

**AGENDA
COUNCIL MEETING
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
March 14, 2023 6:00 pm
Council Chambers**

- A. ADOPTION OF AGENDA
- B. DELEGATIONS
- C. MINUTES/NOTES
 - 1. Committee Meeting Minutes
 - February 28, 2023
 - 2. Council Meeting Minutes
 - February 28, 2023
- D. UNFINISHED BUSINESS
- E. BUSINESS ARISING FROM THE MINUTES
- F. COMMITTEE REPORTS / DIVISIONAL CONCERNS
 - 1. Councillor Tony Bruder – Division 1
 - ORRSC Periodicals – Campgrounds
 - ORRSC Minutes December 1, 2022
 - 2. Reeve Rick Lemire – Division 2
 - 3. Councillor Dave Cox– Division 3
 - 4. Councillor Harold Hollingshead - Division 4
 - 5. Councillor John MacGarva – Division 5
- G. ADMINISTRATION REPORTS
 - 1. Operations
 - a) Operations Report
 - Report from Public Works dated March 9, 2023
 - Public Works Call Log
 - 2. Finance
 - 3. Planning and Community Services
 - 4. Municipal
 - a) Chief Administrative Officer Report
 - Report from CAO, dated March 10, 2023
- H. POLICY REVIEW
- I. CORRESPONDENCE
 - 1. For Action
 - a) Volunteer Celebration Event
 - Request for Support from Town of Pincher Creek
 - b) Request for Letter of Support
 - Request from Pincher Creek Health Professionals Attraction and Retention Society
 - c) Pancake Flipping – Rodeo Sunday
 - Invitation from Town of Pincher Creek
 - 2. For Information
 - a) Alberta Southwest
 - February Bulletin
 - February Minutes
 - Fort Macleod Workshop
 - b) Local Government Funding
 - Letter from Alberta Municipal Affairs

J. NEW BUSINESS

K. CLOSED MEETING SESSION

- a) Recycling Services – FOIP Sec 16.1.a.ii
- b) Changes to Solid Waste Services – FOIP Sec 16.1.a.ii
- c) Pincher Creek Foundation – FOIP Sec 23.1.a

L. ADJOURNMENT

MINUTES
 REGULAR COUNCIL COMMITTEE MEETING
 MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
 Tuesday, February 28, 2023 2:00 pm
 Council Chambers

Present: Reeve Rick Lemire, Deputy Reeve Tony Bruder, and Councillors Dave Cox, Harold Hollingshead, and John MacGarva.

Staff: CAO Roland Milligan, Utilities & Infrastructure Manager David Desabrais, and Executive Assistant Jessica McClelland.

Reeve Rick Lemire called the meeting to order, the time being 2:02 pm.

1. Approval of Agenda

Councillor Dave Cox

Moved that the agenda for the February 28, 2023 Committee meeting be amended to remove 2b) Wayne Oliver – Reclamation of Cowley Ridge Wind Mill,

AND THAT the agenda be approved as amended.

Carried

2. Delegations

STARS

Glenda Farnden and Martin Able with STARS attending the meeting at this time to update Council on the changes in 2022, as well as future plans.

The MD of Pincher Creek is already committed to funding until 2025 to assist with operations of this valuable service.

Glenda and Martin left at this time, the time being 3:12 pm.

3. Closed Session

Councillor Dave Cox

Moved that Council move into closed session to discuss the following, the time being 3:22 pm:

- a) Land Owner Concern – FOIP Sec. 16

Carried

REGULAR COUNCIL COMMITTEE MEETING
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
TUESDAY, FEBRUARY 28, 2023

Councillor Harold Hollingshead

Moved that Council move out of closed session, the time being 3:55 pm.

Carried

4. Round Table

5. Adjournment

Councillor Tony Bruder

Moved that the Committee Meeting adjourn, the time being 5:07 pm.

Carried

REEVE

CHIEF ADMINISTRATIVE OFFICER

**MINUTES
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
REGULAR COUNCIL MEETING
FEBRUARY 28, 2023**

The Regular Meeting of Council of the Municipal District of Pincher Creek No. 9 was held on Tuesday, February 28, 2023 at 6:00 pm, in the Council Chambers of the Municipal District Administration Building, Pincher Creek, Alberta.

PRESENT Reeve Rick Lemire, Deputy Reeve Tony Bruder, Councillors Dave Cox, Harold Hollingshead and John MacGarva.

STAFF CAO Roland Milligan, Director of Finance Meghan Dobie, Utilities & Infrastructure Manager David Desabrais, Development Officer Laura McKinnon, and Executive Assistant Jessica McClelland.

Reeve Rick Lemire called the meeting to order at 6:00 pm.

A. ADOPTION OF AGENDA

Councillor Dave Cox 23/068

Moved that the Council Agenda for February 28, 2023 be amended to include:

Action

- Agriculture Literacy Knowledge Sharing Event
- Pincher Creek & District Chamber of Commerce AGM

Closed Session

- Personnel – FOIP Sec. 19
- Irrigation District – FOIP Sec. 16

AND THAT the agenda be approved as amended.

Carried

B. DELEGATIONS

C. MINUTES

1. Committee Meeting Minutes – February 14, 2023

Councillor John MacGarva 23/069

Moved that the Committee Meeting Minutes of February 14, 2023 be approved as presented.

Carried

2. Council Meeting Minutes – February 14, 2023

Councillor Tony Bruder 23/070

Moved that the Council Meeting Minutes of February 14, 2023 be approved as presented.

Carried

3. Special Council Meeting Minutes – February 21, 2023

Councillor Harold Hollingshead 23/071

Moved that the Special Council Meeting Minutes of February 21, 2023 be approved as presented.

Carried

E. UNFINISHED BUSINESS

Minutes
 Council Meeting
 Municipal District of Pincher Creek No. 9
 February 28, 2023

a) Lundbreck Road Issue

Councillor Dave Cox 23/072

Moved that administration be directed to have ISL Engineering provide possible solutions to mitigate water issues for 2nd Street in Lundbreck,

AND THAT the findings be brought back to a future Council meeting for further discussion.

Carried

b) Livingstone Ski Academy

Councillor Tony Bruder 23/073

Moved that the presentation by the Livingstone Ski Academy be received as information.

Carried

F. BUSINESS ARISING FROM THE MINUTES

G. COMMITTEE REPORTS / DIVISIONAL CONCERNS

1. Councillor Tony Bruder – Division 1
 - a) Crowsnest/Pincher Creek Landfill Association
2. Reeve Rick Lemire – Division 2
 - a) CUPE Negotiations
 - b) Emerging Trends Seminar
3. Councillor Dave Cox – Division 3
 - a) Pincher Creek Foundation
 - b) Emergency Services Commission
 - c) Beaver Mines Community Association
 - d) Castle Mountain Community Association
 - e) Highway 3 Twinning Development Association
 - f) Emerging Trends Seminar
 - g) Pincher Creek Library
4. Councillor Harold Hollingshead - Division 4
 - a) Pincher Creek Foundation
5. Councillor John MacGarva – Division 5
 - a) Safety Courses
 - b) Highway 3 Twinning Development Association

Councillor John MacGarva 23/074

Moved to accept the Committee Reports as information.

Carried

H. ADMINISTRATION REPORTS

1. Operations

a) Operations Report

Councillor John MacGarva 23/075

Moved that Council receive the Operations report, which includes the call log, for the period February 9, 2023 to February 23, 2023 as information.

Carried

Minutes
 Council Meeting
 Municipal District of Pincher Creek No. 9
 February 28, 2023

b) Utility Bylaw 1344-22

Councillor Dave Cox 23/076

Moved that Bylaw 1344-22, being the Bylaw for the purpose of regulating and providing for the terms, conditions, rates and charges for the supply and use of water services, wastewater services and solid waste services provided by the Municipal District of Pincher Creek No. 9, be given third reading.

Carried

2. Finance

3. Development and Community Services

a) Policing Schedule Changes – Pincher Creek RCMP

Councillor Harold Hollingshead 23/077

Moved that Council receive the Pincher Creek RCMP Policing Schedule Changes as information;

AND THAT administration send Sgt. Ryan Hodge a letter stating that MD Council has no concerns at this time with the changes being made in Policing Schedule.

Carried

4. Municipal

a) Chief Administrative Officer Report

Councillor Dave Cox 23/078

Moved that Council receive for information, the Chief Administrative Officer's report for the period of February 13, 2023 to February 24, 2023.

Carried

I. POLICY REVIEW

J. CORRESPONDENCE

1. For Action

a) Campground Statement - South Canadian Rockies Tourism Association

Councillor Tony Bruder 23/079

Moved that members of the South Canadian Rockies Tourism Association be invited to attend a future Council meeting.

Carried

b) Cowboy Show Sponsorship Request

Councillor Dave Cox 23/080

Moved that Council sponsor the Pincher Creek Ranch Rodeo, on June 16 & 17, in the amount of \$1000, to be taken from account 2-75-0-770-2765 Grants to Groups.

Carried

Minutes
 Council Meeting
 Municipal District of Pincher Creek No. 9
 February 28, 2023

c) Agriculture Literacy Knowledge Sharing Event

Councillor Harold Hollingshead 23/081

Moved that Councillor Tony Bruder be authorized to attend the Agriculture Literacy Knowledge Sharing Event on Thursday March 9, 2023.

Carried

d) Pincher Creek & District Chamber of Commerce AGM

Councillor Tony Bruder 23/082

Moved that any interested Councillors be authorized to attend the Pincher Creek & District Chamber of Commerce AGM on March 15, 2023;

AND THAT they contact administration for registration.

Carried

2. For Information

Councillor John MacGarva 23/083

Moved that the following be received as information:

- a) RCMP Town Hall Meeting
 - March 8, 2023 6:00 pm MD Chambers
- b) Joint Correspondence attached from the County of Stettler No. 6 and Woodlands County
 - Trident Exploration Receivership & Positions taken by the Alberta Energy Regulator and the Orphan Well Association
- c) Rock'n St. Patty's Fundraiser March 17, 2023
 - Pincher Creek Curling Club

Carried

K. NEW BUSINESS

L. CLOSED SESSION

Councillor Dave Cox 23/084

Moved that Council move into closed session to discuss the following, the time being 7:71 pm:

- a) Beaver Mines Water Distribution & Collection Underground Completion Follow Up #2 – FOIP Sec 16
- b) Potential Land Purchase – FOIP Sec 16
- c) Personnel – FOIP Sec 19
- d) Irrigation District – FOIP Sec 16

Councillor Dave Cox 23/085

Moved that Council move out of closed session, the time being 8:35 pm.

Carried

Minutes
 Council Meeting
 Municipal District of Pincher Creek No. 9
 February 28, 2023

- a) Beaver Mines Water Distribution & Collection Underground Completion Follow Up #2

Councillor Tony Bruder

23/086

That Council rescind resolution 23/019;

AND THAT Council enforce the "Damages for Delay" clause on BYZ's contract for the Water Distribution & Collection Project under Section 6.13.1 of the contract by charging for actual liquidated damages incurred by MPE Engineering until substantial completion of the work on Schedule A & B of the contract. Damages charged from November 1, 2022 onward;

AND FINALLY THAT Council direct Administration to request a no-cost change order from BYZ to cover construction costs for the pathway between 4th and 5th St. and the short section of trail in the NW part of the Hamlet.

Carried

M. ADJOURNMENT

Councillor Harold Hollingshead

23/087

Moved that Council adjourn the meeting, the time being 8:36 pm.

