

AGENDA
COUNCIL MEETING
MUNICIPAL DISTRICT OF PINCHER CREEK
April 26, 2016
1:00 pm

A. ADOPTION OF AGENDA

B. DELEGATIONS

(1) GoingGreen - EnviroClean

- Email and Presentation, dated April 20, 2016

(2) Pincher Creek and District Municipal Library Update

- Email from Pincher Creek and District Municipal Library, dated March 29, 2016

C. MINUTES

(1) Council Meeting Minutes

- Minutes of April 12, 2016

D. UNFINISHED BUSINESS

(1) Policy 312 – License of Occupation

- Proposed Resolution, dated April 21, 2016

E. CHIEF ADMINISTRATOR OFFICER’S (CAO) REPORTS

(1) **Operations**

a) North Burmis Road – Telus Temporary Service Line

- Report from Director of Operations, dated April 21, 2016

b) Bobby Burns Fish Pond – Washroom Upgrade

- Report from Director of Operations, dated April 18, 2016

c) Technical Large Animal Emergency Rescue Training – Update

- Report from Director of Operations, dated April 19, 2016

d) Proposal for Level 2 Timber Coring – 7 Bridges

- Report from Director of Operations, dated April 7, 2016

e) Operations Report

- Report from Director of Operations, dated April 21, 2016

(2) **Planning and Development**

a) Event License - Mud Bog, SW 7-6-28 W4M

- Report from Director of Development and Community Services, dated April 20, 2016

(3) **Finance and Administration**

a) Bylaw 1268-16 – 2016 Mill Rate Bylaw

- Report from Director of Finance and Administration, dated April 21, 2016

b) Recycle Depot Update Offer

- Report from Director of Finance and Administration, dated April 20, 2016

(4) **Municipal**

a) Summer Meetings

- Report from CAO, dated April 21, 2016

b) Chief Administrative Officer’s Report

- Report from CAO, dated April 21, 2016

F. CORRESPONDENCE

(1) **Action Required**

a) Highway 774 Concerns

- Letter from Davis, received April 18, 2016
- Letter from David Clement, received April 20, 2016
- Letter from Garrett Clement, received April 20, 2016
- Letter from Davis Clement, received April 20, 2016
- Letter from Steve and Vera Soroka, received April 20, 2016
- Letter from Adam Clement, received April 20, 2016
- Letter from Caralee Marriott, dated April 13, 2016

(2) **For Information**

a) Minister's Awards for Municipal Excellence

- Letter from Municipal Affairs, received April 20, 2016

b) Amendment to AHS Contract

- Letter from Town of Pincher Creek, dated April 12, 2016

c) Annual Report to Stakeholders and Communities

- Letter with Report, from Plains Midstream, received April 11, 2016

G. COMMITTEE REPORTS / DIVISIONAL CONCERNS

Councillor Quentin Stevick – Division 1

Councillor Fred Schoening – Division 2

- Oldman River Regional Services Commission
- Minutes of February 11, 2016

Councillor Garry Marchuk – Division 3

Reeve Brian Hammond - Division 4

Councillor Terry Yagos – Division 5

- Crowsnest / Pincher Creek Landfill Association
- Minutes of March 23, 2016

H. IN-CAMERA

(1) Legal

I. NEW BUSINESS

J. ADJOURNMENT

MDInfo

From: Becky Housenga <goinggreenenviroclean@gmail.com>
Sent: Wednesday, April 20, 2016 8:05 AM
To: MDInfo
Subject: Re: GoingGreen - EnviroClean intention to approach council on Tuesday Mar 22, 2016
Attachments: GoingGreen - EnviroClean presentation for MD 2016.pdf

Good Morning Tara!

I would like to request to present to Council as a delegation. Please see the attached presentation. Please confirm that I will be a part of the April 26th meeting.

Have a wonderful day!!

Becky Housenga
GoingGreen - EnviroClean Inc.
www.goinggreenenviroclean.com
(587)220-2452

Becky Housenga
GoingGreen - EnviroClean
Box 1146
Fort Macleod, AB T0L 0Z0
www.goinggreenenviroclean.com
goinggreenenviroclean@gmail.com
Tel: 587-220-2452

This message and any documents attached hereto, are intended only for the addressee and may contain privileged or confidential information. Any unauthorized disclosure is strictly prohibited. If you have received this message in error, please notify us immediately and delete the original message. Thank you.

On Mon, Mar 21, 2016 at 8:48 AM, MDInfo <MDInfo@mdpincercreek.ab.ca> wrote:

Hello Becky,

If this is a request to present to Council as a delegation, please confirm. I did leave you a voice message

Our Council meetings are the second and fourth Tuesdays of each month, commencing at 1:00 pm.

I could schedule you as a delegation on April 26, but please give me a call, as I do have a few questions.

Thank you .

Tara

From: Becky Housenga [mailto:goinggreenenviroclean@gmail.com]

Sent: Sunday, March 20, 2016 9:24 PM

To: MDInfo <MDInfo@mdpincercreek.ab.ca>

Subject: GoingGreen - EnviroClean intention to approach council on Tuesday Mar 22, 2016

Hello there! I had prepared this email last Wednesday and it did not get sent to you. However I would still like to approach the council, would it still be possible to come forward? or shall I approach at the next meeting?

My apologies for this inconvenience.

Have a great day!

Becky

*Good Day!

I previously met with Leo whom had suggested that I approach the council to let them know what this business is and how it affects their MD. Please see the attached business plan for the Councillors to view. Also I have attached an information pamphlet. Please let me know if you require any further information.

Thank you!

Becky Housenga
GoingGreen - EnviroClean Inc.
Box 1146
Fort Macleod, AB T0L 0Z0



GoingGreen - EnviroClean

Curbside Recycling Program for Communities in Southern Alberta

Curbside Program's Help People Recycle

Without Curbside

- ▶ Even with volunteer recycling programs only 20-25% of people actually recycle all material that can be recycled
- ▶ Another 25-30% of people recycle the obvious types, cardboard, newspaper, and returnable recycling
- ▶ Most people 40% only take back the returnable recycling
- ▶ Which leaves 10-15% who do not recycle at all. Everything goes to the landfill

With Curbside Program

- ▶ Only 1 bin to place all recyclables. People who recycle already have a more convenient way to continue reducing their waste. No more sorting, storing and using up space in their homes.
- ▶ We hand out easy to read sheets letting residents know what to place into their bin, which helps to educate those who like to recycle but were unsure.
- ▶ Curbside service per residence helps to reduce recycling errors as it can be corrected with each bin via notes, emails or messages.
- ▶ In towns and cities that have a curbside program recycling increased more than 50% and reduced waste entering the landfill by more than 30%



GoingGreen - EnviroClean can create curbside for your communities.

We use trucks and trailers to pick up recycling each week.

We sort it into our trailer and take it to the local MRF.


We guarantee that the bins are pure and not contaminated,
therefor less time at processing the materials.

We make Recycling Easier!

Easier for the Residence and Business!

Easier for the Materials Recovery Facility!

Easier for each Community to have Curbside Program!



Curbside with GoingGreen - EnviroClean

- ▶ This program takes the extra expense and work out of curbside for Towns, Municipalities, and MD's.
- ▶ We are already existing in your area, our process works.
- ▶ We take care of all customer care, we take care of all the recycling, we work with the MRF to ensure proper material processing.
- ▶ MD's, Municipalities, and Towns can have this program by contracting the curbside program to GoingGreen - EnviroClean at a base price of \$15 per residence, and \$25 per business.
- ▶ The only part that administration needs to deal with is the utility billing, payment for the program.

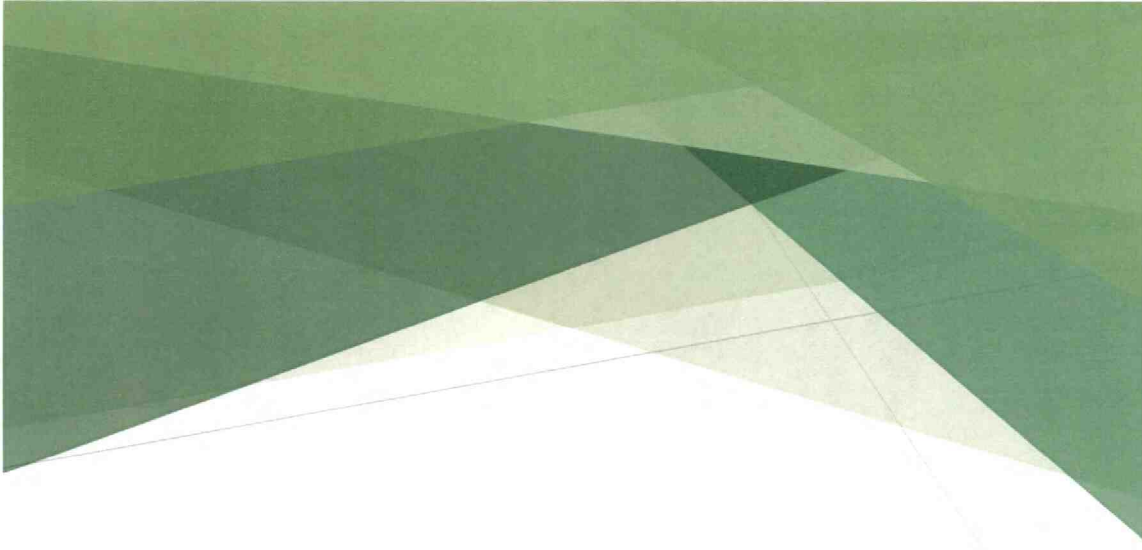
Let's Go from This:



To This:



And in the near future...this:



From: Sahra <sahranodge@gmail.com>
Sent: Tuesday, March 29, 2016 6:28 PM
To: MDInfo
Subject: Re: request to present at April 12 MD meeting

Sure- my info and update will be a little stale but I do need to get in front of council

Thanks

Sahra

Sent from my iPhone.

> On Mar 24, 2016, at 9:43 AM, MDInfo <MDInfo@mdpincercreek.ab.ca> wrote:

>
> Hi Sahra,
>
> Unfortunately April 12 is unavailable but I can schedule for April 26 if that works for you.
>
> Let me know,
>
> Tara

> -----Original Message-----
> From: sahra nodge [mailto:sahranodge@gmail.com]
> Sent: Wednesday, March 23, 2016 3:49 PM
> To: MDInfo <MDInfo@mdpincercreek.ab.ca>
> Subject: request to present at April 12 MD meeting

> Hi Tara,
>
> There are some fast developing strides in the Crestview Lodge Project that I would like to have an opportunity to brief council about. Our next PCF Board meeting will be April 20 and it would be nice to do an update sooner than that. Could I make a brief (5-10min) presentation to Council on April 12?

>
>
> Thanks!
> Sahra Nodge
> Community Outreach Coordinator,
> Pincher Creek & District Municipal Library
> 403.627.7948

MINUTES
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
COUNCIL MEETING
APRIL 12, 2016

8644

The Regular Meeting of Council of the Municipal District of Pincher Creek No. 9 was held on Tuesday, April 12, 2016, in the Council Chambers of the Municipal District Building, Pincher Creek, Alberta.

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

ABSENT Councillor Quentin Stevick

STAFF Chief Administrative Officer Wendy Kay, Director of Finance and Administration Mat Bonertz, Director of Operations Leo Reedyk, Finance Manager Janene Felker and Executive Assistant Tara Cryderman

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

A. ADOPTION OF AGENDA

Councillor Terry Yagos 16/155

Moved that the Council Agenda for April 12, 2016, be amended, the amendment as follows:

Addition to Finance and Administration – E3a – Approval of 2015 Consolidated Financial Statements;

And that the agenda be approved, as amended.

Carried

B. DELEGATIONS

(1) Consolidated Financial Statements for Year Ended December 31, 2015

Darren Adamson, with Young Parkyn McNab, attended the meeting to present the Consolidated Financial Statements for the year ended December 31, 2015.

Highlights of the statement were explained.

The indicators were explained.

(2) First Student

Sharon Roberts, Location Manager with First Student/Cardinal, attended the meeting to discuss a safety concern that is occurring within the community.

The incident of passing a school bus while the red lights have been engaged and flashing has become a recurrent problem.

There have been six separate incidents this school year alone, three have occurred within the Town boundaries.

The Livingstone Range School Division and First Student have approached the Town of Pincher Creek to proclaim April as School Bus Safety Month.

The “Reds Flashing – No Passing” campaign has been started.

A letter of support for the School Bus Safety Campaign was requested from the MD.

There is an event planned for April 22, at Tim Hortons, with Council being invited to attend.

Identifying the drivers of the fly-bys, and ticketing those drivers, was discussed.

The problem areas were discussed.

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C. MINUTES

(1) Council Meeting Minutes

Councillor Garry Marchuk 16/156

Moved that the Council Meeting Minutes of March 22, 2016, be approved as presented.

Carried

D. UNFINISHED BUSINESS

(1) Policy 312 – Licence of Occupation

Councillor Terry Yagos 16/157

Moved that the postponed resolution from the March 22, 2016, Council meeting, regarding Policy 312 – Licence of Occupation, be lifted from the table.

Carried

Councillor Fred Schoening 16/158

Moved that the legal opinion and advice from our Insurance Company, both indicating that preferably proof of two (2) Million Dollar Liability Insurance for use of MD Road Allowances be provided to the MD annually, be received;

And that Policy 312 – Licence of Occupation be amended, the amendment as follows:

Appendix B – Section 7 – be amended to read:

“This licence shall continue in effect for a period of five years, provided that applicable fees are paid and the Lessee shall provide proof of insurance, with notice when insurance is no longer covered. Notwithstanding the above, either party may terminate the license upon six months’ notice and provided that reasonable opportunity has first been afforded to the other party, to discuss any issues or problems leading to the proposed termination.”

Reeve Hammond Brian requested a recorded vote.

Councillor Garry Marchuk – Opposed
 Councillor Terry Yagos – In Favour
 Reeve Brian Hammond – Opposed
 Councillor Fred Schoening – In Favour
 Motion Defeated

Councillor Terry Yagos 16/159

Moved that Council direct Administration to prepare a proposed resolution to amend Policy 312 – License of Occupation, (i.e. that would allow for the LOC to be issued for an unspecified period of time; change of ownership; insurance), to the April 26, 2016, Council meeting.

Councillor Fred Schoening requested a recorded vote.

Councillor Garry Marchuk – In Favour
 Reeve Brian Hammond – In Favour
 Councillor Fred Schoening – Opposed
 Councillor Terry Yagos – In Favour
 Motion Carried

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E. CHIEF ADMINISTRATOR OFFICER'S (CAO) REPORTS

(1) Operations

a) Insurance Payment Roof Repair

Councillor Fred Schoening 16/160

Moved that the report from the Director of Operations, dated April 7, 2016, regarding the Insurance Payment Roof Repair, be received;

And that Council authorize Administration to initiate the project to a maximum of \$18,052.50, and code the project to the Mill Rate Stabilization Reserve (Account No. 6-12-0-735-6735).

Carried

b) Operations Report

Councillor Garry Marchuk 16/161

Moved that the Operations Report for the period of March 16, 2016 to April 5, 2016, be received as information.

Carried

(2) Planning and Development

Nil

(3) Finance

a) Provincial Assessment Services Review on Industrial Property

Councillor Fred Schoening 16/162

Moved that the report from the Director of Finance and Administration, dated April 1, 2016, regarding Provincial Assessment Services Review on Industrial Property, be received;

And that a letter be forwarded to Municipal Affairs Minister Danielle Larivee, supporting the position of the Alberta Assessors' Association, on Centralization of Industrial Property Assessment.

Carried

b) Statement of Cash Position

Councillor Terry Yagos 16/163

Moved that the Statement of Cash Position, for the month ending March 2016, be received as information.

Carried

c) 2015 Consolidated Financial Statements

Councillor Garry Marchuk 16/164

Moved that the 2015 Consolidated Financial Statements, prepared by Young Parkyn McNab, for the year ended December 31, 2015, be approved.

Carried

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(4) Municipal

a) Wind Energy Development Review

Councillor Garry Marchuk 16/165

Moved that the letter from Oldman River Regional Services Commission (ORRSC), dated March 19, 2014, regarding the Wind Energy Development Review, be received;

And that a letter be forwarded to ORRSC indicating that the study proceed, at a cost of \$5,000.

Carried

b) Fire Guardians – Appointment

Councillor Terry Yagos 16/166

Moved that the report from the Chief Administrative Officer, dated March 21, 2016, regarding appointment of fire guardians, be received;

And that Council appoint the following persons as fire guardians for the Municipal District of Pincher Creek for the period of April 1, 2016 to March 31, 2017:

- Jennifer Fisher-Sundberg
- Anne Molnar
- Steve Oczkowski
- Allen Tapay
- David Cox
- Pat Neumann
- Lynn Brasnett
- Margaret Cox
- Dawn Heerschap
- Lori Schill

Carried

c) CAO Report

Councillor Garry Marchuk 16/167

Moved that Council receive for information, the Chief Administrative Officer's report for the period of March 18, 2016 to April 7, 2016.

Carried

F. CORRESPONDENCE

1. For Action

a) 2016 Letter to Highway 3 Twinning Development Association Members

Councillor Garry Marchuk 16/168

Moved that the email from Town of Coaldale, dated March 21, 2016, regarding Highway 3 Twinning Development Association, be received;

And that Council approve \$0.25 (twenty-five) cents per capita towards the Highway 3 Twinning Project, for 2016, with funding coming from Grants to Groups and Organizations (Account No.2-74-0-770-2765).

Carried

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b) Pincher Creek Community Hall – Joint Funding

Councillor Terry Yagos 16/169

Moved that the letter from Pincher Creek Community Centre Hall Society, dated March 17, 2016, regarding Joint Funding projects, be received;

And that the request to reallocate the funding, provided by Joint Funding specifically for the Range, reallocated to replace the video screen and add a projector, be supported.

Councillor Garry Marchuk requested a recorded vote.

Councillor Terry Yagos – In Favour
 Councillor Fred Schoening – In Favour
 Reeve Brian Hammond – In Favour
 Councillor Garry Marchuk – Opposed
 Motion Carried

c) Request for MD Pins

Councillor Fred Schoening 16/170

Moved that the email from Rendezvous by the Creek, dated March 21, 2016, regarding the request for pins, be received;

And that 500 pins be donated to the Rendezvous by the Creek, for their event to be held on July 1-2, 2016.

Carried

d) Amendment to Alberta Health Services Contract

Councillor Terry Yagos 16/171

Moved that the letter from Pincher Creek Emergency Services, dated March 29, 2016, regarding the amendment to the Alberta Health Services Contract, be received;

And that Council advise Alberta Health Services of our willingness to agree to transfer the Agreement to Pincher Creek Emergency Services Commission.

Carried

e) Request for Membership and Financial Support

Councillor Fred Schoening 16/172

Moved that the letter from Partners FOR the Saskatchewan River Basin, dated March 29, 2016, regarding the request for membership and financial support, be received as information.

Carried

f) Heritage Awards 2016

Councillor Terry Yagos 16/173

Moved that the letter Alberta Historical Resources Foundation, dated March 15, 2016, regarding the Heritage Awards 2016, be received as information.

Carried

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g) 2016 Municipal Property Taxes

Councillor Terry Yagos 16/174

Moved that the letter from Questfire Energy Corp, dated April 5, 2016, regarding 2016 Municipal Property Taxes, be received as information.

Carried

h) Farm Credit Canada AgriSpirit Fund

Councillor Fred Schoening 16/175

Moved that the email from Pincher Creek and District Ag Society, dated April 6, 2016, regarding the Farm Credit Canada AgriSpirit Fund, be received:

And that Council supports the Pincher Creek and District Ag Society in their grant application, and agrees to being a partner in this initiative.

Carried

2. For Information Only

Councillor Terry Yagos 16/176

Moved that the following be received as information:

- a) Alberta Community Partnership Program
 - Letter from Alberta Municipal Affairs, dated March 17, 2016
- b) Planning to Age in Place
 - Letter from Alberta Seniors and Housing, dated March 7, 2016
- c) Regional Emergency Management Organization Agreement
 - Letter from Town of Pincher Creek, dated March 17, 2016
 - Letter from Village of Cowley, dated March 23, 2016
- d) Alberta Utilities Commission (AUC) Notice
 - Letter from AUC, received March 21, 2016
- e) Decommissioning of Cowley Ridge Wind Farm
 - Letter from TransAlta Corporation, dated March 24, 2016
- f) National Day of Mourning
 - Letter from Workers' Compensation Board, dated March 21, 2016
- g) Shell Canada – Notification of Update
 - Letter from Shell Canada Limited, dated March 16, 2016
- h) Proposed Sour Gas Pipeline Resumption
 - Letter from Shell Canada Limited, dated March 22, 2016
- i) Thank You Poster
 - Thank You Poster from Livingstone School Kindergarten Class, received April 8, 2016

Carried

G. COMMITTEE REPORTS

Councillor Quentin Stevick – Division 1
 - Not present

Councillor Fred Schoening – Division 2
 - Nothing to report at this time

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Councillor Garry Marchuk – Division 3

- Beaver Mines Community Association
- Water and Sewer
- Pathway
- Public Hearing
- Beaver Mines Park Clean Up
- Unsightly Premises
- Economic Development Conference
- Crestview

Reeve Brian Hammond - Division 4

- Mayors and Reeves

Councillor Terry Yagos – Division 5

- Landfill Association
- Lundbreck Citizens
- Garbage bins
- Cornfest
- Emergency Services

Councillor Fred Schoening 16/177

Moved that the committee reports be received as information.

Carried

H. IN-CAMERA

Councillor Terry Yagos 16/178

Moved that Council and Staff move In-Camera, the time being 3:03 pm.

Carried

Councillor Terry Yagos 16/179

Moved that Council and Staff move out of In-Camera, the time being 3:39 pm.

Carried

I. NEW BUSINESS

(1) First Student

Councillor Fred Schoening 16/180

Moved that the email from First Student / Cardinal, dated March 31, 2016, regarding School Bus Safety, be received;

And that a letter supporting the School Bus Safety Campaign, be forwarded to First Student.

Carried

(2) Request to Close and Purchase Road – E/NE 6-6-2 W5M

Councillor Fred Schoening 16/181

Moved that the report from the Director of Development and Community Services, dated April 7, 2016, regarding the request to close and purchase the road – E/NE 6-6-2 W5M, be received;

And that the request be denied.

Carried

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(3) Request to Purchase Abandoned Railway Road Way – E ½ 33-5-28 W4M

Councillor Terry Yagos 16/182

Moved that the report from the Director of Development and Community Services, dated April 7, 2016, regarding the request to purchase the abandoned railway road way – E ½ 33-5-28 W4M, be received;

And that Council approve the request to purchase and consolidate a portion of MD property with the landowner's parcel, provided that the applicant purchase the land at market value;

And further that the applicant be responsible for all costs associated with the transfer and consolidation of said parcel;

And further that Administration be directed to consult with the adjacent landowner to determine if there is interest in disposing of MD property adjacent to his parcel.

Carried

(4) Request to Close Road Allowance – W/SW 33-3-28 W4M

Councillor Terry Yagos 16/183

Moved that Council postpone the decision regarding the request to close the road allowance – W/SW 33-3-28, to the April 26, 2016, Council meeting, for further information.

Councillor Fred Schoening requested a recorded vote.

Councillor Fred Schoening – Opposed
 Councillor Terry Yagos – In Favour
 Councillor Garry Marchuk – In Favour
 Reeve Brian Hammond – In Favour
 Motion Carried

(5) Management Letter – 2015 Consolidated Financial Statements

Councillor Fred Schoening 16/184

Moved that the Management Letter from Young Parkyn McNab, dated April 12, 2016, regarding the audit of the financial statements of the MD of Pincher Creek, for the year ended December 31, 2015, be received as information;

And that Council congratulate Administration for their efforts in preparation of the 2015 audit.

Carried

(6) Q3 Pincher Creek EMS Quarterly Performance Meeting Minutes

Councillor Terry Yagos 16/185

Moved that the Q3 Pincher Creek EMS Quarterly Performance Meeting Minutes, of March 10, 2016, be received as information.

Carried

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(7) ADJOURNMENT

Councillor Garry Marchuk

16/186

Moved that Council adjourn the meeting, the time being 3:46 pm.

Carried

REEVE

CHIEF ADMINISTRATIVE OFFICER

DRAFT

PROPOSED RESOLUTION

LICENSE OF OCCUPATION

April 21, 2016

Moved that the legal opinion and advice from our Insurance Company, both indicating that preferably proof of two (2) million Dollars Liability Insurance for use of MD Road Allowances be provided to the MD annually, be received;

And that Policy 312 – License of Occupation be amended, the amendment as follows:

Appendix B – Section 7 – be amended to read:

“This license shall continue to be in effect, provided that applicable fees are paid and the Lessee shall provide proof of two (2) million dollars liability insurance, with notice when insurance is no longer covered, as well as providing notice to the MD of Pincher Creek when circumstances change with respect to the License of Occupation (i.e. change of ownership, no longer require the use of the road allowance, etc.).

