

AGENDA
COUNCIL MEETING
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
September 8, 2020
1:00pm

A. ADOPTION OF AGENDA

B. DELEGATIONS

1. 1:00 pm – 1:20 pm – Fire Chief Dave Cox

C. MINUTES/NOTES

1. Council Committee Meeting Minutes
 - August 25, 2020
2. Council Meeting Minutes
 - August 25, 2020
3. Special Council Meeting Minutes
 - September 1, 2020

D. BUSINESS ARISING FROM THE MINUTES

- a) Criminal Code Amendment
 - Letter from City of Cold Lake, dated July 13, 2020
 - Follow from RMA

E. UNFINISHED BUSINESS

F. COMMITTEE REPORTS / DIVISIONAL CONCERNS

1. Councillor Quentin Stevick – Division 1
 - EMS
 - Pine Ridge Lookout
 - OHV on MD Roads
2. Councillor Rick Lemire – Division 2
3. Councillor Bev Everts– Division 3
 - LPRAG
 - <https://open.alberta.ca/publications/alberta-s-guide-to-outdoor-recreation-on-provincial-crown-land>
 - Alberta Southwest
 - <https://www.alberta.ca/assets/documents/alberta-recovery-plan.pdf>
 - ORRSC
4. Reeve Brian Hammond - Division 4
5. Councillor Terry Yagos – Division 5

G. ADMINISTRATION REPORTS

1. Operations
 - a) Operations Report
 - Capital Budget Summary, dated September 3, 2020
 - Program Capital Projects Status, dated September 3, 2020
 - PW Call Log, dated September 2, 2020
2. Development and Community Services
3. Finance
 - a) Property Tax Write-Offs – Lexin Resources Ltd. And Questfire Energy Corp
 - Report from Director of Finance, dated September 2, 2020

4. Municipal

a) Chief Administrative Officer Report

- Report from CAO, dated September 3, 2020

b) Changes to Scheduled Event

- Report from Administration dated September 2, 2020

H. CORRESPONDENCE

1. For Action

2. For Information

a) Investment Readiness Program – Community Foundation

I. NEW BUSINESS

a) MSP Funding for Capital Projects

J. CLOSED MEETING SESSION

a) DRAFT 2021 PCESC Operational and Capital Budget – FOIP Sec 17

b) Personnel Issue – FOIP Sec 17

K. ADJOURNMENT

**MINUTES
COUNCIL COMMITTEE MEETING
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
Tuesday, August 25, 2020 9:00 am**

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

Staff: Acting CAO Roland Milligan, and Executive Assistant Jessica McClelland.

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

1. Approval of Agenda

Councillor Quentin Stevick

Moved that the agenda for August 25, 2020 be approved as presented.

Carried

2. Closed Session

Councillor Bev Everts

Moved that Council move into closed session to discuss the following, the time being 9:01 am:

- a. DEM Brett Wuth -COVID-19 Situation Update FOIP Section 17
- b. Expedition Management Consulting Ltd., Recreation Engagement Session, FOIP Section 17

Carried

Councillor Bev Everts

Moved that Council move out of closed session, the time being 11:23 am.

Carried

3. Adjournment

Councillor Terry Yagos

Moved that the Committee Meeting adjourn, the time being 11:24 am.

Carried

**MINUTES
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
REGULAR COUNCIL MEETING
AUGUST 25, 2020**

The Regular Meeting of Council of the Municipal District of Pincher Creek No. 9 was held on Tuesday, August 25, 2020, at 1:00 pm, in the Council Chambers of the Municipal District Administration Building, Pincher Creek, Alberta.

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

STAFF Acting CAO Roland Milligan and Executive Assistant Jessica McClelland.

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

A. ADOPTION OF AGENDA

Councillor Quentin Stevick 20/289

Moved that the Council Agenda for August 25, 2020 be amended to include:

Correspondence Information:

- Change “Jane” to “Janet”

And that the agenda be approved as amended.

Carried

B. DELEGATION

John Grove and Colin Harvey with AltaLink attended the meeting at this time to update Council on the Chapel Rock project. Consultation sessions have been taking place with COVID restrictions, as well as mail outs to keep the public notified of the changes. Stakeholder consultations will be completed in Fall of this year, application to the AUC to follow later in the year, the anticipated construction completion is (at the earliest) 2022-2023.

John Grove and Colin Harvey left the meeting at this time, the time being 1:47 pm.

Director of Operations Aaron Benson, Public Works Superintendent Eric Blanchard, and Public Works Roads Foreman Johnathon Gaydos attended the meeting at this time to discuss the call logs and operations report.

Eric Blanchard and Johnathon Gaydos left the meeting at this time, the time being 2:05 pm.

G. ADMINISTRATION REPORTS

1. Operations

a) Operations Report

Councillor Quentin Stevick 20/290

Moved that Council receive for information the following Operations documents.

- Capital Budget Summary, dated August 17, 2020
- Program Capital Budget Projects Status, dated August 17, 2020
- Call Logs, dated August 17, 2020

Carried

Aaron Benson left the meeting at this time, the time being 2:45 pm.

C. MINUTES

1. Council Committee Meeting

Minutes
 Regular Council Meeting
 Municipal District of Pincher Creek No. 9
 August 25, 2020

Councillor Terry Yagos 20/291

Moved that the Minutes for Council Committee Meeting on July 14, 2020 be approved as presented.

Carried

2. Council Meeting Minutes

Councillor Bev Everts 20/292

Moved that the Minutes for the Council Meeting on July 14, 2020 be amended to include:

- Resolution 20/287 - Addition of Councillor Bev Everts and Councillor Quentin Stevick, as “For” in the recorded vote.

AND THAT the minutes be approved as amended.

Carried

D. BUSINESS ARISING FROM THE MINUTES

E. UNFINISHED BUSINESS

F. COMMITTEE REPORTS / DIVISIONAL CONCERNS

1. Councillor Quentin Stevick – Division 1

- a) Pincher Creek Regional Library
- b) Chinook Arch Regional Library

2. Councillor Rick Lemire – Division 2

- a) Pincher Creek Foundation

3. Councillor Bev Everts– Division 3

- a) Alberta Southwest
- b) Castle Mountain Community Association
- c) Beaver Mines Community Association
- d) Oldman River Regional Services Commission

4. Reeve Brian Hammond - Division 4

- a) Crowsnest Pincher Creek Landfill

5. Councillor Terry Yagos – Division 5

- a) Lundbreck Citizens Council

Councillor Quentin Stevick 20/293

Moved to accept the Committee Reports and information.

Carried

G. ADMINISTRATION REPORT

2. Development and Community Services

- a) AES Report

Councillor Bev Everts 20/294

Moved that Council accept the AES Report for dated August 17, 2020 as information.

Carried

Minutes
Regular Council Meeting
Municipal District of Pincher Creek No. 9
August 25, 2020

Councillor Rick Lemire declared a conflict of interest and left the meeting, the time being 3:18 pm.

b) AES Contracted Services

Councillor Terry Yagos 20/295

Moved that Council authorize the MD to enter into contracts with various provincial entities for the purpose of controlling invasive species within the municipality.

Carried

Councillor Rick Lemire returned to the meeting, the time being 3:25 pm.

c) 2021 Ortho Photo Project Participation

Councillor Bev Everts 20/296

Moved that Council agree to participate in the Southern Alberta 2021 Ortho Photo Project and authorizes the Municipal District of Willow Creek No. 26 to act as the managing partner for the Project on the MD's behalf.

Carried

3. Finance

a) Tax Recovery – 13 Walking Plow Acres

Councillor Quentin Stevick 20/297

Moved that Council approve taking title of property - 13 Walking Plow Acres (tax roll #3614.110; Lot 4, Block 2, Plan 9813289) with the intent to sell.