Carried

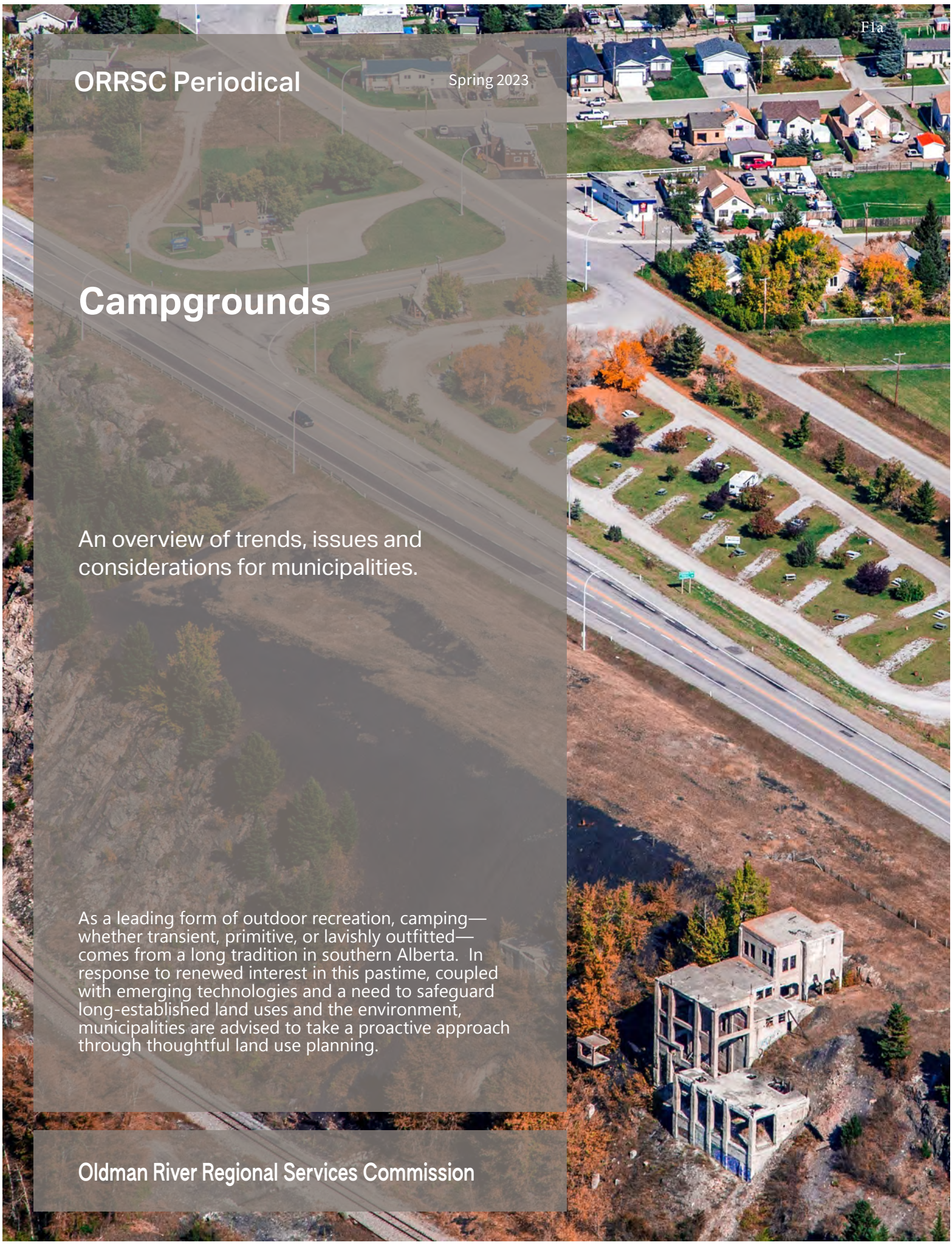
REEVE

CHIEF ADMINISTRATIVE OFFICER

Campgrounds

An overview of trends, issues and considerations for municipalities.

As a leading form of outdoor recreation, camping—whether transient, primitive, or lavishly outfitted—comes from a long tradition in southern Alberta. In response to renewed interest in this pastime, coupled with emerging technologies and a need to safeguard long-established land uses and the environment, municipalities are advised to take a proactive approach through thoughtful land use planning.



Campgrounds

Campgrounds dot the landscape in southern Alberta across urban and rural municipalities, and exist in various forms of tenancy, accommodation type, and levels of service. Unlike most land uses, campgrounds are operated by a variety of entities, including all levels of government, irrigation districts, service/volunteer organizations and corporations. According to the Alberta Recreational Survey (2017), overnight camping is an activity that 40.6% of Albertan households take part in annually. Facilitating leisure through connection to nature and access to the outdoors, campgrounds provide an important recreational amenity that has enjoyed a recent surge resulting from the global COVID-19 pandemic. Under the border closures of the pandemic that restricted international travel, the public sought safer, socially distant alternatives within their region. The result was increased demand for camping, which left campgrounds and support businesses struggling to keep up. New campground applications increased in attempt to pick up the slack, bringing renewed attention to land use issues for municipalities like servicing, tenure and the environment. This periodical aims to provide an analysis of trends, policies and regulations pertaining to campgrounds, and related land use planning matters.

What is a campground?

A campground is certainly an area where people congregate to camp, outfitted with cooking facilities, water and toilets. But the once narrow and well understood definition of a campground doesn't always enjoy the same ease of connotation today. This has much to do with the evolving nature of camping accommodations, their associated physical infrastructure, and prevailing modes of transportation. Tourism in North America had once been synonymous with rail travel, but as the automobile became ubiquitous it brought new meaning to the idea of mobility. In northern Montana, the Swiftcurrent Auto Camp developed in the 1930s is an artifact of this important paradigm shift signalling the rise of the independently mobile "auto tourist." As the years went on, recreational mobility would be further redefined with the development, proliferation and evolution of the recreational vehicle (RV) from its humble post-war beginnings to the massive units available today. Further, more permanent housing products designed for the recreational market, like park models, exist somewhere outside of the housing continuum, and assist in blurring the lines between campground and permanent residential community.

Despite the confusion, some degree of temporariness is accepted within the meaning of campground, and is almost always incorporated into the land use definitions found in most Land Use Bylaws (LUB). Tenancy has two aspects as it relates to campgrounds—season of use for the facility and duration of stay for the user. The southern Alberta climate precludes the year-long use of campgrounds (outside of limited winter

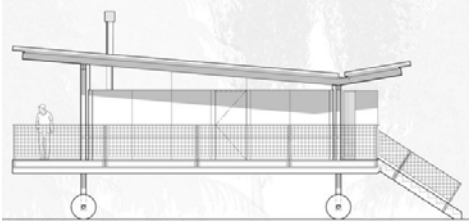
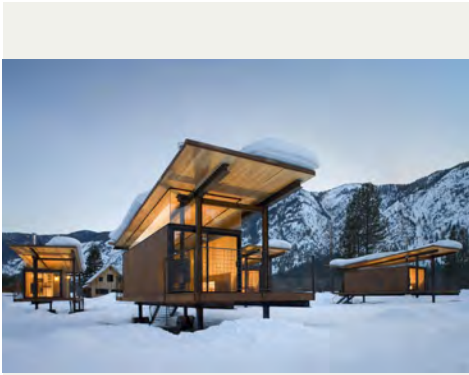
Respondents to the Alberta Recreation Survey (2017) cited "to relax," "for pleasure/fun," "to be with family" and "to enjoy nature" as the top motivations for camping. Nearly half (46%) of all North American campers either started camping for the first time in 2020 or restarted after having not camped in recent years (KOA).



Source: travelalberta.com

Gold Springs Park Campground south of the Town of Milk River in the County of Warner.

The sheer number of campgrounds throughout southern Alberta signifies what the South Saskatchewan Regional Plan (SSRP) describes as the strong connection Albertans enjoy to the land. This connection is evidenced by considering the activities that are most prevalent on the landscape: agriculture, conservation and recreation. The need for enhanced land use compatibility within a multiple-use framework is the apex of the SSRP; however, this interrelationship between agriculture, conservation and recreation is explored primarily from a public lands management perspective.



Source: olsonkundig.com

Some short-term rental accommodations evade categorization, like the Rolling Huts by Olson Kundig. Imagined as a design response to local zoning regulations that prohibited the development of permanent structures, this redevelopment of a former RV park involved the placement of steel-clad boxes on wheeled platforms, thereby giving the units the perception of being “mobile.” The Rolling Huts are marketed as a low-density guest experience “several steps above camping.” They are also billed as low-impact, since the balance of the 40-acre parcel was slated to be restored to its natural state.

Section 3.7.2.4 of the National Building Code – Alberta Edition stipulates the minimum number of lavatories and water closets for campgrounds based on the number of sites, with partial reductions for self-contained facilities in RVs where served by water and sewer connections.

use for certain facilities) and campgrounds in the region generally operate from May to October. The typical user stay is a matter of less certainty, ranging from weekend type users to medium length users (16 consecutive days is the Alberta Parks maximum) to permanent seasonal users (often annual leaseholders). As modern RV parks begin to look more like the manufactured home parks of prior decades, the principal distinction between traditional campground/RV park and residential neighbourhood is one of servicing and ownership style.

Relevant provincial regulations

Campgrounds are subject to a variety of regulations given their complexity and large footprint, with many of the rules related to matters like water, highway access, and servicing coming from the provincial level. In short, and as is usually the case, no one piece of legislation comprehensively addresses campgrounds.

The *Recreation Area Regulation* (RAR) provides guideline style rules for recreational campgrounds and similar facilities. Typical primitive style campgrounds will supply non-potable water, which must be posted accordingly pursuant to the RAR. The RAR stipulates that an “adequate amount” of permanent outdoor privies for sewage disposal purposes must be provided. It’s important to note that the National Building Code – Alberta Edition, adopted under the *Safety Codes Act*, goes further to quantify the number of required service buildings in a campground. Minimum standards for access roads (fire department use) can also be found in the Building Code.

Water-related legislation is of particular note, given that water-based amenities are common in campgrounds, where riparian environments, wetlands, navigable waters, and fish bearing watercourses exist, supported by their respective acts and regulations. The installation and operation of deep services simply isn’t financially viable within the business model of a campground. Municipal style services must have sufficient depth of cover (i.e., 2.5 m of soil cover), as the *Environmental Protection and Enhancement Act* (including associated regulations and guidelines) does not differentiate between seasonal and non-seasonal.

Campgrounds sites are typically unsubdivided, giving less rights to the individual user and requiring the benefit of close oversight by the campground operator. Annual lease arrangements have become popular business models, facilitating the “seasonal community” appeal that befits many users. It’s important to note that long-term leases exceeding 3 years must be executed in accordance with s. 95 of the *Land Titles Act*. Leases granting exclusive rights to a portion of a parcel are often seen to constitute subdivision, and must receive subdivision approval to be valid.

Provincial camping areas

Within the ORRSC Region dozens of provincial camping areas exist, offering a gamut of services and stays, including over night and day use areas, guided tours, swimming and other attractions. These facilities fall under the *Public Lands Act* (Crown land camping) and the *Provincial Parks Act* (including parks, wildland parks and recreation areas). The Castle Park, for example, provides for a range of experiences including designated (random) camping areas, backcountry camping (within Wildland portion of the Park), regular campgrounds (Beaver Mines Lake, Castle Falls etc.) and comfort camping (cabins). Most Crown Land areas are also available for camping, under the direction of the Guide to Outdoor Recreation on Provincial Crown Land document.

In 2020 the province attempted to shutter over 20 provincial parks and recreation areas, only to renege on the initiative after massive public outcry highlighted by the Defend Alberta Parks campaign. Despite abandoning plans for park closures, the push toward third party ownership of 164 sites brings about memories of the decline of the Alberta Parks system following privatization efforts in the early 1990s. Cloaked in language of fiscal efficiency, the reality is that the delisting of parks means the protections afforded under the *Provincial Parks Act* are removed in favour of the lesser protections under the *Public Lands Act*.