APRIL 21, 2016

TO: Wendy Kay, CAO

FROM: Leo Reedyk, Director of Operations

SUBJECT: NORTH BURMIS ROAD – TELUS TEMPORARY SERVICE LINE

1. Origin:

North Burmis Road was upgraded from Highway 3 to Twp Rd 8-0 in 2012/2013. As part of that project TELUS installed a temporary phone line adjacent to the road right of way, with connections and line above ground, hanging from fences or laying in the ditch.

2. Background:

In the spring of 2015 WSP contacted TELUS again to have the temporary service placed in the ground to finish the project. Their response indicated that the project would be prioritized but they were uncertain if it could be accomplished in 2015. Although the weather in 2015 and winter of 2015/2016 were mild, the service has still not been put underground.

The Municipal District has no franchise agreement with TELUS that would force them to finish the project. As the requirement for moving the existing line was not confirmed prior to the project, no contract for the relocation of the line was included in the project documentation.

Administration Staff contacted the Commissioner for Complaints for Telecommunication Services to see if they could forward our concern. As there has been no contract breach, they have no jurisdiction.

Administration continues to receive calls from residents and Alberta Transportation requesting information on when the service will be installed underground. Their concern is that the temporary service is susceptible to failure from vandalism, accident, water infiltration where it goes through culverts or being cut with road maintenance equipment.

Phone service up the North Burmis road is critical to the residents living there as cell phone service is sporadic to non-existent, it provides for dial up internet service as other Internet Service Providers are not available at all locations and the land line is the only means of communication in some instances.

3. Recommendation:

THAT the report from the Director of Operations, dated April 21, 2016 regarding the North Burmis Road – TELUS Temporary Service be received;

AND THAT Council forward a letter to TELUS requesting the temporary line be installed underground immediately, as the road construction was substantially completed in 2013.

AND FURTHER THAT a copy of the letter be sent to the Commissioner for Complaints for Telecommunications Services.

Respectfully Submitted,

Leo Reedyk



Reviewed by: Wendy Kay, Chief Administrative Officer *W-Kay* Date: *April 21, 2016*

MD OF PINCHER CREEK

APRIL 18, 2016

TO: Wendy Kay, CAO
FROM: Leo Reedyk, Director of Operations
SUBJECT: BOBBY BURNS FISH POND – WASHROOM UPGRADE

1. Origin:

The Bobby Burns Fish Pond is a place where seniors and persons with handicaps can go to fish without having to go down to the river bank. The park also provides limited services including washroom facilities for everyone using the park.

2. Background:

The existing washroom facilities at Bobby Burns Fish Pond have been there for some time, are in need of repair, and are not currently handicap accessible. The Pincher Creek Legion maintains the park on behalf of the municipality, and has initiated a project to fundraise to replace the washrooms with handicap accessible facilities.

An estimate of project cost was provided by a Legion Member and local contractor with an upset limit of \$22,500.00, depending on the level of volunteer effort and other project costs that are donated or granted to the project. The Legion is continuing to look into other grant opportunities for the project.

The Legion, Bobby Burns Fish Pond Committee is hoping to do the project later this summer or fall. Council could finance all or a portion of the project from the Public Reserve Trust Fund. Costs for a Development Permit and crushed gravel could be covered by the municipality.

3. Recommendation # 1:

THAT the report from the Director of Operations, dated April 18, 2016 regarding the Bobby Burns Fish Pond – Washroom Upgrade be received;

AND THAT Council direct administration to initiate the project and fund the washroom upgrade from Public Reserve Trust Fund (6-12-0-690-6690);

AND FURTHER THAT Council waive the Development Permit application fee, and gravel cost for the project.

Recommendation # 2:

THAT the report from the Director of Operations, dated April 18, 2016 regarding the Bobby Burns Fish Pond – Washroom Upgrade be received;

AND THAT Council direct administration to respond to the Legion, Bobby Burns Fish Pond Committee, with limited funds for the washroom upgrade project to be funded from Public Reserve Trust Fund (6-12-0-690-6690).

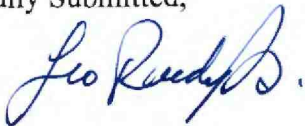
AND FURTHER THAT Council waive the Development Permit application fee, and gravel cost for the project.

Recommendation # 3:

THAT the report from the Director of Operations, dated April 18, 2016 regarding the Bobby Burns Fish Pond – Washroom Upgrade be received;

AND THAT Council direct administration to include the project in the 2017 budget.

Respectfully Submitted,



Leo Reedyk

Attachments

Reviewed by: Wendy Kay, Chief Administrative Officer *W-Kay* Date: *April 20, 2016*

Leo Reedyk

From: Janene Felker
Sent: April 18, 2016 12:39 PM
To: Leo Reedyk
Subject: Public Reserve Trust

Leo. The account balance as of today is \$192,276.84.

Janene

Bobbie Burns Seniors Fish Pond

April 5, 2016

C/O Pincher Creek Legion

Box 131

Pincher Creek, Alberta

Bathroom Facility Replacement Proposal

The existing facility at the Bobbie Burns Seniors Fish Pond is in need of replacement.

During the spring clean-up last spring it was noted that the internal plumbing (waste vault) was two buried culverts approximately 24" in diameter and 6 maybe 7 feet deep. The sides are badly corroded, the cause likely age and the liquid pooling inside. This allows the waste effluent to migrate into the surrounding soil bed. This is an environmental concern but more important, the installation of the new fresh water feed system to the fish pond may be compromised in the future. The effluent may migrate into the intake header of the new well and cause contamination of the entire pond.

The culverts are cast into the concrete floor of the building making it extremely difficult to replace or repair the existing facility.

Therefore the Fish Pond Committee on behalf of the Legion, propose replacement of this facility. Replacement requires the removal of the existing building, pouring a vault to house a proper septic system. Building a new building that has been designed to facilitate handicapped. This facility is designated to use of seniors, many of are handicapped.

The new facility will be handicap assessable but will be day use only, it will not have power or water installed.

Attached is a construction proposal submitted by Al Wilson, a local contractor and a Legion member. The entire estimated cost of the project is \$22,500. This cost can be adjusted with volunteer help from Legion members, and any other means. There are however some fixed costs that cannot be lowered such as the concrete work, building materials as examples.

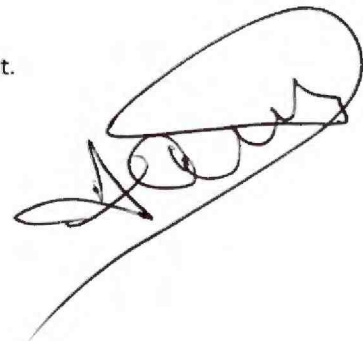
The Legion is looking into grants to assist with these costs.

Realistically construction of the facility will not likely start until late summer r early fall of this year but the sooner funding is in place the sooner the project can be started.

Fred White, Fish Pond Committee Chairman, will be the project contact and project manager.

403-627-8942 or 403-627-5656 are Fred's contact numbers.

Richard Burnham will be heading the fundraising project of the project.



COPY

APRIL 5TH 2016,
PINCHER CREEK,
ALBERTA

CONSTRUCTION PROPOSAL

ROYAL CANADIAN LEGION BR. #43
E.M.D OF PINCHER CREEK

RE: LEGION FISH POND LATRINES:

THE UNDERSIGNED PROPOSES TO SUPPLY ALL MATERIAL AND LABOUR NECESSARY TO COMPLETE THE FOLLOWING:

- TO DEMOLISH EXISTING STRUCTURE, CLEAN UP AND DISPOSE OF ALL MATERIAL
- TO FILL EXISTING VAULTS WITH CLEAN AGGREGATE AND TOP PORTALS WITH A CONCRETE CAP
- TO EXCAVATE FOR NEW STRUCTURE FOUNDATION
- TO FORM & POUR 8" X 16" FOOTING APPROXIMATELY 12' X 6' FOLLOWED BY 8" WALLS COMPLETE WITH 5/8" REBAR MAT ON 12" CENTRES TO UNDERSIDE OF STRUCTURE.
- TO INSTALL 1050 GALLON FIBERGLASS TANK PROPERLY BEDDED AND SECURED (AND INSPECTED IF NECESSARY)
- TO CONSTRUCT A 12' X 8' STRUCTURE TO ACCOMMODATE TWO SEPARATE STALLS (BASE TO BE 2 X 8 JOISTS COVERED BY 3/4" PLYWOOD: ALL MATERIAL TO BE P.W.P.)

2 OF 2
COPY

- TO CONSTRUCT 12' X 8' BUILDING WITH 2" X 6" WALLS @ 16" CENTRE'S CLAD WITH 1/2" PLYWOOD AN. SHEATHING WITH "DOUBLE 4" SIDING
- SHINGLE ROOF WITH TUF-TEX PANELS FOR ILLUMINATION
- DOORS TO BE WHEELCHAIR ACCESSIBLE

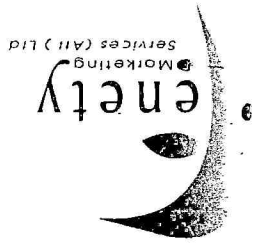
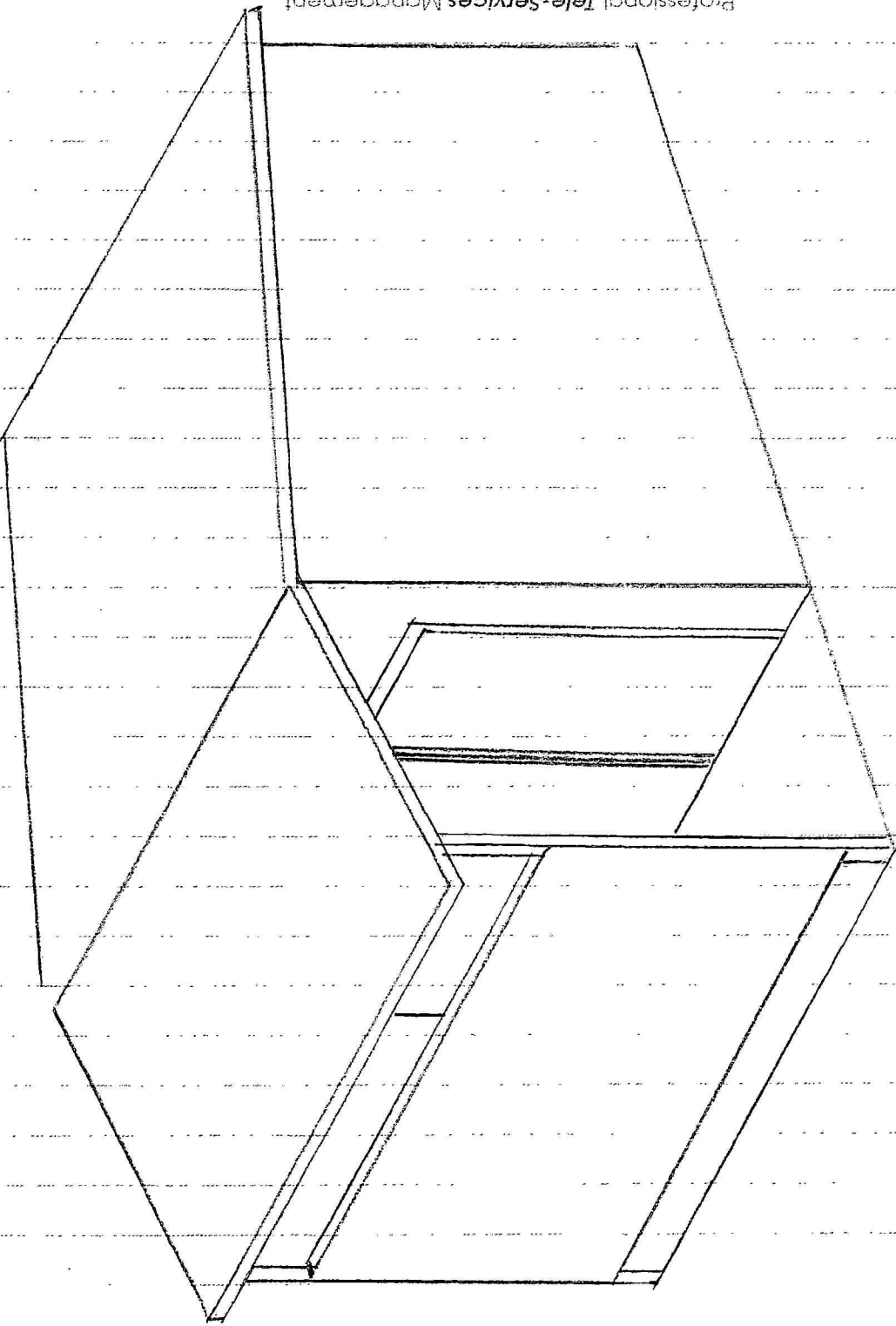
ALL WORK TO BE COMPLETED IN A GOOD AND WORKMANLIKE MANNER FOR THE SUM OF \$22,500.00 (TWENTY-TWO THOUSAND FIVE HUNDRED DOLLARS)

WORKMANSHIP WARRANTY PROVIDED

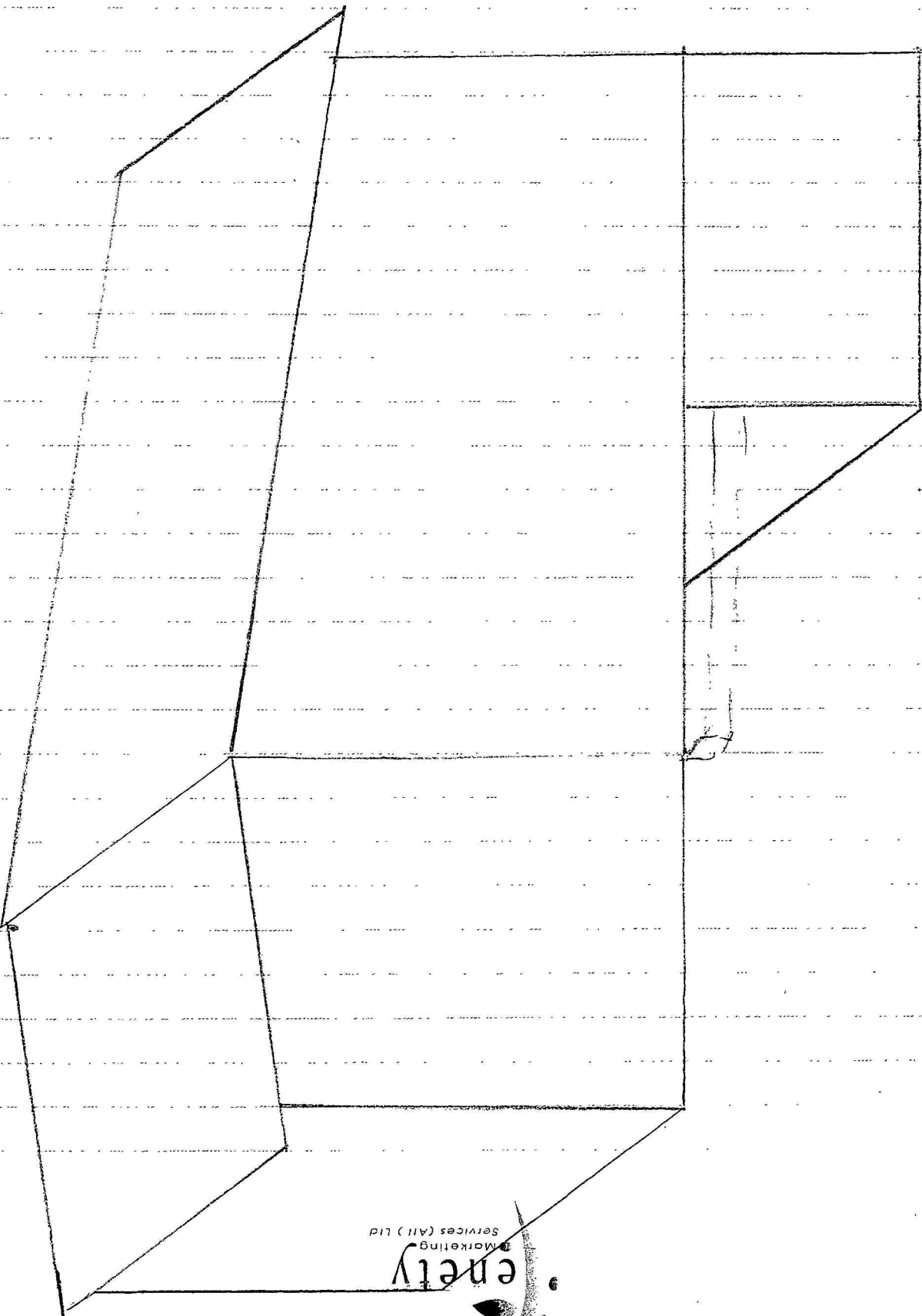
RESPECTFULLY SUBMITTED:

ALAN R. WILSON,
P.O. BOX 2792,
PINCHER CREEK ALBERTA

Professional *Tele-Services* Management



Professional *Tele-Services* Management



enety
Marketing
Services (All) Ltd



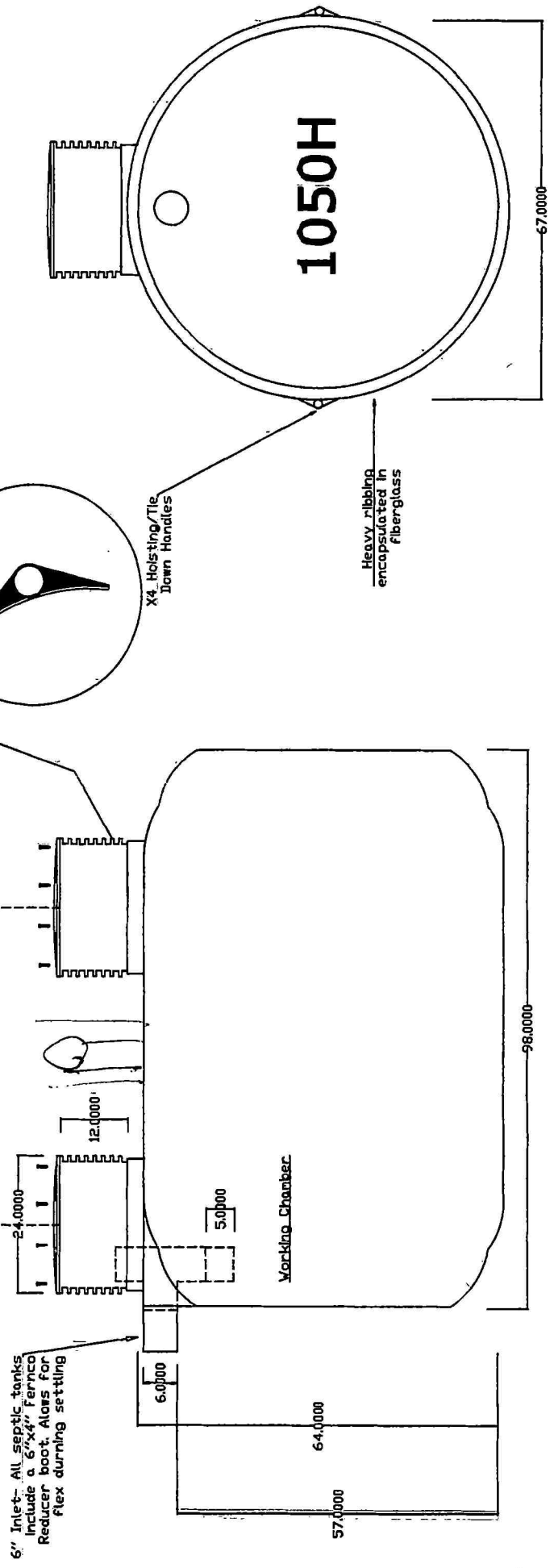
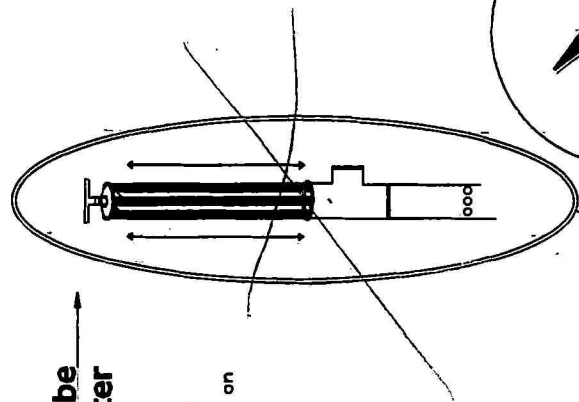
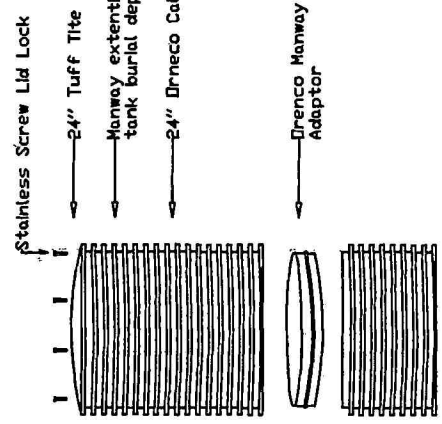
3200.00

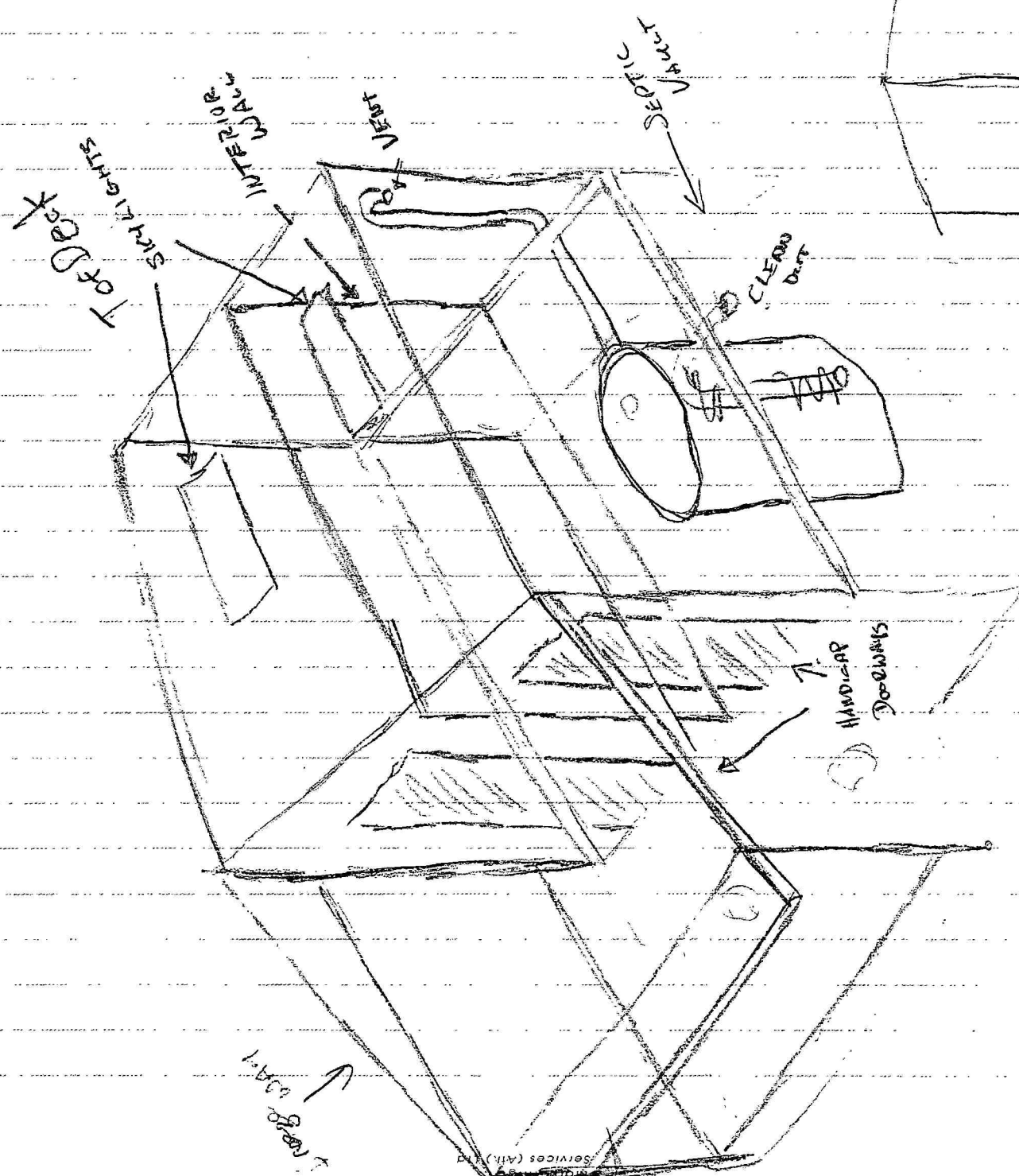
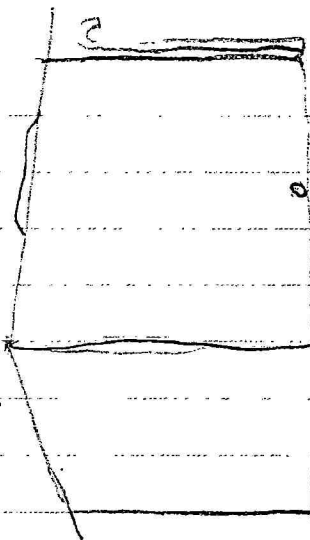
1420 12th ST. 345-2345
COAL DALE



