

**AGENDA  
COUNCIL MEETING  
MUNICIPAL DISTRICT OF PINCHER CREEK  
FEBRUARY 27, 2018  
1:00 pm**

A. ADOPTION OF AGENDA

B. DELEGATIONS

1. Heritage Acres Farm Museum Update
  - Letter from Heritage Acres, dated February 16, 2018
2. Request for Delegation
  - Email from Diana Reed, dated February 21, 2018

C. MINUTES

1. Special Council Meeting Minutes
  - February 22, 2018
2. Council Committee Meeting Minutes
  - February 13, 2018
3. Council Meeting Minutes
  - February 13, 2018

D. UNFINISHED BUSINESS

1. Municipal Heritage DU Ranchlands Log Cabin
  - Report from Director of Finance, dated February 16, 2018
  - Letter from DU Ranchlands Corporation, dated January 23, 2018
2. Request for Financial Support – Canada Day Fireworks 2018
  - Email from Town of Pincher Creek, dated February 8, 2018
3. Transfer of the Waldron Grazing Coop Gravel Pit
  - Report from Director of Operations, dated February 21, 2018
  - Report from Director of Operations, dated February 7, 2018
  - Waldron Grazing Coop Gravel Pit Transfer – Additional Information presented on February 13, 2018

E. CHIEF ADMINISTRATOR OFFICER'S (CAO) REPORTS

1. Operations
  - a) Landfill Road Maintenance Fee
    - Report from Director of Operations, dated February 21, 2018
  - b) Operations Report
    - Report from Director of Operations, dated February 23, 2018
    - Public Works Call Log
2. Planning and Development
  - a) Bylaw No. 1280-17 – Road Closure Bylaw
    - Bylaw No. 1280-17 presented for second and third reading
  - b) Bylaw No. 1282-17 – Road Closure Bylaw
    - Bylaw No. 1282-17 presented for second and third reading
3. Finance
  - a) Statement of Cash Position
    - For month ending January 2018
4. Municipal
  - a) Genesis Annual General Meeting
    - Email from Alberta Association of Municipal Districts and Counties, dated February 14, 2018
  - b) Invitation to Meet – Sage Analytics Inc.
    - Email from Sage Analytics Inc, dated February 23, 2018

F. CORRESPONDENCE

1. For Action

- a) Cannabis Legislation – AHS Recommendations for Municipal Elected Officials and Leaders
  - Email from Alberta Health Services, dated February 22, 2018
- b) Economic Development Committee
  - Email from Town of Pincher Creek, dated February 9, 2018
- c) Invasive Mussels
  - Email from District of Sicamous, dated February 21, 2018
- d) Pincher Creek Foundation Profile
  - Email from Pincher Creek Foundation, dated February 22, 2018
- e) Los Amigos Project
  - Letter from Rotary Club of Pincher Creek, dated February 19, 2018
- f) Public Participation Policy and Framework Writing 101 Workshop
  - Email from Emerge Solutions, dated February 21, 2018
- g) Snow Clearing
  - Email from Martha Paridaen, dated February 21, 2018

2. For Information

- a) Multi Species Action Plan
  - Email from Parks Canada, dated February 22, 2018
- b) Strategic Transportation Infrastructure Program
  - Letter from Alberta Transportation, dated February 12, 2018
- c) Rocky Mountain Railroad – Discovery Channel
  - Email from Canadian Pacific, dated February 19, 2018
- d) Drywood Compressor Station Cooler Addition
  - Letter from TransCanada, dated February 20, 2018
- e) Heritage Wind Energy Centre – Open House
  - Letter from NextEra, dated February 12, 2018

G. COMMITTEE REPORTS / DIVISIONAL CONCERNS

Reeve Quentin Stevick – Division 1

Alberta SouthWest Regional Alliance

- Minutes of January 3, 2018
- Bulletin February 2018

Councillor Rick Lemire – Division 2

Pincher Creek Facilities Planning Steering Committee

- Minutes of January 15, 2018

Councillor Bev Everts– Division 3

Oldman River Regional Services Commission

- Minutes of January 11, 2018

Councillor Brian Hammond - Division 4

Councillor Terry Yagos – Division 5

Crowsnest / Pincher Creek Landfill Association

- Minutes of January 24, 2018

H. IN-CAMERA

1. Land – Laneways – FOIP Section 24;
2. Land – Fire Break – FOIP Section 16;
3. Land – Working Group – FOIP Section 16;
4. Land – Road Closure – FOIP Section 16;
5. Land – Contractors – FOIP Section 24;
6. Labour – Recruitment – FOIP Section 19;
7. Labour – Boards and Committees – Section 19;
8. Labour – Evaluation – FOIP Section 19.

I. NEW BUSINESS

J. ADJOURNMENT

**HERITAGE**  
Acres  
*Farm Museum*

**B1**

**RECEIVED**

FEB 16 2018

M.D. OF PINCHER CREEK

February 16, 2018

MD of Pincher Creek  
Box 279  
Pincher Creek, AB  
T0K 1W0

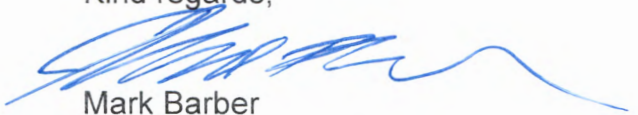
Hello:

RE: Delegation, February 27, 2018

We are writing to request the opportunity to present to Council at the council meeting as per the above noted date. The presentation will provide a summary of our museum events in 2017 and our events in 2018. Further, we want to thank Council for their continued support.

Your attention to this matter is appreciated.

Kind regards,



Mark Barber  
Executive Director

**Heritage Acres**  
Box 2496  
Pincher Creek, Alberta  
T0K 1W0

**Phone:** 403-627-2082



**MDInfo**

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**From:** Diana Reed <g  
**Sent:** Wednesday, February 21, 2018 7:34 PM  
**To:** MDInfo

Tara:

I would like to make a brief delegation at the regular MD meeting on February 27 to discuss the following:

- 1) Public input, communications and decision making by the council
- 2) Snow fences
- 3) Facilities committee

Please let me know if this is possible.

Diana Reed

Sent from Mail for Windows 10

**MINUTES**  
**MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9**  
**SPECIAL COUNCIL MEETING**  
**FEBRUARY 22, 2018**

8932 **C1**

The Special Meeting of Council of the Municipal District of Pincher Creek No. 9 was held on Thursday, February 22, 2018, at 12:30 pm, in the Administration Building of the Municipal District, Pincher Creek, Alberta.

Notice of the meeting was given by person to each Councillor and a signed Waiver of Notice Form is attached to and forms part of these minutes.

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

**STAFF** Executive Assistant Tara Cryderman

Reeve Quentin Stevick called the Special Council Meeting to order, the time being 12:30 pm.

**A. ADOPTION OF AGENDA**

Councillor Terry Yagos 18/088

Moved that the Special Council Meeting Agenda, for February 22, 2018, be approved as presented.

Carried

**B. NEW BUSINESS**

Councillor Terry Yagos 18/089

Moved that all of Council be authorized to seek legal counsel.

Carried

**C. ADJOURNMENT**

Councillor Rick Lemire 18/090

Moved that Council adjourn the meeting, the time being 12:34 pm.

Carried

\_\_\_\_\_  
REEVE

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

**MINUTES  
COUNCIL COMMITTEE MEETING  
MUNICIPAL DISTRICT OF PINCHER CREEK  
FEBRUARY 13, 2018**

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

Staff: Chief Administrative Officer Wendy Kay, Director of Operations Leo Reedyk, Director of Finance Janene Felker and Executive Assistant Tara Cryderman

Other: Emile Saindon, Crowsnest / Pincher Creek Landfill Association

Reeve Quentin Stevick called the meeting to order, the time being 9:00 am.

1. Approval of Agenda

Councillor Bev Everts

Moved that the agenda be amended, the amendment as follows:

Addition to 6. – Information Sharing;

And that the agenda for February 13, 2018 be approved, as amended.

Carried

2. Items in Excess of \$10,000 Over/Under Budget – December 31, 2017

Councillor Rick Lemire

Moved that the Council Committee recommend to Council, that the Items in Excess of \$10,000 Over/Under Budget, dated December 31, 2017, be received as information.

Carried

3. Crowsnest / Pincher Creek Landfill Association Presentation – 10:30 am

Emile Saindon attended the meeting to speak to the Crowsnest / Pincher Creek Landfill Association.

A Powerpoint Presentation was shown, updating Council on operations of the landfill.

4. 2018 Budget Amendment Discussion

It was recommended that Administration seek additional, more reasonable priced security system quotes, to be included during the 2019 budget deliberations.

5. Council Remuneration and Expenses – Corporate Policy C-CO-001

Discussion occurred regarding the remuneration and expenses of Council.

The consensus was that all Councillors will be remunerated equally with regards to Council meetings, where all Councillors are in attendance.

6. Information Sharing

Consensus was to add a “Roundtable Question Opportunity” to the Council Committee Agenda to allow Councillors to ask questions. It was suggested that this session be no longer than 10 minutes.

7. Adjournment

Councillor Brian Hammond

Moved to adjourn the meeting, the time being 12:29 pm.

DRAFT

**MINUTES**  
**MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9**  
**COUNCIL MEETING**  
**FEBRUARY 13, 2018**

8924

The Regular Meeting of Council of the Municipal District of Pincher Creek No. 9 was held on Tuesday, February 13, 2018, in the Council Chambers of the Municipal District Building, Pincher Creek, Alberta.

**PRESENT** Reeve Quentin Stevick, Councillors Brian Hammond, Terry Yagos, and Rick Lemire  
 Councillor Bev Everts as entered into the minutes.

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

Reeve Quentin Stevick called the Council Meeting to order, the time being 1:00 pm.

**A. ADOPTION OF AGENDA**

Councillor Terry Yagos 18/057

Moved that the Council Agenda for February 13, 2018, be approved as presented.

Carried

**B. DELEGATIONS**

Councillor Bev Everts entered the meeting, the time being 1:01 pm.

1. Municipal Heritage DU Ranchlands Log Cabin

Dan and Carey McKim attended the meeting to speak to the letter from DU Ranchlands Corporation, dated January 23, 2018, requesting a waiver of the municipal tax portion of property taxes, for the Municipal Heritage Log Cabin for the next five years.

Also, a load of gravel was requested for the access road leading to the Log Cabin.

A history of the cabin was provided.

The use of the cabin was mentioned. Many members of the public use the Cabin for picture taking and recreation.

2. Request for Financial Support – Canada Day Fireworks 2018

Marie Everts, with the Town of Pincher Creek, attended the meeting to speak to the email, dated February 8, 2018, requesting financial support for the 2018 Canada Day Fireworks Event.

\$5,000 was requested to assist with this event.

**C. MINUTES**

1. Council Committee Meeting Minutes

Councillor Bev Everts 18/058

Moved that the Council Committee Meeting Minutes of January 23, 2018, be received as information.

Carried

2. Council Meeting Minutes

Councillor Terry Yagos 18/059

Moved that the Council Meeting Minutes of January 23, 2018, be approved as presented.

Carried

D. UNFINISHED BUSINESS

1. Pincher Creek Curling Club Update

Councillor Rick Lemire 18/060

Moved that the Presentation Notes from January 23, 2018 and letter from Pincher Creek Curling Club, dated January 15, 2018, regarding the update of the Pincher Creek Curling Club, and the request for financial support for the new Curling Facility, be received;

And that Administration be directed to obtain, from the Town of Pincher Creek, confirmation of ownership of the proposed new curling rink facility;

And further that this item be included on the Joint Council meeting, scheduled for March 8, 2018, for further discussions with the Town of Pincher Creek.

Carried

Councillor Terry Yagos 18/061

Moved that the MD of Pincher Creek commence discussions, during the February 27, 2018, Council Committee Meeting, regarding an overall MD Facilities Plan, with eventual involvement with our adjacent municipalities, being the Town of Pincher Creek, the Village of Cowley, and the Municipality of the Crowsnest Pass, which will indicate the goals and needs of the MD of Pincher Creek.

Councillor Terry Yagos 18/062

Moved that this discussion be postponed to the February 27, 2018, Council Meeting.

Motion Defeated  
 Main Motion Carried

2. Grant Writer Task Group

Councillor Bev Everts 18/063

Moved that the email, dated January 16, 2018 with supporting documents, and the email, dated December 18, 2017 with supporting documents, regarding the Community Grant Writer, be received;

And that \$20,000 be provided to the Grant Writer Task Group, with funding coming from the Mill Rate Stabilization Reserve (Account No. 6-12-0-735-6735).

Councillor Terry Yagos 18/064

Moved that the resolution be amended, to include:

And further that a recommendation be forwarded to the Grant Writer Task Group, that an application for funding for Years 2 and 3 of their funding schedule, be submitted to Joint Council Funding.

Amending Motion Carried  
 Main Motion Carried as Amended

E. CHIEF ADMINISTRATOR OFFICER'S (CAO) REPORTS

1. Operations

a) Bobby Burns Fish Pond – 2017 Expenditures

Councillor Terry Yagos 18/065

Moved that the report from the Director of Operations, dated April 18, 2016, regarding the Bobby Burns Fish Pond – 2017 Expenditures, be received;

And that Council direct administration to pay the over expenditure of \$1,844.62 from Public Reserve Trust Fund (Account No. 6-12-0-690-6690).

Carried

b) Transfer of the Waldron Grazing Coop Gravel Pit

Councillor Rick Lemire declared a conflict of interest, as he is an employee with Alberta Transportation, and left the meeting, the time being 2:13 pm.

Councillor Terry Yagos 18/066

Moved that the report from the Director of Operations, dated February 7, 2018, regarding the Transfer of the Waldron Grazing Coop Gravel Pit, as well as the additional information submitted, be postponed to the February 27, 2018, Council Meeting, for further information on the pros/cons of taking ownership of the pit, plus a best estimate on the cost to the MD, for taking ownership of the Waldron Grazing Coop Gravel Pit.

Motion Defeated

Councillor Brian Hammond 18/067

Moved that the report from the Director of Operations, dated February 7, 2018, regarding the Transfer of the Waldron Grazing Coop Gravel Pit be received;

And that Council authorize the Reeve and Chief Administrative Officer to sign the transfer agreements with Alberta Transportation.

Councillor Bev Everts 18/068

Moved that this discussion be postponed to the February 27, 2018 Council Meeting and to include the rationale, as well as the cost to the MD, for taking ownership of the Waldron Grazing Coop Gravel Pit.

Carried

Councillor Lemire returned to the Meeting, the time being 2:50 pm.

c) Public Works Call Log

Councillor Terry Yagos 18/069

Moved to table the discussion regarding Beaver Mines Wastewater, to the In-Camera Session, under FOIP Section 24.

Carried

Minutes  
 Regular Council Meeting  
 Municipal District of Pincher Creek  
 February 13, 2018

Councillor Brian Hammond 18/070

Moved that the Operations report from the Director of Operations, for the period dated January 25, 2018 to February 7, 2018, as well as the Public Works Call Log, be received as information.

2. Planning and Development

a) Planning Project Priorities List

Councillor Brian Hammond 18/071

Moved that the Memorandum from Oldman River Regional Services Commission, dated February 8, 2018, regarding the Planning Project Priorities List, be received;

And that the top three project priorities be the Land Use Bylaw; the Development Authority, Subdivision Authority, Municipal Planning Commission and Subdivision and Development Authority Bylaws; and the Wind Energy Conversion System Review.

Councillor Terry Yagos 18/072

Moved that the resolution be amended to indicate the priorities be the Land Use Bylaw; the Development Authority, Subdivision Authority, Municipal Planning Commission and Subdivision and Development Authority Bylaws; and the Castle Mountain Resort Area Structure Plan.

Amending Motion Carried

Main Motion Carried as Amended

Councillor Hammond stated his objection to the voting of the resolution.

3. Finance

Nil

4. Municipal

a) Invitation to Attend the 3 Rivers Rendezvous

Councillor Brian Hammond 18/073

Moved that the email from Pinch-O-Crow Creekers, dated January 12, 2018, inviting Councillors to assist with the 3 Rivers Rendezvous, be received;

And that any Councillors wishing to attend this event be authorized to do so.

Carried

b) Kilometric Rates

Councillor Brian Hammond 18/074

Moved that the report from the Chief Administrative Officer, dated February 8, 2018, regarding Kilometric Rates, be received;

And that the Kilometric Rates remain at 50 cents per kilometer for 2018.

Carried



c) Chief Administrative Officer's Report

Councillor Terry Yagos left the meeting, the time being 3:42 pm.

Councillor Bev Everts 18/075

Moved that Council receive for information, the Chief Administrative Officer's report for January 19, 2018 to February 8, 2018, as well as the MD of Pincher Creek Policing Monthly Report for January 2018 and the Administration Call Log.

Carried

Councillor Yagos returned to the meeting, the time being 3:50 pm.

F. CORRESPONDENCE

1. Action

a) Review of Curling Rink Design

Councillor Terry Yagos 18/076

Moved that that email from Town of Pincher Creek, dated February 8, 2018, regarding the review of the curling rink design, be received as information.

Carried

b) Recycle Depot Operations Agreement and Recycle Depot Funding Agreement

Councillor Terry Yagos 18/077

Moved that the letters from the Village of Cowley, dated January 18, 2018, regarding the Recycle Depot Operations Agreement, and the Recycle Depot Funding Agreement, be received as information.

Carried

c) Invoice for Snow Clearing

Councillor Rick Lemire 18/078

Moved that the letter, with Invoice #001, from Eric Martin, dated January 18, 2018, and the email from Public Works Superintendent, dated February 5, 2018, regarding the invoice for Snow Clearing, be received;

And that the request for payment of Invoice #001 be denied.

Carried

d) Request for Supplies – Pioneer Cemetery

Councillor Terry Yagos 18/079

Moved that the letter from Brian Hall, received February 8, 2018, requesting supplies for the Pioneer Cemetery, in Hillspring, be received;

And that Administration be directed to contact Mr. Hall regarding this request.

Carried

Minutes  
 Regular Council Meeting  
 Municipal District of Pincher Creek  
 February 13, 2018

2. For Information

Councillor Terry Yagos 18/080

Moved that the following be received as information:

- a) Municipal Sustainability Initiative
  - Letter from Municipal Affairs, dated January 31, 2018
- b) Beaver Mines Wastewater Lagoon
  - Letter from Alberta Transportation, dated January 23, 2018
- c) Certificate of Recognition
  - Letter from Alberta Municipal Health and Safety Association, dated January 15, 2018
- d) Information about the need for transmission development in Southwestern Alberta
  - Letter from Alberta Electric System Operator, dated January 26, 2018
- e) Police Advisory Committee Notes
  - Notes, dated November 22, 2017
- f) Beaver Mines Wastewater Project
  - Email from Cornell Van Ryk, dated February 7, 2018
- g) Thank You Card
  - Thank you card from Livingstone Ski Academy and Pincher Creek Hockey Association

Carried

G. COMMITTEE REPORTS / DIVISIONAL CONCERNS

Reeve Quentin Stevick – Division 1  
 Chinook Arch Regional Library Board  
 Mayor and Reeves  
 Legacy of the Land Event in Nanton

Councillor Rick Lemire – Division 2  
 Facilities Meeting

Councillor Bev Everts– Division 3  
 Oldman River Regional Services Commission
 

- Minutes of November 9, 2017

 Castle Mountain Community Association
 

- Fire Smarting of the area
- Gazebo
- ATCO Gas meeting

 Foothills Little Bow  
 Chamber of Commerce – Mix and Mingle

Councillor Brian Hammond - Division 4  
 Nothing to report

Councillor Terry Yagos – Division 5  
 Crownsnest / Pincher Creek Landfill Association
 

- Minutes of November 8, 2017

 Lundbreck Citizens Council  
 Crownsnest / Pincher Creek Landfill Association

Minutes  
 Regular Council Meeting  
 Municipal District of Pincher Creek  
 February 13, 2018

Councillor Brian Hammond 18/081

Moved that the committee reports be received as information.

Carried

H. IN CAMERA

Councillor Terry Yagos 18/082

Moved that Council and Staff move In-Camera, the time being 4:14 pm, to discuss the following issues:

1. Legal –Citizen Concern – FOIP Section 17
2. Land – Fire Break – FOIP Section 16
3. Land – Laneways – FOIP Section 24

Carried

Councillor Terry Yagos 18/083

Moved that Council and Staff move out of In-Camera, the time being 5:54 pm.

Carried

I. NEW BUSINESS

a) Citizen Concern

Councillor Bev Everts 18/084

Moved that Administration be directed to forward a letter to the citizen addressing his concerns, as discussed In-Camera.

Carried

b) Beaver Mines Fire Break

Councillor Terry Yagos 18/085

Moved that Council has initiated preliminary discussions regarding establishing a fire break in the Hamlet of Beaver Mines.

Carried

Councillor Brian Hammond 18/086

Moved that the following items be postponed until the In-Camera Session of the February 27, 2018 Council Meeting:

- Land – Laneways – FOIP Section 24;
- Land – Beaver Mines, Wastewater – FOIP Section 24;
- Labour – Recruitment – FOIP Section 19.

Carried

Minutes  
Regular Council Meeting  
Municipal District of Pincher Creek  
February 13, 2018

J. ADJOURNMENT

Councillor Terry Yagos

18/087

Moved that Council adjourn the meeting, the time being 5:58 pm.

Carried

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REEVE

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CHIEF ADMINISTRATIVE OFFICER

DRAFT

## MD OF PINCHER CREEK

February 16, 2018

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TO: Wendy Kay, CAO  
FROM: Janene Felker, Director of Finance  
SUBJECT: **Municipal Heritage Site Waiver of Municipal Taxes**

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**1. Origin**

On August 25, 2008, an agreement was entered into with the DU Ranchlands Corporation. This agreement designated the log cabin on NE 14-8-3 W5 as a Municipal Heritage Site and states that the land owners waive the right to any compensation unless it's directly negotiated with Council.

**2. Background**

Starting in 2008 and continuing in 2011 and 2014, Council has granted a three year waiver for the municipal portion of the property taxes associated with the cabin.

As mentioned in their presentation, this year DU Ranchlands Corp. has requested two things. The first request is the continuation of the municipal tax waiver for five years, ending 2022. Whether the waiver is for three or five years there is no difference for Administration. The amount of municipal taxes that was waived for 2017 was \$481.04. The second request is for gravel for the driveway. According to Public Works, the approximate cost of this would be \$350.

I have included the original agreement along with the previous Council resolutions for reference.

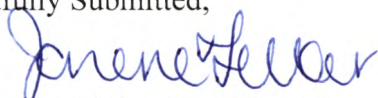
**3. Recommendation**

That the report from the Director of Finance, dated February 16, 2018, regarding the Municipal Heritage Site Waiver of Municipal Taxes be received;

And that the municipal taxes for Roll 5222.000 be waived for the 2018-2022 taxation years with the annual amount being charged to Assessment Changes (2-12-0-920-2920);

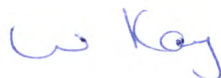
And that request for gravel be approved with the cost of the material and labour being charged to Grants to Groups and Organizations (2-75-0-770-2765).

Respectfully Submitted,



Janene Felker, Director of Finance

Reviewed By: Wendy Kay, CAO



Date: February 21, 2018

02-020  
147

**AGREEMENT  
MUNICIPAL HERITAGE DESIGNATION**

Made in duplicate this 25 day of August, A.D., 2008

**BETWEEN**

**MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9  
Box 279  
PINCHER CREEK, AB TOK 1W0**

(hereinafter called the "Municipality")

- and -

DU Ranchlands Corporation

(hereinafter called the "Applicant")

**WHEREAS** the Applicant, for the purposes of this Agreement, is the registered owner of the following lands:

The log cabin located in the NE 14-8-3 W5M

(hereinafter called "the said lands")

**WHEREAS** the Provincial Government under the Municipal Heritage Partnership Program provides for the designation of Municipal Heritage sites:

**AND WHEREAS** the applicant has applied to the Municipality for designation of the log cabin as a Municipal Heritage site;

**THEREFORE**, the Parties to this Agreement hereby covenant and agree with each other as follows:

1. The preamble shall form a part of this Agreement.
2. The Municipality will provide historical land titles information of said property.
3. Landowners waive their right to compensation from the Municipality other than any terms that may be specifically negotiated with Council.

This Agreement shall be binding on the Parties, their heirs and assigns.

**IN WITNESS WHEREOF** the parties have hereto affixed their hands and seals the day and year first above written.

**MUNICIPAL DISTRICT OF PINCHER  
CREEK NO. 9**

\_\_\_\_\_  
**REEVE**

*Trisha Thompson*  
\_\_\_\_\_  
**CHIEF ADMINISTRATIVE OFFICER**

*[Signature]*  
\_\_\_\_\_  
Witness

*[Signature]*  
\_\_\_\_\_  
**APPLICANT**

\_\_\_\_\_  
Witness

\_\_\_\_\_  
**APPLICANT**

- Subsistence - \$50.00 per day (3 meals – flat rate no receipts required) or actual costs – receipts required

and include it in the policy manual.

Carried

VISION/MISSION STATEMENT REVIEW

Bjorn Berg

08/510

Moved that Council table the discussion on the vision/mission statement review until the September 9, 2008 Council meeting to schedule a ½ day meeting to continue review.

Carried

DRAFT POLICY 117 (FEES AND CHARGES)

Ted Smith

08/511

Moved that Council approve Policy 117 – Fees and Charges – as amended and include it in the Policy Manual.

Carried

FUEL TAX REBATE

Ted Smith

08/512

Moved that a letter be directed to the AAMDC Fuel Division requesting that they pursue the inclusion of municipalities under the Simplified Process for fuel tax rebates from Tax and Revenue, Alberta.

Carried

FUNDING AGREEMENT FCSS

Rod Zielinski

08/513

Moved that Council table the Family and Community Support Services Amending Funding Agreement pending further information.

Carried

MUNICIPAL HERITAGE SITE – DU RANCH LOG CABIN

Rod Zielinski

08/514

Moved that Council agree to:

- Cover half the cost, up to \$1000, for a sandstone rock sign with a setback distance of the sign from a public road to be determined by the Public Works Superintendent,
- Providing delivery and spreading of gravel on an as needed basis as decided by the Superintendent of Public Works, and
- Waiving the Municipal portion of the property taxes on the log cabin for a period of 3 years, at which time it will be reviewed

Carried



Minutes  
Council Meeting  
June 14, 2011

Fractional S 1/2 16-7-30 W4M;  
Fractional N 1/2 9-7-30 W4M;  
N 1/2 10-7-30 W4M;  
NE 14-7-30 W4M;  
S 1/2 23-7-30 W4M;  
NW 11-7-30 W4M;  
SW 24-7-30 W4M;  
All of Section 13-7-30 W4M;  
N 1/2 12-7-30 W4M;  
SE 12-7-30 W4M;  
All of Section 7-7-30 W4M;  
N 1/2 18-7-30 W4M;  
Lot 1 & 2, Block 1, Plan 9911860;  
Lot 1, Block1, Plan 9911858;  
S 1/2 8-7-29 W4M;  
NW 8-7-29 W4M;  
All of Section 9-7-29 W4M;  
Lot 1, Block1, Plan 9911859;  
Lot 2, Block1, Plan 8511150;  
Lot 2 & 3, Block 1, Plan9212608; Block A, Plan 9011909;  
N 1/2 36-6-30 W4 lying north of CPR;  
S 1/2 17-6-29 W4 lying south of the Oldman River;  
E 1/2 of NE 35-6-30 W4 lying north of the CPR  
Block 1, 2, & 3, Plan 9110052  
from "Agricultural -A" to "Wind Farm Industrial - WFI";  
and  
E 1/2 of NW 35-6-30-W4 lying north of the CPR; and W 1/2 of NE 35-6-30-W4  
lying north of the CPR from "Urban Fringe - UF" to "Wind Farm Industrial -  
WFI";  
first reading and schedule the required Public Hearing for July 12, 2011 at  
7:00 pm.

Carried

b) Bylaw 1216-11 Redesignation

Councillor Rod Ziellnski 11/285

Moved that Council give Bylaw 1216-11, being the Bylaw to redesignate lots 9-12, block 16, plan 7850AL from "Hamlet Public and Institutional - HPI" to "Hamlet Single-Detached Residential- HR-1" first reading and schedule the required Public Hearing for July 12, 2011 at 1:00 pm.

Carried

(3) **Finance and Administration**

a) Municipal Heritage Site DU Cabin NE 14-8-3 W5M Waiver of Municipal Taxes



Councillor Terry Yagos 11/286

Moved that the MD waive the Municipal portion of the taxes on the DU Cabin located in the NE 14 8-3-W5M (Municipal Heritage Site) for the 2012-2014 taxation years, with the amount taken from 2-74-0-770-2765.

Carried

wk  
RC

Minutes  
 Council Meeting  
 May 12, 2015

Councillor Garry Marchuk 15/216

Moved that Bylaw 1261-15, being the Unsightly Premises Bylaw, be given first reading.

Carried

Councillor Fred Schoening 15/217

Moved that Bylaw 1261-15, being the Unsightly Premises Bylaw, be given second reading.

Carried

b) Notice Prior to Registration of a Conservation Easement, Verne and Ida Dennis

Councillor Terry Yagos 15/218

Moved that the report from the Director of Development and Community Services, dated May 6, 2015, regarding Notice Prior to Registration of a Conservation Easement, Verne and Ida Dennis, be received;

And that Council acknowledge the receipt of the Notice Prior to Registration of the Conservation Easement for the following parcels; Portion. NW 26-10-3 W5M, NE 26-10-3 W5M, NE 24-10-3 W5M, NE 25-10-3 W5M, and the SW 30-10-2 W5M;

And further that Council waive the 60-day notice period prior to registration of the Conservation Easement.

Carried

3) **Finance**

a) Municipal Heritage Site NE 14-8-3 W5M (Log Cabin) Waiver of Municipal Taxes

Councillor Terry Yagos 15/219

Moved that the report from the Director of Finance and Administration, dated May 5, 2015, regarding Municipal Heritage Site NE 14-8-3 W5M (Log Cabin) Waiver of Municipal Taxes, be received;

And that the MD waive the Municipal portion of the residential taxes on NE 14-8-3 W5M (Roll Number 5222.000) Municipal Heritage Site, for the 2015-2017 taxation years.

Carried

4) **Municipal**

a) Summer Council Meetings – July 28 and August 11, 2015  
Subdivision Authority and Municipal Planning Commission – August 4, 2015  
Agricultural Service Board – August 6, 2015

Councillor Terry Yagos 15/220

Moved that the report from the Chief Administrative Officer, dated May 6, 2015, regarding Summer Council Meetings – July 28 and August 11, 2015, Subdivision Authority and Municipal Planning Commission Meetings – August 4, 2015, and Agricultural Service Board meeting – August 6, 2015, dated May 6, 2015, be received;

And that the regularly scheduled Council Meetings of July 28 and August 11, 2015, be cancelled;

And that the Subdivision Authority and Municipal Planning Commission meetings scheduled for August 4, 2015, be cancelled;

# DU RANGLANDS CORPORATION

Dan & Carey McKim

January 23, 2018

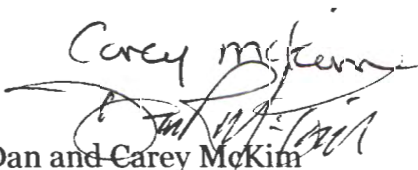
Re : Municipal Heritage DU Ranchlands Log Cabin  
NE 14-8-3-5

Dear MD of Pincher Creek Councillors:

Dan and Carey McKim would like to meet with the MD of Pincher Creek Council to discuss the renewal of the three year contract between the MD of Pincher Creek and the DU Ranchlands Corporation. We would like to discuss the possibility of extending this contract to five years, to include years 2018 to 2022. We would also like to ask for a load of gravel along the descent to the Heritage Cabin. The present agreement from July 2008, 2011, and May 2015, waives the municipal portion of the property taxes on the Municipal Heritage Log Cabin and allows for the spreading of gravel on "an as needed basis."

Thank you for your consideration.

Sincerely,

  
Dan and Carey McKim

**Tara Cryderman**

---

**From:** economic <economic@pinchercreek.ca>  
**Sent:** Thursday, February 8, 2018 11:04 AM  
**To:** Tara Cryderman  
**Cc:** Diane Stuckey  
**Subject:** Fireworks Presentation to MD Council  
**Attachments:** Fireworks as a tourism asset.pdf; Fireworks Survey Response.pdf; Canada Day 2018 Grant Budget\_forRFD.pdf

Hi Tara,

I would like to attend a Council meeting to request financial support for fireworks from the MD in celebration of Canada Day 2018.

I have attached the following support documentation that can be used in the Council package if it is appropriate.  
Fireworks Survey Response  
Fireworks as a tourism asset  
Draft Budget

As seen in the attached budget the support request is for \$5000 from the MD of Pincher Creek.

Please let me know if you would like any further information and when it would work for me to attend a meeting.

Thank you!

Marie Everts

Marketing, Events & Economic Development Officer  
Town of Pincher Creek  
403 627 3156 ext 236  
[www.PincherCreek.ca](http://www.PincherCreek.ca)  
#PincherCreek



## Expedition Management Consulting Tourism Asset Evaluation Tool<sup>®</sup>

Stakeholders may utilize the following 17 criteria as a tool to assist in determining which community assets (programs, events, facilities, attractions, natural features etc.) have the highest potential for tourism development. The criteria are not listed in a suggested order of priority as it is expected that each community will prioritize and weight each criterion in order to reflect local priorities.