Carried

4. Municipal

a) Chief Administrative Officer Report

Councillor Quentin Stevick 20/298

Moved that Council receive for information, the Chief Administrative Officer’s report for the period of July 15, 2020 –July 31, 2020,

AND THAT Council receive for information, the Acting Chief Administrative Officer's report for the period August 3, 2020 - August 25, 2020.

Carried

H. CORRESPONDENCE

1. For Action

a. Criminal Code Amendment

Councillor Rick Lemire 20/299

Moved that the Council receive the Criminal Code Amendment letter as information, AND THAT Administration contact RMA to request and recent resolutions or correspondence on this issue.

Carried

Minutes
 Regular Council Meeting
 Municipal District of Pincher Creek No. 9
 August 25, 2020

- b. Request for a Council Resolution Supporting Development of a Structure Protection Pre-Incident for the Burmis Area

Councillor Quentin Stevick 20/300

Moved that Council supports the Pincher Creek Emergency Services development of a structure protection pre-incident plan for the Burmis Area.

Carried

- c. International Day of Older Persons

Councillor Bev Everts 20/301

WHEREAS the MD of Pincher Creek recognized and values the experience, contributions, and wisdom of seniors; and

WHEREAS the declaration of International Day of Older Persons would give us the opportunity to build greater awareness, understanding and appreciation of seniors; and

WHEREAS an International Day of Older Persons will stand as an important annual occasion to celebrate the strength and community connections of seniors in our province.

THEREFORE Council hereby declares October 1, 2020 as International Older Persons Day

Carried

- d. 20th Annual Alberta CARE Conference

Councillor Rick Lemire 20/302

Moved that administration contact the Alberta CARE Conference organization and advise that due to the current COVID-19 pandemic, Council for the MD of Pincher Creek will not be in attendance,

AND THAT Alberta CARE advise of what AHS health measures the organizers are following to ensure the safety to our community and residents.

Carried

- e. Letter of Concern Regarding Changes to Landfill Billing

Councillor Quentin Stevick 20/303

Moved that administration respond to the resident stating that Council will be revisiting the policy on the landfill billing changes after 6 months time.

Councillor Terry Yagos requested a recorded vote:

For:

Against:

Councillor Quentin Stevick
 Councillor Rick Lemire
 Reeve Brian Hammond
 Councillor Bev Everts

Councillor Terry Yagos

Carried

Minutes
 Regular Council Meeting
 Municipal District of Pincher Creek No. 9
 August 25, 2020

2. For Information

Councillor Bev Everts 20/304

Moved to receive the following as information:

- a) Copy of Letter to Honourable Justin Trudeau
 - Letter from Janet Frith, dated August 4, 2020
- b) Assessment Model Review – Information Rural Municipality Association
 - Letter from RMA, dated August 10, 2020
- c) Alberta Police Advisory Board Members
 - Letter introducing board dated July 17, 2020
 - Terms of Reference
- d) Patton Park Update
 - Verbal update from Director of Development
- e) July 2020 Grant Specialist Report

Carried

I. NEW BUSINESS

J. CLOSED SESSION

Councillor Quentin Stevick 20/305

Moved that Council move in to closed session to discuss the following, the time being 4:29 pm:

Invoice Fire Bill – FOIP Section 17
 Landfill Road Maintenance Agreement – FOIP Section 17

Councillor Rick Lemire 20/306

Moved that Council open the Council meeting to the public, the time being 4:48 pm.

Carried

a) Invoice Fire Bill

Councillor Rick Lemire 20/307

Moved that Council, in line with section 6.1 of the PCREMO Partnership Agreement, respectfully denies the request from the Town of Pincher Creek to waive invoice #IVC05674 for \$8,588.44.

Carried

b) Landfill Road Maintenance Agreement

Councillor Terry Yagos 20/308

Moved that the MD enter into a Five (5) year Road Maintenance Agreement with the Crowsnest/Pincher Creek Landfill Association for the annual amount of Twenty Five Thousand Dollars (\$25,000),

AND FURTHER THAT the Crowsnest/Pincher Creek Landfill Association be sent and invoice for the years of 2018/2019 in the amount of Fifty Thousand Dollars (\$50,000).

Carried

Minutes
Regular Council Meeting
Municipal District of Pincher Creek No. 9
August 25, 2020

K. ADJOURNMENT

Councillor Terry Yagos

20/309

Moved that Council adjourn the meeting, the time being 5:00 pm.

Carried

REEVE

CHIEF ADMINISTRATIVE OFFICER

MINUTES
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
SPECIAL COUNCIL MEETING
AUGUST 25, 2020

The Special Meeting of Council of the Municipal District of Pincher Creek No. 9 was held on Tuesday, September 1, 2020, at 6:30 pm, in the Council Chambers of the Municipal District Administration Building, 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 Brian Hammond, Councillors Quentin Stevick, Terry Yagos and Bev Everts.

STAFF CAO Troy MacCulloch

Reeve Brian Hammond called the meeting to order, the time being 6:30 pm.

A. DELEGATE FOR DISPUTE RESOLUTION

Councillor Quentin Stevick 20/310

Moved that Council appoint Councillor Terry Yagos as our representative for the dispute resolution process with the Pincher Creek Emergency Management Services funding formula.

Motion Defeated

Councillor Bev Everts 20/311

Moved that Council appoint Reeve Brian Hammond as our representative for the dispute resolution process with the Pincher Creek Emergency Management Services funding formula.

Motion Defeated

Reeve Brian Hammond called a recess, the time being 6:55 pm, and reopened the meeting, the time being 6:58 pm.

Councillor Bev Everts 20/312

Moved that on agreement of all present, and as both members were still allowing their names to stand, it was agreed to break the tie by means of a coin toss,

AND THAT ACTION, resulted in Reeve Brian Hammond being selected as our representative for the dispute resolution process with the Pincher Creek Emergency Management Services funding formula.

Carried

ADJOURNMENT

Councillor Terry Yagos 20/313

Moved that Council adjourn the meeting, the time being 7:01 pm.

Carried

REEVE

CHIEF ADMINISTRATIVE OFFICER

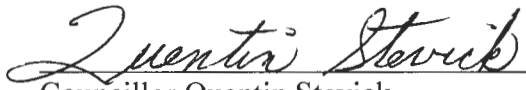
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9

WAIVER OF NOTICE OF A SPECIAL MEETING OF THE COUNCIL OF THE MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9, CALLED UNDER AUTHORITY OF SECTION 194 (4) AND 194 (5) OF THE MUNICIPAL GOVERNMENT ACT, CHAPTER 26 OF THE PROVINCE OF ALBERTA.

We, the undersigned members of the Council of the Municipal District of Pincher Creek No. 9 hereby waive notice of the special meeting to be held in the Administration Building, located at 1037 Herron Avenue, Town of Pincher Creek, on Tuesday, September 1, 2020 at 6:30 pm, for the purpose of discussing and acting upon:

1. Council resolution to choose delegate for dispute resolution process with Pincher Creek Emergency Management ~~Organization~~ funding formula
Services TM.

