

**AGENDA
COUNCIL MEETING
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
Wednesday, November 12, 2025
3:00 pm
Council Chambers**

A. ADOPTION OF AGENDA

B. DELEGATION

1. 3:00 pm to 3:15 pm – Lars De Pauw, President, Orphan Well Association

C. MINUTES/NOTES

1. Council Committee Minutes
- October 28, 2025
2. Council Organizational Meeting Minutes
- October 28, 2025
3. Council Meeting Minutes
- October 28, 2025

D. UNFINISHED BUSINESS

E. BUSINESS ARISING FROM THE MINUTES

F. COMMITTEE REPORTS / DIVISIONAL CONCERNS

1. Councillor Tony Bruder – Division 1
- Waterton Biosphere October Newsletter
2. Reeve Rick Lemire – Division 2
3. Councillor Dave Cox– Division 3
4. Councillor Jim Welsch - Division 4
5. Councillor John MacGarva – Division 5

G. ADMINISTRATION REPORTS

1. Operations

- a) Public Works Department Report
- Report from Public Works dated November 4, 2025
- Schedule A – Shop/Fleet Report
- b) Utilities & Infrastructure Report
- Report from Utilities & Infrastructure dated November 4, 2025

2. Finance

- a) Request to Waive Tax Penalty-Tax Roll 4423.050, 4423.090 and 4423.100
- Report from Tax Department, dated October 30, 2025
- b) 2025 Actuals vs. Budget
- Report from Finance, dated November 6, 2025

3. Planning and Community Services

- a) Community Policing Quarterly Report
- Crowsnest Pass Detachment
- Pincher Creek Detachment
- b) Community Energy Open House & Future Projects
- Report from Development, dated November 6, 2025
- c) Regional Tourism Advisory Committee
- Report from Development, dated November 6, 2025

4. Municipal

- a) CAO Report
- Report from Administration, dated November 6, 2025
- b) Corporate Policy Updates
- Report from Finance/Administration, dated November 3, 2025

H. CORRESPONDENCE

1) For Action

- a) Hometown Holiday Fest Parade, November 28, 2025
 - Council Resolution Needed for Participation
- b) Protecting Our Headwaters, Our Water, and Our Future – A Call for Municipal Leadership
 - Letter from Ms. Paridaen, dated November 5, 2025

2) For Information

- a) Strychnine Use in Alberta
 - Letter from Shadow Minister for Agriculture and Agri-Food, John Barlow, dated October 30, 2025
- b) Recreation Advisory Committee Meeting Minutes
 - 2024 and 2025 Minutes
- c) CPKC Holiday Train
 - Sunday, December 14, 2025

I. NEW BUSINESS

J. CLOSED MEETING SESSION

- a) Public Works Call Log – ATIA Sec. 29.1

K. ADJOURNMENT

MINUTES
REGULAR COUNCIL COMMITTEE MEETING
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
Tuesday, October 28, 2025,
11:00 am
Council Chambers

Present: Reeve Rick Lemire, Deputy Reeve Tony Bruder, Councillors John MacGarva and Jim Welsch.

Staff: CAO Roland Milligan, Director of Corporate Services Meghan Dobie, Public Works Manager Alan McRae, Utilities & Infrastructure Manager David Desabrais, Finance Manager Brendan Schlossberger, and Executive Assistant Jessica McClelland.

Reeve Rick Lemire called the meeting to order, the time being 11:00 am.

1. Approval of Agenda

Councillor Jim Welsch

Moved that the agenda for the October 28, 2025, Committee Meeting be approved as presented.

Carried

2. Delegations

3. Closed Session

Councillor John MacGarva

Moved that the Council move into closed session to discuss the following, the time being 11:01 am.

- a) Pincher Creek Emergency Services Draft Budget – ATIA Sec. 28.1
- b) Draft Capital Budget (ongoing item discussion) – ATIA Sec. 28.1
- c) Salary Grid – ATIA Sec. 22.1
- d) CAO Performance Review – ATIA Sec. 22.1

Councillor Dave Cox

Moved that Council move out of closed session, the time being 2:00 pm.

Carried

7. Round Table

8. Adjournment

REGULAR COUNCIL COMMITTEE MEETING
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
TUESDAY, OCTOBER 28, 2025

Councillor Tony Bruder

Moved that the committee meeting adjourn at 2:00 pm.

Carried

REEVE

CHIEF ADMINISTRATIVE OFFICER

MINUTES

100032

MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9

ORGANIZATIONAL MEETING

OCTOBER 28, 2025

The Organizational Meeting of Council of the Municipal District of Pincher Creek No. 9 was held on Tuesday, October 28, 2025, at 3:00 pm, in the Council Chambers of the Municipal District Administration Building, Pincher Creek, Alberta.

- PRESENT

Reeve Rick Lemire, Deputy Reeve Tony Bruder, and Councillors Dave Cox, John MacGarva and Jim Welsch.
- STAFF

CAO Roland Milligan, Director of Corporate Services Meghan Dobie, Utilities & Infrastructure Manager David Desabrais, Public Works Manager Alan McRae, Development Officer Laura McKinnon, and Executive Assistant Jessica McClelland.

Royal Canadian Legion members with the Pincher Creek branch, Dick Burnham and Fred White, attended the Council Meeting at this time to present poppies to the Reeve, Council and staff for the MD of Pincher Creek, and left following the presentation.

A. CALL TO ORDER

CAO Roland Milligan called the Council Meeting to order, the time being 3:00 pm.

B. ELECTION OF REEVE

CAO Roland Milligan asked Council for nominations for the position of Reeve, Councillor Tony Bruder nominated Councillor Rick Lemire.

CAO Roland Milligan asked if Councillor Rick Lemire would let his name stand for Reeve, Councillor Rick Lemire affirmed he would.

CAO Roland Milligan asked for other nominations another two times. No other nominations were received.

Councillor Rick Lemire was declared Reeve and assumed the chair.

C. ELECTION OF DEPUTY REEVE

Reeve Rick Lemire asked Council for nominations for the position of Deputy Reeve. Councillor Dave Cox nominated Councillor Tony Bruder.

Reeve Rick Lemire asked if Councillor Tony Bruder would let his name stand for Deputy Reeve, Councillor Tony Bruder affirmed he would.

Reeve Rick Lemire asked for other nominations another two times. No other nominations were received.

Council voted by ballot and Councillor Tony Bruder was elected Deputy Reeve.

Councillor Tony Bruder was declared Deputy Reeve.

D. ADOPTION OF AGENDA

Councillor John MacGarva

25/478

Moved that the agenda for the Organizational Meeting of October 28, 2025 be approved as presented.

Carried

E. APPOINTMENT OF SIGNING AUTHORITIES

Councillor Jim Welsch

25/479

Moved that Reeve Rick Lemire, or Deputy Reeve Tony Bruder, and the CAO, Director of Finance, or Finance Manager are authorized to have signing authority for general cheques of the Municipal District of Pincher Creek No. 9;

Carried

Minutes
Organizational Meeting
Municipal District of Pincher Creek No. 9
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F. APPOINTMENT OF AUDITORS

Councillor Dave Cox 25/480

Moved that Avail LLP be appointed as the Municipal District of Pincher Creek No. 9 Auditors for 2026.

Carried

G. MEETING TIMES AND DATES

Councillor Tony Bruder 25/481

Moved that, unless altered by resolution:

- Subdivision Authority Meetings be held the first Tuesday of each month, starting at 6:00 pm
- Municipal Planning Commission Meetings be held the first Tuesday of each month, starting at 6:30 pm
- Council Committee Meetings be held the Second and Fourth Tuesday of each month, starting at 11:00 am
- Council Meetings be held the Second and Fourth Tuesday of each month, starting at 3:00 pm

Carried

All of Council are sitting members of the following Committees, Boards and Commissions. A resolution is not required to appoint Council members.

- Foothills Little Bow
- Municipal Planning Commission
- Pincher Creek Regional Emergency Management Organization (PCREMO)
- Road Tours with Public Works Manager
- RMA (Rural Municipalities of Alberta)
- Subdivision Authority

H. COMMITTEES/ BOARDS APPOINTMENTS

1) Agricultural Service Board

- Councillors Deputy Reeve Tony Bruder and Jim Welsch
- Alternate: Councillor Dave Cox
- Members at Large - Anna Welsch, Mark Zoratti, and Martin Puch

2) Agricultural Service Board Appeal Committee

- Reeve Rick Lemire, and Councillors John MacGarva, and Dave Cox

3) Airport Committee

- Councillors John MacGarva and Jim Welsch
- Alternate: Councillor Dave Cox
- Member at Large: Leo Reedyk

4) Alberta Southwest Regional Alliance

- Reeve Rick Lemire
- Alternate: Deputy Reeve Tony Bruder

5) Alternative Land Use System Partnership Advisory Committee (ALUS)

- Deputy Reeve Tony Bruder
- Members at Large: Dixon Hammond, Denis Lastuka and Mark Zoratti

6) Beaver Mines Community Association

- Councillor Dave Cox

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- 7) Castle Mountain Community Association
 - Councillor Dave Cox
- 8) Chinook Arch Regional Library Board
 - Deputy Reeve Tony Bruder
- 9) Chinook Intermunicipal Subdivision & Development Appeal Board
 - Members at Large (Don Hill and Bjorn Berg)
- 10) Crowsnest Pincher Creek Landfill Association
 - Deputy Reeve Tony Bruder
 - Alternate: Councillor John MacGarva
- 11) Emergency Advisory Committee (EAC)
 - Deputy Reeve Tony Bruder and Councillor John MacGarva
 - Alternate: Councillor Dave Cox
- 12) Family and Community Support Services (FCSS)
 - Councillor Jim Welsch
 - Alternate: Councillor John MacGarva
- 13) Healthcare Committee
 - Reeve Rick Lemire and Councillor John MacGarva
 - 1 Member at Large (TBD from Committee)
- 14) Highway 3 Twinning Development Association
 - *Councillor Cox requested this be added for discussion*
 - At this time no member will be added
- 15) Hometown Award
 - Reeve Rick Lemire
 - MD Member at Large - Michelle Spencer
- 16) Intercollaborative Framework Committee with the Town of Pincher Creek (ICF)
 - Reeve Rick Lemire and Councillor Jim Welsch
 - Alternate: Councillor Dave Cox
- 17) Intermunicipal Development Committee (IDP)
 - a) Cardston County
 - Reeve Rick Lemire and Deputy Reeve Tony Bruder
 - b) Municipality Crowsnest Pass
 - Councillors Dave Cox and John MacGarva
 - c) Municipal District of Ranchlands
 - Councillors John MacGarva and Jim Welsch
 - d) Municipal District of Willow Creek
 - Reeve Rick Lemire and Councillor Jim Welsch
 - e) Town of Pincher Creek
 - Reeve Rick Lemire and Councillor Jim Welsch
 - Alternate: Councillor Dave Cox
 - f) Village of Cowley
 - Councillors Jim Welsch and John MacGarva
- 18) Joint Council Grant Sub Committee
 - Deputy Reeve Tony Bruder and Councillor Dave Cox
 - Alternate: Reeve Rick Lemire

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A letter was requested to go to the Town of Pincher Creek to alter this subcommittee to include the Joint Budget process.

- 19) Lundbreck Citizens Council
 - Councillor John MacGarva
 - 20) Mayors and Reeves
 - Reeve Rick Lemire
 - Deputy Reeve Tony Bruder
 - 21) Municipal Planning Commission (Members at Large)
 - 2 Members at Large: Laurie Klassen and Jeff Hammond
 - 22) Municipal Energy Committee
 - Deputy Reeve Tony Bruder and Councillor Jim Welsch
 - Alternate: Councillor Dave Cox
 - 23) Oldman River Regional Services Commission ORRSC
 - Councillor Jim Welsch
 - Alternate: Councillor Dave Cox
 - 24) Pincher Creek Foundation
 - Councillors Dave Cox and Jim Welsch
 - Alternate: Reeve Rick Lemire
 - 25) Pincher Creek Emergency Services Commission
Through secret ballot:
 - Reeve Rick Lemire and Councillor Jim Welsch
 - Alternate: Councillor Dave Cox
 - 26) Pincher Creek and District Public Library Board
 - Deputy Reeve Tony Bruder
- Councillor Tony Bruder 25/482
- Moved that Council, regarding the Pincher Creek and District Public Library Board MD member at large appointments:
 Debbie Reed - reaffirm her appointment until 2026
 Mike Barkwith and Sandra Baker – Appointed until October 30, 2026, with the intention of obtaining replacements.
- Carried
- 27) Pincher Creek Regional Recreation Advisory Board
 - Member at Large - Kris Larson
 - 28) Police Advisory Committee
 - Councillor Jim Welsch and Community Peace Officer Robyn Potter
 - 29) Regional Assessment Review Board
 - Councillor Jim Welsch
 - Member at Large - Don Hill
 - 30) Regional Tourism Advisory Committee* *New Request for 2025*
 - Councillor John MacGarva and Staff Lead: Laura McKinnon
 - 31) Soil Conservation Act Appeal Committee
 - Reeve Rick Lemire, and Councillors John MacGarva and Dave Cox
 - 32) Town of Pincher Creek Housing Committee
 - Councillor John MacGarva
 - Alternate: Rick Lemire

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- 33) Weed Control & Agricultural Pest Act Appeal Committee
 - Members at Large - Kent Zielke, Tony Naumczyk, Kelly Cooley

- 34) Waterton Biosphere Reserve Association (WBRA)* *New Request for 2025*
 - Deputy Reeve Tony Bruder

- 35) Waterton Biosphere – Carnivore and Communities Program
 - Deputy Reeve Tony Bruder

Councillor Jim Welsch 25/483

Moved that Council approve all the committee appointments as discussed.

Carried

K. ADJOURNMENT

Councillor Tony Bruder 25/484

Moved that Council adjourn the meeting, the time being 3:53 pm.

Carried

REEVE

CHIEF ADMINISTRATIVE OFFICER

PRESENT Reeve Rick Lemire, Deputy Reeve Tony Bruder, and Councillors Dave Cox, John MacGarva and Jim Welsch.

STAFF CAO Roland Milligan, Director of Corporate Services Meghan Dobie, Utilities & Infrastructure Manager David Desabrais, Public Works Manager Alan McRae, Development Officer Laura McKinnon, and Executive Assistant Jessica McClelland.

Reeve Rick Lemire called the meeting to order at 3:53 pm.

A. ADOPTION OF AGENDA

Councillor Jim Welsch 25/485

Moved that the agenda for October 28, 2025, be amended to include:

Finance:

a) Purchase of Grader

Information Action:

b) Fish Lake License Agricultural Use

c) Minister of Transportation Response to RMA Meeting Request

AND THAT the agenda be approved as amended.

Carried

B. DELEGATIONS

C. MINUTES

1) Council Committee Meeting Minutes – October 14, 2025

Councillor John MacGarva 25/486

Moved that the minutes of the Council Committee Meeting of October 14, 2025, be approved as presented.

Carried

2) Council Meeting Minutes – October 14, 2025

Councillor Tony Bruder 25/487

Moved that the minutes of the Council Meeting of October 14, 2025, be approved as presented.

Carried

D. UNFINISHED BUSINESS

E. BUSINESS ARISING FROM THE MINUTES

F. COMMITTEE REPORTS / DIVISIONAL CONCERNS

1. Councillor Tony Bruder – Division 1
 - Crowsnest Pincher Creek Landfill Association
2. Reeve Rick Lemire – Division 2
 - Pincher Creek Chamber Awards of Excellence

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3. Councillor Dave Cox– Division 3
 - Pincher Creek and District Library Board
 - Pincher Creek Foundation
 - Curling Rink Sod Turning
 - Community Solar Open House
4. Councillor Jim Welsch - Division 4
 - Pincher Creek Foundation
 - Community Solar Open House
5. Councillor John MacGarva – Division 5
 - Community Solar Open House
 - Pincher Creek Chamber Awards of Excellence
 - Council Orientation

Councillor John MacGarva 25/488

Moved to accept the Committee Reports as information.

Carried

G. ADMINISTRATION REPORTS

1. Operations

a) Public Works Operations Report

Councillor Tony Bruder 25/489

Moved that Council receive the Public Works Operations Report, including Schedule A – Shop/Fleet Report and the 2025-2026 Bus Route map, for the period October 6, 2025, to October 19, 2025, as information.

Carried

b) Utilities & Infrastructure Report

Councillor Jim Welsch 25/490

Moved that Council receive the Utilities & Infrastructure report for October 9, 2025 to October 21, 2025, as information.

Carried

c) Community Events Board - Budgetary Increase Request

Councillor Tony Bruder 25/491

Moved that Council approve an additional \$4,000 from the MD Buildings Reserve, for a total capital project cost of \$45,000, for the Community Events Board.

Carried

d) Alberta Community Partnership Grant Application – Regional Facilities Condition Assessment & Master Plan

Councillor John MacGarva 25/492

Moved that Council supports the submission of a 2025/26 Alberta Community Partnership grant application for a Regional Facilities Condition Assessment & Master Plan project as the managing partner,

AND THAT Council direct Administration to verify the Village of Cowley Council's support of the grant application as a project participant.

Carried

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2. Finance

a) Purchase of Grader

Councillor Dave Cox 25/493

Moved that Council approve the capital purchase of a 2025 150M Grader in 2025, for up to a maximum \$675,000 with said funds coming from MSI/LGFF.

Carried

3. Development and Community Services

4. Municipal

a) CAO Report

Councillor Jim Welsch 25/494

Moved that Council receive the CAO Report for the period October 10, 2025, to October 24, 2025, as information.

Carried

H. CORRESPONDENCE

A. For Action

a) Invitation to Attend Strategic Planning Session

Councillor Jim Welsch 25/495

Moved that Councillor Tony Bruder be authorized to attend the Strategic Planning Session for the Allied Arts Council on November 7, 2025, from 5:00 pm to 8:00 pm.

Carried

b) Fish Lake License Agricultural Use

Councillor Tony Bruder 25/496

Moved that administration respond to the request for the MD to cover the cost of water pumping from Fish Lake, advising that the users be responsible for the cost of pumping for their own usage.

Carried

c) Minister of Transportation Response to RMA Meeting Request

Councillor Jim Welsch 25/497

Moved that the response from the Minister of Transportation be received as information.

Carried

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B. For Information

Councillor Tony Bruder 25/498

Moved that the following be received as information:

- a) Highway 3 Twinning, Town of Pincher Creek to Town of Fort Macleod Functional Planning Study
 - Update from Project Manager, dated October 17, 2025
- b) Support for Cardston County Concerns – Grizzly Bear Numbers
 - Letter from Town of Cardston, dated October 10, 2025
- c) Request to Distribute Grassy Mountain Project Materials from Slopes Studio Creative Resistance
 - Selenium Poisoning and the Impact of Toxic Watersheds
 - The Alberta Coal Timeline
 - Issues of Water (Short Form) 11/18/2025
- d) ALUS Pincher Creek
 - ALUS Municipalities One-Pager
 - ALUS WRRP Project Impact 2018-2025
 - ALUS National Brochure
- e) Indoor Sport Court update
 - Update from Town of Pincher Creek

Carried

I. NEW BUSINESS

J. CLOSED SESSION

Councillor Dave Cox 25/499

Moved that Council move into closed session to discuss the following, the time being 5:12 pm.

- a) Public Works Call Log – ATIA Sec. 29.1
- b) Pincher Creek Early Learning Center Update – ATIA Sec. 19.1
- c) Road Closure Request – ATIA Sec. 29.1

Councillor Jim Welsch 25/500

Moved that Council move out of closed session, the time being 5:54 pm.

Carried

Road Closure Request - Adjacent to SW 31-5-29 W4M

Councillor Tony Bruder 25/501

Moved that, based on policy 123 Purchase, Sale and Disposal of Road Allowances or Roadways, as there is no direct benefit to the MD, Council deny the applicant's request to close and purchase portions of undeveloped Statutory Road Allowance between SW 31-5-29 W4M and SE 36-5-30 W4M.

Carried

K. ADJOURNMENT

Councillor John MacGarva 25/502

Moved that Council adjourn the meeting, the time being 5:54 pm.

Carried

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Council Meeting
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REEVE

CHIEF ADMINISTRATIVE OFFICER



Outlook

FW: WBRA September Update

From Tony Bruder <CouncilDiv1@mdpinchercreek.ab.ca>
Date Tue 2025-11-04 06:08
To Jessica McClelland <AdminExecAsst@mdpinchercreek.ab.ca>

Good Morning,

Can you please add to my committee report for next meeting.

Thank you for all you do.

Tony

From: Waterton Biosphere Reserve Association <info@watertonbiosphere.com>
Sent: October 31, 2025 4:15 PM
To: Tony Bruder <CouncilDiv1@mdpinchercreek.ab.ca>
Subject: WBRA September Update

Friday, October 31, 2025



What's new with WBRA



HAPPY HALLOWEEN

FROM THE WATERTON BIOSPHERE REGION

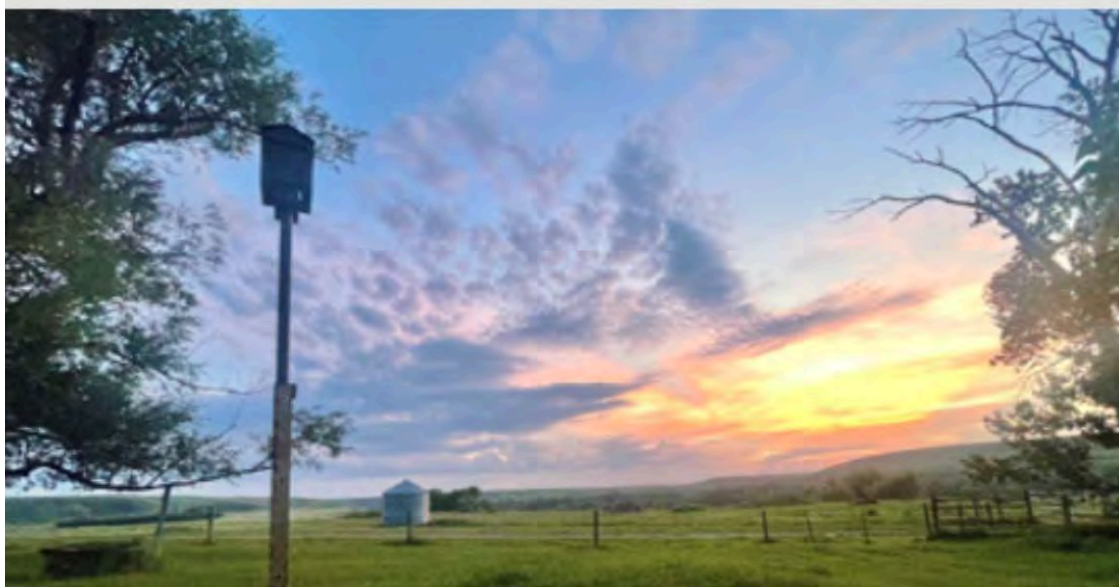
SEASON'S SCREAMINGS - Fun Bat Fact! Although people often associate bats with dilapidated, abandoned buildings, female little brown bats are more likely to form maternity colonies in structures that provide stable warm environments. In northern latitudes, this allows pups to grow and reach maturity faster. A great-horned owl might be more likely to spook you if poking around abandoned buildings this Halloween.
(Composite: T. Porter/WBR)

Season Summary: Bats



Building Resilience For Bats

2025 Update



This field season was fairly busy for WBR Species at Risk staff under the Building Resilience for Bats program. More bat roost surveys means more bat roost data. There were also some interesting results coming from the Acoustic Recording Units as well. Dive into some of the details below!