### Scoring Chart

0 = clearly does not meet the description

1 = somewhat meets the description

2 = clearly meets the description

3 = exceeds the description (new and innovative thinking is demonstrated)

Criteria	Description	Score
1. Attracts Day-Tripplers	- The asset will attract tourists who visit during the day.	2
2. Attracts Overnighers	- The asset will attract tourists who stay overnight in the community.	3
3. Return on Investment	- The asset will produce a high return on investment (public and/or private).	0
4. Strategic Alignment	- Development of the asset aligns with the strategic intent and organizational strategy of stakeholders.	2
5. Human Resource Requirements	- Development of the asset will not put un-due stress on existing human resources. - The operator of the asset has a strong organizational structure that can support growth (e.g. leadership, business infrastructure, experience, management capacity).	3
6. Community Buy-In	- The community is open to sharing the asset with visitors. - The community is willing to promote the asset as a tourism product.	3
7. Community Impact	- The asset fosters the culture, health and development of the community by enhancing community spirit.	2
8. Partners	- The asset demonstrates commitment from a wide variety of partners (public and/or private).	2
9. Ability to Generate New Product	- The asset has a clear product development plan with identified mechanisms to develop new and complementary product on an annual basis.	1
10. Growth Potential	- The plan for the asset demonstrates strategies to achieve year over year growth in revenue, product and visitation.	2

86.6%  
in favor

11. Market Demand	<ul style="list-style-type: none"> <li>- The asset reaches identified target markets.</li> <li>- The asset plan demonstrates market demand through relevant indicators (e.g. visitation statistics, gap analysis, expressed demand, survey data, population projections, trends, etc.).</li> <li>- Limited competition exists relative to market demand (by geography, season, product offering, etc.).</li> </ul>	2
12. Market Reach	<ul style="list-style-type: none"> <li>- The asset should have the potential to be promoted year-round to leverage the brand of the community.</li> <li>- The asset should have the potential to attract the attention of the media.</li> </ul>	2
13. Unique and Authentic	<ul style="list-style-type: none"> <li>- Provides experience-based product.</li> <li>- Promotes an authentic experience that highlights what is unique and valuable about the community.</li> <li>- Product differentiates itself from the competition.</li> </ul>	3
14. Limited Environmental Impact	<ul style="list-style-type: none"> <li>- The asset has minimal environmental impacts.</li> <li>- Further development of the asset would have minimal environmental impacts.</li> </ul>	2
15. Physical Infrastructure Requirements	<ul style="list-style-type: none"> <li>- The asset plan should demonstrate that the community has the physical infrastructure in place to support development (e.g. roads, public facilities, accommodations, etc.).</li> </ul>	3
16. Logistics	<ul style="list-style-type: none"> <li>- The asset plan has a sound logistical plan that will help ensure the execution of high quality experiences for visitors.</li> <li>- The asset plan identifies safety measures and minimizes risk to visitors and staff.</li> </ul>	3
17. Evaluation and Performance	<ul style="list-style-type: none"> <li>- The asset plan articulates a process for regular evaluation/reporting and identifies clear performance measures.</li> <li>- The asset plan identifies a strategic approach for the future.</li> </ul>	2

Total Score: /51

Contact Information:

Justin Rousseau, Managing Director

✉ Justin@expeditionconsulting.ca

☎ 780-266-7888

🌐 expeditionconsulting.ca

72.5%

34/51



## Should the Town of Pincher Creek host Fireworks on Canada Day for 2018?

Yes	104	86.6%
No	16	13.3%
No Responses	0	
<b>Totals</b>	<b>120</b>	<b>100%</b>

[View comments \(45\)](#)

This town never does anything very exciting for Canada day. It's about time they did. The show for the 100th anniversary was fantastic.
Would be awesome. It's a special day so why not end it up with a bang.
Brings the community together !
Hey we're awesome this year!!
It seems like a lot of money to spend every year. Don't get me wrong it was really amazing but maybe every ten years it can be done?
Loved them this year! Would love them again next year!
2017 Fireworks were awesome. Please do them again. . I had company down from Leduc and they said our fireworks rocked over there. We were so impressed. Please keep celebrating our country. We have so much to be thankful for!! Thankyou.
I have loved the increase of town activities over the last couple of years! The more reasons for our community to gather together, the better! It's our spirit that attracts newcomers here and we need to take time to showcase what makes Pincher unique.
Fireworks are a fun way to get the community together in a safe fun way
Absolutely not! Fireworks terrify most animals! They run blind and end up getting lost, sometimes forever. Also they get hit by vehicles. So, so sad!
But they r very expective
What would it cost tax payers?
Wonderful to have this show to celebrate Canada dat
We loved them & I think it would be a great tradition!
I loved the community feel from watching on the Ridge. And they really were worth it. Long and lots of "show". Only do it if it'll be a knock-your-socks-off show. Otherwise save up for every other year?
Too expensive.
do it
do it
please do it
our lives are so short
the boom and the flash make me smile
please do it

Depends how much it costs. It is nice to see, but if it costs a lot, we should be considering that. There are many ways the Town is spending money right now and I don't agree with some of them. Our taxes keep going up. Please be aware of unnecessary spending. Fireworks are a want, not a need.
Who does not enjoy Fireworks it is always great to go and watch
Great Family Event.
Absolutely!
Great community event for all ages
July is usually too dry. What about new years? Why not have a family fest new years bash? No one has to leave town then.
Fantastic event that brought the community together this year why not do it annually for the community!!!
They were spectacular last year, be a nice to have them every year. what a treat for the town
Fireworks are an awesome small town event and tradition!
We loved them last year! Our whole family went together. It was a great thing to do together!
As long as a grant could be obtained to do it.
Absolutely what a great way to finish celebrating our country's birthday It brings a sense of community
It is a great celebration of Canada and Pincher Creek. There was a buzz regarding the fireworks in 2017 creating excitement and pride. Thanks and I look forward to future celebrations!
Yes! Awesome show last year and loved all the vendors and activities. It's great having family friendly activities in town.
After having had fireworks for the 150th, I don't think that the cost of them makes them worthwhile to have again in 2018.
Depending on the cost, I would like to see that money go towards something more sustainable. Thanks!
They were very good last year!
They were amazing.
Would love to see more activities at the ag grounds, fair rides, local stalls, food trucks.
They were so fun and a great family event. Sponsorship is important though. Thanks!
From experience, I know it draws communities together in friendship and fellowship
Canada day fireworks is always an awesome way for the town to gather together. Anything that brings out community closer together is always a bonus.
Save the funds to do it only on special occasions
Waste of public money and they terrify pets.
It was wonderful for Canada 150 but I don't think it is necessary to spend those funds every year.
It was nice to be able to look forward to something this year and not have to drive out of town for it. Plus they were pretty good show :)
If it is possible to get another grant or donation. Not if the whole cost comes from tax revenue.
But only is not a fireban on
Absolutely there should be! Our family travels in from the crowsnest pass for Canada day celebrations!! Last year was a HUGE success!!



## Event Budget Template

<b>EXPENSES</b>				<b>Notes</b>
<b>ITEM</b>	<b>#</b>	<b>AMOUNT</b>	<b>TOTAL</b>	<b>Notes</b>
MC/DJ/Entertainment	1	\$950.00	950.00	
Port a Potties & supplies	10	\$125.00	1,250.00	
Pincher Creek EMS Donation	1	\$1,000.00	1,000.00	
Stage Rental	1	\$100.00	100.00	
Fireworks	1	\$12,000.00	12,000.00	
Advertising Echo	1	\$400.00	400.00	
Advertising Voice	1	\$400.00	400.00	
Advertising Real Country	1	\$400.00	400.00	
Advertising STB	1	\$400.00	400.00	
Facebook Advertising	1	\$100.00	100.00	
Ag Grounds Rental	1	\$300.00	300.00	
Mail Out	1	\$200.00	200.00	
Wages	0		0.00	
Misc	1	\$200.00	200.00	
Lights	1	\$700.00	700.00	
<b>TOTAL</b>			<b>18,400.00</b>	(Doesn't include Wages)

<b>ToPC</b>	<b>7150</b>
<b>MD Request</b>	<b>5000</b>
<b>Grant request</b>	<b>6250</b>
	<b>18400</b>



CANADA 150





## MD OF PINCHER CREEK

FEBRUARY 21, 2018

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TO: Wendy Kay, CAO

FROM: Leo Reedyk, Director of Operations

SUBJECT: TRANSFER OF THE WALDRON GRAZING COOP GRAVEL PIT -  
ADDITIONAL INFORMATION

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**1. Origin:**

At their February 13, 2018 meeting, Council requested additional information on the pros and cons and costs of taking on the responsibility for the Waldron Grazing Coop from Alberta Transportation.

**2. Background:**

Given the information known today, the following is a non-exhaustive list of the pros and cons associated with the transfer.

## Pros:

- Continued access to the pit;
- Control over access to the pit;
- The pit location is central to the northern portion of the Municipal District;
- Long term source of material with minimal chance of depletion;
- Quality gravel resource.

## Cons:

- The requirement to administer both access and sale of material from the pit;
- The reclamation of the historical use of the pit;
- There is minimal top soil available at the site to assist in reclamation;
- Clean up of the existing stockpiles by their respective owners could defer short term reclamation of the existing pit area;
- Ensuring that historical users pay their portion of the reclamation liability.

## Costs associated with the transfer include:

- The Municipal District will be required to pay the 12.8% of the reclamation cost of the pit if it is transferred to another entity or not, as the percentage represents the amount of material the municipality has historically used from the pit. The pit area is currently approximately 33 acres.

- Pending negotiations with the Waldron Grazing Coop, there may be costs associated with upgrades to the pit area for fencing gates or other issues that we are currently unaware of.
- The Municipality could hire a mine engineer to develop a pit operations plan to determine where the next series of excavations should occur for an estimated cost of \$5,000-\$10,000. Alternately, we could use staff to explore and come up with a plan to meet the needs of the *Code of Practice for Pits*.

In addition to the transfer from Alberta Transportation, if approved, Public Works will bring forward a Gravel Pit Agreement with the Waldron Grazing Coop for Council's consideration prior to any activity at the pit proceeding.

**3. Recommendation:**

THAT the report from the Director of Operations, dated February 21, 2018, regarding the Transfer of the Waldron Grazing Coop Gravel Pit - Additional Information be received;

AND THAT Council authorize the Reeve and Chief Administrative Officer to sign the transfer agreements with Alberta Transportation.

Respectfully Submitted,



Leo Reedyk

Attachments

Reviewed by: Wendy Kay, Chief Administrative Officer



Date: February 21, 2018

FEBRUARY 7, 2018

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TO: Wendy Kay, CAO  
FROM: Leo Reedyk, Director of Operations  
SUBJECT: TRANSFER OF THE WALDRON GRAZING COOP GRAVEL PIT

---

**1. Origin:**

Alberta Transportation has approached the historical users of the Waldron Pit to determine if the pit can be transferred to another entity and to assign the reclamation liability for historical use.

**2. Background:**

Information was provided to Council at their May 2, 2017 Policy and Plans meeting to determine if Council was agreeable to have the pit transferred from Alberta Transportation to the Municipal District of Pincher Creek No. 9. Council requested additional information.

Attached are copies of the information previously provided as well as additional information from the Waldron Grazing Coop.

**3. Recommendation:**

THAT the report from the Director of Operations, dated February 7, 2018, regarding the Transfer of the Waldron Grazing Coop Gravel Pit be received;

AND THAT Council authorize the Reeve and Chief Administrative Officer to sign the transfer agreements with Alberta Transportation.

Respectfully Submitted,



Leo Reedyk

Attachments

Reviewed by: Wendy Kay, Chief Administrative Officer *W. Kay* Date: *February 8, 2018*

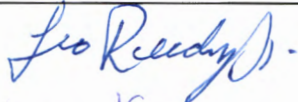
- Capital Projects
  - Beaver Mines Water Supply, Pipeline - L.W. Dennis Contracting Ltd. Pipe installation ongoing, Mechanical Contractor deploying;
  - Beaver Mines Water Distribution and Waste Water Collection, detailed design and land negotiation ongoing;
  - Beaver Mines Wastewater Treatment, looking at options;
  - Castle Servicing, Geotechnical permits acquired from Alberta Transportation, detailed design ongoing;

**Call Logs – attached.**

**Recommendation:**

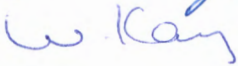
That the Operations report for the period January 25, 2018 to February 7, 2018 and the call log be received as information.

Prepared by: Leo Reedyk



Date: February 7, 2018

Reviewed by: Wendy Kay



Date: February 8, 2018

Submitted to: Council

Date: February 13, 2018

MD OF PINCHER CREEK

APRIL 27, 2017

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TO: Wendy Kay, CAO  
FROM: Leo Reedyk, Director of Operations  
SUBJECT: WALDRON GRAVEL PIT

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**1. Origin:**

Alberta Transportation has approached the historical users of the Waldron Pit to determine if the pit can be transferred to another entity and to assign the reclamation liability for historical use.

**2. Background:**

A meeting was held October 30, 2014 to discuss the historical usage of the pit. Information provided indicated known usage of the pit and the relative percentage of reclamation liability.

Options for ownership were discussed and the option for the MD of Pincher Creek to take over the pit was finally brought forward given the location within the Municipality.

**3. Discussion:**

- Is Council interested in taking over the responsibility for the operation of the Waldron Gravel Pit?
- Is there additional information Council would need to make the decision?

Respectfully Submitted,



Leo Reedyk

Attachments

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

Date: *April 27/17*

## CONSENT TO TRANSFER REGISTRATION 15972-03-02

### *ENVIRONMENTAL PROTECTION AND ENHANCEMENT ACT*

WHEREAS the Director has issued Registration Number 15972-03-01 (the "Registration") to Alberta Transportation to undertake the activity described in the Registration.

AND WHEREAS Alberta Transportation, pursuant to section 75 of the *Environmental Protection and Enhancement Act* of Alberta, has requested the Director to consent to the transfer of the Registration to Municipal District of Pincher Creek No. 9.

NOW THEREFORE pursuant to section 11 of the *Approvals Procedure Regulation*, I, the Designated Director under the Act, consent to the transfer of the Registration from Alberta Transportation to Municipal District of Pincher Creek No. 9.

IN CONSIDERATION of the Designated Director consenting to the transfer of the Registration from Alberta Transportation to Municipal District of Pincher Creek No.9, Municipal District of Pincher Creek No. 9 covenants and agrees with the Designated Director to comply with and to be bound by all the terms of the Registration under the *Code of Practice for Pits* as if the Registration had been issued by the Director to Municipal District of Pincher Creek No. 9.

\_\_\_\_\_  
Alberta Transportation

\_\_\_\_\_  
Witness (if not under corporate seal)

\_\_\_\_\_  
Municipal District of Pincher Creek No. 9

\_\_\_\_\_  
Witness (if not under corporate seal)

\_\_\_\_\_  
Designated Director under the Act

\_\_\_\_\_  
Date



Summary of usage Waldron Ranches		m3	m3	m3	m3	for discussion. Bruce Blue Apr 3, 2017	
date	usage	RANCH PRIVATE SALES	MD WILLOW CREEK	MD Ranchland QTY	MD PINCHER QTY	AT QTY	comment
1960				4227			AT CRUSHED FOR ID WORK TO THE NORTH
1962				3225			AT CRUSHED
1964 FEB				5359			AT CRUSHED
1965 ID				765	???		AT CRUSHED TAGGED ON TO MD9 CRUSHING
1970						23170	AT CRUSHED
1980						15281	AT CRUSHED TO STOCKPILE DES6-6 SEE PLAN. 4-20 FOR HWY GRAVELLING NOTE MD PILE
1981 HWY 22:06_08					20000	8296	20000M3
1982 HWY22:06_08						10073	AT CRUSHED 4-20
1984 HWY22:02_04					9000	15108	DES 1-16. NOTE MD9- 9000M3 S.P. ON SITE. Is it the 1981 MD pile reduced in size or a new pile?
1985						25500	AT CRUSHED
1985 HWY22:08						1437	AT CRUSHED DES6-80, INTERIM PYMT COMPLETED FEB 1987
1987 HWY22:08				26974		7671	SEE PLAN. AT CRUSHED DES2-40, 4-20 FOR ID
1988 HWY22:06_08						79272	AT CRUSHED DES2-25, DES2-16 GBC AND ASBC
1989 HWY 22:08						4390	AT CRUSHEDGBC/ASBC, INTERIM PYMT
1989 HWY22:08						128161	AT CRUSHEDGBC/ASBC,
1989 HWY 22:08						129192	AT CRUSHED GBC ASBC
1990 ID				20257	30000		PLAN UPDATE. AT CRUSHED. NOTE MD PILE 30000M3
1991 HWY22:08						5579	AT CRUSH INTERIM PYMT
1993 HWY22:08					???	100196	AT CRUSH AND 1HA RECLAIMED and 16.4 HA OPEN PIT
1995 HWY 22:06_08, HWY507						105600	AT CRUSH 4 MD/ID PILES ON SITE ON PLAN AND 1.5 HA RECLAIMED.
1995		11468					WALDRON CONFIRMED SALE (15000yd3) to ??
1996			4587				confirmed by MD (6000yd3)
1997					???		MD9 CONTRACT MENTIONED IN FILE
1998						26759	
1999			3822				confirmed by MD (5000yd3).
1999		15291		30582			waldron confirmed sale to Drain Bros
2006							PIT UPDATE. OFFERED ON 22:08 BUT NOT USED
2008						15291	COP PITS APPLICATION
2009				15291			COP PITS APPROVED
2013 JAN							5 YR REPORT SUBMITTED
2014		1529					WALDRON CONFIRM SALES (2000yd3) TO 3 RIVERS CONTRACTING OVER LAST 10-15 YEARS. Minor ranch use not determined.
2014				15291	19113		WALDRON PITRUN SALE TO DEGRAFF QTY NEEDED
TOTALS		28288	8409	121971	120163	658926	937757
% of total		3.0%	0.9%	13.0%	12.8%	70.3%	

## Tara Cryderman

---

**From:** Bruce Blue <Bruce.Blue@gov.ab.ca>  
**Sent:** Thursday, November 6, 2014 8:40 AM  
**To:** ! CAO; ! CINDY; ! TREASURER  
**Subject:** RE: Waldron Gravel Pit in MD #9 - east of Hwy 22

Thank you for the summary and initiating contact with the MD of Willow Creek.

I would add that unless the various users can provide proof that their agreement to purchase included payment for reclamation, then there would be an obligation owing to the landowner for reclamation.

The most recent operations require the plan update to confirm that mining has not gone outside of the approved mining boundary and to assist with the calculation of reclamation responsibility. AT submitted the last 5 year report. The next 5 year report is due before Jan 6 2019.

Bruce Blue  
Aggregates Administrator  
Operations and Plans Branch

 Alberta Government

Transportation | Divisional Services  
2<sup>nd</sup> Flr., 4999-98 Ave, Edmonton, AB T6B 2X3  
Tel: (780) 415-1389 Cel: (780) 918-5681

---

**From:** Greg Brkich [mailto:cao@ranchland66.com]  
**Sent:** Wednesday, November 05, 2014 4:32 PM  
**To:** ! CINDY; ! TREASURER  
**Cc:** Bruce Blue  
**Subject:** Waldron Gravel Pit in MD #9 - east of Hwy 22

Good Day ladies;

On October 30 my foreman, Bill Oulton and I met with Leo Reedyk, and Stu Weber of MD of Pincher Creek, Mark Burles representing the Waldron Grazing Co-op, and Bruce Blue of Alberta Transportation to discuss the development plan of the Waldron gravel pit located in the MD of Pincher Creek just north of the Oldman River and just east of Hwy 22.

Bruce Blue  
Aggregates Administrator  
Operations and Plans Branch

 Alberta Government

Transportation | Divisional Services  
2<sup>nd</sup> Flr., 4999-98 Ave, Edmonton, AB T6B 2X3  
Tel: (780) 415-1389 Cel: (780) 918-5681

The agenda was:

### Agenda

- 1 review of quantities mined and years operated by all parties.
- 2 Responsibility to update plans from last project
- 3 process to transfer code of practice, security deposit calc.

Basically what I gleaned from the conversation was that because the pit is over a certain area (12 acres I believe) it had to be registered years ago under the Environmental Protection and Enhancement Act, and an activities plan has to be updated and filed with Alberta Environment every five years.

The five years is coming up for renewal soon. A.T. has been the registration holder of the pit operations since the Act came into existence. A.T. does not want to be the registration holder of this pit anymore, A.T. either wants the Waldron, Ranchland, Pincher Creek, individually or in any combination of the three to be the new registration holder, and be responsible under the said Act.

A.T. will either carry out their percentage share of the reclamation liability work, or if reclamation is not possible, or appropriate at this time, they will, over multiple budget years, give the new registration holder(s) the money to hold in trust to carry out the reclamation when the appropriate time comes, and then A.T. will not have anything to do with this pit any longer.

So you are probably wondering why I'm telling you all this. Well there are 2 reasons.

1. If you refer to the attachment; it is a development plan of the pit in question; the plan was done on August 27, 2008; in the stockpile summary it indicates that stockpile no. 9 supposedly belongs to the M.D. of Willow Creek. It was not a very large stockpile as of that date, and there still is a stockpile existing in that generally area that could be stockpile no. 9. **So on behalf of all who were at the meeting do you have anything in your gravel inventory records indicating that you still have gravel inventory in this pit?** If not then the Waldron will probably declare stockpile no. 9 as their own and sell it to either Pincher Creek or us just to start "cleaning up the pit" because with all of these little piles sitting around there isn't a significant enough area to consider any partial reclaim work. If you are declaring that you still have a stockpile in this pit, then you are more than likely going to be asked by the new registration holder(s) to haul it out next year, or sell in to Pincher Creek or us.
2. Reclamation liability – Mr. Blue would like to know how much gravel the M.D. of Willow Creek has hauled out of this pit in total. If the quantity is significant the M.D. of Willow Creek will more than likely be asked to pay their percentage share to the new registration holder(s) to hold in trust to carry out the eventual reclamation liability work. I have to go back in my records as well to verify what Ranchland has hauled out. Luckily I only have to go back as far as 1995 because A.T. already has the information from when the Ranchland area was an Improvement District.

I told Mr. Blue that because I knew you both that I would make this initial contact with you; your more than welcome to contact Mr. Blue yourselves if you want to discuss this issue with him.

**Bruce - if I have said anything in this email that isn't accurate or descriptive enough please feel free to correct me in a reply to all.**

Cheers,

*Greg Brkich*

C.A.O.

M.D. of Ranchland No. 66

P.O. Box 1060

Nanton, Alberta

T0L 1R0

Ph: 403-646-3131

Fax: 403-646-3141

File Number: NW6,SW7-10-1-5

November 5, 2014

Waldron Grazing Cooperative Limited  
Stavelly, Alberta  
mburles@live.ca

Dear Mark Burles:

Thank you for taking the time to meet with the MD of Pincher, MD of Ranchlands and myself to discuss gravel usage and who should hold the Code of Practice for Pits for the gravel pit on your property.

As requested, I have attached some notes from the meeting and approximate costs for your board meeting.

Yours truly,



Bruce Blue  
Aggregates Administrator  
/  
Enc

Information from meeting:

- Transportation is interested in reducing it's share of liability for pit reclamation and transferring COP pits
- Past Expenses by AT.
  - Testing pit, drafting sieve analysis- Cost Thousands
  - 2008 Apply for COP pits (previous approval and updates) \$10000
  - 2013- 5 year update to ESRD \$900 when combined with other work in the area.
- Continued use of pit has resulted in all AT testing East of road being mined (loss of testing investment)
- Current mine plan does not allow mining further south unless more testing is done and a revised COP –pits is submitted- Cost \$5-10,000
- MD of Willow Creek to be contacted to confirm if they paid for reclamation or if they also have liability based in their agreement.
- Need to also determine when Drain brothers. MD willow creek will remove piles or sell to MD to facilitate reclamation hopefully in next 5 years
- Share of reclamation to be based on quantity used by each. Not all quantities are likely known

Options:

1. Waldron Takes over COP pits.
  - a. Must provide security deposit to AESRD approx. \$17,000/ha for all disturbance plus area to be mined in next 5 years. Must obtain cash or letter of guarantee from all users including their share for private sales.
    - i. At would initially provide a letter of guarantee and would convert to a cash deposit within 5 years.
  - b. Every 5 years, Must update plans and security estimate and submit to ESRD. Cost is about \$2000 as a stand-alone project.
  - c. Must ensure all operators are following the plan for mining in the COP-Pits
  - d. Ranch must hire equipment and engineering to undertake reclamation.
  - e. Ranch to apply for reclamation certificate \$300 fee plus \$3000 for soils assessment by qualified professional.
  - f. Security deposit may only be refunded after the lands have been reclaimed. So you need capital to undertake the work.
  - g. A reclamation estimate is required now in order for each user to provide their share of the reclamation security deposit to Alberta Environment.
2. MD Pincher and Ranchland take over COP pits
  - a. AT and Ranch must arrange to pay for their share of reclamation
  - b. No security is required by ESRD
  - c. Ranch and MD's need a memorandum of understanding (or changes to current royalty agreements) to clarify if future private sales will be allowed by Waldron or if the MD's will control all operations and sales.
3. MD Pincher takes sole control of pit and COP- pits.
4. MD/Waldron jointly held
  - a. We did not discuss this option at length as I am not sure if there was any interest

- b. Has same concerns over who controls operations and directs mining and covers administrative costs.

## Tara Cryderman

---

**From:** Bruce Blue <Bruce.Blue@gov.ab.ca>  
**Sent:** Thursday, November 6, 2014 3:41 PM  
**To:** 'Mark Burles'; ! CAO; Stu Weber  
**Subject:** RE: Waldron Ranches updated usage list  
**Attachments:** aggregate usage summary\_waldron ranch nov6..pdf

I found my other notes on usages. the numbers should be closely reviewed by all parties.  
Please replace the previously sent list with the one attached.  
Thanks.  
Bruce

---

**From:** Bruce Blue  
**Sent:** Thursday, November 06, 2014 10:28 AM  
**To:** 'Mark Burles'  
**Cc:** 'cao@ranchland66.com'; Stu Weber  
**Subject:** RE: Waldron Ranches Code of Practice for pits additional information

Enclosed please find the following:

- cover letter and summary of the meeting and estimated costs
- COP- Pits
- summary of pit usage ( which still requires finalizing because I misplaced some of the numbers for the MD usage.)

Please call if you have any questions.

Bruce Blue  
Aggregates Administrator  
Operations and Plans Branch

 Alberta Government

Transportation | Divisional Services  
2<sup>nd</sup> Flr., 4999-98 Ave, Edmonton, AB T6B 2X3  
Tel: (780) 415-1389 Cel: (780) 918-5681

---

**From:** Mark Burles [<mailto:>]  
**Sent:** Wednesday, November 05, 2014 7:20 AM  
**To:** Bruce Blue  
**Subject:** RE: Waldron Ranches Code of Practice for pits

Our board meeting is going to be on the 11th so could you please send me the information on gravel pit Reclamation costs and surveying that would have to be done. Thank you Mark Burles

---

**From:** [Bruce.Blue@gov.ab.ca](mailto:Bruce.Blue@gov.ab.ca)  
**To:** [@live.ca](mailto:)  
**Subject:** FW: Waldron Ranches Code of Practice for pits  
**Date:** Mon, 20 Oct 2014 20:10:44 +0000

As we discussed, this email is to confirm the meeting on October 30 at 2pm. MD Ranchland administration building.(by Chain Lakes Provincial Park entrance)

#### Agenda

- 1 review of quantites mined and years operated by all parties.
- 2 Responsibility to update plans from last project
- 3 process to transfer code of practice, security deposit calc.

Bruce Blue  
Aggregates Administrator  
Operations and Plans Branch

 Alberta Government

Transportation | Divisional Services  
2<sup>nd</sup> Flr., 4999-98 Ave, Edmonton, AB T6B 2X3  
Tel: (780) 415-1389 Cel: (780) 918-5681

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<http://511.alberta.ca/ab/en.html>

<https://twitter.com/511Alberta>

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Summary of usage Waldron Ranches							for discussion. Bruce Blue Oct 24, 2014
date	usage	RANCH PRIVATE SALES	MD WILLOW CREEK	MD Ranchland QTY	MD PINCHER QTY	AT QTY	comment
1960				4227			AT CRUSHED FOR ID WORK TO THE NORTH
1962				3225			AT CRUSHED
1964 FEB				5359			AT CRUSHED
1965	ID			765	???		AT CRUSHED TAGGED ON TO MD9 CRUSHING
1970						23170	AT CRUSHED
1980						15281	AT CRUSHED TO STOCKPILE DES6-6
1981	HWY 22:06_08					20000	8296 SEE PLAN. 4-20 FOR HWY GRAVELLING NOTE MD PILE
1982	HWY22:06_08					10073	AT CRUSHED 4-20
1984	HWY22:02_04				9000	15108	DES 1-16. NOTE MD9- 9000M3 S.P. ON SITE. Is it the 1981 MD pile reduced in size or a new pile?
1985						25500	AT CRUSHED
1985	HWY22:08					1437	AT CRUSHED DES6-80, INTERIM PYMT COMPLETED
1987	HWY22:08			26974		7671	SEE PLAN. AT CRUSHED DES2-40, 4-20 FOR ID
1988	HWY22:06_08					79272	AT CRUSHED DES2-25, DES2-16 GBC AND ASBC
1989	HWY 22:08					4390	AT CRUSHEDGBC/ASBC, INTERIM PYMT
1989	HWY22:08					128161	AT CRUSHEDGBC/ASBC,
1989	HWY 22:08					129192	AT CRUSHED GBC ASBC
1990	ID			20257	30000		PLAN UPDATE. AT CRUSHED. NOTE MD PILE 30000M3
1991	HWY22:08					5579	AT CRUSH INTERIM PYMT
1993	HWY22:08				???	100196	AT CRUSH AND 1HA RECLAIMED and 16.4 HA OPEN
1995	HWY 22:06_08, HWY507					105600	AT CRUSH 4 MD/ID PILES ON SITE ON PLAN AND 1.5 HA RECLAIMED.
1995		11468					WALDRON CONFIRMED SALE (15000yd3) to ??
1996			4587				confirmed by MD (6000yd3)
1997					???		MD9 CONTRACT MENTIONED IN FILE
1998						26759	
1999			3822				confirmed by MD (5000yd3).
1999		15291		30582			waldron confirmed sale to Drain Bros
2006							PIT UPDATE. OFFERED ON 22:08 BUT NOT USED
2008						15291	COP PITS APPLICATION
2009				15291			COP PITS APPROVED
2013 JAN							5 YR REPORT SUBMITTED
2014		1529					WALDRON CONFIRM SALES (2000yd3) TO 3 RIVERS CONTRACTING OVER LAST 10-15 YEARS. Minor ranch use not determined.
2014				15291	19113		WALDRON PITRUN SALE TO DEGRAFF QTY NEEDED MD9/MD RANCLAND CRUSH
TOTALS		28288	8409				

All information depicted is subject to change, therefore the Municipal District Of Pincher Creek assumes no responsibility for discrepancies at time of use. Please note, average accuracy of the displayed data is: +/- 15m.  
Imagery date: 2006  
Cadastral Parcel date: January 2009

M5-R01-T010-S6-SE

50 0 50 Meters



## Waldron Grazing Coop Gravel Pit Transfer – Additional Information

Attached are two documents provided from the Waldron Grazing Coop.

- The agreement between the Waldron Grazing Coop and Alberta Transportation for gravel pit operations;
- Baseline Documentation Report from the Waldron Grazing Coop and the Nature Conservancy of Canada Re: Gravel Pit Operations.

In addition to a requested \$1.70/ yard of gravel removed, the Waldron Grazing Coop has requested the Municipal District of Pincher Creek take on the gravel stripping and reclamation as well as cost incidental to the pit including weed spraying and fencing.

It is recommended that Alberta Transportation provide the total reclamation liability for the pits historical use in that they should ensure prior operators who used gravel from the pit pay their share.



This NON-EXCLUSIVE AGREEMENT is made as of this 26 of September, A.D. 2005

**BETWEEN**

**HER MAJESTY THE QUEEN** in right of the  
Province of Alberta, herein represented by the  
Minister of Infrastructure and Transportation  
(hereinafter referred to as "the Minister")  
and

Waldron Grazing Co-operative Limited

Box 292, Stavelly, AB T0L 1Z0

Mark Burles (403) 628-2223  
(hereinafter referred to as 'the Vendor')

**WHEREAS** the Vendor is the \_\_\_\_\_ Registered Owner \_\_\_\_\_ of

\_\_\_\_\_ SW 7-10-1-5 and Part of NW 6-10-1-5 which lies north of the Old Man River \_\_\_\_\_

(hereinafter referred to as "the Lands") shown outlined on the plan contained herein and said to contain **119.5 Hectares ( 295 Acres)** more or less,

**AND WHEREAS** the Minister requires Aggregates for the construction and maintenance of public works,

**NOW THEREFORE THIS AGREEMENT WITNESSETH** that, in consideration of the mutual terms and conditions hereinafter contained, the  
Minister and the Vendor agree as follows:

**ARTICLE I DEFINITIONS**

In this Agreement:

1. "Aggregates" means, with respect to naturally occurring unprocessed materials considered in bulk as mixtures of particles of different sizes, those materials commonly referred to as boulders, cobbles, gravel, sand and silt and all other granular materials of little or no plasticity such as are commonly used in the surfacing of roads and the construction of drainage works.
2. "Gravel" means that type of Aggregate such that, on average, half or less by weight of the constituent particles will pass an opening 1.6 mm (about one sixteenth of an inch) square.
3. "Sand" means that type of Aggregate such that, on average, more than half by weight of the constituent particles will pass an opening 1.6 mm (about one sixteenth of an inch) square.
4. "Machinery" means excavation equipment, crushers, screening equipment, mobile asphalt and soil-cement mixing plants, portable testing laboratories, weigh scales and storage tanks and shall include such other machinery, trucks, temporary structures and conveniences the Minister deems necessary for the prospecting, testing, getting, processing and hauling out of Aggregates, but shall exclude any structures whose primary purpose is residential in nature.

## ARTICLE 11 ACCESS TO AGGREGATES

The Vendor agrees to allow the Minister, his agents, servants and workmen full and free access at all times to and from the Lands, and agrees that the Minister may, at his own expense:

1. Do all such acts as may be necessary for the purposes of effectually exploring, prospecting for, testing, getting, processing and disposing of Aggregates contained in the Lands.
2. Take upon the Lands and use without hindrance such Machinery as the Minister deems necessary, and
3. Place or pile upon the Lands without further charge any excavated or processed Aggregates, rejected or reclaimed material, topsoil or overburden necessary for the duration of this Agreement.

## ARTICLE 111 TEMPORARY FENCING, CATTLE GUARDS AND WEED CONTROL

The Minister will erect and maintain such temporary fences located near the perimeter of the area of operations as may be required to prevent livestock from straying into or escaping from the area of operations.

The Minister may also, at his discretion, install and maintain a temporary cattleguard at the entrance to the area of operations when the scale of operations warrants such an installation in lieu of a gate.

Any temporary fences erected and any temporary cattleguard installed may be removed by the Minister at the completion of individual projects or at expiry of this Agreement.

Overburden and waste material will be disposed of or piled in such a manner as to facilitate weed control wherever such disposal or piling is practicable.

## ARTICLE IV ROYALTY RATES ESTABLISHED

1. The Minister shall pay to the Vendor 60 cents per TONNE of accepted Gravel removed from the Lands.
2. The Minister shall pay to the Vendor N/A cents per TONNE of accepted Sand removed from the Lands up to 10 000 tonnes per project.
3. The Minister shall pay to the Vendor N/A cents per TONNE of accepted Sand removed from the Lands beyond 10 000 tonnes per project.

Such payments shall in all cases be compensation in full for Aggregates removed from the Lands. Said payments are not subject to the Goods and Services Tax (GST).

## ARTICLE V MEASUREMENT OF AGGREGATES

Aggregates will normally be measured by weight for the purposes of Royalty Payment unless, in the Minister's opinion, to do so would be impractical, in which case measurement shall be by volumes determined by cross-section or truck-box methods. Where necessary, conversions from volume to weight and vice versa shall be made using a factor of 1.632 tonnes per cubic metre for gravel and a factor of 1.365 tonnes per cubic metre for sand.

## ARTICLE VI ADDITIONAL COMPENSATION

1. The Minister shall pay the Vendor for losses to seeded agricultural crops actually destroyed on the Lands by the activities of the Minister or his agents while operating as generally described in Article II of this Agreement.
2. The Minister will, if the Vendor so wishes, pay the Vendor, at the rate for Gravel shown on Article IV. 1. of this Agreement, for material rejected as part of the crushing process for SEAL COAT CHIPS ONLY, up to a maximum of 2/3 times the volume of SEAL COAT CHIPS produced. Such rejected material shall become the property of the Minister.

## ARTICLE VII ITEMS NOT TO BE PAID FOR SEPARATELY

The Vendor agrees that there shall be NO COMPENSATION for:

1. Unaccepted materials stripped from the Lands or rejected during processing, except as provided for in Article VI.2.
2. Materials such as silt, sand, gravel, oil, lime, cement or other additives brought to the Lands by the Minister or his agents.
3. The right of access to and from the Lands.
4. Any other damages or injuries that may be done to the Lands or improvements, if any, during the term of this Agreement.

