

AGENDA
COUNCIL COMMITTEE MEETING
MUNICIPAL DISTRICT OF PINCHER CREEK
JANUARY 23, 2018
9:00 AM

1. Approval of Agenda
2. Invitation to Attend 3 Rivers Rendezvous
 - Email from Pinch-O-Crow Creekers, dated January 12, 2018
3. Council Engagements
 - Report from Chief Administrative Officer, dated January 17, 2018
4. Advertisement Requirements
 - Report from Chief Administrative Officer, dated January 16, 2018
5. Supporting Successful Meetings and Robert's Rules of Order Demystified
 - Email, dated January 12, 2018
6. RCMP and PCES Regimental Community Charity Valentine's Ball
 - Are there any Councillors wishing to attend?
7. Presentation to Canyon School Class
 - Email from Kendra –Ann Kennedy, dated January 12, 2018
8. Chief Mountain Gas Delegation – 10:30 am
 - Email from Chief Mountain Gas, dated December 2, 2017
9. Adjournment

MDInfo

From: Chuck Lee <chuckle@toughcountry.net>
Sent: Friday, January 12, 2018 3:44 PM
To: Quentin Stevick; MDInfo
Cc: Bev Everts; Brian Hammond; Rick Lemire; Terry Yagos
Subject: Invitation to Attend the 3 Rivers Rendezvous

Dear MD Council,

This year marks the 20th anniversary of the 3 Rivers Rendezvous that will be held at the Castle River Rodeo Grounds from May 18-21, 2018. This event in southwest Alberta is the largest gathering of whitewater paddlers in Western Canada and attracts kayakers and canoers from the western provinces and mountain states. Our little kayak club, the Pinch-o-Crow Creekers, organizes the camping, entertainment, 3 breakfasts, 2 suppers and river trips for the 300+ people that attend. You can check out our webpage for information about the event.

We would like to invite you and some of your key staff people to come out for one of the meals to flip pancakes or to serve dinner. We are extending the same invitation to the Town of Pincher Creek and the Municipality of Crowsnest Pass.

Saturday we have a special event on Saturday afternoon up on the Carbondale River near the Lynx Creek campground. And Monday we have a slalom race planned for Boulder Run. Over the whole weekend we will have paddling trips organized for the Castle River runs, Crowsnest River runs.

We look forward to hearing back from you.

Regards

Chuck Lee
President, Pinch-o-Crow Creekers
Box 162, Lundbreck, AB, T0K 1H0
403-628-2336 cell 403-632-9598

MDInfo

From: Alberta Whitewater <admin@albertawhitewater.ca>
Sent: Monday, January 15, 2018 12:46 PM
To: MDInfo
Subject: Invitation to Attend the 3 Rivers Rendezvous

Hi Tara,

Actually we would love to have the Council come for any of the meals that we are hosting. Preferably either the Saturday or Sunday suppers but if that is not possible then breakfast would be just as good. Monday morning breakfast is our least preferred time – just because the weekend is winding down and you won't get the feel of the weekend.

We host all the meals in the compound at the Castle River Rodeo Grounds. Councillors are welcome to bring their families with them when they come to enjoy the meal with us.

Breakfast service starts at 8:00 am – so we would need to have the Council there around 7:30 to get things underway. We serve until 9:00 and then have a group meeting to organize activities for the day.

Supper service starts at 6:00 pm - so we would need to have the Council there around 5:30 to get things underway. We serve until 9:00 and then have a group meeting to organize activities for the day.

Saturday afternoon there will be a race on the Carbondale River and it is fun event to watch and if the Council was interested they could come up and watch the race and then come cook steaks for us.

We are excited to have you come out to our 20th anniversary of the festival.

Chuck Lee
President, Pinch-o-Crow Creekers
Box 162, Lundbreck, AB, T0K 1H0
403-628-2336 cell 403-632-9598

From: MDInfo [mailto:MDInfo@mdpincercreek.ab.ca]
Sent: January 15, 2018 11:11 AM
To: Chuck Lee
Subject: SPAM-LOW: RE: Invitation to Attend the 3 Rivers Rendezvous

Hello Mr. Lee,

This invitation will be discussed during our next Committee Meeting. Do you have specific days and times of day that you are looking for help?

Thank you.