(Photo: W. Devent/WBR)

What's happening with White-nose Syndrome in WBR?

In the fall of 2024, the fungus causing White-nose syndrome (WNS) was confirmed in the Waterton Biosphere Region.

What is WBR doing to help?

With our local bat populations under imminent threat, WBR continues to monitor maternity roosts, collect acoustic data, and work with land stewards to build resilience for these voracious insectivores.



Roost Counts

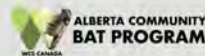
Since 2020, WBR has engaged with 25 landowners, surveyed a total of 28 roosts and conducted 83 individual roost surveys.



ROOST COUNT RESULTS	2020 - 2024 AVERAGE	2025
LANDOWNERS ENGAGED	12	7
# OF ROOSTS SURVEYED*	10	12
# OF PRIORITY ROOSTS**	5	7
# OF SURVEYS	12	22
AVERAGE COUNT AT PRIORITY ROOSTS (WITH IN 1HR)**	145	149
AVERAGE COUNT AT PRIORITY ROOSTS (TOTAL)**	159	179

*Little brown bat maternity roosts with > 100 individuals and no exclusion planned.

**Formal survey is one hour long starting at sunset, total count includes observations after 1hr.



Acoustic Recording

Specialized audio equipment is used to record ultrasonic frequencies emitted by bats (echolocation) as a non-invasive way to study trends in bat distribution.



AUTO ID RESULTS	40KHZ	EPFULANO	OTHER
2024 53% of recordings generated a species AutoID	94%	3%	3%
2025 60% of recordings generated a species AutoID	78%	16%	6%

Auto ID software compares recordings to known species calls, results are grouped with similar call patterns:

40khz: little brown bat, western small-footed bat, long-legged bat
EPFULANO: big brown bat, silver-haired bat
Other: eastern red bat, hoary bat, long-eared bat

Data collected in 2024 and 2025 was submitted to North American Bat Monitoring Program (NABat) for use in continental scale trend analysis.



Stewardship

Between 2024 & 2025, WBR provided support for 3 bat structures to replace existing roosts where bats will be evicted. All 3 structures have been found by returning bats.



How can landowners support bats?



1. Leave bat roosts alone if possible.
2. Protect natural roosting and foraging habitat on your property.
3. Plan for exclusion at least one year in advance.

Reach out to WBR for more info!

403-563-0058 or eanderson@watertonbiosphere.com

Upcoming Event Nov. 2nd



Have you ever had
STICKY FINGERS?

Help the limber pine in its fight for survival at this fun and educational volunteer event!
It's a 'feel-good' social activity that makes a difference.
Let's help save a species by extracting seeds from this year's cones!

Lundbreck Community Hall
Nov. 2nd from 1:00 - 3:30 p.m.



 Environment and Climate Change Canada

 **WATERTON**
BIOSPHERE REGION

 **WHITEBARK PINE**
ECOSYSTEM
FOUNDATION OF CANADA

To Register
Click the link in the text below!

STICK 'EM UP! - The WBR and the Whitebark Pine Ecosystem Foundation of Canada are hosting a seed extraction workshop on Sunday, Nov. 2 at Lundbreck Community Hall. To register click [HERE!](#)

CBRA National Gathering 2025



Waterton Biosphere Region staff traveled to New Brunswick this month to meet with representatives from other biosphere regions as part of the Canadian Biosphere Regions Association's annual national gathering.

Sessions were centered on biodiversity-related topics such as nature-based solutions and long-term sustainability, partnerships, and revenue diversification for biosphere regions. Concurrent meetings of UNESCO Geoparks allowed further knowledge sharing during coffee breaks with colleagues in a sister network.

Opportunities like the CBRA National Gathering highlight the uniqueness of each biosphere region while simultaneously building network connections to address common challenges. For example, Fundy Biosphere Region now operates a seasonal maple sugar camp business to produce maple syrup and lead tours to show how healthy forests help maintain healthy water systems that support healthy communities.

While maple syrup production isn't relevant for WBR, we are able to learn from this example and from other biosphere regions sharing pathways to financial diversification beyond the grants upon which non-governmental organizations often rely.

(Photos: Fundy Biosphere Region & E. Anderson/WBR)



Recap: Bear Safety Oct. 3rd



BE SAFE, BE AWARE - Waterton Biosphere Region staff and the MD of Pincher Creek held a bear safety workshop October 3 at the MD office. More than a dozen area residents got to learn about bear behaviour, distinguishing features, how to manage

attractants, and what to do in a close encounter. Above, Program coordinator Jeff Bectell supervising during bear spray training.

(Photo: A. Morehouse/WBR)

The WBR would like to remind areas residents that bears may still be active, doing their best to bolster their fat reserves in preparation for winter. Take precautions when out on the land, maintain situational awareness, and look for signs of bear activity.

For more information about the CACP and our projects, visit our website [HERE](#)

[DONATE](#)



[Visit our Website](#)

Waterton Biosphere Reserve Association | BOX 7 | PINCHER CREEK, AB T0K 1W0 CA

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Recommendation to Council

G1a

TITLE: PUBLIC WORKS DEPARTMENT REPORT			
PREPARED BY: Alan McRae		DATE: November 4, 2025	
DEPARTMENT: Public Works			
ATTACHMENTS:			
1.Shop/Fleet Report			
APPROVALS:			
 			
Public Works Manager		CAO	
November 4, 2025		2025/11/04	
Date		Date	

RECOMMENDATION:

THAT Council accepts the Public Works Department Report for the period of October 20 to November 2, 2025, as information.

- Gravel road maintenance-7 graders (All Div)
- In-house grader training (Div 3)
- Temporary snow fence install (All Div)
- Remove permanent snow fences in Div 2 and installed temporary- Archived call log item (Div 2)
- Replace dual CSP with a 1600mm (60") x 24m CSP on Twp Rd 7-0- Landfill road (Div3)
- Install a 600mm (24") x 14m CSP- Willow Valley Road and RR 24 (Div 5)
- Water to AES shop and office
- Move snow equipment to Beaver Mines and Lundbreck
- Aggregate exploration at Summerview Pit-Also used for training opportunity on the excavator
- Mow missed road in Div 5
- Replace hazard marker on BF70175 (Div 1)

FINANCIAL IMPLICATIONS:

NONE

PUBLIC WORKS REPORT SCHEDULE "A"

SHOP/FLEET OPERATIONAL REPORT



PREPARED BY: ALAN MCRAE

DATE: November 4, 2025

DEPARTMENT: PUBLIC WORKS

ATTACHMENTS: N/A

SHOP/FLEET OPERATIONS SUMMARY:

Graders

Unit #57- Clean, inspect after mowing season, install snow equipment, fix bell housing leak, T/S mower hydraulic fan issue

Unit #61- Radiator clean field call

Unit #64- Snow equipment installs and light repair, charging issue T/S-breaker

Unit #71- Circle repairs

Unit #74- Blade replacement

Heavy Trucks/Trailers/Equipment

Unit #003 (wheel loader snowblower)- Replace battery

Unit #32- (packer)- T/S and repair DEF module

Unit #418- CVIP and PTO maintenance, install snow equipment

Unit #420- Remove radiator to repair coolant leak

Unit #421- (plow/sander)- Inspect and adjust sander chains

Unit #445- T/S light issue and repair

Light Duty and Light Trailers/Light Equipment

Unit #37 (skid steer)- T/S two-way radio-issues- talking with supplier to remedy the situation.

Unit #310 (CPO)- Install snow tires and tire pressure monitors on rims

Unit #400(flat deck)- Repair lights, service, tire replacement

Unit #488 (3/4 ton)- Replace toolbox

Unit #660 (3/4 ton)- Service- Engine and transmission

Unit #665 (3/4 ton)- Service

Admin/PW backup generator- T/S battery and charging issues and repair.

Trash pump- starting issues- repair and service

Post pounder- Service, replace rollers

Parts room organization

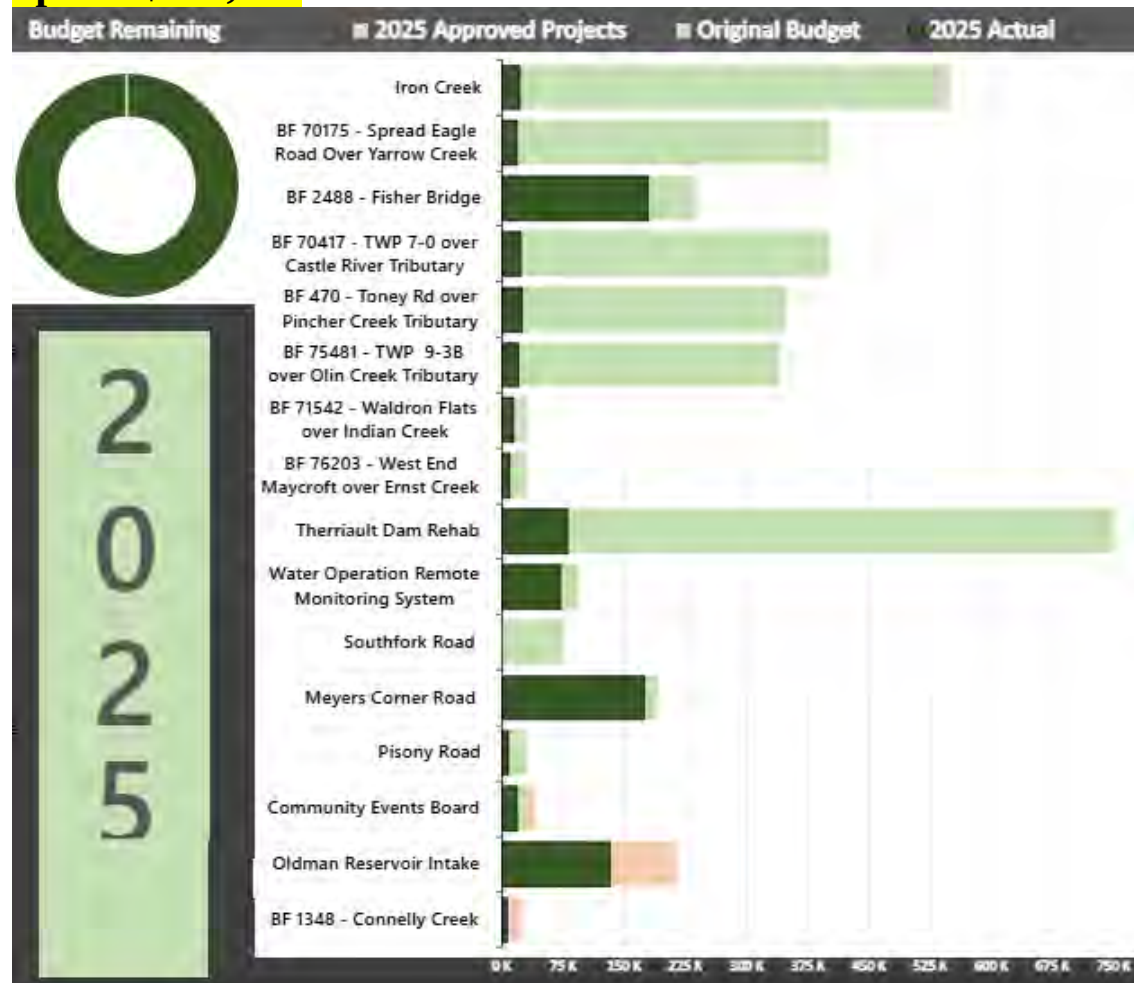


M.D. OF PINCHER CREEK NO. 9 UTILITIES & INFRASTRUCTURE REPORT

G1b

General Projects Budget Update

2025 Approved Budget: \$3,858,000 **Nov. 3rd Spent: \$798,645** **Oct 21st Spent: \$794,044**



Large Ongoing Projects (Pre-2025 Construction Start)

- **Beaver Mines Water/Wastewater Projects**
 - Final turnover package received, GIS information received Jan 20th
 - Warranty discussions
 - WWTP Septic tank experiencing infiltration. Fix work complete. Issue appears to still not be resolved, obtaining evidence for further warranty work
 - Lagoon de-icers tripping with known GFCI breaker issue. On-site troubleshoot day occurred June 25th, issue with wiring still exists. Local contractor brought in to help assess, work complete end of August. Two (2) agitators sent for warranty. Re-installation complete, all agitators operational
 - Awaiting minor changes to Lift Station Record drawings

- **Oldman Reservoir Water Intake Low Level Project**
 - o \$1.68M grant application finalized Jan 30th, 2024
 - Approval received for \$1.8M project, covering up to 75% of costs
 - o DFPP (Drought and Flood Protection Program) grant application approved, topping up Capital Project and covering 70% of costs for a Drought Projects Assessment
 - o Troubleshooting difficulties with reaching flow capacity of VIS'
 - All accessible testing complete without resolution
 - TFA received Jul. 25th to access structure once levels drop
 - Discussion held with hydrogeologist and original driller Aug. 18th to discuss plan to pull pumps, perform lower pressure test (once accessible)
 - Pitless adapter pressure test part ordered
 - Scoping parts and pricing for Potassium Permanganate treatment addition. Cost estimate and delivery received Oct. 17th, assessing install locations. Anticipated install timeline from order is 4 months
- **Bridge File 2488 – Fisher Bridge, NW-26-07-02-W5M**
 - o Construction complete
 - o Reviewing potential alternate guardrail tie in at ends of bridges
- **Watercourse Crossing Inspection & Remediation Project – 100% Grant funded**
 - o Funding agreement signed Mar. 28th, 2023 for \$1.55M
 - Extension received to March 31st, 2027
 - o Funder confirmed prelim. eng. is acceptable on BF 1348 Connelly Creek (for use of remaining \$600,000 in funds)
 - o Status report 3 complete for Oct. 31st

Large Projects Planned for 2025 Implementation

Water Operations Remote Monitoring System Migration – 2025

SCADA System Migration to VTScada. Includes replacement of main desktop at WTP, full migration programming and HMIs (Human Machine Interfaces), and licensing software

- o Testing of new computer system successful, working through minor bugs
- o Switched alarming to new system Oct. 30th

Meyers Corner Road Culvert Replacement

Replace failed 900mm culvert via boring method with 1.37m x 35m welded pipe

- o Work substantially complete. Temp. fence to be removed in Spring to allow seed to take

Community Events Board, Admin Building

Single sided electric community events board on Admin building to advertise current events and upcoming meetings

- o Project contingent on receiving required permits

- o Sign permit send to Town Apr. 11th. Approved during May 21st MSDA, appeal period complete June 11th
 - o Revised Town permit received Oct 30th, appeal period expires Nov. 13th
 - o PO placed on Genoptic Smart Display P10, holding on shipment until we are ready
 - o Confirmed no building permit required. Electrical permit will be required
 - o Council approved additional budget for standalone install Sep. 9th
 - o Stamped design received Sep. 22nd
 - o Costs received with revised local contractor. Stamped design was beyond original installers budget. Additional budget approved
 - o On-site meeting planned for Nov. 13th with supplier/installer
- **Bridge File 70175 – Yarrow Creek Bridge Rehabilitation, NW-22-003-030 W4M**

Perform a pile splice repair on two piles in the west abutment, replace the east pile cap, place fill and riprap at the west headslope, minor wheel guard repairs & repairs to timber span, channel realignment, and west abutment riprap work

 - o Sensitive stream habitat, SARA permit required. Construction window of August
 - o DFO SARA permit approval received Jan 15th
 - o Direction given to closeout land acquisition with RDS for bed/banks portion
 - Provincial Roadway Disposition (RDS) submitted, awaiting approval. TFA submitted July 15th while awaiting RDS approval, received Aug 6th. RDS received Aug. 8th
 - o Tender closed July 5th. Two (2) bids received. Awarded to low bidder (Volker Stevin) for **\$277,682 (Eng. Est. \$362,500)**
 - o WSC gauge wire move complete
 - o Pre-construction kickoff held Aug 15th, Phase 1 (stream/riprap work) complete. Phase 2 (bridge repairs) started Nov. 3rd. 1 week of work expected
- **WCR #1: Iron Creek under Tapay (Carbondale) Road, LSD SE-15-006-03 W5M**

Install new 4.7m x 2m x 15m L corrugated steel box culvert to remediate fish passage concerns on Iron Creek under the WCR program (100% funded)

 - o Tender for install awarded to TA Excavating alongside South Todd Creek Tributary
 - o Site review complete Oct. 10th. Road and structure condition acceptable
 - o Cleanup and seeding work inspected Oct 27th. Acceptable condition, pending final landowner review, seeding, and Cottonwoods staking
- **Bridge File 70417 – TWN RD 70 over Castle River Trib., SE-05-007-01 W5M**

6.1m clear span bridge with extensive rot and voids in piles and pile caps. Replace with two (2) 2m x 27m L CSPs

 - o Flexibility with construction timing window, anticipate Fall construction
 - o Awarded to low bidder (NLSS) for **\$325,660 (Eng. Est. \$367,749)**
 - o Council gave direction to proceed with road closure/detour at Aug. 26th meeting
 - o Letters sent to all landowners in area regarding upcoming closure
 - o Awaiting contractor mobilization. Not anticipated until early November
 - o Telus line move complete

- o Kickoff planned for Nov. 7th, with closure beginning Nov. 11th
- o Notification of closure and detour posted Nov 4th

- **Bridge File 00470 – Toney Rd over Pincher Creek Trib., SE-02-006-01 W5M**

1.6m x 43m L culvert with significant perforations and minor deflections. Install Steel Wall Pipe Liner (SWPL)

- o Flexibility with construction timing window, anticipate Fall construction
- o Tender released Jul. 23rd, closed Aug. 8th. Four (4) bids received.
- o Awarded to low bidder (Volker Stevin) for **\$198,744.46 (Eng. Est. \$282,471)**
- o Traffic accommodation plan reviewed. Eco Plan sent for review
- o **Final inspection complete Oct. 24th**

October 20, 2025

After the grout installation was completed from the upstream end grout began being poured on the downstream end.



October 22, 2025

Straw rolls and fencing installed at the upstream end.



October 22, 2025

Straw rolls and fencing
installed at the
downstream end.



October 22, 2025

Topsoil and seeding were
completed at both ends.
Some cleanup remained
to be completed the
following day.



- **Bridge File 75481 – TWN RD 93B over Olin Creek Trib., SW-23-009-01 W5M**

1.5m x 24m L culvert with high deflection and corrosion. Replace with two (2) 1.2m x 36m L CSPs

- o Preliminary engineering complete Oct. 11th. STIP unsuccessful
- o Design completed and reviewed by MD, upstream detour planned
- o Gave direction to proceed with RDS and land
 - RDS submitted
 - Land package received Jun. 18, comments sent back for discussion. Direction given to proceed with fixing road plan misalignment within entire ¼ section. Working with surveyor to finalize
- o Initial sampling complete, confirmed DFO review not required. Flexible construction timing window
- o Council approved Mar. 31st, 2026, construction completion date at Sep. 23rd meeting
- o Revised legal plan received Oct. 6th, tender released Oct. 22nd, closing Nov. 5th

Large Projects Planned for 2026 Implementation

- **WCR #3: Connelly Creek under Connelly Rd (BF 1348), LSD SW-03-008-02 W5M**

Preliminary engineering to replace or remediate the 3m x 49m L (5.6m cover) structural plate corrugated steel pipe (SPCSP) and remediate fish passage under the WCR Program. Structure is #8 on 10-year capital plan.