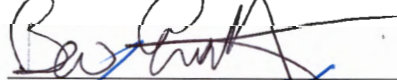
Signed:


Councillor Quentin Stevick

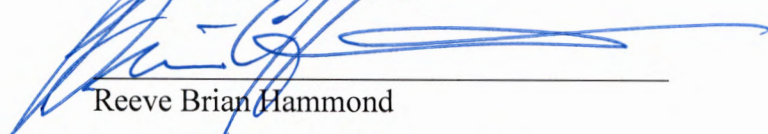
Date: September 1, 2020

Councillor Rick Lemire

Date: September 1, 2020


Councillor Bey Everts

Date: September 1, 2020


Reeve Brian Hammond

Date: September 1, 2020


Councillor Terry Yagos

Date: September 1, 2020



COPY City of Cold Lake

OFFICE OF THE MAYOR
RECEIVED

JUL 13 2020

M.D. OF PINCHER CREEK

July 7, 2020

Via Email ps.ministerofpublicsafety-ministredelasecuritepublique.sp@canada.ca

Minister of Public Safety & Emergency Preparedness
House of Commons
Ottawa, ON
K1A 0A6

Attention: Honourable Bill Blair

Dear Minister Blair:

Re: Criminal Code Amendment

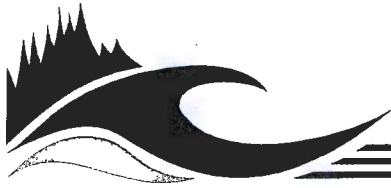
At the City of Cold Lake's regular Council meeting of June 23, 2020, City Council debated and passed a motion regarding concerns relating to the criminal code amendments approved under an "Order in Council" on May 1, 2020. The City of Cold Lake is calling upon all municipalities in Alberta, Saskatchewan, and Manitoba to voice their concerns along with their respective provincial governments.

The following resolution has been passed:

"that Council lobby the federal government to revoke the amendments to the criminal code on May 1, 2020 under an "Order in Council" titled and referred to as "Regulations Amending the Regulations Prescribing Certain Firearms and Other Weapons, Components and Parts of Weapons, Accessories, Cartridge Magazines, Ammunition and Projectiles as Prohibited, Restricted or Non-Restricted: SOR/2020-96."

The City of Cold Lake supports initiatives to end violence; however, feels very strongly that the Government of Canada is wasting valuable resources and taking the wrong approach to gun control that will have zero effect on gun crime.

.../2



-2-

WHEREAS on May 1, 2020, the federal government amended the Criminal Code by ordering regulations prescribing certain firearms, components and parts of firearms, accessories, cartridge magazines, ammunition and projectiles as prohibited or restricted;

AND WHEREAS the Government of Canada is planning a buyback program to get the guns out of circulation, which is expected to cost between \$400 million and \$600 million, and if the history of federal estimating repeats itself, will likely be in excess of \$1 Billion;

AND WHEREAS the City of Cold Lake supports the Government of Canada's commitment to end violence, whether firearms are involved or not, by taking the opportunity to be more engaged and to collaborate with the public and local stakeholders to develop more effective solutions on the issue;

NOW THERE BE RESOLVED that the Council of the City of Cold Lake urges the Government of Canada to revoke the amendment, and instead institute the following:

Target crime, and focus on enforcement through enhanced enforcement capacity for law enforcement and border services, as well as harsher punishments for firearms trafficking and crimes involving firearms. The current ban targets law-abiding owners, rather than the holders of illicit firearms, and would not greatly impact crime reduction;

Collect and share relevant data on crime involving firearms through improved collection and sharing of data on crimes involving firearms, particularly in terms of sources of illicit firearms, and the types of crime being committed. This data is critical for supporting law enforcement and border agencies efforts, as well as informing policy and legislation;

Collaborate with the firearms community and industry to support communication, training and public education regarding firearms to create a multi-faceted approach rather than implementing a ban in isolation.

.../3



-3-

The City feels that the federal government's gun ban will be an expensive exercise that will only serve to take law abiding people's property, while doing nothing to reduce crime. Municipalities are the level of government closest to the people, and a large part of our budget and operations is focused on providing safe and healthy communities. We see forecasts of hundreds of millions of federal dollars to be spent to buy guns back from people. As these are people who went through the necessary education, background checks, and licensing to purchase them, it seems to be a poorly thought out plan, especially if its aim is to reduce crime.

Respectfully,

Craig Copeland,
Mayor

cc: Council

Chief Administrative Officer K. Nagoya
Right Honourable Justin Trudeau Prime Minister of Canada
The Honourable David Lametti, Attorney General
The Honourable Andrew Scheer, Leader of the Official Opposition
David Yurdiga, MP Fort McMurray - Cold Lake
The Honourable Jason Kenny, Premier of Alberta
The Honourable Doug Schweitzer, Solicitor General
Federation of Canadian Municipalities (FCM)
Alberta Urban Municipalities Association (AUMA)
Rural Municipalities Association of Alberta (RMA)
and all municipalities within the provinces of Alberta, Saskatchewan and Manitoba

KN/cjr

From: [Wyatt Skovron](#)
To: [Jessica McClelland](#)
Cc: [Brian Brewin](#); [Tasha Blumenthal](#)
Subject: RE: Criminal Code Amendment
Date: August 26, 2020 3:09:50 PM
Attachments: [image001.png](#)

Hi Jessica,

Brian forwarded you message along to me. At this point we have not formed any positions on this issue, and we do not have any related resolutions.

Let me know if you have further questions.

Thanks,

Wyatt Skovron

Senior Policy Advisor



Office: 780.955.4096
RMAAlberta.com

2510 Sparrow Drive, Nisku, Alberta T9E 8N5 780.955.3639



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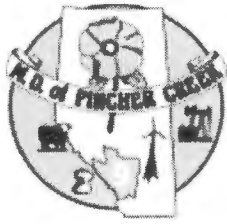
From: Jessica McClelland <AdminExecAsst@mdpincercreek.ab.ca>
Date: August 26, 2020 at 12:44:46 PM MDT
To: Brian Brewin <bbrewin@rmalberta.com>
Subject: Criminal Code Amendment

Good Afternoon Mr. Brewin,

Council for the MD of Pincher Creek received the attached letter from the City of Cold Lake. They discussed the letter at our Council meeting yesterday, August 25, 2020. Council is inquiring if RMA has any recent resolutions or correspondence on this issue?

If you can answer this, or perhaps forward my message to someone that could, we would certainly appreciate your assistance.

Thank you,



OPERATIONS REPORT

1.0 Upcoming Meetings:

- Next meeting with MPE and Banner Engineering on BM W & WW project
- Capital Project review

2.0 Discussion:

- Senior Management Meeting (SMT)
- Public Works Monthly Safety Meeting
- Project review with CAO and Director of Finance for MSP (Municipal Stimulus Program)
- Road Maintenance Agreement with the Crowsnest/Pincher Creek Landfill Association
- Meeting with CAO on Road Master Plan/Structure
- Meeting with Director of Finance, Public Works Superintendent and Road Foreman on Capital Project review

2.0 Public Works Activity Includes:

- Dust Control: Completed
- Mowing – 60 percent completed, further mowing is suspended until moisture conditions improve.
- Fencing: Permanent snow fence repair is in progress
- Signage on roads: Summerview Road is completed
- Maintenance: Cleaning out the ditching located on Cabin Hill unimproved road
- Bridge inspections

• 3.0 Capital Projects Update:

- Bridge File – 7235 Scotton's
- Bridge File 6613 – Cabin Creek
- Castle Area Regional Water Supply Contracts 1 (Pipeline) & Contracts 2 (Mechanical)
- Contract 1 – Pipeline:
 - LW Dennis will be focused on completing the pipeline;
 - LW Dennis will be off-site for the long weekend;
 - 22,350 meters of water pipeline are laid out of the 25,400 meters from the original contract installed as of September 3, 2020; but
 - The work doesn't include the change order of the 1850 meters to be laid out in Beaver Mines.
- Contract 2 – Mechanical:
 - Non-operational deficiencies remain, Nitro Construction has been notified of remaining items. Total Performance will not be issued until all deficiencies are completed, and the system startup is finished.
 - System startup will take place once the pipeline is completed; and
 - Deficiency holdbacks will remain in place until total performance is achieved.