Trends, issues & impacts

RVs remain the preferred choice for campers, with most new campgrounds catering to this type of accommodation. RVs are certified under the CSA Z240 RV Series and park models are certified under the CSA Z241 Park Model series. The RV industry is aggressively working to integrate off-grid design solutions like solar systems into their units. Campgrounds themselves are being outfitted with individual solar arrays in support of growing use of technology and amenities with electrical demands. Substantial on-site improvements are one of the reasons that most new campgrounds prefer an annual lease business model. Increased competition for camping spots is a compelling reason for the camper to look to secure their spot through the lease model.

When does a park model or RV go beyond its intended use and at what point should it be considered a permanent residence? Municipalities routinely struggle with this question and the implications for land use planning, application of the Building Code and assessment classification. The fact that these units weren't made for permanent residential use doesn't seem to deter owners from using them as permanent dwelling units, or from outfitting them with improvements (i.e., skirting, decks etc.) that serve to facilitate permanent use.

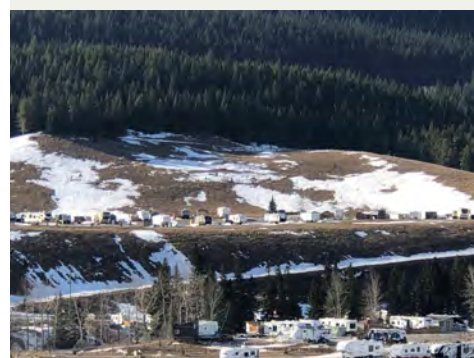
To quantify the economic impact of campgrounds within a municipality



Random camping in the Porcupine Hills Public Land Use Zone (MD of Willow Creek).



A camp site at Beaver Mines Lake campground within Castle Provincial Park (MD of Pincher Creek).



Green Mountain RV Park (Municipality of Crowsnest Pass).



Source: camperreport.com

Rendering of an RV park where each site is accompanied by a freestanding solar array.

The Municipal Development Plan for Parkland County includes a map conveying areas that have high value for tourism and recreation. Corresponding policy is included in the plan encouraging campgrounds, cabins, equestrian facilities and related development to locate in these nodes.

Municipalities interested in undertaking this type of mapping exercise could leverage the Municipal Land Use Suitability Tool (MLUST) developed by the Miistakis Institute in conjunction with ORRSC. Taking a baseline inventory of existing campground operations is a useful exercise in beginning to understanding the land use in your particular local context.

one must understand the various service and support businesses related to the land use. Large footprint RV sales outlets typically exist in cities, whereas smaller support businesses like tire shops and camping retailers can be found in within mid-size towns. The result is that the economic impact of campgrounds is mostly generated from direct expenditures on camping fees, as well as typical visitor purchases like gas and other incidentals. However, the indirect tourism spin-off has benefits for host municipalities, especially as routine users become accustomed with the place after years of familiarizing themselves.

The opportunity to capitalize on the growing outdoor recreation market finds an audience in farmers and ranchers looking to transition less productive agricultural areas of their holdings for campground purposes. The ready ability to utilize emerging Airbnb-like online platforms (Hipcamp, Campsot, etc.) to monetize unproductive areas for impromptu campgrounds precipitates an increasingly common land use issue. In particular, rural residents are burdened with increasing occurrences of nuisance, trespass and livestock disturbance from developments that didn't receive the benefit of a proper planning process.

Municipal planning for campgrounds

Rural municipalities should be prepared for campground applications by establishing a two-tier planning process, with a higher-order policy document and an implementation document. A Municipal Development Plan (MDP) process can be used to establish local values that will inform a municipality's preference for the amount of, and best location for, campgrounds. Historically, campground site selection was governed by the location of the scenic resources that drew people to them. That resource often being water, Stepping Back from the Water is a provincial reference document that can assist municipalities in establishing the appropriate separation distance between campground sites and sensitive riparian areas, and can be echoed in MDP policy. Additional policies may address general land use matters as well as establish a threshold for when a general review of campground policy in the municipality is again necessary.

The LUB is the vehicle for the implementation of the MDP —typically through prescriptive standards of development. Application criteria should account for the many considerations related to campgrounds, including environmental, servicing, emergency response, and access. To this, a variety of studies can be valuable in understanding pre and post-development conditions, including a biophysical assessment to identify and assess sensitive natural features and wildlife in the area. Density is a matter of less certainty, and one that doesn't benefit from a recognized standard, therefore it should be reviewed on a case-by-case basis in the context of the carrying capacity of the lands. Transportation corridors to and from campgrounds are important to municipalities, as the impact to roads and landowners along roads is often significant—sometimes to the point where a development agreement for road

improvements may be warranted. Municipal campground standards will often prescribe minimum site dimensions for individual campsites, road layout and design, parking, garbage disposal, fire protection, separation distance from other uses, and other matters.

Most municipalities utilize a recreational type land use district that will require a rezoning process (including public hearing) prior to application for subdivision (if necessary) and development permit. Campgrounds are typically captured within one or more land use definitions, the wording of which is important in order to distinguish between sub-categories like RV Parks where desired. Importantly, the Court of Appeal has held that the ownership of land is irrelevant and that campgrounds should not be classified based on ownership (*274099 Alberta Ltd. v. Sturgeon (Development Appeal Board)*, 1990 ABCA 30).

The LUB can also be used to address the common scenario where RV usage is overstepping the intended purposes of a residential district. This brings up the question: at what point does the use of land for overnight recreation purposes become a campground? A threshold approach is one way to deal with this matter, and can be used to establish exemptions that allow for reasonable individual use without the need to obtain a development permit. Instead of using nebulous indicators like “profit driven” or “family only,” the LUB may be tooled to utilize impact in determining what constitutes a campground. This can be done through a measure of density (i.e., land area divided by camping units), or by establishing a hard cap on the number of camping units on a parcel in each particular land use district.

For urban municipalities, pop-up type campgrounds can be effective interim land uses to support facilities on an event basis. Rodeos, softball tournaments, summer festivals and other gatherings are examples of events that can benefit from temporary campground sites as permanent campgrounds swell to capacity. To facilitate, the LUB should be equipped with provisions to allow for temporary use of open spaces, urban reserve spaces and other candidate acres for this type of use.

Concluding remarks

As a hub for tourism, southern Alberta can expect camping to maintain a strong baseline following a drop-off after the end of the pandemic. Campgrounds will continue to pivot, by offering a variety of user experiences through various accommodation options, highlighted by trends like glamping pods and other “comfort camping” types. The popularity of online platforms provide the ability for ad-hoc micro campgrounds to quickly emerge on the landscape. While these platforms can potentially alleviate some of the pressure on the supply of available camp sites, the infiltration of the share-economy is problematic from a land use management perspective. Accordingly, municipalities should be prepared to deal with increasing pressure for new campgrounds and similar developments that challenge the traditional notion of what a campground is.



Source: mercurynews.com

Dumbarton Quarry Campground on the Bay was developed on a former industrial site in San Francisco that had been reclaimed.

For more information on this topic contact admin@orrsc.com or visit our website at orrsc.com.

This document is protected by Copyright and Trademark and may not be reproduced or modified in any manner, or for any purpose, except by written permission of the Oldman River Regional Services Commission.



BOARD OF DIRECTORS' MEETING

MINUTES

Thursday, December 1, 2022 – 7:00 p.m.

ORRSC Conference Room (3105 - 16 Avenue North, Lethbridge) or ZOOM Virtual Meeting

BOARD OF DIRECTORS:

Colin Bexte (Absent)Village of Arrowwood
 Kent Bullock (Absent) Village of Barnwell
 Dan Doell (In Person)..... Village of Barons
 Mike Wetzstein (Absent) Town of Bassano
 Ray Juska (Absent)..... City of Brooks
 Roger Houghton (In Person)..... Cardston County
 Allan Burton (In Person) Town of Cardston
 Sue Dahl (Virtual)..... Village of Carmangay
 James F. Smith (Absent) Village of Champion
 Brad Schlossberger (In Person)..... Town of Claresholm
 Jesse Potrie (Absent) Town of Coalhurst
 Tanya Smith (In Person)..... Village of Coutts
 Barbara Burnett (In Person) Village of Cowley
 Dave Filipuzzi (Virtual) Mun. Crowsnest Pass
 Dean Ward (Virtual)..... Mun. Crowsnest Pass
 Stephen Dortch (In Person) Village of Duchess
 Gordon Wolstenholme (In Person)Town of Fort Macleod
 Mark Peterson (In Person)..... Village of Glenwood
 Suzanne French (Virtual) Village of Hill Spring
 Morris Zeinstra (Absent)Lethbridge County

Brad Koch (Absent) Village of Lomond
 Gerry Baril (In Person) Town of Magrath
 Peggy Losey (In Person) Town of Milk River
 Dean Melnyk (Absent) Village of Milo
 Victor Czop (Virtual)..... Town of Nanton
 Marinus de Leeuw (Absent)..... Town of Nobleford
 Teresa Feist (Absent) Town of Picture Butte
 Tony Bruder (Absent)..... M.D. of Pincher Creek
 Don Anderberg (Virtual) Town Pincher Creek
 Ronald Davis (Absent)..... M.D. of Ranchland
 Neil Sieben (In Person)..... Town of Raymond
 Don Norby (In Person)Town of Stavely
 Matthew Foss (In Person)..... Village of Stirling
 John DeGroot (Absent) MD of Taber
 Raymond Coad (Absent) Town of Vauxhall
 Christopher Northcott (In Person)..... Vulcan County
 Richard DeBolt (In Person) Town of Vulcan
 David Cody (In Person)..... County of Warner
 Marty Kirby (In Person)..... Village of Warner
 Evan Berger (In Person) M.D. Willow Creek

STAFF:

Bonnie Brunner Senior Planner
 Mike Burla Senior Planner
 Ryan Dyck Planner
 Steve Harty Senior Planner
 Raeanne Keer Executive Assistant

Lenze Kuiper Chief Administrative Officer
 Kattie Schlamp Assistant Planner
 Gavin Scott Senior Planner
 Jaime Thomas GIS Analyst
 Hailey Winder Planner

Chair Gordon Wolstenholme called the meeting to order at 7:00 pm.

1. APPROVAL OF AGENDA

Moved by: Christopher Northcott

THAT the Board adopts the Agenda for December 1, 2022, as presented.

CARRIED

2. RECOGNITION OF MEMBERS AND ALTERNATE MEMBERS FOR 2023

a. Members and Alternates 2023
- 2023 Meeting Calendar

The Board reviewed the list of Member and Alternate Members for 2023 and the 2023 meeting calendar.

3. ELECTION OF EXECUTIVE COMMITTEE FOR 2023

a. Nomination Information

M. Burla, Senior Planner, presented the Executive Committee Election process to the Board.

L. Kuiper stated that 1 nomination was received for the position of Chair, Mr. Gordon Wolstenholme of the Town of Fort Macleod.

L. Kuiper inquired if there were any nominations from the floor for the position of Chair.

There were none.

L. Kuiper inquired a second and third time to if there were any nominations from the floor for the position of Chair, and there were none.

Mr. Gordon Wolstenholme was proclaimed Chair of the Executive Committee of the Oldman River Regional Services Commission Board of Directors.

L. Kuiper stated that 1 nomination was received for the position of Vice Chair, Mr. Don Anderberg of the Town of Pincher Creek.

L. Kuiper inquired if there were any nominations from the floor for the position of Vice Chair.

There were none.

L. Kuiper inquired a second and third time to if there were any nominations from the floor for the position of Vice Chair, and there were none.