Specifications	
Tank Model	1050 Pump-out
Total Length	98"
Total Height	64"
Total Weight	650lbs
Outlet Height	N/A
Inlet Height	57"
Inlet Size	6" SDR
Outlet Size	N/A
Working Capacity	N/A
Effluent Capacity	N/A
Manway Extensions	24" Drneco Ultra Rib

4' Bio-Tube Effluent Filter

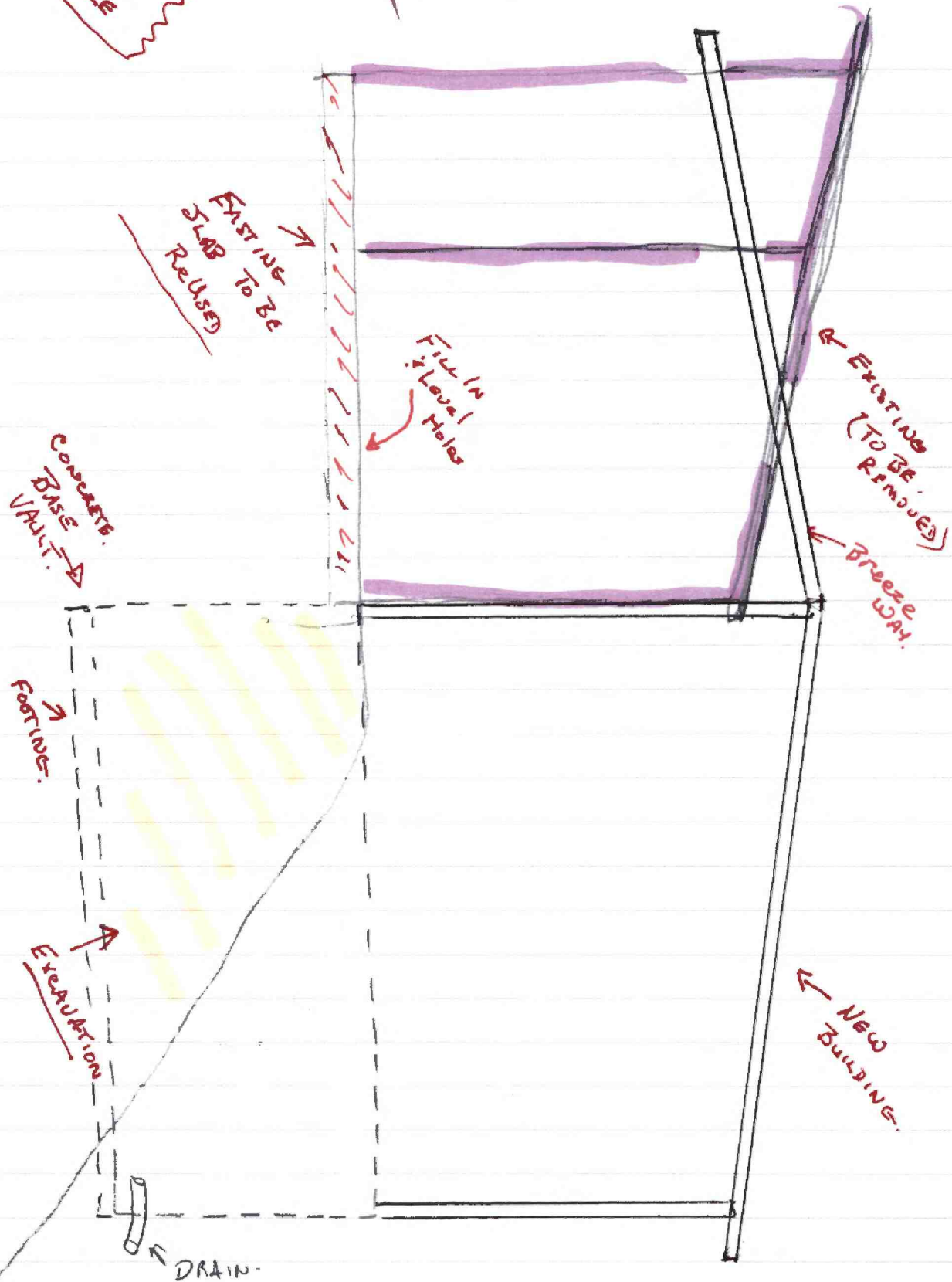




fenety Services (Alt.)

↑
TOP DOOR

Not To Scale



MD OF PINCHER CREEK

APRIL 19, 2016

TO: Wendy Kay, CAO

FROM: Leo Reedyk, Director of Operations

SUBJECT: TECHNICAL LARGE ANIMAL EMERGENCY RESCUE TRAINING -
UPDATE

1. Origin:

At their March 8, 2016 meeting, Council passed Resolution 16/110 which reads:

“THAT the report from the Director of Operations, dated January 19, 2016 regarding the Technical Large Animal Emergency Rescue Training be received;

AND THAT Council approve administration to send a letter to adjacent rural municipalities with the intent of garnering support for the training event to be held in the spring/summer of 2016.

AND FURTHER THAT once municipalities individual responses to the event are returned, Council be briefed on the outcome.”

2. Background:

A letter was sent to the five neighbouring municipalities to determine their support for the training opportunity. A written response was received from the Municipal District of Willow Creek, indicating they provide a large animal rescue service complete with in house training and, therefore, Council did not approve the funding request. A verbal response from Cardston County indicated they were not prepared to contribute. The County of Lethbridge has responded that they are prepared to support the training, up to \$1,500, and would like as many of their contracted firefighters to attend as possible.

The Municipal District of Ranchland responded verbally that they were prepared to support the training with up to \$1,500.00, and recommended that the County of Vulcan and Municipal District of Foothills be contacted as well. Alberta Farm Animal Care Association staff are arranging to contact them.

Hosting the training in Lethbridge rather than within our municipality is more costly as the venue charges are as much as ten times more costly (i.e. \$50 vs \$500 per day), for hall rental.

Options for hosting the event within the Municipal District include the Twin Butte Hall, Cowley Community Center, Lundbreck Hall or the Pincher Creek Community Hall. One of the practical training sessions includes setting a small square bale on fire. This session requires that a fire engine be on standby, to ensure no collateral damage is sustained as well as putting out the fire, should the bale continue to burn after trainees take their turn. Another session requires a large outdoor area for the staging of a cattle liner for demonstrations. The space requirement makes the training in Pincher Creek, more suitable than Twin Butte, Lundbreck or Cowley.

3. Recommendation:

THAT the report from the Director of Operations, dated April 19, 2016 regarding the Technical Large Animal Emergency Rescue Training – Update be received;

AND THAT Council approve the commitment of \$1,500.00 towards the Technical Large Animal Rescue Training event with funding from Agricultural and Environmental Services – Special Projects and Plans (2-62-0-772-2765);

AND FURTHER THAT Council recommend to the Alberta Farm Animal Care Association that the course be delivered within the Municipal District of Pincher Creek, preferable in the Town of Pincher Creek.

Respectfully Submitted,



Leo Reedyk

Reviewed by: Wendy Kay, Chief Administrative Officer *W. Kay* Date: *April 20, 2016*

MD OF PINCHER CREEK

APRIL 7, 2016

TO: Wendy Kay, Chief Administrative Officer
FROM: Leo Reedyk, Director of Operations
SUBJECT: Proposal for Level 2 Timber Coring – 7 Bridges

1. Origin

The Municipal District is responsible for operations and maintenance of bridges on our road system. Inspections of bridges with timber elements have noted that some of those elements are suspect of rot that would compromise the integrity of the bridge.

2. Background:

The Municipal District uses the services of our Class “B” Bridge Inspector to look at and make comment on bridge infrastructure within the scope of his certification. Coring of timber elements require the services of a Class “A” Bridge Inspector and as such Public Works has requested a quotation from Bow Valley Bridge Services Ltd.

The quote received includes inspecting timber elements in seven bridges including piers, pier caps and pilings. The proposed fees is \$11,833.00 and it is recommended that the costs be coded to Bridge Repair and Replacement Reserve.

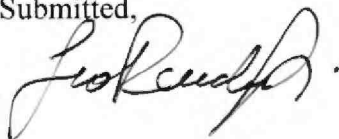
3. Recommendation:

THAT the report from the Director of Operations, dated April 7, 2016, regarding Proposal for Level 2 Timber Coring – 7 Bridges be received;

AND THAT Council authorize Administration to initiate the project to a maximum of \$11,833.00 and code the project to the Bridge Repair and Replacement Reserve (6-12-0-742-6740).

Respectfully Submitted,

Leo Reedyk



Attachments

Reviewed by: Wendy Kay, Chief Administrative Officer *W. Kay* Date: *April 20, 2016*

Reserve Status Sheet

6-12-0-742-6740

Allocated Reserve - Bridge Repair and Replacement

18-Apr-16

Balance Start of Year	Opening Balance	780,000.00
Requested Amount	7 Bridges - Level 2 Timber Coring	(11,833.00)
Previous Approved Amount	Bridge File 6906 - Burmis Lake TWP Rd 7-2 (Feb 23, 2016)	(106,829.00)
Proposed Balance as of April 18, 2016		661,338.00
2016 Budgeted Projects and Contributions		
Additions to Reserve	2016 Budgeted Contribution	220,000.00
Reductions from Reserve	Bridge File 468 Kettles Creek - Engineering	(35,000.00)
	Bridge File 75737 Todd Creek - Engineering	(25,000.00)
Projected Balance		821,338.00



Proposal for Level 2 Timber Coring services - 7 Bridges in MD Pincher Creek

1 message

Bow Valley Bridge Services Ltd <bvbbsld@telus.net>
To: Bob Millar MDPC Bridges <mdpcbbridges@gmail.com>

Wed, Mar 16, 2016 at 4:08 PM

Hello Bob;

Thank you for the opportunity to submit a cost estimate to provide Level 2 timber coring services on caps and piles at the 7 bridges you have identified in your e-mail (BF 760, 1077, 1528, 8860, 13957, 70423, 71838). I have summarized the details of the services to be provided below;

HILATES
SERVICES

1) Conduct a "Level 2" coring inspection of the timber sub-structure elements, in accordance with the established Level 2 Timber Coring practices and procedures recognized and accepted in Alberta. The inspection findings would be detailed on Level 2 BIM Timber Coring Sketches.

2) Provide maintenance or replacement recommendations to correct any deficiencies found during the inspection, including priority levels of High - Medium or Low.

3) Provide an "Estimated Remaining Life" for the structure, based on the inspection findings.

4) Provide descriptive color photographs.

5) Provide a brief summary report for each structure (similar to the sample report provided earlier), detailing the inspection findings, including overall condition, noted deficiencies, repair recommendation and preliminary cost estimates.

The proposed lump sum fee for these services is \$11,833.00.

Thank you for the opportunity to provide a quotation for this work. Please advise if this is acceptable, or if you require any additional information. I will schedule the coring as soon as I hear back from you and when site conditions permit. The two time frames recommended to complete the work when water levels are lowest and piles can be cored in the wet/dry zone are April 1 to May 15, or July 15-September 15. We would try to schedule the work in the spring time frame.

Regards, Garry

Garry Roberts

Bow Valley Bridge Services Ltd.

114 Riverview Green, Cochrane Alta. T4C 1 K2

bvbsltd@telus.net

Office (403) 851-9100, Fax (403)851-9190

Cell (403) 850-1330

COBBLE CAP 2 PILES

FILE #	LOCATION	LEGAL	WORK TO BE DONE	MATERIAL REQUIRED
13957	CONNELLY BRIDGE SKOKKA RD	NE5-8-2 W5	SUSPECT ROT ABOUT 2 FEET STREAM LEVEL	RECOMMENDED BY BOB MILLAR LAST INSP NOV 2014
1077	PAT HOCKSTIRNS SGT WILD RD	NW12-5-29 W4	SUSPECT ROT IN PIER AT STREAM LEVEL CAP PIER 2 CRUSHING	RECOMMENDED BY TDAVIRS AT 2012
71838	N OF MARTIN PUCK	NE23-8-30 W4	SUSPECT ROT IN CAP ABOUT 2	RECOMMENDED BY BOB MILLAR
70423	REVERS	SW2-6-1 W5	SUSPECT ROT IN CORBELS	RECOMMENDED BY GARRY ROBERTS INSPECTED DEC 2015
00760	VARLEY	SE3-6-29 W4	SUSPECT ROT IN ABOUT 2 FEET	RECOMMENDED FEB 2016

Director of Operations Report April 21, 2016

Operations Activity Includes:

- April 8, Agricultural and Environmental Services Open House at Heritage Inn;
- April 13, Joint Worksite Health and Safety meeting;
- April 14, Gravel Haul Tender opening;
- April 15, South West Invasive Management Workshop;
- April 20, Hazard Assessments for Emergency Operations meeting;
- April 20, ICS 300 Training.

Agricultural and Environmental Services Activity Includes:

- April 8, AES Open House;
- April 11, 12, First Aid Course;
- April 12, Tour MD Dams;
- April 13, 14, Preparation of equipment for upcoming spray season;
- April 15, Alberta Invasive Species Council (AISC) Weed Managers Workshop;
- April 18, Growing Forward 2 applications;
- April 18-20, Technical Large Animal Emergency Rescue planning assistance.

Public Works Activity Includes:

- Culvert installation;
- Pull shoulders at Summerview;
- Dust control at Grumpy's back road 1.1km from Hwy 774;
- Approach construction Upper Tennessee;
- Burmis Lake bridge complete and up to weights;
- Safety manual revisions;
- Sign repair and installation;
- Grid roller south of the Landfill.

Upcoming:

- April 28, SSRP Biodiversity Management Framework meeting.

Project Update:

- 2013 Disaster Recovery Projects
 - Satoris Road – Awaiting AEP approval for road realignment.
 - Burmis Lake Bridge repair completed.
- Community Resilience Program
 - Regional Water System Intake Relocation – detailed design 75 % complete.

- Capital Projects
 - North Burmis Road Intersection – Land acquisition complete, brushing completed project to be constructed this summer;
 - Summerview Bridge – Deck and subdeck repair completed;
 - Airport Runway Threshold review underway, preliminary report received;

Call Logs – attached.

Recommendation:

That the Operations report for the period April 5, 2016 to April 21, 2016 be received as information.

Prepared by: Leo Reedyk



Date: April 21, 2016

Reviewed by: Wendy Kay



Date: April 21, 2016

Submitted to: Council

Date: April 26, 2016

MD OF PINCHER CREEK

April 20, 2016

TO: Reeve and Council
FROM: Roland Milligan, Director of Development and Community Services
SUBJECT: **Event License – Mud Bog, SW 7-6-28 W4M**

1. Origin

- On April 6, 2016 the MD received the attached letter from Greg Chartier on behalf of the Western Mud Slingers (the Applicant) regarding a mud bog event they are proposing on July 16, 2016, within the SW 7-6-28 W4M (Enclosure No. 1).
- The Western Mud Slingers are a member of Chinook Mud Racing (Enclosure No. 2).

2. Background/Comment

- To help license and regulate entertainment events the MD adopted Bylaw No. 918A (the Bylaw, Enclosure No. 3) in March of 1993.
- For the bylaw to come into effect, a threshold number of people attending an event is established as 500.
- The applicant has indicated they are estimating between 400-500 spectators.
- As such, the applicant was advised that the bylaw would come into effect and that they should apply to the Licensing Officer (Council or such person or persons as Council may designate).
- To ensure that the applicant was meeting all requirements, they thought it best to contact the MD to ensure that all licenses and permits were in order.

3. Discussion

- The applicant was given a copy of the bylaw and asked to address the requirements as listed.
- The event is scheduled for 6 hours, commencing at 11:00 am and concluding at 5:00 pm.
- In the applicant's letter, the majority of concerns and requirements as outlined in the bylaw are addressed.

Recommendation No. 1

That Council, acting in their capacity as the Licensing Offer pursuant to Bylaw No. 918A, grant the applicant a license for the mud racing event planned for July 16, 2016, provided the applicant submit the applicable license fee.

Respectfully Submitted,



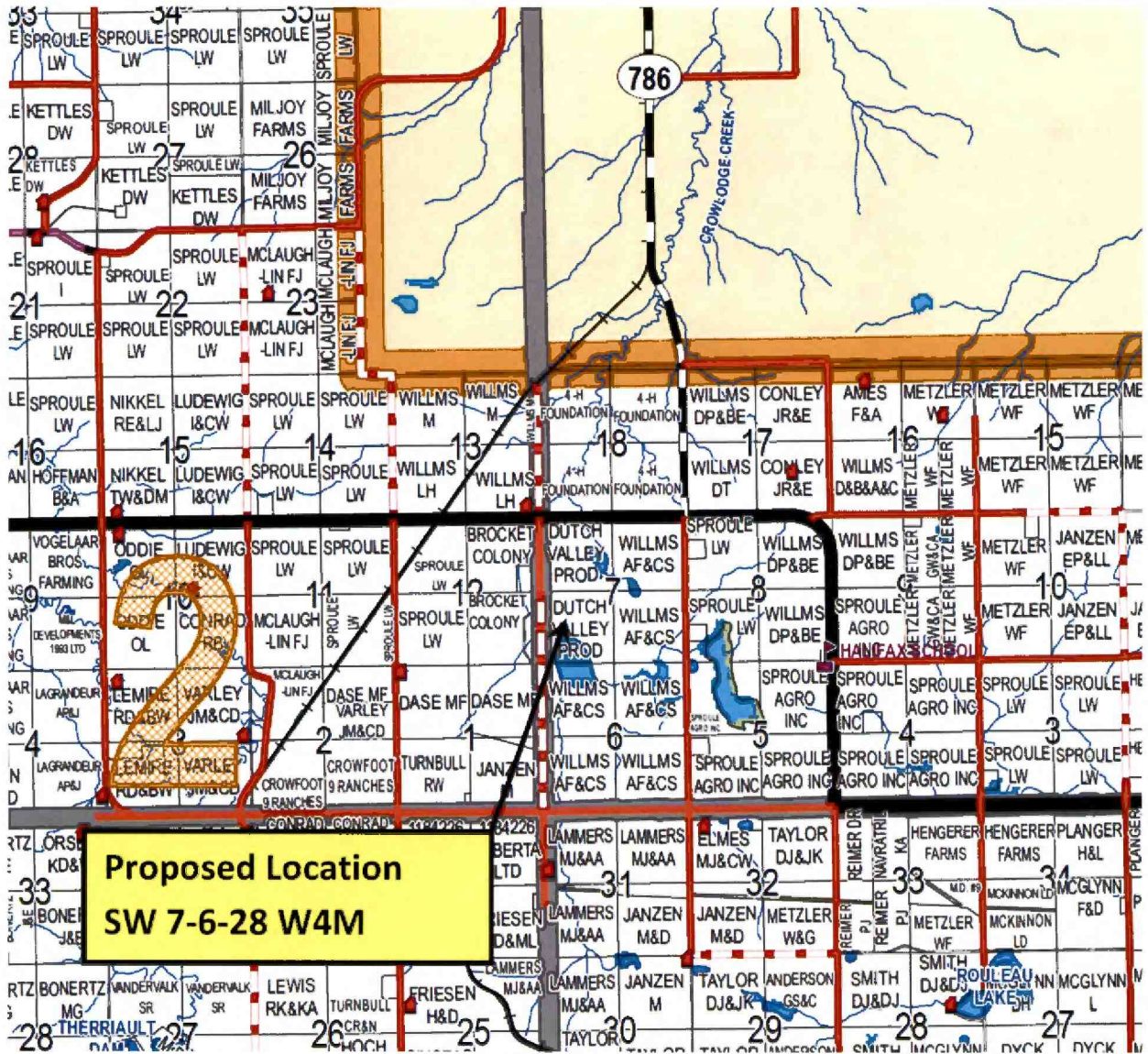
Roland Milligan

Enclosure(s) No. 1 Letter from Western Mud Slingers Dated April 6, 2016
No. 2 Chinook Mud Racing web page
No. 3 Bylaw No. 918A – Licensing Entertainment Events
No. 4 GIS Aerial

Reviewed by: Wendy Kay, CAO

W. Kay April 20, 2016

LOCATION MAP
SW 7-6-28 W4M



Western mud slingers

Re: By-Law 918A Entertainment Events

April, 6, 2016

The western mudslingers are part of a southern Alberta mud racing association that host events all over southern Alberta from Raymond to Hilda. On July 16th the Western mudslingers are planning a mud bog on Lloyd Sproule's land in the SW7-6-28-W4. The event will start at 11:00am and run roughly to 5:00pm. We do not know how many spectators or drivers will be showing up as this is our first time trying this type of event in the MD of Pincher Creek, our guess is 400-500 spectators and 30 drivers.

Mustangs High School Football team is volunteering their time in return we are donating a portion of our proceeds back to the team.

So far we have a majority of the tasks completed to make this a successful event.

-Insurance will be provided through the co-operators insurance

-Spoke to an RCMP member there will be off duty police officers for security with an on duty police officer to make an appearance (will confirm this when closer to the event)

-There will be two paramedics onsite

-7 Washrooms will be provided

-Four off duty firemen will be onsite with water tanker and 56000L of water

-Garbage bins, cans and ashtrays will be provided

-The Elks are providing concession and beer Gardens

-We have booked the legion bus to drive people back to town

-Adequate parking will be provided with volunteers parking the vehicles

Any question please does not hesitate to call.

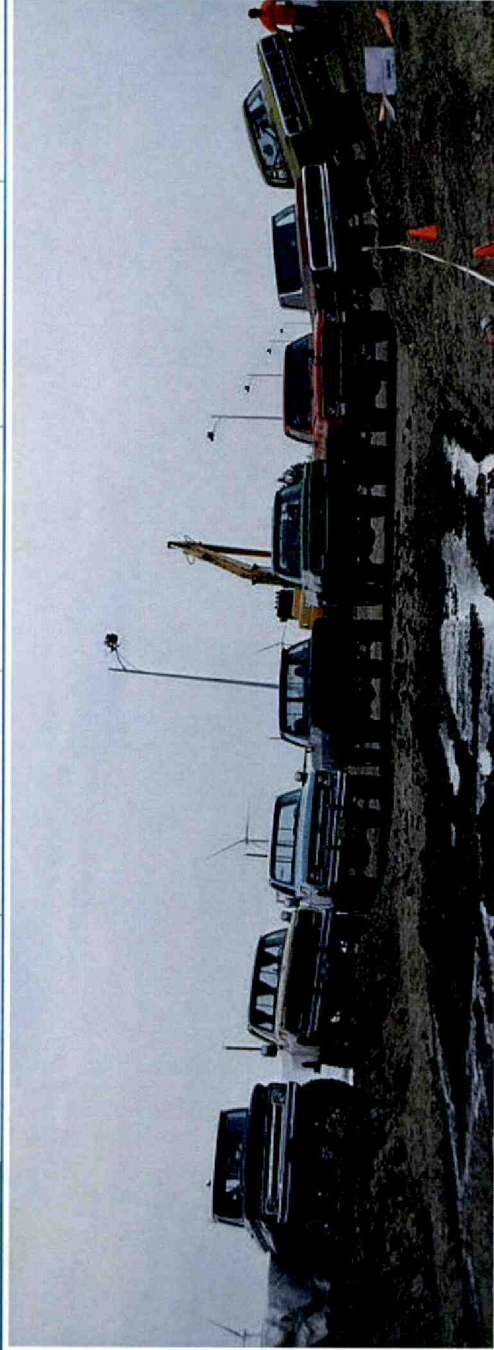
President, Greg Charier 1-403-627-6668

Vice President, Russ Domolewski 1-403-625-6166

CHINOOK MUD RACING

NEW Coaldale Mud Bog	June 5/16
Brooks Mud Bog	June 18/16
Valier Mud Bog	June 25/16
Hilda Mud Bog	July 9/16
NEW Pincher Creek Mud Bog	July 16/16
Raymond Mud Bog	July 23/16
Cardston Mud Bog	August 6/ 16
Medicine Hat Mud Bog	August 13/ 16
Taber Mud Bog	August 27/16
Pollockville Mud Bog	September 10/16

HOME	RULES	EVENTS	VIDEOS	CONTACT US	FORUM
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Webmaster Login



MUD Is In My Blood

Join Today

Login/Sign up

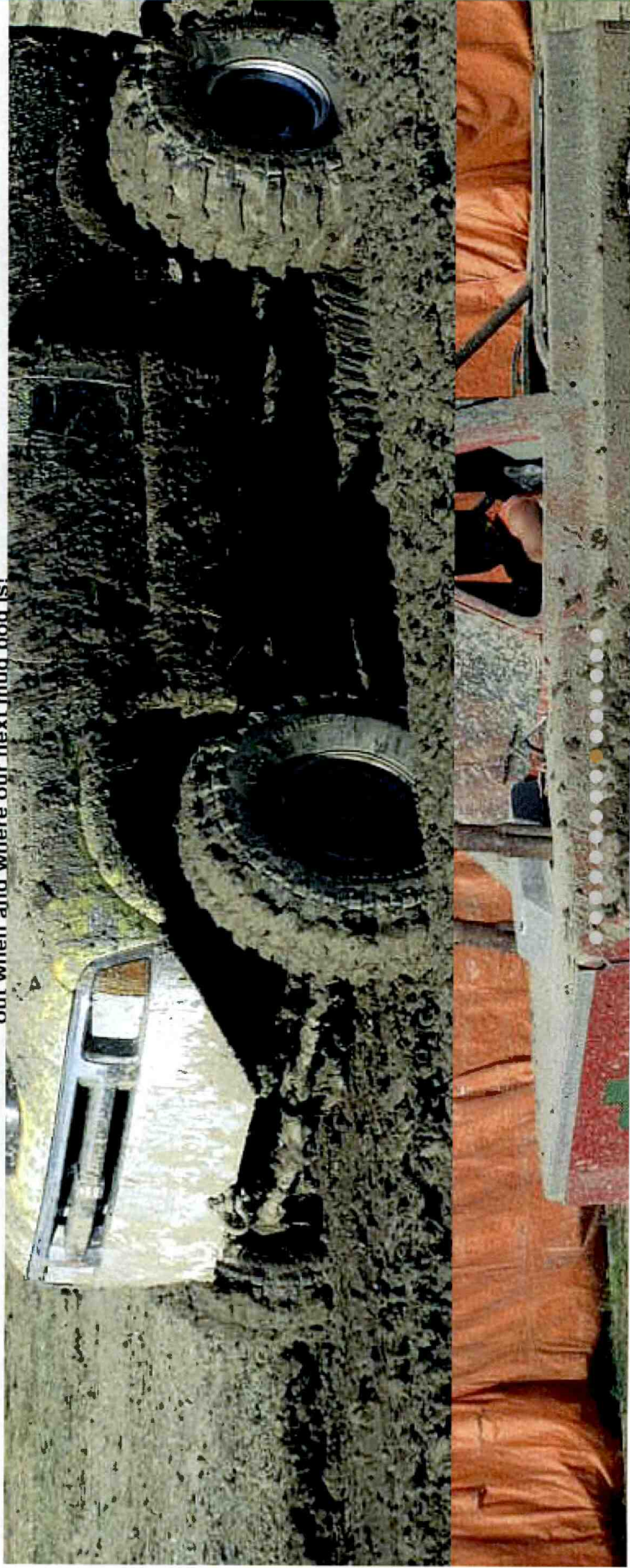
Chinook Mud Racing (CMR)

ENCLOSURE No. 2

CMR is a group of enthusiasts with the same interest: mud bogging, trying to go the fastest across a 200', 18" deep mud pit. From street legal 4x4's in our Stock Class to the outrageous trucks in open class, mud bogging is steadily becoming one of the most popular motor sports event in North America for thousands of four wheel enthusiasts to enjoy. This organization accommodates over 100 racers and is constantly growing.

