need 21' added to approach		Jared Pitcher	On list to do	Tuesday, April 23, 2019	
1918			Division 5			Wants to set up a meeting re dust suppression		Jared Pitcher	Completed	Thursday, April 25, 2019	Tuesday, June 18, 2019
1922			Division 3	Beaver Mines	Park	Trees are marked (floescent Paint) for cutting down		Eric Blanchard	Contractor required	Thursday, May 2, 2019	
1923			Division 4	NE33 T8 R29 W4		Wanting a culvert put in		Jared Pitcher	On list to do	Wednesday, May 1, 2019	
1934			Division 5	313 Robinson Ave Lundbreck		RQ tree trimming problem with neighbor (50' yard), an eye sore and realtors are saying it is deterring the sale. Need to be done		Eric Blanchard	Contractor required	Friday, May 10, 2019	
1939			Division 5	33 Railway Street Lundbreck		Lawn was damaged with snowplow & would like grass replaced		Eric Blanchard	Now on list to do	Wednesday, May 15, 2019	
1942			Division 1	SE17 T4 R28 W4	#4216 RR28-4	Wants a new <u>approach</u> onto 1/4 section that has no access		Jared Pitcher	To be actioned	May 17 2019	
			Division 1	SE21 T4 R28 W4 SW16 T4 R28 W4		w/ Latuka				Tuesday, June 11, 2019	
1947			Division 1	RR 30-3		Unhappy with road maintence done on unimproved Road 30-3, and states it needs repair.		Jared Pitcher	Need management ok	May 21 2019	
1953			Division 3	NE15 T5 R1 W5	#5204 RR1-0A	RQ Driveway to be graded (Old Doug McLain place		Tim Oczkowsky	Completed	Monday, May 27, 2019	Monday, June 3, 2019
1955			Division 3	SW21 T5 R2 W5	#2330 TWP5-3	RQ Driveway to be graded		Tony Tuckwood	Will wait not really needed until a later	Tuesday, May 28, 2019	Monday, June 10, 2019
1958			Lundbreck	400 Breckenridge		Still a ditch problem		Eric Blanchard	Completed	Wednesday, May 29, 2019	Thursday, June 13, 2019
1959			Division 3	NW12 T6 R1 W5	#1018	Looking at getting a sign "Slow Children Playing"		Jared Pitcher	To be assessed	Sunday, June 2, 2019	
1960			Division 2	NW22 T5 R30 W4		A reminder that her fence has not been fixed called with a big Thank You		Tony Naumczyk	Completed	Monday, June 3, 2019	Tuesday, June 11, 2019
1961			Division 1	NE2 T4 R29 W4	#4022 RR29-1	RQ driveway to be graded (has had gravel put down)		Rod Nelson	Completed	Monday, June 3, 2019	Wednesday, June 12, 2019
1962			Division 4	SE24 T8 R29 W4	#8304	Volker Steven breaking up dust control Hwy 785 very anery homeowner		Jareed/Volker	Dispute ended ??	Tuesday, June 4, 2019	Tuesday, June 11, 2019
1963			Division 5			Moving cattle where gravel crew is working called w/Big Kudos& appreciation to crew				Thursday, June 6, 2019	Thursday, June 6, 2019
1964				13 Lowland Heights		Pot holes on road by driveway		Eric Blanchard	Completed	Friday, June 7, 2019	Wednesday, June 12, 2019
1965			Division 4	TWP 1-3 Hucik Hill		Roads need attention		Tony Naumczyk	Completed	Friday, June 7, 2019	Tuesday, June 11, 2019
1966			Division 3	NW10 T7 R30 W4		<u>Metal corrals</u> at end of road allowance		Tony Naumczyk	Roland to complete	Monday, June 10, 2019	Tuesday, June 11, 2019
1967			Division 1	SE34 T4 R30 W5		Building a new house RQ ? Road Maintenance		Jared Pitcher	Need to talk w/Roland	Tuesday, June 11, 2019	
1968			Division 3	SE30 T5 R2 W5	#5417 RR2-5	RQ to gravel road allowance		Tony Tuckwood	Completed	Thursday, June 13, 2019	June 13. 2019
1969						didn't hear from Jared So I okayed it with Randy re getting water from the Hydrant (reservoir)		Randy/Dianne	Completed	June 13. 2019	June 13. 2019



CASTLE
PROVINCIAL
PARK

CASTLE PARK
BOOSTER STATION
(BY OTHERS)

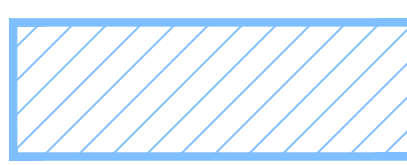
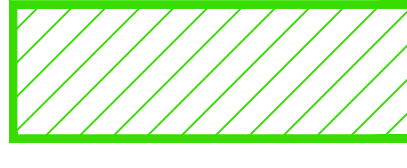

CASTLE
WILDLAND
PROVINCIAL
PARK

CASTLE MOUNTAIN
BOOSTER STATION
(BY OTHERS)

CASTLE
MOUNTAIN
RESORT

CASTLE
WILDLAND
PROVINCIAL
PARK

LEGEND

-  WATERLINE INSTALLED
-  PREVIOUS UPDATE
-  PROVINCIAL PARK BOUNDARIES

NOTES

1. THIS DRAWING HAS BEEN PREPARED FOR INFORMATION AT THE REQUEST OF THE MD OF PINCHER CREEK.
2. TOTAL LENGTH OF PIPE INSTALLED = 2650m OF 25400m. APPROXIMATELY 10.4% OF THE PIPELINE HAS BEEN INSTALLED AS OF JUNE 19, 2019.
3. AREAS REQUIRING COORDINATION WITH CONCURRENT PROJECTS ARE NOT SHOWN FOR CLARITY.
4. OWNER'S REPRESENTATIVE AND CONTRACTOR RESPONSIBLE FOR COORDINATING CONSTRUCTION ACTIVITIES WITH FORTIS AND ATCO.