- Beaver Mines Water Distribution, Collection and Wastewater Treatment System.
 - Meeting to be held on September 10, 2020, with MPE and Banner Environmental Consultants.
 - Public notice of the application for the Beaver Mines Waste Water Treatment System closed on August 14, 2020;
 - Four statements of concern were filed for the AEP Wastewater System Application;
 - The project can expect to receive a letter with direction from AEP after September 9, 2020;
 - An update of the statements of concerns by Banner Engineering will be provided at the next council meeting on September 22, 2020
- Beaver Mines Forcemain
 - Drawings have been submitted to Alberta Transportation for approval. The permit was signed on September 1, 2020.
 - The wastewater forcemain will be incorporated into the Beaver Mines Water Distribution and Wastewater Collection project for tendering and construction.
- Beaver Mines Lift Station
 - Process design is complete, structural, electrical and HVAC designs are underway.
 - MPE will look to finalize approved contractors for tender with the MD over the next week based on submissions received in the RFQ process.

Attachments

Program Capital Projects Status
Call Logs

Recommendation:

That the Operations report for the period August 31, 2020 to September 8, 2020, which includes the Program Capital Projects Status update and the call log, is received as information.

Prepared by: Aaron Benson

AB

Date: September 3, 2020

Reviewed by: Troy MacCulloch

RW MacCulloch

Date: September 3, 2020

Submitted to: Council

Date: September 8, 2020

Capital Budget Summary



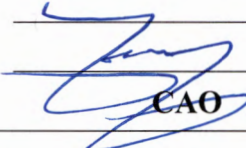
Project #	Service Area	Description	Total Cost	Sources of Project Funding				Total Revenue
				Grants	Debt	Reserves	Operations	
Infrastructure								
PW-R-1	Roads	Highway 3A – Landfill road repairs	1,076,000	860,000		216,000	1,076,000	
PW-R-2	Roads	Lundbreck Pave and Drainage (3rd street)	195,000	195,000			195,000	
PW-R-4	Roads	RR29-3 (North of 507 East, to Tower Road)	150,000	150,000			150,000	
PW-R-3	Roads	Southfork Hill	40,000	40,000			40,000	
PW-BF-1	Bridges	Bridge File # 6613 Cabin Creek	698,000	698,000			698,000	
PW-BF-2	Bridges	Bridge File #7235 Scottons	948,000	948,000			948,000	
PW-BF-3	Bridges	Bridge File #76293 Grumpy Road	440,000	440,000			440,000	
PW-BF-4	Bridges	Bridge File #8860 Beaver Mines Creek	181,500			181,500	181,500	
PW-BF-5	Bridges	Bridge File #13957 Connelly Creek	43,500			43,500	43,500	
PW-BF-6	Bridges	Bridge File #75009 Wild Cat Ranch	60,000			60,000	60,000	
PW-BF-7	Bridges	Bridge File #75377 Local Road over Screwdriver Creek	50,000			50,000	50,000	
RWCAST	Water/Wastewater	Castle Area Water Servicing	3,105,000	3,105,000			3,105,000	
BMDC	Water/Wastewater	Beaver Mines water servicing & wastewater collection	4,715,000	3,143,334	1,571,666		4,715,000	
BMLSF	Water/Wastewater	Beaver Mines Lift Station and Forcemain	2,750,000	1,833,334	916,666		2,750,000	
BML	Water/Wastewater	Beaver Mines Waste Water Treatment System	40,000	26,666	-	13,334	40,000	
Infrastructure Total			14,492,000	11,439,334	2,488,332	564,334	0	14,492,000
Equipment								
	Public Works	Steamer Unit	25,000			25,000	25,000	
	Public Works	6 Way Plow Attachment	30,000			30,000	30,000	
	Water	Standby Generator	60,000			60,000	60,000	
Equipment Total			115,000	0	0	115,000	0	115,000
Fleet								
Fleet Total			0	0	0	0	0	0
Information Services								
Information Services Total			0	0	0	0	0	0
Facilities								
ADMIN-SEC-1	Public Works/Admin	Security Camera for Admin and PW Buildings	85,000	85,000			85,000	
Facilities Total			85,000	85,000	0	0	0	85,000
Grand Total			14,692,000	11,524,334	2,488,332	679,334	0	14,692,000

LEGEND

- Projects on Hold
- Projects in Planning & Design Stage
- Projects in Tender Stage
- Projects in Construction Stage
- Projects in Close Out Stage
- Proposed Preliminary Engineering Costs

Progress Report for Projects as of September 3, 2020

Recommendation to Council

TITLE: Property Tax Write-Off – Lexin Resources Ltd. and Questfire Energy Corp.		
PREPARED BY: Meghan Dobie		DATE: September 2, 2020
DEPARTMENT: Finance		
		ATTACHMENTS:
Department Supervisor	Date	1. Tax Roll Trail Balance – Lexin and Questfire
APPROVALS:		
	<i>Sept 2, 2020</i>	
Department Director	Date	CAO
		<i>03 Sept. 2020</i>
		Date

RECOMMENDATION:

That Council write off the property taxes owing from Lexin Resources Ltd. in the amount of \$1,706.43, and Questfire Energy Corp. in the amount of \$301.75 through the Tax Rate Stabilization Reserve (6-12-0-735-6735)

BACKGROUND:

The MD wrote off taxes owed from Lexin Resources Ltd. and Questfire Energy Corp. in 2019 as a result of bankruptcy filings. The MD is an unsecured creditor, therefore under bankruptcy proceedings when it comes to claims for linear property taxes the MD cannot go after a purchaser for collection of outstanding property taxes.

Under GAAP (Generally Accepted Accounting Principles), when the amount of a loss is known with sufficient precision, and there is no realistic prospect of recovery, the receivable should be reduced by the amount of that loss.

FINANCIAL IMPLICATIONS:

-\$2,008.18

All Roll #'s
From Customer LEXI001 to LEXI001
All Tax Classes

All Balances
All Roll Statuses

Roll #	Name	>= 2020	2019	2018	2017	<= 2016	Total	Class
3428.020	Lexin Resources Ltd	\$190.72	\$0.00	\$0.00	\$0.00	\$0.00	\$190.72	
3491.030	Lexin Resources Ltd	\$190.72	\$0.00	\$0.00	\$0.00	\$0.00	\$190.72	
3513.010	Lexin Resources Ltd	\$270.15	\$0.00	\$0.00	\$0.00	\$0.00	\$270.15	
3560.020	Lexin Resources Ltd	\$196.99	\$0.00	\$0.00	\$0.00	\$0.00	\$196.99	
4626.010	Lexin Resources Ltd	\$177.24	\$0.00	\$0.00	\$0.00	\$0.00	\$177.24	
4900.010	Lexin Resources Ltd	\$196.99	\$0.00	\$0.00	\$0.00	\$0.00	\$196.99	
4921.010	Lexin Resources Ltd	\$196.99	\$0.00	\$0.00	\$0.00	\$0.00	\$196.99	
6151.000	Lexin Resources Ltd	\$224.10	\$0.00	\$0.00	\$0.00	\$0.00	\$224.10	
6152.000	Lexin Resources Ltd	\$62.53	\$0.00	\$0.00	\$0.00	\$0.00	\$62.53	
Report Total:		\$1,706.43	\$0.00	\$0.00	\$0.00	\$0.00	\$1,706.43	

Total number of Rolls: 9

System: 2020-08-31 2:04:09 PM
User: JoyceMG

MD of Pincher Creek
Tax Roll Trial Balance

All Roll #'s All Balances
From Customer QUES001 to QUES001
All Tax Classes All Roll Statuses

Roll #	Name	>= 2020	2019	2018	2017	<= 2016	Total	Class
2365.010	Questfire Energy Corp.	\$301.75	\$0.00	\$0.00	\$0.00	\$0.00	\$301.75	
Report Total:		\$301.75	\$0.00	\$0.00	\$0.00	\$0.00	\$301.75	

=====
Total number of Rolls: 1

CHIEF ADMINISTRATIVE OFFICER'S REPORT

Aug 31, 2020 – Sept 08, 2020

DISCUSSION:

Aug 31	Recap with Staff and get caught up on all departments
Sept 01	SMT (senior mgmt. meeting) Meeting with Minister Allard, MLA's Reid, Neudorf and Schow with Reeve Hammond Subdivision Meeting
Sept 02	Special Meeting to chose our Rep for the Funding Formula Dispute Resolution PW Monthly Safety Meeting Post Incident Meeting with PW Senior Staff and Safety Officer MSP (Mun. Stimulus Program) Project review to select options for Council Flood Hazard Review and comment to AEP Road Master Plan structure/content review with Dir Ops. Road Allowance review/assistance with Dir Dev and CAO of MD Acadia.
Sept 03	Council Reports and Package Prep Meeting on Rural Crime with MP John Barlow in Fort MacLeod – Reeve Hammond will also attend.
Sept 04	Ag Services Facility Inspection AMHSA Training Personnel Complaint Investigation
Sept 08	Committee Meeting Council Meeting

- Numerous other meetings throughout this period to address any issues or tasks from the Aug 25th meeting.