- o Received funder guidance/approval to proceed with prelim eng. under WCR program
- o Council approval received Mar. 11th, 2025
- o Preliminary engineering kicked off Apr. 3rd
- o Survey complete Apr. 25th

- **Pisomy Road over Cow Creek Tributary Culvert, LSD NE-01-009-03 W5M**

Non-bridge sized culvert failing on dead end road. 2024 funds to assess appropriate replacement sizing and design. Stream flows all year, and culvert is likely undersized

- o Preliminary engineering and basic aquatic assessment kicked off Jan. 31st, 2025, with Roseke. Reduced prelim. eng. scope compared to Bridge Files
- o Preliminary engineering assessment received Jun. 16th. Under review
- o Anticipate construction 2026

- **Bridge File 71542 – Waldron Flats over Indian Creek, SE-07-010-01 W5M**

2m x 2.2m x 32m L culvert with isolated perforations in the roof of 3 rings and 1 ring on the foot. Minor roof and sidewall deflection

- o Preliminary engineering and aquatic assessment kicked off Jan. 31st, 2025, with Roseke to determine appropriate replacement design or maintenance (liner). Currently, it is anticipated replacement will be required
- o Survey complete, drafted. Prelim. eng. received and reviewed Sep 9th/10th
- o Recommendation is a 2.7m d x 48m L culvert replacement. Maintenance/liner options not feasible. Other feasible options include dual culverts (higher cost, reduced design life) or pre-cast concrete box (longer design life but 1.7x cost)
- o Anticipate construction 2026

- **Bridge File 76203 – West End Maycroft over Ernst Creek, NW-26-010-03 W5M**

2.5m x 1.8m x 20m L culvert with 3 cracked rings in sidewall with 85mm remaining. Deflection and corrosion also present

- o Preliminary engineering and aquatic assessment kicked off Jan. 31st, 2025, with Roseke to determine if maintenance of cracked seams is feasible via weld, shotcrete beam, etc. or if replacement has a better lifecycle value
- o Anticipate construction 2026
- o Survey complete, drafted. Prelim. eng. 80% complete

- **Therriault Dam – Rehabilitation Work (Moved to 2026/2027)**

Geotechnical and Hydrogeology study complete in 2023. 2024 preliminary engineering determined most economically viable solution to address undersized spillway/overtop potential. 2025 work includes detailed design work, regulatory submissions, and (pending regulatory approval and grant funding), tender/construction

- o Design kicked off Jan 8th. Anticipated schedule:
 - o Begin regulatory submissions mid March 2025 (pending grant release)
 - o Design completion mid April – June 2025
 - o Timing of further works dependant on grant timing and regulatory approval timing
- o Design, specifications, and costed estimate received Jun. 23. Reviewed and discussed Jun. 25th. Awaiting further comment/action on tightening estimate
- o Grant funding stream released with round 1 funding deadline of Jul. 8-Aug. 19th, passed. 2nd call due Oct. 9, 2025
 - o Unable to achieve project total under \$1M, disqualifying project from funding
- o Revisiting for 2026
- o Preparations underway for DFPP application

- **Southfork Hill Road**

Emergent investigatory and repair work for the Southfork Hill slide issues

- o Geotechnical scope awarded and complete. Final geotechnical report received Dec 9th
- o STIP application submitted Nov. 28th, 2024 with letters of support from Campground and nearby farming operation. Revision submitted Dec. 19th with additional letter of support from MLA and final geotechnical report
 - o Response received June 2nd, 2025: Unsuccessful
- o Project paused pending further deterioration or future grant opportunities. No capital spend planned for 2025
- o Planning a STIP resubmission for end of Nov 2025

Studies and Planning Work

Regional Drought Strategic Implementation Strategy & Raw Water Storage Project

- o Grant application for a Drought Projects Assessment under DFPP
 - o Approval received to cover up to 70% of costs
- o Grant application for 3 month (25-year) forecasted volumes
 - o Approval received for \$3.4M project, up to 75% of costs. Signed and sent to ATEC
 - o ATEC has confirmed stacking of AMMWP Raw Water Storage grant funds acceptable for the Drought Projects Assessment (Phase 2)
- o Forecasted demand and water requirement scenarios presented to Council June 10th
- o Draft water resource assessment received Aug. 8th, comments sent back Aug. 12th
- o Received draft land siting and design criteria to approach stakeholders. Three (3) of three (3) initially planned stakeholders approached. Discussions ongoing

Transportation Master Plan

\$200,000 grant received from ACP to complete a Transportation Master Plan, consisting of a paved, gravel road condition assessment, culvert (Non-Bridge File) condition assessment, gravel pit analysis, airport runway assessment

- o Awarded August 2024
- o Gravel pit report complete
- o Maycroft Road draft prelim. assessment received May 26th
- o Draft TMP report received Jul. 21st, significant number of comments on new sections of report. Internal comments to be sent back to MPE prior to Sep. 9th Council meeting
 - o Received comments back and path forward plan Sep. 10th. Discussion held with MPE Oct. 10th. Comments being incorporated

Cridland Dam

Geotechnical work as recommended in 2021 Dam Safety Review due to observed seepage and unknown soil properties

- o Site visit complete Apr. 1st, costed plan received Apr. 25th
- o Additional historic data located including geotechnical work from 1995, details on dam closure in the 90s, and rehabilitation work
- o Dam Safety Alberta emailed us Apr. 23rd, requesting an update on the status of our high/medium priority Dam Safety Review (DSR) findings
 - o Some gaps were identified in what we have tackled to date, Dam Safety Alberta seemed accepting with our overall progress to date
 - o Provincial audit complete Oct 27th. Auditors satisfied that we have engaged consultants on seepage
- o Geotechnical analysis and spillways survey work kicked off with MPE May 16th, 2025
 - o Geotechnical work complete June 4th/5th. Well observations ongoing
- o Draft report for spillway discussed Jul. 22nd. Revised draft received Sep 25th, comments sent back for review Oct 8th. Geotechnical report discussed Jul. 30th. Final copy received Aug. 27th
 - o Initial results indicate spillway requires some (relatively minor) earthworks and spillway culverts are undersized
 - o Confirmed observed dam face seepage coming from reservoir. Dam face does not meet long term Factor of Safety (FoS) requirements
 - o At minimum, recommendation is quarterly monitoring of seepage

Miscellaneous

- o 10 yr. bridge study update kicked off Jan. 27th, 2025, with Roseke. Data entry complete
 - o Estimate October completion

Operations Updates

WATER SHORTAGE RESPONSE PLAN

Implemented Stage: Stage 1 (July. 15th)

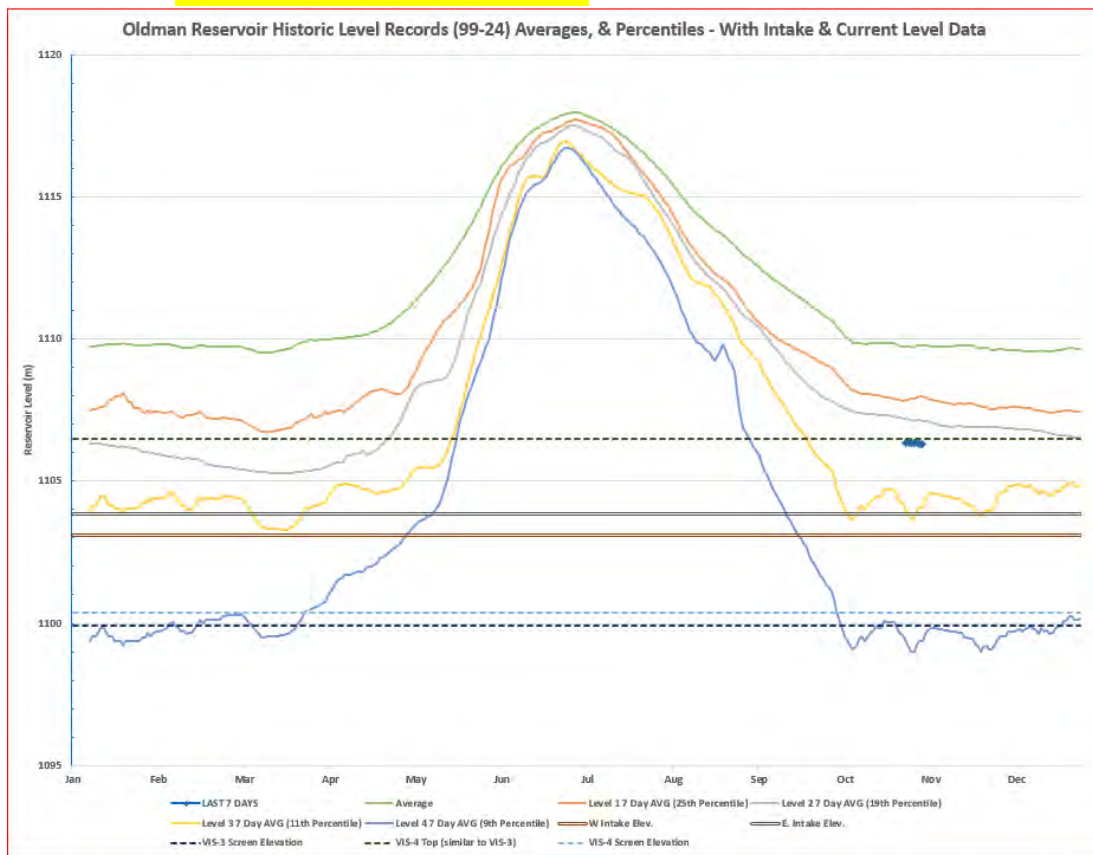
TOTAL WATER SHORTAGE RISK SCORE		
RESERVOIR LEVEL RISK	2.3	Score
WATER AVAILABILITY RISK	8.3	Score
FAILURE RISK	0.0	Score
SUPPLY/DEMAND RISK CALCULATION	4.3	Score
TOTAL	14.8	Score

- o Reservoir levels have stabilized, slightly decreasing
- o Demand has increased slightly since last Council update
 - o Average 48 hr. demand: 315 m³/d 237 m³/d
 - o Average 7-day demand: 318 m³/d 270 m³/d
- o Original intakes remain available (2.5m 2.6m of water over intakes)
- o Working on plans to access intakes if levels drop below flanges. Potential to access via ice may be a possibility for pressure testing
- o Reservoir level has dropped below VIS-4 flange. Accessibility not yet feasible



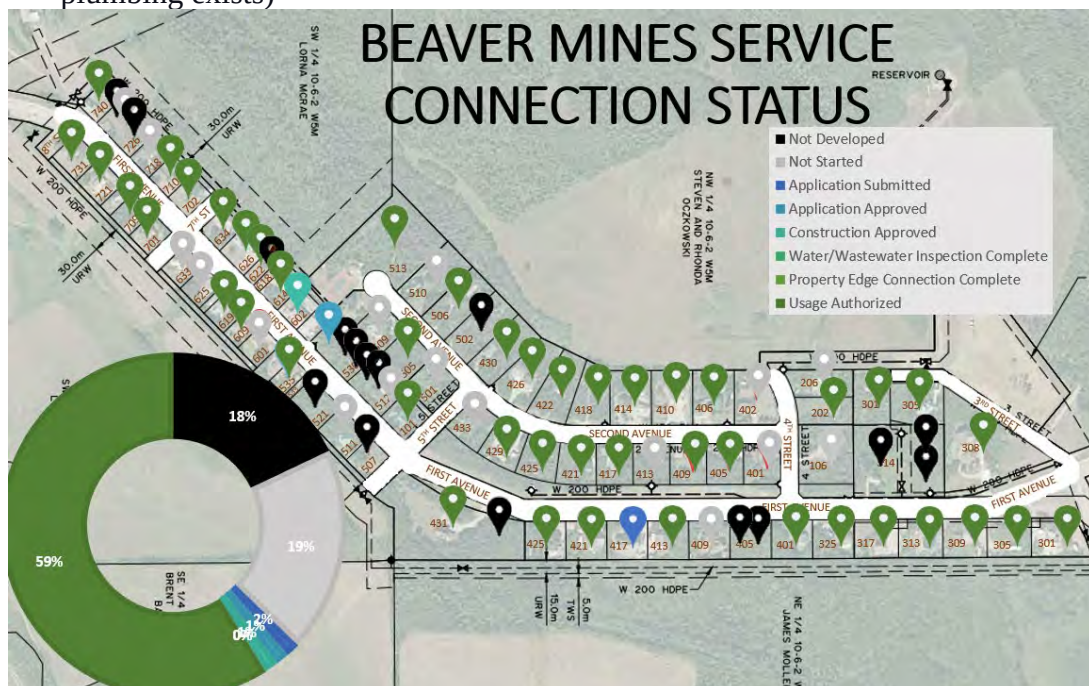
Reservoir & Snowpack Tracking

Reservoir Volume Nov. 4th: 53.7% Oct 20th: 54.0%



Beaver Mines Lot Servicing

- 49/66 developed applications received, 48 approved, 46 connected (70%)
 - o Fifteen (15) undeveloped fully serviced locations, One (1) exempt with conditions (no plumbing exists)



General Water Operations Updates November 4th, 2025:

- Contravention submitted to AEPA Oct. 28th for non-compliance due to operating without a Level II Water Treatment Operator during vacation/illness. Interim plan approved with AEPA, system still considered in non-compliance until a permanent resolution in place
- Seasonal winterization activities complete
- Lift Station odour monitoring control motor failed. Sent for replacement
- Meter reads complete Nov. 3rd
- Testing new SCADA software remote operations
- Identified via trending a likely leak in Lundbreck of 0.5 L/s, working to discover source
- Plant health check complete Oct. 21st, 22nd. Outcomes report under review
- WWTP heat trace trip on one lateral failed. Issue resolved, caused corrosion in panel. Cleaned up and confirmed operation of 3 of 4 lines affected internally. Awaiting contactor for remaining line
- Utility Services Guidelines Update for Lundbreck and Rural Users drafted, backdraft of typical drawings and review by MPE complete and received Aug. 26th. Reviewed and sent back, revised figures received Nov. 3rd
- Letter sent to Cowley Mar 28th detailing various requests and proposed path forward for water assets, licenses, and amended operations contract
 - o Cowley engaging with legal on proposed path, no response received to date
- Lundbreck Lagoon sludge survey complete. In depth report review complete Apr. 30th
 - o Reviewing history of dredging/surveys prior to providing long term recommendations

Recommendation:

That the Utilities & Infrastructure report for Oct. 22nd – Nov. 4th is received as information.

Prepared by: David Desabrais

Date: November 4th, 2025

Council Meeting

Date: November 11th, 2025

Administration Guidance Request

G2a

TITLE: Request to Waive Tax Penalty-Tax Roll 4423.050, 4423.090, 4423.100			
PREPARED BY: Sara-Lynn Warren		DATE: October 30, 2025	
DEPARTMENT: Finance			
		ATTACHMENTS:	
		1. D. Larson request to waive tax penalty	
Department Supervisor		Date	
APPROVALS:			
			
Department Director	Date	CAO	Date

REQUEST:

That Council consider waiving the tax penalty on tax rolls 4423.050, 4423.090, 4423.100 for a total amount of \$116.

BACKGROUND:

Mr. Danny Larson sent an e-transfer on June 23 and June 24, 2025, for his taxes due on July 1, 2025. However, e-transfers are not one of the approved payment options available. Payment options are clearly defined on the tax notice, newsletter, or website.

A letter was mailed to Mr. Larson on June 25, 2025, informing him of the error. Per MD Bylaw 1264-15, a 2% penalty was applied on July 2, 2025, to any outstanding current taxes.

Mr. Larson talked to the Administration on July 7; however, the request to waive tax penalties was received on October 28, 2025.

The account was paid in full on October 28, 2025.

FINANCIAL IMPLICATIONS: TBD

[Draft] Re: Tax Penalty Request

From
Draft saved Tue 2025-11-04 14:08
To Sara-Lynn Warren <Tax@mdpinchercreek.ab.ca>

Meghan Dobie CPA, CMA

Director of Corporate Services

Municipal District Of Pincher Creek No.9

P: 403-627-3130

F: 403-627-5070

From: Melody Larson [REDACTED]
Sent: Tuesday, October 28, 2025 2:24 PM
To: Jessica McClelland <AdminExecAsst@mdpinchercreek.ab.ca>
Subject: Re: Tax Penalty Request

Thank you Jessica
I spoke with Sara-Lynn and made paid the penalties of 2% today, for all three tax notices:
Tax Roll # - 4423.050 and 4423.090 - \$90.04 - (\$89.64 & \$.40)
Tax Roll # - 4423.100 - \$25.65

Hoping this will resolve any occurring penalties before the Nov 13th meeting

Kind regards
Dan & Melody Larson

On Oct 28, 2025, at 9:53 AM, Jessica McClelland <AdminExecAsst@mdpinchercreek.ab.ca> wrote:

Good Morning Dan and Melody,

I will present your request at the next Council meeting on November 13, 2025. However, as discussed during the summer, please be aware that all outstanding balances must be paid before November 1, when the next penalty of 4% will be applied.

Jessica McClelland
Executive Assistant
Municipal District of Pincher Creek No. 9
1037 Herron Drive, PO Box 279
Pincher Creek, AB T0K-1W0
Phone: 403-627-3130
Communications@mdpinchercreek.ab.ca

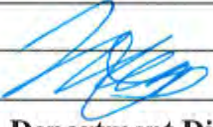
Emails and associated attachments are confidential and intended solely for the individual or entity to whom they have been addressed. In the event you have received this email by mistake, please notify the sender and delete it from your email system. Disclosing, copying, or distributing this information is strictly prohibited. We do not accept any liability from software viruses that may have been transmitted via email, or associated attachments. Any personal information you do provide is protected under Alberta's Protection of Privacy Act (PPA). Please note - communications explicitly made to elected officials can be made publicly available.

From: Melody Larson [REDACTED]
Sent: Tuesday, October 28, 2025 9:22 AM
To: Jessica McClelland <AdminExecAsst@mdpinchercreek.ab.ca>
Subject: Re: Tax Penalty Request

Dear MD councillors
I am writing you this request to waive my 2025 tax penalty I received due to an honest mistake.
I sent my 2025 tax amount June 23, 2025. Unfortunately I sent the payment by E-transfer. Payment options on the tax assessment indicated that payment could be made by interac. I believed that an E-transfer was the same thing. I received a letter from the MD July 3, dated June 25, indicating my mistake. I contacted the MD and promptly made the tax payment July 5. At the time, I honestly did think it was a little strange that I had to create a new MD recipient for the E-transfer.
As I have always kept my MD taxes paid on time I would like to request that the penalty be waived.
Thank you
Kind regards
Dan & Melody Larson

Recommendation to Council

G2b

TITLE: Q3 Financial Summary			
PREPARED BY: Brendan Schlossberger		DATE: November 6, 2025	
DEPARTMENT: Finance			
		ATTACHMENTS: 1. Reserves as of September 30th 2. Actual vs Budget as of September 30th 3. Financial Statement View as of September 30th	
Department Supervisor		Date	
APPROVALS:			
			
		<i>Nov 6, 2025</i>	
Department Director		Date	CAO
			Date

RECOMMENDATION:

That Council receive the Q3 Financial Summary as information.

BACKGROUND:

- Financial information is to be provided to Council quarterly, with the exception of Q1.

FINANCIAL IMPLICATIONS:

N/A

Municipal District of Pincher Creek No. 9
Reserve Summary

Attachment #1 - Reserve Summary

30-Sep-25

Reserve (Restricted Surplus) Accounts	Opening Balance	Transfer To Reserves*	Transfer From Reserve	Ending Balance
Airport	329,771	-	-	329,771
Bridge	3,595,857	400,000	(68,145)	3,927,712 (A)
Building	440,907	150,000	(39,617)	551,290 (B)
Dam (Water Storage)	475,000	-	-	475,000
Equipment	4,442,571	500,000	(442,676)	4,499,895 (C)
Emergency Management	61,001	-	-	61,001
Next Year Completions	32,223	-	-	32,223 (D)
PCESC Equipment	209,369	1,000,000	(500,000)	709,369 (E)
Road Infrastructure	3,262,095	250,000	(217,535)	3,294,561 (F)
Recycle Equipment	104,966	-	-	104,966
Regional Community Initiatives	591,434	1,195,800	(100,000)	1,687,234 (G)
Seniors Housing	300,000	50,000	-	350,000
Tax (Mill) Rate Stabilization	2,061,347	37,000	(137,534)	1,960,814 (H)
Water and Wastewater Infrastructure **	1,794,780	723,340	(207,315)	2,310,804 (I)
	17,701,323	4,306,140	(1,712,823)	20,294,640

*Transfers to Reserves are all the 2025 budgeted transfers and budget amendments unless stated otherwise below

**Oldman Reservoir Intake Project was recently approved under the AMWWP Grant. 75% of the costs will be funded by the grant at project completion. Journal entry to follow.

(A) Bridge Reserve	Purchase Price	Budget
Bridge File #70417 TWN RD 70 Over Castle River Tributary	21,940	400,000
Bridge File #470 Toney Rd Over Pincher Creek Tributary	23,393	348,000
Bridge File #71542 Waldron Flats over Indian Creek	13,365	30,000
Bridge File #76203 West End of Maycroft over Ernst Creek	9,448	30,000
	68,145	808,000

(B) Building Reserve	Purchase Price	Budget
Public Works Office and Shop Upgrades	21,468	45,000
Community Events Board (Res 25/415 + 11k + Res 25/491 + 4k)	18,149	30,000
	39,617	75,000

(C) Equipment Reserve	Purchase Price	Budget
Purchases		
3/4 Ton Truck	71,655	77,000
Mulcher	53,460	56,000
Trench Packer	46,385	55,000
Gravel Retriever	34,322	33,000
Snow Blade	15,245	16,000
Box Sweeper		11,000
UTV	68,337	72,000
Pro-Turn Mower	13,000	17,000
Council Room AV Upgrade	30,615	30,000
CPO Vehicle (res 25/449 + 110k)	109,657	
	442,676	367,000

(D) Next Year Completion Reserve	Opening Balance	Transfer To Reserves	Transfer From Reserve	Ending Balance
Admin Artwork	9,611			9,611 Art Committee - Active
Chart of Accounts Project	22,613			22,613
	32,223	-	-	32,223

(E) PCESC Equipment Reserve	Transfers Out	Budget
Project Name		
PCESC Firehall (Res 25/)	500,000	
	500,000	-

(F) Road Infrastructure Reserve	Purchase Price	Budget
Project Name		
Meyers Corner Road Repair	173,788	190,000
North Pincher Station (Res 25/379 + 30k)	35,960	75,000
Pisony Road over Cow Creek	7,787	30,000
	217,535	295,000

(G) Regional Community Initiatives Reserve	Transfers Out	Budget
Contribution to PCCELC	100,000	100,000

(H) Tax (Mill) Rate Stabilization Reserve	Transfers Out	Budget
Reuse Fair (25/100)		-
Tri-Energy Bad Debt (Res 25/383)	80,534	
Legal Fees (Res 25/448)	57,000	
	137,534	-

(I) Wastewater and Water Infrastructure Reserve	Transfers Out	Budget
Project Name		
Water Operation Remote Monitoring System Migration	73,288	93,000
Oldman Res	134,027	
	207,315	93,000

Municipal District of Pincher Creek No. 9.
Actual vs Budget
30-Sep-25

	2025 Actual	2025 Budget	Variance	% of Budget Remaining	Comments
Wages					
Council	(120,775)	(174,530)	53,755	30.8%	
Administration	(1,338,350)	(1,807,650)	469,300	26.0%	
AES	(300,880)	(363,800)	62,920	17.3%	On budget, or favorable for some departments due to staffing shortages
Public Works and Water Services	(2,007,811)	(2,940,600)	932,789	31.7%	
Taxes and Requisitions	16,464,916	14,449,020	2,015,896	-14.0%	Favorable - 1.75M remaining in Alberta School Foundation requisitions
Investment Income	258,983	350,000	(91,017)	26.0%	Favorable - Positive result from interest rates with year end bond investment income to come
Council	(40,169)	(101,030)	60,861	60.2%	Favorable - Annual RMA subscription and conference occurs in Q4
Administration	(943,732)	(1,212,600)	268,868	22.2%	On budget
Fire/PCREMO	(861,506)	(881,130)	19,624	2.2%	On budget
Bylaw	(338,047)	(347,950)	9,903	2.8%	On budget
Public Works	(2,473,143)	(4,257,900)	1,784,757	41.9%	See note (A)
Airport	(9,336)	(38,450)	29,114	75.7%	Favorable - Line painting deferred and year end transfers yet to occur
Wastewater	(66,315)	(128,100)	61,785	48.2%	Favorable - Sani-dump not proceeding and facility repairs ongoing
Waste Management	(164,651)	(343,000)	178,349	52.0%	Favorable - Credit on bin rental costs for 2025 offset increased eco-station costs
Regional Water	(612,084)	(901,860)	289,776	32.1%	On budget - Water Plant health check in progress
Cemetery - Town of Pincher Creek	-	(62,000)	62,000	100.0%	Timing of payment
Planning	(33,772)	(106,850)	73,078	68.4%	Favorable - Timing of Brownfield Study grant money disbursement and year end entry for safety codes
Agricultural and Environmental Services	(35,157)	56,470	(91,627)	162.3%	Unfavorable - Timing of ASB Grant payment
Recreation	(634,116)	(704,500)	70,384	10.0%	On budget
Community Services	(557,472)	(483,540)	(73,932)	-15.3%	Timing of Town of PC billing
Deficiency of Revenue over Expenses Before Other	6,186,583	-	6,186,583		
Depreciation	-	-	-		
Surplus (Deficiency) Including Depreciation	6,186,583	-	6,186,583		

Note - The financial information view above is not Generally Accepted Accounting Principles (GAAP), therefore will not tie to the 2025 financial statements. This view is used for budgeting purposes, to help ensure we are funding expenditures appropriately. For example - Transfers to/from reserves are not recorded on the statement of operations for financial reporting purposes, as they are not true revenue/expenses. For tracking and budget purposes they are included in the above summary.