Mr. Don Anderberg was proclaimed Vice Chair of the Executive Committee of the Oldman River Regional Services Commission Board of Directors.

L. Kuiper, Chief Administrative Officer, stated that Administration had received 5 nomination forms during the nomination period for the Executive Committee Members, 1 rural member and 4 urban members. L. Kuiper reviewed the list of candidates, Victor Czap of the Town of Nanton, Christopher Northcott of Vulcan County, Jesse Potrie of the Town of Coalhurst, Brad Schlossberger of the Town of Claresholm, and Neil Sieben of the Town of Raymond.

L. Kuiper stated that in accordance with Board of Directors and Executive Committee Bylaw 2021-01, Section 15.2 the Executive Committee is to be comprised of a minimum of 2 urban members and 2 rural members and noted that at this time only 1 nomination from a rural member had been received.

L. Kuiper stated that the Board could continue though acclamation to accept the nominations that were received notwithstanding Section 15.2 of Bylaw 2021-01, or nominations could be received from the floor.

The Board discussed Bylaw 2021-01 and the rural members present at the Organizational Meeting.

Allan Burton, Town of Cardston, nominated David Cody of the County of Warner as a member of the Executive Committee.

Roger Houghton, Cardston County, seconded the nomination of David Cody, County of Warner to the Executive Committee.

D. Cody accepted the nomination.

David Cody and Christopher Northcott were acclaimed to the Executive Committee to fulfill the rural membership requirements in accordance with Bylaw 2021-01, therefore they were not included on the election ballots.

ORRSC staff handed out ballots to eligible voting members of the Board, and completed ballots were collected.

The Board continued with the meeting as ORRSC Staff tallied the ballots.

4. APPROVAL OF MINUTES

Moved by: Brad Schlossberger

THAT the Board approves the meeting minutes of September 1, 2022, as presented.

CARRIED

5. BUSINESS ARISING FROM THE MINUTES

There was no business arising from the minutes.

6. REPORTS

- a. Executive Committee Report**
 - **September 2022 – November 2022**

Chair Wolstenholme presented the Executive Committee Report to the Board

7. BUSINESS

- a. Proposed 2023 Budget**
- **Proposed Budget for Consideration**

L. Kuiper presented the proposed 2023 Budget, highlighting an increase to membership fees, subdivision fees, and a cost-of-living increase for staff salaries and wages.

L. Kuiper stated that the budget was reviewed by the Executive Committee at their October and November 2022 Meetings, and in November a resolution was passed to present the 2023 Budget to the Board of Directors and recommended that the Board approves the Budget as presented.

- b. Proposed 5 Year Capital Plan**
- **2023-2027**

L. Kuiper presented the proposed 5 Year Capital Plan to the Board, highlighting that a third vehicle will be purchased in 2023, from funds that were budgeted in 2020 but not spent as a third vehicle was not needed during the pandemic.

Moved by: Richard DeBolt

THAT the Board approves the 2023 Budget and 5 Year Capital Plan, as presented.

CARRIED

4. ELECTION OF EXECUTIVE COMMITTEE FOR 2023 - continued

- a. Nomination Information – continued**

M. Burla announced that the votes for the Executive Committee Members had been tallied.

M. Burla stated that the following candidates, in no specific order, were elected to the Executive Committee:

- Jesse Potrie
- Brad Schlossberger
- Neil Sieben.

The Board congratulated the 2023 Executive Committee Members.

Moved by: Christopher Northcott

THAT the Board approves the destruction of the 2023 Executive Committee ballots.

CARRIED

7. BUSINESS - continued

c. Subdivision Activity
- As of October 2022

L. Kuiper presented the subdivision statistics as of October 31, 2022, noting that they do vary from year to year depending on several economic factors.

d. Assessment Appeal Activity
- 2022 Assessment Appeal Board Statistics

L. Kuiper presented the 2022 Assessment Appeal Board statistics to the Board.

e. Subdivision and Development Appeal Board Statistics
- As of November 2022

L. Kuiper presented the Subdivision and Development Appeal Board statistics, as of November 2022 to the Board.

f. ORRSC Periodical & GIS Update

R. Dyck, Planner, presented the Winter 2022 edition of the ORRSC Periodical.

J. Thomas, GIS Analyst, presented an update on current and future GIS projects.

8. ACCOUNTS

a. Balance Sheet and Comparative Income Statement
- As of October 31, 2022

L. Kuiper presented the Balance Sheet and Comparative Income Statements as of October 31, 2022.

Moved by: Gerry Baril

THAT the Board approves Balance Sheet and Comparative Income State, as of October 31, 2022, as presented.

CARRIED

L. Kuiper presented 15 Year Service Awards to Bonnie Brunner and Gavin Scott.

9. NEW BUSINESS

There was no new business discussed.

10. NEXT MEETING – March 2, 2023; 7:00 pm

11. ADJOURNMENT

With no further questions and nothing further to discuss, Chair Gordon Wolstenholme adjourned the meeting, the time being 8:20 pm.



Gordon Wolstenholme, Chair



Lenze Kuiper, Chief Administrative Officer



M.D. OF PINCHER CREEK NO. 9 OPERATIONS REPORT

Current Public Works Activity

- Road Maintenance – Public Works has Nine (6) graders out on the roads doing road maintenance and snow removal.
- Snow removal and street maintenance in the Hamlets of Lundbreck, Beaver mine and Pincher station during snow events
- Planning ongoing for the approved capital and internal project for 2023.
- Quotes and estimates and being refresh for the equipment approves by council in the 2023 capital budget.
- Boat Club Road has been completed Monday September 19, 2022 and environmental assessment was also completed September 27, 2022. Preliminary design and Opinion of probable cost have been received November 10, 2022. Meeting held with Alberta December 14, 2022. The MD has instructed ISL to get agreements to have the fence moved to the top of the ditch and agreement to dump material in their old gravel pit.
- waiting for ISL to complete access and dumping area
- The MD has retained the professional service of DK blade services to provide technical training in the spring of 2023 for 3 more operators.
- Cleaning up outstanding inspection corrective action around the shop and facilities
- Garbage, Recycling, water to the airport... being done weekly by PW crew.
- Working on call log items daily.
- Building anchors for the sea can office at transfer station.
- Completing unexpected repairs on 3 graders including installing a new transmission in one grader
- Repairing one snow plow that the sand chain broke
- Ongoing training on new equipment

Energy Projects Update

MD Estimated Annual Energy Savings: \$19,261

MD Funding Secured (Total): \$173,098

- **General Updates**

- Developed applications to Green and Inclusive Communities grant, submitted Feb 28, 2023.
 - 80% of costs for Arena and Multipurpose Facility upgrades
 - 60% of costs for construction of the new Recreation and Event center to net zero standards
- Released monthly Energy newsletter with project highlights, goals, and tips to Social Media, Newspaper, various organizations
- Pool Endotherm installed Feb. 8, 2023 projected to save \$6,500/year
- Admin LED lighting swaps completed Feb 15 2023, to be continued on failure basis. Projected to save \$800/year
- Weatherstripping upgrades at PW, Admin, and Airport completed Jan 23, 2023. Projected to save \$306/year
- Lighting retrofit at Lundbreck grader shop, sand shed, PW Quonset complete Jan 15, 2023. Projected to save \$1,200/year
- Applied for grants for lighting retrofits for Airport building, Huddleston senior center, and Arena lighting retrofits
 - Received confirmation for one project. Decision was made to focus on airport.
 - Projected award and installation April 2023.
 - Estimated to save \$530/year
 - \$5,000 Grant confirmed February 23, 2023. Awaiting in person delivery of cheque and plaque from Fortis estimated late March 2023.
- Furnace replacement in PW building and Airport targeted for spring 2023
 - RFQ released March 7, 2023, quotes due March 24, 2023
- Developing fuel usage tracking system within GIS dashboard
 - Fuel usage report developed December 1, 2022
 - Software contractor has indicated tracking can be implemented in the rest of the fleet with minor hardware and software upgrades
 - Brendan and Brandon working on fixing current issues with existing vehicles and activating features under current system
- Attended Sustainable Communities Conference Feb 7-10, 2023, hosted by FCM

- **EV Chargers**

- Design complete for MD admin building, MD PW shop, and CMR Oct, 2022
- Funding from Enel Green Power received in the amount of \$20,000 USD
- Grant for remaining funds from SouthGrow secured November 30, 2022.
- Install complete for PW, Admin and Splash Park charging units sent were incorrect and new units have been shipped.
- Castle install delayed until spring due to higher excavation costs during the Winter
- PW Charger installed January 10, 2023
- Admin charger infrastructure installed, final charger installation pending weather
- Estimated installation complete by council meeting
 - Concrete repairs to be completed pending weather
- Software being acquired and set up to collect payments for usage

- **Eco-centre Solar Installation**
 - Awarded to Riteline for 2.4 kW array
 - Microgeneration application complete Sept 28, 2022, neighbouring properties notified as per regulations Sept 6, 2022. No comments received back
 - Install completed November 18, 2022
 - Scheduled to begin generating power Dec. 16, 2022. Delayed due to permitting error.
 - Permitting issues resolved, electrification pending final electrical inspection and Fortis meter revision
 - Awaiting inspection

- **Climate Resiliency and Adaptation Plan**
 - \$160,000 funding approved from MCCAC
 - \$140,000 towards the contracted study
 - \$20,000 towards staff wages, training, and community event
 - Kickoff Oct 3, 2022
 - Team: Tristan Walker, David Desabrais, Brett Wuth, and Andrea Hlady
 - Presentation of project plan to MD and Town council Oct 11, 2022
 - Data acquisition started Oct 13, 2022, community showcase complete Nov 8, 2022
 - Survey closed December 23, 2022. Finalized with over 420 responses
 - Risk assessment meeting completed with MD and Town staff for March 1, 2023
 - Presentation of results to Council for comment March 28, 2023. Open house for public comment April 13th, 2023

- **Clean Energy Improvement Program**
 - Bylaw passed Oct 11, 2022
 - In discussion with FCM to determine funding
 - FCM has indicated substantial funding has been allocated to Alberta
 - Partnership with Town increases likelihood of success
 - Targeted program development start date Jan 15, 2023
 - Kickoff meeting scheduled for January 25, 2023
 - Targeted program launch date Sept 15, 2023
 - Market study underway to be submitted first week of March 2023
 - Study completed March 6th pending staff cost estimates from Finance department and final inputs from Alberta Municipalities
 - Review with Alberta Municipalities Scheduled for March 14, 2023

- **Ford Lightning**
 - Posted to Alberta Purchasing Connection January 11, 2023. Pricing received. Working through path forward to see if local dealership can provide
 - Order bank from Ford not yet open for the XLT
 - Dealers indicate they are only being allotted Lariat and Platinum models
 - Tender received from Marlborough Ford with estimated ETA of September 2023
 - Funding final deadline requires receipt of Vehicle by Feb 2024
 - Funders are aware of the manufacturing hold up and are working on extension provisions
 - Awarded to only bidder Marlborough Ford \$80,371.25 (Budget \$85,000)
 - Truck on order Feb 27, 2023, delivery date TBC. Follow up expected late April 2023

- **Solar Installation**
 - New energy retailer contacted to determine best strategy for installation
 - Begin development of RFP January 16, 2023
 - Target release of RFP February 2023 in preparation for any grant streams
 - Investigating site options
 - Energy retailer recently changed hands and has minimal experience with aggregated generation
 - Possible grant roll-out in Q2 of 2023
 - Nav Canada requires glare study and Aeronautical Assessment Form
 - RFP developed and expected to be released by Council meeting. Proposals expected back last week of March 2023.
 - Anticipate grant funding streams opening in April 2023