Upcoming Meetings

- Sept 10 – Next meeting of both MPE and Banner Engineering in Lethbridge regarding BM W/WW
- Sept 21 – Airport Meeting with new Management Group interested in operating and developing our Airport

RECOMMENDATION:

That Council receive for information, the Chief Administrative Officer's report for the period Aug 31, 2020 – Sept 08, 2020.

Prepared by:

Troy MacCulloch, CAO



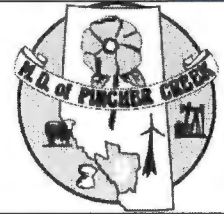
Date: Sept 03, 2020

Respectfully presented to:

Council

Date: Sept 08, 2020

Administration Guidance Request



TITLE: CHANGES TO SCHEDULED EVENTS

PREPARED BY: JESSICA MCCLELLAND

DATE: September 2, 2020

DEPARTMENT: ADMINISTRATION

ATTACHMENTS: None

**Department
Supervisor**

Date

APPROVALS:

Department Director

Date

[Signature]
CAO

03 Sept. 2020
Date

REQUEST:

To keep with proper social distancing, and recommendations from the Province on numbers of people in groups, that Council cancel previously arranged Coffee with Council date for September 24, 2020.

BACKGROUND:

Council previously cancelled all other in-person events for the Summer, but didn't cancel this Coffee with Council for September 24, 2020 in hopes it could take place.

FINANCIAL IMPLICATIONS:

None.



Ha

RECEIVED

SEP - 4 2020

M.D. OF PINCHER CREEK

Troy MacCulloch, CAO
1037 Herron Avenue
Box 279
Pincher Creek, AB T0K 1W0

August 28, 2020

Dear Mr. Troy MacCulloch,

It has been an extraordinary year for all of us, and the COVID-19 pandemic will leave an indelible mark on our community and our world. As we continue to re-open and adjust to our new reality, we acknowledge the critical role that social innovation will play in our recovery. With this in mind, I am pleased to inform you that the Community Foundation is offering a second and final round of the Investment Readiness Program (IRP) to support the innovative ideas of social purpose organizations and help build a more resilient community.

The final round of funding of the IRP will begin accepting applications on September 8, with a closing date of October 9, 2020. While my preference is to visit you in person, the COVID-19 pandemic restricts such occasions; nonetheless, I want to ensure that you – and your community – are aware of this funding opportunity. I request that you please share this information widely.

Through the IRP, organizations can apply for a minimum contribution of \$10,000 in non-repayable capital to design, plan, measure, and scale social enterprises to help prepare them to accept future investment. The IRP is open to a diverse range of social purpose organizations and businesses, including charities, non-profits, co-ops, and for-profit social enterprise. Successful applicants will receive funding to facilitate organizational growth through business planning, capacity enhancement, or development of new business, products, or services.

Details about the IRP, including the link to the application, can be found on our website at www.cflsa.ca/IRP. However, I want to point out two important considerations. First, the deadline to spend the IRP contribution is June 1, 2021. Second, new to round two of the IRP is the stipulation that applicants can request to allocate up to 20% of project budgets to cover staffing support or operating costs for the project.

We will be offering an information session via Zoom on Monday, September 14, 2020 at 10:00 a.m., and request that you register by emailing irp@cflsa.ca. We also encourage anyone interested in applying to contact our office and speak to our Community Knowledge Coordinator, Kat Weaver, to discuss their project.

The Investment Readiness Program is part of a national initiative led by the Community Foundations of Canada and funded by the Government of Canada. The Community Foundation of Lethbridge and Southwestern Alberta, in partnership with the Community Foundation of Southeastern Alberta, is proud to be the regional partner offering the IRP to social purpose organizations across Southern Alberta.

Best wishes,

A handwritten signature in black ink that reads "Davidson". The signature is written in a cursive style with a large, looped initial "D".

Charleen Davidson
Executive Director

Investment Readiness Program

We all want communities where everyone can belong and thrive. The Investment Readiness Program (IRP) supports new and innovative ways of getting us there.

The IRP is designed to help social enterprises to explore, grow, and flourish across the country, contributing to solving pressing social, cultural, and environmental challenges. You can apply for a minimum of \$10,000 of non-repayable capital to help launch, design, measure, and scale your social enterprise, getting you ready to access investment in Canada's growing social finance marketplace.

If you have an enterprise that does good, whether in its second week, second year, or decade, the IRP may be for you.

Who can apply

If you are a:

- Charity
- Non-profit
- Co-op
- For-profit social enterprise

... and have an idea or an existing project that fits the definition of a social enterprise, you may be eligible.

Members of the Southern Alberta Regional Consortium

- Community Futures Lethbridge Region and Entre-Corp
- Economic Development Lethbridge
- Lethbridge College Centre for Applied Research, Innovation, and Entrepreneurship
- Lethbridge Indigenous Sharing Network
- Medicine Hat College Business Development Office
- Medicine Hat & District Chamber of Commerce
- Regional Innovation Network of Southern Alberta (RINSA) and Alberta Innovates
- Sandfly Marketing Inc.
- University of Lethbridge Agility Program

What is a social enterprise?

An organization or program that is mission-driven, aiming to sell goods or services to earn a revenue, while also helping achieve positive social, cultural or environmental results.

From farmshare co-ops to after-school arts programs, social enterprises serve the needs of communities all across Canada. Some examples of social enterprises include:

- A non-profit that employs people facing barriers to employment to perform eco-friendly home retrofits
- A charity that runs a catering service and provides culinary training for marginalized youth
- A co-op that offers affordable laundry and delivery service while giving work experience to people living in poverty
- A business that creates and sells footwear made from recycled materials in order to reduce waste and that uses some of its revenues to fund environmental programming.
- A construction business that provides skilled trades training and employment opportunities to newcomers and single parents
- A store that offers local artisans credit to purchase food in exchange for their crafts

What is the IRP opportunity?

Business doesn't have to be just about the bottom line. Community leaders know that business can be done differently, and can be a tool for social innovation that unlocks effective solutions to pressing social, cultural, and environmental concerns.

Organizations can apply for a minimum of \$10,000 to invest in their social enterprise and help make an even greater positive change in their community.

This capital can be used to research, launch, design, measure, and scale up your social enterprise to achieve your sustainability plan to take on investment in the future.

Funds are intended to be used to access outside expert advice or services to:

- Explore a new business idea or develop a business plan to test your inspiring idea
- Create a marketing plan to reach new audiences
- Prepare the documentation needed to approach potential investors as you move to taking on investment capital
- Plan new products or services to grow revenue

The non-repayable capital is not eligible for use towards core operating costs. It should move your enterprise forward along the spectrum from idea to investment-ready.

Where to apply and find more information

Community Foundations of Canada is allocating non-repayable capital to organizations preparing to successfully participate in the social finance market.