The CMR's races covers events Across Alberta, including Rosemary, Cardston, Pollockville, Medicine Hat, Hilda, Brooks, Foremost, Raymond, Taber to across the American border, in Valier Montana. With the excellent hosts and organizers each event is made a success and is great fun for the whole family!

If you would like to attend one of our events, please click on the Event tab at the top of the page to find out when and where our next mud bog is!



MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
BY-LAW NO. 918A

A By-law of the Municipal District of Pincher Creek No. 9
for the Licencing and Regulating of Entertainment Events.

PURSUANT to Sections 153, 156, 166, 168, 209, 222, 238 and
242 of the Municipal Government Act. RSA 1980, the Council
of the Municipal District of Pincher Creek No. 9, in the
Province of Alberta, duly assembled, hereby enacts as
follows:

1. PURPOSE:

The purpose of this By-law is to licence and regulate
entertainment events in the Municipal District of
Pincher Creek No. 9.

2. DEFINITIONS:

In this By-law:

- (i) "Entertainment Event" shall mean any music festival, dance festival, "rock" festival, or similar musical activity, game, contest, sport lottery scheme, exhibition of an educational, artistic or cultural nature, theatrical performance, concert, recital, lecture or other performance, whether indoor or outdoor, likely to attract 500 or more people in any one twenty-four (24) hour period, and which is held at any place within the Municipality and to which members of the public are invited or admitted for a charge or free of cost;
 - (ii) "Council" means the Council of the Municipal District of Pincher Creek No. 9;
 - (iii) "Licencee" means a person or corporation who has applied for and obtained a licence to operate an entertainment event, pursuant to this By-law;
 - (iv) "Licencing Officer" means the Council or such person or persons as Council may designate;
 - (v) "Municipality" means the Municipal District of Pincher Creek No. 9.
3. No person or corporation shall operate, maintain, conduct or advertise an entertainment event in the Municipality unless he/she/it has first obtained a licence from the Licencing Officer to operate or conduct such an entertainment event.
4. Applications for a Licence to conduct an indoor-outdoor entertainment event shall be made to the Licencing Officer, in writing, at least sixty days prior to the proposed date of the entertainment event and shall be accompanied by a non-refundable application fee of \$100.00 and shall contain the following information:
- (a) The name, age, residence, and mailing address and telephone number or numbers of the person making such application. If the application is made by a partnership, the names and addresses of the partners shall appear. Where the applicant is an incorporated company, the application shall be signed by at least two directors of the incorporated company and shall contain the addresses of such corporate directors and shall have attached a certified copy of the Certificate of Incorporation.

- (b) A written statement of the kind, character, or type of entertainment event which the applicant proposes to conduct, operate or carry on.
 - (c) If more than one entertainment event is planned or if it is anticipated that unplanned events shall be allowed within the entertainment event, whether by the Licencee or otherwise, the Licencee shall ensure that any event not specifically licenced is approved by the Licencing Officer, prior to the time that such event shall take place. No unlicenced event shall be permitted by the Licencee.
 - (d) The address or legal description of property where the proposed entertainment event is to be conducted, operated, or carried on. Additionally, the applicant shall submit proof of ownership of the place where the entertainment event is to be conducted or a statement signed by the owner of the premises indicating his consent that the site be used for the proposed entertainment event.
 - (e) The date or dates and the hours during which the the entertainment event is to be conducted.
 - (f) An estimate of the number of customers, spectators, participants, and other persons expected to attend the entertainment event for each day it is conducted.
 - (g) The names and addresses of anyone contributing, investing, or having a financial interest greater than five hundred (\$500.00) dollars in producing the entertainment event.
 - (h) A financial statement to give assurance of the ability of the applicant to meet the conditions of the licence being applied for.
 - (i) A detailed written explanation of the applicant's plans to provide security and fire protection, water supplies and facilities, sewage and drainage facilities, food supplies and facilities, sanitation facilities, first aid facilities and services, vehicle parking spaces, vehicle access policing and on-site traffic control and, if it is proposed or expected that spectators or participants will remain at night or overnight, the arrangements for illuminating the premises and for camping or similar facilities. The applicant's plans shall include what provisions shall be made for numbers of spectators in excess of the estimate, provisions for the clean-up of the premises and provisions for the removal of rubbish after the entertainment event has concluded. A plot plan showing the arrangement of the facilities, including those for parking, egress and ingress, shall be submitted with such application.
5. Every person or corporation applying for a Licence, pursuant to this By-law shall satisfy the Licencing Officer that he is able to meet the conditions and requirements set out in this By-law or imposed by Licencing Officer.

6. Every Licencee to conduct an indoor-outdoor entertainment event shall be subject to the following conditions and requirements:
- (a) **Security Protection:** Every Licencee shall provide, at his own expense, security protection. This shall include the provision of a minimum of one security officer for every 100 persons expected to be in attendance.
 - (b) **Water and Sanitation Facilities:** Every Licencee shall provide an ample supply of potable water for drinking and sanitation purposes at the site of the entertainment event. The minimum supply of water to out-door entertainment events shall be 68 litres of water for each person in attendance per day. All water shall meet Canadian Drinking Water Standards. Public and private flush-type water closets, lavatories and drinking facilities and sewage and drainage systems and items incidental to the operation of the foregoing shall be required as determined by the Licencing Officer. This condition shall only be deemed to have been met where the Licencing Officer has accepted such arrangements as satisfactory.
 - (c) **Food Concessions:** Where the proposed entertainment event is to be held a distance of 200 metres from public eating places, food handling places or like establishments, the applicant shall provide such food facilities as may be required by the Licencing Officer to adequately provide food services to those persons attending the entertainment event.
 - (d) Every Licencee shall be required to furnish such trash cans and garbage receptacles as may be required by the Licencing Officer. An adequate supply of plastic bag liners to fit the trash cans shall be provided and each container shall at all times have a plastic bag liner inserted and, when full, it shall be tied and removed and a new plastic bag liner inserted. The pickup and removal of trash, refuse, garbage and rubbish shall be at least once a day or more often if required by the Licencing Officer. A signed contract with an approved refuse-collector shall be submitted and filed with the Licencing Officer. The removal of all trash and refuse shall be at the Licencee's expense.
 - (e) **First Aid Facilities:** Every Licencee shall provide such first aid facilities at the site of the entertainment event, as may be required by the Licencing Officer. The Licencee shall provide ambulance services to transport persons attending the entertainment event from the site of the entertainment event to the nearest hospital where need arises. The extent of ambulance service shall be as required by the Licencing Officer. Where a proposed entertainment event is expected to attract a large number of persons to a site located a distance of five (5) kilometres from adequate existing treatment facilities, the Licencee may be required to provide emergency medical treatment facilities and personnel on the premises of the entertainment event.

- (f) **Parking Areas:** Every Licencee shall provide adequate parking spaces for persons attending the entertainment event by motor vehicle. The Licencee may be called upon to provide a separate parking space for every two (2) persons expected to attend the entertainment event by motor vehicle. Such parking areas shall be clearly marked and controlled. The Licencing Officer shall approve an applicant's "parking plan" before the licence shall be issued.
- (g) **Access and Parking Control:** The Licencee shall provide adequate ingress and egress to the entertainment event premises and parking areas, ensure that necessary roads, driveways and entrance ways shall exist to insure the orderly flow of traffic into and out of the premises from a highway or road which is part of the highway system maintained by the Municipality. A special access way for fire equipment, ambulances and other emergency vehicles will be required. The Licencing Officer shall approve the Licencee's plan for ingress and egress before a licence shall be issued. Additionally, any Licencee shall be required to show that adequate traffic guards are employed to insure orderly traffic and relieve traffic congestion in the vicinity of the entertainment event area.
- (h) **Hours of Operation:** All entertainment events, which are subject to a licence, pursuant to the provisions of the By-law, shall close and cease operations continuously between the hours of 2:00 AM and 6:30 AM of each and every day.
- (i) **Communications:** The Licencee shall be required to establish a communication system for public use where ordinary communications are not available. The Licencing Officer may require a provision of a mobile phone at the site of the entertainment event.
- (j) **Miscellaneous:** The Licencing Officer may impose such additional conditions as are reasonably calculated as necessary to protect the health, welfare and property of local residents and persons attending the entertainment event.
7. A Licencee shall comply with all relevant Federal, Provincial or Municipal laws in existence.
8. The Licencing Officer may grant relief from any of the above requirements where it appears that such an action is in the best public interest. This ability to grant relief shall be limited to those items within the control of the Licencing Officer under this By-law and does not relieve the Licencee from any conditions or requirements imposed by law, contract or otherwise.
9. Any person or corporation who:
- a) Operates, maintains, conducts or advertises an entertainment event in the Municipal District of Pincher Creek No. without first having obtained the licence required by this By-law, or

(b) and having obtained the licence, fails to comply with the conditions set out in this By-law, or attached to a licence;

is guilty of an offense and is liable on conviction to a fine of not more than TWO THOUSAND FIVE HUNDRED DOLLARS (\$2,500.00) and not less than TWO THOUSAND FIVE HUNDRED DOLLARS (\$2,500.00) for every day the offense continues and in default of payment, to imprisonment for a term not exceeding thirty (30) days.

Read a first time this 23
day of March, AD, 1993
Henry F. Huddell
REEVE
Dele Williams
ADMINISTRATOR

Read a second time this
23 day of March, AD, 1993
Henry F. Huddell
REEVE
Dele Williams
ADMINISTRATOR

Read a third time and
finally passed this 23
day of March, AD, 1993
Henry F. Huddell
REEVE
Dele Williams
ADMINISTRATOR

ENCLOSURE No. 4

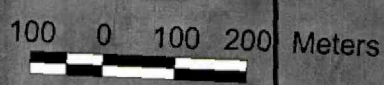


Hwy 507 East

Rge. Rd. 29-4

Propose Location
of 200' x 18" deep
mud pit

SW 7-6-28 W4M



April 21st, 2016

TO: Reeve and Council

FROM: Mat Bonertz, Director of Finance and Administration

SUBJECT: **2016 Mill Rate Bylaw**

1. Origin

The Municipal Government Act requires a bylaw be passed annually to set rates of taxation for the current year.

2. Background/Comment

Mill rates have been determined which will generate the required property tax revenue as detailed in the 2016 Operating Budget and the 2016 Provincial School and Pincher Creek Foundation requisitions and the Emergency Services levy. As directed on average a 3% increase on individual property taxes from 2015 will be realized. The bylaw needs to be passed before production of the 2016 tax notices can proceed. A mailing date of April 29th is anticipated.

The 2016 Operating Budget included a 3% increase in taxation revenue. After taking into account market value assessment changes, new development assessment increases, and provincial well and pipeline linear assessment decreases along with the changes in requisition requests the following mill rate percentage changes were realized from 2015:

Farmland	3.00% Increase
Residential	3.00% Increase
Non Residential	7.13% Increase
Machinery and Equipment	4.26% Increase
Wind Energy and Co-Generation	4.26% Increase

3. Recommendation

That the 2016 Mill Rate Bylaw 1268-16 be given 1st, 2nd and 3rd readings.

Respectfully Submitted,



Mat Bonertz, Director of Finance and Administration

Reviewed By: Wendy Kay, CAO



Date: April 21st, 2016

**MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
BYLAW NO. 1268-16**

A Bylaw to authorize the rates of taxation to be levied against assessable property within the Municipal District of Pincher Creek No. 9 for the **2016 taxation year**.

WHEREAS the Municipal District of Pincher Creek No. 9 has prepared and adopted detailed estimates of the municipal revenues and expenditures for 2016 as required, at the Council meeting held on December 8th, 2015;

AND WHEREAS the estimated municipal expenditures and transfers set out in the budget for the Municipal District of Pincher Creek No. 9 for 2016, not including the Provincial School requisition, the Pincher Creek Foundation requisition, and Pincher Creek Emergency Services levy, total \$12,410,750;

AND WHEREAS the municipal revenues and transfers from all sources, other than taxation for 2016, is estimated at \$2,047,520 and the balance not including Provincial School, and Pincher Creek Foundation requisitions, and Pincher Creek Emergency Services levy, of \$10,363,240 is to be raised by general municipal taxation;

AND WHEREAS the requisitions are:

Alberta School Foundation Fund (ASFF)	
Residential/Farmland	1,301,228.41
Non-residential	1,313,540.35
Opted Out School Boards	
Residential/Farmland	101,550.27
Non-residential	<u>8,553.38</u>
	2,724,872.41
Requisition Allowance MGA Section (359)(2)	0.00
Pincher Creek Foundation	330,978.02
Pincher Creek Emergency Services	306,962.14

AND WHEREAS the Council of the Municipal District of Pincher Creek No. 9 is required, each year, to levy on the assessed value of all property, tax rates sufficient to meet the estimated expenditures and the requisitions;

AND WHEREAS the Council is authorized to classify assessed property and to establish different rates of taxation in respect to each class of property, subject to the *Municipal Government Act*, Chapter M26, Revised Statutes of Alberta 2000;

AND WHEREAS the assessed value of all property in the Municipal District of Pincher Creek No. 9, as shown on the Assessment Roll for 2016 is:

	<u>Assessment</u>
Farmland	58,824,200
Residential	506,317,360
Non Residential	350,650,710
Machinery and Equipment	221,918,400
Electrical Co-Generation	<u>451,459,300</u>
	1,589,169,970

NOW THEREFORE under the authority of the *Municipal Government Act*, the Council of the Municipal District of Pincher Creek No. 9, in the Province of Alberta, ENACTS AS FOLLOWS:

1. That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property, as shown on the Assessment Roll for 2016 of the Municipal District of Pincher Creek No. 9 in the Province of Alberta:

	Tax Levy	Assessment	Tax Rate
General Municipal			
Farmland	356,404.06	58,824,200	6.0588
Residential	2,122,533.00	506,317,360	4.1921
Non-Residential	2,698,607.86	350,650,710	7.6960
Machinery and Equipment	1,707,884.01	221,918,400	7.6960
Electrical Co-Generation	<u>3,474,430.77</u>	<u>451,459,300</u>	7.6960
Total	10,359,859.70	1,589,169,970	
Alberta School			
Foundation Fund			
Farmland/Residential	1,292,221.77	520,595,346	2.4822
Non-Residential	1,312,007.09	347,975,570	3.7704
Machinery & Equipment	0.00	221,918,400	0.0000
Electric Co-Generation	<u>0.00</u>	<u>451,459,300</u>	0.0000
Total	2,604,228.86	1,541,948,616	
Opted-Out School Boards			
Farmland/Residential	110,572.61	44,546,214	2.4822
Non-Residential	10,086.35	2,675,140	3.7704
Machinery & Equipment	0.00	0.00	0.0000
Electric Co-Generation	<u>0.00</u>	<u>0.00</u>	0.0000
Total	120,658.96	47,221,354	
Requisition Allowance			
	<u>0.00</u>	<u>0.00</u>	0.0000
Total	0.00	0.00	
Senior Citizens Foundations			
Pincher Creek Foundation	<u>331,024.10</u>	<u>1,589,169,970</u>	0.2083
Total	331,024.10	1,589,169,970	
Emergency Services			
Pincher Creek Emergency Services	<u>306,868.72</u>	<u>1,589,169,970</u>	0.1931
Total	306,868.72	1,589,169,970	

2. The minimum amount payable as property tax for general municipal purposes shall be \$20.00 per parcel.
3. This Bylaw comes into force and effect on the date of the third and final reading.

READ a first time this _____ day of _____, 2016

READ a second time this _____ day of _____, 2016

READ a third time and finally passed this _____ day of _____, 2016

REEVE

CHIEF ADMINISTRATIVE OFFICER

MD OF PINCHER CREEK

April 20th, 2016

TO: Reeve and Council

FROM: Mat Bonertz, Director of Finance and Administration

SUBJECT: Recycle Depot Update Offer

1. Origin

The Town of Pincher Creek, Village of Cowley and M.D. of Pincher Creek have any agreement with a local business to provide recycling services for the communities. This business has new owners as of April 1st.

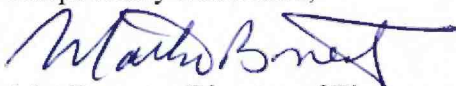
2. Background/Comment

One of the new owners and local manager, Weston Whitfield, is offering to appear before Council on a regular basis in order to keep Council as a whole informed on the operation of the recycle depot. He is prepared to do this monthly, quarterly, semi-annually or annually if Council so desires. He understands he is to liaison with the recycle committee and will do so at their request or if he has an issue he feels needs to be dealt with. This offer is solely intended as a means of providing information directly to Council if they feel it would be of any benefit.

3. Recommendation

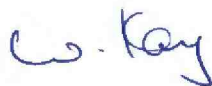
That Council consider Mr. Whitfield's offer and advise if they would like to meet directly with him on an ongoing basis.

Respectfully Submitted,



Mat Bonertz, Director of Finance and Administration

Reviewed By: Wendy Kay, CAO



Date: April 20th, 2016

MD OF PINCHER CREEK

April 21, 2016

TO: Reeve and Council

FROM: Wendy Kay, Chief Administrative Officer

SUBJECT: Summer Council Meetings – July 26 and August 9, 2016
Subdivision Authority and Municipal Planning Commission – August 2, 2016
Agricultural Service Board – August 4, 2016

1. Origin

Scheduled Council meetings, Subdivision Authority and Municipal Planning Commission meeting, and Agricultural Service Board meeting for summer 2016.

2. Background

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

It is being suggested that Regular Council Meetings scheduled to be held on July 26 and August 9, 2016, be cancelled.

Further to Regular Council Meetings being cancelled during the summer months, traditionally the Subdivision Authority and Municipal Planning Commission meetings for the month of August are also cancelled, these meetings fall on August 2, 2016.

Administration is further suggesting that the Agricultural Service Board meeting, scheduled for August 4, 2016, also be cancelled.

3. Recommendation

That the report from the Chief Administrative Officer, regarding Summer Council Meetings – July 26 and August 9, 2016, Subdivision Authority and Municipal Planning Commission meetings – August 2, 2016, and Agricultural Service Board meeting – August 4, 2016, dated April 21, 2016, be received;

And that the regularly scheduled Council Meetings of July 26 and August 9, 2016, be cancelled;

AND THAT the Subdivision Authority and Municipal Planning Commission meetings scheduled for August 2, 2016, be cancelled;

AND THAT the Agricultural Service Board meeting scheduled for August 4, 2016, be cancelled;

AND FURTHER THAT if there is an emergent need to have a meeting during this time that an appropriate date and time be set.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "W. Kay". The signature is written in a cursive style with a large, stylized "W" and "K".

W. Kay

CHIEF ADMINISTRATIVE OFFICER'S REPORT

E4b

April 8, 2016 to April 21, 2016

DISCUSSION:

- April 12, 2016 Policies and Plans
- April 12, 2016 Regular Council
- April 18, 2016 Emergency Management – Cowley
- April 20, 2016 Hazard Assessments/ICS Training
- April 21, 2016 Council – Mill Rates

UPCOMING:

- April 26, 2016 Policies and Plans
- April 26, 2016 Regular Council
- April 28, 2016 EMS
- May 3, 2016 Strategic Planning
- May 3, 2016 Subdivision Authority
- May 3, 2016 Municipal Planning Commission
- May 9, 2016 MD of Ranchlands
- May 10, 2016 Policies and Plans
- May 10, 2016 Regular Council
- May 17, 2016 Table Top Exercise
- May 18, 2016 Table Top Exercise
- May 21, 2016 Beaver Mines Clean-up

OTHER

- Revised Safety Manual
- Emergency Management Plan
- Finance Procedures

RECOMMENDATION:

That Council receive for information, the Chief Administrative Officer's report for the period of April 8, 2016 to April 21, 2016.

Prepared by: CAO, Wendy Kay Date: April 21, 2016

Presented to: Council Date: April 26, 2016

Administration Call Log

	Division	Location	Concern / Request	Assigned To	Action Taken	Request Date	Completion Date
39		5 NW 11-07-03 W5	Resident called requesting information on disaster recovery money to retrain the Crowsnest River back into its channel at the NW 11-07-03 W5. He indicated that since the 2013 flood the river has been encroaching on his hay field.	Leo Reedyk	Leo took the call and will get information together for Disaster Recovery and flood mitigation and provide it to the property owner. Leo had discussion with property owner with some options. He said he would get back to us.	March 7, 2016	March 8, 2016
40		2 Lowland Heights	Asked if the MD would share in fencing to keep trespassers off his land.	Leo Reedyk		March 10, 2016	



Council Action F1a
Corresp -

RECEIVED

APR 18 2016

M.D. OF PINCHER CREEK

Garry Marchuck
Councillor Division 3, MD Pincher Creek
Box 279
Pincher Creek, AB T0K 1W0

Dear Garry,

I am writing to voice my concerns over the unpaved and dangerous condition of Highway 774 in the southwest corner of Alberta. This highway runs south from Beaver Mines to Castle Mountain Resort (CMR), and the last 12 kilometers is treacherous year round.

As one of the most travelled secondary highways in southern Alberta, this road brings over 100,000 residents and visitors to CMR and the surrounding recreational area annually, including thousands of school children enrolled in learn to ski programs as part of their school physical education programs. Each ski season up to 5,500 children are transported by school bus into and out of the ski resort along this dangerous stretch of gravel road.

In the winter the gravel holds the snow and ice much longer than the paved section and the freeze-thaw cycles exacerbate the problem by turning this road into a slick, menacing obstacle causing many automobiles to lose control, jeopardizing the lives of the drivers, passengers and other travellers.

To my knowledge CMR is the only major ski facility in Western Canada without paved access. This is the number one reason Albertans give for bypassing Castle to ski and spend their recreational dollars in southern British Columbia or Montana. I believe that this failure to support tourism and industry in southern Alberta is poor policy on the part of the government.

I am requesting that you look into this issue and do whatever you can to ensure that this road is paved in 2016 before a deadly accident occurs.