Capital Projects Update - Bridges

- **Bridge File 75377 – Local Road over Screwdriver Creek, NW-08-06-02-W5M**
 - Total approved 2022 budget: **\$434,000**, Anticipated Actual: **\$344,000**
 - Approved 2023 budget: \$25,000
 - Construction awarded to 2nd lowest bidder
 - East Butte: **\$306,011 (Eng. Est./Don Boyce \$309,044)**
 - Conditional Construction completion certificate issued Dec.16th, 2022. Additional cleanup and deficiency work required to be complete by April 15, 2023. 10% holdback (\$22,000) cannot be released until complete
- **Bridge File 75265 – Local Road over Heath Creek, NE-11-10-01-W5M**
 - Tender awarded for engineering in 2021
 - Roseke Engineering at **\$52,162.00** (Budget: \$53,000.00)
 - Tender cancelled for construction in 2022
 - Survey has determined that the whole bridge and road is off the road right of way. Roseke Engineering will provide the MD with a survey plan to use for land negotiations.
 - The Historical Resources Application for this project has been approved.
 - Land is purchased and agreements are signed. Title registration may take a few months
 - STIP Application submitted, awaiting response prior to re-Tender
- **Bridge File 7743 – Local Road over Gladstone Creek, SW-23-05-02-W5M**
 - Tender awarded for engineering in 2021
 - Roseke Engineering at **\$45,015 (Budget \$46,000)**
 - Tender awarded for construction in 2022
 - Volker Stevin at **\$267,700 (Budget \$280,500)**
 - Contractor planning staged construction approach, minimizing closure to less than an hour. Waiting for traffic accommodation plan. ECO Plan received.
 - Lumber supply issues are delaying construction start, lumber is in for treatment, delayed to early 2023.
 - Pre-construction kickoff completed December 7th, 2022.
 - Calls completed & letters sent to effected landowners & businesses Sep 1st indicating change in schedule and closure plan

- Guardrails and bridge rail work complete. Contractor to remobilize February 13th to begin stringer, subdeck, and stripdeck work. Anticipate 2 weeks of construction. Notifications resent to affected stakeholders
 - Contractor remobilized February 13th. Stripdeck off, subdeck/girder replacement underway
 - Final construction inspection completed March 7th, 2023. Project complete excluding minor deficiencies and level 2 bridge inspection
- **Bridge File 2488 – Fisher Bridge, NW-26-07-02-W5M**
 - ISL awarded Supply-Build Engineering contract
 - Design, Supply, & Fabrication of Prefabricated Bridge awarded to Algonquin Bridge **(Cost: \$458,040. Eng. Est: \$638,000).**
 - RFPQ (Request for Contractor Pre-Qualification) for Installation has been sent out and closed July 26th. Installation RFQ bids received September 14th, 2022. Awarded to low bidder **(Cost: \$330,954. Eng. Est: \$349,000)**
 - Sure-Seal beginning document submission. Review of site conditions complete, TAS & eco-plan drafts received. Pre-construction meeting complete October 26th, 2022.
 - Contractor plans to prepare bridge on private property NW of crossing over the Winter. Bridge steel unloaded November, 2022.
 - Revised construction schedule received, contractor plans to break over Winter and remobilize in early May to install abutments and remove existing bridge. **Contractual completion is end of June, 2023 for bridge to be open. Under bridge abutment repair completion Aug 31, 2023**
 - Existing bridge removal complete Thursday, February 9th, off-site bolt-up of new structure underway
 - **Working through** Plan for existing abutments with ISL and contractor **to be finalized by Council meeting with the intention of having all work complete above DFO water line**
- **Bridge File 74048 – Todd Creek Culvert, NW-36-009-03 W5M**
 - Pricing Received for Preliminary Engineering & Design
 - Evaluating maintenance and/or replacement options for the 1962 1.8mx1.1mx15.8m culvert
 - Class C waterbody with Restricted Activity Period (RAP). No detour
- **Bridge File 70175 – Yarrow Creek Bridge Rehabilitation, NW-22-003-030 W4M**
 - Pricing Received for Preliminary Engineering & Design from multiple firms.
 - Awarded to Roseke Engineering at **\$17,990 (Budget \$20,000)**
 - Evaluating maintenance design for the 1908 4.3m bridge
 - Class C waterbody with Restricted Activity Period (RAP) and critical habitat for at-risk species
- **Bridge File 75801 – Oldman River Tributary Culvert, SW-09-010-01 W5M**
 - Pricing Received for Preliminary Engineering & Design
 - Evaluating maintenance design for struts the 1953 1.4mx1.6mx24m culvert
 - Class D waterbody with no RAP
- **Bridge File 76294– 2nd Tributary to Castle River, SW 32-006-01 W5M**
 - Preliminary Engineering & Design awarded to Roseke July 14, 2022

- Preliminary survey & drafting complete, Preliminary Engineering & Design complete as of Sep 28. QAES Complete, fish passage likely not a concern
- Recommendation is replacement with an upsized 1.6m diameter x 27m L single culvert (existing structure is 1.5m diameter x 18.3m L)
- Design for 76294 complete, rip-rap modified on downstream end to avoid need for land acquisition
- STIP Application drafted and submitted November 23rd, awaiting response
- **Watercourse Crossing Inspection & Remediation Project – 100% Grant funded**
 - **\$150,000** in grant funding awarded for Year 1 of this program
 - **Fintegrate** awarded initial contract to assess all MD crossings, prioritize for remediation, & perform detailed regulatory authorizations
 - Work has begun on prioritization & initial assessment, 175+ crossings reviewed
 - 4-5 crossings have been identified to date that are in poor structural condition and have serious fish passage concerns
 - Application submitted for additional \$114,000, mostly to complete engineering & design for remediation of crossings
 - Anticipate moving forward with design of 3 crossings, and construction of 1 within 2023-2024 AB fiscal year. Proposals received for 3 eligible crossings, kicked off preliminary design January 20th, 2023.
 - BF 7080 Dungarvan Creek Culvert Replacement, SW-17-003-29 W4M
 - Tapay (Carbondale) Road over Iron Creek Culvert Replacement, SW-15-006-03 W5M
 - TWN Rd. 31A (Chapel Rock) over South Todd Creek Culvert Replacement, SE-023-09-03 W5M
 - Surveys complete, end of March anticipated completion
 - Anticipating regulatory Directives making dealing with SAR crossings mandatory
 - Requested Y1 grant extension to July 31st, 2023. Extension to November 30th, 2023 received.

Roads

- **Range Road 1-2 (Bitango Road) - Engineering 2022 – Budget \$40,000 - Const. 2023**

Replace 64m of culvert 24" culverts with a 36" diameters culvert. Repair slides and sink holes on side slope.

- Engineering Proposals have been submitted by 3 different firms and is under review by Public Work. Engineering contract will be awarded in 2022.
- Service agreement for professional service has been signed with ISL Engineering and Land Services LTD on February 23rd 2022.
- Geotechnical Boring scheduled for April 05, 2022.
- Site Visit was held April 21st 2022.
- Environmental Scientist was on site June 29, 2022 to begin the environmental review.
- Design Brief meeting was held August 23, 2022
- ISL to start working on the tender package.
- Tender package and design has been received February 02, 2023 for review.
- ISL has asked us to contact land owner on both sides because the contractor will need access for their equipment and secure an agreement for the land owners.

- **Station Street (Pincher Station) - Engineering 2022 – Budget \$40,000 - Const. 2023**

Repair subgrade and install new asphalt on approximately 70m on intersection of 3rd avenue and Station Street and approximately 360m on Station Street going east to seed cleaning plant. Install culvert across 3rd avenue to drain water from North side of Station Street.

- Engineering Proposals have been submitted by 3 different firms and is under review by Public Work. Engineering contract will be awarded in 2022.
- Service agreement for professional service has been signed with ISL Engineering and Land Services LTD on February 23rd 2022.
- Geotechnical Boring scheduled for April 05, 2022.
- Site Visit was held April 21st 2022
- Scope Change 1 (Utilities coordination, Hydrovac and Processing) has been approved July 18, 2022.
- Utility Crossing agreements signed Aug 03, 2022.
- Utility locating and surveying has been completed August 22, 2022
- Preliminary and Construction estimates have been received September 16, 2022 for review.
- ISL to start working on the tender package.
- ISL finished the tender package and has made some revisions (depth of Telus line on 3rd st), will be sending out tender.

- **Patton Avenue (Lundbreck) - Engineering and construction 2023 – Budget \$72,000**

Improve drainage on the east boulevard of Patton Avenue to create positive drainage to the catch basin on the North end.

- Service agreement for professional service has been signed with ISL Engineering and Land Services LTD on December 12th 2022
- ISL has been instructed to go ahead with tendering for the spring of 2023 and their estimates and quotes are in line with the budget.