Tara

From: Chuck Lee [mailto:chucklee@toughcountry.net]
Sent: Friday, January 12, 2018 3:44 PM
To: Quentin Stevick <CouncilDiv1@mdpincercreek.ab.ca>; MDInfo <MDInfo@mdpincercreek.ab.ca>

MUNICIPAL DISTRICT OF PINCHER CREEK

January 17, 2018

TO: Reeve and Council

FROM: Wendy Kay, Chief Administrative Officer

SUBJECT: Council Engagements

1.0 Origin

Throughout the year, Council has historically attended and participated in events.

2.0 Background

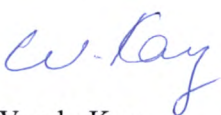
To assist staff in preparation for events historically attended and participated in by Council members, staff are requesting confirmation for scheduling of these events. Listed below are the events for consideration:

- a. Coffee with Council – scheduling of dates
- b. AAMDC Fall Convention – November 20 – 22, 2018 – who wishes to attend? Confirmation is requested at this time in order to book hotel rooms. Rooms close to the convention centre are limited and are booked up quickly. Any cancellation of rooms requires payment for the first night.
- c. Beaver Mines Cleanup – lunch hosted by Council (May long weekend)
- d. Heritage Acres Annual Show – Council helps with pancake breakfast on Saturday and Sunday (August long weekend)
- e. Lundbreck Cornfest – pancake breakfast hosted by Council (held August 26 in 2017)
- f. Foothills Barbeque – evening barbeque hosted by Council (held August 29 in 2017)

3.0 Comment

Council is requested to consider each of these events and provide direction to staff.

Respectfully submitted,



Wendy Kay

Presented to Committee Meeting
January 23, 2018

MUNICIPAL DISTRICT OF PINCHER CREEK

January 16, 2018

TO: Reeve and Council

FROM: Wendy Kay, Chief Administrative Officer

SUBJECT: Advertisement Requirements

1.0 Origin

Section 606 and 606.1 of the *Municipal Government Act* speaks to the requirements for advertising, specifically to the enactment of a bylaw, resolution, meeting, and public hearing. These sections are attached for your reference.

2.0 Background

Policy 414 – Advertising of Development Permits – was amended in 2015 to allow for permitted use development permits to be advertised on the MD website, however, discretionary use development permits were to be advertised in local print and/or news websites, as well as the MD website. There is no mention of Public Hearings. Public Hearings have been advertised in the Pincher Creek Echo. Policy 414 is attached also.

Starting in February 2018, Shootin’ the Breeze will no longer be a free publication.

The Pincher Creek area will now have two newspapers, as well as the online Pincher Creek Voice, in the area, creating a more competitive situation, all vying to advertise for the MD.

With all organizations now fulfilling the MGA requirements, staff will be required to determine which organization to use for our advertisement needs. The budget does not allow for multiple advertisement. These items are specifically for the MGA regulated items, such Public Hearing Notices and notices for Discretionary Use Development Permits, as well as specific bylaws.

Section 606.1(1) allows for Council, by bylaw, to provide for one or more methods of advertisement, which can include posting onto our own website. This would alleviate the necessity to advertise our Public Hearing Notices and our Notice of Discretionary Use Development Permits, and any other such requirements. Non-regulated items could still be advertised in multiple locations, should Council deem necessary.

Utilizing the MD website page, Facebook page and Twitter page, the advertisement requirements are met, without relying on outside organizations.

Council may pass a bylaw, indicating their direction, which would require a Public Hearing.

The approximate cost associated with advertising, with local media, is between \$82 to \$200 per ad per week, depending on the publication. The total amount spent on advertising in 2017 (for all MD business) was \$20,180, at time of drafting this report. These items would also have been posted on our website.

Duplication or triplication of advertisement of some items does occur, depending on the event.

Education for the general public regarding any decision would be required.

3.0 Comment

Council discussion and direction on method for mandatory advertisement is requested.

Respectfully submitted,

Wendy Kay

Attachments:

1. Sections 606 and 606.1 of the *Municipal Government Act*
2. Policy 414

Requirements for advertising

606(1) The requirements of this section apply when this or another enactment requires a bylaw, resolution, meeting, public hearing or something else to be advertised by a municipality, unless this or another enactment specifies otherwise.

(2) Notice of the bylaw, resolution, meeting, public hearing or other thing must be

- (a) published at least once a week for 2 consecutive weeks in at least one newspaper or other publication circulating in the area to which the proposed bylaw, resolution or other thing relates, or in which the meeting or hearing is to be held,
- (b) mailed or delivered to every residence in the area to which the proposed bylaw, resolution or other thing relates, or in which the meeting or hearing is to be held, or
- (c) given by a method provided for in a bylaw under section 606.1.