Note A Public Works

Contracted services under budget with more work being done internally	218,013
No major repairs to date - favorable	96,074
Fuel usage and price under budget	231,148
Gravel Crushing scheduled for fall	507,500
Parts/Supplies are on budget - Tires/Culverts under budget	152,805
Dust Control and Cold Mix under budget with some final work to be completed	109,818
Debtenture, Reclamation, and Operating Grant variances not related to day-to-day operations	312,956
Other variances over/under 50k	156,444
Total	1,784,757

Municipal District of Pincher Creek No 9
Consolidated Statement of Operations (Income Statement)
As of September 30, 2025

Attachment #3 - Financial Statement View

	Budget	2025 Actuals	2024 Actuals	Actual vs Budget
Net municipal property taxes	14,368,850	16,383,475	14,052,173	2,014,625
User fees and sales of goods	474,650	374,186	538,917	(100,464)
Government Transfer for Operating	883,870	321,947	690,863	(561,923)
Investment income	350,000	258,983	628,458	(91,017)
Penalties and costs of taxes	65,300	76,693	62,946	11,393
Licenses and permits	105,700	97,931	128,436	(7,769)
Proceeds from disposal of capital assets	-	-	-	-
Rental	104,980	32,578	67,731	(72,402)
Other	113,460	89,228	127,764	(24,232)
Total Revenue	16,466,810	17,635,022	16,297,287	1,168,212
				-
Legislative	275,560	160,944	208,878	(114,616)
Administration	2,631,730	2,144,574	2,424,406	(487,156)
Protective Services	1,354,830	1,730,875	2,366,557	376,045
Roads, streets, walks and lighting	6,075,680	3,409,112	6,940,757	(2,666,568)
Airport	87,700	16,686	811,118	(71,014)
Water supply and distribution	968,660	545,959	2,157,151	(422,701)
Waste management	365,000	205,705	383,047	(159,295)
Wastewater treatment and disposal	148,100	79,039	174,791	(69,061)
Family and community support services	139,530	139,522	139,522	(8)
Cemeteries and crematoriums	62,000	-	67,020	(62,000)
Land use planning, zoning and development	421,600	224,179	333,404	(197,421)
Agricultural and environmental services	693,080	442,829	616,545	(250,251)
Parks and recreation	558,700	488,316	527,205	(70,384)
Culture - libraries, museums, halls	505,630	551,663	478,848	46,033
Total Expenses	14,287,800	10,139,401	17,629,249	(4,148,399)
Deficiency Excess of Revenue over Expenses Before				-
Other	2,179,010	7,495,620	(1,331,962)	5,316,610
Government transfers for capital	3,177,000	323,460	2,580,785	(2,853,540)
Contributed Assets	-	-	-	-
Deficiency Excess of Revenue over Expenses	5,356,010	7,819,080	1,248,823	2,463,070

Municipal District of Pincher Creek No 9
Expenses by Object
As of September 30, 2025

Salaries, wages and benefits	5,540,130	3,867,460	4,408,736	(1,672,670)
Contracted and general services	3,918,530	2,291,145	3,750,141	(1,627,386)
Materials, goods, supplies and utilities	2,563,550	1,456,724	2,383,923	(1,106,826)
Bank charges and short term interest	10,000	4,064	9,758	(5,936)
Interest on long term debt	74,950	41,222	82,807	(33,728)
Other expenditures	19,350	88,053	7,494	68,703
Transfers to organizations and others	1,432,290	1,925,680	2,527,623	493,390
Transfer to Local Government	729,000	653,860	716,093	(75,140)
Amortization of tangible capital assets	-	-	3,769,431	-
Loss(Gain) on disposal of tangible capital assets	-	(188,805)	(46,880)	(188,805)
Accretion of asset retirement obligations	-	-	20,124	-
Total Expenses by Object	14,287,800	10,139,401	17,629,249	(4,148,399)



2025-10-29

Roland Milligan
CAO
Municipal District of Pincher Creek No. 9, AB

Dear CAO Milligan,

Please find attached the quarterly Community Policing Report covering the period from July 1st to September 30th, 2025. This report provides a snapshot of human resources, financial data, and crime statistics for the Crowsnest Pass Detachment.

In the past few months, Alberta RCMP has observed significant changes to our senior management team that I want to highlight in this quarter's update. In addition to our new Commanding Officer, Deputy Commissioner Trevor Daroux, we are pleased to welcome a new Criminal Operations Officer, Assistant Commissioner Wayne Nichols. Since entering his new role, the Commanding Officer and other members of the senior management team have been taking time to meet with community and elected officials throughout the province. The team is also looking forward to meeting with representatives from several communities during the upcoming meetings at Alberta Municipalities and Rural Municipalities of Alberta convention this November.

Deputy Commissioner Daroux is focused on prioritizing meeting opportunities between the senior management team and all communities that we serve. These meetings serve as an opportunity to further strengthen our relationship and allow us the chance to listen to the needs and concerns of our communities. If you are interested in meeting with our senior management team, please do not hesitate to reach out so that we can coordinate a time that is convenient for you.

Thank you for your ongoing support and engagement. As your Chief of Police for your community, please do not hesitate to contact me with any other questions or concerns.

Best regards,

Sergeant Mark Amatto
Chief of Police
Crowsnest Pass Detachment





Crowsnest Pass Provincial Detachment

Crime Statistics (Actual)

July - September: 2021 - 2025

All categories contain "Attempted" and/or "Completed"

October 7, 2025

CATEGORY	Trend	2021	2022	2023	2024	2025	% Change 2021 - 2025	% Change 2024 - 2025	Avg File +/- per Year
Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		0	0	2	0	0	N/A	N/A	0.0
Sexual Assaults		3	2	1	3	1	-67%	-67%	-0.3
Other Sexual Offences		1	1	2	1	2	100%	100%	0.2
Assault		20	19	27	17	39	95%	129%	3.6
Kidnapping/Hostage/Abduction		0	0	0	0	0	N/A	N/A	0.0
Extortion		0	0	1	0	0	N/A	N/A	0.0
Criminal Harassment		9	10	17	8	18	100%	125%	1.6
Uttering Threats		15	13	7	13	16	7%	23%	0.2
TOTAL PERSONS		48	45	57	42	76	58%	81%	5.3
Break & Enter		7	14	17	2	11	57%	450%	-0.4
Theft of Motor Vehicle		3	4	2	7	1	-67%	-86%	-0.1
Theft Over \$5,000		1	2	6	3	2	100%	-33%	0.3
Theft Under \$5,000		25	26	17	16	18	-28%	13%	-2.4
Possn Stn Goods		3	0	0	3	0	-100%	-100%	-0.3
Fraud		12	10	8	7	9	-25%	29%	-0.9
Arson		1	0	1	2	1	0%	-50%	0.2
Mischief - Damage To Property		16	20	18	22	9	-44%	-59%	-1.2
Mischief - Other		9	13	15	24	31	244%	29%	5.5
TOTAL PROPERTY		77	89	84	86	82	6%	-5%	0.7
Offensive Weapons		1	3	3	2	0	-100%	-100%	-0.3
Disturbing the peace		15	15	9	13	31	107%	138%	3.0
Fail to Comply & Breaches		7	17	2	14	9	29%	-36%	0.1
OTHER CRIMINAL CODE		4	8	3	6	12	200%	100%	1.4
TOTAL OTHER CRIMINAL CODE		27	43	17	35	52	93%	49%	4.2
TOTAL CRIMINAL CODE		152	177	158	163	210	38%	29%	10.2



Crowsnest Pass Provincial Detachment

Crime Statistics (Actual)

July - September: 2021 - 2025

All categories contain "Attempted" and/or "Completed"

October 7, 2025

CATEGORY	Trend	2021	2022	2023	2024	2025	% Change 2021 - 2025	% Change 2024 - 2025	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		1	0	0	1	0	-100%	-100%	-0.1
Drug Enforcement - Trafficking		0	0	2	0	1	N/A	N/A	0.2
Drug Enforcement - Other		0	0	1	0	0	N/A	N/A	0.0
Total Drugs		1	0	3	1	1	0%	0%	0.1
Cannabis Enforcement		0	0	1	0	0	N/A	N/A	0.0
Federal - General		3	4	1	2	0	-100%	-100%	-0.8
TOTAL FEDERAL		4	4	5	3	1	-75%	-67%	-0.7
Liquor Act		3	2	2	3	2	-33%	-33%	-0.1
Cannabis Act		0	0	0	0	2	N/A	N/A	0.4
Mental Health Act		14	26	21	33	31	121%	-6%	4.1
Other Provincial Stats		31	30	27	27	14	-55%	-48%	-3.7
Total Provincial Stats		48	58	50	63	49	2%	-22%	0.7
Municipal By-laws Traffic		2	2	2	3	0	-100%	-100%	-0.3
Municipal By-laws		10	10	7	17	14	40%	-18%	1.5
Total Municipal		12	12	9	20	14	17%	-30%	1.2
Fatals		0	0	0	2	0	N/A	-100%	0.2
Injury MVC		4	9	11	5	8	100%	60%	0.4
Property Damage MVC (Reportable)		63	76	69	32	38	-40%	19%	-9.4
Property Damage MVC (Non Reportable)		10	8	12	8	6	-40%	-25%	-0.8
TOTAL MVC		77	93	92	47	52	-32%	11%	-9.6
Roadside Suspension - Alcohol (Prov)		4	5	1	3	0	-100%	-100%	-1.0
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
Total Provincial Traffic		147	172	190	223	196	33%	-12%	14.9
Other Traffic		1	0	0	0	0	-100%	N/A	-0.2
Criminal Code Traffic		11	6	11	8	12	9%	50%	0.4
Common Police Activities									
False Alarms		10	11	10	13	9	-10%	-31%	0.0
False/Abandoned 911 Call and 911 Act		7	6	12	8	11	57%	38%	1.0
Suspicious Person/Vehicle/Property		41	39	18	18	22	-46%	22%	-5.9
Persons Reported Missing		8	4	10	4	10	25%	150%	0.4
Search Warrants		0	0	0	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		20	33	22	41	38	90%	-7%	4.4
Form 10 (MHA) (Reported)		0	0	1	0	0	N/A	N/A	0.0



Alberta RCMP - Provincial Policing Report

Detachment Information

Detachment Name

Crowsnest Pass

Detachment Commander

Sergeant Mark Amatto

Report Date

October 29, 2025

Fiscal Year

2025-26

Quarter

Q2 (July - September)

Community Priorities

Priority #1: Enhance Road Safety: Traffic Safety – Aggressive Driving**Updates and Comments:**

During the Quarter 2 reporting period, Provincial Traffic Safety Act tickets and warnings were lower than the first Quarter, however this was due to Crowsnest Pass RCMP Members prioritizing their response to numerous persons crimes and conducting the detailed investigations that ensue as a result. The Crowsnest Pass Detachment Members fielded 57 reported motor vehicle collision files during this reporting period, 9 of those occurrences were Non-Fatal Injury collisions, 63 tickets and 38 warnings were issued. Materials for Traffic Safety presentations have been compiled, and presentations are set to be underway during the third Quarter at local schools and community groups.

Priority #2: Crime Reduction: Property Theft**Updates and Comments:**

Crowsnest Pass Detachment Members remained committed to addressing theft in the community by conducting extensive patrols throughout the jurisdiction in order to prevent potential crimes of opportunity. The Lock It Or Lose It program encourages civilians to ensure their valuables are removed from their vehicles and those vehicles are secured appropriately. Of the 79 vehicles that were checked, only 1 was found to be unsecured with the keys inside; the owner of that vehicle was approached and educated upon better practices to ensure their vehicle was left in an appropriate state. Citizens On Patrol has been active throughout this reporting period, and members of the public are supported to contact their local RCMP to report any suspicious activity in their neighbourhood.





Priority #3: Change Culture and Transform: Violence In Relationships

Updates and Comments:

During this reporting period, Crowsnest Pass Detachment Members have responded to 40 Domestic Violence-related calls for service ranging from simple property crime, to complex fraud investigations, as well as Criminal Harassment, Assaults with a Weapon, Uttering Threats and Sexual Assault occurrences; Victim Services is always offered to those in need. As this is part of a 2-year project to encourage Victims of Domestic Violence to report abuse or criminal activity, this is a rare example of where police want to see an increase in reported crimes as it allows for more assistance to be rendered and the opportunity to break the circle of family violence.

Priority #4: Enhance OHV/ATV/Snowmobile Compliance and Safety

Updates and Comments:

Crowsnest Pass Detachment Members focused on education and enforcement of registration and insurance of Off Highway Vehicles that frequent the jurisdiction; in total 52 patrols took place in Quarter 2, resulting in numerous compliance checks and enforcement/education actions. Patrols focused on Sartoris, York Creek, McGillivray and Atlas Staging Areas. There were only 2 reported Non-Fatal Injury Off Highway Vehicle collisions reported in this Quarter.

Priority #5: Crime Reduction: Police / Community Relations – Visibility of Police

Updates and Comments:

Numerous rural patrols were conducted in this Quarter wherein there was a focus drawn to the Hamlet of Lundbreck based upon requests received from those that live in the area; the MD of Pincher Creek hired on a new Community Peace Officer during this which will further assist in providing enforcement and community relations in this area. Highway 40 and Highway 22 patrols were conducted in order to address the increased Crown Land use and traffic in and through those areas; this had been a request made by the MD of Ranchland. Adanac and Carbondale roads were also subject to enhanced patrols. School patrols were conducted at the beginning of the school year and will increase throughout the year.



Community Consultations

Consultation #1

Date	Meeting Type
August 26, 2024	Meeting with Elected Officials
Topics Discussed	
Quarter 1 Reporting	
Notes/Comments:	
APP for Quarter 1 were presented to the Municipality of the Crowsnest Pass Council. Any questions or discussion points were addressed.	

Consultation #2

Date	Meeting Type
September 16, 2024	Meeting with Elected Officials
Topics Discussed	
Quarter 1 Reporting	
Notes/Comments:	
APP for Quarter 1 were presented to the MD of Ranchland No.66. Any questions or discussion points were addressed.	

Consultation #3

Date	Meeting Type
July 25, 2024	Meeting with Elected Officials
Topics Discussed	
General Information Sharing	
Notes/Comments:	
Meeting with Mayor Blair Painter at the Crowsnest Pass Detachment in regard to information-sharing and transparency.	



Provincial Service Composition

Staffing Category	Established Positions	Working	Soft Vacancies	Hard Vacancies
Regular Members	9	7	1	1
Detachment Support	3	2	1	1

Notes:

1. Data extracted on September 29, 2025 and is subject to change.
2. Soft Vacancies are positions that are filled but vacant due to maternity/paternity leave, medical leave, etc. and are still included in the overall FTE count.
3. Hard Vacancies reflect positions that do not have an employee attached and need to be filled.

Comments:

Police Officers: Of the nine established positions, seven officers are currently working with one on special leave. There is one hard vacancy at this time.

Detachment Support: Of the three established positions, two resources are currently working; one full-time and one part-time. There is one resource on Leave without Pay (Depot). There is another resource that is Surplus to Establishment. There is one hard vacancy at this time.



2025-10-30

Mr. Rick Lemire
Reeve
Pincher Creek, AB

Dear Reeve Lemire,

Please find attached the quarterly Community Policing Report covering the period from July 1st to September 30th, 2025. This report provides a snapshot of human resources, financial data, and crime statistics for the Pincher Creek.

In the past few months, Alberta RCMP has observed significant changes to our senior management team that I want to highlight in this quarter's update. In addition to our new Commanding Officer, Deputy Commissioner Trevor Daroux, we are pleased to welcome a new Criminal Operations Officer, Assistant Commissioner Wayne Nichols. Since entering his new role, the Commanding Officer and other members of the senior management team have been taking time to meet with community and elected officials throughout the province. The team is also looking forward to meeting with representatives from several communities during the upcoming meetings at Alberta Municipalities and Rural Municipalities of Alberta convention this November.

Deputy Commissioner Daroux is focused on prioritizing meeting opportunities between the senior management team and all communities that we serve. These meetings serve as an opportunity to further strengthen our relationship and allow us the chance to listen to the needs and concerns of our communities. If you are interested in meeting with our senior management team, please do not hesitate to reach out so that we can coordinate a time that is convenient for you.

Thank you for your ongoing support and engagement. As your Chief of Police for your community, please do not hesitate to contact me with any other questions or concerns.

Best regards,

Sgt Ryan Hodge
Chief of Police
Pincher Creek Detachment





Pincher Creek Provincial Detachment

Crime Statistics (Actual)

July - September: 2021 - 2025

All categories contain "Attempted" and/or "Completed"

October 7, 2025

CATEGORY	Trend	2021	2022	2023	2024	2025	% Change 2021 - 2025	% Change 2024 - 2025	Avg File +/- per Year
Offences Related to Death		0	0	1	0	0	N/A	N/A	0.0
Robbery		0	1	3	2	0	N/A	-100%	0.1
Sexual Assaults		1	0	3	2	1	0%	-50%	0.2
Other Sexual Offences		0	1	0	0	0	N/A	N/A	-0.1
Assault		31	29	21	16	23	-26%	44%	-2.9
Kidnapping/Hostage/Abduction		0	0	0	1	1	N/A	0%	0.3
Extortion		2	2	0	1	0	-100%	-100%	-0.5
Criminal Harassment		7	6	8	4	6	-14%	50%	-0.4
Uttering Threats		18	15	11	5	6	-67%	20%	-3.4
TOTAL PERSONS		59	54	47	31	37	-37%	19%	-6.7
Break & Enter		17	5	13	11	5	-71%	-55%	-1.8
Theft of Motor Vehicle		15	9	9	5	5	-67%	0%	-2.4
Theft Over \$5,000		1	2	4	2	2	100%	0%	0.2
Theft Under \$5,000		34	27	39	20	16	-53%	-20%	-4.3
Possn Stn Goods		7	7	5	5	0	-100%	-100%	-1.6
Fraud		6	7	12	10	15	150%	50%	2.1
Arson		0	0	0	0	0	N/A	N/A	0.0
Mischief - Damage To Property		21	25	35	10	10	-52%	0%	-3.7
Mischief - Other		20	14	21	4	10	-50%	150%	-3.0
TOTAL PROPERTY		121	96	138	67	63	-48%	-6%	-14.5
Offensive Weapons		5	10	3	1	0	-100%	-100%	-1.9
Disturbing the peace		35	38	28	11	18	-49%	64%	-6.1
Fail to Comply & Breaches		15	12	10	12	10	-33%	-17%	-1.0
OTHER CRIMINAL CODE		9	8	9	5	8	-11%	60%	-0.5
TOTAL OTHER CRIMINAL CODE		64	68	50	29	36	-44%	24%	-9.5
TOTAL CRIMINAL CODE		244	218	235	127	136	-44%	7%	-30.7



Pincher Creek Provincial Detachment

Crime Statistics (Actual)

July - September: 2021 - 2025

All categories contain "Attempted" and/or "Completed"

October 7, 2025

CATEGORY	Trend	2021	2022	2023	2024	2025	% Change 2021 - 2025	% Change 2024 - 2025	Avg File +/- per Year
Drug Enforcement - Production		0	0	1	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		0	7	5	3	2	N/A	-33%	0.0
Drug Enforcement - Trafficking		2	2	3	3	1	-50%	-67%	-0.1
Drug Enforcement - Other		0	1	0	0	0	N/A	N/A	-0.1
Total Drugs		2	10	9	6	3	50%	-50%	-0.2
Cannabis Enforcement		0	1	0	0	0	N/A	N/A	-0.1
Federal - General		5	6	4	5	2	-60%	-60%	-0.7
TOTAL FEDERAL		7	17	13	11	5	-29%	-55%	-1.0
Liquor Act		37	32	26	4	6	-84%	50%	-9.0
Cannabis Act		0	1	0	1	0	N/A	-100%	0.0
Mental Health Act		20	20	27	16	14	-30%	-13%	-1.6
Other Provincial Stats		15	26	19	26	26	73%	0%	2.2
Total Provincial Stats		72	79	72	47	46	-36%	-2%	-8.4
Municipal By-laws Traffic		0	0	1	1	0	N/A	-100%	0.1
Municipal By-laws		5	5	7	2	3	-40%	50%	-0.7
Total Municipal		5	5	8	3	3	-40%	0%	-0.6
Fatals		2	1	0	0	1	-50%	N/A	-0.3
Injury MVC		5	7	10	8	14	180%	75%	1.9
Property Damage MVC (Reportable)		72	56	57	65	58	-19%	-11%	-1.9
Property Damage MVC (Non Reportable)		5	8	9	8	9	80%	13%	0.8
TOTAL MVC		84	72	76	81	82	-2%	1%	0.5
Roadside Suspension - Alcohol (Prov)		3	0	4	2	1	-67%	-50%	-0.2
Roadside Suspension - Drugs (Prov)		0	0	0	0	1	N/A	N/A	0.2
Total Provincial Traffic		260	310	327	348	272	5%	-22%	6.2
Other Traffic		1	1	0	0	0	-100%	N/A	-0.3
Criminal Code Traffic		19	16	25	10	13	-32%	30%	-1.8
Common Police Activities									
False Alarms		10	8	8	16	18	80%	13%	2.4
False/Abandoned 911 Call and 911 Act		19	13	9	20	14	-26%	-30%	-0.3
Suspicious Person/Vehicle/Property		39	33	27	30	22	-44%	-27%	-3.7
Persons Reported Missing		11	10	7	10	9	-18%	-10%	-0.4
Search Warrants		0	0	0	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		13	20	21	13	18	38%	38%	0.3
Form 10 (MHA) (Reported)		2	4	0	2	2	0%	0%	-0.2



Alberta RCMP - Provincial Policing Report

Detachment Information

Detachment Name

Pincher Creek

Detachment Commander

Sgt Ryan Hodge

Report Date

October 30, 2024

Fiscal Year

2025-26

Quarter

Q2 (July - September)

Community Priorities

Priority #1: Building Relationships in the Community

Updates and Comments:

Members were regularly involved in community events during the quarter. Members attended Canada Day events, pro rodeo, parade, and farmers markets. Members in Waterton were making daily foot patrols through the town site and in other areas with high levels of tourists.