Visit www.irp-ppi.ca to find out more information and begin the application process.

All inquiries related to the IRP in Southern Alberta may be directed to the Community Foundation of Lethbridge and Southwestern Alberta.



COMMUNITY
FOUNDATION
LETHBRIDGE + SOUTHWESTERN ALBERTA

www.cflsa.ca
403-328-5297
IRP@cflsa.ca



COMMUNITY
FOUNDATION
of Southeastern Alberta

www.cfsea.ca



COMMUNITY
FOUNDATIONS
OF CANADA



Investment
Readiness
Program

Funded by

Canada

Get ready to make an impact with the IRP

**Investment
Readiness
Program**

In partnership with Southern
Alberta's Community
Foundations

TITLE: Municipal Stimulus Program Funding for Capital Projects



PREPARED BY: Aaron Benson

DATE: September 1, 2020

DEPARTMENT: Public Works and Services

Department Supervisor

Date

ATTACHMENTS:

- 1. ISL Engineering Services Proposal**
- 2. Roseke Engineering Services Proposals**

APPROVALS:

Aaron Benson

September 2, 2020

for **Troy MacCulloch**

2020/09/03

Department Director

Date

CAO

Date

REQUEST FOR COUNCIL:

That Council select a project to utilize the grant funding available under the Municipal Stimulus Program (MSP).

BACKGROUND:

The Government of Alberta (GOA) is providing additional capital infrastructure funding to the Municipality from the Municipal Stimulus Program (MSP) with the primary objective to sustain and create local jobs; enhance provincial competitiveness and productivity.

1. Project Application Submission will need to be in by October 1, 2020.
2. Projects previously submitted under the MSI and/or federal Gas Tax Fund (GTF) are not eligible for MSP funding;
3. The MSP total grant amount for the MD is \$352,447.

Option 1: Lundbreck Roadway Improvements	Costs
MSP Funding	\$ 352,447
1st Street from Robinson ½ Way to Breckenridge – Approx. 60 m	\$ 110,000
2nd Street from Breckenridge to Hamilton – Approx. 110 m	\$ 240,000
Engineering Fees	\$ 16,000
Contingency 5%	\$ 18,300
Total Estimated Project Costs:	\$ 384,300
Required Funding by using MSI	-\$ 31,953

Option 2: Bridge Work	Costs	
MSP Funding	\$	352,447
Bridge File 74119: (SW 04-07-29-W4) Major Bridge and Engineering Fees	\$	155,000
Bridge File 2224: (SW 16-09-01-W5) Major Bridge and Engineering Fees	\$	180,000
Contingency 10%	\$	<u>33,500</u>
Total Estimated Costs:	\$	368,500
Required Funding by using MSI	-\$	16,053

FINANCIAL IMPLICATIONS:

1. The MD would allocate the remaining funds of a maximum \$35,000 dollars including contingency to pay for the remaining costs.

September 1, 2020

Aaron Benson, Director of Operations
Municipal District of Pincher Creek No. 9
1037 Herron Avenue
Pincher Creek, AB T0K 1W0

**Re: Proposal for Engineering Services
BF 74119, SW 04-07-29-W4
Local Road over Pincher Creek near Pincher Creek**

Thank you for the opportunity to submit this proposal to provide engineering services for the repair of this bridge along a local road over Pincher Creek near Pincher Creek, AB. This proposal outlines the existing conditions, anticipated scope of work, and our estimated fees.

Bridge File 74119 consists of a single span, 30.5 m type PT pony truss bridge on a steel substructure built in 1936. It facilitates the passage of a local road over Pincher Creek near Pincher Creek, AB. It is currently in poor condition primarily due to the wearing surface and condition of bridgerail and wheelguard.

This site is considered class C with an instream restricted activity period of September 1 to August 15 of any year. Hence, the specifications of a QAES will be required to perform in-stream work such as pile repair. Therefore, a QAES report has been included.

The anticipated scope of work for this project is as follows:

- ▶ We will visit the site, review historical information, prepare cost estimates, and make a recommendation to the MD regarding the scope of repair options. This includes coring to identify areas of rot.
- ▶ Following approval from the MD, we will prepare the detailed design drawings and tender documents, proceed with tender administration, and award the contract.
- ▶ Following award, we will work closely with the selected contractor and ensure submittals are reviewed and accepted, administer and manage the construction of the replacement structure.
- ▶ Following completion of the project, we will prepare a final details package for the MD to submit to Alberta Transportation for funding as per the STIP Guidelines, or whichever funding requirements are utilized for the project.

The scope of repair work will be finalized during the preliminary engineering phase but is likely to consist of:

- ▶ Replacement of the stripdeck and wheelguards
- ▶ Repair of bridgerail and guardrail

The engineering work required to complete the preliminary engineering, detailed design, tender, fabrication inspection, manage construction, administer the contract and complete the post construction engineering is estimated to be **\$28,679.50** and is dependent upon formal approval from the MD of Pincher Creek #9.

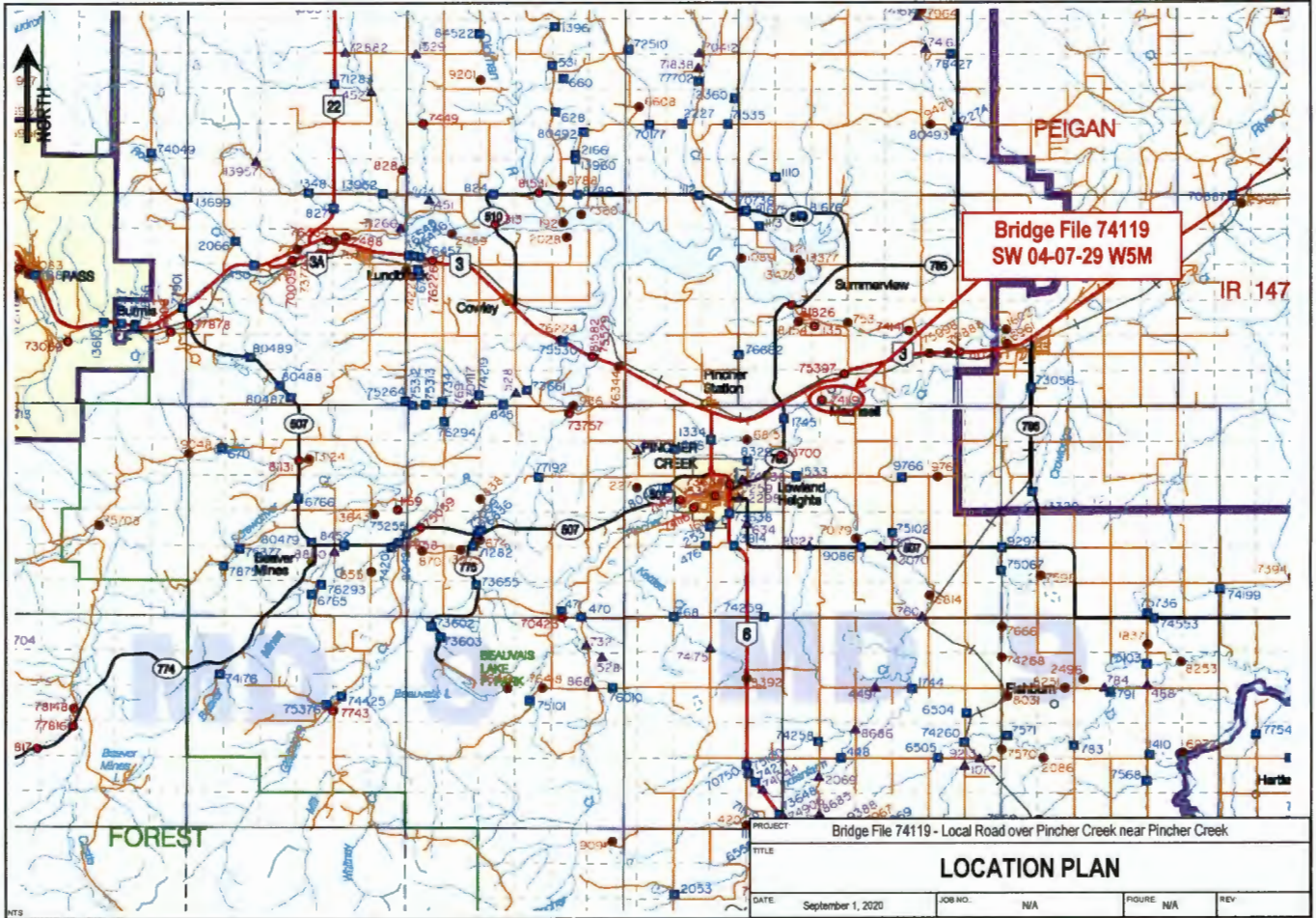
The anticipated construction estimate is \$125,000.