(3) A notice of a proposed bylaw must be advertised under subsection (2) before second reading.

(4) A notice of a proposed resolution must be advertised under subsection (2) before it is voted on by council.

(5) A notice of a meeting, public hearing or other thing must be advertised under subsection (2) at least 5 days before the meeting, public hearing or thing occurs.

(6) A notice must contain

- (a) a statement of the general purpose of the proposed bylaw, resolution, meeting, public hearing or other thing,
- (b) the address where a copy of the proposed bylaw, resolution or other thing, and any document relating to it or to the meeting or public hearing may be inspected,
- (c) in the case of a bylaw or resolution, an outline of the procedure to be followed by anyone wishing to file a petition in respect of it, and
- (d) in the case of a meeting or public hearing, the date, time and place where it will be held.

(7) A certificate of a designated officer certifying that something has been advertised in accordance with this section is proof, in the

absence of evidence to the contrary, of the matters set out in the certificate.

(8) The certificate is admissible in evidence without proof of the appointment or signature of the person who signed the certificate.

RSA 2000 cM-26 s606;2015 c8 s56;2017 c13 s3

Advertisement bylaw

606.1(1) A council may by bylaw provide for one or more methods, which may include electronic means, for advertising proposed bylaws, resolutions, meetings, public hearings and other things referred to in section 606.

(2) Before making a bylaw under subsection (1), council must be satisfied that the method the bylaw would provide for is likely to bring proposed bylaws, resolutions, meetings, public hearings and other things advertised by that method to the attention of substantially all residents in the area to which the bylaw, resolution or other thing relates or in which the meeting or hearing is to be held.

(3) Council must conduct a public hearing before making a bylaw under subsection (1).

(4) A notice of a bylaw proposed to be made under subsection (1) must be advertised in a manner described in section 606(2)(a) or (b) or by a method provided for in a bylaw made under this section.

(5) A notice of a bylaw proposed to be made under subsection (1) must contain

- (a) a statement of the general purpose of the proposed bylaw,
- (b) the address or website where a copy of the proposed bylaw may be examined, and
- (c) an outline of the procedure to be followed by anyone wishing to file a petition in respect of the proposed bylaw.

(6) A bylaw passed under this section must be made available for public inspection.

2015 c8 s57;2017 c13 s3

Service of documents

607 The service of a document on a municipality is sufficient if

- (a) the document is served personally on the chief administrative officer or a person working for the municipality in the office of the chief administrative officer,

MUNICIPAL DISTRICT OF PINCHER CREEK
POLICY

414

TITLE: ADVERTISING OF DEVELOPMENT PERMITS

Approved by Council:

Date: August 13, 2002

Revised by Council:

Date: June 9, 2015

Applicable Provincial Legislation

Municipal Government Act
Amended by Bill 20, March 30, 2015

Permitted Use Development Permits

Approved Permitted Use Development Permits shall be advertised on the MD of Pincher Creek Website for seven (7) days.

Discretionary Use Development Permits

Approved Discretionary Use Development Permits, shall be advertised in local print and/or news websites.

Notice of Decision

The notice of decision shall include:

- The legal description of the location of the development,
- A description of the approved development,
- The Division where the approved development is located, and
- A map showing the location of the approved development.

Wendy Kay

From: Wendy Kay
Sent: January 12, 2018 11:07 AM
To: 'PC Fire'; 'Lori Schill'; Bev Everts; Brian Hammond; Quentin Stevick; Rick Lemire ; Terry Yagos
Cc: 'tcryderman@mdpincercreek.ab.ca'
Subject: FW: Supporting Successful Meetings & Robert's Rules of Order - Demystified

Janene has passed this training opportunity on. If anyone is interested, please advise.

Wendy

From: Janene Felker
Sent: January 12, 2018 11:03 AM
To: Wendy Kay <wkay@mdpincercreek.ab.ca>
Subject: FW: Supporting Successful Meetings & Robert's Rules of Order - Demystified

The CLEBC is offering that supporting successful meetings again via webinar. Don't know if new Council or PCESC would be interested?