Priority #2: Enhanced Road Safety

Updates and Comments:

Traffic enforcement continued through this quarter with specific focus on highways and the high volume of traffic traveling through and to the Pincher Creek area. Tickets issued were focused on aggressive driving including: speeding, intersection fines, and distracted driving. There is a need to regain focus on MAS and impaired driving detection going into the next quarter as the second quarter had very few demands made.

Priority #3: Theft Related Offences

Updates and Comments:

Clearance rates for theft related offences in the quarter saw a drop. Review of several files shows work in progress or incorrect file clearance which will be corrected and show an increase in the clearance





rate. The overall 5 year trend is still down with property offences at a 5 year low and persons offences are at a 5 year low.





Community Consultations

Consultation #1

Date	Meeting Type
September 17, 2024	Meeting with Stakeholders
Topics Discussed	
Regular Police Advisory Committee Meeting	
Notes/Comments:	
Click or tap here to enter text.	

Consultation #2

Date	Meeting Type
July 23, 2024	Meeting with Stakeholders
Topics Discussed	
Regular Police Advisory Committee Meeting	
Notes/Comments:	
Click or tap here to enter text.	





Provincial Service Composition

Staffing Category	Established Positions	Working	Soft Vacancies	Hard Vacancies
Regular Members	11	9	1	1
Detachment Support	3	3	1	0

Notes:

1. Data extracted on September 29, 2025 and is subject to change.
2. Soft Vacancies are positions that are filled but vacant due to maternity/paternity leave, medical leave, etc. and are still included in the overall FTE count.
3. Hard Vacancies reflect positions that do not have an employee attached and need to be filled.

Comments:

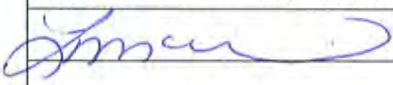
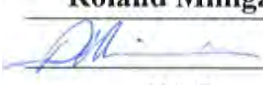
Police Officers: Of the 11 established positions, 9 officers are currently working with one on special leave. There is one hard vacancy at this time.

Detachment Support: Of the three established positions, three resources are currently working. There is one resource on Leave without Pay. There is no hard vacancy at this time.



Request for Guidance - Council

G3b

TITLE: Community Energy Open House & Future Projects			
PREPARED BY: Laura McKinnon		DATE: 06/11/2025	
DEPARTMENT: Planning and Development			
		ATTACHMENTS:	
Department Supervisor	Date	1. Community Solar Open House Posters	
APPROVALS:			
Roland Milligan			
			
Prepared by	Date	CAO	Date

Request for Guidance:

That Council gives Administration direction regarding the Community Energy Open House, and future project planning.

BACKGROUND:

In November 2024, the MD complete the Renewable Energy Conversion Study (RECS) and in 2025 Brownfield Solar Analysis Study. These projects have been done in conjunction with Massif Energy, in order to identify community preferences, opportunities and overall review of renewable energy in the MD of Pincher Creek.

On October 23rd 2025, the MD held a Community Solar Open House with Massif Energy in order to garner community input on the desire or aversion to a community solar project (*Attachment No. 1*).

Administration is seeking guidance on Councils desire to pursue information on future small scale community solar projects. At this time, Council approved a resolution for application for grant opportunities regarding the design of a community solar project but is not require to pursue.

FINANCIAL IMPLICATIONS:

TBD – Project based

WHAT WE'RE DOING

FEEDBACK

From the open house in October of 2024 we identified key feedback for projects moving forward:

- Projects need to engage with community earlier



- Projects need to limit use of agricultural land



- Would like to see limitations put on new transmission lines



- Want to see focus on redevelopment of existing sites



- Waste management



THIS PROJECT

Taking the feedback from October 2024, Massif Energy located sites in the M.D. of Pincher Creek with a focus on:

- Small scale



- Close to existing infrastructure



- Prioritizing previously developed brownfield land



- Community involvement from start to finish

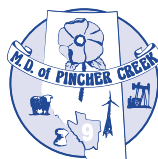


- Community co-op model for local ownership



MORE FEEDBACK

We want more feedback from the community! Please review the other posters and let us know what you think about locations, economics, community involvement, timelines, project sizes, and more.



PROJECT SIZE

SUNRISE SOLAR

Project overview:

- 75 MW
- 200 hectares
- Situated NW of Town of Pincher Creek

Project issues:

- Large scale
- Proximity to town and airport
- Covering agricultural land
- Soil erosion and lasting impact on land

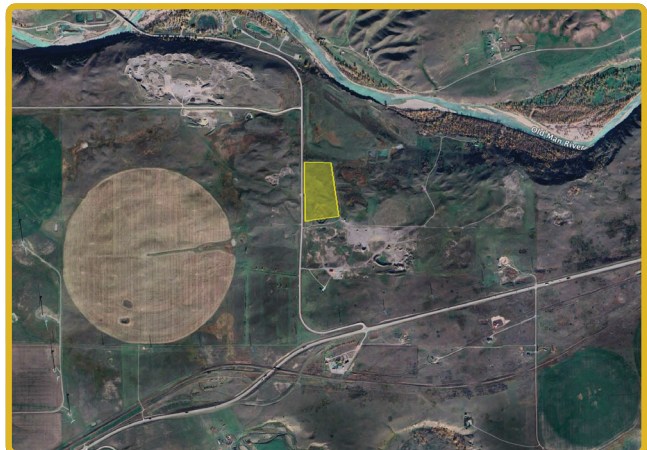
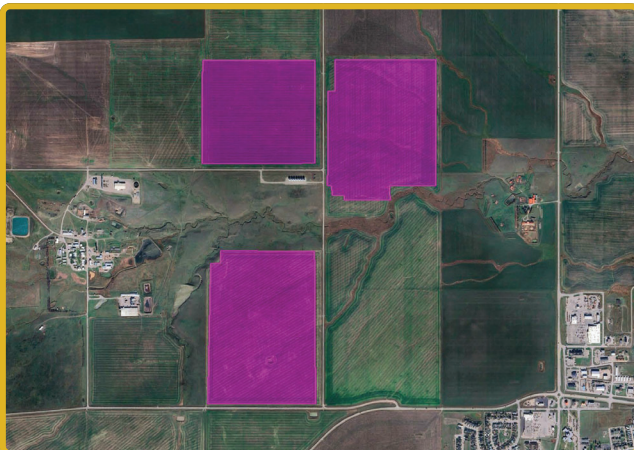
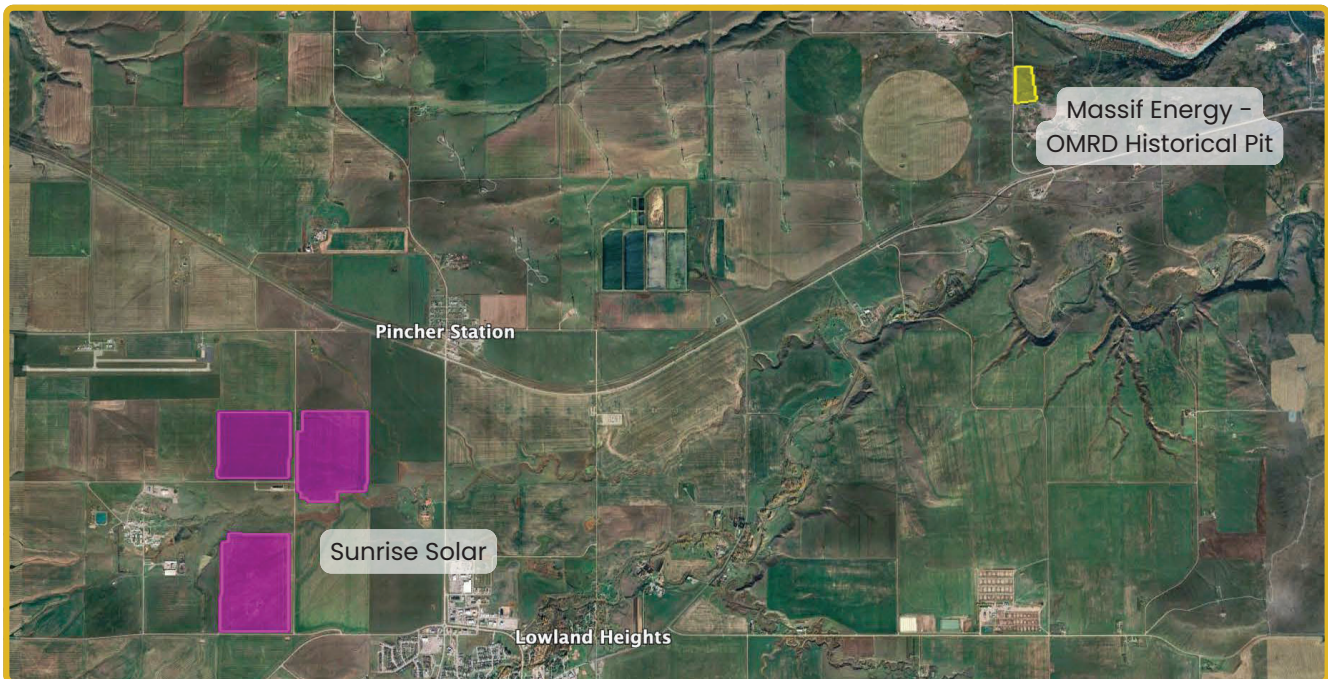
EXAMPLE PROJECT

Project overview:

- 1.5-2 MW project
- max. 8 hectares
- OMRD Historical Pit shown for comparison

Project fixes:

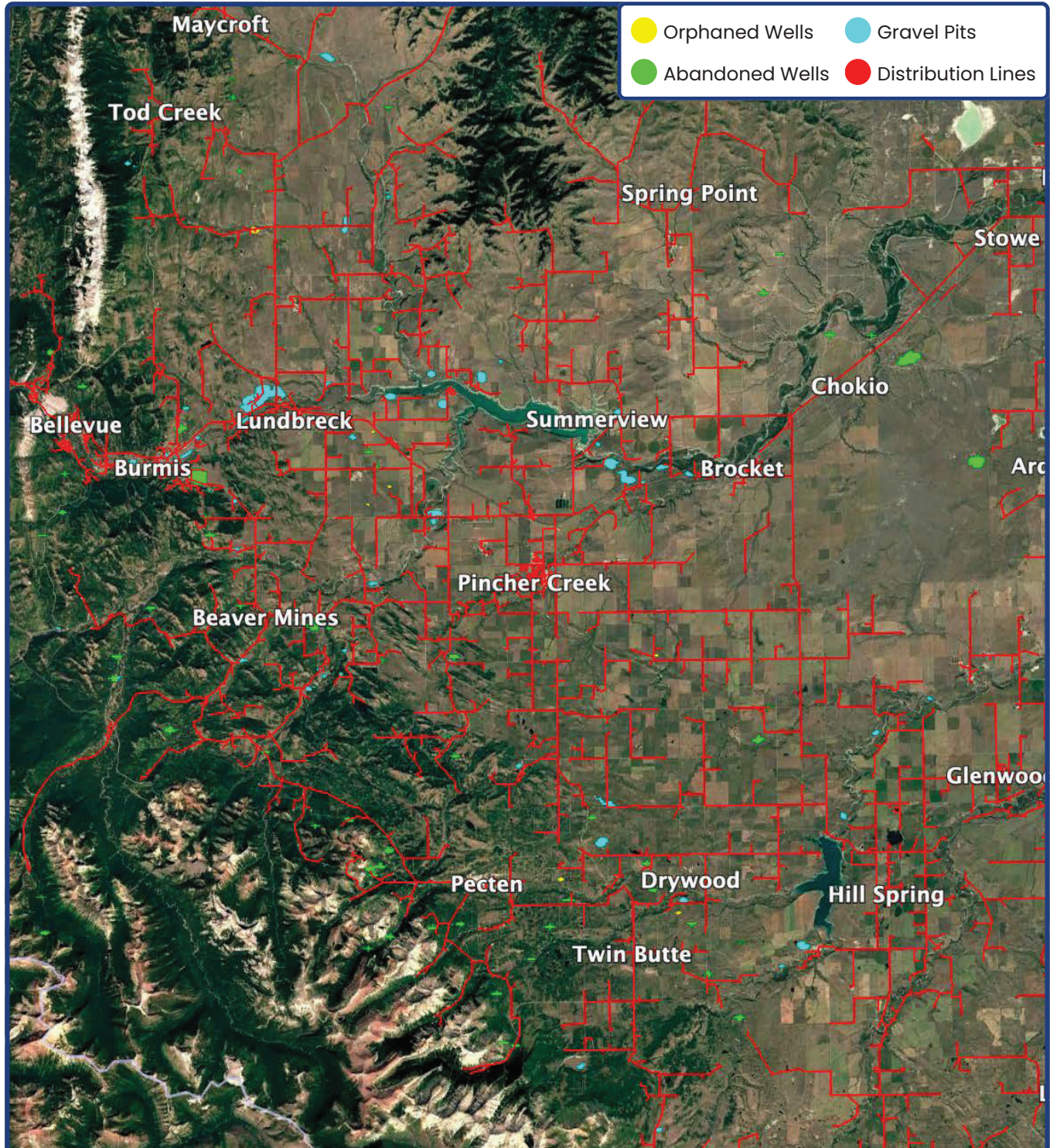
- Small scale, several possible sites
- Low conflict zones
- Redeveloped gravel pits or oil/gas wells
- Remediation of land built into project



BROWNFIELD LOCATIONS

MAP INFORMATION

This map shows the gravel pits and orphaned or abandoned wells overlayed with the electricity distribution lines in the M.D. of Pincher Creek. This map helps to narrow down sites that may be a good place to put a small scale solar project.



POTENTIAL SITES

HOW WE CHOSE

These sites were picked because of alignment with previous community feedback, including:

- Limiting use of agricultural land
- Redevelopment of existing sites
- Reclamation and remediation



Or due to their alignment with site requirements such as:

- Close to distribution lines
- Older sites with existing infrastructure



POTENTIAL SITES

NW REGIONS

- 1 - John Cervo Pit
- 2 - Orphaned Well: O6
- 3 - Highway 22 Pit
- 4 - Reners Pit
- 5 - Old Smyth Pit

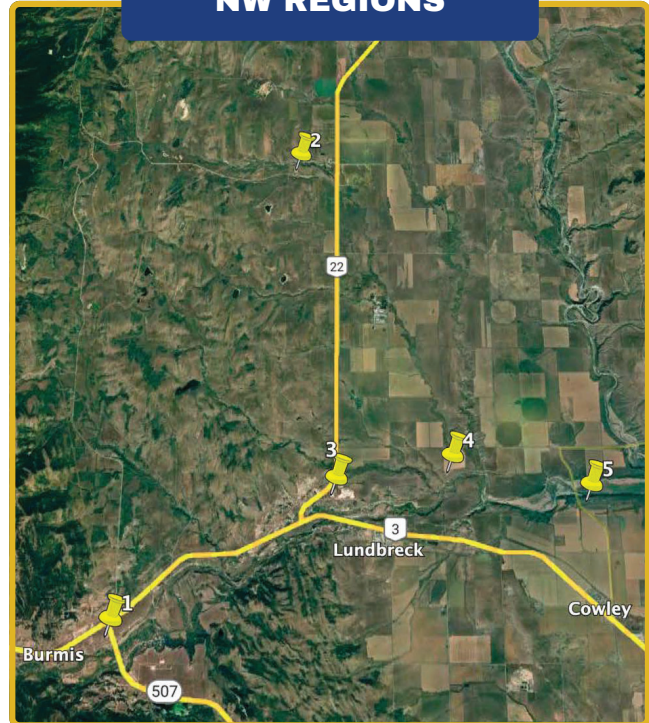
SUMMERVIEW AREA

- 6 - OMRD Historical Pit
- 7 - Summerview Pit

BEAVER MINES AREA

- 8 - Abandoned Well: 0013351

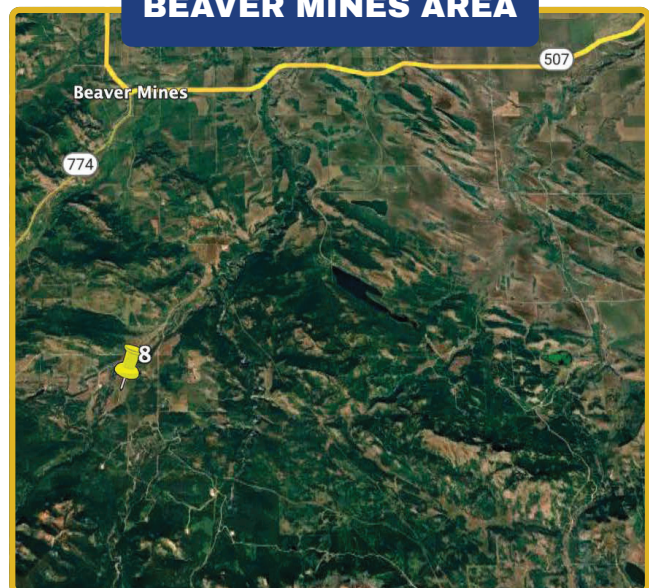
NW REGIONS



SUMMERVIEW AREA



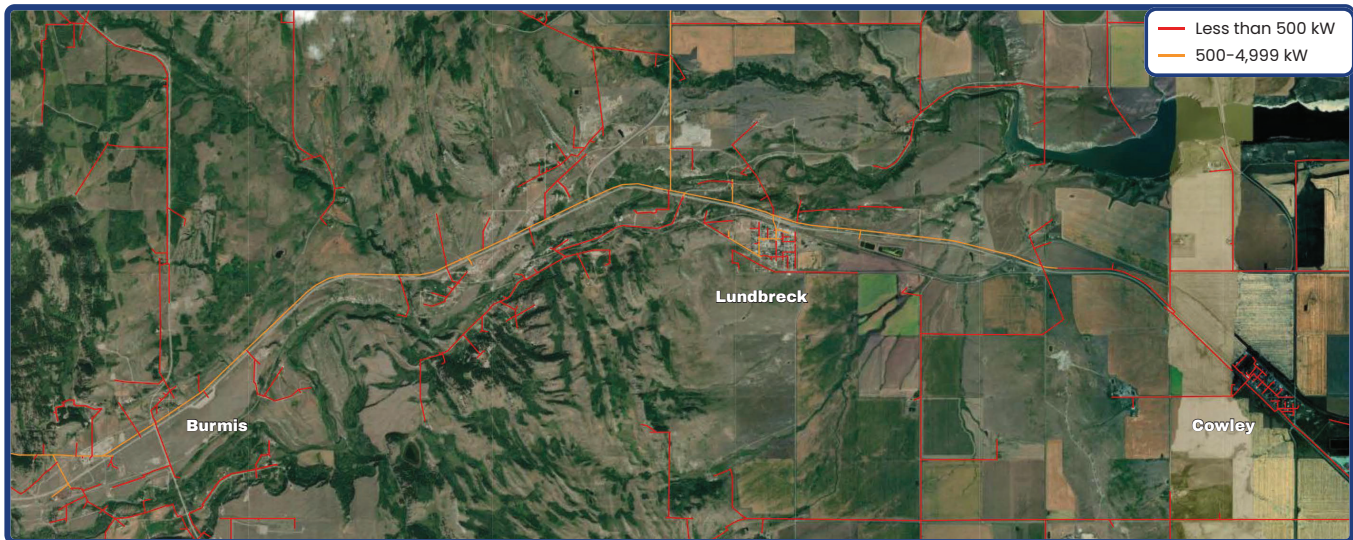
BEAVER MINES AREA



RESOURCES

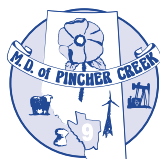
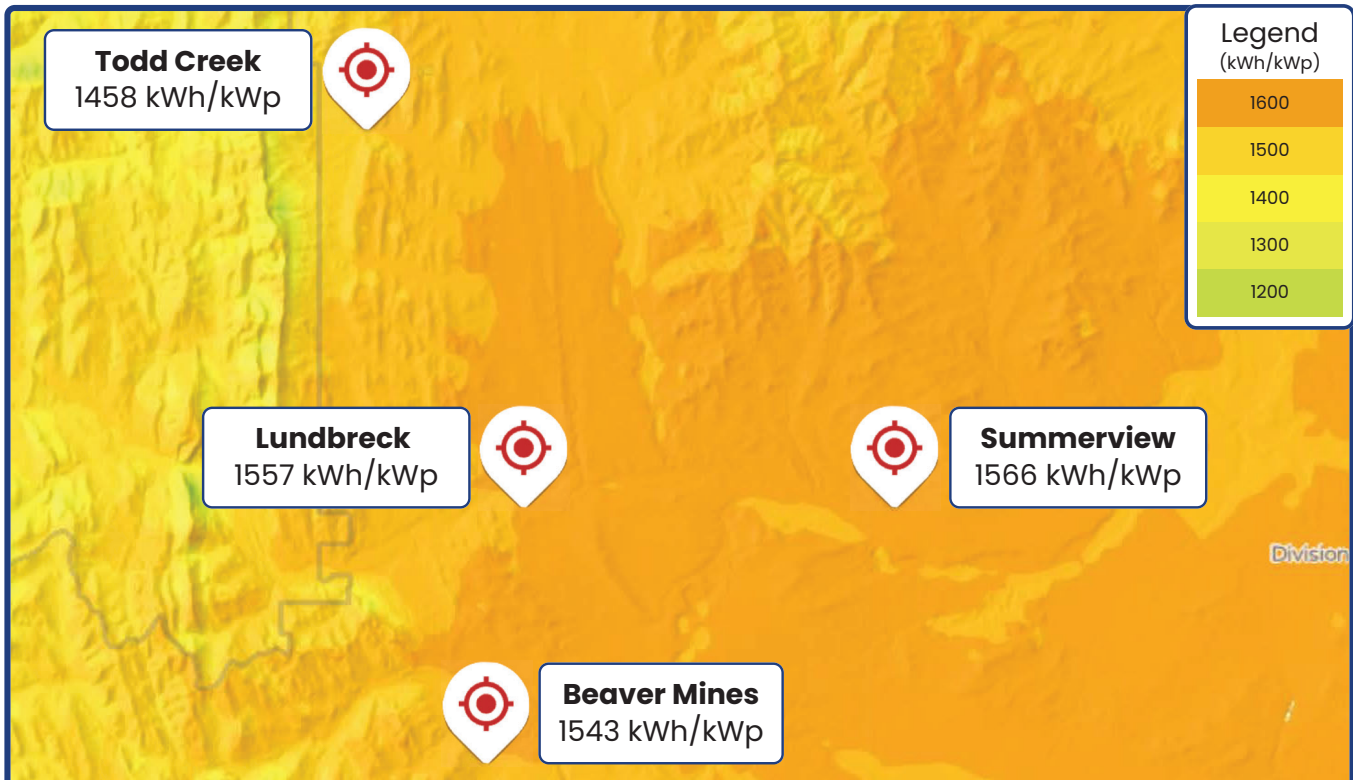
FORTIS LINES

This map shows the electricity distribution lines (Fortis lines) stretching throughout the region. The lines are colour coded to show how much power can be connected to them.