Environmental Services Technician June 1st – 15th 2019**June 1st – 15th, 2019**

- SWIM July 11th Field Tour Agenda prep – June 3
- Nutrient Management workshop conference call – June 3
- CFIA log book collection and audit prep – June 4
- CFIA audit – June 5
- AES Departmental Meeting – June 5
- SWIM Field Tour – site selection and timing – June 5
- ASB Meeting – June 6
- Meeting with Holly Lee, Corteva – June 6
- Weed ID and control presentation (Castleview Ridge Estates) – June 8
- SWIM delegate package prep – June 10th – ongoing
- Jim Gerrish Grazing School – planning and prep – June 10th – ongoing

June 16th – 30th, 2019

- SWIM meeting – June 17
- Canadian Agricultural Partnership grant application, producer assistance – June 18
- Field Tour and discussion with MD of Ranchland – June 19
- Canadian Agricultural Partnership grant application, producer assistance – June 19
- Summer safety event planning meeting – June 19
- ASB Agenda package prep – June 20 – 21
- Vacation – June 24 – 28

Sincerely,

Lindsey Davidson,
Environmental Services Technician

Ag Services, June 1 – 15, 2019

Happening Now, June 1 – 15, 2019

- June 3 – 13, rental equipment, Premix sales, mowing around airport
- June 3 – 6, Dalmatian Toadflax (DT) Biocontrol, Hoary Cress spraying
- June 3, AES Safety Meeting, fire extinguisher inspections, Bearsmart Training,
- June 4, reporting, contracts (with Province), MRF & records, safety, general office
- June 5, PW Safety Meeting, AES Shop inspection, First Aid kit inspections
- June 5, 6, first aid training (for two more crew)
- June 6, ASB Meeting, divisional inspections, record reviews, caraway inspections
- June 10 – 13, weed inspections and spraying (all weeds, all divisional roads)
- June 10, Pincher Creek inspections, visits and control (from Alberta Ranch to Oldman River), Dame's Rocket inspections and talks with town
- June 11, gravel pit meeting (Jared), weeds around Admin, Lundbreck gophers
- June 12, JHS meeting, SWIM Meeting, Alberta Parks inspections and control
- June 13, Staff Meeting, Authorized Assistant Training, Biocontrol (DT)

Coming Up, June 15 – 30, 2019

- June 17, SWIM meeting, deadstock, Division #3 inspection, Summerview inspection
- June 18, equipment, reporting, CPR, dams
- June 19, meeting and tour with Ranchlands ASB & Waldron
- June 20, reporting, policies for council, staff & safety, fire extinguishers, ASB package, admin building weeds
- June 24 – 27, watercourses inspections (including Sumerview, depending on weather)
- June 24 – 27, Oldman River Recreation Area weed control
- June 24, billing, reporting, emergency procedures training, highways training & work
- June 25, Wild Caraway, Hoary Cress & Dame's Rocket inspections (with crew), Lundbreck gophers
- June 26, Spotted Knapweed & Blueweed sites start
- June 27, Roadside spraying

Sincerely,

Shane Poulsen,
Agricultural Services Manager


Agricultural Services Call Log

WORK ORDER	NAME	PHONE #	DIV. #	LOCATION	CONCERN/REQUEST	ASSIGNED TO	ACTION TAKEN	REQUEST DATE	COMPLETION DATE
1			3	SW 25-5-1 W5	Wanted to ensure that we got landowners on Pincher Creek to take care of their Blueweed.	Shane/Crews	Talked to landowners along creek to get them engaged either on their own and with us & maybe with the Blueweed Blitz	4-Jun-19	10-Jun-19
2			5	Lundbreck	Found an open trap, wanted me to find out whose it was and stop them from doing it	Shane	Talked to those who were doing it in the past, they said they had stopped. Think that trap was already tripped and was probably from before.	18-Jun-19	18-Jun-19
3									
4									
5	Calls and visits for Premix & Rentals	Number of People	28	People calling for and buying premix or renting equipment (dealt with by Shane)				June 6 - June 20, 2019	
6	Calls for advice on how to deal with weeds	Number of People	48	People calling for advice on how to deal with their weed problems, that aren't asking for Premix				June 6 - June 20, 2019	
7	Calls to report a weed sighting	Number of People	3	People calling to tell us about a weed sighting, not with the intention to complain but with the intention to help (which we appreciate very much!)				June 6 - June 20, 2019	

Request Date	Division	Location	Description	Assigned To	Action Taken	Status	Actual Completion Date
06-Jun-19	1		Would like to drop off a plant for ID - believes that it is downy brome.	Shane	Confirmed downy brome		
05-Jun-19	4	Castleview Ridge Estates	Requested a staff member to attend annual community group meeting to speak to weed (ID and control)	Lindsey	Lindsey will present at meeting - Saturday, June 8th	Complete	08-Jun-19
18-Jun-19	4	Highway 785 and Snake Trail	Hoary Cress patch has spread from R.O.W. to private property along highway 785 - would like to know what will be done. Leafy spurge infestation along snake trail was reported last year and is concerned no action has been taken.	Shane	Spoke with the Reeve regarding hoary cress. Biocontrol has been released on leafy spurge.	No access to biocontrol release records	
18-Jun-19	3	Beaver Mines	Called to report herbicide release (evident by blue marker dye) from Beaver Mines down highway 507, onto Honey Lane to airport shop	Roland/Troy	Release was the result of equipment failure and will be reported to Alberta Environment	In process of reporting	

Recommendation to Council

G2b

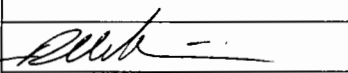

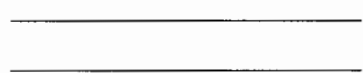

TITLE: Adoption of Updated Agricultural and Environmental Services Policies	
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PREPARED BY: Roland Milligan	DATE: June 20, 2019
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DEPARTMENT: AES

Roland Milligan	June 20, 2019	ATTACHMENTS: 1. Policy C-AES-601 Weed Control Policy 2. Policy C-AES-601A Eradicable Weed Policy 3. Policy C-AES-603 Landowners Assuming Responsibility for Weed Control on Municipal Right-of-Ways Adjacent to the Their Property 4. Policy C-AES-608 Weed Free Gravel/Aggregate Policy
Department Supervisor	Date	

APPROVALS:

			
Department Director	Date	CAO	Date

RECOMMENDATION:
THAT Council Adopt updated the following updated Agriculture and Environmental Policies:

- Policy C-AES-601 Weed Control Policy**
- Policy C-AES-601A Eradicable Weed Policy**
- Policy C-AES-603 Landowners Assuming Responsibility for Weed Control on Municipal Right-of-Ways Adjacent to the Their Property**
- Policy C-AES-608 Weed Free Gravel/Aggregate Policy**

BACKGROUND:

Over the course of the first half of 2019, the Agricultural Service Board has been discussing and updating four AES policies that deal with weed control.

The four attached policies have be discussed by the ASB and are being forwarded to Council for adoption.

FINANCIAL IMPLICATIONS:

POLICY

Policy C-AES-601

TITLE: WEED CONTROL POLICY

Approved by Council:

Date: March 25, 1997

Revised by Council:

Date:

Purpose:

The Agricultural and Environmental Services Department is responsible for developing and delivering an effective weed control program in the Municipal District of Pincher Creek No. 9 (the MD). This will be accomplished by following the guidelines and recommendations of the *Alberta Weed Control Act*, the *Alberta Agricultural Service Board Act*, and the *Alberta Environmental Protection and Enhancement Act*.

The Department is responsible for weed control on all municipally owned or controlled lands such as developed and undeveloped Right of Ways, owned or leased Gravel Pits, MD owned or leased land and MD Reserve Lands (Environmental, Conservation, Community Services, Municipal, School and Municipal and School), as designated by Municipal Council.