From: CLEBC [<mailto:learn@cle.bc.ca>]
Sent: Friday, January 12, 2018 11:01 AM
To: Janene Felker <AdminFinance@mdpincercreek.ab.ca>
Subject: Supporting Successful Meetings & Robert's Rules of Order - Demystified

Having trouble viewing this message? [View it in your browser.](#)



Do you attend or support board, council, or committee meetings? If you do, join us to learn how to improve productivity at these meetings with practical tools to facilitate group decision-making in a democratic and efficient manner.

Save up to \$139 when you register for both courses!

Supporting Successful Meetings

Thursday, January 25, 2018
CLEBC Boardroom, Vancouver or attend via webinar

This workshop will provide you with techniques on how to **support meetings effectively** and to manage the meeting process in a systematic and thorough fashion. By working through a meeting from start to finish, you will learn the foundations of what makes a meeting successful before, during, and after the meeting. As a result, you will be able to identify how your meetings can be improved and how the group can **make better decisions**.

Pricing

Live Webinar: \$629

In Person: \$699

Student pricing available for webinar and in person registration

Register Now

Robert's Rules of Order - Demystified

Friday, January 26, 2018
Vancouver location to be announced

We will discuss the application of parliamentary procedure and Robert's Rules of Order in meetings. You will gain an understanding of rules and the principles that they are intended to uphold. As a result of this workshop, you will be better able to advise your clients on the correct and practical application of rules in meetings, to **facilitate progress and effective decision-making**.

Pricing

In Person: \$699

Student pricing available for in person registration

Register Now

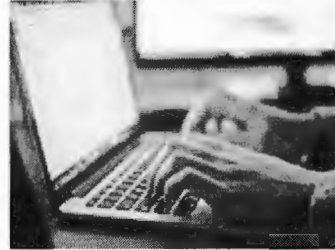
You may also be interested in:



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The Continuing Legal Education Society of BC
500 - 1155 West Pender Street Vancouver, BC V6E 2P4
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Questions or Feedback?

This email was sent to: jfelker@mdpincercreek.ab.ca
You received this email because you have indicated that you are interested in:
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You are cordially invited to attend the

RCMP & PCES Regimental Community Charity Valentine's Ball

Saturday, February 10, 2018

Pincher Creek Community Hall
287 Canyon Drive, Pincher Creek AB

Featuring a mouthwatering 3 course meal consisting of

Classic Caesar Salad

*Roasted Beef Striploin and Parmesan Crusted Chicken Cordon Bleu served with
Chef's Choice of Market Vegetables*

Finished with Decadent Chocolate Cake

*please advise if you have food allergies or sensitivities

Tickets \$80 each*; \$90 if purchased after December 29, 2017

(*non-refundable, cash or cheques payable to RCMP BALL)

Available at the RCMP Detachment, 1369 Hunter Street; (403) 627-6010

or at the Fire Hall, 685 Charlotte Street; (403) 627-5333

Also available online through Eventbrite.ca with a service fee

Special room rates available at Stardust Motel 403-627-4366 (quote RCMP Ball), the Heritage Inn 1-888-888-4374

And Ramada Inn 1-866-473-3777; call before January 26, 2018

Dress: Formal Attire / Walking Out Order

Silent Auction

Cocktails: 5:30 pm

Supper: 6:30 pm

In Town After Event Shuttle Service Available

Members and Invited Guests Only

Cash Bar

Dance: 9:00 pm – 1:00 am

Featuring: The Chevelles

MDInfo

From: info@mdpincercreek.ab.ca
Sent: Friday, January 12, 2018 9:13 AM
To: MDInfo
Subject: Contact Form

Site: mdpincercreek.ab.ca

Name: Kendra-ann

Subject: Contact Form

Text: Hello, I am a classroom teacher here at Canyon school and in Social Studies right now we are learning about Local Government. I am interested in seeing if someone from council or the mayor would be willing to come do a short class presentation and answer questions the students may have. Please call me back at Canyon school or 780-978-2194. Thank you! Miss.Kennedy

Reason: Question

From: kennedyk@lrsd.ab.ca

Phone: 7809782194

MDInfo

From: Delbert Beazer <cmgasc@gmail.com>
Sent: Saturday, December 2, 2017 7:48 AM
To: Murray Millward; MDInfo; MD of Willow Creek; Kathy Wiebe; Jeff Shaw; reception@pinchercreek.ca; info@magrath.ca
Subject: Meeting with new councils

Good morning,

Chief Mountain Gas Co-op Ltd. Would like to meet with your council to introduce ourselves to new council members and open communication channels.