I am looking forward to your reply,

Sincerely,

Tim Davis

Davis GMC Buick
115 WT Hill Boulevard S.
Lethbridge, AB T1J4T6
☎ 403-329-4444
🌐 www.davisgm.ca

Davis GMC Buick
1450 Trans Canada Way S.E.
Medicine Hat, AB T1B 4M2
☎ 403-527-1115
🌐 www.davisgmctrucks.ca

Davis Chevrolet GMC Buick
149 East Lake Crescent N.E.
Airdrie, AB T4A 2H7
☎ 403-948-6909
🌐 www.davischev.com

*Council
Corresp-Action*

**David Clement
Box 57
Millarville, AB T0L 1K0**

RECEIVED

APR 20 2016

M.D. OF PINCHER CREEK

Mr. Garry Marchuck
Councillor Division 3 MD of Pincher Creek,
Box 279
Pincher Creek, AB T0K 1W0

Dear Mr. Marchuck

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Sincerely,


David Clement

Garrett Clement
Box 57
Millarville, AB T0L 1K0

RECEIVED

APR 20 2016

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Box 279
Pincher Creek, AB T0K 1W0

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Sincerely,

Garrett Clement



RECEIVED

APR 20 2016

M.D. OF PINCHER CREEK

Davis Clement
Box 57
Millarville, AB T0L 1K0

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Box 279
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Sincerely,



Davis Clement

RECEIVED

APR 20 2016

M.D. OF PINCHER CREEK

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I am looking forward to your reply,

Sincerely,

STEVE & VERA SOROKA



RECEIVED

APR 20 2016

M.D. OF PINCHER CREEK

Adam Clement
Box 22 Site 6 RR1
Thorsby AB T0G 2P0

April 13, 2016

Mr. Garry Marchuck
Councillor Division 3 MD of Pincher Creek,
Box 279
Pincher Creek, AB T0K 1W0

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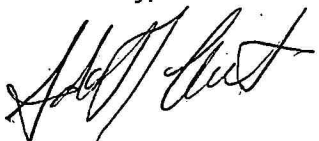
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I am looking forward to your reply.

Sincerely,



Adam Clement

RECEIVED

APR 20 2016

M.D. OF PINCHER CREEK

**Caralee Marriott
Box 22 Site 6 RR1
Thorsby AB T0C 2P0**

April 13, 2016

Mr. Garry Marchuck
Councillor Division 3 MD of Pincher Creek,
Box 279
Pincher Creek, AB T0K 1W0

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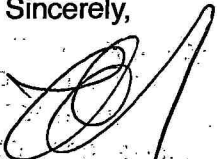
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I am looking forward to your reply.

Sincerely,



Caralee Marriott

RECEIVED

APR 20 2016

M.D. OF PINCHER CREEK

Council
Corresp - For Info

17th floor, Commerce F2a
10155 - 102 Street
Edmonton, Alberta T5J 4L4
Telephone 780-427-2225

AR84216

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

Dear Reeve Hammond,

I am pleased to invite the Municipal District of Pincher Creek No. 9 to provide submissions for the 15th annual Minister's Awards for Municipal Excellence, which formally recognizes excellence in local government practices and promotes knowledge sharing among municipalities. These awards offer an opportunity to recognize the truly great work being done by local governments in Alberta.

An independent review committee, comprised of representatives from various municipal associations, will recommend award recipients in five categories and one award for outstanding achievement:

Innovation Award – recognizes a leading practice embodying the first use of an idea in a municipal context in Alberta;

Larger municipalities – recognizes the creative practices developed by municipalities with a population over 500,000;

Partnership Award – recognizes a leading municipal practice involving consultation, co-ordination, and co-operation with other municipalities, jurisdictions, or organizations;

Smaller Municipality Award – recognizes the innovative practices developed by communities with less than 3,000 residents;

Safe Communities Award – recognizes a leading practice that promotes or improves public safety in municipalities; and

Reeve Brian Hammond

- 2 -

Outstanding Achievement Award – recognizes a municipality or municipal partnership that has helped to inspire action and change that has benefited local government practices in Alberta. This award, selected by the review committee, recognizes the best submission from the other categories.

Submission forms and additional details can be found on the Municipal Excellence Network website at www.municipalaffairs.gov.ab.ca/mc_municipal_excellence.cfm. The submission deadline is May 31, 2016. Award recipients will be announced at the 2016 fall conventions of the Alberta Association of Municipal Districts and Counties and the Alberta Urban Municipalities Association.

I encourage you to share your success stories, and I look forward to celebrating these successes with your communities and your neighbours.

If you have any questions regarding the Minister's Awards for Municipal Excellence or the Municipal Excellence Network, please direct them to the Municipal Excellence Team at 780-427-2225, or by email at menet@gov.ab.ca.

Sincerely,



Danielle Larivee
Minister of Municipal Affairs

Council
Corresp - For Info



TOWN OF PINCHER CREEK
962 St. John Ave. (BOX 159), PINCHER CREEK, AB. T0K 1W0
PHONE: 403-627-3156 FAX: 403-627-4784
e-mail: reception@pinchercreek.ca
web page: www.pinchercreek.ca



Our File 2.22

RECEIVED

April 12, 2016

APR 14 2016

M.D. OF PINCHER CREEK

Alberta Health Services
Emergency Medical Services
3107 Southport Tower
10101 Southport Road SW
Calgary, Alberta
T2W 3N2
Attn: Chief Paramedic, EMS Services

Re: Amendment of AHS Contract

Please be advised that the Town of Pincher Creek passed the following resolution at their April 11, 2016 regular meeting of Council;

That Council for the Town of Pincher Creek receives the request from the Pincher Creek Emergency Services Commission and direct administration to send a letter to Alberta Health Services advising them of the required amendment to the existing contract.

Accordingly, please accept this request to amend the agreement between Alberta Health Services, the Municipal District of Pincher Creek No.9 and the Town of Pincher Creek to be an agreement between Alberta Health Services and the Pincher Creek Emergency Services Commission. Thank you for your consideration regarding this matter. Trusting this information to be satisfactory however, should you have any questions or concerns, please contact our office.

Yours Truly,

Laurie Wilgosh, CAO
Town of Pincher Creek

/lg

Cc: Municipal District of Pincher Creek No. 9, Pincher Creek Emergency Services



*Council
Corresp - For Info*

RECEIVED

F2c

APR 11 2016

M.D. OF PINCHER CREEK

Pincher Creek, M.D. of
Reeve, Brian Hammond
1037 Herron Avenue
Pincher Creek, AB
T0K 1W0

Dear Reeve Brian Hammond,

Plains Midstream Canada (PMC) is pleased to share with you our Annual Report to Stakeholders and Communities. Since our inception and throughout 2015, PMC has safely delivered strong results; this report is a means for sharing many of our accomplishments, along with highlighting actions we have taken to improve our performance in key areas such as safety, environmental protection, operations, communications and stakeholder relations.

We recognize the importance of communication, transparency and establishing a strong dialogue with our many stakeholders. The regular issuance of this report will be a part of our communications and commitment to our stakeholders.

Our goal is to conduct our business to the highest standards, as a result we are focused on continuously looking for ways to improve. We hope you will take the time to read this document and let us know what you think. We look forward to hearing from you and working with you in the future.

Sincerely,

A handwritten signature in blue ink, appearing to read "W. David Duckett".

W. David Duckett
President
Plains Midstream Canada

2015 REPORT TO STAKEHOLDERS & COMMUNITIES



AT A GLANCE

Crude Oil Assets:

4,600 kilometres of pipeline

400,000 barrels per day (pipeline volume)

4.8 million barrels of storage capacity

600 leased railcars

700 owned truck trailer units

60 leased truck trailer units

NGL Assets:

3,000 kilometres of pipeline

200,000 barrels per day (pipeline volume)

25 million barrels of storage capacity

5,600 leased railcars

150 owned truck trailer units

200,000 barrels per day C3+ inlet fractionation capacity

5.4 billion cubic feet of gas processing & straddle capacity

Fort Saskatchewan

The Fort Saskatchewan facility provides an avenue for Sarnia. The facility captures petroleum gas (LPG)

In 2014 PMC embarked on a major expansion project to increase capacity and the development of significant liquids-rich

Through this expansion project, we have improved our economy, delivering energy for many years and the use of local equipment rental

Shafter, CA

Our Shafter facility provides isomerization and fractionation services to producers and customers of NGLs throughout the western United States. The assets consist of 9.4 million gallons of NGL storage, a processing facility with butane isomerization and fractionation capacity of 15,000 barrels per day, a butane hydrotreater and NGL fractionation capacity of 10,500 barrels per day. Three LPG pipelines transport propane, butane, and natural gasoline to the facility from the nearby Elk Hills producing region.

We encourage our personnel to look for opportunities to increase energy efficiency and safety in our operations. This year, PMC staff at our Shafter facility collaborated on an energy saving project which is projected to reduce energy use, provide fuel savings and reduce annual air emissions. It involved the installation of a newly designed tool that increases heat exchange efficiency in our hydrogen plant by reducing the heat input required by the reformer heater and lowering the amount of fuel used in our operations.

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OUR BEGINNINGS

Between 2003 and 2014, PMC invested \$520 million in LPG asset acquisitions throughout the United States, building an integrated North American system with strategic market access.

2014

PMC begins a multi-phase, \$750 million expansion at the Fort Saskatchewan facility.

2012

In the largest single transaction in PMC history, the company acquires BP's North American NGL Assets for \$1.6 billion.

2008

Plains Marketing Canada acquires the Rainbow Pipeline.

2003

Plains Marketing Canada acquired the South Saskatchewan Pipeline Company.

1985

Canpet Energy Group Inc. established.

2015

With over 1,400 employees across North America dedicated to a strong safety culture, PMC continues to safely deliver exceptional results.

2013

PMC constructs the Rainbow Pipeline II (RPII). RPII is the first large diameter pipeline built by the company.

2010

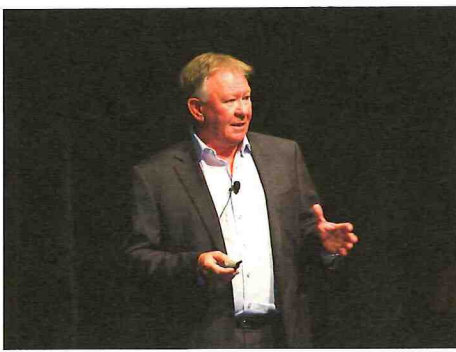
Plains Marketing Canada becomes Plains Midstream Canada (PMC).

2006

Plains Marketing Canada acquires the Rangeland Pipeline Company.

2001

Plains All American Pipeline (PAA) merged Canpet and Murphy Oil's Midstream Assets to form Plains Marketing Canada. Plains Marketing Canada begins with 108 staff in Canada and 22 staff in the US.



“At PMC, our mission is to **safely deliver exceptional results.**”

From Our President

Welcome to our second Report to Stakeholders and Communities. This report is a demonstration of our commitment to accountability and transparency to our stakeholders. In these pages, we are pleased to share information on what we have accomplished this year, where we are continuously improving and demonstrate how the safety of our employees, the public and the environment continue to be our highest priorities.

2015 brought economic challenges and a degree of uncertainty to our industry. Despite these challenges, our company remains focused on achieving operational excellence, investing in our people and projects and our commitment to maintain strong and resilient safety culture in all areas of our business.

To further enhance our **safety culture**, we have increased health and safety communications throughout the company, broadened our safety leadership training and launched a new program to reward positive, proactive safety performance and preventive actions that contribute to safer operations. We are also proud to have participated in the Canadian Energy Pipeline Association (CEPA) safety culture survey for a second consecutive year, achieving 100% participation company-wide and an ‘A’ grade, for both years, according to CEPA’s industry average.

We continue to develop projects like our **Fort Saskatchewan expansion**, estimated at a total cost of \$ 750 million and involving approximately 200 contractors. This project enhances PMC’s integrated service offering in the Fort Saskatchewan area by providing producers with additional market access through improved fractionation and storage infrastructure. In August of 2015, we recognized a significant safety milestone and celebrated **1,000,000 hours free of lost time incidents** for this project.

We are working extensively with industry leaders and peers to improve best practices through collaboration and knowledge sharing to drive improvements when it comes to safety and environmental protection. Our common goal is to achieve zero incidents, acknowledging there are always areas where we can do better. For example, this year we worked at **integrating technology research and development** proactively into our operations to provide a more comprehensive approach to asset integrity. We have committed to joint industry projects involving the analysis of multiple pipeline technologies, furthering an industry leading approach to pipeline safety.

To continually improve our **emergency response** capabilities, more than 300 employees, from field technicians to senior executives, have received emergency response training appropriate to their positions over the last two years. Our head office and field employees dedicated many hours and resources to practicing emergency response, reporting and effective communications at numerous emergency exercises across the country and in our state-of-the-art Emergency Operations Centre in Calgary alongside first responders from local fire, police and emergency services organizations.

We remain confident in the long term sustainability and growth of PMC, and will continue to honour our commitment to transparency on our performance to all of our stakeholders. We think you’ll agree that we have achieved major successes in advancing our safety culture across our organization and are always actively looking for areas where we can do better.

As we journey on our path of continual improvement, we encourage you to participate in our efforts by providing your views on how we can improve our outreach with stakeholders. Thank you for taking the time to review our second Report to Stakeholders and Communities.

W. David Duckett

President, Plains Midstream Canada ULC

Our crude oil pipelines transport **appr. 29%*** of the conventional oil produced in Western Canada.

Wellhead
Producers



Transportation



Producers

4,600 KM Crude Oil

Our crude oil and NGL pipeline network is monitored 24 hours a day, 365 days a year.

3,000 KM NGL

PMC is committed to trucking safety, we require all drivers to achieve specific safety and first-aid training standards.



830 Trailers

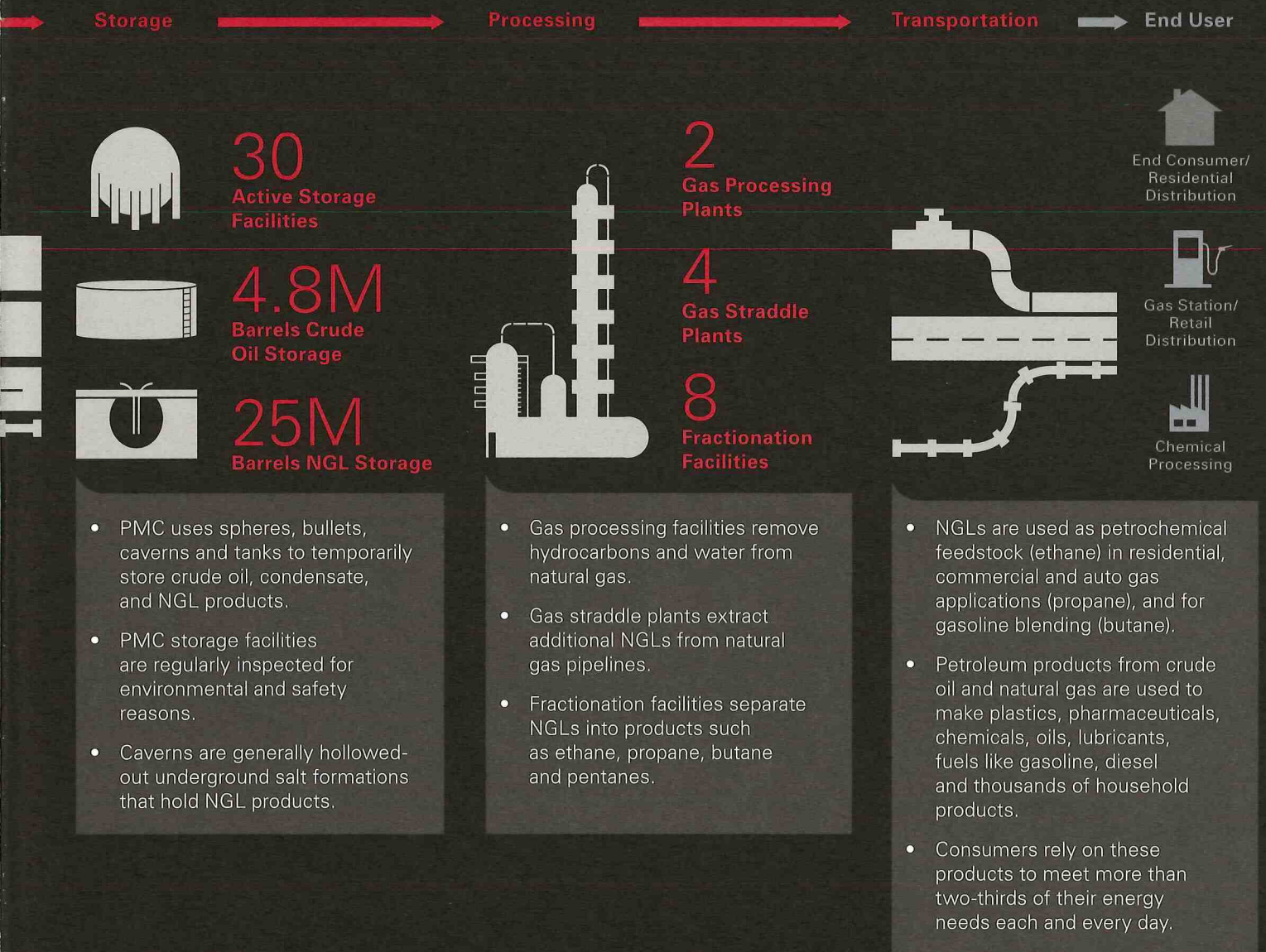
PMC rail terminals have access to onsite laboratories, exceeding the Canadian and USA testing mandates and requirements, designed to test product transported by rail against industry established specifications.



6,200 Railcars

Plains Midstream Canada Services General Overview

PMC's network of pipelines and fleet of truck trailers and railcars provide oil and gas producers with flexibility for transporting crude oil and NGL. We link petroleum producers with refiners and other customers via pipeline, truck and rail transportation.



I Crude oil is a naturally occurring mixture of liquid hydrocarbons, also called petroleum. Crude oil is often found along with natural gas, carbon dioxide, saltwater, sulphur compounds and sand. Typically, these substances are separated out from the liquid hydrocarbons at processing facilities near the producing field.**

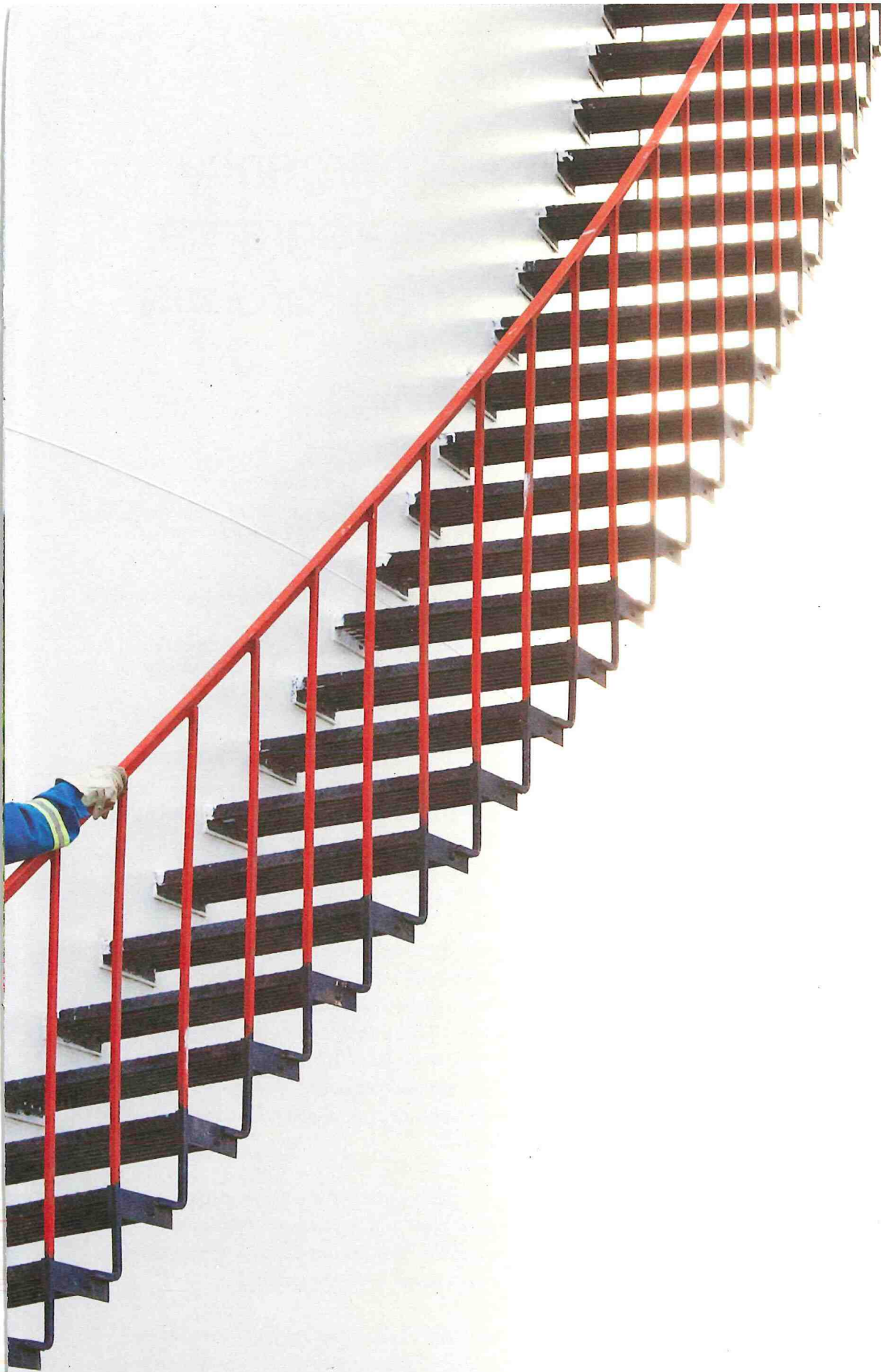
💧 Natural gas is gaseous hydrocarbon consisting mostly of methane with lesser amounts of natural gas liquids, as well as other gases such as nitrogen, carbon dioxide, hydrogen sulphide and water. Once captured at producing wells, natural gas is transported via pipeline to gas processing facilities where the natural gas liquids, carbon dioxide and other trace compounds are removed.**

*Based on Western Canada conventional production of 1.4 MM b/g (Source – CAPP June 2015)

**CEPA 2015

CONTINUAL LEARNING





A PMC employee ascending a crude oil tank at our facility in Sarnia, ON.

PMC has comprehensive emergency preparedness and response programs in place designed to deliver a thorough and successful response.

Full-scale Regulated Exercises

✘ **TABLE-TOP EXERCISE** are discussion-based where team members meet in an informal, classroom setting to discuss their roles during an emergency and their responses to a particular emergency situation.

● **FULL-SCALE EXERCISE** are longer in duration, conducted by public agencies and take place on location using, as much as possible, the equipment and personnel that would be called upon in a real event.

Olds, AB

- 93 responders participated
- One AER representative and one representative from Alberta Health Services participated
- Two NEB representatives acted as observers
- Tested our ability to respond to a pipeline incident on our Rangeland South pipeline
- Incident Action Plan developed so that response personnel can practice their efforts beyond the initial stages of response

Empress, AB

- 64 responders participated including local law enforcement
- Tested our ability to respond to a pipeline related incident between our Empress AB, and Kerrobert, SK facilities
- Two NEB representatives attended, one participated
- An NEB summary report indicated that there were zero non-compliances at the exercise

Windsor, ON

- 108 responders participated
- 15 local agencies and authorities, including Windsor Port Authorities, and City of Windsor officials
- Four NEB representatives
- The scenario was complex and included a pipeline and security-related incident
- An NEB summary report indicated that there were zero non-compliances at the exercise

Emergency Management

We routinely test our employees' emergency preparedness through regulated full-scale and table-top deployment exercises, which allow us to minimize potential impacts to the environment, the communities in which we operate and our customers.

Full-scale deployments are opportunities for us to practice the procedures outlined in our Emergency Response Plans and identify areas for improvement. It is also a chance for field staff responding to the emergency drill to work closely with Calgary head office employees and solve problems which may arise from unplanned events.

In 2015, PMC held three **full-scale exercises**. In addition to local emergency responders and municipal officials that

were in attendance, representatives from the National Energy Board (NEB) and the Alberta Energy Regulator (AER) participated in Unified Command with PMC. During these exercises the NEB representatives were also present to evaluate PMC responders. The training exercises provided PMC employees with the opportunity to learn from emergency response professionals with a range of experience.

After an emergency exercise is completed, participants discuss what went well and areas for improvement. These "lessons learned" then become items which we use to improve our emergency response efforts.

These regulated full-scale deployments are mandatory for each pipeline system every three years with table-top exercises executed annually.

On the right: PMC employees participating in a full scale exercise at our Emergency Operations Centre in Calgary.

PMC's Four Pillars of Emergency Management

PREVENTION &
MITIGATION

PREPAREDNESS

RESPONSE

RECOVERY

3

Full-scale exercises completed in 2015.

9

Table-top exercises completed in 2015.

1

Corporate regulated emergency exercises take place in corporate headquarters and may involve corporate staff in non-operational roles that would be called upon to play a supporting role in a non-operational emergency.

300+

Employees have received emergency response training relative to their positions.

INCIDENT
COMMAND
SYSTEM

As an industry best practice, PMC uses the Incident Command System (ICS) Framework approach for responding to an incident.