**ARTICLE VIII CONSERVATION AND RECLAMATION APPROVAL**

1. The Minister undertakes to make any necessary application for Conservation and Reclamation Approval to Alberta Environment and Local Authorities insofar as the Minister's operations ONLY are concerned. The Vendor shall apply for the Conservation and Reclamation Approval from the Minister of Environment, or accept the transfer of an existing Approval, if any other party removes aggregate from the lands.
2. The Minister shall carry out reclamation of the Lands as may be directed by the Minister of the Environment or his Agents under such Acts and Regulations as may from time to time be in effect. Such reclamation shall be limited to that occasioned by land disturbances resulting from the Minister's operations ONLY.

**ARTICLE IX ADDITIONAL CONDITIONS**

1. In the event of a general increase in gravel rates paid by Alberta Infrastructure & Transportation, the vendor shall be paid at the higher rate.
2. The Minister shall be responsible to reseed the reclaimed areas. The seed mixture to be used shall consist of :  
Northern Wheatgrass 25%, Green Needle Grass 15%, Slender Wheatgrass 25%, Streambank 15%, Western Wheatgrass 20%.

*JA MB*

**ARTICLE X REMAINING STOCKPILES**

Notwithstanding the expiry date described in Article XI of this Agreement, the Vendor shall grant to the Minister the right to leave material that has been produced in connection with this Agreement in stockpiles on the Lands for a period of two years beyond the said expiry date without further charge, together with the right of access to such stockpiles for the purpose of removing them. Royalty on such material will be paid within sixty days after expiry of this Agreement.

**ARTICLE XI TERM OF THIS AGREEMENT**

The term of this Agreement shall be for a period commencing on the date hereof and ending at 24.00 hrs on the December 31, 2010 A.D. at which time this Agreement shall expire.

**IN WITNESS WHEREOF** this Agreement has been executed by the parties hereto:

**SIGNED, SEALED AND DELIVERED**  
by the **MINISTER** in the  
presence of:

Executed on behalf of the  
**MINISTER OF INFRASTRUCTURE AND  
TRANSPORTATION**  
by:

*Mark*  
Regional Director

**SIGNED, SEALED AND DELIVERED**  
by the **VENDOR** in the  
presence of:

Executed by the  
**VENDOR:**

*Mark Bentley*  
Director

(Signature of Witness)

John Albiston

(Full Name of Witness)

**DOWER AFFIDAVIT**

I, \_\_\_\_\_  
(Full Name of Vendor)  
(Full Name of Vendor)

of \_\_\_\_\_ in the Province of Alberta,  
(Address of Vendor)  
(Address of Vendor)

\_\_\_\_\_  
(Occupation of Vendor) , MAKE OATH AND SAY:  
(Occupation of Vendor)

- 1. That I am the Vendor named in the within instrument.
- 2. That I am NOT married. OR That neither myself nor my spouse have resided on the within mentioned Lands at any time since our marriage.

Sworn before me at \_\_\_\_\_ (Location) in the Province of Alberta this \_\_\_\_\_ Day \_\_\_\_\_ day of \_\_\_\_\_ Month \_\_\_\_\_, A.D. \_\_\_\_\_ Year

\_\_\_\_\_  
(Signature of Vendor)

\_\_\_\_\_  
(Name of Commissioner and Expiry Date of Commission)

**CONSENT OF SPOUSE**

I, \_\_\_\_\_ (Full Name of Spouse) \_\_\_\_\_, being married to the above named

\_\_\_\_\_  
(Full Name of Vendor) do hereby give my consent to the

disposition of our homestead made in this instrument, and I have executed this document for the purpose of giving up my life estate and other dower rights in the property given to me by the Dower Act, to the extent necessary to give effect to the disposition.

\_\_\_\_\_  
(Signature of Spouse)

**CERTIFICATE OF ACKNOWLEDGMENT BY SPOUSE**

- 1. This document was acknowledged before me by \_\_\_\_\_ (Full Name of Spouse) \_\_\_\_\_ apart from her husband (or his wife)
- 2. She (or he) acknowledged to me that she (or he):
  - a) is aware of the nature of the Agreement,
  - b) is aware that the Dower Act gives her (or him) a life estate in the homestead and the right to prevent disposition of the homestead by withholding consent,
  - c) consents to the Agreement for the purpose of giving up the life estate and other dower rights in the homestead given to her (or him) by the Dower Act, to the extent necessary to give effect to the said Agreement,
  - d) is executing the document freely and voluntarily without any compulsion on the part of her husband (or his wife).

Dated at \_\_\_\_\_ (Location) \_\_\_\_\_ in the Province of Alberta  
this Day day of Month, A.D. Year

\_\_\_\_\_  
(Name of Commissioner and Expiry Date of Commission)

**NOTES FOR INFORMATION ONLY**

**ONE ACRE** is approximately **FOUR TENTHS** of a **HECTARE (0.404 685 6)**

**ONE HECTARE** is approximately **TWO AND ONE HALF ACRES (2.471 054)**

**ONE CUBIC METRE** is approximately **ONE AND ONE THIRD CUBIC YARDS (1.307 950 56)**

**ONE CUBIC YARD** is approximately **THREE QUARTERS** of a **CUBIC METRE (0.764 554 895)**

**NOTE ON COMPLETION OF DOWER AFFIDAVIT AND CONSENT OF SPOUSE**

If the Consent of Spouse and Certificate of Acknowledgment are obtained, the Dower Affidavit does not apply and should not be completed. If the Dower Affidavit applies, then the Consent and Certificate should not be completed. If the Vendor jointly owns the property with his or her spouse, or if the Vendor is a Company or Partnership, no Affidavit, Consent or Certificate is required.

**ALTERATION INSTRUCTIONS**

Alterations and additions to the Agreement proper (In Article IX and elsewhere) are to be check-marked and initialed by the Vendor and the Witness to the Vendor's signature.

Alterations and deletions to the Dower Affidavit, Consent and Certificate of Acknowledgment are to be check-marked and initialed by the Commissioner for Oaths.

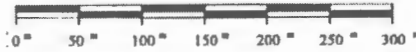
Initialing is not required for original entries in blank spaces on the form (with the exception of Article IX).



# PIT PLAN

REQUIRED PROCEDURE FOR OPERATIONS IN THE WALDRON RANCHES PIT

SW NW 1/4 SEC. 7 TP. 10 RGE. 1 W. 5 M.

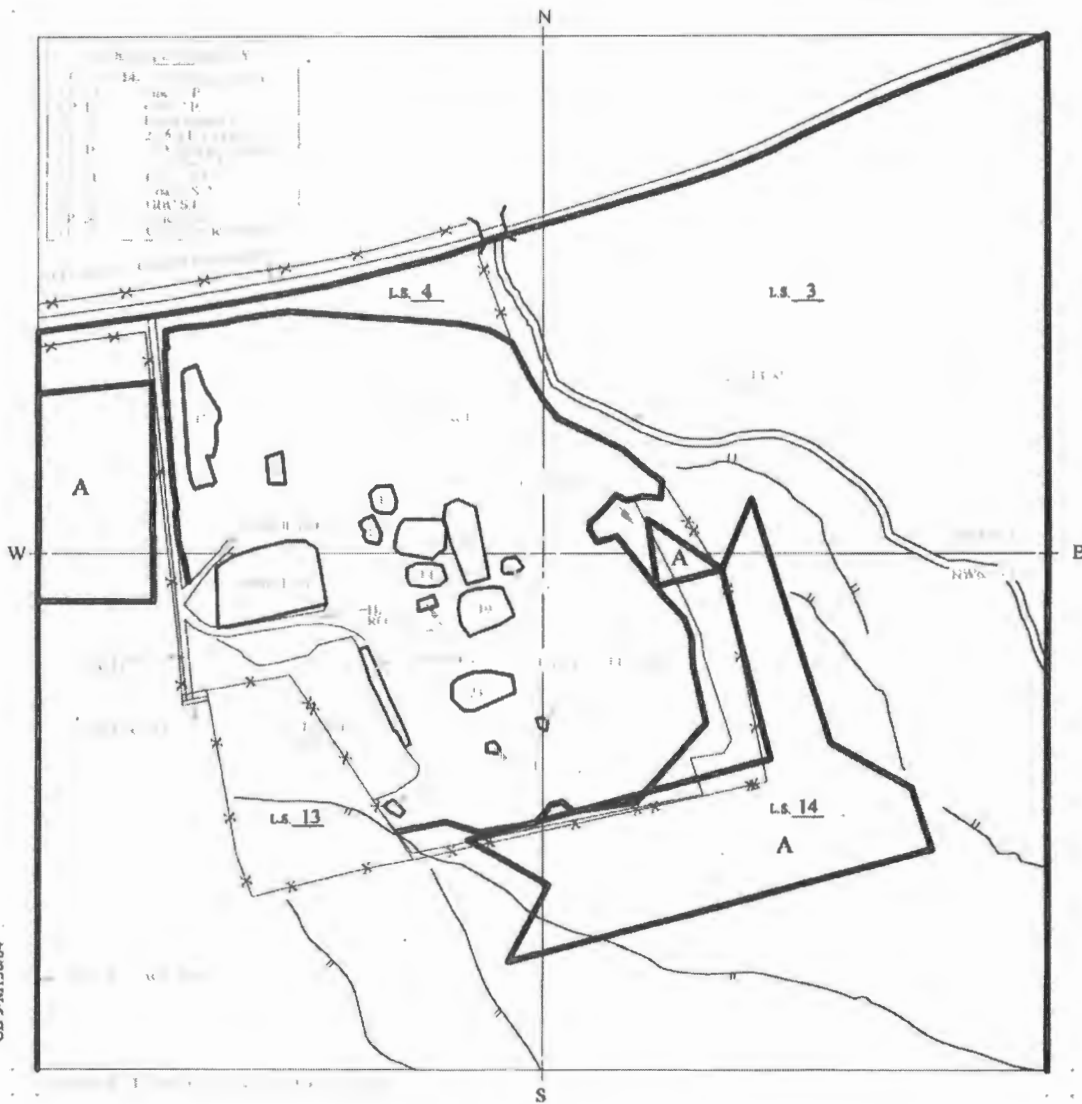


**NOTE:**

- BEGIN AGGREGATE EXCAVATION IN AREA OUTLINED WITH A DASHED LINE
- BEGIN AGGREGATE EXCAVATION IN AREA DESIGNATED BY THE ENGINEER
- PLACE OVERBURDEN IN AREA "P" OUTLINED WITH A DASHED LINE
- PLACE OVERBURDEN IN AREA DESIGNATED BY THE ENGINEER
- PLACE REJECT OR UNSUITABLE MATERIAL IN AREA DESIGNATED BY THE ENGINEER

**LEGEND:**

- |      |                |                 |                              |
|------|----------------|-----------------|------------------------------|
| OP   | OPEN PIT       | SP              | STOCKPILE                    |
| A    | AGGREGATE AREA | C.S.P.          | CRUSH STOCKPILE              |
| D    | DEPLETED AREA  | A.T. RESV. BDY. | BOUNDARY OF RESERVATION AREA |
| STR. | STRIPPING      | A.T. AOR. BDY.  | BOUNDARY OF AGREEMENT AREA   |
| T    | TOPSOIL        | H.W. R/W.       | HIGHWAY RIGHT OF WAY         |
| GF   | GRAVEL FACE    | -X-             | FENCE LINE                   |
| SF   | SAND FACE      | ≡               | MURKED                       |



CB 5-M130/84

DATE \_\_\_\_\_ 20\_\_

FOR CONSTRUCTION MANAGER

# BASELINE REPORT

## Intensive Livestock Operations

(f) The establishment or maintenance of Intensive Livestock Operations.

### **Data Collection Method:**

Watch for the presence or absence of feedlots, or Intensive Livestock Operations.

### **Findings:**

Our extensive field investigations and review of the ortho-photographs yielded no evidence for the establishment or maintenance of commercial livestock feedlot facilities, or of any other type of Intensive Livestock Operation. No currently used barns or other structures were observed that could indicate any association to an Intensive Livestock Operation either on or off all Building Envelopes. We conclude no Intensive Livestock Operations, are present.

## Gravel Pit Operations

(g) The excavation or exploration for, or extraction of, loam, clay, sand, gravel, marl or other minerals or substances that form a part of the surface of the Property, provided however that Gravel Pit Operations may be conducted only on the following eight parcels:

- NE Quarter of Section 1, in Township 10, Range 2, West of the Fifth Meridian (only north of the Oldman River)
- NE Quarter of Section 6, in Township 10, Range 1, West of the Fifth Meridian
- NW Quarter of Section 6, in Township 10, Range 1, West of the Fifth Meridian
- SW Quarter of Section 7, in Township 10, Range 1, West of the Fifth Meridian
- SE Quarter of Section 7, in Township 10, Range 1, West of the Fifth Meridian
- NE Quarter of Section 11, in Township 10, Range 2, West of the Fifth Meridian
- SE Quarter of Section 12, in Township 10, Range 2, West of the Fifth Meridian
- SW Quarter of Section 12, in Township 10, Range 2, West of the Fifth Meridian (only north of the Oldman River)

All such eight parcels are as shown on the map which is "Schedule C" to the Agreement and shall together be herein referred to as the "Gravel Lands". The foregoing authorization to conduct Gravel Pit Operations on the Gravel Lands shall, however, be subject to the following conditions, namely:

- (i) each of the said eight parcels which together comprise the Gravel Lands shall at all times be treated as a single parcel for the purpose of this Agreement and shall at all times be owned by the same Person;
- (ii) the Gravel Pit Operations on the Gravel Lands shall not be permitted to exceed an aggregate area of 160 acres such that the remainder of the Gravel Lands shall not be made subject to any such Gravel Pit Operations;
- (iii) there shall never be more than two Gravel Pit Operations on the Gravel Lands at any one time;
- (iv) there shall never be more than 50 acres within the said 160 acre area that shall be utilized for Gravel Pit Operations at any one time on the Gravel Lands, it being understood that as Gravel Pit Operations are completed on any part of the Gravel Lands, such part of the Gravel Lands shall be restored as required under the

applicable legislation, so as to allow further areas within the Gravel Lands to be made available for Gravel Pit Operations within the said 160 acre limitation and in such a way as to comply with the said 50 acre limit on Gravel Pit Operations at any time within the Gravel Lands;

(v) reclamation of all Gravel Pit Operations and access roads shall be carried out in accordance with the applicable Alberta Government statutes, regulations, policies and requirements for the reclamation of gravel pits in the Province;

(vi) in reclaiming all Gravel Pit Operations and the access Roads thereto, only a mixture of native grasses and Perennial Forage Grasses shall be used, and the short-term planting of cereal crops shall be permitted as part of the establishment of the Perennial Forage Grasses on such areas of reclamation; and

(vii) road access across the Property as may be reasonably required to such Gravel Pit Operations on the Gravel Lands will be allowed provided that all such Roads shall be reclaimed as aforesaid when the extraction of sand and gravel is completed.

**Data Collection Method:**

Reference the intact legal description and map the location of the permitted Gravel Lands noting the physical description of any other excavation, exploration or extractions. Describe the number, location, size, and type of operation for all pits and document the size of areas within that are reclaimed by vegetation.

**Findings:**

The Gravel Lands presently support a single Gravel Pit Operation (28.4 ac/11.5 ha) that lies within SW ¼ of Section 7-10-1 W5M and the NW ¼ of Section 6-10-1 W5M (Figure 37, Photo example W113, W56). Gravel from the site, utilized in the vicinity, is sold by private contract in addition to being used on occasion for the Waldron purposes. Within this Gravel Pit Operation, we found that no reclamation exists. However re-vegetation occurs over approximately 25% of the Operation area, by the following two processes: 1) over-burden, which had been removed and stock-piled via the initial gravel extractions, has been re-placed on site to allow mostly natural vegetation re-colonization, and 2) the night-penning of domestic sheep, results in manure deposition which consequently develops a seed germination bed that naturally in-fills from surrounding grassland seed dispersal and by viable seed passing the sheep's gut (Photos W114, W115). There are 2 Roads leading to the Gravel Pit Operations as shown on Figure 57.

Elsewhere on the Property, we also documented one site where flagstones were extracted to line the outflow of a nearby dugout (Photo W206). Details of the material extraction sites are found in Table 13.

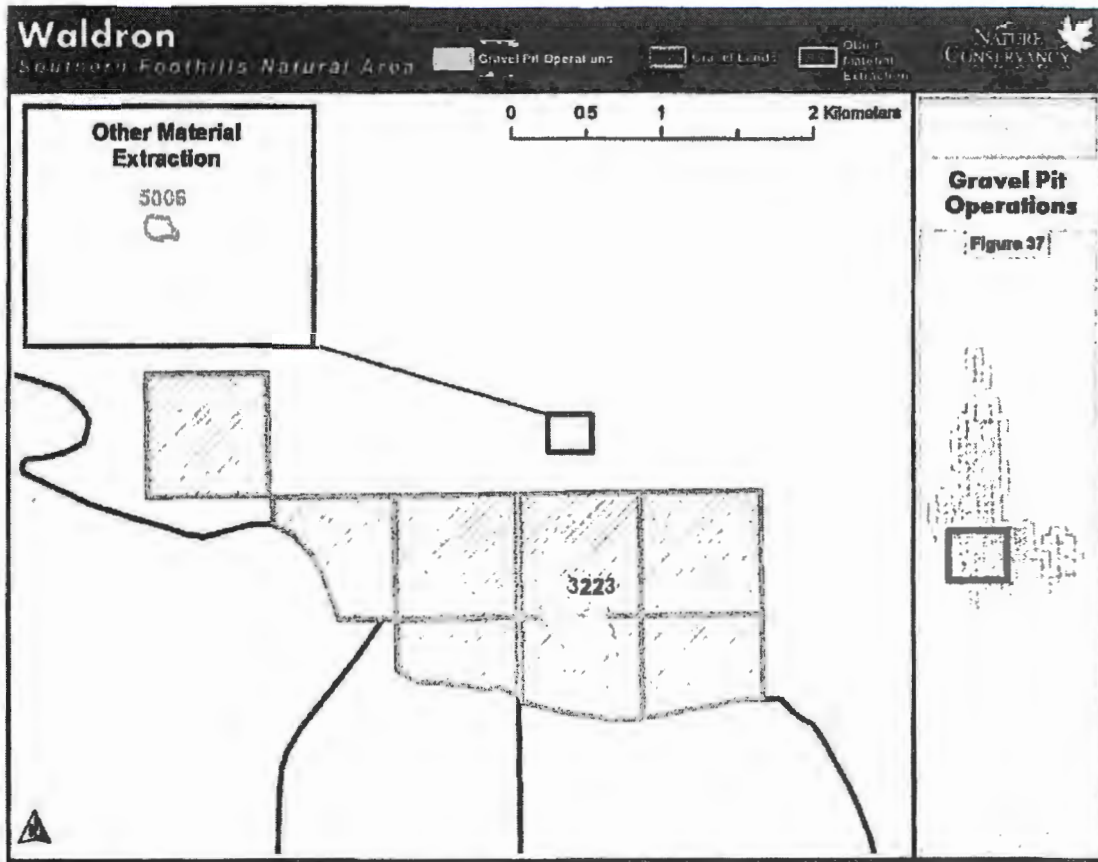


Figure 37. Gravel Lands and Gravel Pit Operations on the Waldron Grazing Co-operative Limited, Alberta, Canada.



with the terms and provisions of the Agreement. NCC shall have no interests or rights in or in relation to the Property other than as are set forth under the terms of the Agreement.

**Restrictions and Conditions Applicable to the Property as a Whole**

2.2 Notwithstanding the foregoing, the following shall not be permitted to occur on or in relation to the Property.

*Division or Subdivision of Parcels of Land*

- (a) The division or Subdivision of any Parcel of Land in any way, provided however that a Parcel of Land may be divided by way of a separation of title to the Parcel of Land by agreement in writing between the Landowner and NCC. The Parties acknowledge that in the Province of Alberta quarter sections of land within a section may be transferred without any need of a Subdivision and that many of the current Parcels of Land include a number of titles to half, three quarters and full sections of land, or more, which, in the absence of the foregoing restriction, could be transferred on a quarter section by quarter section basis. The Parties further acknowledge that titles in the land titles system do not necessarily reflect the topography of the land and that some land within a Parcel of Land may more logically be used and form a part of land contained in other titles, which land may or may not be owned by the Landowner. The Parties agree that the division of a Parcel of Land by way of separation of title so as to transfer one or more quarter sections from a Parcel of Land, will be permitted, subject to the prior written consent of the NCC, to facilitate the optimum use of the land for Ranching purposes, and to further the Landowner's use and development of its operation.

*Conveyance of Part of a Parcel of Land*

- (b) The transfer, assignment or conveyance by any means of any part of a Parcel of Land to any Person who is not the registered owner of the rest of the Parcel of Land.

*Conveyance Without Road Access*

- (c) The transfer, assignment or conveyance by any means, of the land within any Parcel of Land where those lands together with the lands in any one or more other Parcels of Land included in the transfer, assignment or conveyance, do not have legal access to an existing Road as at the date hereof.

*Drainage of Riparian Areas*

- (d) The draining or significant alteration of naturally occurring lakes, creeks, rivers, streams, watercourses or Wetlands, provided however that the development and maintenance of springs and dugouts for the purpose of livestock watering is not prohibited.

*Dumping of Refuse*

- (e) The dumping or disposing of non-compostable garbage or material anywhere on the Property or the importation onto the Property, of any garbage or material from any other location, whether compostable or not. Non-toxic materials and

# CONSERVATION AGREEMENT

- 31 -

equipment used for Ranching purposes may be stored or disposed of within the Building Envelopes.

### Intensive Livestock Operations

- (f) The establishment or maintenance of Intensive Livestock Operations.

### Gravel Pit Operations

- (g) The excavation or exploration for, or extraction of, loam, clay, sand, gravel, marl or other minerals or substances that form a part of the surface of the Property, provided however that Gravel Pit Operations may be conducted only on the following eight parcels:

- NE Quarter of Section 1, in Township 10, Range 2, West of the Fifth Meridian (only north of the Oldman River)
- NE Quarter of Section 6, in Township 10, Range 1, West of the Fifth Meridian
- NW Quarter of Section 6, in Township 10, Range 1, West of the Fifth Meridian
- SW Quarter of Section 7, in Township 10, Range 1, West of the Fifth Meridian
- SE Quarter of Section 7, in Township 10, Range 1, West of the Fifth Meridian
- NE Quarter of Section 11, in Township 10, Range 2, West of the Fifth Meridian
- SE Quarter of Section 12, in Township 10, Range 2, West of the Fifth Meridian
- SW Quarter of Section 12, in Township 10, Range 2, West of the Fifth Meridian (only north of the Oldman River)

All such eight parcels are as shown on the map which is Schedule "C" to the Agreement and shall together be herein referred to as the "Gravel Lands". The foregoing authorization to conduct Gravel Pit Operations on the Gravel Lands shall, however, be subject to the following conditions, namely:

- (i) each of the said eight parcels which together comprise the Gravel Lands shall at all times be treated as a single parcel for the purpose of this Agreement and shall at all times be owned by the same Person;
- (ii) the Gravel Pit Operations on the Gravel Lands shall not be permitted to exceed an aggregate area of 160 acres such that the remainder of the Gravel Lands shall not be made subject to any such Gravel Pit Operations;

- (iii) there shall never be more than two Gravel Pit Operations on the Gravel Lands at any one time;
- (iv) there shall never be more than 50 acres within the said 160 acre area that shall be utilized for Gravel Pit Operations at any one time on the Gravel Lands, it being understood that as Gravel Pit Operations are completed on any part of the Gravel Lands, such part of the Gravel Lands shall be restored as required under the applicable legislation, so as to allow further areas within the Gravel Lands to be made available for Gravel Pit Operations within the said 160 acre limitation and in such a way as to comply with the said 50 acre limit on Gravel Pit Operations at any time within the Gravel Lands;
- (v) reclamation of all Gravel Pit Operations and access Roads shall be carried out in accordance with the applicable Alberta Government statutes, regulations, policies and requirements for the reclamation of gravel pits in the Province;
- (vi) in reclaiming all Gravel Pit Operations and the access Roads thereto, only a mixture of native grasses and Perennial Forage Grasses shall be used, and the short-term planting of cereal crops shall be permitted as part of the establishment of the Perennial Forage Grasses on such areas of reclamation; and
- (vii) Road access across the Property as may be reasonably required to such Gravel Pit Operations on the Gravel Lands will be allowed provided that all such Roads shall be reclaimed as aforesaid when the extraction of sand and gravel is completed.

Game Farms

- (h) The creation, construction or operation of Game Farms or the raising or holding of Game Farm Animals on the Property.

Communication Structures / Energy Structures / Solar Energy Structures

- (i) The creation, construction or operation of Communication Structures, Energy Structures or Solar Energy Structures as well as any associated buildings or access Roads or Trails, save and except for small-scale Energy Structures, or Solar Energy Structures and Communication Structures on the Building Envelopes where they are required exclusively for Ranching, Ecotourism and domestic purposes. Small scale solar or wind turbines may also be used to pump water for livestock watering purposes anywhere on the Property and similarly, Communication Structures exclusively for the purpose of tracking livestock and pasture management may be installed anywhere on the Property.

Signs and Billboards

- (j) The erection or maintenance of any signs or billboards on the Property, provided however that any sign of 32 square feet or less may be used for:



## MD OF PINCHER CREEK

FEBRUARY 21, 2018

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TO: Wendy Kay, CAO  
FROM: Leo Reedyk, Director of Operations  
SUBJECT: LANDFILL ROAD MAINTENANCE FEE

---

**1. Origin:**

The Municipal District has an agreement with the Crowsnest/Pincher Creek Landfill Association for maintenance on the Landfill Road. The Landfill Road is described as the portion of RR 1-5 north of the Landfill to TR 7-2, west on TR 7-2 to RR 2-0 then north on RR 2-0 to TR 7-4 (Highway 3A), east on TR 7-4 to Highway 3.

**2. Background:**

The existing agreement (attached), was for a five year period, 2013 to 2017. The agreement indicates that after the five year period that the municipality will provide a cost analysis of the cost to maintain the road and enter into negotiations with the Landfill Association for future cost sharing of expenses associated with the Landfill Road.

Annual costs analysis associated with the Landfill Road are attached and include the cost of pavement maintenance, grass cutting, plowing snow, and drainage system maintenance. The average cost of maintenance from 2013 to 2017 is \$28,985 per year.

Although most of the traffic on the Landfill Road is associated with the Landfill, not all traffic is. A letter should be sent to the Crowsnest/Pincher Creek Landfill Association indicating Council's position on the road maintenance fee.

**3. Recommendation:**

THAT the report from the Director of Operations, dated February 21, 2018 regarding the Landfill Road Maintenance Fee be received;

AND THAT Council direct administration how to respond to the Crowsnest/Pincher Creek Landfill Association on the proposed road maintenance fee.

Respectfully Submitted,

A handwritten signature in blue ink that reads "Leo Reedyk". The signature is fluid and cursive, with a period at the end.

Leo Reedyk

Attachments

Reviewed by: Wendy Kay, Chief Administrative Officer

Handwritten initials "W-Kay" in blue ink.

Date: February 21, 2018

15-030  
20

2325

## **AGREEMENT**

### **LANDFILL ROAD MAINTENANCE**

**BETWEEN THE MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9**  
**P.O. BOX 279, PINCHER CREEK, ALBERTA T0K 1W0**  
(hereinafter referred to as the "Municipality")

- And -

**THE CROWNEST/PINCHER CREEK LANDFILL ASSOCIATION**  
**P.O. BOX 668, PINCHER CREEK, ALBERTA T0K 1W0**  
(hereinafter referred to as the "Association")

**WHEREAS:** The Municipality incurs expenses for the ongoing maintenance of the road from the Landfill site in the NW 8-7-1-W5M access, north on RR 1-5 to TR 7-2, west on TR 7-2 to RR 2-0, north on RR 2-0 to TR 7-4 (Highway 3A), east on TR 7-4 (Highway 3A) to Highway 3 (hereinafter referred to as the "Landfill Road")

**WHEREAS:** The majority of the traffic on the Landfill Road is accessing the landfill site

**NOW THEREFORE:** The Municipality and the Association, in consideration of the premises and mutual covenants, conditions and terms herein contained, agree with each other as follows:

**The Association shall:**

1. Pay to the Municipality on an annual basis TWENTY THOUSAND DOLLARS (\$20,000.00) for a period of five (5) years starting January 1<sup>st</sup>, 2013 through December 31<sup>st</sup>, 2017 for maintenance provided by the Municipality on the Landfill Road. Payments will be made by July 1<sup>st</sup> of each year with the 2013 and 2014 payment due upon signing of this agreement.
2. At the end of the five year period enter into negotiations with the Municipality for future compensation to the Municipality, on maintenance on the Landfill Road based on actual costs incurred.

**The Municipality shall:**

1. Be responsible for the regular road maintenance required on the Landfill Road for summer and winter maintenance for the 2013 – 2017 five (5) year period.

2. At the end of the five (5) year period provide to the Authority a cost analysis of maintaining the Landfill Road for the five (5) year period 2013 – 2017.
3. Enter into negotiations with the Association at the end of the five (5) year period for future cost sharing of expenses incurred on maintaining the Landfill Road.

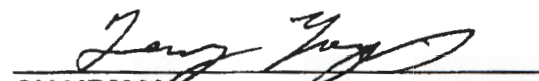
SIGNED AND SEALED this 16 day of MAY, 2015.

MUNICIPAL DISTRICT OF  
PINCHER CREEK NO. 9

  
REEVE

  
CHIEF ADMINISTRATIVE OFFICER

THE CROWSNEST/PINCHER CREEK  
LANDFILL ASSOCIATION

  
CHAIRMAN

  
MANAGER

**2013**

<b>Phase / Activity</b>	<b>Description</b>	<b>Type</b>	
<b>-002</b>	MD Miscellaneous	Labour	\$1,182.04
<b>-002</b>	MD Miscellaneous	Equipment	\$759.00
<b>-004</b>	Grass Cutting	Equipment	\$636.00
<b>-008</b>	Snow Removal Truck Speed Plow	Equipment	\$13,394.00
<b>-009</b>	Culverts		\$0.00
<b>-013</b>	Sign Maintenance	Labour	\$221.72
		Materials	\$40.60
		Equipment	\$165.60
<b>-035</b>	Training	Labour	\$64.42
<b>-053</b>	Materials Salt & Sand	Materials	\$950.60
	<b>Total</b>		<b>\$17,413.98</b>

2014			
Phase / Activity	Description	Type	Type
-001	Private Contractor		\$7,625.00
-002	Miscellaneous MD Equipment & Labour		\$781.46
-004	Grass Cutting	Equipment	\$0.00
-008	Snow Removal Truck Speed Plow		\$16,044.00
-009	Culverts		\$542.68
-013	Sign Maintenance		
-035	Training on Equipment (MD Staff, Groundforce, Global etc.)		\$49.77
<b>Totals</b>			<b>\$25,042.91</b>

<b>2015</b>		
		<b>Land</b>
<b>-001</b>	Private Contractor	\$5,639.40
<b>-002</b>	Miscellaneous MD Equipment & Labour	\$163.50
<b>002</b>	MD Supplied Materials	\$0.00
<b>-004</b>	Grass Cutting	\$1,050.00
<b>-008</b>	Snow Removal Truck Speed Plow	\$10,348.00
<b>-012</b>	Asphalt Patching	\$11,991.35
<b>-019</b>	Daily Service (Fuel Up, Check oil & tires etc.)	\$14.85
<b>-091</b>	Travel	\$29.70
		<b>\$29,236.80</b>



<b>2016</b>			
<b>Activity Code</b>	<b>Description</b>		<b>Land</b>
<b>-001</b>	Private Contractor	Patching	\$4,800.00
<b>002</b>	Miscellaneous MD Equipment & Labour	Labour	\$73.67
<b>002</b>	MD Supplied Materials	Materials	\$269.20
<b>004</b>	Grass Cutting	Equipment	\$450.00
<b>008</b>	Snow Removal Truck Speed Plow	Equipment	\$11,001.60
<b>012</b>	Asphalt Patching	Subcontractor	
			<b>\$16,594.47</b>

Activity Code	Description		Landfill Road	Drainage Landfill Road / Lesksosy
001	Private Contractor	Misc	\$1,332.50	\$17,122.77
002	MD Equipment	Misc	\$267.60	\$24,089.07
002	MD Labour	Misc		\$5,460.42
004	MD Equipment	Grass Cutting	\$369.27	
007	MD Equipment	Snow Removal	\$1,250.00	
008	MD Equipment	Snow Removal	\$17,150.50	
008	MD Labour	Snow Removal	\$145.02	
009	MD Equipment	Culverts	\$4,206.40	
012	MD Labour	Patching	\$722.30	
012	MD Equipment	Patching	\$2,091.25	
012	Private Contractor	Patching	\$26,030.00	
013	MD Labour	Signs	\$563.88	
013	MD Equipment	Signs	\$231.70	
017	MD Equipment	Flagging	\$569.88	
017	MD Labour	Flagging	\$264.80	
022	MD Labour	Temp Snowfence	\$150.08	
054	Project Supplies	Misc		\$11,826.95
060	MD Supplies	Materials	\$494.52	\$2,179.20
060	MD Equipment	Gravel	\$799.20	

**\$56,638.90**

**\$60,678.41**

**Landfill Road Costs for 2017**

**\$117,317.31**

## Director of Operations Report February 23, 2018

### **Operations Activity Includes:**

- February 13, Council meetings;
- February 20-22, Cuff and Associates Review and Presentations.

### **Agricultural and Environmental Services Activity Includes:**

- February 6-7, Transboundary Tour invitation list and Save the Date;
- February 6-9, AAAF Education Committee – speaker suggestions and speaker inquiries;
- February 13, South Region AAAF meeting in Vulcan;
- February 14-15, Final Report for GF2 Livestock Emergency Response Plan grant;
- February 19, Family Day Holiday;
- February 20, Review Oldman Watershed Council Watershed Legacy Program funding applications;
- February 20-21, ASB Agenda Package preparation;
- February 23, Southern Alberta Grazing School for Women conference call.

### **Public Works Activity Includes:**

- All we've done since the last ops report is plow snow;
- Had the dozer at RR30-3 south of Alberta Ranch Road, RR1-1 north of Twp Rd8-4 and Twp Rd8-4 west of Hwy 785;
- Hired a loader to clean out bottom of Talon Peaks;
- Brought in some casual help to keep equipment moving.

### **Upcoming:**

- February 27, Council meetings;
- February 28, Alberta Environment and Parks and Shell Roads Working Group meeting;
- March 1, Agricultural Service Board meeting;
- March 5, Patton Park Society meeting.

### **Project Update:**

- Community Resilience Program
  - Regional Raw Water Intake, Water Act Approval for construction issued, contractor deploying.
- Capital Projects
  - Beaver Mines Water Supply, Pipeline - L.W. Dennis Contracting Ltd. Pipe installation ongoing, Mechanical Contractor deployed;
  - Beaver Mines Water Distribution and Waste Water Collection, detailed design and land negotiation ongoing;
  - Beaver Mines Wastewater Treatment, looking at options;
  - Castle Servicing, Geotechnical permits acquired from Alberta Transportation, detailed design ongoing;

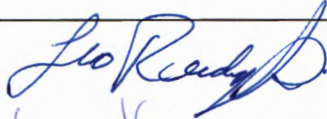

**Call Logs – attached.**

**Recommendation:**

That the Operations report for the period February 7, 2018 to February 23, 2018 and the call log be received as information.