Please contact myself with your schedule, and we can set up for new year.

Thank you
Delbert G. Beazer, CEO
Chief Mountain Gas Co-op Ltd.
Cardston, Alberta
P: 403 653-3011
C: 403 849-0311





CHIEF MOUNTAIN GAS CO-OP LTD.

- Established 1973 as Member Owned Natural Gas Distributor for Cardston County.
- Amalgamated with Summerview Gas Co-op in 2002. Summerview had amalgamated with Livingstone Gas Co-op previously.
- We serve the USA Port of Piegan
- Currently 1669 Service Risers

- We are a natural gas distributor with 10 miles of High Pressure Steel Lines, 60 miles of High Pressure Aluminum Lines, and countless miles of Polyethylene plastic service lines.
- Chief Mountain offers 100% burner tip service to all of our service area.
- We have customers in 5 different Municipalities, Cardston County, MD's of Pincher Creek, Willow Creek, and Ranchlands, and also Waterton Park.
- We work closely with Atco and AltaGas in adjoining Franchise Areas.



- Co-op Membership is 1154 Members
- Supply gas to diverse group of end users:
 - ✓ Residential
 - ✓ Commercial
 - ✓ Irrigation
 - ✓ Hutterite Colonies
 - ✓ Grain Dryers
 - ✓ Green Houses
 - ✓ Federal Government
 - ✓ USA Government
 - ✓ Industry

www.cmgas.com

www.cmgas.com



CHIEF MOUNTAIN GAS CO-OP LTD

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Welcome to



We are a member owned natural gas distributor incorporated in 1973 to provide natural gas service to the rural customers located in the southwest corner of Alberta.

In 2002 we amalgamated with Summerview Gas Co-op and became a larger co-operative with a much larger geographic area (hi-lighted in light green in map).



We provide burner-tip service to our customers 24 hours a day, seven days a week. This service includes sales and installation of all natural gas appliances from patio heaters to furnaces. Check out our link of products we sell.

We strive to keep our customers in mind at all times as this is their Co-op. We are currently the lowest priced gas utility in Canada, both fixed rate and variable rate!

We are pleased with our new website and encourage you to check out all the

features. Please continue to read your meters at the first of the month.

Our office is located in Cardston, Alberta at 190 - 1st Street East. Phone 1-866-653-3011. Fax 403-653-1395. *Chief Mountain Photos compliments of Ted Visser, CMGC Customer.*



FedGas 50th For Kids

With your support we can make a real difference in the lives of children from across Alberta. **Everyday more than 100 kids from outside the Edmonton and Calgary zones** are treated at the Stollery Children's Hospital and the Alberta Children's Hospital. Your contribution will support excellence in child health programs and will enable our hospitals to invest in enhancements that will provide the best care possible for all of our kids! Donations can be made online at Fed Gas or Children's Hospital... read more