The Department staff will conduct a weed inspection and enforcement program on private land, Crown land, transportation corridors, and industrial sites. In all cases, the landowner is responsible for weed control, with any control measures taken by Department staff on these lands being done at the discretion of the Agricultural Fieldman and/or the Director responsible for the department, as well as according to Policy C-AES-601B, on a cost recovery basis, or charged at MD rates established by council.

Objectives:

The Weed Control Program's Objectives are to:

- Protect the agricultural productivity of land.
 - Prevent the introduction and spread of Prohibited Noxious and Noxious weeds as outlined in the *Alberta Weed Control Act*.
-

-
- Eradicate Prohibited Noxious weeds as outlined in the *Alberta Weed Control Act*.

The Agricultural Fieldman (supervisor), Assistant Agricultural Fieldman, Weed Inspectors, and Roadside Spray Crews will work together to carry out the following:

Legislated Responsibilities:

- Eradicate, or cause to be eradicated, any Prohibited Noxious weeds as outlined under the *Alberta Weed Control Act* or local Municipal Bylaw. Council may designate some or all of these species as Eradicable Weeds from year to year at their discretion.
- Control, or cause to be controlled, any Noxious weeds as outlined under the *Alberta Weed Control Act* or local Municipal Bylaw. Council may designate certain Noxious and/or other weed species as priority concerns or Eradicable Weeds from year to year at their discretion.
- Properly document and map all weed infestations and activities. Pesticide applicator files must be kept for ALL applications.

Other Responsibilities:

- For the control of Prohibited Noxious and Noxious weeds on small acreage areas, premixed herbicides are available on a cost recovery basis at the discretion of the Agricultural Fieldman.
- Promote education and awareness of proper chemical, mechanical, biological, cultural and integrated weed management techniques.
- Demonstrate weed identification techniques.
- Work in cooperation with neighboring jurisdictions to promote and encourage weed control outside our municipal boundaries (for example; Crowsnest Pass).
- Work in cooperation with industry to develop an effective weed control strategy both within and beyond our municipal boundaries.
- Work in cooperation with Alberta Agriculture & Forestry and Agriculture & Agri-Food Canada research scientists to provide local plots for weed and herbicide demonstrations, as well as technology transfer.
- Provide recommendations for grass seed mixes to reclaim bare ground or disturbed areas, insisting upon and promoting a good seed mix and a Certificate of Seed Analysis.
- Conduct regular inspections of the local Seed Cleaning Plant. When requested by the Pincher Creek Seed Cleaning Plant Board, one member of the Agricultural Service Board may sit as an observer.

Pesticide Container Collection:

A temporary site for empty pesticide container is maintained at the Pincher Creek Airport. The site is regularly inspected and certified as safe by the Pesticide Management Branch of Alberta Environment. The storage trailer at the site is periodically emptied at the Crowsnest Pincher Creek Landfill disposal site for pesticide containers where they are shredded and sent for recycling.

Legal Requirements:

Involves acquiring permits for chemical application, handling, & storage of materials, in accordance with the applicable legislation.

The Agricultural Fieldman is a member of the Professional Vegetation Manager's Association (PVMA), an industry driven group of both private and public organizations involved in industrial vegetation control. Their publication Industry Standards and Good Practices is this department's guide for fulfilling legal requirements associated with vegetation control. A copy is available for viewing at the Agricultural Fieldman's office.

Related Legislation:

Federal Pest Control Products Act

Alberta Agricultural Service Board Act

Alberta Weed Control Act

Alberta Environmental Protection & Enhancement Act

Related Policy:

C-AES-601B – Eradicable Weed Control Policy

C-AES-603 – Landowners Assuming Responsibility for Weed Control on Municipal Right-of-Ways (ROW) Adjacent to Their Property

C-AES-608 – Weed Free Gravel Policy

M.D. OF PINCHER CREEK No. 9

POLICY

Policy C-AES-601B

TITLE: ERADICABLE WEED POLICY

Approved by Council: Date:

Revised by Council: Date:

Purpose:

To maintain an excellent working relationship with the ratepayers, landowners and leaseholders of the municipality.

Objectives:

To use municipal resources to establish a program that at the discretion of the Municipal Council, the Agricultural Service Board and the Agricultural Fieldman, can aid private landowners in the eradication and maintenance of Prohibited Noxious Weeds, as listed in the Alberta Weed Control Act, and of certain Noxious Weeds (appendix A) as determined possible by the above authorities. Only infestations small enough to be considered eradicable, are eligible for this program. Policy is to be reviewed on a minimum biannual basis with the intentions of;

- 1) Bringing as many Invasive Species as possible to the level of potential eradication
- 2) Keeping the cost to ratepayers at the most reasonable level possible
- 3) Provide for a higher level of involvement among all stakeholders

Basis:

Eradication can only be achieved with full cooperation from all stakeholders. It isn't possible for the municipality to inspect all land in the municipality, nor is that the most effective way of doing it. With a clear and effective policy of cooperation, as set out by the enforcing authorities the

Province and the Municipal District of Pincher Creek, all involved can work cooperatively to protect our lands from these Invasive Species.

Legal Requirements:

As mentioned in Policy 601.

Related Legislation:

Federal Pest Control Products Act

Alberta Agricultural Service Board Act

Alberta Weed Control Act

Alberta Environmental Protection & Enhancement Act

Related Policy:

C-AES-601 – Weed Control Policy

C-AES-603 – Landowners Assuming Responsibility for Weed Control on Municipal Right of Ways (ROW's) Adjacent to Their Property

C-AES-608 – Weed Free Gravel Policy

APPENDIX A: Weeds to be considered under this policy1) All Prohibited Noxious Weeds (as listed in the *Alberta Weed Control Act*)

The following plants are designated as prohibited noxious weeds in Alberta:

1. autumn olive — *Elaeagnus umbellata* Thunberg
2. balsam, Himalayan — *Impatiens glandulifera* Royle
3. barberry, common — *Berberis vulgaris* L.
4. bartsia, red — *Odontites vernus* (Bellardi) Dumortier ssp. *serotinus* (Dumortier) Corbière
5. buckthorn, common — *Rhamnus cathartica* L.
6. cinquefoil, sulphur — *Potentilla recta* L.
7. crupina, common — *Crupina vulgaris* Persoon ex Cassini
8. dyer's woad — *Isatis tinctoria* L.
9. Eurasian water milfoil — *Myriophyllum spicatum* L.
10. flowering rush — *Butomus umbellatus* L.
11. garlic mustard — *Alliaria petiolata* (M. Bieberstein) Cavara & Grande
12. goatgrass, jointed — *Aegilops cylindrica* Host
13. hawkweed, meadow — *Hieracium caespitosum* Dumortier
14. hawkweed, mouse-ear — *Hieracium pilosella* L.
15. hawkweed, orange — *Hieracium aurantiacum* L.
16. hoary alyssum — *Berteroa incana* (L.) DC.
17. hogweed, giant — *Heracleum mantegazzianum* Sommier & Levier
18. iris, pale yellow — *Iris pseudacorus* L.
19. knapweed, bighead — *Centaurea macrocephala* Puschkarew ex Willdenow
20. knapweed, black — *Centaurea nigra* L.
21. knapweed, brown — *Centaurea jacea* L.
22. knapweed, diffuse — *Centaurea diffusa* Lamarck
23. knapweed, hybrid — *Centaurea* × *psammogena* Gáyer
24. knapweed, meadow — *Centaurea* × *moncktonii* C. E. Britton
25. knapweed, Russian — *Acroptilon repens* (L.) DC.
26. knapweed, spotted — *Centaurea stoebe* L. ssp. *micranthos* (Gugler) Hayek
27. knapweed, squarrose — *Centaurea virgata* Lam. ssp. *squarrosa* (Boissier) Gugler
28. knapweed, Tyrol — *Centaurea nigrescens* Willdenow
29. knotweed, giant — *Fallopia sachalinensis* (F. Schmidt) Ronse Decraene
30. knotweed, hybrid Japanese — *Fallopia* × *bohemica* (Chrtek & Chrtková) J. P. Bailey
31. knotweed, Japanese — *Fallopia japonica* (Houttuyn) Ronse Decraene
32. loosestrife, purple — *Lythrum salicaria* L.
33. medusahead — *Taeniatherum caput-medusae* (L.) Nevski
34. nutsedge, yellow — *Cyperus esculentus* L.
35. puncturevine — *Tribulus terrestris* L.
36. ragwort, tansy — *Senecio jacobaea* L.
37. rush skeletonweed — *Chondrilla juncea* L.
38. saltcedar — *Tamarix ramosissima* Ledebour
39. saltlover — *Halogeton glomeratus* (M. Bieberstein) C.A. Mey.
40. St John's-wort, common — *Hypericum perforatum* L.
41. starthistle, yellow — *Centaurea solstitialis* L.
42. tamarisk, Chinese — *Tamarix chinensis* de Loureiro
43. tamarisk, smallflower — *Tamarix parviflora* DC.
44. thistle, marsh — *Cirsium palustre* (L.) Scopoli
45. thistle, nodding — *Carduus nutans* L.
46. thistle, plumeless — *Carduus acanthoides* L.

2) Noxious Weeds determined to be eradicable in the MD of Pincher Creek, as of 2019

- Scentless Chamomile – *Tripleurospermum perforatum* syn. *T. inodorum*
- Field Scabious – *Knautia arvensis*

MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9

POLICY

Policy C-AES-603

TITLE: LANDOWNERS ASSUMING RESPONSIBILITY FOR WEED CONTROL ON MUNICIPAL RIGHT-OF-WAYS ADJACENT TO THEIR PROPERTY

Approved by Council:

Date: March 11/2014

Revised by Council:

Date:

Background

The Municipal District of Pincher Creek No. 9 (the MD) is responsible for the effective management, on municipal lands, of designated Prohibited Noxious and Noxious weed species under the Alberta Weed Control Act, and other weeds elevated to such status by MD bylaws, and as such, carry out an annual integrated weed management program (including but not limited to, appropriate herbicide treatments for these weeds) on municipal roadside right-of-ways (ROW).

The MD recognizes certain landowners are opposed to herbicide treatments on municipal ROW adjacent to their private property. In an effort to respond to these concerns, the MD may provide opportunity for these landowners to enter into an annually reviewed, conditional agreement (as described below) whereby the landowner assumes responsibility to control weeds on behalf of the MD in designated and appropriately signed municipal ROWs adjacent to their private property.

The MD maintains the right to refuse to enter into conditional agreements with any adjacent landowner to manage weeds on municipal ROWs, and may cancel an existing agreement under this policy at any time to ensure appropriate weed control actions (including herbicide treatment as required) are implemented on these areas, as required by provincial law under the Alberta Weed Control Act, or related municipal bylaw.

MD's Responsibilities Under This Policy & Related Agreements:

- Make available signage designating that the landowner adjacent to the municipal ROW is responsible for weed control in the municipal ROW.
 - Annually review and record the agreements under this policy as a method of recording all municipal ROWs that will have weeds being controlled by the adjacent landowner.
-

- Periodically inspect the municipal ROWs under this policy and related agreements for any designated Prohibited Noxious and/or Noxious weed species under the Alberta Weed Control Act or related municipal bylaws, to ensure these weeds are being controlled to the satisfaction of the municipality.
- If weed control in the municipal ROW is unsatisfactory at the time of inspection, municipal staff will attempt to make contact with the adjacent landowner responsible for weed control in the municipal ROW.
- If adequate weed control is not carried out within an agreed upon amount of time (between Agricultural Fieldman and landowner or occupant), municipal staff or designated contractors will carry out control of these weeds using any means deemed necessary by the MD, including herbicide treatment.
- If a municipal ROW under agreement as per this policy is inadvertently or intentionally treated with herbicide by municipal staff or designated contractors, the adjacent landowner will be notified as soon as practically possible, but the MD will not offer compensation for any impacts to a landowner's organic certification resulting from herbicide application in the municipal ROW.
- Annually review and, as required, renew or cancel agreements as necessary under the policy.

Landowner Responsibilities Under This Policy & Related Agreements:

- Provide the MD with a written, legal description of their property adjacent to the municipal ROW for which they wish to assume weed control responsibilities under this policy.
- Sign the agreement describing the areas for which they have agreed to carry out weed control.
- Securely and prominently erect/maintain signage provided by the municipality, as described above, to the fences bordering the municipal ROW and the adjacent land..
- Signs provided to designate areas covered under this policy and related agreements are the property of the MD, and are not to be altered in any way.
- Signs provided will be mounted by the landowner in a manner that displays them facing the adjacent municipal ROW, to ensure visibility from all access points to the municipal ROW.
- Control designated Prohibited Noxious and/or Noxious weed species under the Alberta Weed Control Act, or related municipal bylaws, in the municipal ROW adjacent to their property to the satisfaction of the MD.
- Understand this policy and related agreements do not grant permission to use the municipal ROW as any portion of "setback" to comply with organic certification standards.
- Understand the MD will not offer compensation for any impacts to a landowner's organic certification resulting from herbicide application in the municipal ROW.

- Understand this policy and related agreements are subject to review annually or as required, which may result in renewal or cancellation of agreements at the MD's discretion.

AGREEMENT BETWEEN
THE MUNICIPAL DISTRICT OF PINCHER CREEK No. 9
and
ADJACENT LANDOWNER NAMED BELOW

First Name

Last Name

Mailing Address

Home phone/Cell phone

Email address

The above parties agree that the adjacent landowner named above and signed below will install & maintain signage as provided by the municipality, and will adequately control all Prohibited Noxious and Noxious weeds under the Alberta Weed Control Act, and related municipal bylaws, to the satisfaction of the Municipal District of Pincher Creek, in the municipal right-of-ways (ROW) immediately adjacent to the legal land description(s) described below:

The above to be carried out as per specific responsibilities described under Municipal District of Pincher Creek Policy C-AES-603 - Landowners Assuming Responsibility for Weed Control in Municipal Right-Of-Ways Adjacent to Their Property. This agreement becomes null and void at the end of the calendar year of signing, renewal or date of notification of cancellation by either party, whichever comes first.