---

Prepared by: Leo Reedyk

Date: February 23, 2018

Reviewed by: Wendy Kay

Date: February 23, 2018

Submitted to: Council

Date: February 27, 2018



## PUBLIC WORKS

WORK ORDER	DIVISION	LOCATION	CONCERN/REQUEST	ASSIGNED TO	ACTION TAKEN	REQUEST DATE	COMPLETION DATE
670	Division 3	SW16 T6 R30 W4	RQ to have approach widened	Stu Weber	Deferred to 2018	14-Dec-16	
939	Division 4	SW15 T7 R29 W4	RQ to have cattle guard cleaned out #29218 TWP 7-2	Bob Millar	Deferred to 2018	13-Jul-17	
965	Division 1	SE4 T4 R29 W4 SE34 T3 R29 W4	RQ Approach information	Stu Weber	Land Owner to reply	31-Aug-17	
979	Division 3	NE18 T5 R2 W5	Buckhorn Road trees need to be cut on blind corners	Jared Pitcher	2018 Brushing Plan	18-Oct-17	
989	Division 2		Snow fence blown down between SE&SW 35/36 RR2-5	Tony Naumczyk	On the list	31-Oct-17	
1135	Division 1	NE17T4 R28 W4	RQ 10' extension to culvert that crosses RR28-4 re cattle issues	Jared Pitcher	In contact	16-Nov-17	
1152	Division 1	NW19 - T3 R29 W4	RQ Driveway	Rod Nelson	On the list	5-Feb-17	
1154	5	#17 Burmis Mountain Estates	Big hill	Dave Sekella	Completed	06-Feb-18	07-Feb-18
1155	2	SE16-06-30W4	RQ: Driveway	Don Jackson	Pending Request	06-Feb-18	
1156		School Bus Route 3	Route plowed	Stu Weber, Tim Oczkowski	Completed	07-Feb-18	07-Feb-18
1157	3	Beaver Mines	Needs to be plowed out	Mike Elliott	Completed	07-Feb-18	07-Feb-18
1158	5	SW13-07-03-W5	Needs road plowed - Burmis Lake	Dave Sekella	Completed	07-Feb-18	08-Feb-18
1159	5	SW8-08-02-W5	Needs road plowed	Dave Sekella	Completed	07-Feb-18	08-Feb-18
1160	5	TWP7-5	Needs road plowed - Olsen Road	Dave Sekella	Completed	07-Feb-18	08-Feb-18
1161		NE17-06-30-W4	Needs road plowed - TWP 6-2A	Don Jackson	Completed	07-Feb-18	07-Feb-18
1162	3	NW4-07-02-W5	RQ: Driveway	Henry Dykstra	Completed	7-Feb-18	07-Feb-20
1163	4	NE2-08-29-W4	Needs road plowed - RR29-4	Tim Oczkowski	Completed	7-Feb-18	20-Feb-18
1164	4	SW36-08-01-W5	Needs road to be done Friday. #8505, RR1-1	Tim Oczkowski	Completed	8-Feb-18	17-Feb-18
1165	4	SW34-08-01-W5	RQ: Driveway	Brian Layton	Completed	8-Feb-18	09-Feb-18



## PUBLIC WORKS

WORK ORDER	DIVISION	LOCATION	CONCERN/REQUEST	ASSIGNED TO	ACTION TAKEN	REQUEST DATE	COMPLETION DATE
1166	4	NW3-07-29-W4	Needs road done, #7101, RR29-3	Tim Oczkowski	Completed	8-Feb-18	09-Feb-18
1167	5	TWP7-5	Kudos - thank you! :)	Dave Sekella	Completed	8-Feb-18	09-Feb-18
1168	3	NW16-05-02-W5	Needs road plowed - end of Gladstone Valley Road	Henry Dykstra, Brad Barbero	Completed	8-Feb-18	09-Feb-18
1169		Lundbreck	RQ: Driveway	Joe Jorgensen	Completed	9-Feb-18	08-Feb-18
1170	4	NE28-08-29-W4	RQ: Driveway	Tim Oczkowski	Completed	9-Feb-18	15-Feb-18
1171	1	NE9-04-29-W4	RQ: Driveway	Rod Nelson	Completed	9-Feb-18	12-Feb-18
1172	5	SE2-09-03-W5	Needs road plowed - top 1/2 of N. Burmis Road	Dave Sekella	Completed	9-Feb-18	09-Feb-18
1173	1	Twin Butte	RQ: Driveway	Rod Nelson	Completed	9-Feb-18	09-Feb-18
1174	5	NW23-10-03-W5	RQ: Driveway	Dave Sekella	Completed	9-Feb-18	21-Feb-18
1175	4	NE1-08-30-W4	RQ: Driveway	Tim Oczkowski	Completed	9-Feb-18	12-Feb-18
1176	5	SW8-08-02-W5	RQ: Driveway and road - has cattle liners coming in on Saturday	Dave Sekella	Completed	9-Feb-18	09-Feb-18
1177	5	SE6-08-02-W5	Needs Rock Creek Road plowed	Dave Sekella	Completed	9-Feb-18	12-Feb-18
1178	3	SE32-06-02-W5	Carbondale Road up to house	Brad Barbero	Completed	9-Feb-18	12-Feb-18
1179	5	NE12-09-03-W5	Chapel Rock Road needs plowed	Joe Jorgensen	Completed	9-Feb-18	12-Feb-18
1180	5	SE2-09-03-W5	RR3-1 #9016	Dave Sekella	Completed	9-Feb-18	12-Feb-18
1181	3	NE11-06-01-W5	RQ: Driveway RR1-1 (off Highway 507 W) needs plowed	Brian Layton	Completed	11-Feb-18	12-Feb-18
1182	2	NW16-06-28-W4	RQ: Driveway, #6223	Tony Tuckwood	Completed	11-Feb-18	12-Feb-18
1183	4	NE28-08-29-W4	RQ: Driveway	Tim Oczkowski	Completed	11-Feb-18	15-Feb-18
1184	4	NE14-08-29-W4	TWP8-2 and RR29-1 corner needs plowed	Tim Oczkowski	Completed	11-Feb-18	12-Feb-18



## PUBLIC WORKS

WORK ORDER	DIVISION	LOCATION	CONCERN/REQUEST	ASSIGNED TO	ACTION TAKEN	REQUEST DATE	COMPLETION DATE
1185	5		A BIG THANK YOU	Dave Sekella		12-Feb-18	
1186	3	NE11-06-01-W5	RQ: Driveway RR1-1 (off Highway 507 W) needs plowed	Henry Dykstra	Completed	12-Feb-18	12-Feb-18
1187	3	SW33-06-02-W5	Lynx Creek Road needs plowed	Henry Dykstra	Completed	12-Feb-18	12-Feb-18
1188	5	SW16-09-02-W5	RQ: Driveway #2330, TWP 9-2	Dave Sekella	Completed	12-Feb-18	13-Feb-18
1189	4	SW36-08-01-W5	RQ: 8505, RR1-1	Tim Oczkowski	Completed	12-Feb-18	17-Feb-18
1190	4	SW4-08-28-W4	Needs road to place done #40828	Tim Oczkowski	Completed	12-Feb-18	13-Feb-18
1191	4	NW36-08-01-W4	Needs road done, #8541	Tim Oczkowski	Completed	12-Feb-18	17-Feb-18
1192	3	NW12-05-02-W5	Needs road done (Gladstone Valley)	Henry Dykstra	Completed	12-Feb-18	13-Feb-18
1193	3		RQ: Driveway	Henry Dykstra	Completed	12-Feb-18	12-Feb-18
1194	2	SW2-07-29-W4	RQ: Driveway, #7002	Tony Tuckwood	Completed	12-Feb-18	12-Feb-18
1195	4	Snake Trail	Needs road done - Snake Trail	Brian Layton	Completed	12-Feb-18	12-Feb-18
1196	2	SW22-05-30-W5	RQ: Driveway	Don Jackson	Completed	12-Feb-18	13-Feb-18
1197	5	SW24-09-03-W5	RQ: Driveway	Dave Sekella	Completed	12-Feb-18	15-Feb-18
1198	5	SW19-07-02-W5	#7305 RR2-5B Needs road done (Burmis)	Dave Sekella	Completed	13-Feb-18	14-Feb-18
1199	4	SE4-07-29-W4	Needs road done, 29320, TWP7-0	Tim Oczkowski	Completed	13-Feb-18	13-Feb-18
1200	3	NE11-06-01-W5	RQ: Driveway RR1-1 (off Highway 507 W) needs plowed	Henry Dykstra	Completed	13-Feb-18	13-Feb-18



## PUBLIC WORKS

WORK ORDER	DIVISION	LOCATION	CONCERN/REQUEST	ASSIGNED TO	ACTION TAKEN	REQUEST DATE	COMPLETION DATE
1201	4	SE35-07-29-W4	RQ: Driveway	Tim Oczkowski	Completed	13-Feb-18	20-Feb-18
1202	4	NW25-06-03-W4	RQ: Driveway	Tim Oczkowski	Completed	13-Feb-18	13-Feb-18
1203	5	Talon Peak Estates	Bottom of hill drifted	Dave Sekella	Completed	13-Feb-18	16-Feb-18
1204	3	NW4-07-02-W5	RQ: Driveway	Henry Dykstra	Completed	13-Feb-18	13-Feb-18
1205	5	Burmis Mtn Est	Needs drift cleared, #6 Burmis Mtn Estates	Dave Sekella	Completed	13-Feb-18	16-Feb-18
1206	3	SE09-07-01-W5	#7032 RQ: Driveway	Henry Dykstra	Cancelled RQ	13-Feb-18	14-Feb-18
1207	4	NE28-08-29-W4	RQ: Driveway	Tim Oczkowski	Completed	13-Feb-18	15-Feb-18
1208	5	Talon Peak Estates	Needs road done to Talon Peak Estates	Dave Sekella	Completed	13-Feb-18	16-Feb-18
1209	5	Talon Peak Estates	Needs road done to Talon Peak Estates	Dave Sekella	Completed	13-Feb-18	16-Feb-18
1210	4	NE3-04-08-W5	#8010 Snake Trail - Driveway	Brian Layton	Completed	13-Feb-18	13-Feb-18
1211	4	Pincher Station	306 Charles Street, Pincher Station, drifting	Tim Oczkowski	Completed	14-Feb-18	16-Feb-18
1212	1	SE21-04-29-W4	RQ: Driveway	Tony Naumczyk	Completed	14-Feb-18	14-Feb-18
1213	2	SW22-05-30-W5	Plow or snow blower to open road (Doug and Ann Main)	Don Jackson	Completed	14-Feb-18	15-Feb-18
1214	2	SW5-06-28-W4	RQ: Driveway	Tony Tuckwood	Completed	14-Feb-18	14-Feb-18
1215	4	SW34-08-01-W5	RQ: Driveway	Brian Layton	Completed	14-Feb-18	15-Feb-18
1216	4	NE27-08-01-W5	RQ: Driveway #8417 RR1-2	Brian Layton	Cancelled RQ	14-Feb-18	14-Feb-18
1217	2	SE15-05-30-W4	#5216, RR30-2	Don Jackson	Completed	14-Feb-18	14-Feb-18



## PUBLIC WORKS

WORK ORDER	DIVISION	LOCATION	CONCERN/REQUEST	ASSIGNED TO	ACTION TAKEN	REQUEST DATE	COMPLETION DATE
1218	4	NE28-08-29-W4	RQ: Driveway	Tim Oczkowski	Completed	14-Feb-18	15-Feb-18
1219	3	SE10-06-01-W5	RQ: Driveway #6104 - HUGE THANK YOU	Don Jackson	Completed	15-Feb-18	16-Feb-18
1220	3	SW18-01-28-W4	Drift on approach needs to be plowed - HUGE THANK YOU	Don Jackson	Completed	15-Feb-18	17-Feb-18
1221	4	Pincher Station	3rd and Charles St needs to be plowed	Tim Oczkowski	Completed	15-Feb-18	16-Feb-18
1222	1	SW21-04-28-W4	RQ: Driveway #4313, RR28-4	Tony Naumczyk	Completed	15-Feb-18	16-Feb-18
1223	1	SW27-04-28-W4	RQ: Driveway #28222, TWP4-4	Tony Naumczyk	Completed	15-Feb-18	16-Feb-18
1224	3		RQ: Driveway	Henry Dykstra	Completed	15-Feb-18	15-Feb-18
1225	4	NE02-09-30-W4	Needs road done to Piegan Reserve	Tim Oczkowski	Completed	15-Feb-18	15-Feb-18
1226	3	NE26-06-03-W5	Needs Lynx Creek Road done	Henry Dykstra	Completed	15-Feb-18	15-Feb-18
1227	3	NW11-06-01-W5	RQ: Driveway #6119 RR1-2	Don Jackson	Completed	15-Feb-18	15-Feb-18
1228	5	SE14-08-03-W5	North DU Ranch Road needs plowed	Dave Sekella	Cancelled RQ	15-Feb-18	15-Feb-18
1229	3	NE6-06-02-W5	Seven Gates Road needs plowed	Henry Dykstra	Completed	15-Feb-18	15-Feb-18
1230	4	NW1-08-01-W5	Need their road done TWP 8-1	Brian Layton	Completed	15-Feb-18	16-Feb-18
1231	4	NE10-08-01-W5	Needs grader to clear road	Tim Oczkowski	Completed	15-Feb-18	16-Feb-18
1232	5	TWP 8-0	Needs road done	Dave Sekella	Completed	15-Feb-18	15-Feb-18
1233	3	SE10-06-01-W5	Kudos - thank you! :)	Don Jackson	Completed	15-Feb-18	15-Feb-18
1234	4	SW15-09-01-W5	RQ: Driveway	Brian Layton	Completed	15-Feb-18	16-Feb-18
1235	4	SE2-09-01-W5	Needs road done to house (off of snake trail) 9-0A	Brian Layton	Completed	15-Feb-18	17-Feb-18
1236	5	Rock Creek Road	Needs Rock Creek Road plowed	Dave Sekella	Completed	16-Feb-18	17-Feb-18



## PUBLIC WORKS

WORK ORDER	DIVISION	LOCATION	CONCERN/REQUEST	ASSIGNED TO	ACTION TAKEN	REQUEST DATE	COMPLETION DATE
1237	5	SW1-08-03-W5	Needs road done #8001 RR3-0A	Dave Sekella	Completed	16-Feb-18	16-Feb-18
1238	3	NW3-07-01-W5	Needs road done, #7019 RR1-3, off highway 3-A	Henry Dykstra	Completed	16-Feb-18	20-Feb-18
1239	4	SE28-08-01-W5	Needs road done, TWP 8-4, RR1-3	Brian Layton	Completed	16-Feb-18	17-Feb-18
1240	3		HUGE THANKYOU	Henry Dykstra	Completed	16-Feb-18	16-Feb-18
1241	4	SE4-08-29-W4	RQ: Driveway	Tim Oczkowski	Completed	16-Feb-18	20-Feb-18
1242	5	NW29-07-02-W5	Rock Creek Road	Dave Sekella	Completed	16-Feb-18	17-Feb-18
1243	2	NW34-05-03-W5	Needs RR3-3 plowed	Don Jackson	Completed	16-Feb-18	16-Feb-18
1244	2	Highway 507 E	RQ: Driveway, HWY 507, Chipman Creek	Tony Tuckwood	Completed	16-Feb-18	17-Feb-18
1245	2	NE17-06-30-W4	Needs road plowed - TWP 6-2A	Don Jackson	Completed	16-Feb-18	16-Feb-18
1246	5	NW23-10-03-W5	RQ: Driveway	Dave Sekella	Completed	16-Feb-18	21-Feb-18
1247	2	NW12-05-29-W5	RQ: Driveway	Tony Naumczyk	Cancelled RQ	16-Feb-18	16-Feb-18
1248	2	SW3-07-29-W4	Needs Road plowed	Tony Tuckwood	Completed	16-Feb-18	16-Feb-18

MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9  
BYLAW NO. 1280-17

A Bylaw of the Municipal District of Pincher Creek No. 9 in the Province of Alberta, for the purpose of closing a portion of a public roadway in accordance with Sections 22 and 606 of the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26, as amended.

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

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

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

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

**AND WHEREAS** the advertising requirements of Section 606 of the Act have been complied with;

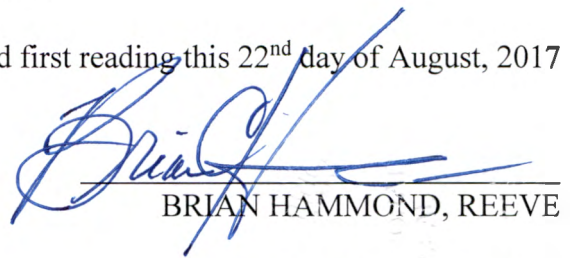
**AND WHEREAS** Council was not petitioned for an opportunity to be heard by any person claiming to be prejudicially affected by the bylaw;

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

ALL THAT PORTION OF GOVERNMENT ROAD ALLOWANCE FORMING PART OF LOT 1, BLOCK 1, PLAN \_\_\_\_\_, CONTAINING 0.245 HECTARES (0.61 ACRES) MORE OR LESS

EXCEPTING THEREOUT ALL MINES AND MINERALS

Received first reading this 22<sup>nd</sup> day of August, 2017

  
BRIAN HAMMOND, REEVE

(Seal)  
  
WENDY KAY, CAO

APPROVED this 12<sup>th</sup> day of February, 2018.

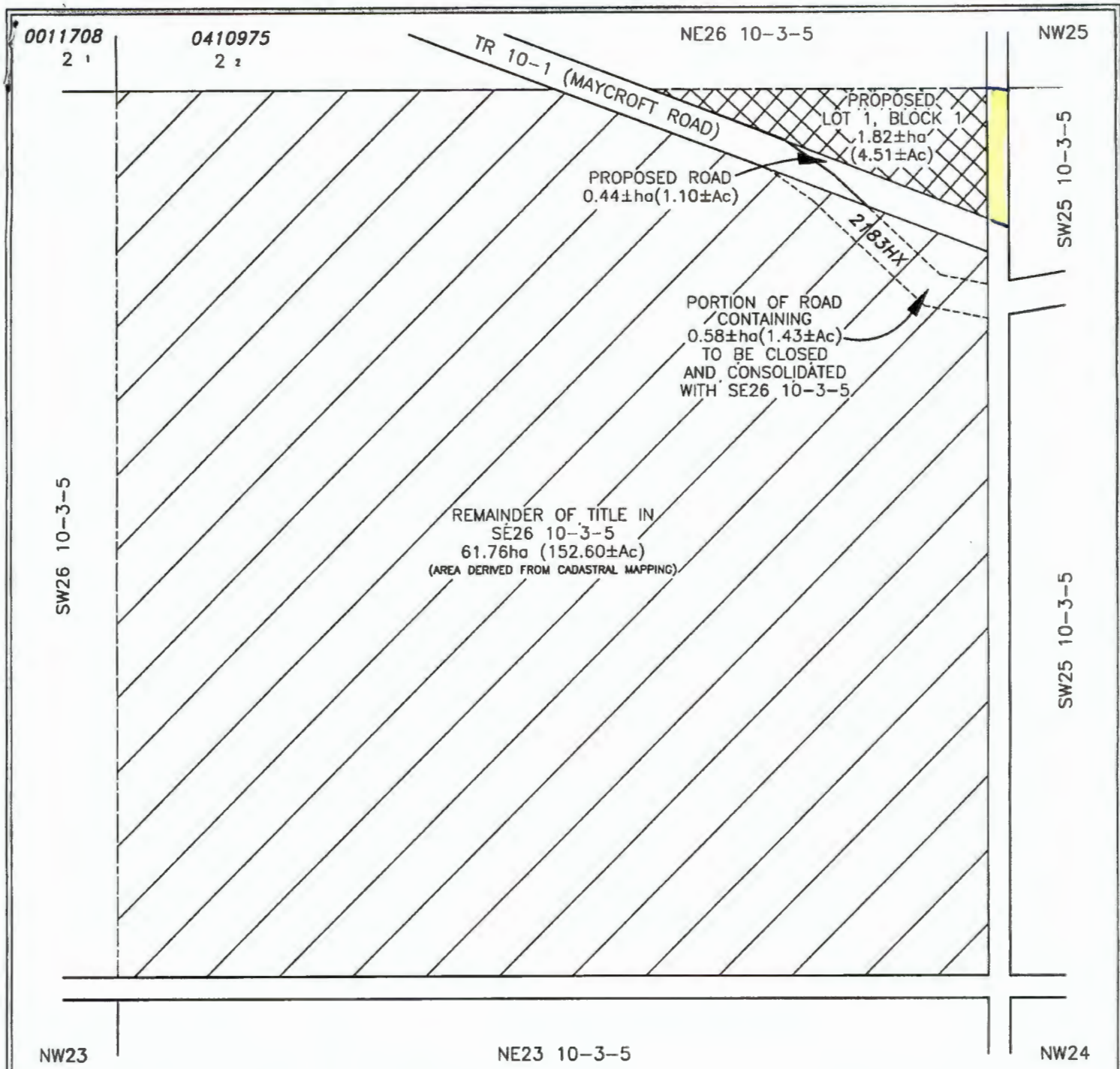
  
MINISTER OF TRANSPORTATION

Received second reading this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

Received third reading this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
BRIAN HAMMOND, REEVE  
(Seal)  
\_\_\_\_\_  
WENDY KAY, CAO





**SUBDIVISION SKETCH**

**See tentative plan of subdivision by Brown Okamura & Associates Ltd. file no 14-12455T.**

**SE 1/4 SEC 26, TWP 10, RGE 3, W 5 M**

**MUNICIPALITY: M. D. OF PINCHER CREEK NO. 9**

**DATE: NOVEMBER 13, 2014**

**FILE No: 2014-0-145**



0 Metres 100 200 300 400

November 08, 2014 N:\Subdivison\2014\2014-0-145.dwg



MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9  
BYLAW NO. 1282-17

A Bylaw of the Municipal District of Pincher Creek No. 9 in the Province of Alberta, for the purpose of closing a portion of a public roadway in accordance with Sections 22 and 606 of the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26, as amended.

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

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

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

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

**AND WHEREAS** the advertising requirements of Section 606 of the Act have been complied with;

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

Area 'A', Plan \_\_\_\_\_  
Containing 0.015 hectares (0.04 acres) more or less  
Excepting thereout all mines and minerals

And as shown on Schedule 'A'.

Received first reading this 7<sup>th</sup> day of November, 2017

Quentin Storch  
REEVE

Co. Kay  
(Seal)  
CAO

APPROVED this 12<sup>th</sup> day of February, 2018.

Michael Botros  
MINISTER OF TRANSPORTATION

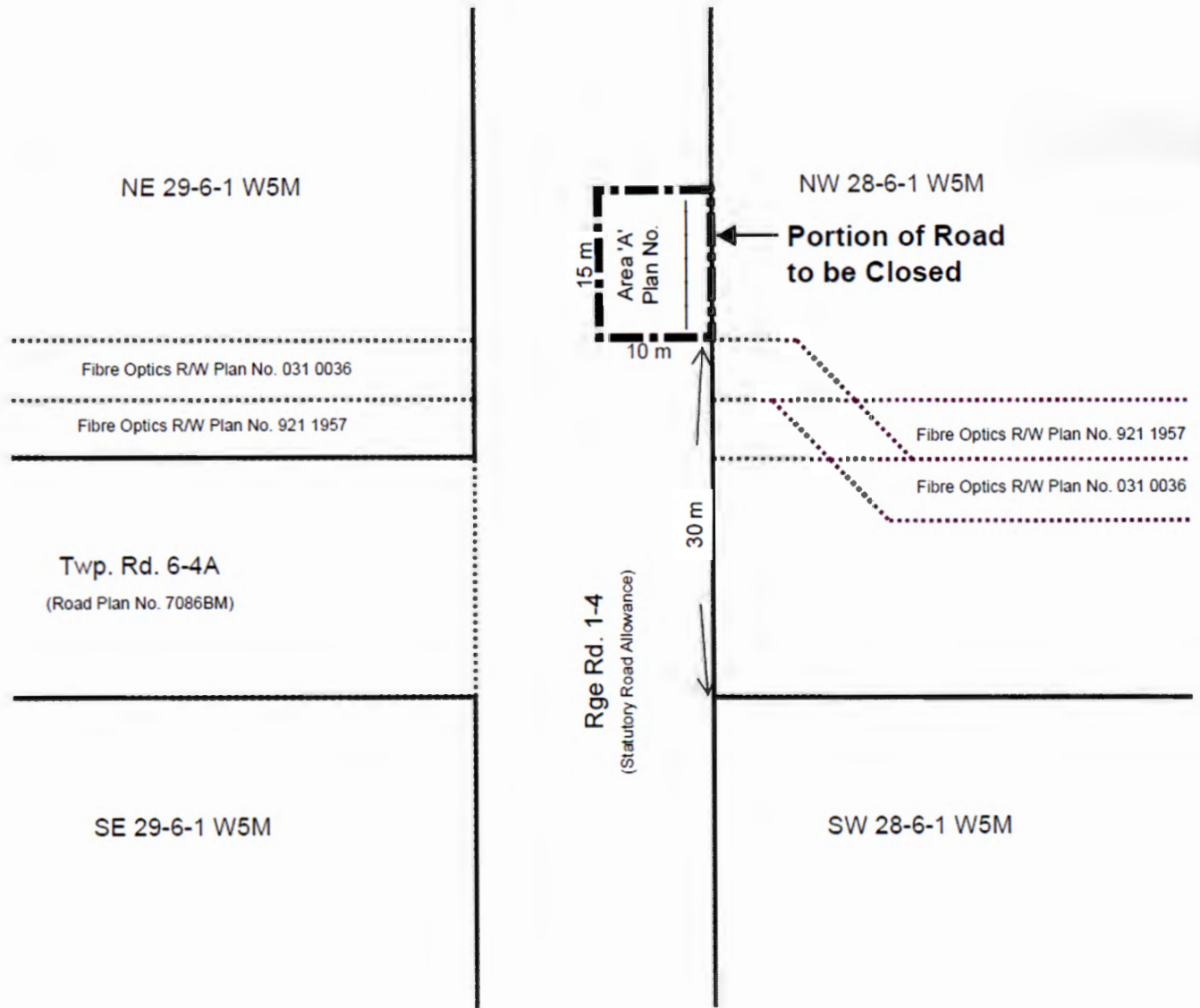
Received second reading this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

Received third reading this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

\_\_\_\_\_  
REEVE  
(Seal)  
\_\_\_\_\_  
CAO



Schedule 'A'



# M.D. of Pincher Creek No. 9 Statement of Cash Position

E3a

## Month Ending January 2018

BANK STATEMENT C.I.B.C. General Accounts	January 2018	December 2017
Bank Statement Balance	408,012.60	377,588.96
Deposits After Monthend	471.97	29,014.70
Cash On Hand	600.00	600.00
Less Outstanding Cheques	(59,163.40)	(192,289.62)
<b>Month End Cash Available</b>	<b>349,921.17</b>	<b>214,914.04</b>

M.D.'S GENERAL LEDGER	January 2018	December 2017
Balance Forward from Previous Month	214,914.04	280,145.96
<b>Revenue for the Month:</b>		
Receipts for the Month	330,450.38	293,639.62
Interest for the Month	939.59	692.66
Transferred from Short Term Investments	1,476,953.63	1,690,024.00
<b>Disbursements for the Month:</b>		
Cheques Written	(1,334,049.57)	(970,529.84)
Payroll Direct Deposits and Withdrawals	(301,518.36)	(255,610.56)
Electronic Withdrawals - Utilities and VISA	(37,126.36)	(62,119.87)
Banking Transaction Fees	(642.18)	(436.65)
Requisition & Debenture Payments	-	(760,891.28)
<b>M.D.'s General Ledger Balance at Month End</b>	<b>349,921.17</b>	<b>214,914.04</b>

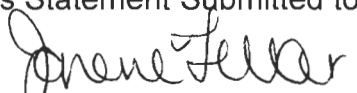
SHORT TERM INVESTMENTS - C.I.B.C.	January 2018	December 2017
General Account Operating Funds	1,415,086.64	2,561,213.23
MSI Capital Grant Advances	4,771,110.06	4,765,036.78
Public Reserve Trust Funds	98,915.54	98,786.42
Tax Forfeiture Land Sales	3,584.42	3,579.86
Recycling Committee	31,104.04	31,064.64
Water Intake Advance	1,542,540.58	1,540,574.29
Clean Water/Wastewater Advance	698,638.13	1,023,954.18
<b>8,560,979.41</b>	<b>10,024,209.40</b>	

LONG TERM INVESTMENTS Financial Institution	January 2018 Market Value	December 2017 Market Value	Annual Rate of Return 2017	Original Investment Date	Original Investment Amount
C.I.B.C. Wood Gundy - Bonds	8,651,580.00	8,683,463.00	1.14%	Nov-88	1,255,915.75

### COMMENTS

February Items of Note	Amount
Expense Out - PW Capital Purchase	-550,000.00

This Statement Submitted to Council this 27th Day of February 2018.

  
Director of Finance

**Tara Cryderman**

---

**From:** Wendy Kay  
**Sent:** Wednesday, February 14, 2018 3:28 PM  
**To:** Tara Cryderman  
**Subject:** FW: Genesis Annual General Meeting Notice  
**Attachments:** Genesis Reciprocal Insurance Exchange AGM Proxy.pdf; GRIE 2018 AGM Official Meeting Notice Letter .pdf

Council – CAO Reports

**From:** Karen Ankerstein [mailto:Karen@aamdc.com]  
**Sent:** February 14, 2018 1:42 PM  
**To:** Karen Ankerstein <Karen@aamdc.com>  
**Cc:** Miranda Andersen <miranda@aamdc.com>  
**Subject:** FW: Genesis Annual General Meeting Notice



RE: Genesis Annual General Meeting

Genesis Reciprocal Insurance Exchange will be holding its Annual General Meeting March 19, 2018 at 4:00pm, in Edmonton. The AGM will take place at the Shaw conference centre and will be run in conjunction with the AAMDC spring convention.

Please find the proxy document attached. The proxy allows for a member to choose an individual other than an elected or administrative official to vote on their behalf. An option exists to defer the proxy vote to Genesis's Principal Attorney. The Agenda, 2017 Audited Financials and 2017 Actuarial Report will be sent out before the end of February.

For any questions regard this meeting please contact Karen Ankerstein at [karen@aamdc.com](mailto:karen@aamdc.com), or at 780-955-8409.

Thanks,

Duane Gladden  
Genesis Principal Attorney

**Karen Ankerstein**

JIAL Administration Support  
AAMDC - Alberta Association of Municipal Districts and Counties  
2510 Sparrow Drive, Nisku, AB T9E 8N5  
P: 780.955.8409  
[Karen@aamdc.com](mailto:Karen@aamdc.com) | <http://aamdc.com>



RURAL ALBERTA  
WHERE IT ALL STARTS



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**ANNUAL GENERAL MEETING OF  
THE GENESIS RECIPROCAL INSURANCE EXCHANGE  
PROXY**

**The Undersigned Subscriber to the Genesis Reciprocal Insurance Exchange ("Genesis") hereby appoints: (choose one)**

\_\_\_\_\_

OR

Duane Gladden, Director of Aggregated Business Services of the AAMDC and Genesis Principal Attorney

to act as proxy at the Annual General Meeting of Genesis to be held on Monday, March 19, 2018.

My proxy shall have full authority to vote on behalf of the Undersigned.

Dated \_\_\_\_\_, 2018.

\_\_\_\_\_  
Subscribing Member

\_\_\_\_\_  
Signing Officer

**\*Note that no proxy is required if a member is represented at the meeting by its most senior elected or most senior administrative personnel.**



February 14, 2018

**RE: Genesis Annual General Meeting**

**ATTN: Genesis Subscriber**

Please note that this is the official notice of the AGM for Genesis Reciprocal Insurance Exchange. The meeting will take place **March 19, 2018, from 4:00 pm - 5:00 pm, at the Shaw Conference Centre, 9797 Jasper Avenue, Edmonton, Alberta in Salon 4**. The meeting will be followed by an open house sponsored by the AAMDC Aggregated Business Services within the tradeshow in Halls B&C. All subscribers to Genesis should find attached a proxy form to appoint an individual to attend the meeting if they are unable to attend.

We are committed to holding our AGM's at the AAMDC Spring Convention each year. **We hope that each subscriber will have an elected or administrative official in attendance**, or assign a proxy. We strongly encourage all subscribers to participate.

Please find the proxy document attached. The Agenda, 2017 Audited Financials and 2017 Actuarial Report will be sent out before the end of February.

For any questions regard this meeting please contact Karen Ankerstein at karen@aamdc.com, or at 780-955-8409.

Sincerely,

Duane Gladden  
Genesis Principal Attorney



## MDInfo

---

**From:** Shari-Anne Doolaege ~ SAGE <Shari@SageAnalytics.ca>  
**Sent:** Friday, February 23, 2018 8:01 AM  
**To:** MDInfo; Quentin Stevick  
**Cc:** 'Ted Gillespie'; Randy@SageAnalytics.ca  
**Subject:** Invitation to Meet during AAMDC  
**Attachments:** 2018-02-23 MD Pincher Creek.pdf; 2017 SAGE Analytics Brochure.pdf

Good day,

Please see the attached letter requesting a meeting with your council and administration during the March AAMDC Convention in Edmonton.

I trust that a convenient time can be arranged, and I look forward to hearing from MD staff to work out the meeting details.

Best,

**Shari-Anne Doolaege, MPA, Q.Arb, CLGM**  
**President, Sage Analytics Inc.**  
**Edmonton, Alberta**  
780-901-4451 | [SageAnalytics.ca](http://SageAnalytics.ca) | [@ShariAnneD](https://twitter.com/ShariAnneD)



February 23, 2018

**Reeve Quentin Stevick**  
**Municipal District of Pincher Creek, No. 9**  
Box 279  
1037 Herron Avenue  
Pincher Creek, AB T0K 1W0

Email: [info@mdpincercreek.ab.ca](mailto:info@mdpincercreek.ab.ca)

**RE: Meeting during Spring AAMDC**

Dear Reeve Stevick,

It was a pleasure to meet you at the November 2017 AAMDC Convention and to have the opportunity to introduce you to my company, SAGE Analytics Inc.

The March 2018 AAMDC Convention is approaching quickly, and I would like to extend an invitation to meet briefly with your Council and administration while you are in Edmonton during the upcoming conference. My intention is to share company highlights and municipal involvement, and to introduce members of the SAGE team. A company brochure is attached for your reference.

If there is interest in a brief meeting, I would be delighted to hear from your administration to work out the details of time and location. My preference would be to meet shortly after 4:00 p.m. on Monday, March 19, 2018.

I hope to hear from you!

Sincerely,

*Shari-Anne Doolaege*

Shari-Anne Doolaege, MPA, Q.Arb, CLGM  
President, Sage Analytics Inc.