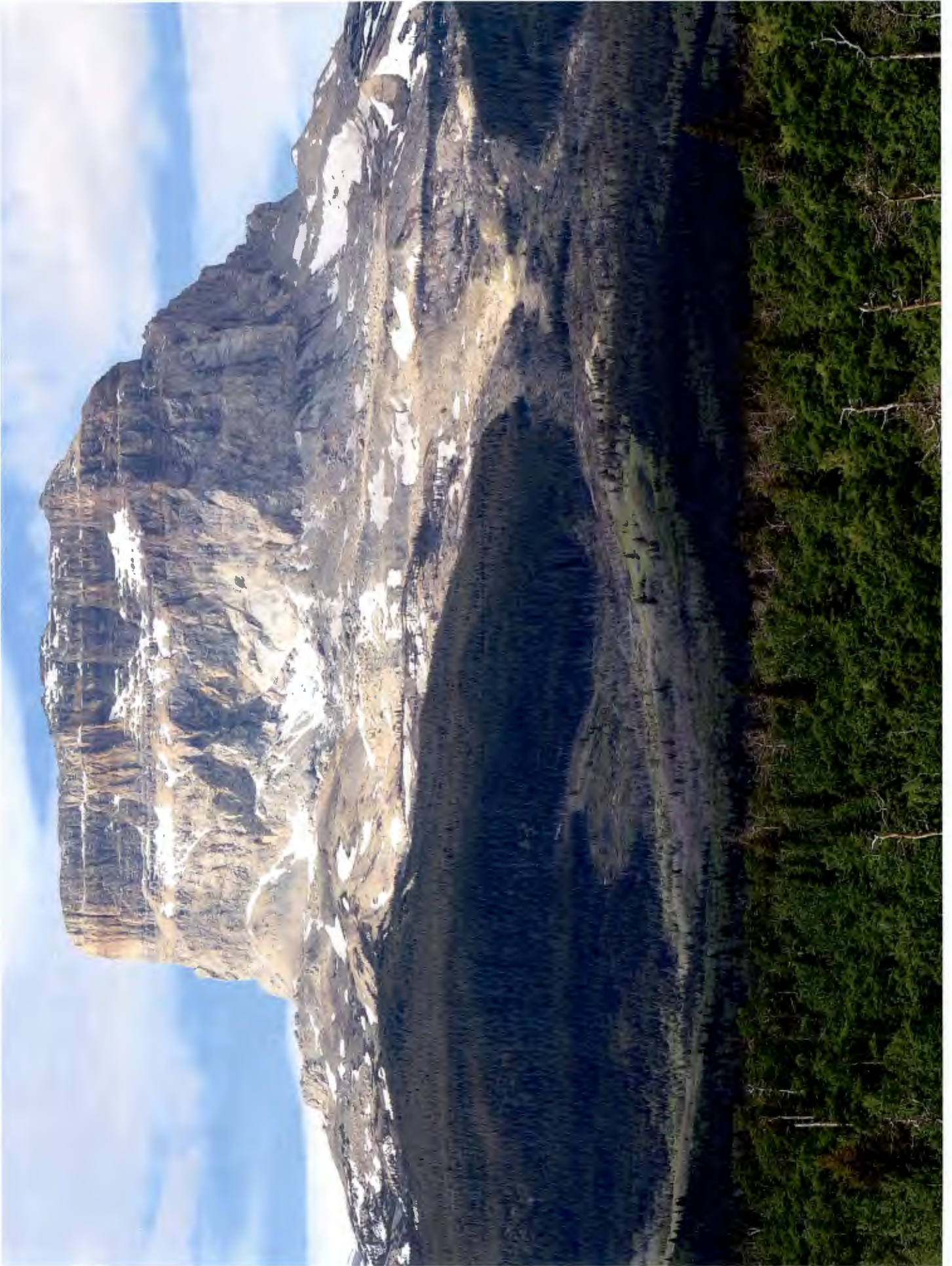
Chief Mountain Gas Co-op will be sponsoring \$630 per youth for 2 youths to attend **ACCA Youth Camps Program**. Please apply to Chief Mountain for this sponsorship... read more

Check out our NEW classified and business ads section...click here



Contact Information

- Main Office: 190 – 1st Street East,
Box 38, Cardston, Alberta, T0K 0K0
Main: 403 653-3011 Fax: 403 653-1395
Email: cmgasc@shaw.ca
Website: www.cmgas.com
- Pincher Creek Office: 1375A Hunter Street



Board Members Zone 1

- MD of Pincher Creek, MD of Willow Creek and MD of Ranchlands

Ed Janzen – Chairman

Jim Welsch – Vice Chairman

Ron Schmidt

Board Member Zone 2

- West 1/2 of Cardston County/ Waterton Park

Alex Campbell

Josh Kleinsasser

Tim Forsyth

Board Members Zone 3

- East ½ of Cardston County/Magrath/Del Bonita

Matt Stanford – Secretary

John Schneyder

Leonard Morton



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Staff

- Delbert Beazer – Chief Executive Officer
- Ken Olds – General Manager
- Greg Soop – Operations Manager
- Richard Spencer – Service/Plumber/Gas Fitter
- Danny Vadnais – Utility Operator
- Dwayne Dyck – Sheet Metal –PC
- Jason Webb – Plumber/Gas Fitter –PC
- Greg Way – Plumber/Gas Fitter – PC
- Jason Lyons – Refrigeration – PC
- Kade Neilson – Apprentice
- Blake Miller – Apprentice
- Tim Anderson – Apprentice/GIS
- Barb Selk – Office Manager
- Donna Prince – AR/AP Clerk
- Gina Marr – Secretary-Pincher Creek
- Terry Newton – Secretary – Cardston

- We feel it is very crucial for the municipal councils to be aware of Chief Mountain Gas Co-op Ltd. and that we are a member owned and operated utility serving your taxpayers.
- Thank you for allowing us to introduce ourselves to you today.