Date agreement signed

I have read and fully understand – signature of landowner

Agricultural Fieldman

Director or CAO

Date of last review (initialled by Ag Fieldman or designate)

MUNICIPAL DISTRICT OF PINCHER CREEK

POLICY

Policy C-AES-608

TITLE: WEED FREE GRAVEL / AGGREGATE POLICY

Approved by Council:

Date: March 11/2014

Revised by Council:

Date:

Summary

The Municipal District of Pincher Creek No. 9 (the MD) is responsible for the effective management, on municipal lands, of designated prohibited noxious and noxious weed species under the *Alberta Weed Control Act; Weed Control Regulation*, and other weeds elevated to such status by Municipal District bylaws, and as such, carry out an annual integrated weed management program (including, but not limited to, appropriate herbicide treatments for these weeds) on municipal roadside right-of-ways (ROW), gravel pits, municipal reserves and environmental reserves.

With that in mind, the Agricultural and Environmental Services Department wants to be part of the decision of where the municipality distributes its gravel from, in order to control the spread of weeds from gravel pits.

Annual inspection of all municipal and participating private gravel pits (aggregate sources) may ensure all gravel, pit run, and aggregate products used within the municipal boundaries come from a municipally inspected gravel pit to assist in preventing the spread of invasive plants; (*Weed Control Act* Part 1: 4(1) and 5(1)).

Background

The MD has approximately 900 kms of gravel roads to maintain. Most roads are re-gravelled every three years (MD Draft Policy Road Maintenance) which makes taking this step important in the areas of not only weed control, but in budgeting and yearly costs as well.

Requirements

There are four basic requirements to carrying out an effective policy.

- Yearly Inspections – depending on the weed species, there could be as many as four or five different inspections/control per year.
- Program of Integrated Weed Management, with chemical control being the most used component as noxious weed species often flourish in gravel pits, which are highly disturbed areas.
- Communication between all departments of the municipality so that a known weed infestation is not spread from a gravel pit with a viable alternative.
- Communication to anyone in the municipality that may be using gravel from a pit within our borders.

Resources

The Agricultural Fieldman will allocate the appropriate resources to implement this policy. Annually the Fieldman will,

- Designate a crew to inspect each gravel pit.
- Implement an Integrated Control Strategy for each pit, providing all the tools to each crew necessary to carrying out effective control.
- Maintain a list of all Prohibited Noxious and Noxious weeds (as represented in the Weed Act and as locally elevated species) present in the pit.
- Do a minimum of one annual inspection of all gravel pits in the municipality seeking 'Weed Free' status.
- Communicate all information to Public Works, Municipal Administration and whoever else makes an inquiry as to the status of their purchased gravel in the MD.

Municipal District of Pincher Creek No. 9 – Certificate of Inspection yy/mm/dd

Inspections (consecutive years)

First Year ___ Second Year ___ Third Year ___ Fourth Year ___ Five or more years (specify) _____.

Weed Free (consecutive years)

One Year ___ Two Years ___ Three Years ___ Four Years ___ Five or more years (specify) _____.

Present Year Data:

Pit Operator _____ Phone #'s _____

Address _____ Town _____ Prov. _____ Postal Code _____ - _____

Pit Owner _____ Phone #'s _____

Address _____ Town _____ Prov. _____ Postal Code _____ - _____

Pit Name & Location _____ 1/4 Sec. _____ Sec. _____ T _____ R _____ Wof _____

Material Description (App.#2) _____

Weeds present _____

Certificate Class*

A. ___ EXCEEDS requirements and certification standards and all gravel/borrow material has no non-native plants noted, and no seed set, in the last ___ years (4 minimum).

B. ___ MEETS requirements and certification standards. This gravel/borrow material contains variable amounts of annual weeds BUT contains no Prohibited Noxious or Noxious weeds (as per Alberta Weed Act, and locally elevated weeds).

Weeds Noted: _____.

C. ___ MINIMUM requirements and certification standards are met. This gravel/borrow material contains no Prohibited Noxious weeds BUT has variable amounts of Noxious weed species which were immature, (no viable seed) when treated to prevent seed formation. These plant parts, although not usually desirable in the gravel/borrow material, are considered unable to begin new infestations.

Weeds Noted: _____.

D. ___ FAILED – Contained Prohibited Noxious weeds, had significant populations of Prohibited Noxious weeds go to seed in the last 3 years, had large concentrations of Noxious weeds present, or other, as explained.

Explanation: _____

_____.

Date Certified: _____ Inspector's Signature _____

Dates Inspected: _____

*Based on NAISMA (North American Invasive Species Management Agency) Weed Free Gravel Levels of Certification

DISCLAIMER

Due to the disturbed nature of the areas used for gravel/sand/borrow materials, there will be weed and weed seed present in any area certified in this process. Open soils are subject to exposure to weed seeds from uncontrolled machinery and circumstances. While all attempts to control the entry of weed seeds is taken for the 'Class A' certification, there is still the possibility of contamination from other sources, including but not limited to:

- i) all machines associated with the movement of soils and aggregate materials, and all machines used in the gravel crushing process;
- ii) vehicles used in the sale and transport of saleable materials;
- iii) windblown seeds;
- iv) waterborne seeds;
- v) seeds borne by the natural passage of wildlife through the area.

This program is put in place as a 'best practices' procedure, and is carried out with the intention to do everything possible to reduce the amount of seed spread by the movements of the materials in Appendix #2.

REQUIREMENTS

All MD gravel pits and pit materials should be certified to Municipal District Policy C-AES-608 standards and inspected by Agricultural and Environmental Services Department officials. Inspection shall include, but not be limited to, surrounding ditches, top soil piles, gravel/sand piles, fence rows, roads, easements and right-of-ways, working areas, storage areas and a buffer zone surrounding the area. Certification shall be based on a reasonable and prudent visual inspection. Any private gravel pits wishing to be certified to these municipal standards of 'Weed Free Gravel' may sign up through the Agricultural and Environmental Services Department to be listed as participants in this program.

This certificate expires one year after date certified or if Prohibited Noxious weeds are detected by an inspector, at any time, in the crush pile, sand pile, borrow materials, pit run or direct access roads.

CERTIFICATION STANDARDS

All certified pits will be inspected at a minimum of once per year by a qualified inspector to ensure that:

- i) there are no growing Prohibited Noxious (PN) or Noxious (N) weeds,
- ii) the spraying and picking of any PN or N weeds is done, with the intent of eradication,
- iii) the spraying or picking of any non-listed or annual weeds (as listed in Appendix #1),
- iv) that all MD equipment entering a Certified 'Weed Free' gravel pit from a non-certified pit, be cleaned of all soil and aggregate materials.