# GOVERNANCE WORKSHOP

Be a **persuasive** and  
**effective** board member.

Learn to **respectfully**  
share your point of view.

See the value of **diversity**  
in decision-making.



## Imagine board meetings where diverse opinions are shared and respected.

When basic **democratic board meeting etiquette** is understood, board members are more confident in their roles and able to debate issues respectfully. If meeting etiquette is misunderstood, unhealthy tactics can creep in, such as Groupthink or aggression. Overall board dysfunction poses a serious organizational risk to guard against with education.

Elected and appointed governance bodies have important public service roles and responsibilities with far-reaching impacts. Effective governance requires mastery of board/council meeting etiquette as an integral part of the decision-making process.

The **SAGE Governance Workshop**® is a board meeting simulation designed to give participants (and observers!) confident executive skills that are **easy to learn and apply** to any board governance setting. Workshop participants learn how respectful dialogue, healthy conflict and diverse opinions add value to the decision-making process.

## SAGE Governance Evaluation Model®

The **SAGE Governance Evaluation Model**® measures the overall effectiveness of a governance board or municipal council using a scorecard measurement tool to identify areas of strength and areas needing improvement. The scorecard can be used for self-evaluation, however, objective, third-party governance evaluations by a SAGE Certified® evaluator are recommended.

Periodic governance evaluations throughout a council/board term, are recommended to monitor trends and determine progress. A summary of the SAGE Evaluation can be shared with the public to demonstrate transparency, accountability and the board's ongoing commitment to strengthen their governance capacity.

Contact us to discuss how your organization could benefit from a SAGE Governance Evaluation.

**SAGEANALYTICS.CA**



# Sage Analytics ICF Model ©

Municipalities with common boundaries are required to adopt **Intermunicipal Collaboration Frameworks (ICF)** and **Intermunicipal Development Plans (IDP)**. **Growth Management Board (GMB)** members may require an ICF for items not addressed in the growth plan. SAGE Analytics has expertise to help municipalities navigate this complex and evolving process.



## INPUTS

- » Time
- » Funding
- » Local/Regional Meetings
- » Expertise
- » Current Agreements
- » Usage Statistics
- » Consultation data
- » Process Facilitation



## ACTIONS

- » Identify Services
  - » Shared, or not
  - » Confirm Costs
- » Document Analysis
- » Collaboration Discussions
  - » Negotiate Framework
  - » Arbitrate Disputes



## RESULTS

- » ICF and/or Growth Plan
- » IDP
- » Regional Awareness
- » Fiscal Strength
- » Responsible Growth
- » Confident Decision-making



“Leaders need good **information** and healthy **interactions** in their governance role and decision-making environment.”

— Shari-Anne Doolaage, MPA, Q.Arb, CLGM  
President, Sage Analytics Inc.

## KEY SERVICES

- » Governance Training
- » Governance Evaluation
- » Council Conduct
- » Municipal Collaboration
- » Service Reviews

**Shari-Anne Doolaage, MPA, Q.Arb, CLGM**

SageAnalytics.ca | Admin@SageAnalytics.ca | 780-901-4451



**Tara Cryderman**

---

**From:** Wendy Kay  
**Sent:** Thursday, February 22, 2018 3:36 PM  
**To:** Tara Cryderman  
**Subject:** FW: Cannabis Legislation - AHS Recommendations for Municipal Elected Officials and Leaders  
**Attachments:** Recommendations Cannabis Regs Municipalities.pdf  
**Importance:** High

Council – Correspondence - Action

**From:** Diane Lievers [mailto:Diane.Lievers@albertahealthservices.ca]  
**Sent:** February 22, 2018 3:10 PM  
**Subject:** Cannabis Legislation - AHS Recommendations for Municipal Elected Officials and Leaders  
**Importance:** High

**NOTE: This email is intended for ALL elected officials and leaders. Please ensure it is forwarded to each individual.**

**Dear Municipal Elected Officials and Leaders:**

**RE: Municipalities and Cannabis Regulation**

Recently, several municipalities have approached Alberta Health Services (AHS) for information on the health impacts of cannabis and implications of new cannabis legislation, both on an individual level and as it relates to the populations that municipalities serve. We appreciate that municipalities are wishing to consider health information in its decision-making processes, as we all have a role to play in promoting and protecting the health of Albertans.

AHS believes that a public health approach—one that considers health and social outcomes in the development of cannabis policies and bylaws—will benefit all Albertans.

The public health approach (described in the attached) strives to maximize benefits and minimize harms of substances, promote the health of all individuals of a population, decrease negative impacts on vulnerable populations, and ensure harms from interventions and legislation are not disproportionate to harms from the substances themselves. At times, a public health lens may result in consideration of more restrictive policies to help minimize unintended consequences if health evidence is incomplete and/or is inconclusive.

As public health professionals and Medical Officers of Health, it is our duty to help reduce and prevent health harms that can be associated with cannabis use.

The potential health harms include: adverse effects to the developing brain; greater risk of mental health problems such as psychosis, mania, suicide, depression and schizophrenia; increased motor vehicle collisions; harms associated with use during pregnancy, reduced cognitive functioning (memory, efficiency); and greater risk of some cancers. Matters are further compounded when cannabis is co-used with other substances such as alcohol and tobacco. For example, simultaneous use of alcohol and cannabis has been found to approximately double the odds of impaired driving, social consequences, and harms to self. We also recognize that municipalities may need strategies to address impacts related

to resource utilization, law enforcement and impaired driving, and self-reported cannabis-related risk factors and other substance use.

Given the potential health and social impacts, we agree that collaborative and comprehensive regulation at the federal, provincial and municipal level is a key strategy to reduce the potential harms associated with cannabis and its use. To that end, we hope that the attached information helps you and your local leaders as you undertake consideration of your own local policies and bylaws, in the context of the health of your citizens.

If you would like more information about making healthy and evidence-informed decisions about cannabis legalization, please feel free to contact me.

**Please ensure this email is forwarded to all municipal elected officials and leaders. Thank you.**

Yours sincerely,

Dr. Vivien Suttorp  
Lead Medical Officer of Health - South Zone  
Alberta Health Services  
Telephone: 403-388-6007  
Email: [Vivien.suttorp@ahs.ca](mailto:Vivien.suttorp@ahs.ca)

**Alberta Health Services**  
[www.albertahealthservices.ca](http://www.albertahealthservices.ca)

## **Information Package Attached - AHS Recommendations on Cannabis Regulations for Alberta Municipalities**

This message, and any documents attached hereto, is 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 so that we may correct our internal records. Please then delete the original message. Thank you.

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This message and any attached documents are only for the use of the intended recipient(s), are confidential and may contain privileged information. Any unauthorized review, use, retransmission, or other disclosure is strictly prohibited. If you have received this message in error, please notify the sender immediately, and then delete the original message. Thank you.



## AHS Recommendations on Cannabis Regulations for Alberta Municipalities

Prepared on behalf of AHS by: Dr. Gerry Predy, Senior Medical Officer of Health/Senior Medical Director – Population, Public and Indigenous Health

---

The following includes information and recommendations that will help municipalities make cannabis policy decisions that promote and protect the health of its citizens. Alberta Health Services (AHS) supports an evidence-informed public health approach (Chief Medical Officers of Health of Canada, 2016) that considers health and social outcomes in the development of municipal cannabis policies and bylaws. Lessons learned from tobacco and alcohol have also been used to inform these positions.

### SUMMARY OF RECOMMENDATIONS

#### Overall

Where evidence is incomplete or inconclusive, AHS is advising that a precautionary approach be taken to minimize unintended consequences. This approach is consistent with the recommendations of Federal Taskforce on the Legalization and Regulation of Cannabis (Government of Canada, 2016).

#### Business Regulation & Retail

- Limit the number of cannabis stores, and implement density and distance controls to prevent stores from clustering, while also keeping buffer zones around well-defined areas where children and youth frequent.
- Consider requirements for cannabis education and community engagement as part of the business licensing approval process.
- Limit hours of operation to limit availability late at night and early morning hours.
- Restrict signage and advertising to minimize visibility to youth.

#### Consumption

- Ban consumption in areas frequented by children.
- Align the cannabis smoking regulations with the *Tobacco and Smoking Reduction Act* and/or with your municipal regulations, whichever is more stringent.
- Ban smoking, vaping and water pipes in public indoor consumption venues.

#### Home growing

- Design a process to ensure households and properties are capable of safely supporting home growing.

#### Multi-Unit Housing:

- Health Canada (2017) has recommended a ban on smoking in multi-unit housing. AHS recognizes that there are potential health risks associated with second-hand smoke within multi-unit housing environments and therefore recommends municipalities consider bylaws that ban smoking in multi-unit housing.

#### Research and Evaluation

- Ensure mechanisms to share data across sectors and levels of government are established, and appropriate indicators are chosen to monitor the impacts of policy implementation on communities.

## DETAILED RECOMMENDATIONS

The following sections provide evidence and additional details for each of the above recommendation areas.

### Overall

Overall, AHS encourages municipalities to proceed with caution for two reasons. First, there is little reliable and conclusive evidence to support what safe cannabis use looks like for individuals and communities. Second, it's easier to prevent future harms, by removing regulations in the future once more knowledge exists, than it is to later add regulation. (Canadian Centre for Substance Abuse, 2015; Chief Medical Officers of Health of Canada, 2016).

Evidence shows commercialization of alcohol and tobacco has resulted in substantial population level morbidity and mortality as well as community level harms. This is of particular importance because adding cannabis use to a community adds multifactorial relationships to already existing social issues, as we know co-use or simultaneous use of cannabis, alcohol and/or tobacco, in some kind of combination is common (Barrett et al. 2006; Canadian Centre for Substance Abuse, 2007; Subbaraman et al. 2015). For example, simultaneous use of alcohol and cannabis has been found to approximately double the odds of impaired driving, social consequences, and harms to self (Subbaraman et al. 2015). According to AHS treatment data, of those using AHS Addiction Services, more than half used cannabis, and of those who use cannabis, 90% have used alcohol and 80% have used tobacco (Alberta Health Services, 2017). Further evidence indicates that legalization of cannabis may have negative impacts related to resource utilization, law enforcement and impaired driving cases, and self-reported cannabis-related risk factors and other substance use (Health Technology Assessment Unit, 2017).

### Business Regulations & Retail Sales

#### *Location and Number of Stores*

Alberta Health Services recommends municipalities strengthen zoning regulations by using a combination of population and geographic based formulas to restrict the number and location of cannabis outlet licenses. In particular AHS recommends that municipalities:

- Limit the number of business licenses issued in the first phases of implementation.
- Implement a 300-500m minimum distance restriction between cannabis retail outlets
- Implement a 300m distance between cannabis stores and schools, daycares and community centers.
- Implement a 100m minimum distance from tobacco and liquor retailers, in addition to a square kilometer density restriction, adjusted for population, at the onset of legalization.
- Note: additional analysis may be needed to ensure that unintended consequences do not negatively impact existing communities (e.g., clustering, social and health harms, vulnerable populations).

Between 1993 (just before privatization) and 2016, there was a 600% increase in the number of liquor stores in Alberta (208 stores in 1993, 1,435 stores in 2016). Privatization has also resulted in drastic product proliferation, with an increase from 2,200 products in 1993 to 23,072 products in 2016 (AGLC, 2016). Without more restrictive cannabis regulations, business owners will demand and industry will deliver a greater variety of cannabis products, likely resulting in an expansion of consumption in communities across Alberta. U.S. researchers predict a doubling of consumption rates over time as a result of legalization, which means an estimated 40 billion more hours of intoxication in the US (Caulkins, 2017). A privatized system without initial restrictive regulation will likely follow similar trends in Alberta, resulting in significant health and social impacts on communities.

Density limits reduce neighbourhood impacts and youth access (Canadian Centre for Substance Abuse, 2015; Freisthler & Gruenewald, 2014). Research on alcohol and tobacco use highlights the need for stronger controls on density and minimum distances (Ammerman et al., 2015; Chen, Gruenewald & Remer, 2009; Livingston, 2011; Popova et al., 2009; Rowland et al., 2016;) For example, the physical availability of medicinal marijuana dispensaries impact current use and increase frequent use (Morrison et al., 2014). Similarly with liquor stores, higher densities are associated with high-risk consumption behaviours—especially among youth, facilitating access and possession by adolescents, as well as increased rates of violence and crime (Ammerman et al., 2015). In addition, U.S. researchers have found that medical cannabis outlets are spatially associated with market potential which points to a form of “environmental injustices in which socially disadvantaged are disproportionately exposed to problems.” Therefore, jurisdictions should ensure that communities with fewer resources (e.g., low income, unincorporated areas) are not burdened with large numbers of stores and prevent clustering among liquor, tobacco and cannabis stores (Morrison et al., 2014). Other US research shows that zoning laws for location are an effective way to prevent overpopulation of cannabis stores in undesirable areas (Thomas & Freisthler, 2016). Summary tables of some US state and city buffer zones can be found in Nementh and Ross (2014).

It is clear that locating cannabis stores away from schools, daycares and community centers is essential to protecting children from the normalization of Cannabis use (Rethinking Access to Marijuana, 2017). Therefore, municipalities should ensure that all provincially recognized types of licensed and approved childcare options are included in their regulations. For example, daycare facilities, account for 39.9% of licensed childcare spaces in the province. Pre-schools, out-of-school programs, family day-homes, innovative child care, and group family child care programs account for the remaining 60% of licensed child care in the province.<sup>2</sup> Through business licensing and zoning, municipalities have the opportunity to protect all childcare spaces by including these locations in local buffer zones. Many preschools and childcare facilities are already located in strip malls or community associations or churches adjacent to liquor outlets (bars or liquor stores). Cannabis stores should not be allowed to be located within a buffer zone of any type of childcare facility or school. AHS also suggests that municipalities include other places that children and youth frequent as part of minimum distance bylaws such as parks, churches, and recreation facilities (Canadian Centre for Substance Abuse, 2015; Rethinking Access to Marijuana, 2017).

#### ***Business/Development License Application Processes***

AHS suggests that a cannabis education component and community engagement plan be added to the application processes for retail marijuana business licenses. As cannabis legalization is complex, there are many new legal implications, and potential health and community impacts. Potential business owners should demonstrate a base knowledge of cannabis safe use and health harms, as well as the new rules. It is also important to foster a healthy relationship between cannabis retailers and the community with the common goal of healthy community integration. The City of Denver has implemented a community engagement requirement where applicants must list all registered neighborhood organizations whose boundaries encompass the store location and outline their outreach plans. Applicants must also indicate how they plan to create positive impacts in the neighbourhood and implement policies/procedures to address concerns by residents and other businesses (City of Denver, 2017).

Municipalities are encouraged to require applicants to outline proper storage and disposal of chemicals, as well as proper disposal of waste products. In addition, applicants should outline how they will be managing odor control to prevent negative impacts on neighbours.

#### ***Hours of Operation***

AHS recommends restricting hours of operation as a means to reduce harms to communities (Rethinking Access to Marijuana, 2017). In regards to alcohol-related harm, international evidence on availability indicates that

longer hours of sale significantly increase the amount of alcohol consumed and the rates of alcohol related harms (Griesbrecht et al., 2013). The Centre for Addiction and Mental Health suggests restricting alcohol sales to 9 business hours per day, with limited availability late at night and in the early hours of the morning (D’Amico, Miles & Tucker, 2015). Most regulations in the US legalized states limit hours of operation to 10pm or midnight (California, 2017; Oregon, 2017; State of Colorado, 2017; Washington State Liquor and Cannabis Board, 2017). AHS recommends limiting the number of and late night/early morning hours of operation for cannabis stores (Griesbrecht et al., 2013; Rethinking Access to Marijuana, 2017).

#### *Advertising and Signage*

AHS recommends that municipalities include policy/bylaw considerations to limit advertising to dampen favorable social norms toward cannabis use (D’Amico, Miles & Tucker, 2015). Further, while it is important to implement the principles of Crime Prevention through Environmental Design (i.e., the physical space should be well lit, tidy, include proper parking etc.), the physical appearance should not encourage or engage patrons. A similar policy has been implemented in Denver, Colorado. This approach is supported by a large body of evidence related to alcohol and tobacco. (Joseph, et al., 2015; Hackbarth et al., 2001; Lavack & Toth, 2006; Malone, 2012).

## Consumption

AHS recommends that municipalities align their regulations with the *Tobacco and Smoking Reduction Act*. In addition, municipalities may also want to consider enacting bylaws that consider banning tobacco-like substances such as shisha.

AHS recommends that municipalities implement regulations banning consumption in public places, as well as for public intoxication (see Alberta Liquor and Gaming Act). The rationale for this is two-fold: (i) cannabis is an intoxicating substance and should therefore be treated similarly to alcohol, and (ii) harms related to second and third-hand smoke, especially for children and youth. Second-hand cannabis smoke is more mutagenic and cytotoxic than tobacco smoke, and therefore second-hand inhalation of cannabis should be considered a health risk (Cone et al., 2011; Health Technology Assessment Unit, 2017; Maertens, White, Williams & Yauk, 2013).

Special attention should be directed at banning consumption in areas frequented by children, including: all types of parks (provincial, municipal, athletic parks, baseball, urban, trails/pathways, etc.), playgrounds, school grounds, community centers, sports fields, queues, skateboard parks, amphitheaters, picnic areas and crowded outdoor events where children are present (i.e., all ages music festivals, CFL football games, rodeos, parades, Canada Day celebrations, outdoor festivals, outdoor amusement parks (private), golf courses, zoos, transit and school bus stops, ski hills, outdoor skating rinks or on any municipal owned lands) (Rethinking Access to Marijuana, 2017). Public consumption bans should also be enacted for hospitals (all points of health care, urgent care clinics, clinics, etc.), picnic areas (alcohol limits for outdoor consumption). Currently, consumption of tobacco and tobacco-like products is not permitted on any AHS property.

#### *Venues for consumption*

Until adequate evidence-based rationale can be provided, AHS does not support having specific venues for indoor consumption (smoking, vaping, water pipes) as this would expose people to second-hand smoke, promote renormalization of smoking, reverse some of the progress made with public smoking bans, and present occupational health issues (i.e., second and third hand smoke exposures, and inadvertent intoxication of staff and patrons).



## Home Growing

AHS recommends households interested in personally cultivating cannabis go through a municipal approval process and that owners have access to reference educational materials related but not limited to: mitigating child safety, security, water use, electrical hazards, humidity, and odor concerns. These materials will help ensure the property is capable of safely supporting home growing and help reduce the negative impacts to surrounding properties (Rethinking Access to Marijuana, 2017).

While allowing citizens to grow cannabis plants at home may provide more options for access, there are risks to public health and safety. Further, as Bill 26 currently reads, as it pertains to personal cultivation, municipalities can expect an increase in nuisance complaints. Cannabis is also known to be a water and energy intensive crop, as such; this impacts municipalities in a number of ways (Bauer et al., 2015; Cone et al., 2011; Health Technology Assessment Unit, 2017; Mills, 2012). For example, personal cultivation brings risks related to air quality, ventilation, mold, odors, pests, chemical disposal, indoor herbicide/pesticide use, increased electrical use and fire risk, and accidental consumption. Further, all of these risks are amplified when children are present in the home and/or multi-unit dwelling.

In Colorado, it is estimated that one-third of the total cannabis supply comes from personal cultivation as permitted to medical cannabis users (Canadian Centre on Substance Abuse, 2015). As such, municipalities alongside AHS should anticipate requiring additional resources as a system cost to be able to adequately respond to public health and community nuisance complaints. Furthermore there may be additional municipal human resource needs, as well as an increase in hazards, as it relates to indoor personal cultivation, impacting departments like waste services, fire, police and bylaw services. Finally, additional building codes and safety codes may be required in order to effectively manage and address hazards pertaining to heating, ventilation and air cooling systems, as well as building electrical.

## Multi-Unit Housing

Existing tools for managing the issue of cannabis consumption and personal cultivation in multi-unit housing will likely not be sufficient to manage this issue. It will be important to recognize the negative health effects of second and third-hand smoke and risks related to personal cultivation when considering municipal regulations for multi-unit housing.<sup>1</sup> Other changes that are needed to address both indoor consumption and personal cultivation in multi-unit housing include:

- additional building codes and safety codes to effectively manage and address hazards pertaining to heating, ventilation and air cooling systems, as well as building electrical,
- appropriate language in bylaws as they pertain to alcohol and/or public intoxication.

Health Canada (2017) has recommended a ban on smoking in multi-unit housing. AHS recognizes that there are potential health risks associated with second-hand smoke within multi-unit housing environments and therefore recommends municipalities consider bylaws that ban smoking in multi-unit housing.

Finally, as mentioned above, AHS Environmental Public Health is not currently in a position to effectively respond to the anticipated number of nuisance complaints received if smoking cannabis is allowed in multi-unit housing, both in terms of staffing, as well as in terms of enforcement. AHS encourages municipalities to plan for additional human resources if pre-emptive measures are not considered.

## Additional Considerations

### *Education and Awareness*

Evidence-informed public education and consistent messaging will be critical for promoting and protecting health of citizens. Many areas of education and awareness will be needed including: new/amended bylaws and regulations, home growing rules, and health impacts. As messages are developed it is important that municipalities, along with other stakeholders provide balanced, factual and unsensational messages about cannabis use and its impacts on communities (Canadian Centre on Substance Abuse, 2015).

Public education alone is only effective at creating awareness in a population. Comprehensive, multi-layered strategies that include social normative education, harm reduction, fact based information and targets multiple environments and populations should be used (Chief Medical Officers of Health of Canada, 2016). As municipalities move through this process it is important to note that public education should not be used as a substitute for effective policy development with strong regulations to protect communities from harms.

### *Capacity to Administer and Enforce*

Regulatory frameworks are only successful if there is the capacity to implement them. Other jurisdictions have reported significant human resource needs to administer new regulations. For example, the City of Denver added over 37 FTEs across sectors including administration, health-related issues, public safety, and inspections (Canadian Centre on Substance Abuse, 2015).

### *Research and Evaluation*

Moving forward, Alberta Health Services would like to strengthen their partnerships with municipalities to set up data sharing mechanisms between sectors. A key lesson learned from some US jurisdictions is to ensure mechanisms to share data across sectors are established (i.e., public health, transportation, public safety, seed-to-sale tracking, finance, law enforcement) (Freedman, 2017). This has been shown to help identify problematic trends sooner and more efficiently. Further, AHS encourages municipalities to advocate for provincial legislation to support data sharing and system integration.

Lessons learned from Washington State and Colorado indicate that baseline data was difficult to come by. Therefore, it is recommended that all levels of government and school boards review data collected and wherever possible separate variables that relate to cannabis use from other aggregate level data.<sup>2</sup> Further, monitoring impacts will be important to determine if policy goals are being met and to identify unintended consequences more quickly.



## Notes

<sup>1</sup> (a) Health Canada has recommended a ban on smoking in multi-unit housing. (<https://www.canada.ca/en/health-canada/programs/future-tobacco-control/future-tobacco-control.html>).

(b) Real scenario: Consider a mom with 2 young children in an apartment complex. A neighbour is (legally) smoking pot in their suite. It is coming into her suite and believes it is negatively affecting her and her 2 small children. She is on a limited budget and does not have the resources to move. The landlord tells her that the neighbour is doing nothing wrong and police advise her there is nothing illegal about it. She has read the public health information and knows about the potential harms of cannabis. She then calls the municipality. Municipalities will need to have mechanisms in place to handle the potential increase in cannabis-related calls and mitigation strategies to address the complaints.

<sup>2</sup> Many preschools and childcare facilities are already located in strip malls adjacent to liquor outlets (bars or liquor stores). Cannabis stores should not be allowed to be located within a shopping complex that has any type of childcare facility.

### Childcare programs in Alberta as of June 2017

Type	# of regulated spaces	% of spaces	# of programs/locations	% of programs	% of locations
Day care	47,155	39.9%	842	18.8%	33%
Day home	11,773	10.0%	67 agencies with est. 1,962 locations (Based on 6 children per home)	3%	43.8%
Pre-school	17,699	15%	686	27%	15.3%
Out of School	40,817	34.6%	958	37%	21.4%
Innovative childcare program	604	0.5%	22	1%	0.5%
Group family childcare program	40	0.03%	5	0%	0.1%
Total	118,088		4,475		

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# PUBLIC HEALTH PERSPECTIVES ON CANNABIS LEGALIZATION IN ALBERTA

## Written Submission to:

Alberta Cannabis Secretariat

## Submitted on behalf of AHS by:

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Date: July 31, 2017

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## PUBLIC HEALTH APPROACH

Alberta Health Services (AHS) supports an evidence-based public health approach to the development and implementation of legislation for the legalization and regulation of cannabis in Alberta. This means promoting and protecting the health of Albertans, and considering the impact on the health of our most vulnerable populations.

A public health approach strives to maximize benefits and minimize harms of substances, promote the health of all individuals of a population, decrease inequities, and ensure harms from interventions and legislation are not disproportionate to harms from the substances themselves. <sup>1</sup> The outcome of a public health approach (see Figure 1) shows how health/social harms and supply/demand are related. Harms related to substances are at a maximum when governance and control are at the extremes. Lower harms occur when a public health approach is used.

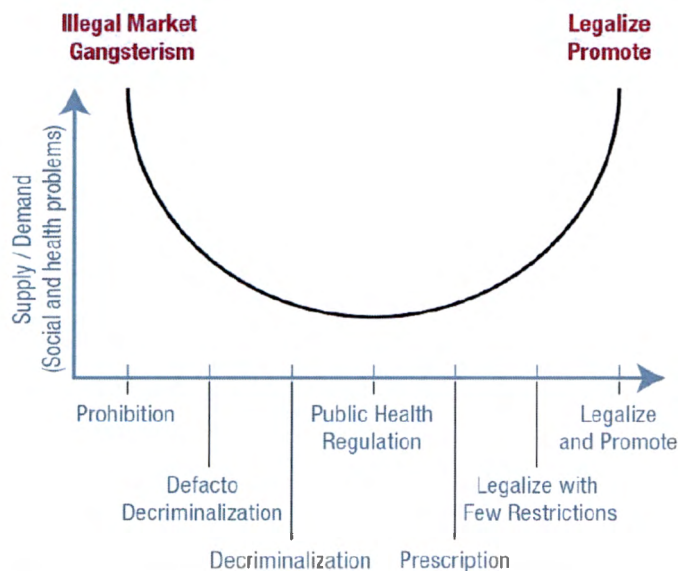


Figure 1. “The Paradox of Prohibition” Marks (1990) <sup>1</sup>

Legalizing cannabis without considering the key elements of a public health approach is likely to result in greater social and health harms. Key considerations when developing policy from a public health lens includes:

- Minimizing harm
  - Consider the risks of cannabis use including the risks of harms to youth, risks associated with patterns of consumption (e.g., frequent use, co-use with alcohol and tobacco, harmful routes of consumption, consumption of concentrated products, increases in proportion of population consuming), and risks to vulnerable populations (e.g., youth, people with mental health problems, pregnant women, socio-economically disadvantaged populations).
- Protecting the health and safety of Albertans
  - Carefully consider evidence related to the public consumption of cannabis, workplace safety, and the scientific and legal issues associated with impaired driving.
- Preventing the likelihood of use and problematic use
  - Ensure early and on-going public education and awareness that seeks to delay use by young people, and prevent normalization.
- Assessing population health outcomes
  - Include baseline understandings of current situation; potential impact of policies and programming; disease, injury and disability surveillance (effects on society).
- Providing services
  - To assist those who are most at risk of developing or have developed substance use issues, expand access to treatment and prevention programs.
  - Consider the ongoing public health costs and ensure that public health programs are adequately resourced to address the risks.
- Addressing the determinants of health and health equity
  - Consider issues of social justice, racism, human rights, spiritual and cultural practices, as well as populations vulnerable to higher risk of cannabis-related harms.
  - Complete a health equity impact assessment to ensure unintended consequences of legalization are minimized.

It is also critical to begin conservatively and establish more restrictive regulations as it is very difficult to tighten regulations once in place. As there is little research on the impact of legalization on health and social outcomes, proceeding cautiously with implementation will help ensure that the promotion and protection of the health and safety of Albertans remains the priority.

As recommended by the Chief Medical Officers of Health of Canada,<sup>1</sup> the overarching goal to this legislation should be to improve and protect health—maximizing benefits, minimizing harms, promoting health, and reducing inequities for individuals, communities and society. This goal needs to be applied at every stage of the policy development process.

## HARMS OF USE

While there is evidence that there is less impact on public health than alcohol and tobacco, cannabis still has significant health risks which include increased risk of some cancers, mental health issues, and



functional changes (e.g., memory loss) as well as social effects such as impaired driving.<sup>2,3,4</sup> These health risks are more prevalent with frequent (daily or near-daily) and early age use. Recent research has reported significant increases in marijuana-related hospitalizations, emergency department visits, and calls to the regional poison center following legalization of marijuana in Colorado.<sup>5</sup> Many reports also identify cannabis use being associated with an increased risk of motor vehicle collisions.<sup>6,7,8</sup>

In addition, there are disproportionate impacts among vulnerable populations that need careful consideration. Lower-risk guidelines for cannabis use should be adopted as outlined by Fischer et al. (2011)<sup>9</sup> focusing on populations that are more vulnerable to poor health outcomes such as youth, those with lower literacy and education, as well as gender specific populations. These lower risk guidelines<sup>10</sup> have been endorsed by the Centre for Addiction and Mental Health, Canadian Public Health Association, Canadian Medical Association, Canadian Society of Addiction Medicine, Council of Chief Medical Officers of Health, and Canadian Centre on Substance Use and Addiction.

Research and evidence related to cannabis-impaired driving, brain development, dependence, mental health, chronic diseases (respiratory and cardiovascular), co-disease, co-occurring other drug use, passive exposure to smoke, among other issues, should also be considered in the development of cannabis legislation and regulation. Some specific evidence includes:

- Brain development – evidence suggests using cannabis in early adolescence can cause adverse effects to the developing brain and are at greater risk for long term cognitive impairments.<sup>11,12,13</sup> While more research is needed in this area, there are reports that early, regular use is associated with higher risk of dependency, higher risk of health harms, and low levels of educational attainment.<sup>14,15,16,17</sup>
- Dependence – The risk of dependency is a concern. It is reported that the global burden of cannabis dependence was 13.1 million people in 2010 (0.20%), and that dependence is greater among males and more common in high-income areas (compared to low-income areas).<sup>18</sup> In addition, researchers in the U.S. indicate that the prevalence of lifetime dependence is approximately 9% among people that had used cannabis at least once.<sup>19</sup>
- Chronic Disease – Consumption of combusted cannabis is associated with respiratory disease such as a chronic cough. Other significant concerns that require further research include chronic obstructive pulmonary disease, asthma and lung cancer. Cannabis consumption, both inhaled and ingested affects the circulatory system, and there is some evidence associating cannabis with heart attacks and strokes.<sup>20</sup>
- Mental health – Research suggests that cannabis users (mostly frequent and high potency use) are at greater risk of developing mental health problems such as psychosis, mania, suicide, depression, psychosis or schizophrenia.<sup>21,22</sup> For example, it is reported that there is a 40-50% higher risk of psychosis for people with a pre-existing vulnerability than non-users.<sup>23</sup>
- Passive exposure – Second-hand cannabis smoke is more mutagenic and cytotoxic than tobacco smoke, and therefore second-hand inhalation of cannabis should be considered a health risk.<sup>24,25,26</sup>
- Driving -- Substantial evidence shows a link between cannabis use and increased risk of motor vehicle collisions.<sup>27,28</sup> More research is needed to understand the association between THC levels and impairment, thus any limits set should be re-evaluated as evidence becomes available. In



addition, concerns about the reliability of current roadside testing technology has been expressed by many organizations and researchers. As such, investment for research related to impairment testing technology should be included in the implementation plan. A public education campaign about the risk of driving after consuming or smoking any cannabis or while impaired will be critical throughout the implementation of this legislation. This will be particularly important for youth, as the Canadian Paediatric Society reports that cannabis-impaired driving is more common than alcohol-impaired driving and youth are less likely to recognize driving after consuming cannabis as a risk.<sup>29</sup>

## HEALTH PROTECTION AND PREVENTION

**Age of use.** Researchers and public health organizations are in agreement—there is no safe age for using cannabis. Delaying use is one of the best ways to reduce the risk of harm to the developing brain. Scientifically-based minimum age recommendations are generally early-to-mid-20's but also recognize that a public health approach includes consideration for balancing many variables related to enforcement, the illicit market and public acceptance. Some public health organizations recommend the minimum age be set at 21 and others recommend bringing alcohol, tobacco and cannabis in alignment. Experience with tobacco has shown that there is a higher impact on initiation by persons under 15 and age 15-17 when setting the minimum age of purchase and possession at 21 versus 19 (Institute of Medicine in US). With the U.S. states who have legalized cannabis, all have chosen age 21 for cannabis minimum age and three states and over 230 cities/counties have implemented age 21 for tobacco. Cannabis legalization represents an opportunity for Alberta to consider raising the tobacco and alcohol minimum age.

**Packaging/labelling.** Plain, standardized and child-proof packaging is recommended to decrease the appeal to young people and avoid marketing tactics that make cannabis use attractive. Labelling should include health warnings and clearly defined single serving/dose information.

**Marketing and promotion.** Evidence has shown that advertising has a significant impact on youth health risk behaviours,<sup>30</sup> therefore promotion of cannabis use should be banned. Restrictions for marketing and promotion should follow the Alberta Tobacco and Smoking Reduction Act, with further consideration added such as movies, video games, online market, social marketing and other media accessible to and popular with youth. It is also important to note that language to describe cannabis can have a marketing affect. Therefore, as noted by the Chief Medical Officers of Health of Canada, the term “recreational” should not be used as this infers that cannabis use is fun. A more appropriate term is “non-medical.”

**Distribution and retail.** A government controlled system of distribution and retail would be most effective to ensure that public health goals (not profit) are the primary consideration for policy development. Taxation and other price controls should be appropriate to limit consumption and offset the illegal market. Tax revenues should be directed to support services impacted by legalizations including health, public safety, addictions and mental health services, prevention, and public

education. Co-location with alcohol or tobacco is not recommended and retail outlets should be non-promoting. Limits to density and location of retail stores is essential, including proximity to schools, community centres, residential neighbourhoods, youth facilities and childcare centres. While online and home delivery may be suitable for medical cannabis, there are many regulatory challenges and risks to public health for non-medical cannabis. Finally, training and education programs should be developed to ensure well-trained and knowledgeable staff. AHS is a key partner to help lead the development of this training.

**Public consumption.** The research regarding negative harms due to passive exposure of smoke is clear.<sup>31,32,33</sup> Passive exposure to cannabis smoke can result in a positive test for cannabis and sometimes causes intoxication. Therefore, public smoking and vaping should not be permitted.<sup>34</sup> It is recommended that regulations similar to the Tobacco and Smoking Reduction Act, which includes a ban on water pipe smoking in establishments and e-cigarette use in public areas. This also suggests banning cannabis lounges/cafes as these facilities would expose people to second-hand smoke, promote renormalizing smoking, present occupational health issues, and reverse some of the progress made with public smoking bans. Additional considerations to protect public health include exploring policy options to address smoke-free multi-unit housing.