A copy of the engineering fee estimate has been provided with this letter. Please feel free to contact me at (403) 942-6170 or by email at bernie.roseke@roseke.com if you have any questions pertaining to this bridge file or the proposed work.

Sincerely,

A handwritten signature in blue ink, appearing to read "Bernie Roseke". The signature is stylized and cursive.

Bernie Roseke, P.Eng., PMP
President
Roseke Engineering Ltd.



PROJECT	Bridge File 74119 - Local Road over Pincher Creek near Pincher Creek				
TITLE	LOCATION PLAN				
DATE	September 1, 2020	JOB NO.	N/A	FIGURE	N/A
REV					

September 1, 2020

Aaron Benson, Director of Operations
Municipal District of Pincher Creek No. 9
1037 Herron Avenue
Pincher Creek, AB T0K 1W0

**Re: Proposal for Engineering Services
BF 2224, SW 16-09-01-W5
Local Road over Oldman River near Cowley**

Thank you for the opportunity to submit this proposal to provide engineering services for the repair of this bridge along a local road over the Oldman River near Cowley, AB. This proposal outlines the existing conditions, anticipated scope of work, and our estimated fees.

Bridge File 2224 consists of a 2-span, 61 m – 21.3 m type TH-RB spans on a treated timber substructure. It was constructed in 1917 and facilitates the passage of a local road over the Oldman River near Pincher Creek, AB. It is currently in poor condition primarily due to the wearing surface and condition of truss members.

This site is considered class B with an instream restricted activity period of September 1 to August 15 of any year. Because there is no in-stream work involved with this repair project, a QAES report has not been included.

The anticipated scope of work for this project is as follows:

- ▶ We will visit the site, review historical information, prepare cost estimates, and make a recommendation to the MD regarding the scope of repair options.
- ▶ Following approval from the MD, we will prepare the detailed design drawings and tender documents, proceed with tender administration, and award the contract.
- ▶ Following award, we will work closely with the selected contractor and ensure submittals are reviewed and accepted, administer and manage the construction of the replacement structure.
- ▶ Following completion of the project, we will prepare a final details package for the MD to submit to Alberta Transportation for funding as per the STIP Guidelines, or whichever funding requirements are utilized for the project.

The scope of repair work will be finalized during the preliminary engineering phase but is likely to consist of:

- ▶ Replacement of the stripdeck and wheelguards
- ▶ Repairs to the bridgerail
- ▶ Painting of truss members
- ▶ Replacement of bearings

The engineering work required to complete the preliminary engineering, detailed design, tender, fabrication inspection, manage construction, administer the contract and complete the post construction engineering is estimated to be **\$29,048.25** and is dependent upon formal approval from the MD of Pincher Creek #9.

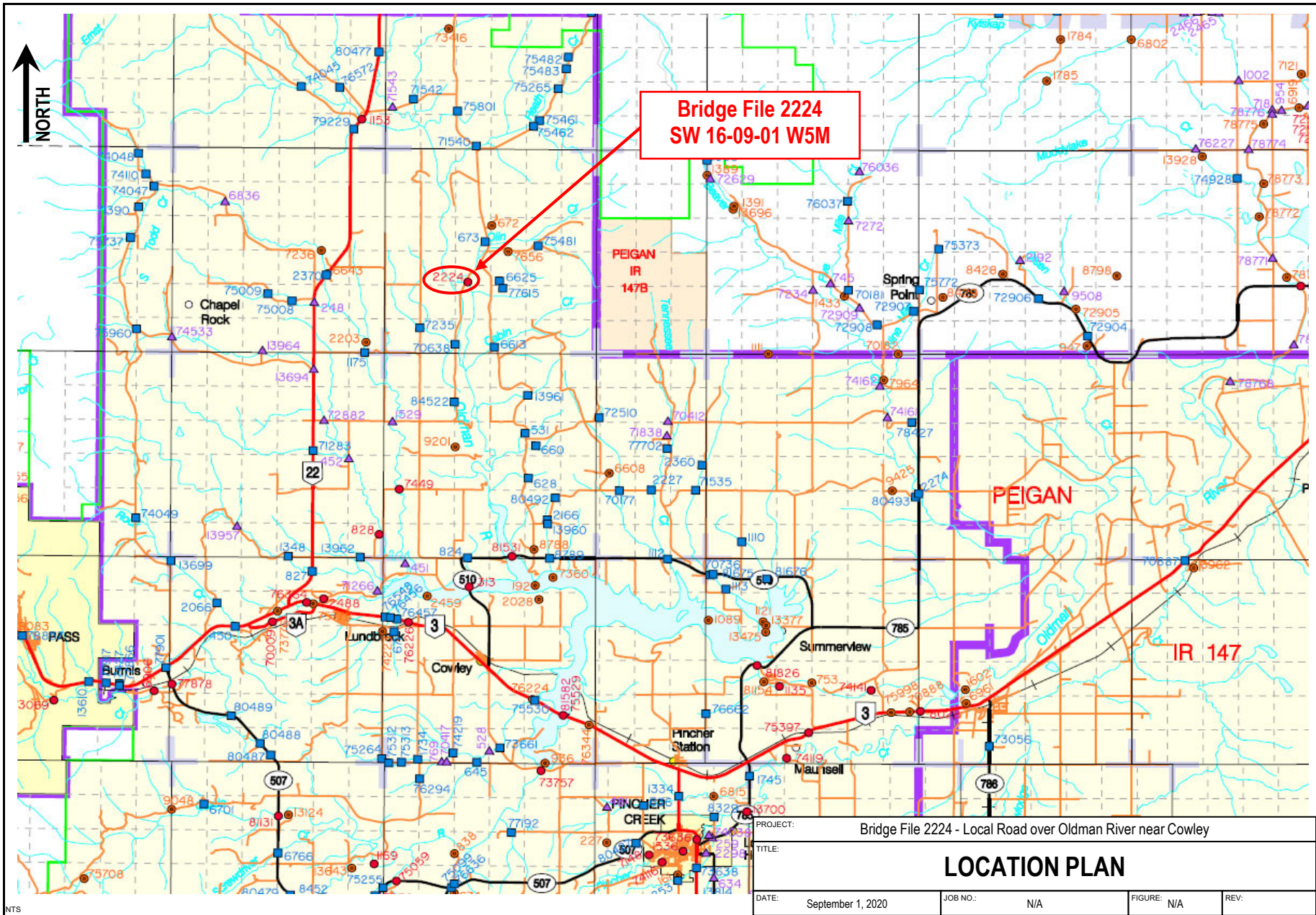
The anticipated construction estimate is \$150,000.

A copy of the engineering fee estimate has been provided with this letter. Please feel free to contact me at (403) 942-6170 or by email at bernie.roseke@roseke.com if you have any questions pertaining to this bridge file or the proposed work.

Sincerely,



Bernie Roseke, P.Eng., PMP
President
Roseke Engineering Ltd.