SOLAR MAP

This map is from the Global Solar Atlas, showing the expected yearly energy output from solar panels in that area. The units are kWh/kWp (kilo-Watt hours per kilo-Watt power) meaning expected annual energy output (kWh) for every unit of installed capacity (kWp).

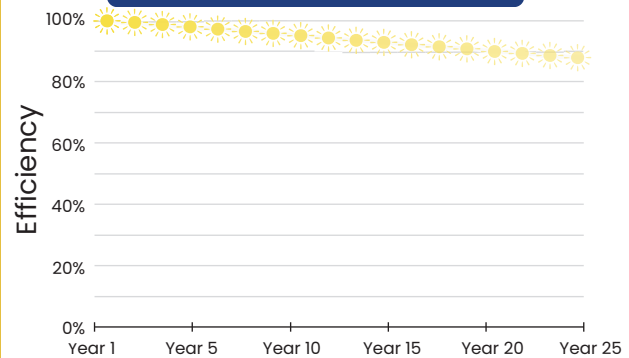


TIMELINE & LIFECYCLE

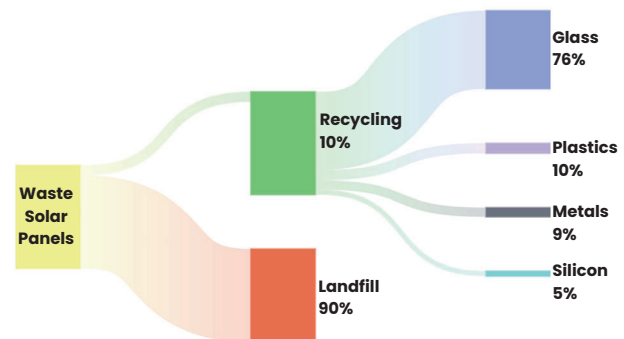
TIMELINE



LIFESPAN



WASTE MANAGEMENT

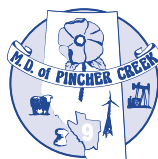
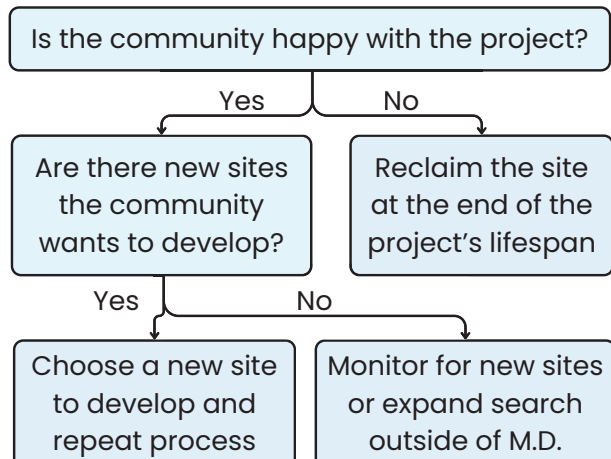


Because of current limitations and high costs, only 10% of solar panels are recycled despite most materials being recyclable.

SITE IMPACT

Solar sites are reclaimed by reversing the installation process; removing the screw piles, racking, and electrical equipment, leaving the land in its original state.

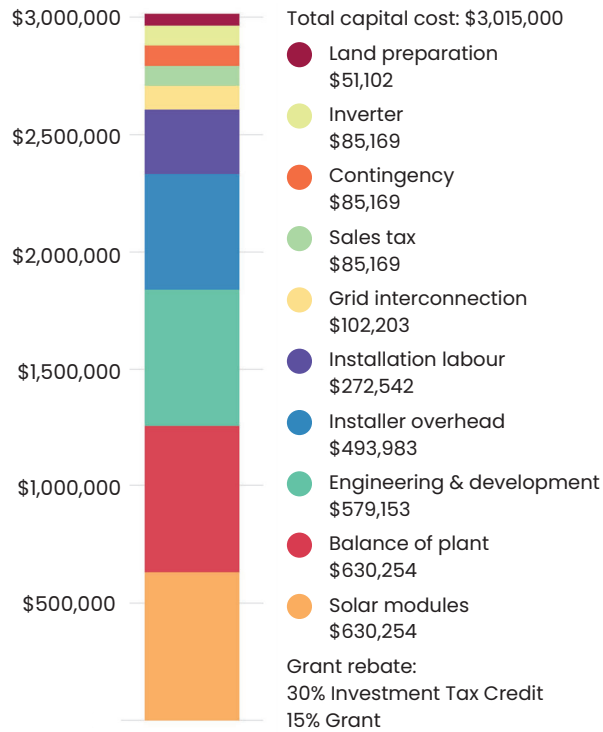
FUTURE PLANS



ECONOMICS

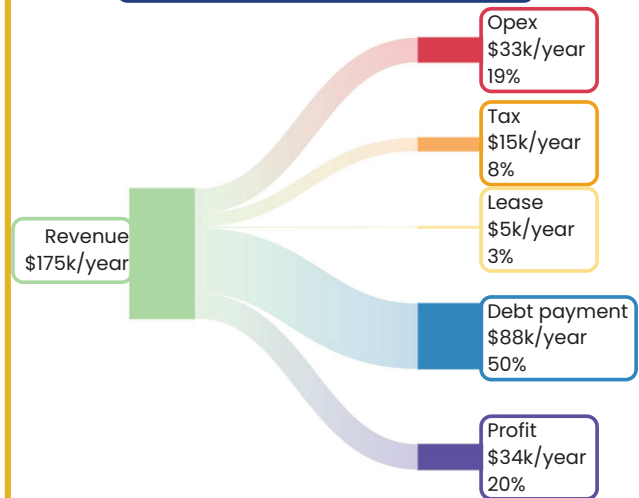
*This information serves as an example based on indicative estimates for a 1.5 MW solar project which will change with further design

CAPITAL COSTS



*Based on 2025 NREL estimates

REVENUE

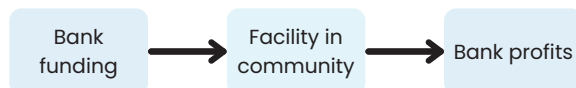


- Opex is spent throughout year on operations and maintenance
- Tax to Municipality
- Lease payment to landowner
- Debt payment to bank
- Profit goes to shareholders

*Based on preliminary indicitave modelling and estimates

CO-OPERATIVE OWNERSHIP MODEL

Typical development model:



Co-op ownership model:



Example: 200 shares, each \$2,000 worth 0.5%

- \$155/year in income for each shareholder
- 13 year payoff for debt financed remainder
- Earn a total of \$3,875 per share over 25 year life (profit \$1,875)
- 11.6% rate of return
 - Stock market averages 7%

CO-OPERATIVE INVESTMENT FEEDBACK

Would you rather buy electricity from the project or invest in the project?

Buy electricity | Invest in project

How much would you be interested in investing?

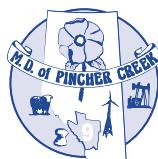
\$0 | \$200 | \$500 | \$1,000 | \$5,000

Do you want to be paid out a monthly or yearly share?

Monthly | Yearly

Do you expect steady returns or is fluctuation from year to year okay?

Steady is expected | Fluctuation is okay



COMMUNITY INVOLVEMENT

INSTALLATION

Installation materials:

- Racking
- Screw piles
- Solar modules
- Inverter
- Balance of plant equipment



Work:

- Land clearing
- Installation labour
- Maintenance

MAINTENANCE

Vegetation Management

- Prevent shade on the panels and damage from plants
- Summer students, local groups, etc



Cleaning Panels

- Prevent build-up of dirt that reduces efficiency



Monitoring

- Remote monitoring for owners and staff to catch problems



Repairs

- Hire locally to conduct replacements or repairs as needed.



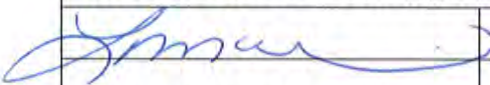
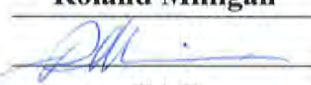
COMMUNITY INVOLVEMENT IDEAS

How do you want the community to be involved?

Please add a type of community involvement or program, or a tally mark on one you like.

Recommendation to Council

G3c

TITLE: Regional Tourism Advisory Committee			
PREPARED BY: Laura McKinnon		DATE: 06/11/2025	
DEPARTMENT: Planning and Development			
	2025/11/06	ATTACHMENTS:	
Department Supervisor	Date	1. N/A	
APPROVALS:			
		Roland Milligan	
			
Prepared by	Date	CAO	Date
			2025/11/06

RECOMMENDATION:

That Council approve an additional Councillor to the Regional Tourism Advisory Committee

BACKGROUND:

At the 2025 Organizational Meeting, Council approved the Regional Tourism Advisory Committee with one Councillor and one administrative staff. Facilitators of the committee, South Canadian Rockies Tourism Association, advised Administration that the MD of Pincher Creek is welcome to have two Councillors and Administrative staff on the committee, if they choose.

FINANCIAL IMPLICATIONS:

N/A

CHIEF ADMINISTRATIVE OFFICER'S REPORT

G4a

October 27, 2025, to November 7, 2025

Discussion:

Oct 27	Council Swearing in and Council Orientation Training
Oct 27	Budget Mtg. AES, Airport and Parks
Oct 28	Council Committee, Organizational, and Regular Council Meetings
Oct 29	Raw Water Storage Discussion
Oct 30	Admin Staff and Safety Meetings
Oct 30	PW Head Count Meeting
Oct 30	CMR Wastewater Report Meeting with MPE
Oct 31	SDO
Nov 3	Post COR Audit Meeting
Nov 4	Planning Meeting and MPC Meeting
Nov 5	Risk Conscious Leadership Training
Nov 6	Public Works Yard Safety Inspection
Nov 7	Vacation

Upcoming:

Nov 11	Remembrance Day Stat
Nov 12	Council Committee and Regular Council Meetings
Nov 13	PCREMO Core Working Group Meeting
Nov 13	ASB Meeting
Nov 13	Coffee with Council – Div 2, Council Chambers
Nov 17-20	RMA Fall Convention, Edmonton

RECOMMENDATION:

That Council receives for information the Chief Administrative Officer's report for the period October 27, 2025, to November 7, 2025.

Prepared by: Roland Milligan, CAO

Date: November 6, 2025

Respectfully presented to: Council

Date: November 12, 2025

ADMINISTRATIVE SUPPORT ACTIVITY

October 24, 2025 to November 7, 2025

Correspondence from the Last Council:

- Organizational Meeting Letters to Committees/Members
- Road Closure Denial
- Fish Lake Pumping Request

Advertising/Social:

- Road Closure - Landfill Road (Township Road 7-0)
- Feedback sought for Bylaw 1365-25 (Traffic) and Bylaw 1366-25 (Community Standards)
- Holiday Train – December 14, 2025
- Environmental Farm Plan – Foothills Forage and Grazing/MD of Pincher Creek – December 11, 2025
- CPO Halloween Safety Tips
- Announcement of Reeve/Deputy Reeve
- Hunting and Respecting the Land Access Post

Other Activities:

- Regular Committee, Council
- Planning Meeting for CPR Holiday Train
- ASB Package

Invites to Council:

- Invitation to Waterton/ID #4 to Attend Council – they will reach out later this Fall with a presentation and to attend an MD Council meeting

Upcoming Dates of Importance:

- Veterans Day – November 11, 2025
- *Regular Committee, Council – November 12, 2025 * date changed due to Veterans Day Holiday*
- Coffee with Council – November 13, 2025 – At MD Administration Office
- RMA Convention – November 17-20, 2025
- Regular Committee, Council – November 25, 2025
- SW Region Elected Officials Meeting – November 27, 2025

Recommendation to Council

G4b

TITLE: CORPORATE POLICY UPDATES			
PREPARED BY: JESSICA MCCLELLAND		DATE: November 3, 2025	
DEPARTMENT: ADMINISTRATION			
Department Supervisor		Date	ATTACHMENTS: • C-CO-001 Councillors and Members at Large Remuneration • C-CO-005 Municipal Boards, Committees and Appointments • C-FIN-538 Procurement
APPROVALS:			
_____		_____	
_____		_____	
Department Director	Date	CAO	Date

RECOMMENDATION:

That Council approve the following updated policies:

- C-CO-001 Councillors and Members at Large Remuneration
- C-CO-005 Municipal Boards, Committees and Appointments
- C-FIN-538 Procurement

BACKGROUND:

Administration has been directed to continue updating the Corporate Policy Manual. These policies needed to be updated based on changes from Council direction and the inclusion of new committees.

FINANCIAL IMPLICATIONS:

None at this time.



TITLE: COUNCILLORS AND MEMBERS AT LARGE REMUNERATION

Approved by Council

Date: June 28, 2016

Revised by Council

Date: November 7, 2017

Revised by Council

Date: February 12, 2019

Revised by Council

Date: September 26, 2023

Revised by Council

Date: September 9, 2025

Revised by Council

Date: Pending

PURPOSE OF POLICY

The purpose of this policy is to set out fair, transparent, and equitable compensation to members of the Council for performing their roles and responsibilities as Councillors and Members at Large for the Municipal District of Pincher Creek No. 9 (MD).

POLICY STATEMENT

1. The MD will provide compensation and expense reimbursement to Councillors and Members at Large incurred while fulfilling official duties.

DEFINITIONS

2. For the purpose of this policy, the following definitions shall apply:
 - a. "Councillor" shall mean a person who is an official by an election to represent the Municipal District of Pincher Creek No. 9.
 - b. "Community" shall mean any meeting held within the boundaries of the Municipal District of Pincher Creek No. 9.
 - c. "Members at Large" shall mean community members appointed by Council to sit on boards and committees.
 - d. "Volunteer Hours" shall mean a contribution of time, effort and talent to a need, cause or mission without compensation of a per diem or mileage. Volunteering is about being able to contribute some of your own time to help people in our community.

GENERAL GUIDELINES

3. The Municipal Government Act allows for compensation for Councillors.
4. Reeve and Council shall act as good stewards of taxpayer dollars by conducting themselves in a manner that maximizes the benefit and value to the community, its residents, and businesses.
5. A resolution of the Council is required for a Councillor to attend a conference, in-service, or meeting other than those committees and organizations they are appointed to at the organizational meeting or otherwise referenced in this policy.
6. Per diems and mileage paid to Councillors by Committees or Boards of which they are members, are to be paid directly to the MD.

7. Changes to stipends and per diems in this policy shall be based on market studies comparing the MD to municipalities of a similar nature. The MD strives to maintain compensation equal to the average.
8. Changes to mileage shall be based on CRA's automobile allowance rates and updated as part of the policy review.
9. Any changes shall be approved in the year of an election by the outgoing Council, for the incoming Council, unless unforeseen circumstances present a rationale for earlier adoption.

MONTHLY STIPEND

10. A Monthly Stipend is a monthly allowance paid to each Councillor in recognition of their commitment to attend/travel to issues and concerns not otherwise covered in this policy. Such commitments may include but are not limited to, attending/traveling to ratepayer concerns, employee appreciation events, Holiday Train, Christmas Party's, Reuse Fair, volunteer appreciation events, invitational luncheons and one on one meetings with the CAO or designate.
11. Councillors shall be compensated with a monthly stipend as follows. This amount shall be prorated during an election month.

Year	2025	2026	2027	2028	2029
Stipend	\$950	\$1,000	\$1,025	\$1,050	\$1,075

REEVE STIPEND

12. A Reeve Stipend is a monthly allowance paid to the Reeve in recognition of the additional responsibilities attached to the office, including but not limited to signing of documents, meetings with the CAO, etc.
13. The Reeve shall be compensated with a monthly Reeve stipend of \$300. This amount shall be prorated during an election month.
14. The Deputy Reeve shall be compensated with a monthly Deputy Reeve stipend of \$100. This amount shall be prorated during an election month.

PER DIEMS

15. Councillors and Members at Large appointed to Council approved Boards and Committees are entitled to submit per diems to the Municipality for reimbursement.
16. Councillors and Members at Large attending eligible training are entitled to submit per diems to the Municipality for reimbursement.
17. The Members at Large sitting on the Library Board have stated that they wish to remain as volunteers. Their time shall not be considered for any per diems or any other reimbursement from the Municipality.

18. Members at Large shall be compensated with the following per diem(s):

Year	2025	2026	2027	2028	2029
Half Day (<4 hours)	\$137.50	\$140.25	\$143.00	\$146.00	\$148.50
Full Day (>4 hours)	\$275.00	\$280.50	\$286.00	\$292.00	\$297.50

These rates shall include travel time to and from a residence only when traveling to attend a meeting outside of the community.

19. Councillors shall be compensated with the following per diem(s):

Year	2025	2026	2027	2028	2029
Virtual Hourly (<1 hour)	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00
Half Day (>0 but <4 hours)	\$137.50	\$140.25	\$143.00	\$146.00	\$148.50
Full Day (>4 hours but <9 hours)	\$275.00	\$280.50	\$286.00	\$292.00	\$297.50
Full Day + Half Day (>9 hours)	\$412.50	\$420.75	\$429.00	\$438.00	\$446.00

These rates shall include travel time to and from a residence only when traveling to attend a meeting outside of the community.

20. It is expected that where the Council wishes for a Councillor(s) to attend and receive compensation for a meeting or event not clearly defined in this policy, the request shall first go the Councillor of the division of where the said event is held. No more than **two** Councillors shall attend. Further, at the meeting following the meeting or event, the Councillors must present the details of the event and outline the overall benefit to the Municipality. This does not apply to Coffee with Council.

MILEAGE

21. Councillors and Members at Large may claim mileage if their personal vehicle is used on Municipal business. This includes, travel to and from meetings, conventions and/or other work related activities.
22. When an appropriate Municipal vehicle is available, it is preferable that it be used by Councillors for travel on Municipal business. If a Municipal vehicle is not available or is not a practical alternative in a particular circumstance, a private vehicle may be used and a claim made for the full prescribed mileage rate. When a private vehicle is used to travel on MD business but also to accommodate personal uses, mileage claims will be paid only at 50% of the prescribed mileage rate.
23. Eligible Mileage shall be set per Municipal Policy and/or Resolution.

INFORMATION TECHNOLOGY ALLOWANCE

24. Councillors shall receive an allowance of \$100 per month (or \$1,200 per year) to offset technology costs incurred while in office.

TRAINING AND CONFERENCES

25. All Councillors are authorized to attend either the Spring or Fall Rural Municipalities of Alberta (RMA) Conventions, Brownlee Emerging Trends, Assessment Review Board Training, and/or Councillor Onboarding.
26. One Councillor is authorized to attend the annual FCM Convention, with the intention of the Councillors rotating from one year to the next.
27. Councillors and Members at Large attending other training or conferences require Council approval if per diems and expenses are to be claimed. However, other training and conference registration shall be limited to \$1,000 per Councillor or \$500 per Member at Large, and a maximum of two full days of per diems claimed.

OTHER EXPENSES

28. The Municipality shall provide reimbursement for other appropriate municipal expenses provided an itemized receipt is attached. Such items may include but are not limited to, food, parking, accommodation, conference registration, etc.
29. The Municipality shall deny any ineligible expenses incurred that are not appropriate for municipal business. Such items may include but are not limited to personal services, alcohol, spousal expenses, recreation tickets, etc.

RETIREMENT GIFTS

30. The Municipality may provide a retirement gift for Councillors. The value of the retirement gift shall be \$150 for the first term, plus \$25 for each additional year served.

Rick Lemire
Reeve

Roland Milligan
Chief Administrative Officer



MD OF PINCHER CREEK NO. 9

CORPORATE POLICY

C-CO-005

TITLE: MUNICIPAL BOARDS, COMMITTEES AND APPOINTMENTS

Approved by Council

Date: January 23, 2009

Revised by Council

Date: June 13, 2023

Revised by Council

Date: September 26, 2023

Revised by Council

Date: March 25, 2025

Revised by Council

Date: November 12, 2025

PURPOSE OF POLICY

The Municipal District of Pincher Creek No. 9 (the “MD”) appoint members on various Municipal boards and committees. All Municipal District of Pincher Creek members are appointed annually at the Organizational meeting.

POLICY STATEMENT

1. List of Municipal Boards and Committees.

DEFINITIONS

2. For the purpose of this policy, the following definitions shall apply:
 - a) “Council” shall mean a person who is an official by an election to represent the Municipal District of Pincher Creek No. 9.
 - b) “Members at Large” shall mean community members appointed by Council to sit on boards and committees.

BOARDS AND COMMITTEES

3. AGRICULTURAL SERVICE BOARD

Purpose: to administer agricultural related programs through the Agricultural Fieldman mainly in the areas of weed and pest control and soil conservation

Composition:

- Two (2) Councillor’s
 - o One Alternate
- Four (4) Members at Large
- CAO to attend all Agricultural Service Board meetings (non Voting) (resolution 99/610).

4. AGRICULTURAL SERVICE BOARD APPEAL COMMITTEE

Purpose: To hear and determine appeals brought forward to the M.D. by recipients of notices issued under the aforementioned acts.

Composition:

- Three (3) members, with membership encompassing Council members not sitting on Agricultural Service Board, members at large or a combination of both.

5. AIRPORT COMMITTEE

Purpose: Advise Council on airport opportunities and issues, policy and programs within the Southwestern Alberta Region with specific focus on the Pincher Creek Airport (CZPC).