Large Capital and Other Projects

Total Approved Budget: \$4,366,000. Spend as of Feb 20, 2023: \$101,222

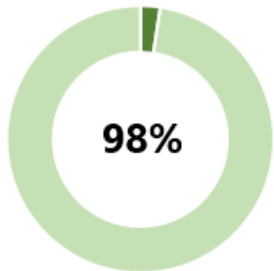
*No update due to staff holiday

Budget Remaining

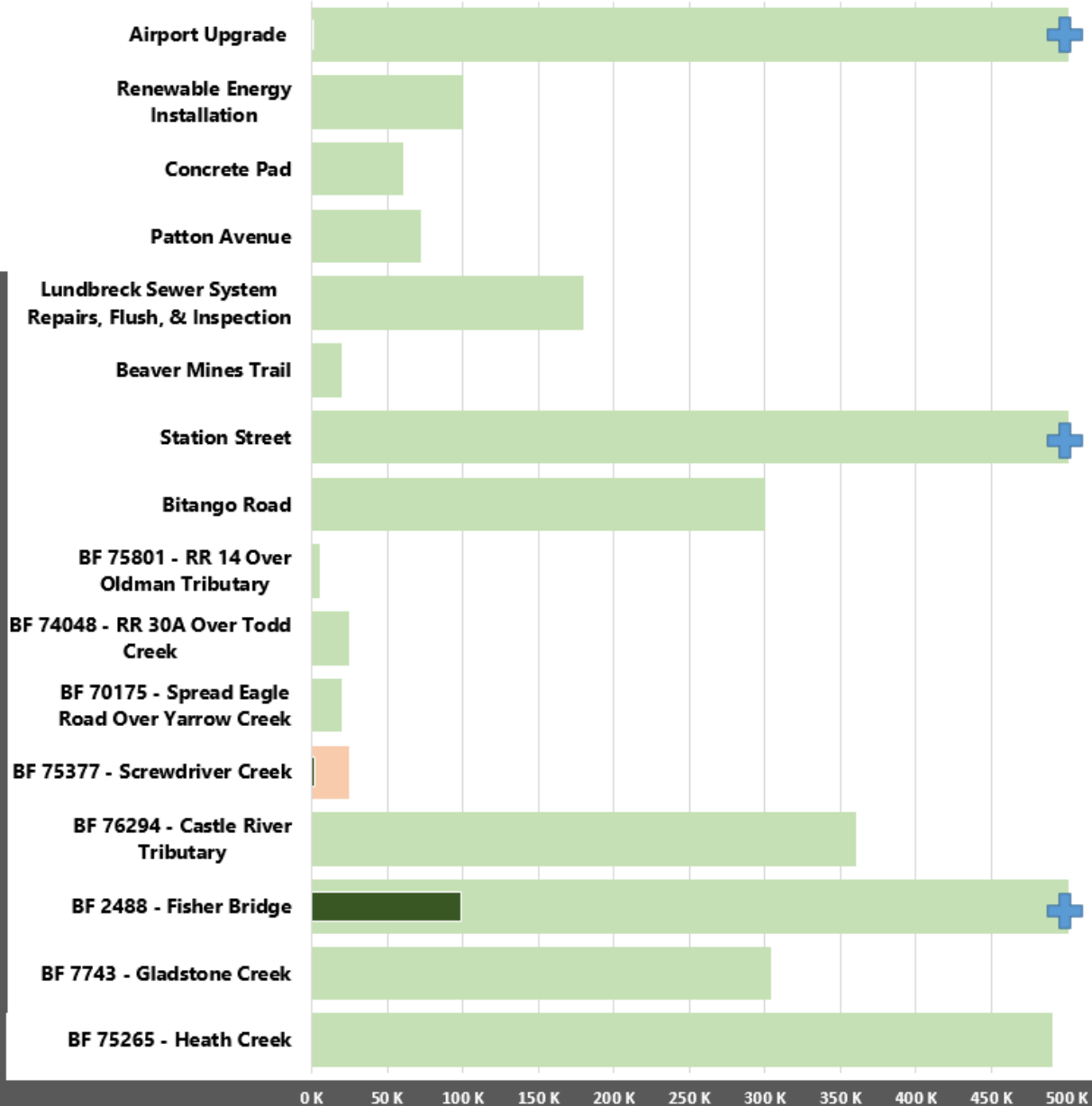
Original Budget

2023 Approved Projects

2023 Actual



2023



Airport Lighting – Design 2022, Construction 2023

Install Airport Airfield Lighting Replacement, with portion of funds from STIP

- Design-build contract awarded to Black & McDonald (**Cost: \$979,600, Original Budget: \$867,000. Revised Contract: \$1,016,435 + line removal/paint**)
- Leo Reedyk engaged to manage tendering, construction, commissioning, etc.
- It is expected that increasing the runway length will provide benefit in terms of classes of aircraft the airport can support. Design deliverables with revised thresholds

- complete. Mobilization is now anticipated in May 2023, 6-8 weeks construction required. Completion by Aug 1, 2023 expected, contract extended to reflect
- Generator installation will be completed after Aug 1, 2023 due to long lead delivery
 - IFC Drawings received Dec. 6, 2022. Formal Change Order sent to Contractor Jan 13, 2023 to capture unit/quantity changes prior to material orders for lights, generator, cabling. Signed copy received. Line removal/painting costs remain under discussion.
 - Safety Plan & Work Procedures review complete February 23rd. Crews will permit emergency use of runway within worst case 2 hours notice.
 - Consultation with affected stakeholders including Tanker Base & STARS has begun regarding construction window.

Lundbreck Sewer System Repairs, Flush, & Inspection – Design/Construction 2023

Repair of 3 sewer main locations within the Hamlet of Lundbreck

- Working with MPE on brief scope of work package for quotation. Design work awarded February 1st, 2023, project setup and quotation package underway.
- Draft drawings received March 2nd, 2023, under review. Anticipate finalizing work package by mid March

Lundbreck Lagoon Resiliency Analysis & Regionalization – Engineering 2022

Review Lagoons ability to take on more flow (both regular and high strength). Review Cowley Lagoons ability to do the same, and options for regionalization

- ACP Grant submitted in 2022, will not hear back until March/April 2023
- Scope of Work reviewed. Plan to move forward with Lundbreck analysis regardless of grant success
- Kickoff meeting held March 6th, 2023. Anticipate starting analysis work and investigations throughout March and April

Beaver Mines Trail – Design/Construction 2023

Phase 1 design along HWY between 5th and 4th street and potential construction (if funds are available)

- Began engagement with MPE and kicked off preliminary routing February 1st, 2023.
- Bert Nyrose is representing the BMCA and their trail committee. Engagement has begun. Awaiting results of BMCA meeting at end of February prior to walking site (tentatively scheduled March 3th) for preliminary path layout drawing for AT
- Met with AT Feb 15th to discuss permit requirements
- Met onsite with Bert, Lynn, & MPE March 3rd. Anticipating 2 weeks for draft layout drawing for permit

Therriault Dam – Geotechnical & Misc. Studies – *Engineering 2023*

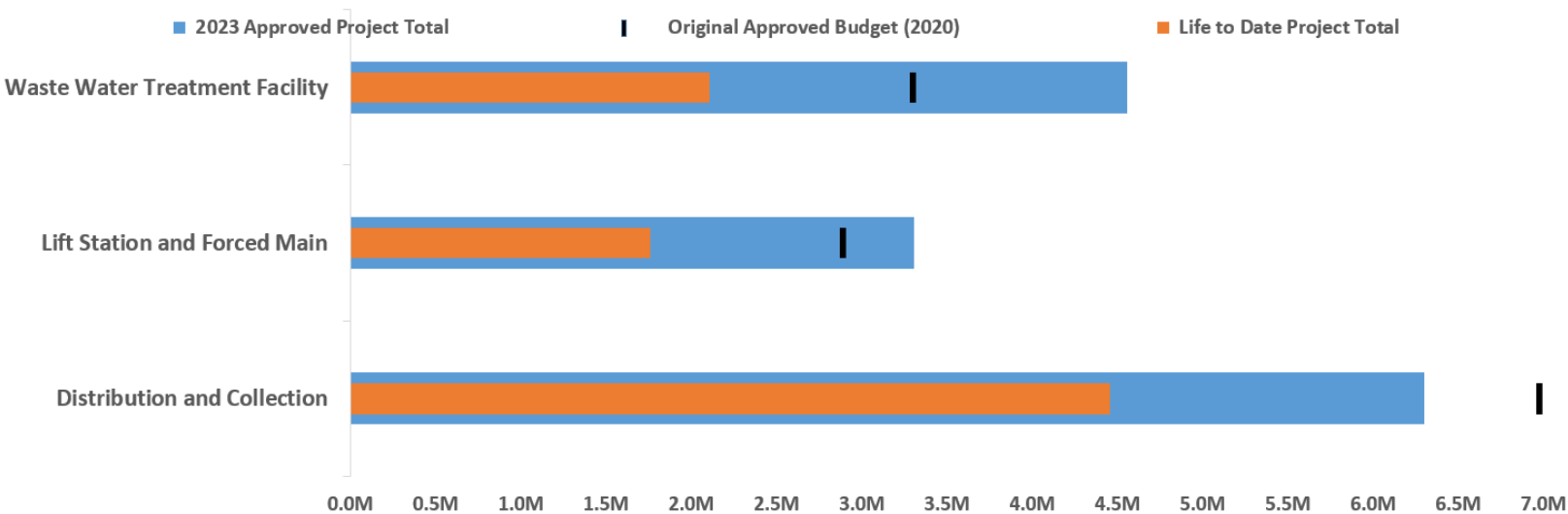
Address high priority deficiencies for the Therriault Dam

- Agreement signed with SNC Lavalin for Geotechnical & Hydrotechnical Assessments for the dam Jan 11, 2023
- Kickoff complete Jan 24, 2023. Geotechnical drill scheduled for ~~March 2nd~~ March 22nd.

BEAVER MINES

Total Appr. Budget: \$14,160,924. Spend as of Feb 22, 23: \$8,317,299

**No update due to staff holiday*



Beaver Mines Water Distribution, Collection System.

- Tender was awarded to BYZ on July 21, 2021.
 - 1. BYZ Enterprises Inc. **\$5,468,977.50 (Budget \$6,251,600)**
- Servicing work along 2nd Avenue completed.
- BYZ has continued to indicate fuel prices over the construction season have been a major issue for them and sub-contractors. Informal requests have been made for additional compensation throughout the year and have not been entertained to date. Formal requests made for \$134,441. Request denied.
- Meeting with PCES work on plan for hydrant activation once construction allows complete, PCES to be notified once 8th St. Connection complete.
- BYZ hit a gas line during connection at 8th street and had to shut down prematurely due to cold weather. BYZ remobilized week of Jan 9th, 2023 to complete 8th St. Connection and Services on East side of the Hamlet. The 8th st. critical connection is required prior to hydrant testing. 8th St. connection now complete.
 - Water system complete except service connections along HWY South of store. Walkthrough scheduled February 9th, 2023 for partial handover.
 - Engagement with PCES to take place afterwards regarding hydrant activation
- Damages for Delay letter sent to BYZ Jan 18th, 2023, formal contractual dispute response received Jan 19th, 2023 to begin negotiation. Meeting held with MPE and BYZ January 31st to discuss damages. BYZ attended Feb 14th Council meeting, option for damages **approved** in Feb 28th meeting.
- **Beaver Mines Waste Facility/System**
 - Tender was awarded to BYZ on May 31, 2022
 - BYZ Enterprises **\$2,338,309.00 (Original Budget \$2,076,999)**
 - Waste System will not be ready until 2023 at the earliest to allow for the AEP Approval Process to run its course
 - Mobilization began week of Aug 29th for road and forcemain work. Forcemain installed, hydrotest complete. Road grade complete. Geotextile over road complete,

gravelling underway. Building foundation work underway, BYZ partially demobilized for Winter.

- Fortis has complete install of power, not yet energized. Damages occurred on private land during Fortis install. Fortis working directly with landowner to resolve
 - Dosing and septic tank installation complete, building work to continue through Winter. Piles have been pounded and slab has been poured
 - Working through schedule of construction for year with Banner & BYZ
- **Beaver Mines Forcemain & Lift Station**
 - Tender was awarded to Parcon for Lift Station June 15th **\$2,326,091 (Original Budget: \$2,220,000)**
 - Construction awarded to low bidder for forcemain work:
 - TA Excavating: **\$386,925 (Eng. Est. \$600,000)**
 - Pre-construction kickoff completed June 23rd, 2022 for Lift Station
 - Site mobilization for lift station expected mid July.
 - Long lead generator and electrical control center identified as major point of supply chain delay that has potential for substantial delay. Working with contractor and engineering firm to mitigate this issue.
 - As of Jan 17th, contractor has confirmed temporary solutions are ordered for additional and temporary equipment to run the mechanical and electrical equipment so the facility can operate by end of June
 - An alternate generator has been ordered and MCC shop drawings **have received** final approval with the intent of having permanent solutions in place before end of 2023. A formal contract extension request has been made to reflect
 - **Awaiting detailed temporary electrical plan.**
 - Substantial completion is now June 30th, 2023 (up and running date), total completion (permanent MCC/generator installed) Nov. 30th, 2023
 - Lift Station underground foundation work complete along with majority of building envelope. Mechanical installation work has begun, HVAC equipment and crane installed. **Stair installation complete**, duct and mechanical equipment underway
 - Forcemain work **to be revised** into a contract, contractual end date **is** end of June, 2023. **Anticipate signing by Council meeting**

24 August, 2021 – Appellants withdraw their request for “a stay” in regards to our construction based upon the proposed build schedule. Where the Force Main and Waste Water Facility will be later in 2022 and 2023, it is felt that there is enough time for the Appeal to run its natural course without impacting our proposed construction schedule. Our first pre-meeting with the Board was Dec 8th, 2021. Our first Mediated Meeting with the Board and the Appellants is Dec 15th, 2021. (Calgary). First meeting was held and follow up meeting is slated for February 23, 2022. Meeting with the Board was on Feb 23rd.

Second mediation took place August 10th, 2022. Legal/MD response complete, meeting with mediator on path forward held September 23rd, 2022. Additional response requested by Board by Oct 18th; complete, multiple responses between board, MD, and Appellants in last month, currently awaiting Appellants response by Nov 21, 2022. Response received December 13th, 2022. Currently awaiting result of discussions between legal teams and board on path forward. Direct discussions ongoing between legal teams.

This is a multi-month process, so it is hoped our Appeal process will conclude within this timeframe and any direction by the Appeal Board in the manner of additions to our project, can be treated as change orders.