**Public education.** Evidence-informed public education is critical to promoting and protecting the health and wellbeing of Albertans. The potential, particularly for youth, to hear “mixed messages” about cannabis use requires the development, implementation and evaluation of a more nuanced set of health promotion and harm prevention messages and interventions to support people in their decision-making around cannabis use.<sup>35</sup> Alberta Health Services can play a major role in public education, applying its significant experience in developing and implementing education and awareness campaigns. It will be critical to work with partner organizations and audiences particularly youth and those who are current users of cannabis to implement evidence-informed health promotion messaging that includes (but not limited to): delay of use, effects of use/co-use, long-term impact, reliable information sources, harm reduction, edible versus smoking effects, pregnancy and effects on fetus, medical and non-medical cannabis differences, workplace safety, impaired driving, culturally appropriate messaging, health impacts and youth-focused messaging.

**Addiction and treatment services.** Strengthening treatment services for people with substance use issues and mental health disorders will be necessary as these treatment systems are already under resourced which in turn have significant health and social consequences. For example, the Alberta Mental Health Review in 2015 reported that almost half of Albertans said that at least one of their needs was not met when they attempted to get assistance for addiction and mental health issues.<sup>36</sup> It is anticipated that there will be an increase in demand to address problematic cannabis use and for that reason investments in evidence-based interventions will be needed.<sup>37,38</sup> It will also be necessary for those who use cannabis for medical purposes to have access to accurate, reliable information such as indicators, adverse effects, methods of use and risk reduction.

## ASSESSMENT, SURVEILLANCE AND RESEARCH

Currently, reliable cannabis-related research and evidence is limited. Therefore, dedicated funding and resources will be needed to ensure proper monitoring and surveillance, and improve the body of research and evidence related to cannabis use and the impact of legalization.<sup>39</sup>

While there have been several other jurisdictions who have recently implemented legislation to legalize cannabis, many have faced significant challenges in implementing effective evaluation programs. Lessons learned from these jurisdictions will be critical to determining baseline measures and selecting indicators for ongoing surveillance.<sup>40</sup> A consistent approach, working across all provinces and territories, is central to measuring impact and providing comparable data.<sup>41,42</sup> In Canada, there have already been some efforts to establish this coordinated approach including Health Canada's Annual Cannabis Use survey and Canadian Institutes for Health Research's (CIHR) catalysts grants. Not only is this national view important, but a provincial collaborative approach is needed. This would require a coordinating body to ensure municipal, provincial and federal research and evaluation efforts are well-coordinated.

## OTHER RECOMMENDED REPORTS/POSITIONS

It is highly recommended that the Alberta government considers the information and recommendations from the following:

- Chief Medical Officers of Health of Canada & Urban Public Health Network (2016)  
<http://uphn.ca/wp-content/uploads/2016/10/Chief-MOH-UPHN-Cannabis-Perspectives-Final-Sept-26-2016.pdf>
- Toronto Medical Officer of Health (2017)  
<http://www.toronto.ca/legdocs/mmis/2017/hl/bgrd/backgroundfile-104495.pdf>
- Canadian Public Health Association (2016)  
[https://www.cpha.ca/sites/default/files/assets/policy/cannabis\\_submission\\_e.pdf](https://www.cpha.ca/sites/default/files/assets/policy/cannabis_submission_e.pdf)
- Centre for Addiction and Mental Health (2014)  
[https://www.camh.ca/en/hospital/about\\_camh/influencing\\_public\\_policy/documents/camhcanabispolicyframework.pdf](https://www.camh.ca/en/hospital/about_camh/influencing_public_policy/documents/camhcanabispolicyframework.pdf)
- Canadian Centre for Substance Use and Addiction
  - <http://www.ccsa.ca/Resource%20Library/CCSA-Non-Therapeutic-Marijuana-Policy-Brief-2014-en.pdf>
  - <http://www.ccsa.ca/Resource%20Library/CCSA-Cannabis-Regulation-Lessons-Learned-Report-2015-en.pdf>
  - <http://www.ccsa.ca/Resource%20Library/CCSA-National-Research-Agenda-Non-Medical-Cannabis-Use-Summary-2017-en.pdf>
- Ontario Public Health Association  
<http://www.opha.on.ca/getmedia/6b05a6bc-bac2-4c92-af18-62b91a003b1b/The-Public-Health-Implications-of-the-Legalization-of-Recreational-Cannabis.pdf.aspx?ext=.pdf>
- Canadian Paediatric Society  
<http://www.cps.ca/en/documents/position/cannabis-children-and-youth>

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- <sup>6</sup> Canadian Medical Association. (2016). *CMA submission: Legalization, refutation and restriction of access to marijuana*. Available from <https://www.cma.ca/Assets/assets-library/document/en/advocacy/submissions/2016-aug-29-cma-submission-legalization-and-regulation-of-marijuana-e.pdf>
- <sup>7</sup> The Health Technology Assessment Unit, University of Calgary. (2017). *Cannabis Evidence Series: An Evidence Synthesis*. Available from <http://www.health.alberta.ca/documents/AHTDP-Cannabis-Evidence-Series-2017.pdf>
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- <sup>25</sup> The Health Technology Assessment Unit, University of Calgary. (2017). *Cannabis Evidence Series: An Evidence Synthesis*. Available from <http://www.health.alberta.ca/documents/AHTDP-Cannabis-Evidence-Series-2017.pdf>
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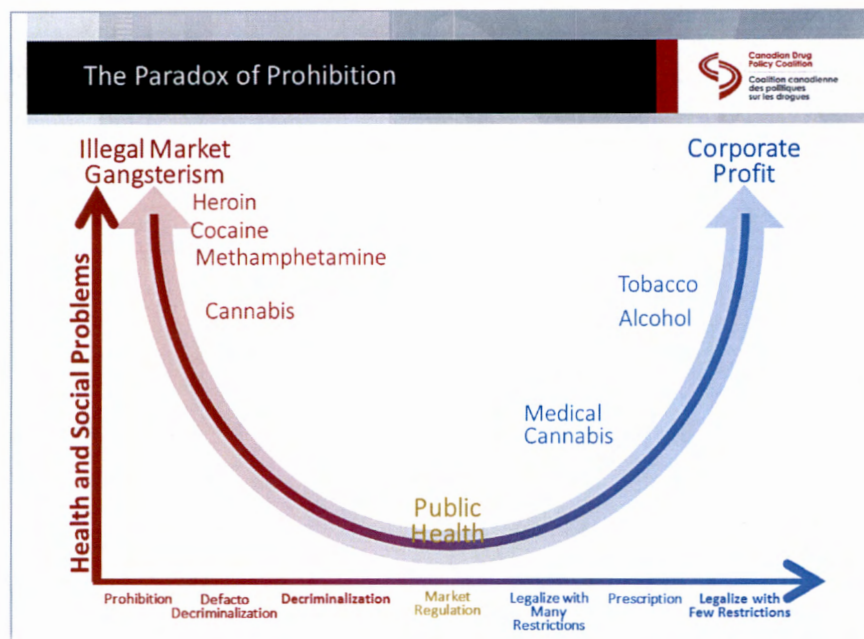


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- <sup>39</sup> Canadian Centre on Substance Abuse. (2017). *National research agenda on the health impacts of non-medical cannabis use*. Available from <http://www.ccsa.ca/Resource%20Library/CCSA-National-Research-Agenda-Non-Medical-Cannabis-Use-Summary-2017-en.pdf>
- <sup>40</sup> Canadian Centre on Substance Abuse. (2015). *Cannabis regulation: Lessons learned in Colorado and Washington State*. Available from <http://www.ccsa.ca/Resource%20Library/CCSA-Cannabis-Regulation-Lessons-Learned-Report-2015-en.pdf>
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## A Public Health Approach<sup>1</sup> to Cannabis Legalization

A public health approach strives to maximize benefits and minimize harms of substances, promote the health of all individuals of a population, decrease inequities, and ensure harms from interventions and legislation are not disproportionate to harms from the substances themselves.

A public health lens to cannabis legalization also involves taking a precautionary approach to minimize unintended consequences. This precautionary approach helps minimize unintended consequences, especially when evidence is incomplete and/or inconclusive. In addition, it is easier to prevent future harms, by removing regulations in the future once more knowledge exists, than it is to later add regulation.<sup>1</sup>



Canadian Drug Policy Coalition, [www.drugpolicy.ca](http://www.drugpolicy.ca), concept from John Marks.

- The outcome of a public health approach shows how health/social harms and supply/demand are related.
- Harms related to substances are at a maximum when governance and control are at the extremes. Note that harms are similar to prohibition if commercialization/privatization is at the extreme.
- Lower health and social harms occur when a public health approach is used. (Note: the curve doesn't go to zero—there are always problems associated with substance use, but they can be minimized).
- Legalizing cannabis without considering the key elements of a public health approach may result in greater social and health harms.

Key considerations when developing policy from a public health lens includes:

- Minimizing harms
- Protecting health and safety of citizens
- Preventing the likelihood of use and problematic use
- Assessing population health outcomes
- Providing services
- Addressing the determinants of health and health equity

<sup>1</sup> Chief Medical Officers of Health of Canada & Urban Public Health Network. (2016). *Public health perspectives on cannabis policy and regulation*. Available from <http://uphn.ca/wp-content/uploads/2016/10/Chief-MOH-UPHN-Cannabis-Perspectives-Final-Sept-26-2016.pdf>

**ADDITIONAL RESOURCES:**

- Alberta Health Services – Public Health Perspectives on Cannabis  
[https://drive.google.com/drive/folders/0B6IL8pRONuu\\_UDB6WTBnU2INRmc](https://drive.google.com/drive/folders/0B6IL8pRONuu_UDB6WTBnU2INRmc)
- Chief Medical Officers of Health of Canada & Urban Public Health Network (2016) <http://uphn.ca/wp-content/uploads/2016/10/Chief-MOH-UPHN-Cannabis-Perspectives-Final-Sept-26-2016.pdf>
- University of Calgary Evidence Series  
<https://open.alberta.ca/dataset/0239e5c2-5b48-4e93-9bcc-77f72f7bdc5e/resource/021d8f84-5d8b-4e21-b0bb-81340d407944/download/AHTDP-Cannabis-Evidence-Series-2017.pdf>
- The Federation of Canadian Municipalities  
[https://fcm.ca/Documents/issues/Cannabis\\_Legislation\\_Primer\\_EN.pdf](https://fcm.ca/Documents/issues/Cannabis_Legislation_Primer_EN.pdf)
- Centre for Addiction and Mental Health (2014)
  - [https://www.camh.ca/en/hospital/about\\_camh/influencing\\_public\\_policy/documents/camhcnabispolicyframework.pdf](https://www.camh.ca/en/hospital/about_camh/influencing_public_policy/documents/camhcnabispolicyframework.pdf)
  - [https://www.camh.ca/en/research/news\\_and\\_publications/reports\\_and\\_books/Documents/Provincial%20alcohol%20reports/Provincial%20Summary\\_%20AB.pdf](https://www.camh.ca/en/research/news_and_publications/reports_and_books/Documents/Provincial%20alcohol%20reports/Provincial%20Summary_%20AB.pdf)
- Canadian Centre for Substance Use and Addiction
  - <http://www.ccsa.ca/Resource%20Library/CCSA-Non-Therapeutic-Marijuana-Policy-Brief-2014-en.pdf>
  - <http://www.ccsa.ca/Resource%20Library/CCSA-Cannabis-Regulation-Lessons-Learned-Report-2015-en.pdf>
  - <http://www.ccsa.ca/Resource%20Library/CCSA-National-Research-Agenda-Non-Medical-Cannabis-Use-Summary-2017-en.pdf>
- Canadian Paediatric Society: <http://www.cps.ca/en/documents/position/cannabis-children-and-youth>
- Canada's Lower-Risk Cannabis Use Guidelines  
[http://www.camh.ca/en/research/news\\_and\\_publications/reports\\_and\\_books/Documents/LRCUG.KT.PublicBrochure.15June2017.pdf](http://www.camh.ca/en/research/news_and_publications/reports_and_books/Documents/LRCUG.KT.PublicBrochure.15June2017.pdf)
- Drug Free Kids Canada  
<https://www.drugfreekidscanada.org/>
- AHS Medicinal Marijuana Series  
<https://www.youtube.com/playlist?list=PL4H2py77UNuXVGFm2qbl288PDA4LcJg9z>
- Government of Alberta & Government of Canada
  - <https://www.alberta.ca/cannabis-legalization.aspx>
  - <https://www.canada.ca/en/services/health/campaigns/legalizing-strictly-regulating-cannabis-facts.html>
- Rethinking Access to Marijuana  
[http://www.lacountyram.org/uploads/1/0/4/0/10409636/ram\\_cb\\_inlayout4.pdf](http://www.lacountyram.org/uploads/1/0/4/0/10409636/ram_cb_inlayout4.pdf)
- Canadian Medical Association Journal: <http://cmajopen.ca/content/5/4/E814.full>

## Key Contact:

Michelle Kilborn, PhD

AHS Cannabis Project Coordinator

Email: [michelle.kilborn@ahs.ca](mailto:michelle.kilborn@ahs.ca) / Phone: 780-342-0294

**Tara Cryderman**

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**From:** economic <economic@pinchercreek.ca>  
**Sent:** Friday, February 9, 2018 4:11 PM  
**To:** Tara Cryderman  
**Subject:** Invitation to attend Economic Development Committee Meetings  
**Attachments:** Invitation.pdf; EDC bylaw 1606 approved 2009-2010.pdf

Hi Tara,

Please find the attached invitation to the Council for the MD of Pincher Creek to attend Economic Development committee meetings.

Please let me know if you need any further information.

Kind Regards,

Marketing, Events & Economic Development Officer  
Town of Pincher Creek  
403 627 3156 ext 236  
[www.PincherCreek.ca](http://www.PincherCreek.ca)  
#PincherCreek







Feb 9, 2018

Dear Reeve and Council for the MD of Pincher Creek #9,

The Economic Development Committee (EDC) for the Town of Pincher Creek would like to invite a member of Municipal District # 9 Council to sit on the committee. The purpose of the committee is to collectively represent all facets of Economic Development within the Town of Pincher Creek while acting and speaking as one body. The momentum for the Economic Development Committee must come from within the community. The purpose of the committee is to

- a) advise the Town of Pincher Creek on economic development issues,
- b) to provide long term planning based on community needs, and
- c) to provide an avenue for community groups and citizens to discuss and put forward their ideas and concern with respect to economic development

Previous to the election Councillor Marchuck provided an invaluable connection to MD Council and residents. At the last planning session that EDC hosted there was significant discussion based around being stronger together. The Committee encouraged all members to view the Town and MD as one community when discussing economic development. When the MD thrives, so does the Town and when the Town thrives so do MD residents and businesses.

The Terms of Reference for the Pincher Creek Economic Development Committee have been attached for your reference. The EDC meets once per month on the 3<sup>rd</sup> or 4<sup>th</sup> Thursday at 4 p.m. in Town Council Chambers. The Committee would like to invite and welcomes a member from the M.D. of Pincher Creek Council to attend meetings.

Thank you for taking the time to consider appointing a Council member to the Economic Development Committee.

Regards,

A handwritten signature in cursive script that reads "Dennis Robin".

Dennis Robin CPA., CA., CPA (IL-USA)., TEP  
Chair, Economic Development Committee  
Town of Pincher Creek



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**TOWN OF PINCHER CREEK PROVINCE OF ALBERTA**  
**ECONOMIC DEVELOPMENT COMMITTEE BYLAW# 1606**

**Being a Bylaw of the Town of Pincher Creek in the Province of Alberta, for the purpose of establishing an Economic Development Committee.**

**WHEREAS** the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta 2000, and amendments thereto, provides that a Council may pass bylaws relating to the right to govern the Town in a manner that Council considers appropriate, and

**WHEREAS** the Municipal Government Act also provides that a Council may pass bylaws in relation to the establishment and functions of Council committees, and the procedure and conduct of Council committees, and the conduct of Council committees established by the Council

**WHEREAS** the Council of the Town of Pincher Creek considers it expedient to establish such an Economic Development Committee to advise them on Economic Development matters and enhance Pincher Creek's economic viability;

**NOW THEREFORE** the Municipal Council of the Town of Pincher Creek, duly assembled, hereby enacts as follows:

**I. TITLE:**

This bylaw will be cited as the Economic Development Committee Bylaw.

**II. DEFINITIONS**

In this bylaw, unless the content otherwise requires,

1. **"Act"** means the Municipal Government Act, RSA 2000, being Chapter M-26 of the Revised Statutes of Alberta, and amended thereto.
  2. **"Committee"** means and includes the Town of Pincher Creek Economic Development Committee.
  3. **"Council"** means the Council of the Town of Pincher Creek.
  4. **"Terms of Reference"** – Schedule A, shall be included and form part of this Bylaw.
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5. **“Town”** means the Town of Pincher Creek, a Municipal Corporation in the Province of Alberta, or the geographical area contained within the boundaries of the Town of Pincher Creek, as the context may require.

### III. **APPOINTMENT / TERM**

1. The Town of Pincher Creek Economic Development committee is hereby established and shall consist of a maximum of seven (7) voting members. Membership shall comprise the following:
  - a. One (1) member of Council;
  - b. Town of Pincher Creek Economic Development Officer; (not a voting member).
  - c. Members must be residents of the Town of Pincher Creek, the Municipal District of Pincher Creek No.9, the Village of Cowley or Waterton.
2. All members shall be appointed by Council Resolution at the recommendation of the Economic Development Committee submitted in writing.
3. The terms of office shall be for three years, with the term to expire at the October annual organizational meeting.
4. Should a vacancy occur, the Committee, through the Chair, shall recommend a replacement member. The Committee, through the Chair, may re-appoint a member whose term has expired, or the position shall be advertised. In the circumstance of a vacancy for an incomplete term, the appointment will be for the duration of the incomplete term.
5. Any member of the committee who is absent from three consecutive meetings shall be automatically removed from the Committee unless the absence was previously authorized by the Committee Chairperson.

### IV. **PROCEEDING**

1. The Committee will hold no less than eight (8) scheduled meetings per year unless otherwise approved by resolution of the Committee, and may call Special Meetings as it may determine upon the request of the Chairperson, or any two of its members
  2. The Committee shall appoint a Chairperson and a Vice-chairperson
  3. A majority of members of the Committee constitute a quorum
-

4. Any decision of the Committee that is reached by a majority of quorum shall be deemed to be the decision of the Committee.
5. The Committee may request the attendance of any person in an advisory capacity

V. **ECONOMIC DEVELOPMENT OFFICER**

1. The Economic Development Officer shall:
  - a) Be the administrator to the Committee
  - b) Notify all members and advise the Committee of any Regular, or Special Meetings;
  - c) Keep minutes of the proceedings of all meetings which shall be retained in the Town Office;
  - d) Maintain all records and correspondence that are relevant to the Committee; and
  - e) Shall work with the Chairperson to establish the agenda for all meetings.

VI. **COMMITTEE MEMBERS**

1. Each Committee member shall have one vote
2. Neither the Committee nor any member thereof shall have the power to pledge the credit of the Town in Connection with any matters whatsoever
3. Neither the Committee nor any member thereof (except for the Economic Development Officer or Council) has any power to authorize any expenditure to be charged against the Town of Pincher Creek outside the approved budget.

VII. **DUTIES OF THE COMMITTEE**

1. The Committee's objectives shall be to devise methods of;
    - a. Improving Pincher Creek's image;
    - b. Attracting new residents:
    - c. Attracting new businesses.
-

2. The Committee shall carry out such other duties assigned by council to promote the Town
3. Within the budget approved by Council, the committee shall carry out a program for the promotion of these objectives
4. Annually before the 30<sup>th</sup> of September, the Committee Chairperson shall submit to the Council a written statement showing in reasonable form and detail the expenditures proposed by the Committee during the next following year with respect to all matters over which the Committee has jurisdiction
5. The Committee Chairperson shall present an annual written report to Council in December of each year

VIII. **COUNCIL PREROGATIVES**

1. Council may authorize, by motion, variance of any the preceding enactments.

Introduced and given first reading this 21<sup>st</sup> day of OCTOBER, ~~2010~~ 2009

Given second reading this 25<sup>th</sup> day of JANUARY, 2010

Given third and final reading this 8<sup>th</sup> day of FEBRUARY, 2010

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Chief Administrative Officer

Resolution #  
File #

**Tara Cryderman**

---

**Subject:** FW: District of Sicamous - Prevention of Quagga and Zebra Mussels  
**Attachments:** 2017-11-29 - Invasive Mussels Letter.pdf; TEMPLATE AB - Invasive Mussels Letter.docx

Council – Correspondence - Action

**From:** MDInfo  
**Sent:** February 21, 2018 9:19 AM  
**To:** Wendy Kay <[wkay@mdpincercreek.ab.ca](mailto:wkay@mdpincercreek.ab.ca)>  
**Subject:** FW: District of Sicamous - Prevention of Quagga and Zebra Mussels

**From:** DCO [<mailto:dco@sicamous.ca>]  
**Sent:** Tuesday, February 20, 2018 3:38 PM

**Subject:** District of Sicamous - Prevention of Quagga and Zebra Mussels

On behalf of Mayor and Council for the District of Sicamous, BC please find attached a copy of a letter sent to Honourable Heyman, Minister of Environment and Climate Change Strategy regarding the prevention of quagga and zebra mussels.

Mayor and Council are requesting your support in this action. A template letter has been attached.

Respectfully,

Julia



**Julia Payne, Deputy Corporate Officer**  
District of Sicamous | Box 219, 446 Main Street | Sicamous, BC V0E 2V0  
t: [250-836-2477](tel:250-836-2477) | f: [250-836-4314](tel:250-836-4314)

*Please consider the environment before printing this email and any attachments.*

*The information contained in this communication is confidential and intended only for the use of those to whom it is addressed. If you have received this this communication in error, please notify me by telephone (collect if necessary) or email and delete this communication, attachment, and any copies. Thank you.*



**District of Sicamous**

446 Main Street  
PO Box 219  
Sicamous, BC  
VOE 2V0

T: 250 836 2477  
F: 250 836 4314  
E: info@sicamous.ca  
sicamous.ca



November 29, 2017

Honourable George Heyman  
Minister of Environment and Climate Change Strategy  
Via E-mail: ENV.Minister@gov.bc.ca  
PO Box 9047 Stn Prov Govt  
Rm 112, Parliament Buildings  
Victoria, BC V8W9E2

**Re: Prevention of Quagga and Zebra Mussels**

---

Dear Honourable Heyman,

On behalf of the District of Sicamous we write to express our concern about the threat of Quagga and Zebra mussels. Sicamous submitted a resolution at UBCM that was endorsed requesting more funding from the Provincial Government to increase awareness and Education for the threat of Quagga and Zebra mussels into BC Lakes.

The effects to ALL BC Lakes would be devastating:

- Zebra and quagga mussels filter water to the point where food sources such as plankton are removed, altering food webs. This also causes clearer water, allowing sunlight to penetrate deeper, increasing growth of aquatic vegetation. One mussel can produce one million mussels per year.
- Impact fish and wildlife by increasing toxic algal blooms.
- Large colonies affect spawning areas, impacting the survival of fish eggs.
- Affects recreational activities by cutting swimmers feet as a result of their sharp shell
- Non-reversible once infested with mussels, all BC Lakes will be contaminated and there is currently no solution to destroy them.
- Cost to British Columbia will be Billions, to government, taxpayers and businesses if mussels manage to get into our eco-system
- Eco-system compromised, water intakes plugged, fish destroyed, beaches destroyed
- No long-term research provided on drinking water quality
- Negative tourism impact

Solutions:

- Guard the borders - cost British Columbia Millions to guard the borders 24/7 365 days per year to prevent infestation or Boat border crossing hours, that work.
- Train border patrols - this is a serious issue, they must collect the correct information from boaters (of all kinds such as zodiacs, blow up paddle boards)

- More conservation officers, with more authority
- This is no longer a campaign, it should now be a department of the government with funding to continue prevention
- This is no longer a provincial problem, it is a federal problem, lakes that are contaminated in Canada should not be allowed to let boats leave without inspection to prevent contaminating other lakes.
- Transport Canada should now prevent float planes from hopping provinces and states
- Education – Major Media campaign announcing BC's commitment to keep our waters pristine. TV, Billboards, News paper, social media
- All Municipalities and Regional Districts should run a banner on their website home pages – “British Columbia is Committed to keeping their lakes Quagga and Zebra Mussel free. Please respect our Lakes and boarder crossing patrols. STOP at the boat inspection stations”. This should have a link to a website explaining the seriousness of this issue, and explain fines for breaking the law by transporting invasive species.
- All British Columbia tourism sites should also announce and run the banner on their sites. Tourism will stay healthy if BC lakes stays healthy.
- Boaters registration, should include education
- Immediate allocations of funds dedicated to research, to enable BC biologists to work on a solution with Manitoba & US studies research groups. Let's work on removing them, together.
- Collaborate with infested US bordering Lakes on research and prevention of cross contamination.
- Collaborate with Alberta and Saskatchewan to stay mussel free

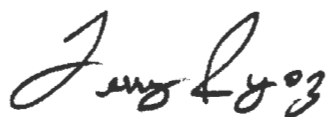
Funding:

BC government will find the funds (billions) if we lose the battle against mussels, as we'll need to manage the problem. This is how can we help fund the prevention now (millions):

- Out of province user pay at all BC boat ramps
- Lake passes for BC boaters
- All fines are allocated back to the program
- Boat registration increase some funding back to project

Thank you for your consideration of this issue.

Regards,



Terry Rysz, Mayor  
**DISTRICT OF SICAMOUS**

Cc: Mark Zarcharias, Deputy Minister (via email: [DM.ENV@gov.bc.ca](mailto:DM.ENV@gov.bc.ca))  
Wendy Booth, UBCM President (via email: [wndbooth@gmail.com](mailto:wndbooth@gmail.com))  
UBCM Members (via emails)

**DATE, YEAR**

Honourable Shannon Phillips  
Minister of Environment and Parks, Minister Responsible for the  
Climate Change Office  
Office of the Minister  
Environment and Parks  
208 Legislature Building  
10800 - 97 Avenue  
Edmonton, AB  
T5K 2B6

Via E-mail: AEP.Minister@gov.ab.ca

Re: Prevention of Quagga and Zebra Mussels

---

Dear Honourable Heyman,

On behalf of **YOUR MUNICIPALITY** we write to express our concern about the threat of Quagga and Zebra mussels. The District of Sicamous, BC submitted a resolution at their UBCM that was endorsed requesting more funding from the Provincial Government to increase awareness and Education for the threat of Quagga and Zebra mussels into their Lakes.

The effects to ALL Lakes would be devastating:

- Zebra and quagga mussels filter water to the point where food sources such as plankton are removed, altering food webs. This also causes clearer water, allowing sunlight to penetrate deeper, increasing growth of aquatic vegetation. One mussel can produce one million mussels per year.
- Impact fish and wildlife by increasing toxic algal blooms.
- Large colonies affect spawning areas, impacting the survival of fish eggs.
- Affects recreational activities by cutting swimmers feet as a result of their sharp shell
- Non-reversible once infested with mussels, all Lakes will be contaminated and there is currently no solution to destroy them.
- Cost will be Billions, to government, taxpayers and businesses if mussels manage to get into our eco-system
- Eco-system compromised, water intakes plugged, fish destroyed, beaches destroyed
- No long-term research provided on drinking water quality
- Negative tourism impact

## Solutions:

- Guard the boarders - cost Millions to guard the boarders 24/7 365 days per year to prevent infestation or Boat border crossing hours, that work.
- Train border patrols - this is a serious issue, they must collect the correct information from boaters (of all kinds such as zodiacs, blow up paddle boards)
- More conservation officers, with more authority
- This is no longer a campaign, it should now be a department of the government with funding to continue prevention
- This is no longer a provincial problem, it is a federal problem, lakes that are contaminated in Canada should not be allowed to let boats leave without inspection to prevent contaminating other lakes.
- Transport Canada should now prevent float planes from hopping provinces and states
- Education - Major Media campaign announcing commitment to keep our waters pristine. TV, Billboards, News paper, social media
- All Municipalities and Regional Districts should run a banner on their website home pages - "Alberta is Committed to keeping their lakes Quagga and Zebra Mussel free. Please respect our Lakes and boarder crossing patrols, STOP at the boat inspection stations". This should have a link to a website explaining the seriousness of this issue, and explain fines for breaking the law by transporting invasive species.
- All tourism sites should also announce and run the banner on their sites. Tourism will stay healthy if the lakes stays healthy.
- Boaters registration, should include education
- Immediate allocations of funds dedicated to research, to enable biologists to work on a solution with Manitoba & US studies research groups. Let's work on removing them, together.
- Collaborate with infested US bordering Lakes on research and prevention of cross contamination.
- Collaborate with British Columbia and Saskatchewan to stay mussel free.

## Funding:

Alberta government will find the funds (billions) if we lose the battle against mussels, as we'll need to manage the problem. This is how we can help fund the prevention now (millions):

- Out of province user pay at all boat ramps
- Lake passes for boaters

- All fines are allocated back to the program
- Boat registration increase some funding back to project

Thank you for your consideration of this issue.

Regards,

Cc: Al Kemmere, aamdc President (via email: [akemmere@aamdc.com](mailto:akemmere@aamdc.com))  
aamdc Members (via emails)



**Tara Cryderman**

---

**From:** Wendy Kay  
**Sent:** Thursday, February 22, 2018 3:26 PM  
**To:** Tara Cryderman  
**Subject:** Fwd: Pincher Creek Foundation Profile  
**Attachments:** Housing Profile 2017.doc; ATT00001.htm

Sent from my iPhone

Begin forwarded message:

**From:** "Millie Loeffler" <[crestviewmanager@shaw.ca](mailto:crestviewmanager@shaw.ca)>  
**Date:** February 22, 2018 at 2:47:52 PM MST  
**To:** "Wendy Kay, CAO M D of Pincher Creek" <[wkay@mdpincercreek.ab.ca](mailto:wkay@mdpincercreek.ab.ca)>, "Laurie Wilgosh" <[Laurie@pinchercreek.ca](mailto:Laurie@pinchercreek.ca)>, "Cindy Cornish - Village of Cowley" <[vilocow@shaw.ca](mailto:vilocow@shaw.ca)>  
**Subject:** Pincher Creek Foundation Profile

Good afternoon, at our Board Meeting yesterday a decision was made that the Foundation share their Profile with the Municipalities. This profile illustrates all of the Housing managed by Pincher Creek Foundation and some information on the source of funding, etc.

Please feel free to post this on your websites and make this information available to your Councils.

Please direct all inquiries about the information in this Profile to Millie Loeffler, CAO Pincher Creek Foundation.

Thank you

*Millie*

**Millie Loeffler**  
**Chief Administrative Officer & Lodge Manager**  
Pincher Creek Foundation  
Crestview Lodge/Community Housing  
Box 1058, 978 Hyde Street  
Pincher Creek, AB T0K 1W0  
Phone: 403-627-3833 ext 1  
Fax: 403-627-3302  
Email :[crestviewmanager@shaw.ca](mailto:crestviewmanager@shaw.ca)

**PINCHER CREEK FOUNDATION – Profile 2017**  
**A Management Body Incorporated in the Province of Alberta**  
**By Ministerial Order, Registered Under The Companies Act**

**Community Housing -36 Units**

Seniors Self Contained 24 Units  
 Low Income Family  
 Housing 12 Units

Properties owned and funded by the  
 Province – managed by the  
 Management Body (PC Foundation)

**FUNDING**

Tenant Rent – 30% Gross Household  
 Income (RGI)

Provincial Subsidy

There is no Foundation money in  
 Community Housing Budget.

Operating Surpluses are restricted by the  
 Province.

Deficit Budgets are funded by way of an  
 operating grant.

Management fees for services rendered  
 paid to the Mgmt. Body.

AB Government provides a Benchmark  
 Budget.

Seniors Housing	Family Housing
Rent 30% Gross	Rent 30% Gross
Household Income	Household Income
- to a Maximum	or Social Assist.
\$640 at Canyon Manor	Schedule
\$680 at Cottages	

Includes Heat, Water, & Sewer  
 Tenant Responsible for Electricity  
 CM 1 \$50 in addition to rent

**Crestview Lodge – 32 Units**

Seniors Lodge  
 Property owned by the Foundation  
 Housing Program delivered by the  
 Management Body (PC Foundation)

**FUNDING**

Resident Rent

38.9% of Revenue Budget (Actual 37.23%)  
 Set by the Pincher Creek Foundation.

Legislated to leave the resident with a  
 minimum \$315/month disposable  
 income, after rent.

Rents \$1,300- \$2,000 dependent on size of  
 room. Higher income senior: Rent  
 \$1,686 to \$2,772

Maximum Government funding to the  
 Senior) \$1,625  
 2018 (Jan. 1) is \$1,743

L.A.P. Grant

13.71% of Revenue Budget from  
 Provincial Gov't (Actual 14.60%)  
 Fixed per diem \$12.70 for Low – mid  
 income senior/day (Actual \$12.70/day)  
 (increasing to 13.10 in 2018)

Municipal Requisitions

35.61% of Revenue Budget (Actual  
 35.79%) based on operating deficit &  
 equalized assessments.

M.D.	78.24%
Town of PC	20.88%
Village Cowley	.88%

Management Fees

8.07% (Actual 8.29%)  
 Paid by Social Housing for services  
 rendered by Management Body.

Budgets are prepared by Administration  
 and Approved by the Board. Operating  
 Surpluses are retained as Reserves.

ROTARY CLUB OF PINCHER CREEK  
PO BOX 2161  
PINCHER CREEK, ALBERTA T0K1W0

*Council  
Corresp + Action*



**F1e**

**RECEIVED**

FEB 21 2018

M.D. OF PINCHER CREEK

FEBRUARY 19, 2018

**Reeve and Councilors**

Municipal District of Pincher Creek #9,

Dear Reeve and Councilors ,

The Rotary Club of Pincher Creek invite the Reeve and members of Council to their luncheon meeting at the Heritage Inn, on Thursday, March 22, 2018 at 11:45 am, as our guests.

Coordinators of the **Los Amigos Project** from the Rotary Club of Lethbridge Sunrise will be making a presentation to the Rotary Club of Pincher Creek.

**Los Amigos Project** is an International Project of several Rotary Clubs in Rotary District 5360, including the Rotary Club of Pincher Creek, donating Ambulances, Fire Trucks, Handibus and School Buses, plus emergency equipment to volunteer firefighters and EMS personnel in Sonora Province in Mexico and surrounding communities.

Through the generosity of Pincher Creek Emergency Services Committee, supported by the Town of Pincher Creek and Municipal District of Pincher Creek #9 councils, the Rotary Club gave been able to provide Handibus and Ambulances to Los Amigos

Please contact Dick Burnham 403 627 3045; email [burnham@shaw.ca](mailto:burnham@shaw.ca) by Tuesday March 20, 2018 and confirm your attendance or regrets.

Thank you

Warm regards,

A handwritten signature in black ink, appearing to read "Dick Burnham".

**Dick Burnham**

**Tara Cryderman**

---

**From:** Wendy Kay  
**Sent:** Thursday, February 22, 2018 3:45 PM  
**To:** Tara Cryderman  
**Subject:** FW: REGISTRATION NOW OPEN: Public Participation Policy and Framework Writing 101 Workshop

Council – Correspondence - Action

**From:** Anais Lindgren [mailto:anais@emergesolutions.ca]  
**Sent:** February 21, 2018 8:06 AM  
**Subject:** REGISTRATION NOW OPEN: Public Participation Policy and Framework Writing 101 Workshop

Join Emerge Solutions in Calgary on March 16 or Edmonton on March 22 for a one-day “sure path” workshop on how to develop a *robust* and *achievable* Public Participation Policy and supporting framework.