Composition:

- Two (2) Councillors
 - o One Alternate

6. ALBERTA SOUTHWEST REGIONAL ALLIANCE

Purpose: Alberta SouthWest Regional Alliance Ltd. (AlbertaSW) is a Regional Economic Development Alliance (REDA) of 16 communities working together to help each other succeed.

Composition:

- One Councillor
 - o One Alternate

7. ALTERNATIVE LAND USE SYSTEM PARTNERSHIP ADVISORY COMMITTEE (ALUS PAC)

Purpose: ALUS provides expertise, resources and direct financial support to communities where farmers and ranchers build nature-based solutions on their land to deliver ecosystem services to sustain agriculture, help build community resilience and fight climate change and biodiversity loss for the benefit of future generations.

Composition:

- One Councillor
- Three (3) Members at Large

8. BEAVER MINES COMMUNITY ASSOCIATION

Purpose: Community Association for Beaver Mines.

Composition:

- Division 3 Councillor

9. CASTLE MOUNTAIN COMMUNITY ASSOCIATION

Purpose: Community Association for Castle Mountain Resort.

Composition:

- Division 3 Councillor

10. CHINOOK REGIONAL SUBDIVISION AND DEVELOPMENT APPEAL BOARD (SDAB)

Purpose: acts as an appeal body against decisions of the Municipal Planning Commission and the Development Officer regarding development permits and subdivision decisions of Council and the Oldman River Intermunicipal Services Agency.

Composition:

- One Member at Large

11. CROWSNEST- PINCHER CREEK LANDFILL ASSOCIATION

Purpose: operating a regional landfill to provide safe and effective disposal of solid wastes (garbage) originating within the boundaries of participating municipalities

Composition:

- One Councillor
 - o One Alternate

12. CHINOOK ARCH REGIONAL LIBRARY BOARD

Purpose:

Composition:

- One Member of Council

13. EMERGENCY ADVISORY COMMITTEE (EAC)

Purpose:

Composition:

- 2 Members of Council
- 1 Alternate Member of Council

14. FAMILY AND COMMUNITY SUPPORT SERVICES (FCSS)

Purpose: Agreement between Her Majesty in Right of Alberta and Town of Pincher Creek to provide for the establishment, administration, and operation of a Family and Community Support Services Program in accordance with the Family and Community Support Services Act and Regulation.

Composition:

- One Councillor
 - o One Alternate

15. FOOTHILLS LITTLE BOW ASSOCIATION

Purpose: an association of Southern Alberta municipalities which are members of the AAMD&C which meets in Lethbridge to discuss regional concerns and issues

Composition:

- Reeve is appointed as a Director and all Councillors are members

16. HEALTHCARE COMMITTEE (TOWN)

***Purpose:** The Healthcare Committee is committed to identifying and understanding the healthcare needs of the community and assisting in the development and implementation of strategies that effectively address the needs within Pincher Creek and district.*

Composition:

- Two (2) Members of Council
- One Community Member at Large

17. HOMETOWN AWARD COMMITTEE

Purpose:

Composition:

- *One Members of Council*
- *One Community Member at Large*

18. INTERCOLLABORATIVE FRAMEWORK COMMITTEE WITH THE TOWN OF PINCHER CREEK (ICF)

Purpose: As per Bylaw No. 1526, Intermunicipal Development Plan.

Composition:

- Two (2) Councillors
 - o One Alternate

19. INTERMUNICIPAL DEVELOPMENT COMMITTEES (IDP)

Purpose: Provide for integrated and strategic planning, delivery and funding of intermunicipal services; Allocate scarce resources efficiently in the providing of local services; ensure municipalities contribute funding to services that benefit their residents. Composition is two Councilors in Divisions adjacent to the shared boundaries.

20. CARDSTON COUNTY

Composition:

- Two (2) Councillors
 - o One Alternate

21. MUNICIPALITY CROWSNEST PASS

Composition:

- Two (2) Councillors
 - o One Alternate

22. MD OF RANGLANDS

Composition:

- Two (2) Councillors
 - o One Alternate

23. TOWN OF PINCHER CREEK

Composition:

- Two (2) Councillors
 - o One Alternate

24. VILLAGE OF COWLEY

Composition:

- Two (2) Councillors

25. MD OF WILLOW CREEK

Composition:

- Two (2) Councillors
 - o One Alternate

26. JOINT COUNCIL GRANT SUB COMMITTEE

Purpose: Review application and process, prior to being approved by Councils.

Composition:

- Two (2) Councillors
 - o One Alternate

27. LUNDBRECK CITIZENS COUNCIL

Purpose: Community Association in Lundbreck.

Composition:

- One Member of Council (Division 5)

28. MUNICIPAL PLANNING COMMISSION

Purpose: to administer the Land Use By-law, which regulates Development within the Municipality

Composition:

- All members of Council
 - o Two (2) Members at Large

29. MUNICIPAL ENERGY COMMITTEE (TOWN)

Purpose:

Composition:

- One member of Council

30. OLDMAN RIVER REGIONAL SERVICES COMMISSION – BOARD OF DIRECTORS

Purpose: to provide planning services to the Municipality

Composition:

- One Councillor
 - o One Alternate

31. PINCHER CREEK EMERGENCY SERVICES

Purpose: a joint venture with the Town of Pincher Creek to provide fire protection and ambulance services to the residents of the Municipality

Composition:

- Two (2) Councillors
 - o One Alternate

32. PINCHER CREEK & DISTRICT HOMETOWN AWARD

Purpose: a joint venture with the Town, where Council recognizes and wishes to support post-secondary education applicants who contribute meaningfully to their community.

Composition:

- *One MD Councillor*
- *One members at large from the community*

33. PINCHER CREEK FOUNDATION

Purpose: to provide comfortable and affordable housing to local senior citizens

Composition:

- Two (2) Councillors
 - o One Alternative

34. PINCHER CREEK JOINT EMERGENCY MANAGEMENT COMMITTEE (EAC)

Purpose: To act as an agent of the Council to carry out the Council's statutory powers and obligations as prescribed in the Emergency Management Bylaw.

Composition:

- One Councillor
 - o One Alternate

35. PINCHER CREEK MUNICIPAL LIBRARY/CHINOOK ARCH LIBRARY BOARD

Purpose: to provide library services to residents through the management and operation of the Pincher Creek and District Public Library Board facilities

Composition:

- One Councillor
- Three (3) Members at large (Pincher Creek Library only)

36. PINCHER CREEK REGIONAL RECREATION ADVISORY BOARD

Purpose: continue to support certain recreational and cultural facilities and programs in the Town of Pincher Creek for the benefit of the residents of the community.

Composition:

- Member at Large

37. POLICE ADVISORY COMMITTEE

Purpose: Formalize the process for receiving input from the community and the partnership between the community, the RCMP and local government.

Composition:

- One Councillor

38. REGIONAL ASSESSMENT REVIEW BOARD

Purpose: Oldman River Regional Services Commission and Municipalities within the region jointly established a Regional Assessment Review Board to exercise the functions of a Local Assessment Review Board (LARB) and the function of a Composite Assessment Review Board (CARB) under the provisions of the Municipal Government Act in respect of assessment complaints made by taxpayers of a Regional Member

Composition:

- One Councillor

39. REGIONAL TOURISM ADVISORY BOARD (SOUTH CANADIAN ROCKIES)

Purpose:

The South Canadian Rockies Regional Tourism Advisory Committee (RTAC) provides a collaborative platform for municipalities in the South Canadian Rockies to work together on tourism as a driver of economic development.

Composition:

- One Councillor
- One staff lead

40. SOIL CONSERVATION ACT APPEAL COMMITTEE

Purpose: Requirement of Soil Conservation Act.

Composition:

- Three (3) Councillors (not on ASB) or Members at Large

41. TOWN OF PINCHER CREEK HOUSING COMMITTEE

Purpose: Study and provide advice regarding matters related to housing.

Composition:

- One Councillor
 - o One Alternate

42. WEED CONTROL & AGRICULTURAL ACT APPEAL COMMITTEE

Purpose: To hear and determine appeals brought forward to the MD by recipients of notices issued under the Weed Control Act, and the Agricultural Pests Act.

Composition:

- Three (3) members, with membership encompassing Council members not sitting on Agricultural Service Board, members at large or a combination of both.

43. WATERTON BIOSPHERE

Purpose: As part of UNESCO's 'Man and the Biosphere' Program, the Waterton Biosphere Reserve strives to achieve a sustainable balance between three primary goals:

- Conservation of Biodiversity – to contribute to the conservation of landscapes, ecosystems, species and genetic variation.
- Sustainable Development – to encourage economic and human development which is socially, culturally, and environmentally sustainable (meets the needs of the present, without compromising the needs of future generations).

- Capacity Building – to improve the ability and potential of our communities to make sound decisions for conservation and resource use through research, monitoring, education and information exchange.

Composition:

- One Councillor

44. WEED CONTROL ACT & AGRICULTURAL PEST ACT APPEAL COMMITTEE

Purpose: Requirement per the Weed Control Act and the Agricultural Pest Act.

Composition:

- Three (3) members, with membership encompassing Council members not sitting on Agricultural Service Board, members at large or a combination of both.

Rick Lemire
Reeve

Roland Milligan
Chief Administrative Officer



TITLE: Procurement Policy

Approved by Council
Revised by Council
Revised by Council
Revised by Council

Date: October 10, 2023
Date: December 10, 2024
Date: March 11, 2025
Date: Pending

PURPOSE OF POLICY

The purpose of this policy is to establish expenditure control guidelines by identifying processes for the efficient procurement and payment of goods and services for The Municipal District of Pincher Creek No. 9 (MD) in support of effective operations and in compliance with the Municipal Government Act (MGA), New West Partnership Trade Agreement (NWPTA), the Agreement on Canadian Free Trade Agreement (CFTA), and the Comprehensive Economic and Trade Agreement (CETA).

POLICY STATEMENT

1. The Municipal District of Pincher Creek No. 9 (MD) is committed to the acquisition of goods and services at the best value while treating all vendors equitably through procurement processes that ensure integrity, transparency, accountability, efficiency and consistency.

DEFINITIONS

2. For the purpose of this policy, the following definitions shall apply:
 - a. “Buying Group” shall mean a group of two or more members that combines the purchasing requirements and activities of the members of the group into one joint procurement process.
 - b. “Conflict of Interest” shall mean a situation where the independence or impartiality of an employee’s decisions or actions are impaired or may be reasonably expected to be impaired because of outside employment, political, business or family interests.
 - c. “Construction” shall mean a construction, reconstruction, demolition, repair or renovation of a building, structure or other civil engineering or architectural work and includes site preparation, excavation, drilling, seismic investigation, the supply of products and materials, the supply of equipment and machinery if they are included in and incidental to the construction, and the installation and repair of fixtures of a building, structure or other civil engineering or architectural work, but does not include professional consulting services related to the construction contract unless they are included in the procurement

- d. “Approving Officer” shall mean the individual that has the authority to sign contracts, purchase orders and invoices for payment. Typically, an Expenditure Officer will be the Chief Administrative Officer, Department Manager, or Assistant Manager responsible for a department, who is accountable for the department’s budget control and administration. An Approving Officer may also include an Employee responsible for specific budgetary line item(s), such as safety, information technology, etc.
- e. “Good” shall mean a good that is produced, manufactured, grown or obtained in, used for a commercial purpose in, or distributed from, the territory of a Party
- f. “Service” shall mean a service supplied or to be supplied, by a person of a Party

GENERAL GUIDELINES

- 3. Approving Officers may make an expenditure that is included in the approved operating and capital budgets up to the financial limits established in this policy or as otherwise approved by resolution of Council.
- 4. A resolution of Council is required for all unbudgeted capital expenses greater than \$5,000
- 5. A resolution of Council is required for unbudgeted operating expenses if it is anticipated that the department as a whole will exceed budgetary constraint by greater than \$5,000, or the individual actual vs budget line exceeds \$30,000.

SIGNING AUTHORITY

- 6. Approving Officers are authorized to commit to all purchases that have been approved in the annual budget as follows:

Employee Classification	Authority
CAO and Director of Finance	Up to the maximum budget allocation
Managers and Assistant Managers	\$500,000
Supervisors and Specialists	\$50,000
All other designated employees	\$5,000

TENDER VS REQUEST FOR PROPOSAL (RFP)

- 7. There are two different procurement models that are referred to in the New West Partnership Trade Agreement (NWPTA) and the Canadian Free Trade Agreement (CFTA):
 - a. Tender/Bid process
 - i. involves the MD’s request for prices in respect of a very specific set of goods and services based on specific/restrictive specifications. The only differentiator is price.

- ii. the contract cannot be negotiated in any way prior to its award
- b. Request for Proposals process
 - i. All aspects of the proposal are negotiable (price, scope of work, length of the term of the contract, etc.).

ROLE OF COUNCIL IN THE PROCUREMENT PROCESS

- 8. Council shall approve items required to go through the procurement process as part of the municipal budget cycle and in line with applicable trade agreements and thresholds.
- 9. *Council shall separate themselves from the procurement process and have no further involvement in specific procurements.*

PROCUREMENT PROCESS

- 10. All eligible procurements shall be procured in alignment with applicable trade agreements and thresholds. This includes, but is not limited to, the timeframe a procurement must be posted for and the website location it is published to. These agreements includes but are not limited to the NWPTA, CFTA and CETA.

NWPTA	CFTA	CETA
\$75,000 or greater for goods or services	\$100,000 or greater for goods or services	\$200,000 or greater for goods or services
\$200,000 or greater for construction	\$250,000 or greater for construction	\$5,000,000 or greater for construction

- 11. When procurement is at or above the threshold, an open, transparent and competitive procurement process must be followed. This requires that tender documents:
 - a. clearly state the requirement of the procurement,
 - b. identify measurable criteria that will be used in the evaluation of bids (including the weighting of each criteria), and
 - c. provide relevant information to assist suppliers in completing and submitting their bids.
- 12. The municipal gravel hauling program will follow the NWPTA regardless of the number of individual contractors used for hauling
- 13. All tender notices must be posted to www.purchasingconnection.ca
- 14. Exceptions to the above rules, include but are not limited to:
 - a) from philanthropic institutions, prison labour or persons with disabilities
 - b) from a public body or a non-profit organization
 - c) of health services and social services

- d) where it can be demonstrated that only one supplier is able to meet the requirements of a procurement
- e) where an unforeseeable situation of urgency exists and the goods, services or construction could not be obtained in time by means of open procurement procedures
- f) when the acquisition is of a confidential or privileged nature and disclosure through an open bidding process could reasonably be expected to compromise government confidentiality
- g) legal services
- h) of goods intended for resale to the public

15. Canoe Procurement shall only be used for equipment purchases after an internal tender/request for proposal process has been completed.

EVALUATION OF PROPONENTS

16. Administration will use an evaluation team, comprising of at least one Manger or above to evaluate proposals and make a decision. The evaluation shall be conducted objectively based on the proposal's content and utilizes an evaluation matrix.

CONTRACT AWARDING

17. The MD reserves the right to award or not award all competitive procurement activities and projects. This includes but is not limited to, Requests for Proposals, Invitation to Tender, Request for Quotations, and other related procurement methods except RMA – Canoe Procurement and Government of Alberta Trade Programs.
18. If the contract awarding exceeds the approved operational or capital budget by \$5,000 or greater, Administration must request additional funds from Council before awarding the tender and contract.

RURAL MUNICIPALITIES OF ALBERTA (RMA) AND CANOE PROCUREMENT

19. Though RMA, the MD is part of Canoe Procurement buying group. The advantage of a buying group include:
- d. Reduced procurement process costs – group members share in the costs of running procurement processes
 - e. Access to greater resources and expertise - group members can pool procurements resources and centralize procurement experience
 - f. Potentially better pricing – the group can leverage its combining buying power offering suppliers greater purchase volumes.
20. The MD relies on Canoe Procurement to ensure legislative compliance, through only open, competitive procurements processes.

21. When a purchase is made through Canoe Procurement, the RFP process is done in advance on behalf of the entire membership, therefore the MD does not need to post again. However, the MD must post a notice of intention to procure using a cooperative buying group on Alberta's tendering system. The notice of intention shall be posted annually for a minimum of two weeks and read:

"The MD intends to participate in one or more procurements conducted by Canoe Procurement Group of Canada between [insert one-year period including month/year]. For further information and access to the Canoe Procurement tender notices, please review www.merx.com. For further information about Canoe Procurement Group of Canada, please visit www.canoeprocurement.ca"

22. Purchases made from Canoe Procurements are at the manufacturer's suggested retail price (MSRP) less the tendered percentage off.

CONFLICT OF INTEREST

23. All employees involved in the procurement process must report an actual or perceived Conflict of Interest to their immediate supervisor and to human resources. The employee shall not continue to be involved in the procurement process.

Rick Lemire
Reeve

Roland Milligan
Chief Administrative Officer



PRESENTED BY:


PINCHER CREEK
 Chamber of Commerce

Hometown Holiday Fest Parade Registration

November 28, 2025

Name of Business or Organization *

Name of Contact Person *

Phone Number *

Email Address *

IMPORTANT INFORMATION AND SAFETY INSTRUCTIONS

All floats will start at the Ranchland Mall Parking Lot. Line up and judging to begin at 5:15pm. Parade to begin at 6:20pm; please arrive before 6:00pm. The Parade will make its way down Hewetson Ave – Main Street and end at the corner of St John Ave.

Treats and candy CANNOT be thrown from float, please have someone handing out along the sidewalk.

Jumping on and off of floats during the parade is strictly prohibited to keep everyone safe. The parade is in the dark and it is difficult to see, so we must keep everyone safe.

We encourage you to enjoy the free hot chocolate that will be provided in the mall courtesy of Pincher Creek Co-op board.

By clicking submit you agree to abide by the safety instructions.

Martha Paridaen
 MD of Pincher Creek, AB T0K 0P0
 November 5, 2025
 To: Reeve Rick Lemire
 MD of Pincher Creek
CouncilDiv2@mdpinchercreek.ab.ca

Re: Protecting Our Headwaters, Our Water, and Our Future – A Call for Municipal Leadership
 Dear Rick Lemire,

I am writing to you as a resident of the MD of Pincher Creek, grateful for your commitment to public service and asking for your leadership on the most fundamental issue of all: **the protection of our water.**

Why this matters now

Southern Alberta's drinking water including for Calgary, Lethbridge, Medicine Hat, and our rural towns begins in the forests, wetlands, and snow packs of the Eastern Slopes.

Yet those same headwaters are currently subject to large-scale clear-cutting under **Forest Management Agreements (FMAs)** held by private corporations, such as **West Fraser Timber Co.**, a company whose value is declining while it is allowed to degrade the very sources of life for millions of Albertans.

Water is not a commodity — it is a public trust

- Water is worth more than timber, profit, or shareholder dividends.
- Metro Vancouver and New York City **own and protect their headwaters for 100-year futures**, while Alberta remains one wildfire, one drought, or one clear-cut away from crisis.
- Floods, droughts, and treatment costs resulting from watershed damage have already cost Albertans **billions of dollars**.
- Water should be governed as a **public good, a commons held in trust**, not exploited for private gain.

What we are asking you to support

I urge you to champion a municipal motion that calls for:

1. **The creation of a Headwaters Public Trust** — a partnership among Eastern Slopes municipalities (e.g. Calgary, Lethbridge, Medicine Hat, Okotoks, High River) to explore the purchase or retirement of forestry tenures in critical watersheds;
2. **A report on cost, legal mechanisms, and partnerships** (with First Nations, land trusts, credit unions, pension funds, and public investors) to bring these lands into public and Indigenous stewardship;
3. **A declaration that water, watersheds, and headwater forests are essential public**

infrastructure — to be governed for the benefit of future generations, not short-term extraction;

4.**Long-term vision:** a future in which **rivers in Alberta are recognized as legal persons** — living entities with rights to flow, to flourish, and to be protected.

Why municipal leadership matters

You and your colleagues are the closest elected representatives to the people. You are not bound to defend corporate interests — but you *can* defend **democracy, water, and future generations**. This moment, right after the municipal elections, is the perfect time to step forward.

Yours Truly,
Martha Paridaen
MD of Pincher Creek
Resident of the MD of Pincher Creek, AB



Honourable Heath MacDonald
Minister of Agriculture and Agri-Food
House of Commons
Ottawa, ON K1A 0A6

October 30th, 2025

Dear Minister MacDonald,

I write to you today in my capacity as Shadow Minister for Agriculture on behalf of our Conservative caucus and, more importantly, on behalf of the thousands of producers, ranchers and farmers across Canada whose livelihoods are under threat by the infestation of Richardson's Ground Squirrel (the "gopher").

As I stated in my previous letter, for months I have heard from producers in Alberta, Saskatchewan and Manitoba the available tools for control are simply not working. The burrowing, feeding and trampling behaviour of these animals is causing serious and escalating damage. According to Saskatchewan Crop Insurance Corporation (SCIC), 123,000 acres were affected by gopher-related damage in 2024 alone, resulting in \$10.6 million in payouts under federal-provincial insurance programs. Reports from Lacombe County indicate between 25% to 50% of pasturelands is experiencing moderate to significant damage.

Minister, in Foothills County alone it is estimated nearly of the 830,000 acres of farmland in the municipality roughly 15,000 acres were lost this past summer because of these pests. That equates to a loss of around \$3 million from county producers.

I have spoken to dozens of producers and the stories are heartbreaking. Damaged irrigation lines, injured cattle and many stories of seeding a field, losing it to gopher damage, only to seed it again and once again gopher infestation destroys the field. No roots, no crops, no income and eventually less commodities for food production.

When we look at the regulatory picture, we see a mismatch between the urgency on the ground and the pace of federal action. On October 23rd at the Agriculture Committee you stated your commitment to work with the provinces and producers and you said you would support approval of urgent requests for strychnine use.

On October 2nd the Province of Alberta applied to the Pest Management Regulatory Agency (PMRA) for emergency use of strychnine, and yet weeks later they have still received no decision. The Province of Saskatchewan has now co-signed onto the Alberta application asking for access as well.



Producers need clarity and they need effective tools now. There is broad municipal consensus gopher damage will continue to escalate if no effective solution is restored or introduced. You saw the damage this summer during your tour in Alberta and the impact could be worse next year as the gopher population continues to grow.

Farmers are planning for spring 2026: seed purchases, rotation decisions, pest management, fencing, equipment. Delaying a decision on an emergency use application undermines their ability to plan and respond. In addition, the provinces need ample time to access supply of strychnine in time for the spring thaw for application in the fields.