Things NOT done include:

- i) inspection of machinery entering and exiting to guarantee the absence of soil borne weed seeds;
- ii) inspection of materials for the presence or absence of wind or water borne weed seeds.

APPENDIX #1 (weeds not listed in the Alberta Weed Act to be controlled if possible) – Bladder Campion (*Silene vulgaris*), Kochia (*Kochia scoparia L.*), Queens Anne's Lace (*Daucus carota*), Wild Caraway (*Carum carvi L.*)

APPENDIX #2 (List of materials to be certified) – all aggregate materials (ie; crushed gravel, sand, pit run) or borrow materials (subsoil & topsoil piles).

CHIEF ADMINISTRATIVE OFFICER'S REPORT

June 12 – 25, 2019

G4a

DISCUSSION:

- June 12 Joint Worksite H&S Meeting
IDP in Ranchlands
- June 13 ICF Finance Meeting with Town – Cemeteries
Safety meeting with SMT for Violence and Harassment Roll out
Early Learning Centre Open House in Town
- June 14 SMT Ladders and Org. Chart Review for Non Union Staff
- June 17 ICF Prep – docs, agreements and posters for Open House
- June 18 Meeting with Union and Meghan
Coffee with Council in Cowley
- June 19 Staff Meeting – New Org Chart review and Safety Meeting
- June 20 ICF Committee Meeting
ICF Open House
- June 21 ICF Committee Meeting
- June 24 Structure Protection Meeting with Chief Cox and CAO Wilgosh

Upcoming Meetings

- June 26 Emergency Advisory Committee
Post-Council Meeting with Reeve
- June 27 Meeting with AUMA rep. at MD Office
Oldman Watershed AGM in Lethbridge
- July 2 Planning/Sub Division/MPC
- July 3 PW Monthly Safety Meeting
- July 4 Ag. Services Board

** Please note – Safety BBQ is tentatively set for August 29th from 1130 – 1300 hrs. **

RECOMMENDATION:

That Council receive for information, the Chief Administrative Officer's report for the period of June 12, 2019 to June 25, 2019.

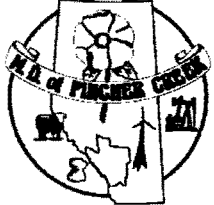

Prepared by: Troy MacCulloch, CAO

Date: June 19, 2019

Respectfully presented to: Council

Date: June 25, 2019

Recommendation to Council

TITLE: Corporate Policy A-ADMIN-003 Organizational Chart		
PREPARED BY: Jessica McClelland		DATE: June 20, 2019
DEPARTMENT: Administration		
		ATTACHMENT:
Department Supervisor	Date	1. Corporate Policy A-ADMIN-003, Organizational Chart
APPROVALS:		
Department Director	Date	<div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  CAO </div> <div style="text-align: center;"> <i>20 June 2019</i> Date </div> </div>

RECOMMENDATION:

That Council approve Corporate Policy A-ADMIN-003, Organizational Chart.

BACKGROUND:

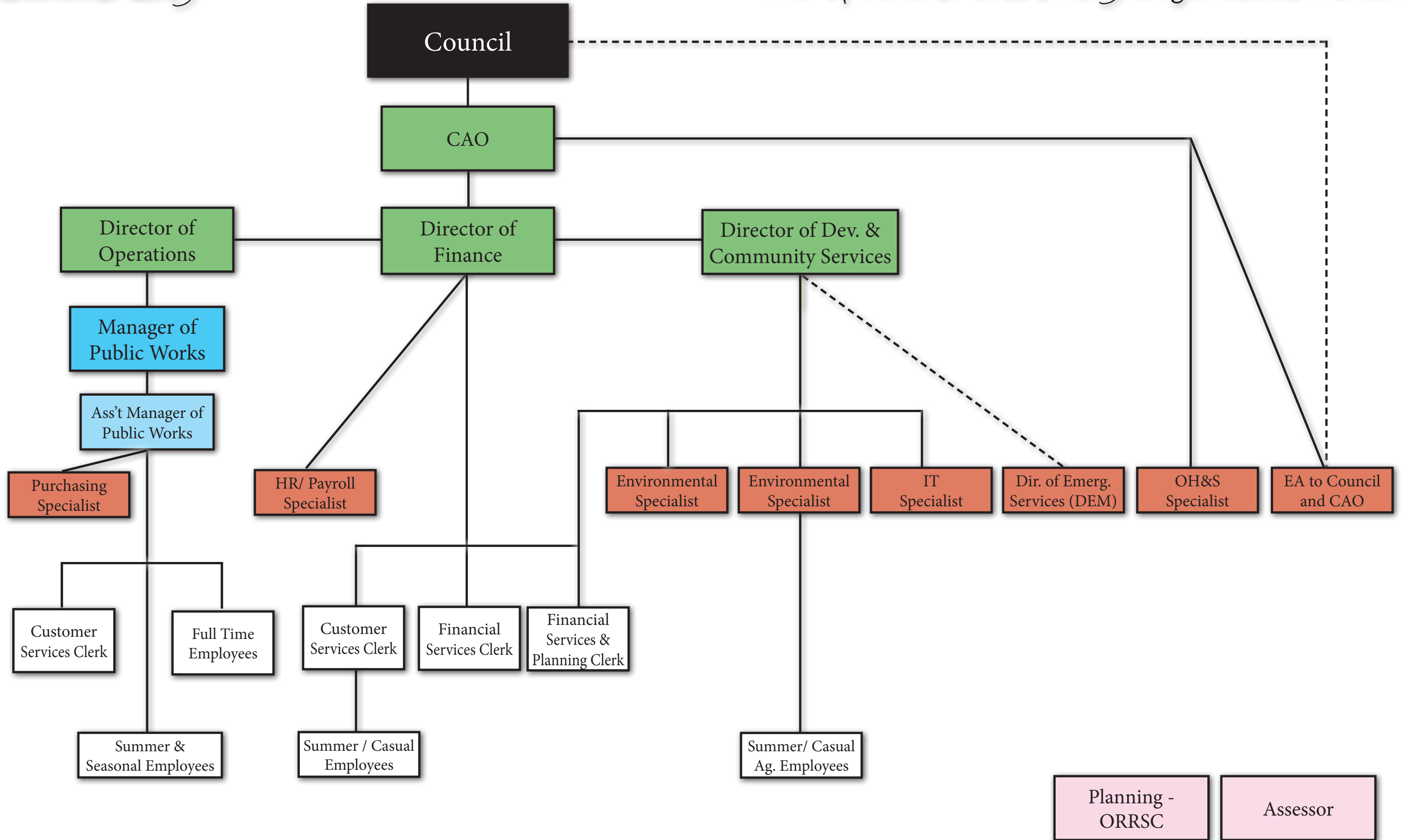
Administration has been directed to begin the process of updating the Corporate Policy Manual, attached is the updated Organizational Chart, Corporate Policy A-ADMIN-003.