**Why:**

- You have a requirement under the Municipal Government Act to adopt a policy by July 23, 2018
- Public engagement carries a lot of risk and reward. This is your opportunity to maximize your municipality’s success while minimizing its risk.
- The Government of Alberta recently released a public participation policy template. Taking a custom approach will ensure that you get what your municipality or municipal district gets what it wants and needs from its policy.

**What:**

- A one-day hands-on workshop with Emerge Solutions, public engagement specialists with experience drafting:
  - AUMA and AAMDC’s Citizen Engagement Toolkit
  - The City of Edmonton’s 2017 public engagement policy and framework
  - Curriculum for the Alberta Elected Officials Program’s Citizen Involvement course
  - Curriculum for the University of Alberta’s graduate-level Citizen Involvement in the Digital Age
- Key resources to guide your policy and framework development

**For registration details, including times, locations, and costs, please visit:**

**<https://publicparticipationpolicyworkshop.eventbrite.ca>**

**Tara Cryderman**

---

**From:** MDInfo  
**Sent:** Wednesday, February 21, 2018 11:38 AM  
**To:** Tara Cryderman  
**Subject:** FW: Contact Form

Council – Correspondence - Action

**From:** info@mdpincercreek.ab.ca [mailto:info@mdpincercreek.ab.ca]  
**Sent:** February 16, 2018 10:55 AM  
**To:** MDInfo <MDInfo@mdpincercreek.ab.ca>  
**Subject:** Contact Form

Site: mdpincercreek.ab.ca

Name: Martha Paridaen

Subject: Contact Form

Text: Good Morning, I would like to direct my question to the Reeve, Mr. Stevick,: Why have we not had a snowplow on our MD road since last week? I do not complain very often, especially about the roads, because the last time I did, the grader operator carved a trench between the MD road and the gate to my quesrter section. We get precious little for our tax dollars and in the very least we need our roads to be safe and passable. This has not been the case this winter of 2017/18. Toiday the road is not passable I cannot get to work and to my Doctor appointment. Thank goodness this is not an emergency, but I hate to see the ramifications when in fact there is an emergency. You cannot expect our friends, our neighbor ranchers to keep the road cleared, as they have most generously been doing in order to feed cattle and get children to the bus. Please do the job we pay exhorbitant taxes for. Martha Paridaen 403 1/4 Section 28, Township 8, Range 1, West 5th M.

Reason: Question

From:

Phone:



**Tara Cryderman**

---

**From:** Wendy Kay  
**Sent:** Thursday, February 22, 2018 11:45 AM  
**To:** Tara Cryderman  
**Subject:** FW: Waterton and Bar U Ranch Multi-Species Action Plan Posted  
**Attachments:** Multi Species Action Plan MD.pdf

Council – Correspondence – For Info

**From:** Quentin Stevick  
**Sent:** February 22, 2018 9:05 AM  
**To:** Wendy Kay <wkay@mdpincercreek.ab.ca>  
**Cc:** Rick Lemire <CouncilDiv2@mdpincercreek.ab.ca>; Bev Everts <CouncilDiv3@mdpincercreek.ab.ca>; Brian Hammond <CouncilDiv4@mdpincercreek.ab.ca>; Terry Yagos <CouncilDiv5@mdpincercreek.ab.ca>  
**Subject:** FW: Waterton and Bar U Ranch Multi-Species Action Plan Posted

**From:** [michelle.elliott@pc.gc.ca](mailto:michelle.elliott@pc.gc.ca) [mailto:[michelle.elliott@pc.gc.ca](mailto:michelle.elliott@pc.gc.ca)] **On Behalf Of** [waterton.superintendent@pc.gc.ca](mailto:waterton.superintendent@pc.gc.ca)  
**Sent:** February 22, 2018 8:38 AM  
**To:** Quentin Stevick <[CouncilDiv1@mdpincercreek.ab.ca](mailto:CouncilDiv1@mdpincercreek.ab.ca)>  
**Subject:** Waterton and Bar U Ranch Multi-Species Action Plan Posted

In 2017, Parks Canada prepared a Multi-species Action Plan for Waterton Lakes National Park and the Bar U Ranch National Historic Site, as required under the Species at Risk Act (SARA). Please see the attached letter notification.

Michelle Elliott for  
Mary Watson  
On behalf of

Superintendent / Waterton Lakes Field Unit  
Parks Canada / Government of Canada  
[waterton.superintendent@pc.gc.ca](mailto:waterton.superintendent@pc.gc.ca) / Tel: 403-859-5112

Directeur d'unité de gestion Lacs-Waterton  
Parcs Canada / Gouvernement du Canada  
[waterton.superintendent@pc.gc.ca](mailto:waterton.superintendent@pc.gc.ca) / Tél: 403-859-5112



Time to Connect / Un bon temps pour se rapprocher



Waterton Lakes National Park  
P.O. Box 200  
Waterton Park, Alberta  
ToK 2M0

February 21, 2018

Quentin Stevick, Reeve  
Municipal District of Pincher Creek No. 9  
Box 279  
Pincher Creek, AB  
ToK 1W0

Dear Reeve Stevick:

In 2017, Parks Canada prepared a Multi-species Action Plan for Waterton Lakes National Park and the Bar U Ranch National Historic Site, as required under the Species at Risk Act (SARA).

We are pleased to inform you that the final plan is now posted on the Species at Risk Act Public Registry, available at [http://registrelep-sararegistry.gc.ca/document/default\\_e.cfm?documentID=3157](http://registrelep-sararegistry.gc.ca/document/default_e.cfm?documentID=3157).

The action plan presents a coordinated approach to support recovery of species listed as endangered or threatened under the Species at Risk Act, including:

- Bolander's quillwort;
- whitebark pine;
- westslope cutthroat trout Alberta population;
- half-moon hairstreak;
- common nighthawk;
- Lewis's woodpecker;
- olive-sided flycatcher; and
- little brown myotis.

While this action plan will apply only to lands and waters in Waterton Lakes National Park and Bar U Ranch National Historic Site, the successful recovery of many species will require cooperation with Indigenous peoples, provincial governments and regional stakeholders. With your help, we hope to maintain and restore species at risk and healthy ecosystems for the future benefit of all Canadians.

Respectfully,

Ifan Thomas  
Superintendent

**RECEIVED**  
FEB 20 2018  
M.D. OF PINCHER CREEK

1560-STIP-PINcmd  
BF468 & BF75737

February 12, 2018

Mr. Quentin Stevick  
Reeve  
Municipal District of Pincher Creek  
P.O. Box 279  
Pincher Creek, AB T0K 1W0

Dear Reeve Stevick:

Please be advised two grant payments are being electronically transferred to the Municipal District of Pincher Creek under the Strategic Transportation Infrastructure Program for the following projects:

- BF468 Culvert Replacement \$170,299
- BF 75737 Culvert Replacement \$125,871

If you have any questions regarding these payments or the STIP program, please contact Keith Schenher, Infrastructure Grants Technologist, at 403-382-4069, or by email [Keith.Schenher@gov.ab.ca](mailto:Keith.Schenher@gov.ab.ca).

Yours truly,



Darren Davidson, P.Eng.  
Regional Director

/clh

cc: Municipal Programs

**Tara Cryderman**

---

**From:** Wendy Kay  
**Sent:** Tuesday, February 20, 2018 8:52 AM  
**To:** Tara Cryderman  
**Subject:** FW: Rocky Mountain Railroad – Discovery Channel

Council – Correspondence – For Info

---

**From:** Quentin Stevick  
**Sent:** February 20, 2018 7:52 AM  
**To:** Wendy Kay <wkay@mdpincercreek.ab.ca>  
**Cc:** Rick Lemire <CouncilDiv2@mdpincercreek.ab.ca>; Bev Everts <CouncilDiv3@mdpincercreek.ab.ca>; Brian Hammond <CouncilDiv4@mdpincercreek.ab.ca>; Terry Yagos <CouncilDiv5@mdpincercreek.ab.ca>; Anne Stevick (astevick36@gmail.com) <astevick36@gmail.com>  
**Subject:** FW: Rocky Mountain Railroad – Discovery Channel

---

**From:** Mike LoVecchio [[mailto:Mike\\_LoVecchio@cpr.ca](mailto:Mike_LoVecchio@cpr.ca)]  
**Sent:** February 19, 2018 10:49 PM  
**To:** Quentin Stevick <[CouncilDiv1@mdpincercreek.ab.ca](mailto:CouncilDiv1@mdpincercreek.ab.ca)>  
**Subject:** Rocky Mountain Railroad – Discovery Channel



Mike LoVecchio  
Director  
Government Affairs

General Yard Office  
1670 Lougheed Highway  
Port Coquitlam BC  
Canada V3B 5C8

T 778 772 9636

[mike\\_lovecchio@cpc.ca](mailto:mike_lovecchio@cpc.ca)

February 19, 2018

Reeve Quentin Stevick  
MD of Pincher Creek  
PO Box 279  
Pincher Creek AB T0K 1W0

via email: [qstevick@mdpincercreek.ab.ca](mailto:qstevick@mdpincercreek.ab.ca)

Dear Reeve Stevick:

**RE: Rocky Mountain Railroad – Discovery Channel**

Canadian Pacific employees have always known there is a "cool factor" to what we do for a living. Still, it's nice when others take notice.

For two months last year, CP played host to film crews from the Discovery Channel in our Pacific, Prairie and Central corridors as they documented our work to move the commerce of the nation in some of the most challenging and scenic railroad territory in the world.

CP President and CEO Keith Creel called the production, "A once-in-a-lifetime opportunity to showcase our network, our operations, our key customers and most importantly, our people."

The film crews embedded with track maintenance crews, rode trains across mountain passes, and spent time with mechanical employees in car and locomotive shops. They documented an emergency change-out of a locked axle on CP's main line, and spent time with our customers at locations where railcars are loaded and unloaded.

Last week, the Discovery Channel announced the resulting eight part television series, "Rocky Mountain Railroad," will air across Canada starting Monday, March 5th on the Discovery Channel. The series will continue every Monday night for a total run of eight weeks. More information and a preview is available here: <https://www.discovery.ca/Shows/Rocky-Mountain-Railroad>.

We will also be promoting the show on social media using the hashtag, #RockyMountainRailroad.

I am excited to invite you inside our railroad world for this unique view on the work we do every day to operate North America's safest and most efficient railroad.

Sincerely,



Mike LoVecchio  
Director Government Affairs

----- IMPORTANT NOTICE - AVIS IMPORTANT ----- Computer viruses can be transmitted via email. Recipient should check this email and any attachments for the presence of viruses. Sender and sender company accept no liability for any damage caused by any virus transmitted by this email. This email transmission and any accompanying attachments contain confidential information intended only for the use of the individual or entity named above. Any dissemination, distribution, copying or action taken in reliance on the contents of this email by anyone other than the intended recipient is strictly prohibited. If you have received this email in error please immediately delete it and notify sender at the above email address. Le courrier électronique peut être porteur de virus informatiques. Le destinataire doit donc passer le présent courriel et les pièces qui y sont jointes au détecteur de virus. L'expéditeur et son employeur déclinent toute responsabilité pour les dommages causés par un virus contenu dans le courriel. Le présent message et les pièces qui y sont jointes contiennent des renseignements confidentiels destinés uniquement à la personne ou à l'organisme nommé ci-dessus. Toute diffusion, distribution, reproduction ou utilisation comme référence du contenu du message par une autre personne que le destinataire est formellement interdite. Si vous avez reçu ce courriel par erreur, veuillez le détruire immédiatement et en informer l'expéditeur à l'adresse ci-dessus. -----  
----- IMPORTANT NOTICE - AVIS IMPORTANT -----



RECEIVED

FEB 22 2018

M.D. OF PINCHER CREEK

*Council  
Corresp - For Info*

F2d



TransCanada PipeLines Limited  
450 - 1st Street S.W.  
Calgary, Alberta, Canada T2P 5H1

tel 1.855.895.8754  
email  
[community\\_relations@transcanada.com](mailto:community_relations@transcanada.com)  
web [www.transcanada.com](http://www.transcanada.com)

February 20, 2018

Dear Landowner,

On behalf of NOVA Gas Transmission Ltd. (NGTL), a wholly-owned subsidiary of TransCanada PipeLines Limited (TransCanada), and Scott Alblas, Project Manager for the Drywood Compressor Station Cooler Addition (Project), we would like to provide you with an update on Project activities.

NGTL initially mailed communication about the proposed Project in September, 2017 and filed an application with the regulator, the National Energy Board (NEB), on December 11, 2017. On February 15, 2018, NGTL received approval from the NEB to construct the Drywood Compressor Station Cooler Addition within SW-23-04-01-W5M approximately 30 kilometres (km) South of Pincher Creek, Alberta in the M.D. of Pincher Creek No. 9.

The NEB has directed NGTL to serve a copy of the Order XG-N081-003-2018 (Order) to all interested stakeholders. Please find attached the letter from the NEB, the Order and Schedule A.

If you have any questions about the Project or require further information about NGTL or TransCanada PipeLines Limited, please don't hesitate to contact us at [community\\_relations@transcanada.com](mailto:community_relations@transcanada.com) or by phone at (855) 895-8754.

Sincerely,

Graeme Wright  
Senior Land Representative

National Energy  
Board



Office national  
de l'énergie

File OF-Fac-Gas-N081-2017-30 01  
15 February 2018

Ms. Nicole Prince  
Regulatory Analyst  
NOVA Gas Transmission Ltd.  
450 – 1 Street SW  
Calgary, AB T2P 5H1  
Email [nicole\\_prince@transcanada.com](mailto:nicole_prince@transcanada.com)

Dear Ms. Prince:

**NOVA Gas Transmission Ltd. (NGTL)  
Application for the Drywood Compressor Station Cooler Addition (Project) under  
section 58 of the *National Energy Board Act* (NEB Act)**

The National Energy Board (Board) has considered NGTL's application, dated 11 December 2017.

NGTL notified seven (7) Aboriginal groups that have known and asserted traditional territory in the Project area, of the Project, by mail, email and follow-up phone calls. To date, no outstanding concerns have been raised by Aboriginal groups. NGTL stated that its consultation activities will continue throughout the lifecycle of the Project remains available to respond to questions or concerns about the Project.

The Board reviewed NGTL's activities to engage Aboriginal groups and learn about their concerns and interests. The Board is satisfied with the design and implementation of NGTL's consultation activities to date, as well as its commitment to continue consultation activities throughout the lifecycle of the Project. The Board has also considered the mitigation measures proposed to address any potential effects of the Project.

The Board has issued Order XG-N081-003-2018 (Order) pursuant to section 58 of the NEB Act, the effect of which is to approve the Project. A copy of the Order and its Schedule A, which together, outline the specifics of the Project as approved, is attached.

.../2

Pursuant to Conditions 1 and 4 of the Order, NGTL must file all technical specification updates for the compressor station listed in the Application. Technical specification updates are limited to differences in pipe length, diameter, and/or pipe grade material that do not impact any other information provided in the Application. Any other changes will require advance approval from the Board. The Board will issue a final Amending Order for the Project if such final technical specification updates are filed by NGTL.

Pursuant to section 20 of the NEB Act, the Board grants NGTL a full exemption from the provisions of subsection 30(1), and sections 31 and 47 of the NEB Act for the Project.

The Board directs NGTL to serve a copy of this letter, the attached Order and its Schedule A on all interested parties.

Yours truly,

*Original signed by L. George for*

Sheri Young  
Secretary of the Board

Attachments



**ORDER XG-N081-003-2018**

**IN THE MATTER OF** the *National Energy Board Act* (NEB Act) and the regulations made thereunder; and

**IN THE MATTER OF** an application made by NOVA Gas Transmission Ltd. (NGTL), pursuant to section 58 of the NEB Act, dated 11 December 2017, filed with the National Energy Board (Board) under File OF-Fac-Gas-N081-2017-30 01.

**BEFORE** the Board on 15 February 2018.

**WHEREAS** the Board received an application from NGTL, pursuant to section 58 of the NEB Act, dated 11 December 2017 to construct and operate the Drywood Compressor Station Cooler Addition (Project);

**AND WHEREAS** the information about the Project is set out in Schedule A, attached to and forming part of this Order;

**AND WHEREAS** the Board has had regard to all considerations that are directly related to the Project and relevant, including environmental matters, pursuant to Part III of the NEB Act;

**AND WHEREAS** the Board has examined the application and subsequent filings and considers it to be in the public interest to grant the following relief;

**IT IS ORDERED** that, pursuant to section 58 of the NEB Act, the applied-for Project, as specified in Schedule A, is exempt from the provisions of subsection 30(1), and sections 31 and 47 of the NEB Act, subject to the following conditions:

1. NGTL shall comply with all of the conditions contained in this Order unless the Board otherwise directs.
2. Subject to condition 4, NGTL shall cause the approved Project to be designed, located, constructed, installed, and operated in accordance with the specifications, standards, commitments made and other information referred to in its application or in its related submissions.

.../2

3. NGTL shall implement or cause to be implemented all of the policies, practices, programs, mitigation measures, recommendations, procedures and its commitments for the protection of the environment included in or referred to in its application or in its related submissions.
4. At least 10 days prior to placing the facilities in service, NGTL shall file with the Board all technical specification updates for the compressor station listed in the Application. Technical specification updates are limited to difference in pipe length, diameter, and/or pipe grade material that do not impact any other information provided in the Application.
5. Within 30 days of the date that the approved Project is placed in service, NGTL shall file with the Board a confirmation that the approved Project was completed and constructed in compliance with all applicable conditions in this Order. If compliance with any of these conditions cannot be confirmed, NGTL shall file with the Board details as to why compliance cannot be confirmed. The filing required by this condition shall include a statement confirming that the signatory to the filing is the accountable officer of NGTL, appointed as Accountable Officer pursuant to section 6.2 of the *National Energy Board Onshore Pipeline Regulations*.
6. Unless the Board otherwise directs prior to 15 February 2021, this Order shall expire on 15 February 2021 unless the Project has commenced by that date.

NATIONAL ENERGY BOARD

*Original signed by L. George for*

Sheri Young  
Secretary of the Board



**SCHEDULE A**  
**National Energy Board Order XG-N081-003-2018**

**NOVA Gas Transmission Ltd.**  
**Application dated 11 December 2017**  
**assessed pursuant to section 58 of the *National Energy Board Act***

**Drywood Compressor Station Cooler Addition**  
**File OF-Fac-Gas-N081-2017-30 01**

Facilities Specifications – Drywood Compressor Station

<b>Project Type</b>	Modifications
<b>Facility Type</b>	Compressor station
<b>Location</b>	Drywood Compressor Station at SW 23-004-01 W5M
<b>Description</b>	<ul style="list-style-type: none"> <li>• Project is to install a new cooling system. Project will include the installation of a new bay of aerial coolers, installation and modification of yard piping, upgrading and installation of new electrical, instrumentation, control systems and control valves, and associated communications devices, and pipeline appurtenances.</li> </ul>
<b>Product</b>	Non-sour natural gas

February 12, 2018

Roland Milligan  
Municipal District of Pincher Creek No. 9  
P.O. Box 279, 1037 Herron Avenue  
Pincher Creek, AB T0K 1W0

RECEIVED  
FEB 15 2018  
M.D. OF PINCHER CREEK

**Re: Heritage Wind Energy Centre – Open House Invitation, Project Amendment, Time Extension  
Request for Construction Completion Date and AUC Substation Application**

Dear Mr. Milligan,

On June 22, 2017 the Alberta Utilities Commission (“AUC”) granted the Heritage Wind Energy Centre (the “Project”) an interim time extension to coincide with the AESO’s Round 1 of the Renewable Electricity Program (“REP1”). On December 13, 2017 the AESO announced the results of REP1; unfortunately the Project was not selected. As such, Heritage Wind, LP intends to file the following with the AUC:

- a) A **Project Amendment Application (“Amendment”)** to the current approval 22315-D02-2017, which will reflect updates made to the layout approved by the AUC in June 2011. The Amendment for the Project is scheduled to be submitted by March 31, 2018. Furthermore, we expect to file a request with the AUC to extend the construction completion date for the Project (the “**Proposed Extension**”) to coincide with subsequent REP Requests For Proposals (RFPs) to be issued by AESO; and
- b) A **Substation Application** to construct the Heritage Hills 110S Substation to collect the electricity generated by the Project.

We have attached an Information Package with the Project for your review.

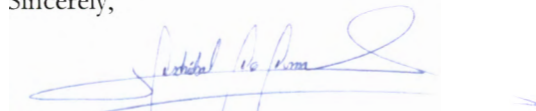
As the development of the Project progresses, we will continue our consultation efforts with stakeholders, therefore we would like to take this opportunity to invite you to an open house, to provide you with further details regarding the Amendment and to answer any questions or hear any concerns you might have. The details of the open house are as follows:

**Date and Time:** Tuesday, **February 27, 2018** from **5 to 7 p.m.** Light refreshments will be served.

**Location:** **Heritage Acres Farm Museum** in the **Summerview Hall**, northeast of Highway 3 on Secondary Highway 785. A map of the location has been attached for your convenience.

We would like to thank you in advance for supporting the Project and we look forward to a continued constructive and cordial relationship for many years to come. Should you have any questions or concerns regarding the Project, please feel free to contact me at 647-789-5658 or at [Jose.DeArmas@nee.com](mailto:Jose.DeArmas@nee.com)

Sincerely,



A. José De Armas  
Project Manager, Development

Cc: Brian Edwards

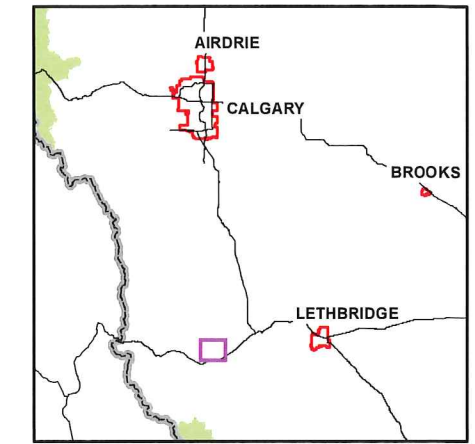
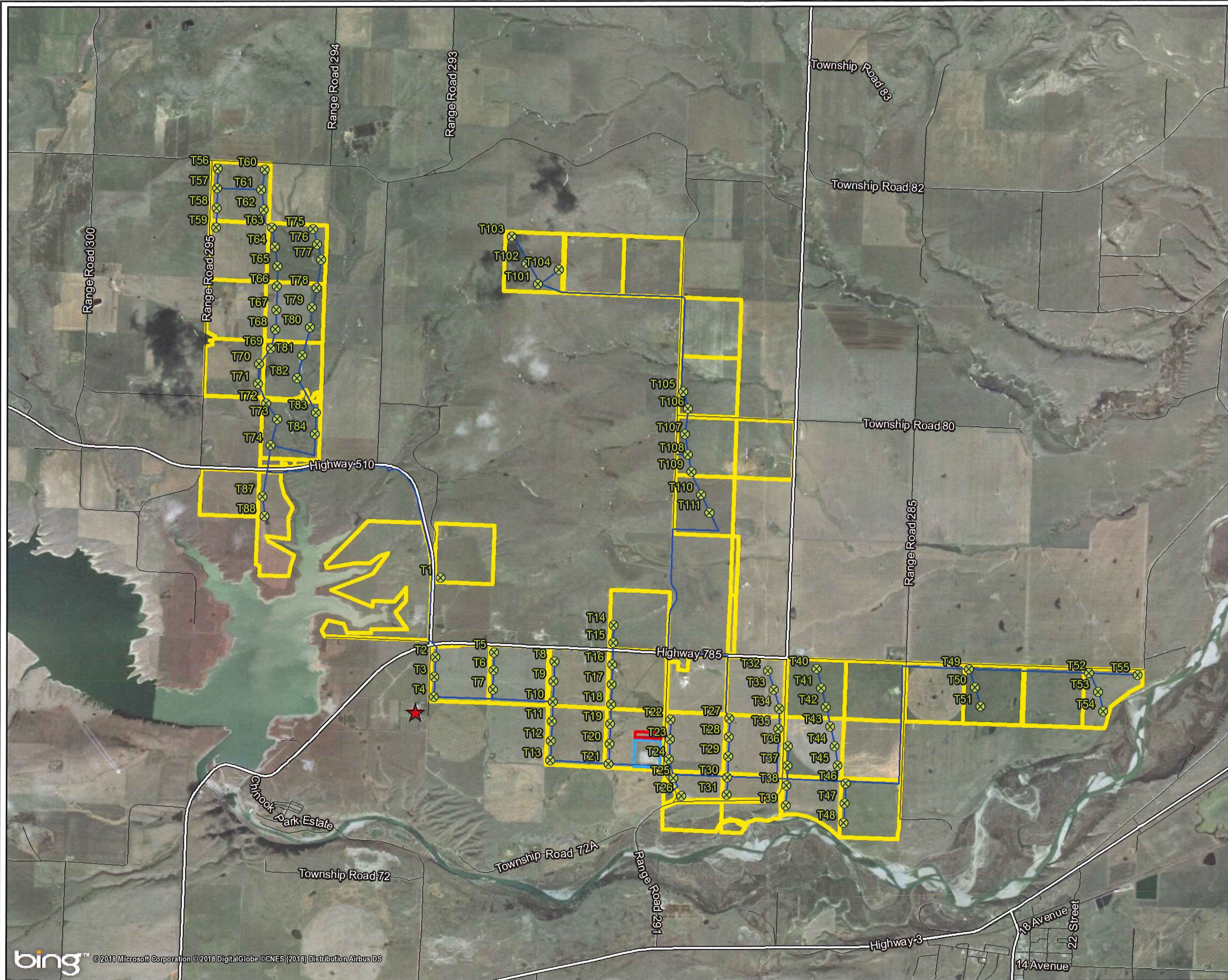
Heritage Wind, LP

# Heritage Wind Energy Centre & Heritage Hills 110S Substation Open House

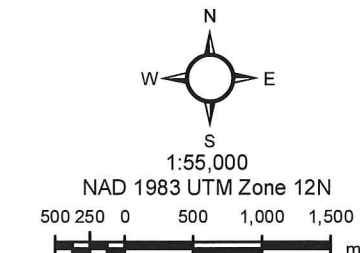




# HWEC PROJECT LAYOUT AS APPROVED BY AUC IN 2011 (97 - 3 MW VESTAS WIND TURBINES - 291 MW)



- Legend**
- ⊗ 2011 AUC Approved Turbine Locations
  - ★ Summerview Hall (Heritage Acres Museum)
  - Project Area
  - Existing AltaLink Fidler 312S Substation
  - Future Heritage Hills 110S Substation
  - 2011 Collector Line
  - Highway
  - Road

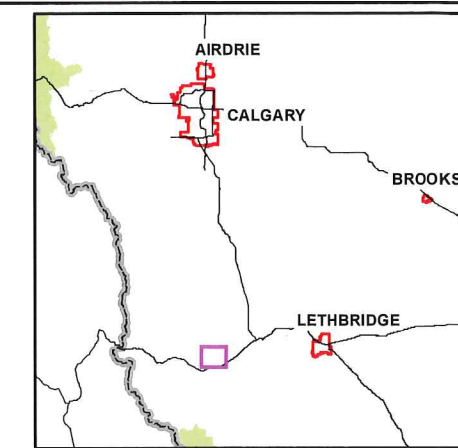
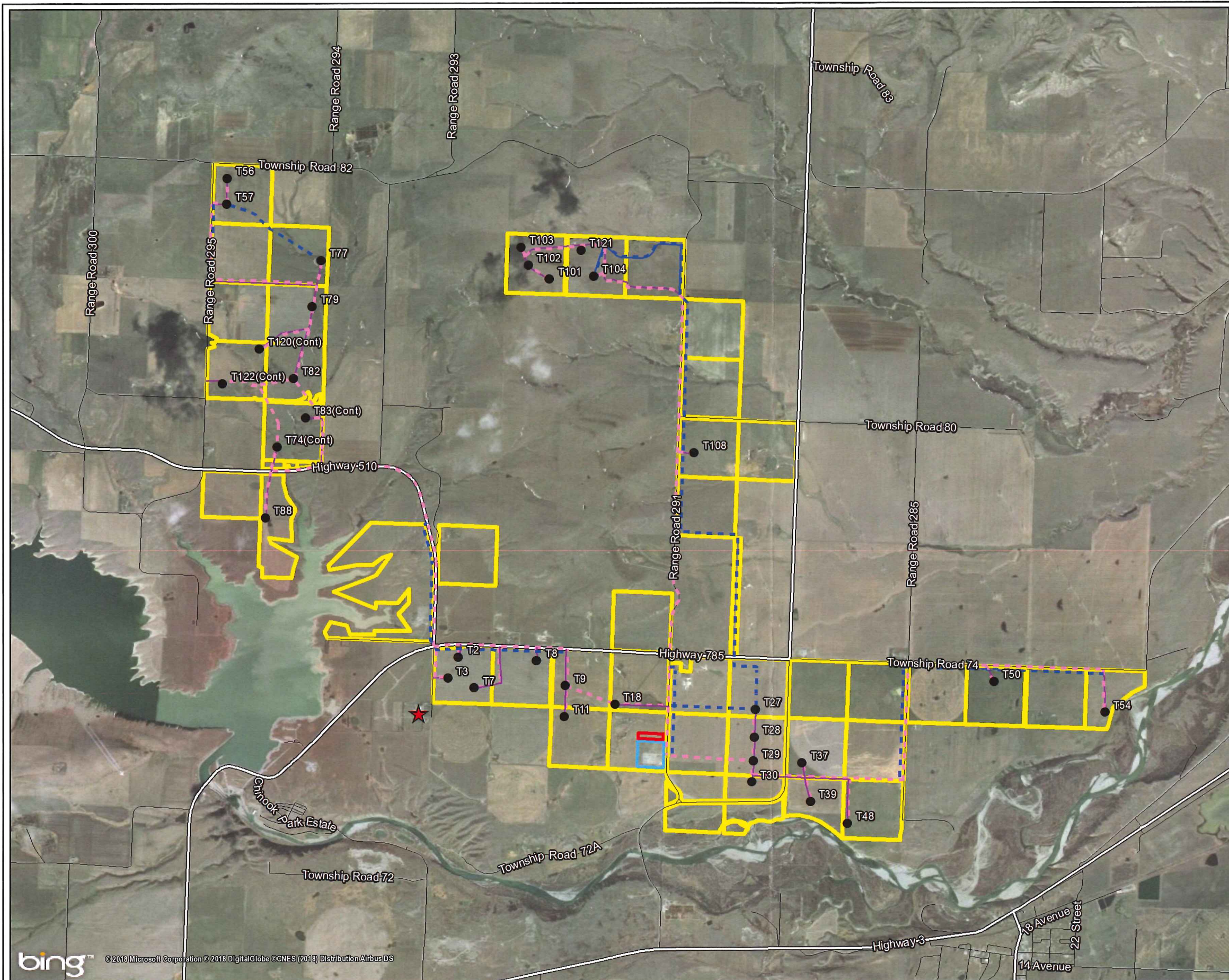


Basemap: Geogratis (NR Can); AltaLIS; AEP  
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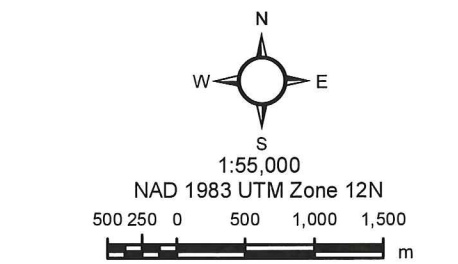
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**PROJECT AMENDED LAYOUT TO BE SUBMITTED IN MARCH 2018 (28 PLUS 4 CONTINGENCIES - 3.63 MW GE WIND TURBINES - 101.64 MW)**



- Legend**
- Amended Turbine Location
  - ★ Summerview Hall (Heritage Acres Museum)
  - ▭ Project Area
  - ▭ Future Heritage Hills 110S Substation
  - ▭ Existing AltaLink Fidler 312S Substation
  - Preferred Access Road
  - - - Preferred Collector Line Route
  - Optional Access Road
  - - - Optional Collector Line Route
  - == Highway
  - Road



Basemap: Geogratis (NR Can); AltaLIS  
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## Application process

### Step 1\*

Public consultation by the applicant.

### Step 2

Application filed with the AUC.

### Step 3

The AUC issues a notice of application or notice of hearing.

### Step 4\*

Interested parties submit filings to the AUC with any outstanding issues or objections.

If the AUC does not receive any submissions, the application will be reviewed and a decision may be made without a hearing.

### Step 5\*

The AUC issues a notice of hearing, if it was not already issued in Step 3.

- Continued opportunity for consultation and negotiation with the applicant.

### Step 6\*

Public hearing.

### Step 7

The AUC issues its decision. Below are the options the AUC may consider for:

Needs applications from the Alberta Electric System Operator:

- Approval of application.
- Return to the Alberta Electric System Operator with suggestions.
- Denial of application.

Facilities applications:

- Approval of application.
- Approval of application with conditions.
- Denial of application.

### Step 8

Option to appeal decision or ask the AUC to review its decision.

### Step 9

Approvals, construction and operation of facility, if approved.

## Having your say

Early discussions with the applicant about proposed utility developments will often result in greater influence on what is filed in the application for approval. Utility developments include natural gas pipelines, electric transmission lines and substations (including Alberta Electric System Operator needs identification documents), and power plants. Should you have concerns related to a proposed utility development, it is best to have early and ongoing discussions with the applicant.

If your objections cannot be resolved, or you have outstanding concerns upon the filing of an application with the AUC, you have an opportunity to submit an initial filing with your objections in writing to the AUC containing the following information:

- How you may be affected by the proposed project and the location of your land or residence in relation to it or any alternative proposed in the application.
- The potential effect the proposed project may have on your property or interest in the property .
- A description of the extent to which you may be affected, and how you may be affected in a different way or to a greater degree than other members of the general public.

Following this initial filing, you may be able to fully participate in the proceeding. This could include having legal representation and participation in a public hearing. It is important to note that any applied for routes and segments (preferred and alternate) could be chosen as the approved route in the AUC decision.

### Step 1: Public consultation prior to application\*

Prior to filing an application with the AUC for the approval of a proposed utility development, the applicant is required to conduct public consultation in the area of the proposed project, so that concerns may be raised, addressed and if possible, resolved.

The requirements for consultation and notification, namely the participant involvement requirements, are set out in Rule 007 for electric facilities and Rule 020 for gas utility pipelines.

Potentially affected parties are strongly encouraged to participate in the initial public consultation, as early involvement in discussions with an applicant may lead to greater influence on project planning and what is submitted to the AUC for approval.

### Step 2: Application to the AUC

When the participant involvement requirements have been completed, the proponent of the utility development files an application with the AUC. The application must indicate the issues which came up during the public consultation and any amendments considered or made to the project. Any unresolved objections or concerns which arose from the public consultation must be identified in the application.

\*Denotes opportunity for public involvement

### Step 3: Public notification

The Commission will issue a notice when it receives an application that, in the Commission's opinion, may directly and adversely affect the rights of one or more people. The notice is typically sent by mail to residents in the project area and may also be published in local newspapers. The notice will provide key dates, contacts and participation information for those interested in becoming involved in the application process.