Operational excellence is a cultural outcome of the OMS and is defined as conducting our enterprise-wide operation in a systematic, consistent and sustainable fashion that meet stakeholder expectations for **personal safety, process safety, security, environmental stewardship, reliability, efficiency and value.**

Operations Management System (OMS)

Recognizing the need for increased levels of performance to meet the operational expectations of our customers, regulators and stakeholders, PMC has established the OMS and related programs as a sustainable and disciplined approach designed to meet or exceed operational expectations.

Our operational commitments are clearly defined in our Operations Policy, which is acknowledged by all employees and displayed prominently at all of our operating locations; this policy reflects our values and commitment to achieving operational excellence.

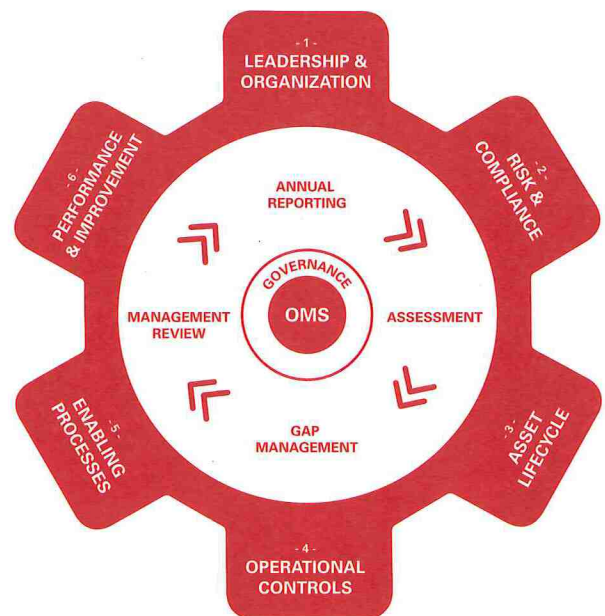
Success of the OMS will be demonstrated through:

- managing operational risk
- continually improving safety culture
- operational performance characterized by high reliability
- meeting stakeholder expectations of operational excellence

PMC is in the midst of a five year journey to fully implement our OMS by strengthening and aligning our operational processes and existing PMC programs.

In 2015, we executed early implementation activities of the OMS across the organization through a coordinated roll-out to all operating assets and corporate departments.

To date, the OMS journey is one of the largest change management exercises the company has embarked upon. Our aim to fully implement the OMS and increase maturity to achieve operational excellence by 2019 is right on target.



Operational processes and programs align with our OMS in support of our mission to consistently deliver exceptional results.



*PMC Sundre, AB facility
in the distance.*

Process Safety Management (PSM)

PSM is a pre-described set of key operational elements focused on containing hydrocarbon fluids in pipelines, vessels and storage facilities.

Canada does not have explicit PSM regulations at this time, but companies like PMC are at the forefront of voluntary, cooperative approaches to Process Safety. This is evidenced by our participation on the Canadian Standards Association - CSA Process Safety Management Standard Z767 technical committee, aligning to U.S. PSM Regulations such as OSHA 29CFR 1910.119 and adhering to industry best practices.

The PSM Program aligns to our OMS, and, together, provides the rigor and discipline fundamental to our safety culture.

Of the 13 elements in the PSM program, we updated and standardized the following four in 2015: pre-startup safety reviews, management of change, incident investigation and emergency preparedness.

Health & Safety Management Program (HSMP)

The HSMP provides the framework by which our health and safety objectives are achieved. The HSMP supports PMC's Health and Safety Commitment Statement and the enhancement of health and safety processes so our operations are conducted in a manner that protects our employees and contractors, the public and communities where we operate, and the environment.

The HSMP also complies with all applicable acts, codes and regulations in the areas where we operate and aligns to and supports our OMS.

The three areas of health and safety that the HSMP covers are:



Personal Safety: PMC values people working safely and free from harm, and is committed to sustaining a strong health and safety culture in our company.



Health and Industrial Hygiene: PMC's goal is to prevent injury and occupational disease through the anticipation, recognition, evaluation, and control of occupational health hazards in all work locations.



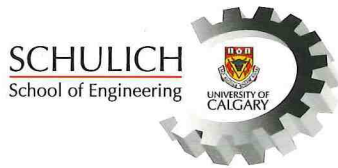
Transportation Safety and Compliance: PMC is committed to the safe movement of petroleum products via truck and rail transportation modes. The efficient and timely delivery of product is achieved by meeting all industry and customer standards for safety and regulatory compliance while continuously working to improve our performance and capabilities.

Environmental Protection Program (EPP)

Aligned to the OMS and to fulfill our commitment to environmental protection, we created the EPP. It outlines a structure and framework for environmental protection when planning and executing our work activities. The framework requires staff to set environmental goals, objectives and targets and to review and report on our environmental performance on an annual basis. Once fully implemented, the EPP program together with the OMS, will lead the organization into a cycle of continuous improvement.

Technology Developments & Innovation

We are actively working with a number of organizations, including academic institutions, to build relationships and create opportunities to invest in innovative technology in the areas of pipeline monitoring and inspection, and to advance industry best practices. We have made a \$2 million donation to the University of Calgary's Schulich School of Engineering. The donation will be put towards the construction of a lecture theatre and the advancement of technology based pipeline solutions, scheduled for completion in the fall of 2016.



We believe that innovations in pipeline safety technology and research are critical for the sustainability of the pipeline industry and have the potential to supplement our own expertise in pipeline engineering and leak detection.

PMC is committed to the development and implementation of standards for Asset Integrity across North America. As a member of the Canadian Energy Pipeline Association (CEPA), we collaborate with our industry peers to share knowledge and technologies.

We are currently advancing two joint industry projects (JIPs) related to pipeline maintenance and integrity. Industry projects of this kind can assist companies in identification of pipeline issues before they cause leaks.

PMC has also partnered with the University of Calgary in a fourth year student engineering project to mentor students and solve an industry-wide issue of preserving minimum depth-of-cover over buried pipelines. In 2016, students will present a design concept solution for a cost-effective, non-intrusive, reliable and repeatable methodology to determine the depth-of-cover over pipelines.

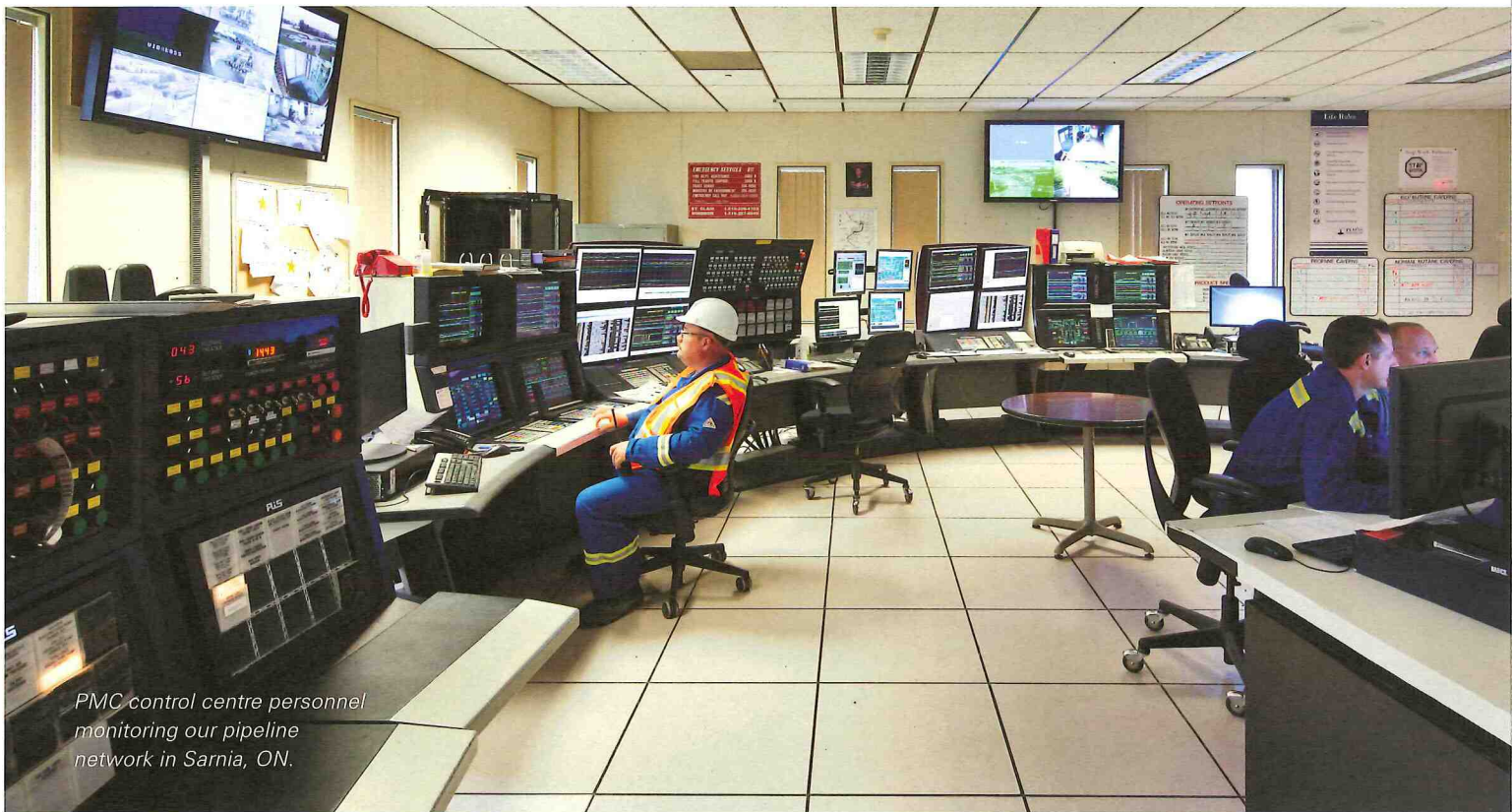


Personnel running a smart ball test on PMC's Rangeland pipeline.

Sophisticated SmartBall® technology is used to detect potential leaks in pipelines. The tool detects high frequency sound that is indicative of a potential leak. The SmartBall® has an acoustic data system that listens for leaks as it moves through the pipeline. PMC was one of the first companies to proactively pilot this innovative technology.

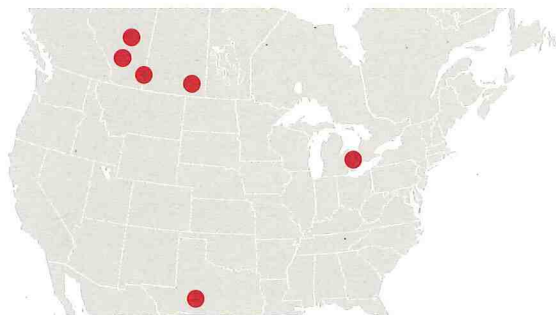


PMC employees of every level including senior executives participate in the following working groups through CEPA: CEPA Integrity First® Group, Regulatory Policy Group, Pipeline Integrity Group, Pipeline Abandonment Group, Land Group, Environment, Aboriginal Affairs, Damage Prevention, Sustainable Development, Integrated Compliance Assurance Framework, Health & Safety, In Line Inspection Users Group, New Activity Life Cycle Approach, Aboriginal Pipeline Safety, Performance Measures, AER Task Group, Safety Culture, Pipeline Construction and Safety, External Relations & Communications Knowledge Network, NRCan Pipeline Safety Measures Briefing, and the Water Crossing Workshop.



PMC control centre personnel monitoring our pipeline network in Sarnia, ON.

Control Centres

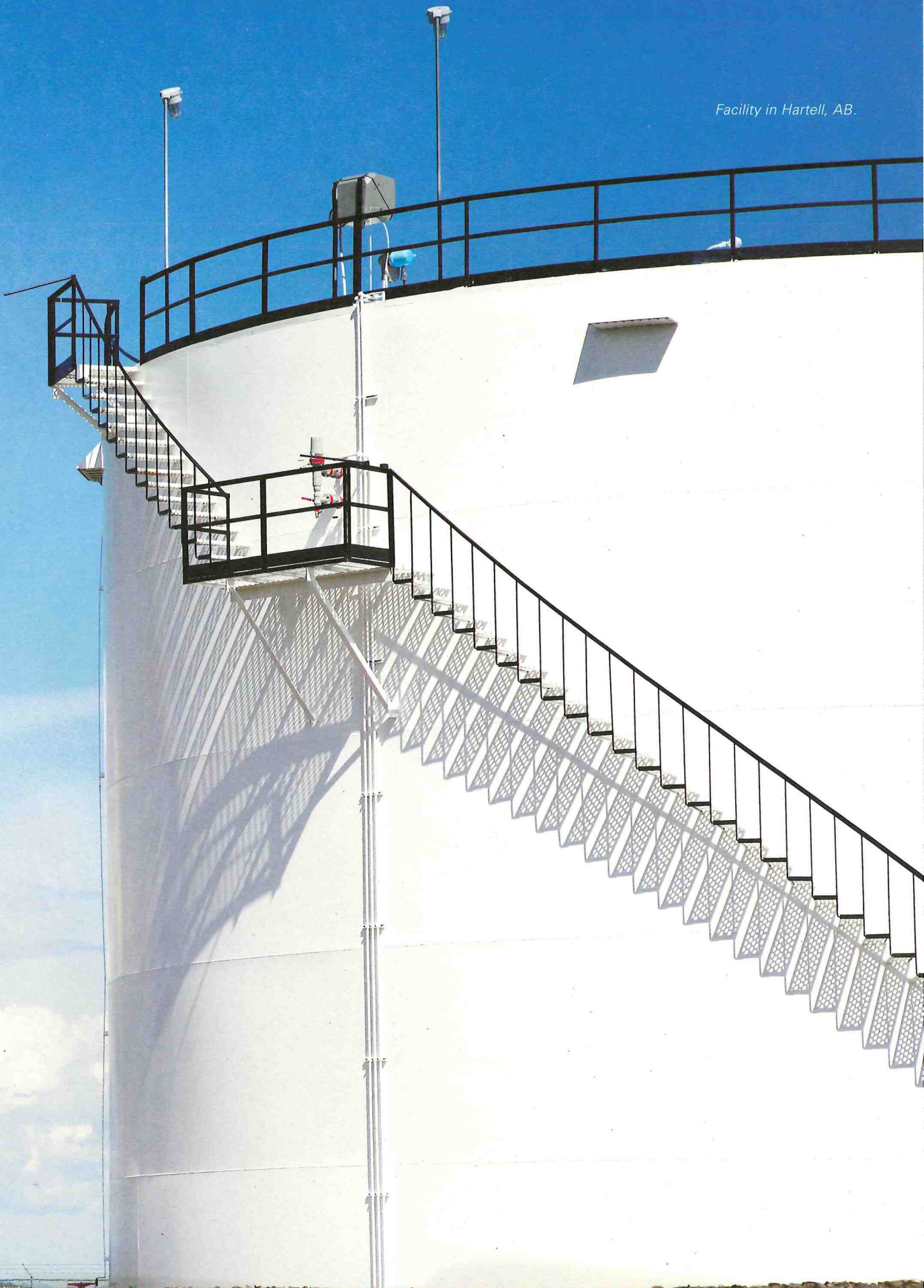


- Our control centres are located in Olds, Alberta; Empress, Alberta; Fort Saskatchewan, Alberta; Steelman, Saskatchewan; Sarnia, Ontario; and Midland, Texas.
- An advanced system of satellites, transmitters and centralized computers monitor our 7,600-km crude oil and NGL pipeline network 24 hours a day, 365 days a year.
- A Supervisory Control and Data Acquisition (SCADA) system is used to track the pressure, flow, quality and temperature of product in the pipelines as well as other critical operating data received from transmitters and pumping stations. We recently completed a \$4 million update of the SCADA system.
- In 2015, PMC also initiated a three year, \$8 million upgrade to our pipeline communication infrastructure to expedite communications from the field to the Olds Control Centre.
- PMC participates in a shared learning network through CEPA every quarter, which leads to an industry recommended best practice. Learnings are shared on control room management, alarm management and ideas on how to improve as an industry. All 12 CEPA member companies performed a Control Room Management self-assessment in 2015.
- All control centre personnel undergo rigorous emergency training procedures. Staff are re-qualified every three years using a training simulator, written and oral examinations so that our controllers are highly qualified and practiced in the event of an emergency situation.
- PMC's Management team is fully supportive of individuals right to stop work that does not comply with Life Rules, safety policies or procedures. As per our Stop Work Authority program, operators have the ability and pre-approval to shut down a pipeline at any time.

OUR PEOPLE



Facility in Hartell, AB.



Nurturing a culture that adheres to these values is key to our **long-term success and sustainability** as a company.



Our People

At PMC we connect our network of people and assets to safely deliver exceptional results. Our people are analytical, connected, creative, entrepreneurial and passionate about everything we do. We attribute our success to the continued practice of operating our business in an environmentally and socially responsible manner, and to the commitment of every individual on our team.

All employees are required to acknowledge and abide by our Code of Business Conduct and educate themselves about policies, procedures and laws that apply to their work. These values include:



Safety – We conduct our operations and business in a manner that is safe for our employees, contractors and the environment.



Ethics and Integrity – In our dealings within and outside of the company, we do the right thing, obey the law and act with the highest levels of honesty, ethics and integrity.



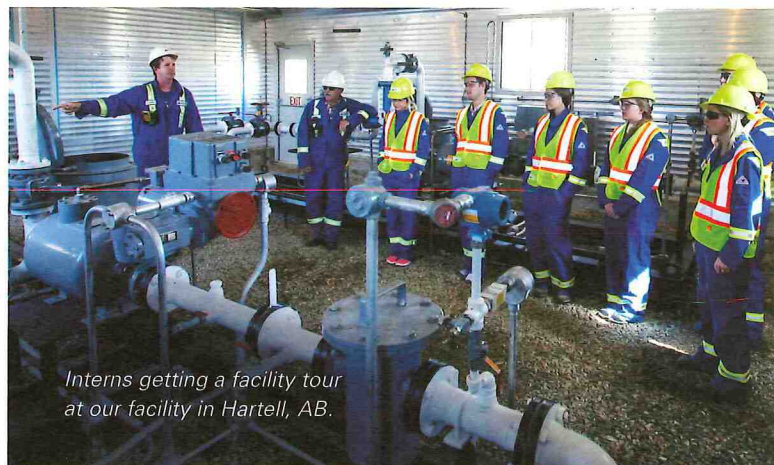
Accountability – In conducting our business we are accountable to each other, our unit holders, our customers and our other stakeholders, including the communities where we live and work.



Respect and Fairness – We treat each other and our stakeholders fairly and with respect.

PMC Summer Student Program

PMC values the potential our future generations bring to the industry and with this provides opportunities each year for university students in the communities where we operate, including Aboriginal communities, to gain invaluable industry knowledge through our summer student program.



Interns getting a facility tour at our facility in Hartell, AB.

PMC Intern & Graduate Intern Program

Our intern program, unique to the industry, provides university students with three summer work terms in various departments at PMC and, upon graduation interns begin a year of three rotations in our Graduate Intern Program from which they are typically offered full-time employment with PMC.

Corporate & Field Apprenticeship Program

We are committed to providing growth and development opportunities to young talent who do not attend University and want a career in business. Our new **Corporate Apprenticeship** program will offer young talent who do not have post secondary education, on the job training in our corporate head office. Through our **Field Apprenticeship** program, employees receive educational assistance in obtaining a skilled trade within the area they are working. This allows them to develop competencies, job knowledge and targeted skills while integrating formal education with practical work experience.

Facility Site Tours

At PMC we believe there is a benefit for Calgary staff to see the hands-on operations at our field facilities. We encourage our staff to participate in our employee facility tours program where Calgary office employees get the opportunity to tour facilities throughout the year to better understand our business.

Safety Culture

Our organization recognizes that our success relies upon leadership's focus and commitment to a robust safety culture. To help safety practices permeate throughout the business, Health and Safety is supported by a variety of initiatives and programs which are engrained in day-to-day activities at PMC; both in the office setting and out in the field.

Our employees adhere to a Health and Safety Commitment statement which demonstrates that safety is everyone's responsibility. All our employees and contractors take personal accountability for working safely by understanding, promoting and assisting in the creation of a safe, healthy and incident-free work environment. The Health and Safety Department provides expert advice on safe operating procedures and best practices gained from lessons learned.

To encourage our people to understand our commitment to maintaining a culture of safety we launched our Life Rules Program in 2013. We continue to use contractor oversight and incident management tools to help track our safety performance.

CEPA Safety Culture Survey

Safety is our top priority and we understand there are always areas where we can continuously improve. PMC piloted the CEPA Safety Culture Survey in 2014 and participated with all CEPA member companies again in 2015, receiving 100% participation and an 'A' grade in both years. The results of this survey are shared throughout the company and are used to identify gaps and implement improvements in PMC's safety culture and safety practices.

Calgary Office Safety Week

In 2015 we hosted our first office safety week for corporate Calgary employees. The goal was to raise awareness of safety initiatives and the importance of preventing injury and illness in the workplace and at home. This initiative encouraged employees in both the head office and the field remember to "think safety" in all aspects of their professional and personal lives and understand the importance of a strong safety culture at PMC.

Safety Incentive Program

- Rewards proactive approaches to safety and safe behavior in the field
- Based on a point system where employee incentives are provided in order to reward desired behaviors that prevent incidents from occurring
- Components of this program include 100% completion of core safety training courses

Management Walk Arouns

- Senior management visit field sites to observe, identify, understand and discuss opportunities for safety improvement with field staff
- In 2015, we completed 50 Management Walk Arouns, exceeding our goal by 36%

Safety Leadership Training

- In 2014, PMC completed Safety Leadership Training with 100+ Vice Presidents, Directors, Managers, District Managers, Site and Facility Supervisors in departments across the company
- The intent of this training is to empower employees to work safely and drive a culture of safety excellence

Green Hand & Visitor Visibility Program

- New employees wear green hard hats and get an experienced mentor to keep a watchful eye for unsafe behavior and opportunities for safety learnings
- Visitors to PMC sites wear a yellow hard hat and reflective vest so they are easily identified in case of an emergency

Learning Management System (LMS)

- In 2015, we launched the LMS to over 1,500+ Canadian full time employees and contingent workers, a single platform which to schedule, launch, complete, track and report on training completions including our core safety training requirements

On the right: Personnel at our Fort Saskatchewan, AB facility.

Stop Work Authority is taken very seriously at PMC. Every individual employee and contractor is authorized to stop work that does not comply with the Life Rules, safety policies, or procedures.

50

50 Management Walk Arouds were completed for 2015.

1,500+

In 2015, we launched our Learning Management System (LMS) to over 1,500+ Canadian full time employees and contingent workers.

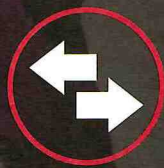
LIFE RULES



Have a Safe Work Authorization Permit



Assess Hazards



Use Management of Change



Use Personal Protective Equipment



Control Entry to Confined Spaces



Manage Ground Disturbances



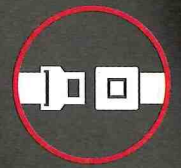
Safely Operate Lifting and Motorized Equipment



Isolate Energy Sources



Work Safely at Heights



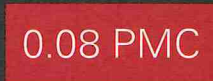
Operate Vehicles Safely

Safety Statistics

TRIF (Total Recordable Injury Frequency)



PMC Canadian employees vs. CEPA Industry Average Rate in 2014.



In 2015, PMC's TRIF continues to trend downwards.*

ZERO

Saskatchewan Workers Compensation Board

Our ongoing efforts to provide safety training and instill safe work practices and attitudes amongst employees and contractors are working. The Saskatchewan Workers' Compensation Board (WCB) recognized PMC's Saskatchewan facilities for reporting zero workplace injuries in 2014.



95% grade in COR in 2014

A Certificate of Recognition (COR) is awarded to employers who develop health and safety management systems that meet established standards, companies are re-certified every two years. PMC achieved industry best practice scores in 2014 and has maintained this certification for 12 years in a row.

Edmonton Storage Terminal, AB.

\$169K

PMC and employees generously donated \$169,000* to charities through the CARE program in 2015.

324

Employees supported 324 different organizations in 2015 through our community investment and CARE programs.



PMC employees participating in the 2015 Womens Build.

CARE

Create A Real Effect

Our employees are active in charitable giving, in an effort to support and encourage these efforts we launched an annual employee donation matching program. The CARE Program, created in 2014, is designed to support charities close to the hearts of our employees. Employees can donate to registered charities of their choice with PMC matching overall contributions up to \$10,000 per employee, each year.

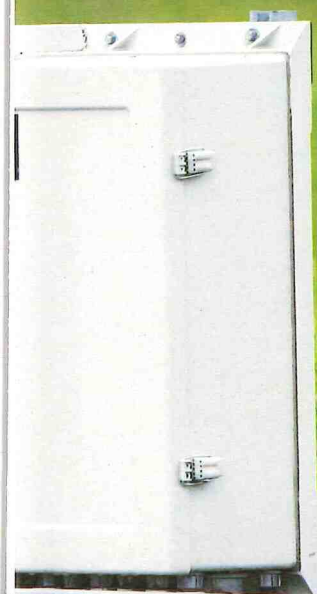
In 2015, we supported a variety of charitable organizations across Canada and the United States such as the Canadian Cancer Society, Canadian Red Cross, Boys and Girls Club of Calgary, Canadian Wild Life Federation, The Humane Society, United Way, The Calgary Zoo, and Habitat for Humanity, to name a few.