FINANCIAL IMPLICATIONS:

None.

Summer 2019

MD of Pincher Creek No. 9 Organization Chart



**ROYAL CANADIAN LEGION PINCHER CREEK BRANCH #43
691 MAIN STREET PO BOX 131 PHONE 403 627 4024
PINCHER CREEK, ALBERTA T0K 1W0**

H1a



RECEIVED
JUN 17 2019
M.D. OF PINCHER CREEK

June 13, 2019

Reeve and Councilors
Municipal District of Pincher Creek No 9
PO Box 279, 1037 Heron Street
Pincher Creek, Alberta T0K 1W0

Reeve and Councilors

The Royal Canadian Legion Pincher Creek Branch No. 43 is applying to the Dominion Command to Host the 2021 Royal Canadian Legion Dominion Command Dart Championship. The Championship will bring over 100 Legion Members and Guests to Pincher Creek and Area for a week in late April or early May of 2021, from all across Canada.

Pincher Creek Branch 43 has successfully hosted AB/NWT Provincial Command Mixed Darts Championships 3 time in the past, with the most recent being in January 2019. We have the experience, leadership and Volunteer base to successfully host a Dominion Event.

We thank you for our past support of the Pincher Creek Legion membership and ask that you, please, provide a "Letter of Support" for our application to Host the Dominion Command 2021 Dart Championship.

Thank you for considering our request. Please respond by June 30th, 2019 as there are timelines to meet

Yours truly

John Morin, President

Royal Canadian Legion Pincher Creek Branch #43

Dick Burnham, Secretary

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OPEN LETTER FROM THE HANCOCK GROUP TO LOCAL COMMUNITIES REGARDING RIVERSDALE RESOURCES

As you may be aware, in August 2018 Hancock Prospecting joined the Riversdale shareholding register with a 19.99% interest, and in February 2019 announced an offer to acquire the remaining shares in the company.

Riversdale is developing the Grassy Mountain Project, a world-class mining operation in the Crownsnest Pass area, to export high quality steelmaking coal. The Grassy Mountain Project is a C\$750 million Tier 1 Global Steelmaking Coal Project that will be a major stimulus to the Alberta and Canadian economy, providing substantial positive impacts to jobs and the region.

Following acceptances by Riversdale's largest shareholder, Resource Capital Funds, and many of its other shareholders, on 8 May Hancock achieved a controlling interest of more than 50% of Riversdale (with 88% as at that time) and currently holds more than 99% of the company.

As an experienced developer of tier one minerals projects, Hancock will strongly support and pursue the development of the Grassy Mountain project in line with Riversdale's existing plans. In fact, Grassy Mountain is now Hancock's highest priority development project. The knowledge, skills and resources within Hancock will be applied to support the Grassy Mountain development to ensure its long-term success.

As stated in Hancock's public announcement following gaining control of Riversdale:

Hancock Chair, Mrs Gina Rinehart stated "For a long time, Hancock has wanted to find a good metallurgical coal opportunity to complement our iron ore projects – both commodities being critical for steelmaking. Grassy Mountain is a good strategic fit for Hancock that adds to our existing iron ore interests in Hope Downs, Roy Hill and Atlas Iron. We look forward to working with Riversdale's staff and other stakeholders to deliver this exciting project."

Hancock is committed to establishing and maintaining strong and productive relationships with key stakeholders associated with our projects. Hancock will continue to work closely with First Nations, local communities and other stakeholders.

The existing Riversdale management team led by Alisdair Gibbons, our employees and contractors are critical to our success and have the full support of Hancock. In line with our commitment to locally based leadership, Hancock intends that Riversdale's Chief Executive Officer and Chief Financial Officer will each be based in Alberta. Hancock has committed to Riversdale's employees that the Canadian offices will be retained, and will take on additional responsibilities when the current Sydney (Australia) administrative office is phased out.

Hancock is a significant privately-owned company, with net assets of more than A\$19B. At its roots, Hancock is an explorer and developer of minerals assets. Following development, Hancock's focus is that of a strategic long term owner, being to ensure safe and sustainable operations and the pursuit of growth.

Hancock is the owner of three major operating iron ore operations in Australia's Pilbara region: Hancock holds a 50% interest in the 46 million tonnes per annum (mtpa) Hope Downs Project (in a joint venture with Rio Tinto) and a 70% interest in the A\$10B Roy Hill project. Hancock led the studies, permitting and development of Roy Hill, which involved building the mine, a dedicated 344km railway and port facilities. Roy Hill's production and shipments of iron ore have successfully ramped up to 55mtpa, and an expansion

to 60mtpa is currently being constructed. Separately, during 2018 Hancock completed the acquisition of Atlas Iron Limited, which currently produces approximately 8mtpa of iron ore.

Hancock also has various iron ore exploration projects and interests in Western Australia's Pilbara region and in other parts of Australia, Europe and the Americas.

**Beaver Mines Community Association
Board Meeting – June 8, 2019
Meeting Minutes**

In Attendance:

BMCA: Pete Falkenburg, Rob Bronson, Bert Nyrose, Lynn Calder, Bernie Bonertz, Linde Farley, Jolaine Kelly, Ken Fast
MD: Troy MacCulloch (CAO), Constable Laurence Harvey
Community: Gord Peterson (CAG)

Absent: Tyler Pereverziff, Sam Schofield, Breanne Pereverziff, Shannon MacMillan

A. Call to order

Meeting called to order at 10:03AM by Pete

B. Greetings – Constable Laurence Harvey was welcomed.

C. Approval of Agenda

Motion to adopt agenda by Linde, all in favour

D. Approval of last meeting minutes (March 30th)

Motion to adopt agenda by Jolaine, all in favour

E. Treasurer's report

\$4661.89 balance in the bank. Does not include \$500 from FireSmart, \$250 from MD for BBQ and BBQ expenses.

F. Pincher Creek RCMP Report

1. Constable Laurence introduced herself. She started in April has had a chance to become familiar with our area.
2. Beaver Mines Community is encouraged to have a representative on the Rural Crime Watch. Troy mentioned that the MD will be looking a seed funding at the next meeting. BMCA will continue to send out information and look for a representative.

G. Committees

1. Water and Waste Water (Lynn)

- CAG met with the MD on June 7th.
- Troy provided an update:
 - A package has been sent out to residents of Beaver Mines Hamlet. The package includes a location plan of each house. Residents are to provide details of connection location.
 - There is a new proposal for waste water treatment that is more cost effective and takes less time to construct. The MD and MPE will be having meetings with the potential supplier/engineering company. A meeting will be held to discuss this solution with the public in July (tentative date July 20th)
 - Alberta Environment approval will start in August
 - Work in the hamlet will also include water/waste water to the park. Given the equipment and disruption to the community, plans will be made to increase parking at the park, hamlet drainage (removing trees growing in ditches) and improve trail system in conjunction with the work where it makes sense.
- Here are some points from the discussion that followed:
 - There is no cost information. This is not possible till final estimates completed.
 - We need to make sure any meeting allows for discussion. Not just an open house.