### Step 4: Public filings to the AUC\*

If you have unresolved objections or concerns about the proposed project filed with the AUC for approval and wish to participate in an AUC proceeding, you must make an initial written filing. Your filing must include your contact information, concern or interest in the application, an explanation of your position and what you feel the AUC should decide. Please be aware that any information or materials filed with the AUC, except information granted confidentiality, is available to the public.

### Filing your concerns

The eFiling System is a web-based tool created to manage applications and filings made to the AUC through a proceeding-based review. This system gives access to all public documents associated with applications filed with the AUC and is the most efficient way to provide your input to the AUC and monitor the related proceeding filings.

Those who do not have access to the Internet can send filings, evidence and other material by mail or fax and the AUC will upload the submission on your behalf.

### Participant cost reimbursement

A person determined by the Commission to be a local intervener can apply for reimbursement of reasonable costs incurred while participating in an AUC proceeding. Details regarding recovery of participants' costs are described in Rule 009: *Rules on Local Intervener Costs*.

### Step 5: Consultation and negotiation\*

The Commission supports ongoing efforts to reach a positive outcome for the applicant and all affected parties. The Commission encourages the applicant and those who have made filings to continue to attempt to resolve any outstanding issues. If all concerns can be satisfactorily resolved this may eliminate the need for a formal hearing. However, if there continues to be unresolved issues, typically those matters will be addressed at an AUC public hearing.



### Step 6: The public hearing process\*

The public hearing process provides an opportunity for those who have been unable to resolve their concerns with the applicant and have made a filing, to express their views directly to a panel of Commission members. The panel reviews the initial filings and grants what is referred to as standing to those who may be directly and adversely affected by the proposed project. Standing is necessary to continue involvement as an intervener in the proceeding which may include the filing of evidence and participation in an oral or written hearing.

The AUC will issue a notice of hearing setting out the hearing date, location and additional process steps and deadlines. An AUC public hearing operates similarly to a court proceeding and is a quasi-judicial process. The general public is welcome to attend as an observer and the hearings are often broadcast online so that those interested can listen-in.

Participants in a hearing can either represent themselves or be represented by legal counsel. In addition, participants may hire experts to assist in preparing and presenting evidence to support their position.

Persons who hire legal counsel or technical experts must be aware that while reimbursement for the costs of legal and technical assistance may be available under Rule 009, recovery of costs is subject to the Commission assessing the value of the contribution provided by counsel and technical experts. People with similar interests and positions are expected to work together to ensure that any expenditures for legal or technical assistance are minimized and costs are not duplicated.

### Step 7: The decision

For electric transmission facilities, the need for transmission development filed by the Alberta Electric System Operator to the AUC must be considered to be correct unless someone satisfies the Commission that the needs application is technically deficient, or that to approve it would be contrary to the public

interest. For electric needs applications, the Commission can either approve, deny, or send the application back with suggestions for change.

Commission decisions made about applications filed for a specific utility development, including electric transmission lines, gas utility pipelines and power plants, may be approved, approved with conditions or denied. Decisions are typically released within 90 days from the close of the record as a written report. The decision, available on the AUC website, will summarize the Commission's findings and state its reasons for the decision with any conditions or approval time limits if applicable.

Sometimes needs and facility applications are considered together in a single proceeding.

### Step 8: Right to appeal

A participant in a hearing who is dissatisfied with the decision of the Commission may request that the Commission review and vary its decision. Such a request must follow the procedure set out in Rule 016: *Review of Commission Decisions*.

A dissatisfied participant may also file a leave to appeal motion in the Court of Appeal of Alberta within 30 days from the date the decision is issued.

### Step 9: Construction and operation

Any applicant that receives a permit to construct and licence to operate a facility from the Commission must adhere to any conditions that were set out in the decision. If you notice something during the construction or operational phases of a project that concerns you, bring this to the applicant's attention. If you are not satisfied with the response you receive, please bring your concerns to the attention of the AUC.

**\*Denotes opportunity for public involvement**

**The Alberta Utilities Commission is committed to ensuring that Albertans whose rights may be directly and adversely affected by utility development in Alberta have the opportunity to have their concerns heard, understood and considered. If you believe you may be directly and adversely affected, you can become involved in the AUC application and review process.**

### Contact information

Phone: 780-427-4903  
Email: [consumer-relations@auc.ab.ca](mailto:consumer-relations@auc.ab.ca)

Dial 310-0000 prior to the 10-digit number and then press 1 for toll-free access anywhere in Alberta.

### Information session

It is our goal to ensure that you understand the process, and your opportunities for involvement in proceedings to consider utility development applications. For those interested in having an AUC staff member further explain the application and review process or answer questions you may have about your involvement in utility development proceedings, please contact us as we may schedule a formal information session for you. The virtual information session on our website, found under Involving Albertans, will also provide you with further details which could assist you in understanding the process and having your say in a utility development proceeding.

This brochure provides general information only. Specific participation opportunities may differ depending on the type of application.



## Public involvement in a proposed utility development

*Understanding your rights and options for participating in a proceeding to consider applications for a proposed project in your area*



**Alberta SouthWest Regional Alliance**  
**Minutes of the Board of Directors Meeting**  
 Wednesday January 3, 2018 – Casa Roma, Claresholm

**Board Representatives**

Barney Reeves, Waterton Lakes  
 Jim Bester, Cardston County  
 Dennis Barnes, Cardston  
 Albert Elias, Glenwood  
 Dan McLelland, Nanton  
 Dale Gugala, Stavely  
 Donna Courage, Claresholm  
 Duncan McLean, Granum  
 Brent Feyter, Fort Macleod  
 Quentin Stevick, MD Pincher Creek  
 Ron Davis, MD Ranchland  
 John Van Driesten, MD Willow Creek

**Resource Staff and Guests**

Bev Thornton, Executive Director, AlbertaSW  
 Bob Dyrda, Project Lead, AlbertaSW  
 Linda Erickson, AEDT, Lethbridge  
 Bill Halley, Alberta Innovates/RINSA  
 Leah Wack, Regional Stewardship, Lethbridge College  
 Brad Toone, Livingstone Range School Division  
 Tammy Morrison, CED Coordinator, CF Alberta Southwest

- |                                      |   |
|--------------------------------------|---|
| 1. Call to Order and introductions   | Chair called the meeting to order.  |
| 2. Approval of Agenda                | Moved by Duncan McLean THAT the agenda be approved as presented.<br><b>Carried.</b> [2018-01-560]   |
| 3. Approval of Minutes               | Moved by Donna Courage THAT the minutes of December 6, 2017 be approved as presented.<br><b>Carried.</b> [2018-01-561]  |
| 4. Approval of Cheque Register       | Moved by Jim Bester THAT cheques #2306-#2332 be approved with GST correction noted by Brent Feyter.<br><b>Carried.</b> [2018-01-562]  |
| 5. EDA Conference 2018               | Communities are encouraged to provide items for the Silent Auction which has the theme "Bring Local".   |
| 6. EV project update                 | Bill Halley mentioned upcoming Inventure Conference planned for June 2018. Bev will follow up on submitting information about the EV project to "The Loop" a new Alberta Innovates blog.                  |
| 7. Crown Geotourism update           | AlbertaSW will engage our Alberta partners, and with MT and BC explore the idea of a series of conferences or summits focused on "The Business of Outdoor Recreation".                                    |
| 8. Projects, Opportunities and CARES | Board reviewed summary of projects funded by partner dollars as well as CARES and department operating funds. Discussion of ideas and direction for the next year suggests the benefit of a planning day. |
| 9. Project Lead report.              | Monthly activity report accepted as information.<br>Bob noted the Destination Development Association membership that Community Futures Alberta Southwest purchased for the region.                       |

10. Executive Director Report

Accepted as information. Bev noted the publications that offer opportunities for regional promotion in 2018.

11. Roundtable updates

12. Board Meetings:

February 7, 2018 - Fort Macleod

March 7, 2017 - Nanton

13. Adjournment

Moved by Quentin Stevick THAT the meeting be adjourned.  
Carried. [2018-01-563]

Approved February 7, 2018

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Chair

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Secretary/Treasurer

# Alberta SouthWest Bulletin February 2018

## Regional Economic Development Alliance (REDA) Update

### ❖ Alberta REDAs

- REDA Chairs and Managers met with The Honourable Deron Bilous, Minister of Economic Development and Trade, in Edmonton on January 18, 2018.

This provided an opportunity for the Chairs to meet the Minister, and each other, and outline some key projects, from across the province and highlight successes and achieved with the much-appreciated CARES funding support.



- Chairman Barney Reeves reported on a good meeting and the value of sharing information with other REDAs in the province. Topics discussed included natural resources, energy, broadband and transportation. Alberta has a very diverse economy and challenges and issues on northern Alberta are different from southern Alberta.

### ❖ AlbertaSW is a member of the Destination Development Association

- Community Futures Alberta Southwest has purchased this annual license, on behalf of all our communities, to access Roger Brooks' Destination Development Association resources. Info at <https://www.destinationdevelopment.org>
- This log-in creates access to webinars, reports and other very valuable marketing and development information.
- **NOTE:** Log-in permissions have been given to each of our communities:  
There are still 6 permissions available. Contact Tammy Morrison [tammy@cfabsw.com](mailto:tammy@cfabsw.com) for information.

### UPCOMING:

#### ◆ Economic Developers Alberta (EDA) Conference The Banff Centre March 21, 2018 - March 23, 2018

- Visit [www.edaalberta.ca](http://www.edaalberta.ca) for details regarding the agenda, registration and accommodation.  
The theme of the Silent Auction 2018 is "Bring Local", offering a great opportunity to feature the products, services and attractions of your community to an audience of over 400 attendees. Contact Bev for info.

Alberta SouthWest Box 1041 Pincher Creek AB T0K 1W0  
403-627-3373 or 1-888-627-3373  
[bev@albertasouthwest.com](mailto:bev@albertasouthwest.com)  
[bob@albertasouthwest.com](mailto:bob@albertasouthwest.com)





**PINCHER CREEK FACILITIES PLANNING STEERING COMMITTEE**

**MEETING MINUTES**

January 15, 2018 - 6:30 pm

TOWN HALL COUNCIL CHAMBERS

**Attending:** Councilor Mark Barber, Councilor Scott Korbett, Councilor Rick Lemire, Mayor Don Anderberg.

**Staff:** Diane Burt Stuckey, Adam Grose

**Absent with Regrets:** Councilor Elliott, Faith Zachar

1. Call to Order – Meeting was called to order at 6:37pm by Councilor Mark Barber.
  
2. Adoption of Agenda – **Motion:** Councilor Scott Korbett moved that the Agenda for the January 15, 2018 Facilities Committee meeting be adopted with the addition of 5c. Other Facilities. CARRIED.
  
3. Approval of Minutes – It was noted that Councilor Elliott was not in attendance at the meeting. **Motion:** Councilor Scott Korbett moved that the Minutes of the December 18, 2017 Facilities Committee meeting be approved with the amendment that Councilor Elliott was not in attendance at the meeting. CARRIED.
  
4. Business
  - a. Meeting with Talbera  
Notes from the January 5, 2018 meeting between the Committee and Talbera were provided as information.
  
5. Date of Next Meeting
  - a. Review of Site Plan E
    - appears enough room to slide the facility west.
    - go back to angle parking on the street – gives more stalls. LUB required 6 stalls per ice sheet. Additional parking could be along street and in current parking lot.
    - allows trail access and no impact on tennis courts and minimal on bike park
    - Town LUB setback is 9.1m. Current plan shows 2.7m.
    - 6 sheets will be 23% more in cost – could still come in under 3 million cost
    - re: soccer field, remaining area could still be used for U12 or mini-soccer
    - could use rink lobby for community meetings, summer games office
    - Clubroom- to be comparable to what they have now, must be on 2 levels. Talbera planner confirmed that clubroom was 38' deep; building size in plan was 220' X 72'; ice plant and storage room is 12' deep and sheets are 15-7" X 150' long.
    - re: building code, not sure what required for access i.e. bi-level building with ramp, stair lift, elevator etc.
    - re: usage, Club does not have a Ladies league now but Stirling Curling is replacing. Some seniors go to CNP to curl. Wondered about number of students coming to curl?
    - may be some Federal grant funds available soon that could go towards project.

**Motion:** Mayor Don Anderberg moved that the Curling Rink Site Plan Option E with the adjustments of angle parking and the building moving to the west, be provided to both Councils as information. CARRIED

Councilor Barber offered to attend the MD Council meeting to answer any questions. Diane will advise Faith Zachar of the date as well in the event she would like to attend as well.

b. Timeline

-Land negotiation for sport field first; to have a reasonable package together with info about curling rink and sport field before public consultation. Mayor Don Anderberg and Councilor Mark Barber were appointed by Council to proceed with negotiations.

**Motion:** Councilor Scott Korbett moved that a sport field land update be placed on the January 22, 2018 Town Council agenda. CARRIED

c. Other Facilities

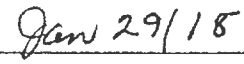
Committee agreed to do a review of all facilities to be considered in next 10-15 years. Agreed that the "community" facilities would be the focus of discussion.

6. Next meeting

a. Next Facilities Meeting to be held January 29, 2018 at 6:30pm, Council Chambers

7. Adjournment – 7:37 pm.

  
\_\_\_\_\_  
Committee Chair

  
\_\_\_\_\_  
Date

**PINCHER CREEK FACILITIES PLANNING STEERING COMMITTEE**

**MEETING MINUTES**

December 18<sup>th</sup>, 2017 - 6:30 pm

TOWN HALL COUNCIL CHAMBERS

**Attending:** Faith Zachar, Councilor Mark Barber, Councilor Wayne Elliott, Councilor Rick Lemire, Mayor Don Anderberg.

**Staff:** Adam Grose

**Absent with Regrets:** Diane Burt Stuckey, Councilor Wayne Elliott

1. Call to Order – Meeting was called to order at 6:34pm by Faith Zachar.
2. Adoption of Agenda – **Motion:** Councilor Mark Barber moved that the Agenda for December 18, 2017 Committee meeting be adopted as presented. CARRIED.
3. Approval of Minutes – **Motion:** Councilor Mark Barber moved that the Minutes of the November 30, 2017 Committee meeting be approved as presented. CARRIED.

4. Business

a. Review of Revised Drawings

There was questions raised about the number of parking stalls showing in the drawing. It is perceived that 212 stalls is a significantly high number, and could be reduced substantially. The question was also raised as to why the drawings didn't show the 6 sheet option, as in the previous drawings.

Option 'G' was questioned as to whether a new curling rink would fit on the existing site.

Jessie Nelson from the Curling Club was in the gallery, and informed the group that this year 430 school children utilized the curling rink, all of whom walked to gain access.

**Motion:** MD Councilor Rick Lemire moved that option 'E' stamped December 15, 2017 be the preferred location, following consultation with Town Development Officer to inquire about eliminating the 61 parking spots to the west side of the Curling Rink. CARRIED.

b. Community Feedback re: Proposed Site

i. Greenspace

ii. Plan for Community Consultation

The committee feels that until final drawings are completed, that any community consultation should be put on hold. Once the finalized drawings are presented to the Facilities Committee, a public open house or similar format should be looked at to include all previous drawings and thought processes regarding the location of the Curling Rink.

c. Sports Field Update

Nothing new to report at this time.

5. Agenda Items for Next Meeting

- a. Minor Revisions to drawings are required.
- b. Update from the discussion with Development Officer re: reduction of parking spaces

6. Date of Next Meeting

- a. **January 15, 2018 at 6:30 pm, Town Council Chambers.**

Mark adjourned the meeting at 7:45 p.m.

Paul Zasha  
Committee Chair

Dec 18/17  
Date



## PINCHER CREEK FACILITIES PLANNING STEERING COMMITTEE

### MEETING MINUTES

November 30, 2017 - 6:30 pm

TOWN HALL COUNCIL CHAMBERS

**Attending:** Faith Zachar, Councilor Mark Barber, Councilor Wayne Elliott, Councilor Rick Lemire, Mayor Don Anderberg.

**Staff:** Diane Burt Stuckey

**Absent with Regrets:** Adam Grose

1. Call to Order – Meeting was called to order at 6:32pm by Faith Zachar.
2. Adoption of Agenda – **Motion:** Councilor Mark Barber moved that the Agenda for November 30, 2017 Committee meeting be adopted with the addition of 4g. Energy Audit. CARRIED.
3. Approval of Minutes – **Motion:** Mayor Don Anderberg moved that the Minutes of the November 7, 2017 Committee meeting be approved as presented. CARRIED.
4. Business
  - a. M.D. Appointment

Welcome to Councilor Rick Lemire, M.D. representative to the Committee, replacing Councilor Bev Everts.
  - b. Review of Curling Club Request re: CFEP – Debbie Reed
    - i. Design of Building

Debbie Reed was in attendance to provide information regarding their recent CFEP application. They requested the Town to supply a supporting letter confirming their funding commitment and site for a new curling rink. The application was based on the plan provided by Railside to Gero in 2011, being a 4-sheet facility.
    - ii. Budget

Don indicated that there will be Federal Infrastructure money available for recreation projects. More information will be available in April. Not sure of the guidelines, but this would be a grant that the Town & M.D. could apply for. Debbie indicated that she is still promoting the additional 2 sheets as the rink is busier with Stirling Curling. Also, regarding the hosting of events, they is interest in playoff events and being these are held on week-ends, additional sheets would be needed to fit in all the games.

Gero provided an updated quote, as did the electrical, plumbing & heating contractors. The quote includes engineering & permits. Building cost would be 2.3 million for 4 sheets and about \$450,000 for an additional 2 sheets. Additional hot & cold storage areas would need to be added to the design. Club has the equipment (rocks) so this would minimize these costs. Diane asked about the square footage for the one level viewing/club area in the Railside design. Debbie will check into this. They would need seating for about 100

people in the club area. The Talbera plan worked off the square footage info provided in the Golf/CRC site plan.

Noted that the construction estimate does not include servicing costs (water, sewer, electrical, gas), parking lot construction, landscaping or demolition of the old rink. Diane confirmed that the number of parking stalls was taken off the Krystal Engineering/Hirano plan and it considered the whole facility. Committee felt that the curling rink would need about 35 stalls and these could be used by the spray park/park users in the summer.

Curling Club is going to make a presentation to M.D. in the new year to request funding. Club has \$30,000 in their fundraising account. Once project is approved, they feel people will come forward to donate. They will have a large fundraiser if grant is approved. They are currently reviewing the ice plant quotes which came in between \$250,000 - \$500,000.

iii. Ownership

The Curling Club made the application to CFEP as the owner of the facility. There is a requirement for the project to be operated and accessible to the public for a minimum of 5 years at the end of the grant agreement. From the guidelines, the project applicant is required to have a long-term lease or written agreements etc. for operation. Therefore, whether the ownership is the Club or the Town, it should not matter (regarding the CFEP grant).

c. Community Feedback re: Proposed Site

i. Greenspace & Parking

Talbera revised plans were not ready for review tonight.

Don felt that redesign ideas discussed at the last meeting would address concerns about losing green space and site safety. If things are shifted east and north, there will be less building footprint on the current greenspace. Debbie mentioned that she and Tia Doell were going to meet to discuss the concerns.

ii. Parking

All the parking shown on plan may not be required or need to be developed. Suggestion to look at developing angle parking along Robertson Ave.

iii. Community Feedback

Debbie inquired if the Curling Club would have input into where it goes and the final design? The Club would have ideas on how the flow of the building could work.

d. Final Site Plan Report

i. Talbera will provide a final report with advantages/disadvantages of each plan.

e. Sports Field Update

i. Noted that almost all sport fields are on school grounds. The thought is to build 2 new municipal fields.

f. Where Do We Go from Here?

i. In addition to the curling rink project, Diane asked what other items the Committee might like to discuss at future meetings. In 2014, the Committee

reviewed all Town owned facilities and buildings. Maybe it is time to review this list as well as the Infrastructure Master Plan, for planning purposes.

- ii. Noted that the Town is moving forward with discussions on other buildings such as daycare and affordable housing. Councilor Barber mentioned that the Library discussed the concept of a performing arts facility/addition.

g. Energy Audit

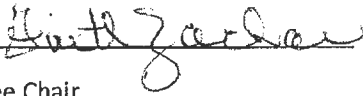
- i. Wayne expressed concern for utilities paid by Chinook Lanes all year round (does not go down in summer months). He wondered if an energy audit could be done or if lights could be changed out to LED? Noted that there are grants for energy efficiency improvements which could be pursued. Also, suggested that if all users (golf, weight room and bowling) were on one service/meter, it may reduce overall cost to all parties.

h. Conclusion to Curling Rink Discussion

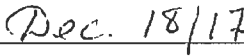
- i. Don asked the group where we are with the curling rink? Are we ready to proceed with work towards a "design build" RFP? We need to find out about the CFEP grant and any M.D. commitment. Also, final report from Talbera is not complete. Who should be responsible for building it? We need to make sure it is done right. Important to keep project moving however.

5. Date of Next Meeting

- a. **December 18, 2017 at 6:30 pm, Town Council Chambers.**

  
\_\_\_\_\_

Committee Chair

  
\_\_\_\_\_

Date



OLDMAN RIVER REGIONAL SERVICES COMMISSION

MINUTES - 1 (2018)
EXECUTIVE COMMITTEE MEETING
Thursday, January 11, 2018 at 7:00 p.m.
ORRSC Boardroom (3105 - 16 Avenue North, Lethbridge)

EXECUTIVE COMMITTEE:

Gordon Wolstenholme - Chair
Jim Bester - Vice-Chair
Don Anderberg (absent)
Doug MacPherson

Ian Sundquist
Greg Robinson
Morris Zeinstra

STAFF:

Lenze Kuiper - Director

Barb Johnson - Executive Secretary

AGENDA:

- 1. Approval of Agenda - January 11, 2018
2. Approval of Minutes - November 9, 2017 (attachment)
3. Business Arising from the Minutes
(a) Staff Extended Health & Dental Benefits
4. New Business
(a) New Executive Orientation
(b) Strategic Plan 2016 (attachment)
(c) Brownlee Emerging Trends - February 8, 2018 (attachment)
(d) Signing Authority
(e) Municipal Borrowing Bylaw - ATB Financial
(f) Subdivision Statistics (attachment)
(g) Fee For Service Update (handout)
(h) GIS Provision of Services
5. Accounts
(a) Office Accounts - November 2017 (attachment)
(b) Financial Statements - January 1 - November 30, 2017 (attachment)
6. Director's Report
7. Executive Report
8. Adjournment



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

**1. APPROVAL OF AGENDA**

**Moved by: Greg Robinson**

THAT the Executive Committee approve the agenda, as amended.

ADD: 4(h) GIS Provision of Services

**CARRIED**

**2. APPROVAL OF MINUTES**

**Moved by: Jim Bester**

THAT the Executive Committee approve the minutes of November 9, 2017, as presented.

**CARRIED**

**3. BUSINESS ARISING FROM THE MINUTES**

**(a) Staff Extended Health & Dental Benefits**

- At the November 9, 2017 meeting the Executive asked that the discrepancy between the budgeted and actual health and dental benefits for 2017 be investigated. Reasons the expense was under budgeted include:
  - more staff than the previous year
  - some changes in status (e.g. single/family coverage)
  - high prescription costs for our group increased our rates following the first 16-months
- When we changed to Blue Cross on May 1, 2016 we received a better rate than with our former carrier as well as a health spending account. The bookkeeper recently compared quotes from two carriers (AMSC and Silverberg Group), both of which were over 10% higher than Blue Cross.

**4. NEW BUSINESS**

**(a) New Executive Orientation**

- Since four of the seven Executive members are new to the Committee, the Director briefly reviewed the function of the Executive Committee, the ORRSC Regulation, ORRSC Bylaws, etc.

**(b) Strategic Plan 2016**

- Progress on the four focus areas identified in the 2016 ORRSC Strategic Plan were reviewed:

**MEMBER SERVICES:**

- ORRSC is currently investigating a regional Subdivision and Development Appeal Board as a result of changes to the MGA.

- Black Diamond and Turner Valley have approached us to provide GIS services (requires permission from Municipal Affairs). Also talking with Cypress County, Foremost and County of Forty Mile.
- Council orientations are held following every municipal election.
- Have begun scanning the subdivision files into a digital format to eventually link to GIS (2-3 year project).

**FISCAL SUSTAINABILITY:**

- \$50,000 is budgeted for reserve funds annually.
- AAMD&C presented a motion to Municipal Affairs to provide annual funding for ORRSC, which was refused. They did approve a \$500,000 grant to develop an MDP Guidebook to be shared among five participating planning agencies. Additional funding can be accessed using collaborative grants through member municipalities.

**ADMINISTRATIVE LEADERSHIP:**

- Plan to conduct a salary review this year.
- Several staff are nearing retirement, so a succession plan is needed.  
(The Committee requested that an organization chart be included in the next agenda.)

**GOVERNANCE:**

- Board members seem to like the current structure of four meetings a year.

**Moved by: Doug MacPherson**

THAT the Executive Committee receive the Strategic Plan discussion, as information.

**CARRIED**

**(c) Brownlee Emerging Trends – February 8, 2018**

- The Director, as well as several Executive members will attend the Brownlee Emerging Trends seminar in Calgary on February 8. This conflicts with the date of our next Executive Committee meeting; therefore, the Executive Committee meeting has been rescheduled for Thursday, February 15.
- The preferred time for Executive Committee meetings was also discussed. Consensus was that future meetings be held at 6:00 p.m. rather than 7:00 p.m.

**(d) Signing Authority**

- As the new Vice-Chair, Jim Bester will require signing authority. ATB Financial will prepare the necessary forms once they receive signed minutes from the December 6, 2017 Board of Directors' meeting. Jim will be notified when the forms are ready to be signed at the Paramount Branch, 727 - 4 Avenue South, Lethbridge.

**(e) Municipal Borrowing Bylaw – ATB Financial**

- In order to maintain a \$500,000 revolving line of credit for ORRSC, ATB Financial requires the Chair and Director to sign a municipal borrowing bylaw and record its approval by the Executive Committee in the minutes of the first meeting of each year. The line of credit currently has a \$0 balance and was last used in 2013.

**Moved by: Jim Bester**

THAT the Executive Committee authorize the Chair and Director to endorse the 2018 Municipal Borrowing Bylaw Form (Revolving Line of Credit) for ATB Financial. **CARRIED**

**(f) Subdivision Statistics**

- Subdivision revenue for 2017 totalled \$338,617.50 which is similar to the previous six years.

**Moved by: Ian Sundquist**

THAT the Executive Committee receive the Subdivision Activity 2017 handout, as information. **CARRIED**

**(g) Fee For Service Update**

- The Fee For Service table in the agenda highlights projects currently underway which have been approved by council to move forward. Other projects have been quoted but are waiting for either grant or council approval. In order to help with cash flow, projects are usually invoiced at three stages: 1/3 on approval, 1/3 at first draft, and 1/3 on completion.

**Moved by: Doug MacPherson**

THAT the Executive Committee receive the Fee for Service – Current Projects – 2018, as information. **CARRIED**

**(h) GIS Provision of Services**

- Turner Valley and Black Diamond have requested ORRSC to provide GIS services to their municipalities. Each municipality will pay an initial setup fee of \$9,000 plus a per capita fee pro-rated according to the date of setup completion. Ministerial approval will also be required to add GIS members from outside ORRSC membership.

**Moved by: Greg Robinson**

THAT the Executive Committee authorize the Oldman River Regional Services Commission to provide GIS services to the Towns of Turner Valley and Black Diamond, subject to Ministerial approval. **CARRIED**

**5. ACCOUNTS**

- Digitex – software for scanning and data management system (M-files) and a new server.

**(a) Office Accounts – November 2017**

5285	Building Maintenance .....	Kost Fire Equipment .....	\$ 108.95
5285	Building Maintenance .....	Westburne West .....	275.53
5285	Building Maintenance .....	Wild Rose Horticultural .....	480.00
5285	Building Maintenance .....	Westburne West .....	214.13
5310	Telephone .....	Bell Mobility .....	708.44
5310	Telephone .....	Shaw Cablesystems .....	265.06
5310	Telephone .....	DRC Communication .....	90.00
5320	General Office Supplies .....	Desjardin Card Services .....	78.43
5380	Printing & Printing Supplies .....	Desjardin Card Services .....	186.07
5320	General Office Supplies .....	Desjardin Card Services .....	241.00

5390	Graphic & Drafting Supplies .....	Desjardin Card Services .....	827.32
5340	Books & Publications .....	SOS Safety Magazine .....	199.00
5380	Printing & Printing Supplies .....	Peak Vocational Services .....	103.64
5380	Printing & Printing Supplies .....	Lethbridge Mobile Shredding .....	23.00
5380	Printing & Printing Supplies .....	Lethbridge Mobile Shredding .....	23.00
5390	Graphic & Drafting Supplies .....	Purolator Courier .....	74.35
5440	Land Titles Office .....	Minister of Finance .....	376.00
5460	Public Relations .....	Bonnie Brunner .....	100.00
5460	Public Relations .....	Jordan Thomas .....	100.00
5460	Public Relations .....	Gavin Scott .....	100.00
5460	Public Relations .....	Sherry Johnson .....	350.00
5500	Subdivision Notification .....	Lethbridge Herald .....	320.74
5570	Equipment Repairs & Maintenance .....	Xerox Canada .....	1,276.85
5570	Equipment Repairs & Maintenance .....	Digitex Canada .....	6,382.97
5590	Equipment & Furniture Purchases .....	Digitex Canada .....	14,556.31
1160	GST Receivable .....	GST Receivable .....	1,321.43
		<b>TOTAL</b>	<b><u>\$28,782.22</u></b>

**Moved by: Morris Zeinstra**

THAT the Executive Committee approve the Office Accounts of November 2017 (\$28,782.22), as presented. **CARRIED**

**(b) Financial Statements – January 1 - November 30, 2017**

- The annual audit will be performed in March for presentation at the April Executive meeting. We are anticipating a healthy profit this year as the fee for service was conservatively budgeted.

**Moved by: Morris Zeinstra**

THAT the Executive Committee approve the unaudited financial statements for January 1 - November 30, 2017. **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.

**Moved by: Doug MacPherson**

THAT the Executive Committee go in-camera to conduct the Director's Performance Review (8:25 p.m.) **CARRIED**



**Moved by: Jim Bester**

THAT the Executive Committee come out of camera (8:39 p.m.)

**CARRIED**

**8. ADJOURNMENT**

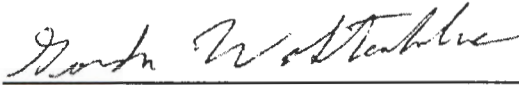
**Moved by: Doug MacPherson**

THAT we adjourn the regular meeting of the Executive Committee of the Oldman River Regional Services Commission at 8:41 p.m. until **Thursday, February 15, 2018 at 6:00 p.m.**

**CARRIED**

/bj

CHAIR:



**THE CROWSNEST/PINCHER CREEK LANDFILL ASSOCIATION**  
**MINUTES**  
**January 24, 2018**

The regular meeting of The Crowsnest/Pincher Creek Landfill Association was held on Wednesday, Jan 24, 2018 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  
 Gord Lundy, Municipality of Crowsnest Pass  
 Mary Kittlaus, Village of Cowley  
 Mark Barber, Town of Pincher Creek  
 Emile Saindon, Landfill Manager  
 Jean Waldner, Office Administrator

**AGENDA**

Gord Lundy

Moved the agenda be adopted with the addition of 5.b. Large Animal Concerns

Carried. 01.24.18-991

**MINUTES**

Dean Ward

Moved the minutes of Nov 8, 2017 be adopted as circulated

Carried. 01.24.18-992

**MANAGER'S REPORT**

1. MSW volumes steady.
2. The Industrial cell has been steady with small contracts.
3. Recycling center is seeing steadily growing traffic.
4. Working on equipment and yard maintenance.
5. Snow removal from yard to prevent early spring flooding around scale area.
6. Working on Statement of Concerns replies to send off to AEP and residents.
7. Preparing Landfill presentation for MD#9 meeting February 13, 2018.
8. Looking into 2018 staff training options and courses.

Dave Filipuzzi

Moved that the Manager's report be accepted for information.

Carried. 01.24.18-993

### **FINANCIAL REPORT**

The Income Statement and Balance sheet to December 31<sup>st</sup>, 2017 was reviewed. MNP Accountants have started our 2017 audit. An audit plan was submitted to our Chairman, and Vice Chairman for authorization. They will present their yearend audit at our annual AGM March 21<sup>st</sup>, 2018.

An Updated Director contact information list was distributed to all Director's.

Dean Ward

Moved that the financial reports be accepted for information. Carried. 01.24.18-994

### **LANDFILL SCHOLARSHIP REVIEW**

A summary of our current landfill scholarship status was distributed. All 2017 candidates have submitted their marks and cheques have been issued.

Gord Lundy

Moved this report be accepted as information. Carried. 01.24.18-995

### **LARGE ANIMAL CONCERNS**

Gord Lundy mentioned that the A.A.M.D.C will be coming to this area to meet with The Municipality of the Crowsnest Pass. He would like management to do up a list of concerns we have having to deal with Large animals and deadstock in our Landfill. Management will get this information to the Directors before the A.A.M.D.C. meeting.

Gord Lundy moved this request be accepted as information. Carried. 01.24.18-996

### **REVISED EMPLOYEE POLICY HANDBOOK**

The new proposed revision was reviewed by the Directors and Management. Director Dean Ward suggested we move in camera to discuss the changes.

Dean Ward moved this meeting go in Camera at 9:37 am Carried. 01.24.18-997

Dean Ward moved this meeting go out of Camera at 10:06 am Carried. 01.24.18-998

Dean Ward moved immediate changes management required to the Employee Handbook be approved at this meeting. Landfill Director's have scheduled a special meeting to discuss further changes. This meeting will be held February 12<sup>th</sup>, 2018 9:00 am.

Carried. 01.24.18-999

### **DONATION REQUEST**

A Donation request from the Crowsnest Pass Skating Club for their Skating Carnival Show.

Dean Ward

Moved to donate \$500.00 towards their Skating Carnival Show. Carried. 01.24.18-1000

**DONATION REQUEST**

A Donation request from Crowsnest Consolidated High School to help fund their 2018 Graduating class expenses.

Gord Lundy

Moved to donate \$250.00 toward the 2018 Grad Class. Carried. 01.24.18-1001

**DONATION REQUEST**

A Donation request from The Crowsnest Pass Agricultural Society to help fund the 2018 Skijoring "The Pole & Spur" competition.

Gord Lundy

Moved to donate \$250.00 towards the competition. Carried. 01.24.18-1002

**Correspondence:**

Alberta Recycling Brochure (Featuring us receiving our Recycling Award)  
Thank you card was distributed from the Beaver Mines Community Assc

**NEXT MEETING DATES**

Special Meeting February 12<sup>th</sup>, 2018. Regular Meeting February 21<sup>st</sup>, 2018


**Tabled Items**

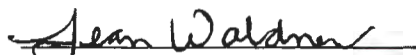
Donation Policy Review

**ADJOURNMENT**

Dave Filipuzzi

Moved the meeting adjourn at 10. a.m. Carried. 01.24.18-1003

  
\_\_\_\_\_  
CHAIRMAN

  
\_\_\_\_\_  
SECRETARY