*Represented in CDN dollars at a company set 1.15 exchange rate for 2015.

PMC employee working at our facility in Samia, ON.



SAFETY & PROTECTION



In the past year, significant accomplishments have been made in aligning and building **a safety management system that fosters and supports a robust safety culture** while also allowing for growth by acquisitions and optimization of existing assets.

Safety Programs

The **PMC Incident Reporting and Investigation Program (IRIP)** directs that safety incidents are properly reported and investigated so that corrective actions can be implemented in a timely manner to prevent future occurrence and reduce risk. IRIP processes and procedures define different incident types, roles and responsibilities so that all incident investigators across the organization have the necessary training and competency to properly and efficiently investigate incidents, identify root causes and implement corrective actions.

Authority to Work (ATW) outlines the processes, systems, and responsibilities of people involved in the planning, risk management, authorization and execution of all work performed at PMC. ATW also identifies the processes that could result in the greatest harm, communicates the risk, and identifies controls to eliminate or remove all hazards. Aligning with PMC's Life Rules, ATW's goal is to achieve the integrity in our systems, protection of our assets and identify and present hazards to employees and contractors.

PMC's **Knowledge Management Innovations (KMI)** is an online incident management tool including recording and tracking of corrective actions. The onus is on employees to report on incidents, hazards, potential hazards and near misses, and conduct comprehensive safety risk assessments and reviews. Additionally, KMI tracks incident investigation and corrective action deadlines and automatically sends out reminder emails to individuals assigned tasks.

The **Plains Incident Notification System (PINS)** is an integrated part of PMC's incident management program. PINS notify stakeholders of incidents and provides a permanent record of incident notification time, date and individuals notified via email. PINS are automatically distributed to internal stakeholders by KMI.

PMC's **Corrective Actions Management Program (CAMP)** allows for the consistent identification of corrective actions and lessons learned that result from incidents and investigations. Its goal is to connect findings from any incident investigation to an assignee, a deadline, and record and track findings to completion.

Emergency Response Equipment for First Responders

At PMC we use advanced emergency response technology and equipment so that our employees and responders have the tools to protect the public and environment in emergency situations.

In the unfortunate event of an incident, our Emergency Management specialists are prepared with Geographic Information System (GIS) mapping software to provide first responders with an interactive map of our assets. The map is preloaded with data that allows PMC to communicate timely information to stakeholders.

In 2014, we made a significant enhancement to our emergency response equipment inventory with the purchase of seven Oil Spill Containment and Recovery (OSCAR) response trailers for onshore and offshore incidents. We also purchased three boats to assist with emergency response during high water season. The boats and trailers are located at strategically controlled sites in order to efficiently respond to a variety of emergency situations. PMC employees and operators are active participants in Western Canada Spill Services (WCSS) and regularly exercise response techniques utilizing the OSCAR units.

Security Awareness

The PMC Security Management Program (SMP) framework was launched in 2015, and aims to safeguard the business by assessing the risks we face, and allowing for the proper security controls, policies, standards, processes and procedures which protect PMC's operations and assets from unlawful activities.

Security Awareness Training encourages all employees, contractors and other on-site personnel to be aware of their roles and responsibilities surrounding security at PMC including how to respond to security situations. This helps employees understand their part in maintaining the safety and security of our assets at all times.

FIRST

PMC held its first Cyber Security Emergency response exercise in 2015.

1,285

Employees completed Security Awareness Training in 2015.

Asset integrity at PMC is made up of a variety of processes and programs focused on the maintenance and operational assurance of our assets - **pipelines, processing and fractionation facilities, storage tanks and caverns**. Asset integrity supports the safety of communities and the environment.

4 YRS

In-line inspections are now conducted on a maximum of four year frequency for all PMC pipelines.

108%

Since June 2012, PMC has reorganized its management structure and added three new operationally focused executive positions and 64 new positions dedicated to Asset Integrity, HS&E, Regulatory, Permitting, Emergency Management, Operations Management System and our Control Centre, an increase of ~108%.

400

PMC spends \$20 million to \$30 million per year on ~400 integrity digs. PMC is using Horizontal Directional Drilling (HDD) to proactively replace instream watercourse crossings based on risk assessments.

Asset Integrity

Maintaining the integrity of our assets is at the core of our business and our responsibility as a safe operator.

Our focus and dedication to the most stringent asset integrity requirements and industry best practices is integral to the health and safety of the communities and environment where we operate. This focus reduces the likelihood of incidents and allows for PMC assets to continue operating smoothly, efficiently and safely.

At PMC, we maintain the highest levels of integrity through proper design and construction, monitoring and inspection and maintenance of all our operations.

Design & Construction

Activities along the Right-of-Way

- Routes are carefully chosen to meet stringent design and environmental standards and regulations to limit potential human interaction with the pipeline.
- Above ground pipeline marker signs are displayed along the right-of-way to inform the public and excavators of the pipeline location, and provide contact phone numbers in the event of an emergency.

Watercourse Crossing & Remediation—Horizontal Directional Drilling (HDD)

- With new pipeline construction, or to lower the risk of an existing watercourse crossing, the pipeline is installed under the watercourse using an HDD.
- HDD is a relatively low impact method of boring underneath the riverbed into the bedrock to remove the pipeline from any potential exposure to the watercourse. Pipelines are then pulled through the bored HDD hole.

Cathodic Protection

- Pipelines are externally coated to protect against corrosion from water, bacteria and other environmental factors.

- An external current is then applied to the pipeline as a supplement to prevent external corrosion.

Monitoring

Leak Detection & Monitoring

- A advanced system of satellites, communication field transmitters and centralized control room computers and trained staff monitor our 7,600-km crude oil and NGL pipeline network 24 hours a day, 365 days a year.

Depth of Coverage Inspections

- PMC proactively performs regular ground surveys of our pipeline right-of-ways for regulatory compliance.
- Line detectors and depth-of-cover surveys incorporate the use of GPS and advanced imaging technology to check the depth and position of our pipelines on the right-of-way.

Aerial Patrols

- We conduct regular aerial patrols of our pipeline right-of-ways and facilities as part of our leak detection and damage prevention protocols.
- Patrols constitute visual inspections for potential leaks and geographic hazards such as landslides, bank erosion and unauthorized activity by third-parties.

Geographic Information System (GIS)

- Captures, manages and stores actual pipeline integrity data along the right-of-way, facilitating proactive management of our pipelines and assisting in third-party damage prevention.

Plant Condition Monitoring Software

- A database that tracks the condition of equipment and enables our asset integrity engineers to make decisions on corrosion monitoring on a risk basis. This is a key facet of our plant maintenance across all PMC facilities.



Inspections & Maintenance

Regular Pipeline Maintenance

- Our rigorous maintenance practices include pipeline cleaning using cleaning pigs and chemical inhibition to minimize the impact of impurities and bacteria from the pipeline product.
- Scraper pigs equipped with steel brushes are also used to clean the pipe and prevent any build-up of material.

Regularly Scheduled & Preventative Plant Turnarounds

- Are performed to so that pressure levels and containment meet standards, timing of repairs and maintenance issues don't cause a safety issue or loss of production. This upholds the safety of our gas and NGL processing operations.

Geotechnical Program

- Assesses water crossing depth-of-cover and monitors river slope stability at the pipeline crossings.
- Engineering can be used to advance pipeline design and specifications to help manage risks from these geological and environmental conditions.

Flood Monitoring & Management

- Our progressive flood monitoring program utilizes Environment Canada's streamflow gauges and snow melt data to provide continuous monitoring of streamflow at our pipeline watercourse crossings.
- We receive automated notifications on this basis for predetermined flow rate thresholds, we make decisions courses of action up to and including shutting-in and purging of the pipeline to mitigate risk of pipeline damages.

In line Inspections (ILI)

Regular ILI's of our pipelines allow us to track and monitor the conditions of our pipelines for both internal and external defects.

- Detects metal loss, cracks or dents.
- Magnetic flux leakage tools also known as "smart pigs" travel inside the pipeline and use sensors to identify anomalies. Ultrasonic and electromagnetic crack detection tools are used to identify possible crack features in metals that can cause failures in pipelines.
- Where possible, ILI tools include inertial mapping unit technology which maps the geographical co-ordinates of the ILI tool as it passes through the pipeline during an inspection. This confirms the location of our pipeline centerline and appurtenances such as block valves and pig traps which are then captured back into our GIS database. Using this information, PMC can identify the specific location of the pipeline relative to watercourse crossings and other geotechnical concerns.

Integrity Digs

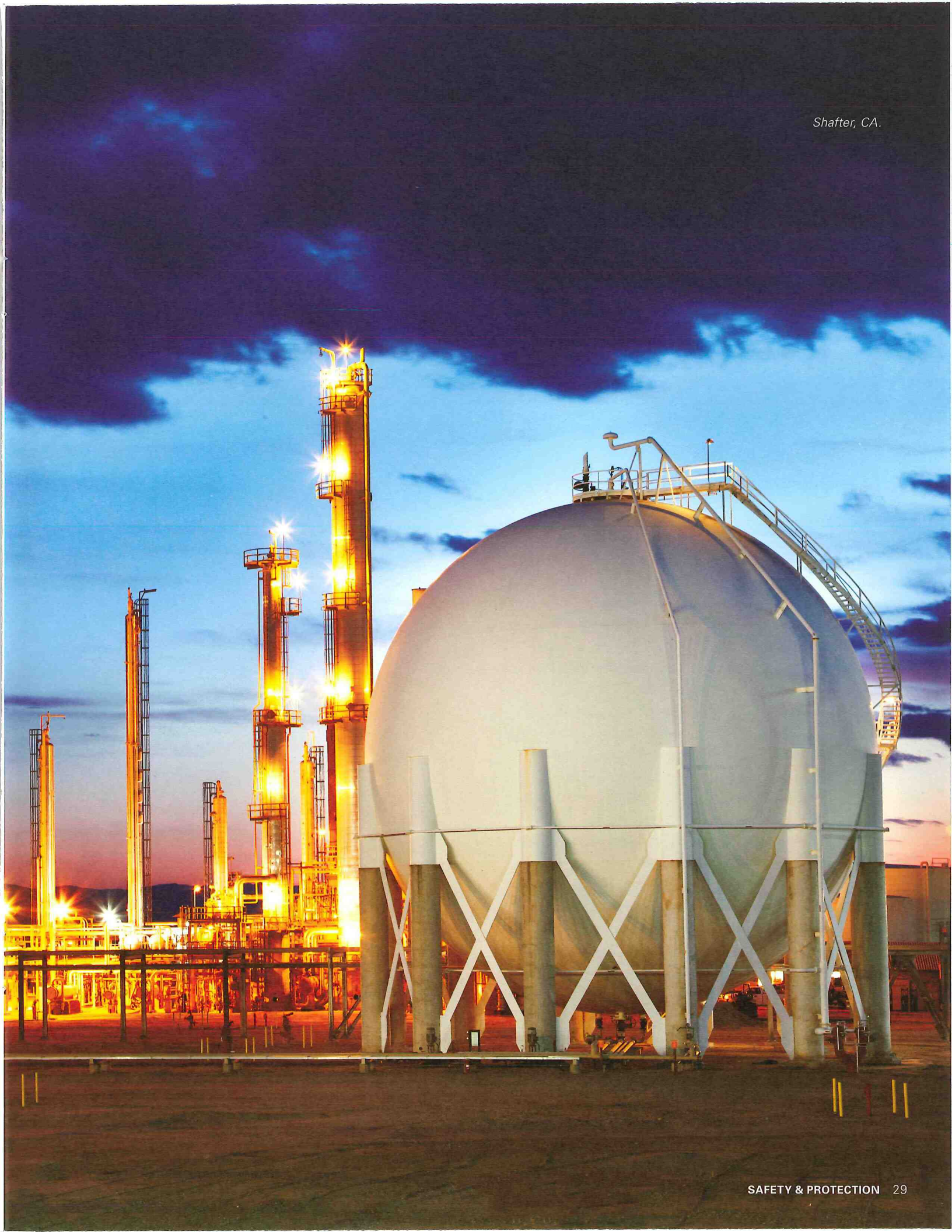
As a preventative measure, when an ILI detects anomalies that meet certain criteria, an integrity dig is performed. The following simplified steps are taken:

Step 1: Earth above a pipeline is removed and the line is exposed for inspection.

Step 2: The exposed pipe is cleaned and examined for defects or weakness such as a dent or corrosion.

Step 3: If a repair is required, options include; installation of a metal sleeve over the damaged feature, recoating and the re-burying the pipe. In some cases, we may opt to cut out the pipe section and replace it with a new pipe, or we may continue to monitor.

Shafter, CA.



Edmonton Storage Terminal, AB.



Post Construction Reclamation Assessment

Upon completion of pipeline construction activities, PMC implements a rigorous reclamation plan to restore the land to its pre-construction state. Reclamation professionals are retained to develop and deliver plans to address the short-term effects resulting from construction activities. Following construction and replacement of surface soils, the right-of-way is inspected so surface water or rainwater drainage will flow in the same manner it did prior to construction. The thickness of top soil across the disturbed areas is measured so that conditions are re-established to the equivalent of pre-construction conditions. Regular inspections are conducted to monitor how well the vegetation is re-establishing. Where practical, PMC works with the landowners directly to incorporate local land management activities and accelerate reclamation success.

Throughout the post-construction reclamation period, we maintain contact with landowners of the right-of-way to provide progress updates and to address any concerns. We understand and recognize that the productivity of the land is important to landowners; timely restoration of disturbed land and listening to and working with landowners is key to a successful pipeline operation.

Addressing Climate Change

PMC is committed to reducing greenhouse gas (GHG) emissions from our operations. A variety of actions are taken to limit the amount of GHG released including:



Equipment Upgrades:

Facility upgrades have led to the Best Available Technology Economically Achievable (BATEA) equipment being installed, which in turn has a direct impact on reducing our carbon footprint.

These upgrades include the replacement of aging boilers and heaters with new energy efficient ones.



Adopting technologies that divert or capture GHG emissions:

We have implemented instrumentation control changes that have allowed facilities to operate in a more energy efficient manner in order to reduce their overall energy consumption.



Energy Efficiency Maintenance Projects:

Various PMC facilities participate in energy efficiency programs to identify where energy is being wasted and where it can be used more efficiently in order to reduce GHG emissions. Initiatives taken this year included cleaning hot oil exchangers and aging reboilers and replacing heat mediums to improve heat transfer efficiency.

PMC is committed to **meet or exceed** legislative and regulatory requirements and to engaging **openly and honestly** with all stakeholders.

Regulatory

Extensive federal and provincial regulation of pipelines in Canada helps the industry maintain the safety of communities and the environment, while regulating transportation charges associated with the transport of energy. Our pipelines are strictly regulated throughout their entire lifecycle, from design to construction to operation to retirement. A number of regulatory agencies and government departments ensure Canada's pipelines are operated safely, responsibly and in the public interest through regular inspections, audits and incident investigations.

The Environment and Regulatory Affairs group at PMC is responsible for the proactive delivery and support of regulatory and environmental activities within the company's operating regions. Within Regulatory Affairs, specialists are dedicated to one of three distinct operating areas: Northwest Alberta (including central Saskatchewan), Southwest Alberta and East (including southern Saskatchewan, Manitoba and Ontario).

Our Regulatory Affairs group continues to work towards positive working relationships with all of the Regulators where PMC assets reside.

Pipeline Safety Act

At PMC we support the proposed Canadian Pipeline Safety Act, which is intended to enhance incident prevention, preparedness and response, and liability and compensation for moving oil and gas products to market.

The Government of Canada has acknowledged the safety and efficiency of pipelines, "Pipelines are a safe, efficient and reliable way to move Canadian oil and natural gas products to market. Between 2008 and 2014, more than 99.999 percent of oil transported via federally regulated pipelines was carried out safely."*

* Government of Canada Pipeline Safety Backgrounder

** CEPA, 2015

Cavern & Well Safety

Integrity Tests

- The PMC Caverns and Wells Integrity Management Program was developed in compliance with the Canadian Standards Association (CSA)-Z341.
- PMC mandates the highest standards for regular mechanical integrity tests (MIT) and workovers for cavern storage.
- PMC conducts geomechanical studies at our cavern sites to evaluate the area for technical risks such as changes in geology.
- PMC performs regular sonar surveys of our caverns to assess cavern integrity, and changes in volumes and cavern storage.

Well Head Change Out Program

- This program is focused on our wellheads meeting current design standards in order for them to be safely inspected, protected against corrosion and be replaced on a regularly scheduled basis.
- PMC performs regular sonar surveys of our caverns to assess cavern integrity, and changes in volumes and cavern storage.

Benefits of Caverns

- Caverns are developed in naturally-occurring salt deposits because salt is inherently non-porous and provides a very tight seal. Caverns are widely used for natural gas, propane, and oil storage around the world.
- Utilization of below ground salt caverns is one of the safest methods of storing large volumes of NGLs.**

ONE

Only one wheels off incident occurred in 2015.

2015 was PMC's best performing year on record for wheels off incidents.



Sundre, AB.

Trucking Safety

We have significant driving safety programs related to the operation of PMC vehicles and trucking equipment.

Wheels Off Program

The PMC Wheels Off program tracks and reports wheel use including frequency of and responsibility for damaged wheels. This program stresses the importance of pre and post trip inspections with drivers to reduce incidents related to damaged wheels. Reporting of this kind allows us to track correlations between mileage, fleet size and number of incidents. The program includes an annual fleet retorque, driver awareness and education, a wheel installation procedure, and pre- and post-trip inspections. Drivers supervise the installation of truck wheels, as well as monitor the condition of the wheels as they are used. Since program implementation, wheels off incidents have dropped to the lowest level to date. Our goal is zero wheels off incidents.

Trucking Safety Measures

- Every trailer is fitted with a satellite tracking system so we know the location of our trailers at all times.
- All trailers are equipped with fluid level indicators to monitor fluid levels in the trailer to eliminate the need for drivers to climb on top of the trailer to check levels.
- All drivers have received extensive safety training and are required to wear personal protective equipment including, but not limited to, fire retardant clothing, hard hats, safety boots, safety glasses and four head monitors to detect different gases.
- PMC trucks are equipped with positive air shutdowns and all required safety equipment as additional measures for driver and public safety.

On the right: PMC rail yard in Windsor, ON.

PMC's rail safety and commodity testing practices meet compliance in all of the applicable regulatory jurisdictions we operate in for the safe transportation and delivery of dangerous goods by rail.

Rail Safety Management Plan

PMC has implemented a Rail Safety Management System (RSMS) that covers industrial railway operations. The RSMS promotes proactive risk assessment and management, employee involvement, audit, inspection and training.

Rail Cars Used

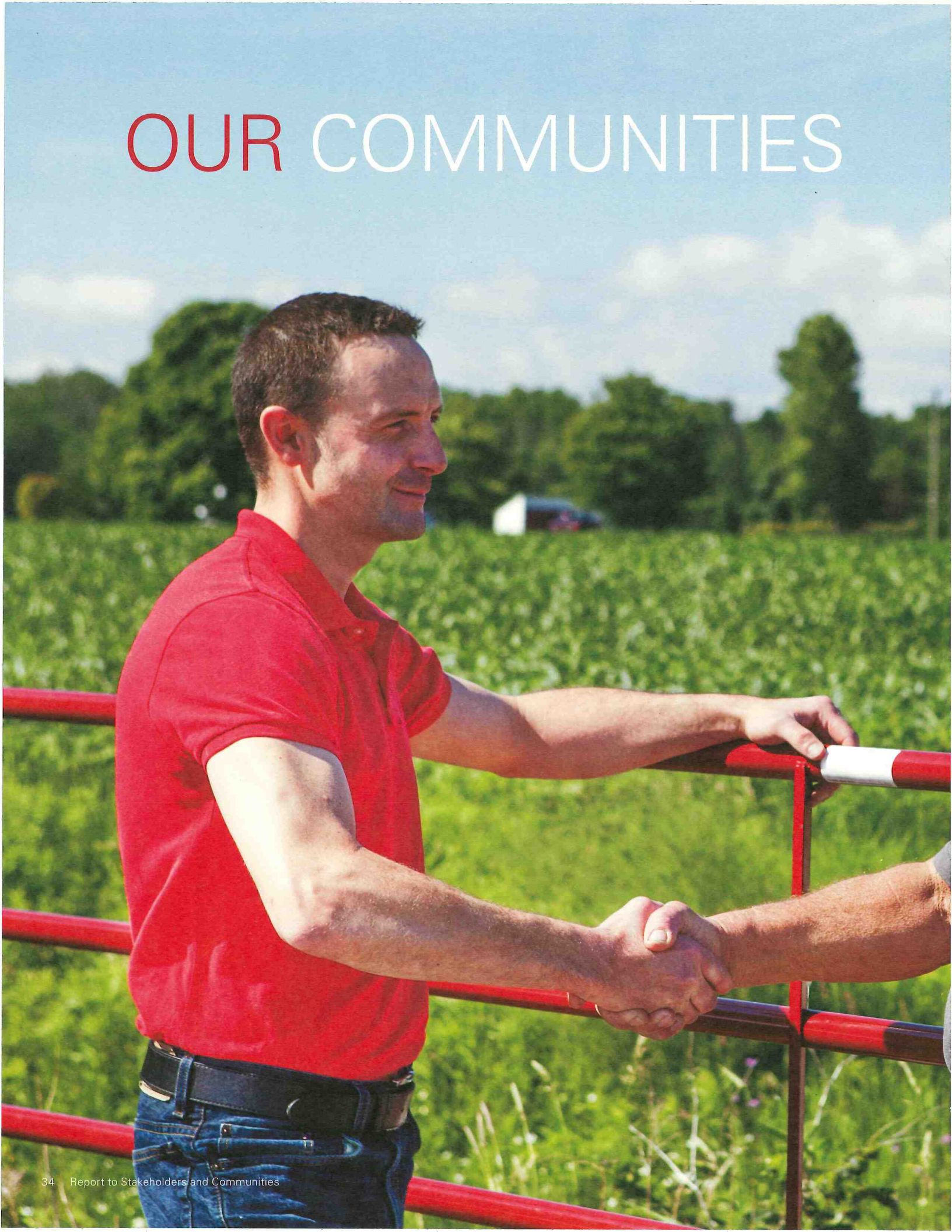
PMC complies with dangerous goods packaging rules as published by Transport Canada and USA Department of Transportation and adheres to the guidelines and standards as prescribed by the Association of American Railroads (AAR) Tank Car Committee in the transportation of regulated products.

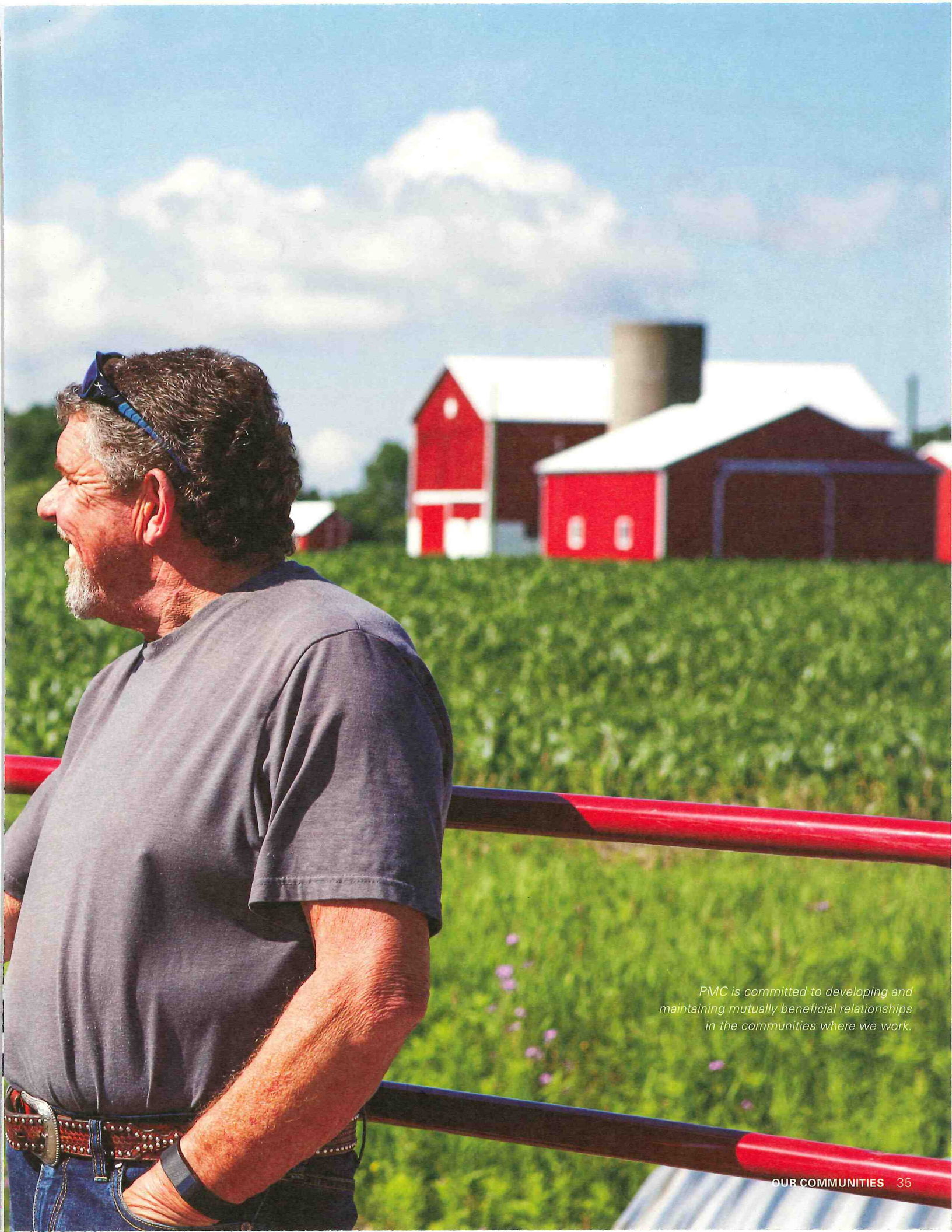
Testing and Monitoring

All PMC terminals have access to an onsite laboratory to test the product being shipped by rail so that it is properly labelled for safety during transport.