Recommendation:

That the Operations report for the period February 24th – March 7th, 2023 is received as information.

Prepared by: Roland/Eric/David/Tristan

Date: March 7th, 2023

Submitted to: Council

Date: March 14th, 2023

| DIVISION | CONCERN/REQUEST | ASSIGNED TO | ACTION TAKEN | REQUEST DATE | FOLLOW UPDATE | COMPLETION DATE |
|----------|--|-------------|--------------|-------------------|---|-------------------|
| Div 1 | Sharp edge on side of bridge was hit by grader a couple of years ago. Requesting repair. | Bob M | - | September 7, 2022 | Taper down section of Guard Rail to be replace | - |
| Div 4 | Road Needs Grading, Cattle Guard Rough on Skyline, Perm Snow fence still needs attention | Shawn/Jon | - | October 24, 2022 | Texas gate has been graded and smothed out. Post has been installed for permanent snow fence repair. Some work has been done, need to confirmed its been all completed. | - |
| Div 1 | Snow Drifting, Conditions changed from removed snow fence | Eric/Jon | - | November 2, 2022 | First call submitted January 16, 2023 | - |
| Div 3 | 4th st sign missing | Don | - | December 7, 2022 | Sign has been ordered | - |
| Div 5 | Fence broken when pushing snow | Tony N | | December 14, 2022 | Tony spoke with the owner, will be repair in the spring | |
| Div 4 | Wire fence buried with snow, requested fence to be repair by May 1st 2023 | Eric/Jon | | December 16, 2022 | | |
| Div 5 | Road needs grading. | Tony T | - | February 6, 2023 | - | - |
| Div 1 | Requesting Driveway be Plowed | Brad | Complete | February 21, 2023 | Completed | February 23, 2023 |
| Div 1 | Requested Driveway Snow Removal | Brad | Complete | February 21, 2023 | Completed | February 23, 2023 |
| Div 5 | Requested road to be plowed and her driveway | Tony T | Complete | February 21, 2023 | Blew Clear | February 27, 2023 |
| Div 5 | Request road be plowed | Tony T | Complete | February 21, 2023 | | February 22, 2023 |
| Div 1 | Wondering why operator leave a ridge a her approach | Jon | Complete | February 22, 2023 | Brought up with operator | February 23, 2023 |
| Div 4 | Request road be plowed, higher than truck clearance | James | Complete | February 22, 2023 | | February 22, 2023 |
| Div 2 | Requesting Driveway be done | Brad | Complete | February 22, 2023 | Completed | February 23, 2023 |
| Div 3/4 | Requesting Road be Plowed more regular | James | Complete | February 22, 2023 | Suggest moving blue sign on Hwy 3A to resident's gate as it looks like a private drive. | February 23, 2023 |
| Div 5 | Request road be plowed | James | Complete | February 23, 2023 | | February 23, 2023 |
| Div 3 | Complaint about operator not clearing her section of Crook | Jon | Completed | February 23, 2023 | Not Bus Route | February 23, 2023 |
| Div 4 | Request road be plowed | Brian | Completed | February 23, 2023 | - | February 23, 2023 |
| Div 4 | Request road be plowed | James | Completed | February 23, 2023 | - | February 24, 2023 |
| Div 1 | Requested driveway to be plowed | Brad | Completed | February 23, 2023 | | February 23, 2023 |
| Div 2 | Road is in nead of plowing | Tony N | Completed | February 23, 2023 | Road issue was on Town of PC road | February 23, 2023 |
| Div 5 | Road is in nead of plowing | | Completed | February 24, 2023 | Not MD Road | February 23, 2023 |
| Div 5 | Road will need plowing | Tony T | Completed | February 24, 2023 | | February 28, 2023 |
| Div 4 | Road will need plowing | James | Completed | February 24, 2023 | | February 25, 2023 |
| Div 4 | Road will need plowing | James | Completed | February 24, 2023 | | February 25, 2023 |

| DIVISION | CONCERN/REQUEST | ASSIGNED TO | ACTION TAKEN | REQUEST DATE | FOLLOW UPDATE | COMPLETION DATE |
|----------|---|--------------|--------------|-------------------|---|-------------------|
| Div 3 | Requested driveway to be plowed | Glen | Completed | February 27, 2023 | | February 28, 2023 |
| Div 3 | Request Driveway Snow Removal | Joey | Complete | February 27, 2023 | | March 1, 2023 |
| Div 5 | Complaint about road not being cleaned earlier during snow events | Jon | Complete | March 1, 2023 | | March 1, 2023 |
| Div 2 | 10" deep drift on road | Joey | Complete | March 2, 2023 | | March 2, 2023 |
| Div 3 | Drifts that could use removal | Joey | Complete | March 2, 2023 | | March 3, 2023 |
| Div 4 | Appreciated the good job on their roads | Joh | Complete | March 2, 2023 | Kuddos | March 2, 2023 |
| Div 1 | Appreciated the good job on their roads | Brian & Brad | Complete | February 24, 2023 | | February 24, 2023 |
| Div 3 | Plow left windrow on driveway over winter | Cassidy | Complete | March 3, 2023 | Cassidy went out after lunch and cleared. Email from resident about how pleasant and quick we were. | March 3, 2023 |
| Div 2 | Need road plowed to move cows | Kent | Complete | March 6, 2023 | | March 6, 2023 |
| Div 2 | Need road plowed to move cows | Kent | Complete | March 6, 2023 | | March 6, 2023 |
| Div 1 | Requested driveway to be plowed | Brian | Complete | March 6, 2023 | | March 7, 2023 |
| Div 4 | Requested driveway to be plowed | Shawn | Complete | March 9, 2023 | | March 9, 2023 |

CHIEF ADMINISTRATIVE OFFICER'S REPORT

February 23, 2023 to March 10, 2023

Discussion:

| | |
|-------------|---|
| February 23 | CUPE Negotiations |
| February 24 | CUPE Negotiations |
| February 28 | Council Committee and Council Meetings |
| March 1 | Climate Risk Scenario Assessment Workshop |
| March 1 | Telephone Town Hall AB Budget – Minister of Municipal Affairs |
| March 2 | CUPE Negotiations |
| March 3 | CUPE Negotiations |
| March 7 | Planning Session |
| March 7 | Municipal Planning Commission Meeting |
| March 8 | PW Safety Meeting |
| March 8 | Joint Health and Safety Committee Meeting |
| March 9 | PCREMO Core Working Group Meeting |

Upcoming

| | |
|----------|--|
| March 14 | Council Committee and Council Meetings |
| March 15 | Meeting at the Town of Pincher Creek |
| March 16 | CUPE Negotiations |
| March 17 | CUPE Negotiations |

RECOMMENDATION:

That Council receive for information, the Chief Administrative Officer's report for the period February 23, 2023 – March 10, 2023.

Prepared by: CAO, Roland Milligan

Date: March 10, 2023

Respectfully presented to: Council

Date: March 14, 2023

Administrative Support Activity since last Council Meeting
– prepared by Jessica McClelland, EA

Letters from last Council:

BYZ - Damages for Delay

Livingstone Ski Academy

Pincher Creek Ranch Rodeo

Lundbreck Resident – Road Concern

RCMP – Shift Changes

Advertising/Social:

Seasonal Employment Opportunity – Public Works

Request for Proposals – Dust Control

2023 Gravel Haul Tender

RCMP Town Hall Meeting

Energy Newsletter

Highway Closure/Opening

Landfill Closure/Opening

Alberta Emergency Alert Test

Other Activities:

FOIP Training –March 2 and March 9, 2023

Invitations to Council:

- Lorne Thompson – checking his schedule
- Sunrise Solar Project – attending March 28, 2023
- Irrigation District – spoke with Ministers Assistant, meeting will be scheduled following RMA and will be virtual
- South Canadian Rockies Tourism Association – April 25, 2023

Upcoming Meetings of Importance:

Regular Committee, Council – March 14, 2023

Meeting with Town and Dr. Duke – March 15, 2023

Regular Committee, Council – March 28, 2023



Volunteer Celebration Event

We request the M.D. of Pincher Creek in collaboration with the Town of Pincher Creek support in the celebration of our community volunteers. This year we would like to change the volunteer celebration from an afternoon luncheon to an evening “Sweet & Speak”. It would look like the following:

- April 18, 7:00 pm – 9:00 pm Community Hall
- Guest speaker – Brenda Robinson
- Mayor/Reeve thank you
- Dessert offering with beverages
- Possible wine/beer purchase
- Table sit down with linen and table setting

We request the M.D. of Pincher Creek support this event with a commitment of cost sharing (your share approx. \$4000). Enhancement Funding for 2023 National Volunteer Week has been applied for up to \$1200. We also request the help of M.D. staff in preparations and day of event along side of Town of Pincher Creek staff.

We felt to show and recognize our volunteers an evening event might be better suited to allow those who work during the day to attend.

If you are in agreement please sign the attached Memorandum of Agreement and send back to my office.

Best Regards,

Rhonda Oczkowski
Recreation Programmer
Town of Pincher Creek
403 627 4322



From: [Dick Burnham](#)
To: [MDInfo](#)
Subject: Pincher Creek Health Professionals Attraction and Retention Society
Date: March 6, 2023 7:23:25 PM

The Pincher Creek Health Professionals Attraction and Retention Society is recognizing our Health Professionals. We are nominating the Dr. Burtons for the Rhapsody Physician Award and the Maternity Nursisng Team at the Pincher Creek Health Centre for the Rhapsody Health-care Heros Award.

We would like Letters of Support from the Municipal District of Pincher Creek #9 for each of these applications. Please deliver the Letters of Support to Jeff Brockmann at the Associate Clinic by Friday March 10th, 2023, as we are under a time crunch to get the applications into Alberta RhPAP,

Please email me a copy of the 2 letters for the Society file.

Thank you.

Dick Burnham, Chair
Pincher Creek Health Professionals Attraction and Retention Society

From: [economic](#)
To: [Jessica McClelland](#)
Subject: Pancake Flipping- Rodeo Saturday!
Date: March 2, 2023 10:05:01 AM
Attachments: [image001.png](#)

Hi Jessica,

The Cowley Lions will be hosting the Parade Day pancake breakfast again this year- yay!

Would the MD of Pincher Creek Council be available to join the Town Council for a flipping good time?

Saturday, August 19, 2023

Details to be advised however most likely:

Pincher Creek Provincial Building 8 to 10 a.m.

Kind Regards,

Marie Everts

Marketing, Events & Economic Development Officer

Town of Pincher Creek

Office 403 627 3156

www.PincherCreek.ca

#PincherCreek



Regional Economic Development Alliance (REDA) Update

❖ Conversation with the MLA

Always a pleasure when Livingstone-Macleod MLA Roger Reid can join us. We appreciate his advocacy for the region, supporting initiatives in housing, education, and workforce development, representing Alberta interests as part of the Pacific North West Economic Region (PNWER).



❖ Education Innovation

Lori Hodges, Livingstone Range School Division trustee, reported on forward-thinking initiatives. Did you know?

➤ There are 64 students from Austria, Australia, Brazil, France, Germany, Italy, Japan, Spain, and Turkey attending high school in Nanton, Claresholm, Fort Macleod, Pincher Creek, and Crowsnest Pass. The goal is to have up to 15 international students in each school, and there is opportunity to be a host family for a student. This is an enriching experience, building international relationships and friendships.