**Beaver Mines Community Association
Board Meeting – June 8, 2019
Meeting Minutes**

- There are no depth measurements for connections. This will impact cost and disruption. Directional drilling will be used to minimize disruption.
- Priority is getting the water treatment facility going.
- Connection to Castle Mountain Resort will be based on what makes sense from a scheduling perspective
- There is no decision/discussion on a temporary or permanent stand pipe
- Lane issues are being addressed
- We had discussed a meeting with the MD and MPE to go over the packages. This will be considered later.

(if you have any questions on any of the above points please contact the MD or send an e-mail to beaverminescommunity@gmail.com and I will forward to the Community Advisory Group)

2. Events (Breanne)

- Breanne provided a note that getting an organizer for the July 13th Fish Fry was difficult. Pete took this on and Bernie agreed to help. Thanks!
- Bike trip is also planned for July 13th. This will likely be from CMR to Beaver Mines. CMR participants will be asked to join us for the fish fry.
- Golf Tournament to the Aug 31st Corn Roast. Jolaine will discuss with Breanne.
- AGM Set for September 21st. It was agreed that Lynn should organize a band for the "Presidential Ball"
- See the revised list (attached)

3. Fire Prevention (Linde)

- \$500 received from FireSmart Canada
- Rob will set up the draw tickets in Beaver Mines General Store (Thanks Jeff and Steff for participating). A notice will be sent out.

4. BMCA Bylaws (Rob)

- The revised bylaws were signed and witnessed.
- The bylaws will be sent to Service Alberta Registries (no fee required)
- A letter will be sent confirming that a Special Resolution was passed on Sept 8, 2018.

5. Park Items

- Some discussion regarding the Gazebo agreement with the MD. Shannon provided an e-mail to the board with her suggestions. Lynn responded. Troy is available for discussion anytime.
- Joint Council money from previous year – "To build historical plaques by the old foundations in the park. Given the Miner's Cabin is on hold and we have \$2,000 available we need a bigger project. After some discussion Rob made a motion for Jolaine to look into providing playground equipment. Seconded Linde, Passed.
- Linde provided details on the park drainage issue. Troy advised that the MD is looking into a hydrology plan/study. Bert reminded us that the trail requirements have already been detailed.

H. Outstanding Business (not handled by committees)

1. Rural Crime Watch – see RCMP report above
2. Joint Council money – see Park Item
3. Radon Gas testing – Detector is out until end of July. To sign up contact Linde at 403-627-3456 or e-mail mcfar@toughcountry.net.

**Beaver Mines Community Association
Board Meeting – June 8, 2019
Meeting Minutes**

- I. New Business
1. New Mail – Castle Crown Wilderness provided their “State of the Castle 2018” this is available at <http://ccwc.ab.ca/2019/03/18/state-of-the-castle-2018/>
 2. New Date for AGM – Sept 21st See events
 3. Open Board Positions
 - Pete announced that he will be stepping down as president
 - There was some general discussion that indicated that a number of board members would like to continue but that additional board members would be required
- J. MD Report: Bev provided the following report:
1. Welcome to our newly appointed Director of Operations, Aaron Benson. Aaron is keen to work with CAO Troy and the Beaver Mines Community Advisory Group to help move us forward on the Beaver Mines Water and Wastewater project. Watch your mailboxes for the recently completed information package and don't hesitate to contact Aaron or the office if you have further questions.
 2. Next Coffee with Council is Tuesday June 18th @ 6:30 pm @ the Cowley Community Hall. Please join us if you can for this open agenda informal evening.
 3. Save the date: Thursday June 20th Evening Public Information Session @ the MD office re: Inter Collaborative Frameworks (ICFs) We are currently working with our cross town neighbors, the Town of Pincher Creek, on this newly mandated Municipal Government Act (MGA) regulation. Please come to hear what this looks like and offer your input.
 4. Thank you to residents that participated in the Beaver Mines Resident Engagement Survey. You can expect to see the results posted on our MD website in the near future.
 5. Work on our Municipal Development Plan review has begun & public consultation will be an ongoing part of this review process.
- K. By consensus it was determined that the meeting was adjourned.

Beaver Mines Community Association 2018 - 2019

1) Board Members

Title	Name	Phone Number	email	Committees
President	Pete Falkenberg	403-362-0800	bosshog@telusplanet.net	Park Coordinator Events
Vice-President	Tyler Pereverziff	403-393-1438	tyler.pereverziff@gmail.com	CAG
Treasurer	Lynn Calder	403-627-5946	calderlm@yahoo.ca	CAG (CC) Land Use Planning (CC)
Secretary	Rob Bronson	403-9785756	robbronson@shaw.ca	Fire Prevention BMCA Bylaw (CC) Events
Director	Bernie Bonertz	403-627-7897	bernieb@telusplanet.net	Events
Director	Linde Farley	403-627-3476	mcfar@toughcountry.net	Fire Prevention (CC)
Director	Ken Fast	403-563-0822	ken@jrtwave.com	Events
Director	Jolaine Kelly	403-627-5128	jolainekelly@gmail.com	Events
Director	Shannon MacMillan	403-560-6553	km_sm@telus.net	Park MD Agreement
Director	Bert Nyrose	403-915-3882	bmnyrose@telus.net	CAG
Director	Breanne Pereverziff	403-892-6796	breanne_bennett@hotmail.com	Events (CC)
Director	Sam Schofield	403-402-0041 (H) 403-627-4412	sam@mountaindrift.ca	

Notes:

- CC - Committee Coordinator
- Quorum is 50% + 1 = 6
- W&S – Water and Sewage

**Beaver Mines Community Association
2018 - 2019**

2) Board Meetings

Date	Time
September 29, 2018	10:00 AM
November 17, 2018	10:00 AM
January 12, 2019	10:00 AM
March 30, 2019	10:00 AM
June 8, 2019	10:00 AM
Aug 3, 2019	10:00 AM
AGM - September 21	10:00 AM

3) Event Calendar

Event	Date	Organizer	Back-up
October Pot Luck	October 20th	Bernie	
Lantern Festival	November 16/17	Jolaine	N/A
Christmas Party	December 15th	Pete	Breanne
Crib Tournament	March 9th	Rob	Ken
Easter Egg Hunt/Pot Luck	April 13	Breanne	Tyler
Park Clean-Up	May 11 2:00PM	Pete	Ken (Paint)
BBQ	May 11 th 5:00 PM	MD Pincher Creek	
BM Community Pick-Up	May 21	MD Pincher Creek	N/A
Bike Trip to Castle	July 13 th	Lynn	Rob
Fish Fry	July 13th	Pete	Bernie
Golf Tournament	August 31st	Jolaine/Breanne	
Corn Roast	August 31st	Breanne	Tyler
President's Ball (AGM)	September 21st	TBD	

Other ideas - Fun Run, Community Garage Sale fund raiser