Regular sampling informs operators of any changes in the product, especially its volatility.

OUR COMMUNITIES





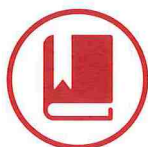
PMC is committed to developing and maintaining mutually beneficial relationships in the communities where we work.

PMC actively participates in and **supports the communities** where we live and operate.

Community Investment



Health & Safety



Education



Environment



Capacity Building

We are a company that strives to share the benefits associated with our operations with the communities where we live and work. Our Community Investment Program provides a framework for PMC to make social investments in areas of need that are aligned with our values. PMC's primary areas of focus include: **health and safety, education, environment and capacity building.**



Junior Achievement

PMC is a performance-driven organization that believes education is a building block for the success of future generations. In 2014, we donated \$5,000 to South West Ontario's Junior Achievement Dollars with Sense program. The program teaches middle school students about personal money management skills and challenges them to apply these concepts in their own lives. PMC employees from our Windsor office volunteered their time to help deliver the program to grade seven students at schools in Essex County. In total, PMC helped to educate almost 200 students.



Inside Education

In 2015, PMC also supported educational programs through our sponsorship of Inside Education's Gener8 Summit. Inside Education is a charitable organization which supports Canadian teachers and students with their work to further the understanding of science and the multiple perspectives related to our environment and natural resources. Gener8 was a three day summit consisting of plenary panels, breakout sessions and social networking opportunities which provided high school students with opportunities to build confidence think critically and step forward as leaders of our energy future. The summit was dedicated entirely to energy education for approximately 80 students and 40 teachers from across Alberta. PMC attended the summit and participated in the energy round-table discussions where we addressed the midstream oil and gas business, PMC's Canadian operations, internship opportunities and pipeline safety and integrity with the students.

\$986K

Total 2015
Community Investment
(including CARE)
spend was \$986,000.



Bow Habitat Station, Calgary, AB.



Women Building Futures

In 2014, we donated \$15,000 to the Women Building Futures (WBF) Student Awards Program to help women explore careers in trades. WBF delivers pre-apprenticeship and heavy equipment operator training programs for women and prepares and integrates women into the Alberta oil and gas mining, energy, forestry, manufacturing, transportation, road building and construction industries.



The Children's Wish Foundation

The Children's Wish Foundation is dedicated to granting the Wishes of children ages three to 17 diagnosed with life-threatening illness. In 2015, PMC donated \$25,000 to the Children's Wish Super Hero Gala in support of granting wishes to children in Alberta and the Northwest Territories.



Rescue Our Wetlands

In 2014, we donated \$25,000 to Ducks Unlimited Canada's (DUC) Rescue Our Wetlands program. DUC is the world's leader in wetland and waterfowl conservation. The Rescue Our Wetlands program provides wetland interpretive sites across Alberta that offer hands-on opportunities to inform and educate the public. PMC's donation went towards the maintenance and repair of the Calgary Bow Habitat Station in order for it to remain in excellent working condition for all visitors to enjoy.



Rockyview Invitational

On June 22, 2015 we proudly partnered with Jayman Homes to co-sponsor the second annual Rockyview Invitational Golf Tournament in support of the Calgary Health Trust and Rockyview Hospital.

The tournament raised more than \$1,000,000 to help build healthier futures for Albertans - more than twice the amount raised the previous year. Proceeds from the 2015 tournament will fund the much-needed gastrointestinal and genitourinary services unit and will improve the lives of patients living with gastrointestinal disorders. PMC is looking forward to continuing to support the Calgary Health Trust through the 2016 Rockyview Invitational.

2,850+

2,850+ residents received important information through our Public Awareness Program.

37K

37,000 stakeholders in our community received important pipeline safety information.

SPOG Volunteer Award

Sundre Petroleum Operators Group (SPOG) is a not-for-profit society that responds to the interests and concerns of residents, landowners, and industry operators in the Sundre area. SPOG members include representatives from industry, twelve communities, four municipalities and the Alberta Energy Regulator.

PMC was honored to receive the SPOG 2014 Industry Volunteer of the Year Award. Typically, the award is given to an individual that demonstrates active participation in SPOG and the Sundre Community. This was the first time that a company was selected as an award recipient. PMC was commended for its contributions and ongoing commitment to SPOG.

We participate in monthly meetings where we share learnings and collaborate with other industry members regarding community affairs and mutual aid support in the event of an incident. Each year, PMC participates in the annual SPOG Neighbours' Day, a full day event where operators in the Sundre area can share information about their operations and meet with community members.

Damage Prevention & Public Awareness

According to CEPA, damage caused by third-party excavation around pipelines is one of the most common causes of pipeline damage however, it is entirely avoidable. By providing critical safety information to the excavating community, developers, and municipal works departments, as well as individual contractors and landowners, our goal is to achieve zero third party line strikes.

Through our Public Awareness program, we reach out to thousands of stakeholders each year who may be affected by our operations. For example, on an annual basis, residents that are directly affected by our right-of-ways receive information about pipelines in their area, emergency response procedures, product information, how to recognize a leak and contact information for additional information. To prevent external damage, we participate in provincial one-call programs and call/click before you dig initiatives. This year, we worked with our industry partners to promote Safe Digging Month in April by mailing out safety information to 37,000 stakeholders in the excavating community within our areas of operation. These programs and initiatives are just one of the tools we use to protect the public, our assets and the environment.

Excavation in Fort Saskatchewan, AB.





PMC currently has relationships with 52 Aboriginal communities in Canada.

Aboriginal Relations

We are committed to building long-term and mutually beneficial relationships with Aboriginal groups and communities where we operate.

Relationship Building

Our relationship building activities include meetings, community visits and ongoing economic development efforts.

The foundation of such relationships is trust and respect, which is achieved through clear communication, transparency of objectives and a shared sense of responsibility.

Our commitment to Aboriginal and Community Relations focuses on:

- Early engagement regarding proposed projects to better ascertain and address potential impacts to the community or interests related to proposed projects or existing infrastructure.
- Support for Aboriginal community economic opportunities in areas such as employment and business.
- Cross-cultural awareness and consideration of Aboriginal principles such as cultural relationships to the land.

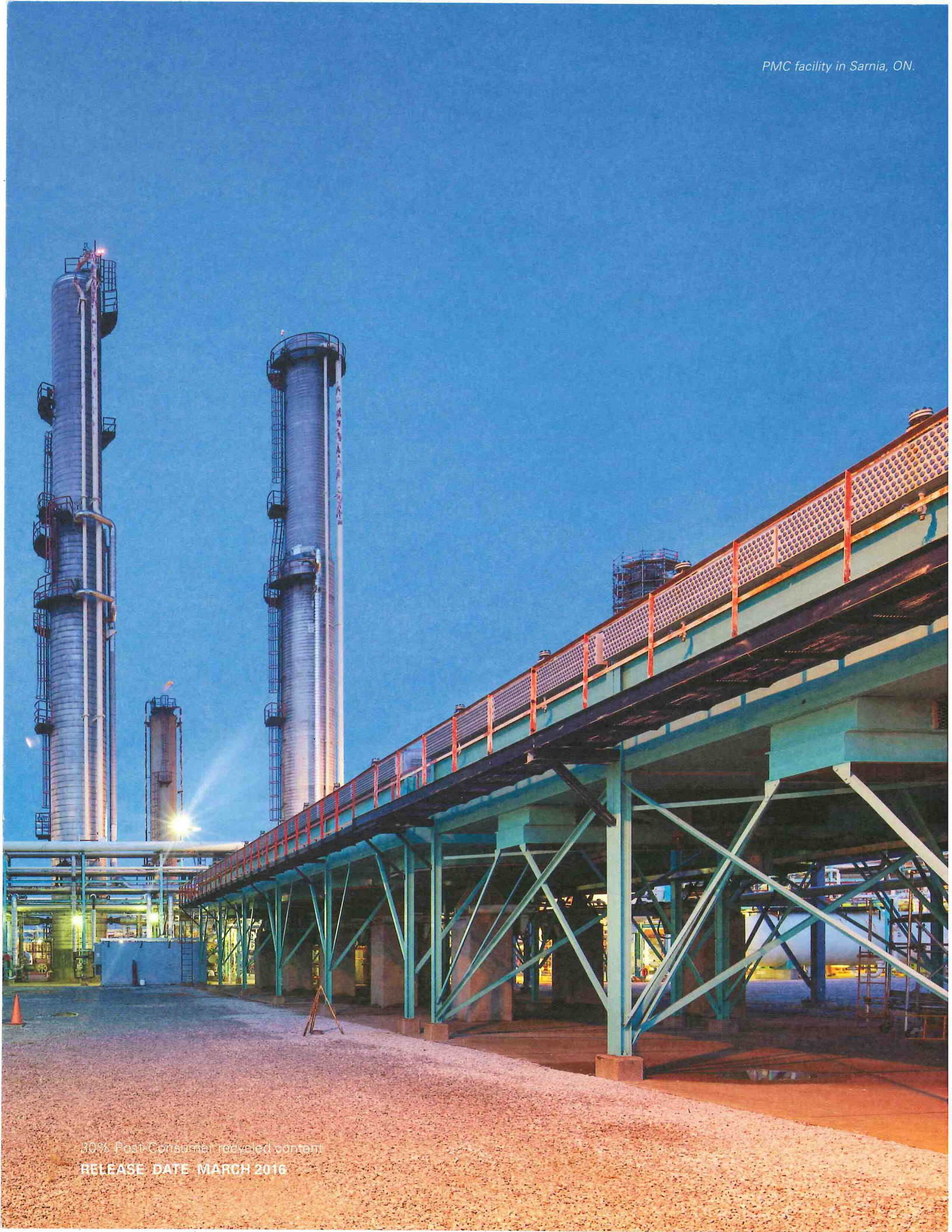
PMC's Aboriginal Contracting Strategy is in development with the objective to flow a portion of the benefits of our ongoing operations and new projects back into Aboriginal communities that are most affected by our activities.

This is done by supporting fee-for-service opportunities for local Aboriginal suppliers and contractors to engage in PMC's ongoing operations and the development of new projects.

YOUR COMMENTS ARE IMPORTANT TO US

We invite you to share your reviews about our company, and how you think Plains Midstream Canada can improve our performance. Please call us on our Community Response toll-free line at 1-866-670-8073 or send your comments by email to Community.Response@plainsmidstream.com.

PMC facility in Sarnia, ON.



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OLDMAN RIVER REGIONAL SERVICES COMMISSION

MINUTES - 2 (2016)

EXECUTIVE COMMITTEE MEETING

Thursday, February 11, 2016 at 7:00 p.m.

ORRSC Boardroom (3105 - 16 Avenue North, Lethbridge)

EXECUTIVE COMMITTEE:

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

Bill Chapman (absent)
Tom Rose
Barry Johnson

STAFF:

Lenze Kuiper – *Director*

Jennifer Maxwell – *Subdivision Technician*

AGENDA:

1. **Approval of Agenda** – February 11, 2016.....
2. **Approval of Minutes** – January 14, 2016.....(attachment)
3. **Business Arising from the Minutes**
4. **New Business**
 - (a) Member Questionnaire for Retreat..... (handout)
 - (b) Wetlands Policy Workshop – March 3, 2016.....(attachment)
 - (c) GIS Ministerial Approval for Ghost Lake and Waiparous.....(attachment)
 - (d) Alberta Flood Mapping Request –Draft Letter.....(attachment)
 - (e) CPA Conference – May 2-4, 2016(attachment)
 - (f) Provincial Funding Request Update.....(attachment)
 - (g) Planning Position Update
 - (h) Fee For Service Update(attachment)
5. **Accounts**
 - (a) Office Accounts – December 2015.....(attachment)
 - (b) Financial Statements – January 1 - December 31, 2015.....(attachment)
6. **Director's Report**.....
7. **Executive Report**.....
8. **Adjournment**.....

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

1. APPROVAL OF AGENDA

Moved by: Barry Johnson

THAT the Executive Committee approve the agenda, as presented.

CARRIED

2. APPROVAL OF MINUTES

Moved by: Don Anderberg

THAT the Executive Committee approve the minutes of January 14, 2016, as presented.

CARRIED

3. BUSINESS ARISING FROM THE MINUTES

- None.

4. NEW BUSINESS

(a) Member Questionnaire for Retreat

- The Director presented a draft version of a questionnaire for the upcoming Retreat and requested input from the Executive Committee. Suggestions for the questionnaire included adding a chart with membership fees for each municipality and adding a question of where the members would like to see the organization in 5 years. Some valuable information to get back from this questionnaire would be to identify strengths and weaknesses of the organization, to identify ideal staffing levels and whether or not to expand membership in the future. A suggestion was brought forward that this could be an opportunity to engage the council representatives and hold a facilitated meeting. The council representatives would then be able to take the questionnaires back to their individual councils with an update.

Moved by: Don Anderberg

THAT the Director amend the questionnaire as discussed and present it at the next Board of Directors' meeting.

CARRIED

(b) Wetlands Policy Workshop – March 3, 2016

- The Wetlands Policy Workshop being held on March 3, 2016 is starting to fill up. Committee members were reminded to bring the workshop forward to their municipalities. If there are any spots still open closer to the workshop, the invitation may be extended to non-members. Jay White, who will be presenting the workshop will also be making a brief presentation at the Board of Directors' meeting that night.

Moved by: Tom Rose

THAT the Executive Committee receive the Wetland Policy Workshop Update, as information.

CARRIED

(c) GIS Ministerial Approval for Ghost Lake and Waiparous

- A letter was received from Alberta Municipal Affairs allowing ORRSC to provide GIS Services to the summer villages of Ghost Lake and Waiparous. Discussion followed on how useful the committee members feel the GIS program is and suggested offering some training

to member municipalities on how to use it and all of the features that are available including the option of adding public works information.

Moved by: Jim Bester

THAT the Executive Committee receive the GIS Ministerial Approval for Ghost Lake and Waiparous, for information. **CARRIED**

(d) Alberta Flood Mapping Request – Draft Letter

- Currently, the Alberta Flood Mapping for a number of areas in Southern Alberta is using outdated 1992 information. A draft letter was presented to the Executive Committee requesting an update on the status of the Flood Hazard Identification Program and requesting new mapping for some of the rivers and creeks in Southern Alberta.

Moved by: Don Anderberg

THAT the Director submit the Alberta Flood Mapping Request letter to the Minister of Municipal Affairs and the Minister of Environment & Parks, incorporating the amendments as discussed. **CARRIED**

(e) CPA Conference – May 2-4, 2016

- The CPA Annual Planning Conference will be held in Red Deer this year from May 2-4. The theme for the conference is Planning vs. Economic Growth: How do we bridge the gap? ORRSC will sponsor up to three committee members to attend the conference and it was noted that it's best to register as soon as possible. Gordon and Jim expressed interest in the conference and this will be further discussed at the meeting in March.

(f) Provincial Funding Request Update

- The Director provided an update on the provincial funding request. At the end of January, Lenze and Mike travelled to Red Deer and met with other planning agencies who will be lobbying for provincial funding. They had requested additional information including budgets for the last five years and the information has now been provided. The lobbyist will be meeting with the Minister on February 19, 2016 and a further update will be provided at the March Board meeting.

Moved by: Henry Van Hierden

THAT the Executive Committee receive the Provincial Funding Request Update, as information. **CARRIED**

(g) Planning Position Update

- The job posting for the Planner position has now closed and 38 applications were submitted. A short list of potential candidates has been created and the applicants will be contacted for interviews shortly.

Moved by: Tom Rose

THAT the Executive Committee receive the Planning Position Update, as information. **CARRIED**

(h) Fee For Service Update

- The updated Fee For Service table was reviewed.

Moved by: **Barry Johnson**

THAT the Executive Committee receive the Fee For Service Update, as information. **CARRIED**

5. ACCOUNTS

(a) Office Accounts – December 2015

5150	Staff Mileage	R. Dyck	\$ 75.00
5150	Staff Mileage	S. Johnson	16.50
5320	General Office Supplies	S. Johnson	92.96
5530	Coffee & Supplies	S. Johnson	28.68
5150	Staff Mileage	G. Scott	102.00
4140	Approval Fees	Darren Taylor Harvesting	150.00
5151	Vehicle Gas & Maintenance	Imperial Oil	281.38
5280	Janitorial Services	Madison Ave Business Services	425.00
5310	Telephone	Bell Mobility	722.27
5310	Telephone	Urban Mobility	744.80
5310	Telephone	Yellow Pages	29.04
5320	General Office Supplies	Desjardin Card Services	131.60
5380	Printing & Printing Supplies	Desjardin Card Services	325.02
5330	Dues & Subscriptions	Government of Alberta	50.00
5330	Dues & Subscriptions	AB Mun. Data Sharing Partnership ...	1,765.00
5330	Dues & Subscriptions	APPI	1,071.56
5480	Recruitment & Relocation	APPI	600.00
5440	Land Titles Office	Minister of Finance	230.00
5450	Legal Fees	Stringam Denecky	140.97
5532	Assessment Review Board	Stringam Denecky	2,873.60
5460	Public Relations	Sobey's	59.98
5480	Recruitment & Relocation	AUMA	450.00
5500	Subdivision Notification	Lethbridge Herald	664.56
5500	Subdivision Notification	Sun Media	170.00
5500	Subdivision Notification	Lethbridge Herald	932.88
5536	Rural IMDP Grant	Purolator Courier	42.81
5540	Other	Purolator Courier	22.32
5570	Equipment Repairs & Maintenance	Xerox Canada	1,110.95
5580	Equipment & Furniture Rental	Xerox Canada	905.84
5580	Equipment & Furniture Rental	Pitney Bowes	297.13
1160	GST Receivable	GST Receivable	603.96
		TOTAL	<u>\$15,115.81</u>

Moved by: **Henry Van Hierden**

THAT the Executive Committee approve the Office Accounts of December 2015 (\$15,115.81), as presented. **CARRIED**

(b) Financial Statements – January 1 - December 31, 2015

Moved by: Henry Van Hierden

THAT the Executive Committee approve the following unaudited Financial Statements for January 1 - December 31, 2015, as presented. **CARRIED**

6. DIRECTOR'S REPORT

- The Director reported on his activities since the last Executive Committee meeting.

7. EXECUTIVE REPORT

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

8. ADJOURNMENT

Moved by: Tom Rose

THAT we adjourn the regular meeting of the Executive Committee of the Oldman River Regional Services Commission at 8:35 p.m. until **Thursday, March 10, 2016 at 7:00 p.m.** **CARRIED**

/bj

CHAIR: 

THE CROWSNEST/PINCHER CREEK LANDFILL ASSOCIATION

MINUTES

March 23rd, 2016

The regular meeting of The Crowsnest/Pincher Creek Landfill Association was held on Wednesday, March 23rd, 2016 at 9:00 a.m. at the Landfill administration office.

Present: Terry Yagos, Municipal District of Pincher Creek #9
Dean Ward, Municipality of Crowsnest Pass
Dave Filipuzzi, Municipality of Crowsnest Pass
Shar Cartwright, Municipality of Crowsnest Pass
Lorne Jackson, Town of Pincher Creek
Gary Hackler, Village of Cowley
Emile Saindon, Landfill Manager
Jean Waldner, Office Administrator

AGENDA

Shar Cartwright

Moved the agenda be adopted with additions

6 b. Baled Plastic

6 c. Disposal of Sharps - Veterinary Waste

6 d. Recycle Plans for Taber

Carried. 03.23.16-795

MINUTES

Dean Ward

Moved the minutes of February 24th, 2016 be adopted as circulated

Carried. 03.23.16-796

MANAGER'S REPORT

1. MSW volumes have stayed steady.
2. Industrial cell has been slow with a few wells being drilled locally.
3. Landfill approval renewal meeting on-going with June 15 as submission date.
4. General contractor has applied for building permit and is working on final drawings.
5. Starting to pump leachate out of cells and will haul some away next week.
6. Working on leachate evaporation system and costs. Discussion to follow.
Emile handed out a brochure on Neptune Wash Solutions an evaporation system.
7. Bear proof bins have been delivered to Beaver Mines and Lundbreck
1st pick-ups with new bins will begin next week.
8. 2016 round of safety training for staff in process.

9. New operations plan for site is being developed.

10. New groundwater, landfill gas and subsurface water monitoring plan is being developed.

Dave Filipuzzi

Moved that the Manager's report be accepted for information. Carried. 03.23.16-797

FINANCIAL REPORT

The Income Statement and Balance sheet to March 17th, 2016 were reviewed.

Dean Ward

Moved that the financial reports be accepted for information. Carried. 03.23.16-798

IN CAMERA LANDFILL PERSONNEL CONCERNS

Dean Ward moved the meeting go in camera at 10:25 a.m. Carried 03.23.16-799

Issues were discussed and documented.

Terry Yagos moved that the meeting go out of camera at 10:39 a.m. Carried 03.23.16-800

DONATION REQUESTS FROM BELLEVUE UNDERGROUND MINE, BELLCREST COMMUNITY ASSC, YOUTH WEEK ACROSS CANADA, MATTHEW HALTON EXPERIENTIAL LEARNING WEEK, LIVINGSTONE SCHOOL GARDENING WITH MY CLASS, PINCHER CREEK FOUNDATION, CROWSNEST GARDENING CLUB, PATTON PARK SOCIETY.

It was agreed that the Landfill would fund the following:

Dean Ward moved the Landfill fund the Bellevue Underground Miner's Picnic for \$500.00

Carried 03.23.16-801

Dave Filipuzzi moved the Landfill fund the Bellcrest Community Assc for \$400.00

Carried 03.23.16-802

Dave Filipuzzi moved the Landfill fund the Youth Week across Canada for \$500.00

Carried 03.23.16-803

Shar Cartwright moved the Landfill fund the Matthew Halton High School (Experiential Learning Week) for \$500.00

Carried 03.23.16-804

Dean Ward moved the Landfill fund Livingstone School (Gardening with my Class) for \$200.00

Carried 03.23.16-805

Shar Cartwright moved the Landfill make an In-Kind Donation to The Pincher Creek Foundation \$310.00 Value

Carried 03.23.16-806

Dean Ward moved the Landfill fund the Crowsnest Gardening Club for \$200.00

Carried 03.23.16-807

Garry Hackler moved the Landfill fund the Patton Park Society for \$500.00 Carried 03.23.16-808

BALED PLASTIC

Lorne Jackson was approached by KJ Cameron wondering if the landfill, and it's governing board would possibly pick up the cost of the tipping fees for the baled plastics brought in from them. The board said no because KJ Cameron is subsidized already by The Town of Pincher Creek and the MD of Pincher Creek.

Lorne Jackson moved this information be accepted as information Carried 03.23.16-809

DISPOSAL OF SHARPS/VETERINARY WASTE

Terry wanted to know if the Landfill could set up a drop off site for the local Veterinary clinics for their sharps and medical waste. Emile said he would check our landfill approval, and with DBS our recycling contract to see if they accept medical waste.

Terry Yagos moved this information be accepted as information Carried 03.23.16-810

NEW RECYCLING COMPANY IN TABER

Terry was approached by the new recycling company in Taber to see if our landfill would be interested in dropping off any of our recycled products at their facility.

Emile said that the landfill is happy with the companies we use currently, they pick some types of our recycled products up here at our landfill and pay us for them.

If Taber decides to expand and can give us the same service we will consider them in the future.

Terry Yagos moved this information be accepted as information Carried 03.23.16-811

Correspondence:

Emile handed out an information brochure to the board on Innovatrac, this is tracking software that can be installed in our waste collection vehicles to monitor waste pick-ups.

Tabled Items:

1. No tabled items at this time.

Next meeting dates: - 2016 9:00 a.m.

April 20	August 17
May 18	September 21
June 15	October 19
July 20	November 16

ADJOURNMENT

Gary Hackler

Moved the meeting adjourn at 11:15 a.m.

Carried 03.2316-812


CHAIRMAN


SECRETARY