➤ Students can earn high school AND post-secondary credit! Collaboration and partnership with southern Alberta post-secondary institutions provides students opportunities and choice to begin career pathways. At a limited charge to students, courses may be offered at a high school, at the University or College, online or a combination of both. High school students gain a deeper understanding of the college or university experience! <https://www.lrsd.ca/services/lrsd-pursuit/dual-credit>

❖ Connect4Commerce is underway

AlbertaSW, in partnership with Community Futures, is implementing a business-to-business platform to list and promote investment opportunities in all our communities. Each community has identified a municipal contact person to collaboratively learn how the system will work, and to create a system and process that will be an effective way to promote investment opportunities. More details to come!

UPCOMING EVENTS

❖ Monday, March 27, 2023

10:30am-3:00pm, lunch included - REO Hall, 470-17 St Fort Macleod.

Rural Development Network Pilot Project to add talent to our workforce!

Newcomer Workshop for Employers

➤ Contact bev@albertasouthwest.com for details and link to register.

This “speed learning” format is an opportunity to network with other local businesses and share key concepts such as:

- The needs of newcomers in the workplace
- Settlement, integration, and inclusion
- Best practices for employers from all industries

Alberta SouthWest Regional Economic Development Alliance

International Economic Development Council (IEDC) Accredited Economic Development Organization (AEDO)

2018-2022 Green Destinations Top 100 Sustainable Global Destinations and 2020 Top 3 Best of the Americas

Box 1041 Pincher Creek AB T0K 1W0

403-627-0244 (cell)

bev@albertasouthwest.com

www.albertasouthwest.com



Alberta SouthWest Regional Alliance
Minutes of the Board of Directors Meeting
Wednesday, February 1, 2023 - Cardston County



Board Representatives

Brent Feyter, Fort Macleod
Brad Schlossberger, Claresholm
Barbara Burnett, Cowley
Cam Francis, Cardston County
Blair Painter, Crowsnest Pass
Tim Court, Cardston
John Van Driesten, MD Willow Creek

Victor Czop, Nanton (alt)
Rick Lemire, MD Pincher Creek (alt)
Dale Gugala, Stavelly
Keith Robinson, Waterton
Resource Staff and Guests
Linda Erickson, PrairiesCan
Tony Walker, CF Alberta Southwest
Bev Thornton, AlbertaSW

- 1 Call to Order/ Chair Brent Feyter called the meeting to order.
- 2 Approval of Agenda Moved by Cam Francis THAT the agenda be approved as presented.
Carried. [2023-02-835]
- 3 Approval of Minutes Moved by Blair Painter THAT the Minutes of December 7, 2022, be approved as presented.
Carried. [2023-02-836]
- 4 Approval of Cheque Register Moved by Dale Gugala THAT cheques #3149 to #3172 be approved as presented.
Carried. [2023-02-837]
- 5 Economic Development 101 for Elected Officials This training event will be held on February 10, 2023 in Fort Macleod. Reminders will follow up with each community to confirm attendance.
- 6 EDA Leaders' Summit and Conference Economic Developers Alberta Conference will be held April 12-14, 2023, in Kananaskis. www.edaalberta.ca for details
- 7 Blackfoot Signage Project AlbertaSW and Community Futures will take next steps to draft a proposed project plan for communications, research, scope and options.
- 8 On-line tools/resources AlbertaSW website platform and content will be updated. AlbertaSW and Community Futures have partnered to implement Connect4Commerce on-line tool for investment opportunities in all communities. AlbertaSW, SouthGrow and Economic Development Lethbridge have partnered to implement localintel tool that will have comprehensive regional data and offer capacity for any community to opt in and have its own data displayed. Further follow up with CAOs and EDOs.
- 9 Expression of Interest and Qualifications (EIQ) Board reviewed the draft of a request for Expressions of Interest from service providers in the region who can provide Research and Communication Services. Consensus: circulate the request and compile a Resource List for future projects.
- 10 NRED Grant Application An application has been submitted to the Northern and Regional Economic Development Grant program to develop an inventory of assets, products and services related to manufacturing, energy, construction, ag processing (MECAP).

- | | | |
|----|-------------------------------|---|
| 11 | Operations Plan and Reporting | The 2023-2024 Operations Plan was submitted in mid-January, and the provincial funding contract for next fiscal year was signed on February 1, 2023. Operations Plan available by request to bev@albertasouthwest.com |
| 12 | Executive Director Report | Accepted as information. |
| 13 | Roundtable Reports | Accepted as information. |
| 14 | Upcoming Board Meeting | ➤Wednesday, March 1, 2023 – Claresholm |
| 15 | Adjourn | Moved by Blair Painter THAT the meeting be adjourned. Carried. [2023-02-838] Approved March 1, 2023 |

Executive Director Report February 2023

MEETINGS and PRESENTATIONS

- Feb 1: AlbertaSW Board meeting, Cardston
- Feb 2: Meeting with Alberta Ag Investment attraction team re: Glenwood facility, Teams
- Feb 3: Meeting with Pincher Creek EDO and Energy Manager, Zoom
- Feb 3: Meeting with Growth Alberta Chair re: REDA presentation at EDA, Zoom
- Feb 7: RINSA meeting, Lethbridge Chamber office
- Feb 7: Small Business Stakeholder Consultation, Minister Martin Long, Provincial Building, Lethbridge
- Feb 8: REDA Managers meeting re: EDA, Zoom
- Feb 8: Meeting with CF Highwood, Teams
- Feb 9: Meeting with Green Destinations re: 2023 audit, Zoom
- Feb 9: Meeting with ATCO and University of Lethbridge prof and students re: mapping project, Teams
- Feb 9: Webinar re: Alberta Agri-Processing Investment Tax Credit, Teams
- Feb 10: EDA Economic Development 101 for Elected Officials, Fort Macleod
- Feb 13: Project Copper-Invest Alberta Partner information Session, Teams
- Feb 14: Ag Value Added Investments, Alberta Ag and JEND, Teams
- Feb 14: Green Destinations and Crown Geotourism Council, introductory meeting, Zoom
- Feb 15: Economic Development Lethbridge (EDL) Board meeting, Tecconnect
- Feb 15: AltaLink presentation to MD Pincher Creek [regrets]
- Feb 16: Meeting with ATCO and University of Lethbridge prof and students re: mapping project, Teams
- Feb 17: Meeting with REDA Managers re: presentation at EDA, Zoom
- Feb 17: H3TDA Board Meeting, Teams

Feb 22: Invest Alberta-Alberta Ag Investment Team meeting re: Saputo facility, Teams

Feb 23: Energy Forum, Claresholm (cancelled)

Feb 23: Planning meeting with RDN and InnoVisions, re: READI Employer workshop, Zoom

Feb 23: AEDO Committee meeting, Zoom

Feb 27: RINSA partners meeting with entrepreneur, Zoom

PROJECT MANAGEMENT and REPORTING

- Preparation for Elected Officials 101
- CARES final report submitted (Feb 28)
- Draft EDA Award submissions (due March 10)
- Responses to investor inquiries from Alberta Ag, JEND and Invest Alberta
- Provide additional documents to Travel Alberta consultations
- Compile regional and community profile information for Connect4Commerce
- Further planning for multi-regional localintel project with SouthGrow and EDL

INVESTMENT ATTRACTION and REGIONAL PROMOTION

- Develop details for REDA presentation at EDA 2023
- University of Lethbridge student mapping project based on ATCO Peaks to Prairies data
- Investment inquiries from Alberta Ag
- Investment inquiries from Invest Alberta
- Set up ongoing regular “Investment Opportunity Network” (ION) meetings
- Circulate call for expressions of interest for web and media services resource list

UPCOMING EVENTS

❖ Tuesday March 7, 2023

Green Destinations Award presentations at ITB Berlin Conference.

❖ Monday, March 27, 2023

Newcomer Employment Workshop

10:30am-3:00pm, lunch included

REO Hall, 470- 17 St Fort Macleod

Details in separate document.

❖ March 30, 2023

SouthGrow Economic Summit – details coming soon.

Sandman Signature Lethbridge Lodge

Details in separate document.

NEWCOMER EMPLOYMENT WORKSHOP

for local employers

***no cost for
registered
participants**

Monday, March 27, 2023

**REO Hall, Fort Macleod
470-17 St. | 10:30 am to 3:00 pm
lunch included**



**Network with other local
businesses and learn about:**

- The needs of newcomers in the workplace
- Settlement, integration & inclusion
- Intercultural training
- Best practices

To register, contact:

**soheilah@ruraldevelopment.ca or
ztaylor@lfsfamily.ca | 403-320-1589**

WHAT WILL I LEARN?



Module 1 - Newcomers in the Community and Workplace

- Settlement, Integration and Social Inclusion
- Best practices for integrating new workers/orientation into the workforce
- Case studies - Employers who were successful in their integration of newcomers
- Welcoming and inclusive organizations and communities
- Strategies for measuring and developing workplace inclusion



Module 2 - Intercultural Training

- Understanding equity, diversity and inclusion
- Communicating with workers whose first language is not English
- Intercultural communication and conflict management
- Understanding culture, tradition and customs
- Bridging the gap between newcomer and local workers
- **Networking with other local employers from various industries**

*Modules will include associated workbooks, slides and resources for employers

To register, contact:
soheilah@ruraldevelopment.ca or
ztaylor@lfsfamily.ca | 403-320-1589



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Shaw*

AR110967

Dear Chief Elected Officials:

The Government of Alberta understands the important role of local governments in fostering vibrant communities and supporting the provincial economy, and we are committed to ensuring municipalities and Metis Settlements meet their infrastructure and operating needs.

In keeping with this commitment, next year we will be introducing the Local Government Fiscal Framework (LGFF), an updated framework that ties funding to provincial revenue changes, which will ensure sustainable funding levels for the province and allow municipalities to plan more effectively for the future. The baseline funding amount for the LGFF will be \$722 million in 2024/25. Subject to approval by the Legislature, the legislation will be updated so that this amount will increase or decrease at 100 per cent of the percentage change in provincial revenues from three years prior, rather than 50 per cent as legislated. In light of this change, capital funding under the Municipal Sustainability Initiative (MSI) and LGFF will total approximately \$2 billion over the next three years, with MSI capital funding set at \$485 million in 2023/24, and LGFF providing \$722 million in 2024/25, and approximately \$813 million in 2025/26.

In addition, operating funding has been increased. As many municipalities are facing increased operating costs due to inflation, our government will double the MSI operating budget in 2023/24 from \$30 million to \$60 million in recognition of these challenges.

The 2023 MSI allocations for all municipalities and Metis Settlements are available on the program website at www.alberta.ca/municipal-sustainability-initiative.aspx.

I am also pleased to advise you that Alberta's municipalities and Metis Settlements will receive \$266 million in federal funding under the Canada Community-Building Fund (CCBF), an increase of \$11 million from last year.


The 2023 CCBF allocations are available on the program website at www.alberta.ca/canada-community-building-fund.aspx.

.../2

Please note MSI and CCBF funding is subject to the Alberta Legislature's approval of Budget 2023, and individual allocations and 2023 funding are subject to Ministerial authorization under the respective program guidelines. CCBF funding is subject to confirmation by the Government of Canada. I expect to send letters confirming MSI and CCBF funding commitments to local governments in the spring.

I look forward to working together to support the infrastructure and operating needs of your communities, and to ensure a smooth transition from the MSI to the LGFF program in 2024.

Sincerely,

A handwritten signature in black ink, appearing to read "Rebecca Schulz". The signature is fluid and cursive, with the first name being more prominent.

Rebecca Schulz
Minister

cc: Chief Administrative Officers
Linda Lewis, Interim Chief Administrative Officer, Metis Settlements General Council
Cathy Heron, President, Alberta Municipalities
Paul McLauchlin, President, Rural Municipalities of Alberta
Dave Lamouche, President, Metis Settlements General Council
Dan Rude, Chief Executive Officer, Alberta Municipalities
Gerald Rhodes, Executive Director, Rural Municipalities of Alberta