PROJECT: Bridge File 2224 - Local Road over Oldman River near Cowley

LOCATION PLAN

DATE: September 1, 2020	JOB NO.: N/A	FIGURE: N/A	REV:
-------------------------	--------------	-------------	------

NTS

Lundbreck

Street Improvement Work

Legend



Google Earth

© 2020 Google
Image © 2020 CNES / Airbus



200 m



CONFIDENTIAL

September 2, 2020
Our Reference: 92908

Aaron Benson, Director of Operations
M.D. of Pincher Creek
P.O.Box 279
Pincher Creek, AB. T0K 1W0

Attention: Aaron Benson, B.Tech, C.E.T.

Dear Sir:

Reference: Lundbreck Roadway Improvements – Engineering Services Proposal

As per your request, ISL Engineering and Land Services Ltd. (ISL) is pleased to provide this proposal to the M.D. of Pincher Creek (the M.D.) for the design and construction administration for the following locations in the Hamlet of Lundbreck;

1. 1st Street from Robinson ½ Way to Breckenridge – Approx. 60 m
2. 2nd Street from Breckenridge to Hamilton – Approx. 110 m

This proposal outlines our understanding of the scope of work and our related professional fees.

1.0 INTRODUCTION

The M.D. has identified the need to reconstruct two sections of roadway, including surface drainage improvements. It is understood that the drainage improvements will be limited to surface improvements, no underground systems will be required.

2.0 SCOPE OF WORK

It is understood that the following services are required for this project:

2.1 Design

2.1.1 Preliminary Survey

A detailed topographic GPS survey will be completed within the project limits and tied to an established geodetic benchmark. Prior to commencing the survey, ISL will arrange for utility locates using Alberta One-Call and other available resources. Traffic accommodation for surveying activities will be provided by ISL.

2.1.2 Detailed Design and Drawing Preparation

ISL will prepare a Plan and Profile Drawing outlining the existing and proposed horizontal and vertical roadway alignments; roadway cross-sections; known utility locations; intersections and accesses and any additional pertinent items identified during the preliminary survey. ISL will look at the existing drainage issues and provide recommendations for improvement. Our engineering budget allows for one iteration of the design drawings.

2.2 Tender Preparation

2.2.1 Tender Document Preparation

ISL has assumed that a single tender document is required and that this will be a public tender. ISL will prepare a schedule of quantities and a tender document.

2.3 Construction Administration

2.3.1 Traffic Accommodation Strategy (TAS) and ECO Plan Review

ISL will review and provide recommendations regarding the Traffic Accommodation Strategy (TAS) and Environmental Construction Operations (ECO) Plan. We will utilize checklists to ensure that critical items are not overlooked and will adhere to the appropriate legislation relative to each. Our team will make every attempt to ensure the safety of the workers, the safety of the public, and the protection of the environment are considered throughout the course of the project.

2.3.2 Pre-Construction Meeting

A Pre-Construction meeting will be held with the successful Contractor and their Sub-Contractors. The intent of this meeting will be to discuss the lines of communication, construction reporting requirements, construction schedule, traffic accommodation issues, environmental concerns, and procedures for submitting progress claims.

2.3.3 Construction Supervision and Survey

ISL will administer the contract on behalf of the M.D., including: part-time resident inspection (assumed 6 days x 6.0hrs/day); project documentation including weekly reports and photographic records; monitoring the Contractor's safety, traffic and environmental plans; construction cost tracking and expenditure control; review and recommendation on progress claims; preparation of Change Orders; and general contract administration.

ISL has assumed that the Contractor will provide materials testing and construction survey.

2.4 Information Provided by the M.D.

ISL understands that the following items will be provided by the M.D.:

- GIS Information (legal linework, existing deep and shallow utilities, etc.) ISL can assist with obtaining this information from the Old Man Regional Planning Commission, if required.

3.0 PROJECT TEAM

The following lists ISL's key project team members and provides brief descriptions of their roles and experience. Resumes for each person are attached at the end of this letter.

- Arne Gjerlaug, P.L. (Eng.) Corporate Support
- Evan Abramenko, P.Tech Project Manager
- Marc Krushelnicki, C.E.T. Design Lead
- Mitch Ankermann, Civil Technologist Site Survey and Plan Production

4.0 ISL Fees

ISL proposes to undertake the Civil Engineering work as described above for the amount of **\$16,000.00** GST exclusive.

Scope	Fees
Site Topographic Survey and Base Plan	\$2,350
Detailed Design Drawings	\$5,250
Tender Preparation	\$3,600
Construction Administration	\$4,800
Total	\$16,000

The above fees assume that the design and construction is completed in 2021 otherwise annual escalation rates will need to be applied. The above fees are lump sum fees and include disbursement but not G.S.T. Invoicing would be on a monthly basis based on progress. Changes to the drawings after design has started or additional work required as a result of conditions beyond our control would be charged out at our per diem rates in addition to the fee quoted.

Your approval will be obtained prior to carrying out any additional work.

5.0 Project Schedule

We are prepared to undertake this assignment within 6 weeks of receiving approval to proceed.

6.0 General Limitation and Conditions

In addition to any limitations and conditions noted in the other parts of this proposal, the following limitations and conditions apply to this work.

1. This proposal is supplied by ISL Engineering and Land Services Ltd. ("ISL") and is confidential. This proposal cannot be provided to anyone other than the addressee (including its employees) without ISL's written consent.
2. The offer to provide services at the rates indicated in this proposal, or otherwise, expires if this proposal is not accepted by the Client within thirty (30) days after the date indicated near the top of the first page of this proposal.
3. The fees in this proposal exclude all taxes, levies or duties that may be applied by a Federal, Provincial, or Municipal Government on fees for services.
4. The fees allow for the duration of the project to be such that the design will be completed in 2021. If the schedule is delayed, ISL will provide a quote for a fee revision.
5. Payment of invoices shall not be subject to any discounts, back-charges, hold-backs or set offs by the Client, unless agreed to by ISL. Payment to ISL for services rendered and expenses incurred shall be due and payable regardless of any subsequent suspension or termination of this Agreement by either party.
6. Payment of all invoices is due within 30 calendar days of the invoice date. If full payment is not received within 30 calendar days, all ISL work related to the project shall cease until payment arrangements are made that are acceptable to ISL.
7. The cost of disbursements included in the fee allows for:



8. Printing costs for plans and documents required to complete the work. Printing costs for presentation graphics and any other plans or documents that are not required by ISL or approving authorities in the normal course of business are not included in the disbursement fees. With respect to approving authorities, the estimated printing costs are based on year 2021 requirements. If these requirements change significantly during the course of the project, ISL will provide a quote for further printing costs.
- Computer and plotter usage costs.
 - Survey equipment usage costs.
 - Personal vehicle usage for local travel.
 - Other costs related to the normal course of business as determined by ISL.
 - If additional copies of the information are required ISL will invoice for the copies based on our costs plus ten (10) percent.

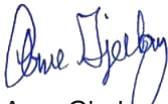
Unless otherwise noted, the fees in this proposal are based on the project being designed as one phase. If the phasing of the design changes, ISL will provide a revised fee quote to the Client.

The Client is responsible for payment of all government application, permitting, municipal fees, and all other fees.

By accepting this proposal, the Client agrees that any and all claims which it has or hereafter may have against ISL Engineering and Land Services Ltd. in any way arising out of or related to ISL's duties and responsibilities under this engagement, whether such claims are in contract or in tort, shall be limited to the total amount paid for services under this engagement.

We are prepared to commence work upon our receipt of a signed copy of this letter. We trust you find this proposal is in order, however if you have any questions, please do not hesitate to contact the undersigned at (403) 327-3755.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Arne Gjerlaug'.

Arne Gjerlaug, P.L. (Eng.)
Manager