Minister MacDonald, this is not about ideology. This is about food security, economic viability and delivering for Canadian producers who are counting on your leadership. When you gave your word in committee, farmers heard it. Now they are asking you to deliver.

I look forward to your prompt response.

A handwritten signature in black ink that reads "John Barlow". The signature is written in a cursive, flowing style.

John Barlow

Member of Parliament for Foothills
Shadow Minister for Agriculture and Agri-Food

RECREATION ADVISORY COMMITTEE MEETING**March 28, 2024****Town Hall Chambers**

Attendance:

Kris Larson – Chair
Kari Grandoni – Vice Chair
Brian Wright – Councillor
Faith Zachar – Community at Large
Judy Lee – Community at Large
Adam Grose – Recreation Manager
Rhonda Oczkowski – Recreation Programmer

Regrets:

Sheen Adamson

1. Call to Order

6:07 pm

2. Approval of Recreation Advisory Committee March 28, 2024 Agenda

Faith Zachar moved to approve the RAC March 28, 2024 Agenda as presented

CARRIED

3. Approval of Recreation Advisory Committee Meeting Minutes February 15, 2024

Brian Wright moved to approve RAC Meeting Minutes February 15, 2024 as amended.

CARRIED

4. Business Arising from the Minutes**a. Curling Rink update**

Curling Club has contracted an architect and project manager.

5. New Business**a. Town Hall Sports Field**

Kris Larson moved the support of Parks coordinator recommendation to remove baseball backstop and soccer frames from Central Park. Features to be pulled out to remove all hazards. CARRIED

b. Soccer Frames

See 5a.

c. Summer Games

Coaldale will be hosting the Southern Alberta Summer Games July 3 – 6th.

d. Regional Swim Meet

Dolphin Swim Club will host Regionals on August 9 – 11th.

e. 25th Pool Anniversary

Recreation Advisory Committee Meeting Minutes
May 2, 2024
Town Hall Chambers

Attendance:

Kris Larson – Chair
Kari Grandoni – Vice Chair
Brian Wright – Council
Faith Zachar – Community at Large
Judy Lee – Community at Large
Sheena Adamson – Community at Large
Adam Grose – Recreation Manager
Rhonda Oczkowski – Recreation Programmer

1. Call to Order

6:00 pm

2. John Koegler – climbing wall delegation

3. Approval of Agenda May 2, 2024

Faith Zachar moved to approve the RAC May 2, 2024 agenda as presented
CARRIED

4. Approval of Rec Advisory Minutes March 28, 2024

Judy Lee moved to approve amended RAC March 28, 2024 minutes.
CARRIED

5. Business Arising from the Minutes

a. Curling Rink update

No new updates

b. Trails

Tabled for next meeting

6. New Business

a. None

7. Open Discussion

a. Department Reports

i. Programming and Events

See attached report

ii. Pool & Arena

Arena will be installing a new sound system with expense shared with the M.D.
Upcoming rink repairs include brine, compressor, change room and evaporator repair.
Summer student has started Parker Renschler. Summer Games registration closes on May 31.

b. Members Report

Sheena Adamson reported they had 44 CanSkaters in the program this year. And see's it to

continue to grow. The Jr & Sr Skaters passed over 45 tests. Would like to extend the skate season next year and hosting competition weekends.

Kari Grandoni – Soccer tournament coming up this weekend.

Faith Zachar – ~~3~~4 kids attended the Stamps camps. Spring camp starts May 6.

Judy Lee – The cross country skis were lent out 131 times this winter. SCAT has been asked by Alberta Parks if they want to manage the grooming contract.

Brian Wright – Working on the deer problem. Would like a letter sent to Brocket to consider lowering ice rental fee's.

Kris Larson – Baseball is busy with 2 high school baseball teams this year.

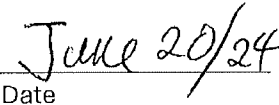
8. Next Meeting

June 20 at 6 pm

9. Adjourn

Sheena adjourned the meeting at 7:21 pm.


Approved Kris Larson


Date

**Recreation Advisory Committee Meeting Minutes
June 20, 2024**

Attendance:

Kris Larson – Chair
Kari Grandoni – Vice Chair
~~Brian Wright – Council~~
Faith Zachar – Community at Large
Judy Lee – Community at Large
~~Sheena Adamson – Community at Large~~
Adrea Hlady – Culture & Recreation
Adam Grose – Recreation Manager
Rhonda Oczkowski – Recreation Programme

Regrets:

Brian Wright
Sheena Adamson

1. **Call to Order**
6:00 pm
2. **Approval of Agenda June 20, 2024**
Add 5c. Farmers Market Faith Zachar moved to approve the RAC June 20, 2024 agenda as amended.
CARRIED
3. **Approval of Rec Advisory Minutes May 2, 2024**
Judy Lee moved to approve RAC May 2, 2024 minutes as amended.
CARRIED
4. **Business Arising from the Minutes**
 - a. **Trails.** Kris was going to take a councillor between Sproule field over to Rona. It has not happened yet. Concern from residents with the spraying along the walking trails.
5. **New Business**
 - a. **Curling Rink MOU**
Reviewed the memorandum presented to council between the Curling Rink Club and Town of Pincher Creek on June 10, 2024.
 - b. **User Fee Structure**
Sports field fee's. How to manage sportsfields to provide opportunities for non organizations to book the fields. Hourly rate vs per athlete charge. It has been suggested that there be a policy change on ball diamond users have a per athlete fee with 2 practices per week and a weekend game. Block booking of baseball diamonds is not allowed. Will come back to next meeting with more information on fee's in surrounding communities. Fee structures will be looked at all of the programming and rentals.

c. Farmers Market

Kris raised his concerns about how busy the street is with vehicles driving and lots of people moving around. Road closure, by-law or speed reduction signs an option.

6. Open Discussion

a. Department Reports

i. Programming and Events

See attached

ii. Pool & Arena

b. Members Report

Kari – Nothing

Faith – High school football doing a 9 man league. BC players will be part of the team.

Mud Bog had a tough time due to the weather. It was not a good fundraiser this year for football.

Judy- SCAT is still in discussion with parks if they want to manage grooming. SCAT is working on Safe Sport Policies.

Kris – Nothing

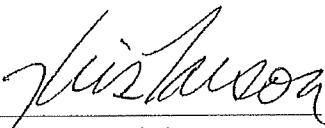
Andrea- new Director of Culture and Recreation

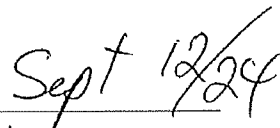
7. Next Meeting

September 12, 2024

8. Adjourn

Kari adjourned meeting at 7:30 pm


Approved Kris Larson


Date

July 8th we will celebrate the 25th Anniversary of the pool. BBQ, D.J, ribbon cutting, swim swag, invite donors.

f. Trails

Brian Wright to bring to council the development of the Kettles Creek trail.

6. Open Discussion

a. Department Reports

i. Programming and Events

See attached.

ii. Pool & Arena

Pool will be starting to open on Sunday's.

Swim lessons for April were filled in 15 minutes. Registration was online.

Frustration from community members for lack of swimming lessons. Adam indicated that we still have a limited number of certified lessons instructors but continue to work getting lifeguards to become certified.

Arena closed on March 25th.

b. Members Report

Kari Grandoni – Has been appointed President of the Westcastle Racing Club. Madison Grandoni "Stomp" Foundation will be launched on March 30.

Judy Lee – Postponed the youth cross country ski program this winter. AB Parks is interested in participating in the education piece of the Cross Country Ski Program. The Family Winter Event had a dog skijoring demonstration and AB Parks had a display. There are now 4 geocaches located in the Syncline Castle area.

Faith Zachar – April 26/27 will be the Stamps Camp. Spring camp will run May 6 – 31. Regular season starts August 1st.

Brian Wright – Water bylaws are being reviewed in anticipation of water restrictions.

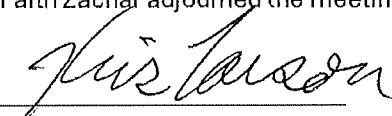
Kris Larson – Midgets were knocked out of the playoffs.

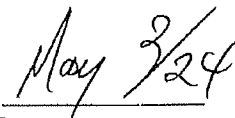
7. Next Meeting

May 2 at 6:00 pm

8. Adjourn

Faith Zachar adjourned the meeting at 7:21 pm.


Approved by Kris Larson, Chair


Date

**Recreation Advisory Committee Meeting Minutes
September 12, 2024
Town Hall Chambers**

In Attendance:

Kris Larson – Chair
Kari Grandoni – Vice Chair
Faith Zachar – Community at Large
Sheena Adamson – Community at Large
Andrea Hlady – Culture & Recreation
Adam Grose – Recreation Manager
Rhonda Oczkowski – Recreation Programmer

Regrets:

Brian Wright
Judy Lee

1. Call to Order

6:05 p.m.

2. Approval of RAC Agenda September 12, 2024

Add 5.f Volleyball Provincials

Faith Zachar moved to approve RAC Agenda September 12, 2024 with additions
CARRIED

3. Approval of RAC Minutes June 20, 2024

Faith Zachar moved to approve RAC June 20, 2024 minutes as read.
CARRIED

4. Business Arising from the Minutes

a. User Fee for Minor Hockey and Skating Club

Council approved the user fee increase of \$5 for hourly use of the arena. Shinney Hockey to increase to \$10. Implemented for September 23, 2024.

b. Farmers Market

The Farmers Market held at Cenotaph Park is deemed to be very successful and a well supported event. Discussion on if it is the best location for this event and the consensus was that it was very beneficial to the downtown core, businesses and gathering space. Concern from the Pincher Planters with their gardens but felt they added to the attraction of the venue and will continue to monitor if there is any abuse to the gardens.

5. New Business

a. Hawks Alumni – Sports Hall of Fame

MHHS Hawks Alumni are creating an event to honor past and present volunteer sport supporters – coaches. They are combining this into a fundraiser for all schools and their

sports. The Town is unable to provide a space to display the honorees. We suggest that the Hawks Alumni bring their idea to Rec Advisory.

b. Parade of Lights

The Parade of Lights will be on November 29 and be co-hosted with the Pincher Creek Chamber of Commerce. Hopes to make it a more festive family event including businesses, parade, music, firebowls, Santa, etc.

c. Paths

Council has listed Paths as one of their top 11 priorities. Sheena Adamson motioned that the Town works towards a walking path from HWY 6 along HWY 785 up to Juan Teran Park and the Dog Park with the installation of well marked crosswalks on HWY 785 and Waterton Ave. Second by Kari Grandoni **CARRIED**

d. Arena Replacement

Council has listed a new arena replacement build within the next 5 – 10 years. It is suggested that the whole area of the arena facility, old curling rink, old pool, bike park, library be taken in consideration.

e. Arena Flooring

A basketball, volleyball and pickleball group are together requesting the purchase of court flooring for the arena to be used in the off ice season. Kari Grandoni moved The Rec Advisory Committee support the court flooring purchase for increasing the usage of the arena. Second by Faith Zachar. **CARRIED**

f. Volleyball Provincials

St. Michael's School will be hosting the volleyball Provincials on November 21 – 23. They will be requesting sponsorship from the Town.

6. Open Discussion

a. Department Reports

i. Programming and Events

See attached

ii. Pool & Arena

Pool has moved their Annual Shutdown to September 1 – 23. Arena ice is currently being made for an opening on September 24. Pool is experiencing staff shortages going into the fall and is actively seeking lifeguards. A new sound system has been installed into the arena. Change room #5 has been retrofitted with shower and sink. The new brine line has been installed and seems to be working so far.

b. Members Report

Sheena Adamson – Cross country runners practicing and volleyball tournaments coming up. Registration coming in for skating. This year they are doing an off ice practice.

Kari Grandoni – CNP Orchestra is looking to recruit. They will be celebrating their 100 year next year. WestCastle Ski Club will be hosting the U14 Alberta Alpine Provincials this season.

Faith Zachar -Increase in players that they have a Pee wee team, Bantam team and Sr. 9 man league.

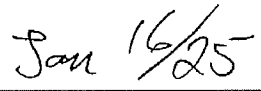
Kris Larson – Nothing to report

7. Next Meeting
October 24, 2024 at 6 p.m. in Town Hall Chambers

8. Adjourn
7:48 p.m.



Approved by Kris Larson – Chair



Date

RECREATION ADVISORY COMMITTEE MEETING MINUTES

November 14, 2024

Town Hall Chambers

In Attendance:

Kris Larson – Chair

Faith Zachar- Community at Large

Brian Wright - Council

Andrea Hlady- Culture & Recreation

Rhonda Oczkowski – Recreation Programmer

Regrets:

Kari Grandoni

Sheena Adamson

Judy Lee

Adam Grose

1. Call to Order

6:05 pm

2. Approval of RAC Agenda November 14, 2024

Quorum not met

3. Approval of RAC Minutes of September 12, 2024 Meeting Minutes

Quorum not met

4. Business Arising from the Minutes

a. Arena Flooring

Update that the representing members of interest have presented to council and will be presenting to the M.D. of Pincher Creek Council. Working on securing funding.

b. Moonshadow Run

126 participants in the run. Pincher Creek KidSport will be receiving \$3000 from this run as part of their fundraising.

5. New Business

a. KidSport

Piikani has dropped their youth sport funding program. Youth can apply to KidSport Alberta and Jordan's principle for sport registration fee support.

b. Communities in Bloom

Rhonda attended the Communities in Bloom Symposium at Charlottetown, PEI in October. Pincher Creek came in 2nd place and was recognized for our downtown planter program.

c. Trail Assessment

An assessment study will be done on the bridge crossing on HWY 6 trail system along HWY 6.

d. Climate Risk Assessment Adaptation Plan

The CRAAP was circulated with emphasis on the Health & Wellbeing and Parks & Environment

for our consideration.

6. Open Discussion

a. Department Reports

i. Programming and Events

- Moonshadow Run
- Arena bookings
- Hometown Holiday Fest

ii. Pool & Arena

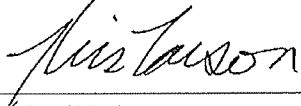
See attached

7. Next Meeting

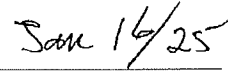
January 16 @ 6 pm.

8. Adjourned

6:58 pm



Chair – Kris Larson



Date

RECREATION ADVISORY COMMITTEE MEETING MINUTES

March 20, 2025

Town Hall Chambers

In Attendance:

Kris Larson – Chair
Karl Grandoni – V. Chair
Brian Wright – Councilor
Judy Lee – Member at Large
Faith Zachar – Member at Large
Andrea Hlady – Culture & Recreation
Adam Grose – Recreation Manager
Rhonda Oczkowski – Recreation Programmer

Regrets:

Sheena Adamson

1. Call to Order

6:01 P.M.

2. Approval of March 20, 2025 RAC Agenda

Zachar moved the March 20, 2025 RAC agenda be approved
2nd by Wright

3. Approval of RAC January 16, 2025 RAC Meeting Minutes

Wright moved the January 16, 2025 meeting minutes be approved
2nd by Zachar

4. Business Arising from the Minutes

a. MPF Activity Space

Consistent Fitness has a 3 month extension on their use the space. It expires at the end of May. An Expression of Interest has gone out, deadline end of March.

b. Arena Flooring

A design change has been made to put in a regulation size basketball court and to include safety zones.

c. Curling Rink

It has been proposed the curling rink go behind the Walmart. There is a redo of the building plans along with a new environmental assessment to be done. Town has agreed to pay \$59,000 for moving location. The Town has also agreed to gift \$125,000 in kind. The curling club is looking to go into a 20 year lease.

5. New Business

a. Trails

\$50,000 is in the budget to do a trail study on the east side of Highway 6.
Operations will be managing the study.

b. Basketball

Community Basketball would like to formalize or create a society and need support in the first steps to going that direction.

6. Open Discussion

a. Department Reports

- i. Programming and Events
Discussion on upcoming events
- ii. Pool & Arena
No report

7. Members Report

Wright – Asked for a quarterly report on recreation stats to bring to council

Grandoni – Ski club will be hosting the Western Regional Final in March 2026

Lee – Grooming was done at Syncline and Beauvais Lake. Community Family Day had 11 snowshoers attend.

Zachar – Stamp Camp is April 25/26
Spring camp is Monday/Wednesday
Mud Bog will be at the end of June
Highway clean up is May 3

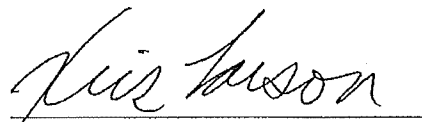
Larson – High school baseball has begun.

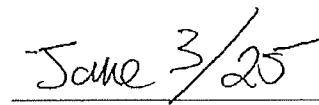
8. Next Meeting

June 3 at the arena

9. Adjourn

Wright adjourn the meeting 7:09 P.M.


Approved by Kris Larson – Chair


Date

RECREATION ADVISORY COMMITTEE MEETING MINUTES

June 3, 2025

MPF- Arena

In Attendance:

Kris Larson – Chair
Kari Grandoni – V. Chair
Brian Wright – Councilor
Judy Lee – Member at Large
Faith Zachar – Member at Large
Andrea Hlady – Culture & Recreation
Adam Grose – Recreation Manager
Rhonda Oczkowski – Recreation Programmer

Regrets:

Sheena Adamson

1. Call to Order

6:05 p.m.

2. Approval of June 3, 2025 Agenda

Additions: 5d. JHT bleacher/gravel 5.e. Jr Hockey Team

Wright moved the approval of the June 3, 2025 agenda with amendments. 2nd by Grandoni.

3. Approval of RAC March 20, 2025 Meeting Minutes

Zachar moved the approval of the RAC March 25, 2025 meeting minutes. 2nd by Lee.

4. Business Arising from the Minutes

a. MPF Activity Space

Community Fitness turned down a 1-year lease. The space is available.

Recommendations will go to council on use for the space. A curtain will be constructed

5. New Business

a. Park Guardian

The Recreation Office along with Communities in Bloom has put forward a Park Guardian program that will encourage community members to be stewards or the eyes of their green spaces and paths.

b. SASG- Southern Alberta Summer Games

Games are hosted by Taber this year. Summer games Student Peter Van Bussel has been busy taking in registrations for our zone.

c. Alberta Winter Games

Lethbridge Sports Council is approaching Lethbridge council to host the 2028 Winter Games. Request has been made by the sports council if we would be interested in hosting the Nordic portion – Alpine, Freestyle, Cross Country, Biathlon.

d. JLT Bleachers and Gravel

There is a concern about the bad roads and parking lot at JLT Park for potholes and road maintenance. A request to be made to fix. The bleachers are in rough shape with limited seating at the moment, and hope that can be moved along to be repaired.

e. Jr Hockey Team

The Canadian American Jr. Hockey League (CAJHL) is interested in making Pincher Creek their home for their league this fall.

6. Open Discussion

a. Department Reports

i. Programming and Events

See attached report

ii. Pool & Arena

Structural engineers have done an assessment on the arena. The report has not come back yet.

Spray Park is open.

Indoor courts will be available for use, week of June 16.

Dolphin Swim Club held their swim meet on May 30/31.

7. Members Report

Kari Grandoni – Been busy grant writing for the Alpine Ski Club

Faith Zachar – nothing

Judy Lee – The Syncline ski trails were groomed 10x with some maintenance.

Beauvais Lake trails were groomed once. A request was put into join funding to change the request for purchase of a gooseneck hitch on the snowmobile for the gingsu. Alberta Parks will be replacing the junction maps. SCAT has a 3 year grooming contract with Alberta Parks for Syncline Castle Trails.

Brian Wright – nothing

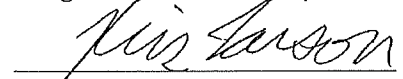
Kris Larson- nothing

8. Next Meeting

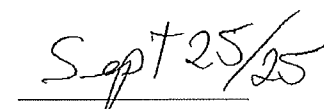
September 18, 2025

9. Adjournment

Wright adjourned 7:05 pm



Approved by Kris Larson – Chair


Date

Recreation Advisory Committee Meeting Minutes
September 18, 2025
Town Hall Chambers

In Attendance:

Kris Larson – Chair

Brian Wright – Council

Andrea Hlady – Culture & Recreation

Faith Zachar – Member at Large

Judy Lee – Member at Large

Sheena Adamson- Member at Large

Rhonda Oczkowski – Recreation Programmer

Regrets:

Kari Grandoni

Adam Grose

1. Call to Order
6:17 pm
2. Approval of September 18, 2025 Agenda
Brian Wright approved the RAC September 18, 2025 agenda
3. Approval of RAC June 3, 2025, meeting minutes
Brian Wright approved the RAC June 3, 2025, meeting minutes
4. Business Arising from the Minutes
 - a. MPF Activity Space
There will be the installation of new flooring, wall divider for pool viewing area and painting.
 - b. Jr Hockey Team
The CJHAL were unable to get the league going and will not be using the arena.
5. New Business
 - a. Campground
Asked committee for feedback on management of campground. If there were any thoughts of a non-host campground vs hosted campground. Andrea to explore more feedback from other non-hosted campgrounds.
 - b. Indoor Courts
Successful first season with the courts even with the late installation. Stats provided in the Recreation Programmer report.
6. Open Discussion
 - a. Department Reports

- i. Programming and Events
See attached report
- ii. Pool & Arena
Structural assessment done on the arena. Survey will be coming to the community with feedback on the uses and flow of the arena.
Pool and arena did multiple maintenance projects and opened without any problems. Ice opens on September 26. Pool opened and went back to programming on September 22.

7. Members Report

Faith Zachar – Have some Atom’s playing Peewee to make a team. Tailgate Party was well attended. In the process of building a dressing room with an announcer stand on top.

Judy Lee- there are 4 geocaches at Syncline Trails. AB Parks will be installing new junction signs along with winter etiquette sign further in along the trail system. The groomer is ready to go for the first snowfall. SCaT has been approved for Joint Funding to fund the community event in February.

Sheena Adamson- School is doing cross country running zones only. Volleyball has been moved to 2A. There are currently 37 kids registered in the CanSkate Program. The Skating Club is offering PreCan and Adult learn to Skate lesson during the day.

Kris Larson - We thank Brian Wright for representing council and sitting on the RAC council. We wish him the best with future interests.

8. Next Meeting

November 27, 2025

9. Adjournment

7:00 pm

Approved by Kris Larson- Chair

Date

**DATE:**

Sunday December 14, 2025

TIME:

10:45 am to 11:15 am

LOCATION:

Pincher Station Crossing

Join CPKC and celebrate the holidays by listening to great music and donating to help your local food bank.

MUSICAL GUEST:

Barenaked Ladies



#CPKCholidaytrain

cpkcr.com

