

**M.D. of Ranchland No.66
Council Meeting Agenda**

**Municipal Building
Chain Lakes Provincial Park
June 20, 2023
A at 10:30 AM**

- 1. CALL TO ORDER** Pages:
- 2. ACCEPTANCE OF AGENDA**
- 3. APPROVAL OF MINUTES**
- A.** Council Meeting of June 06, 2023Pages 3-5
- B.** Public Hearing Bylaw No. 2023-03. Minutes of June 6th.....Page 6
- 4. DELEGATION’S SCHEDULE**
- A.** Fire Fighting Discussion: Kelly Starling, Stefan Best,
Cpl. Sean Dutch @ 10:30 a.m.
- B.** .
- 5. EXTERNAL CORRESPONDENCE – (for information)**
- A.** Administration/ Finance
- B.** Public Works
- C.** Agriculture/ Parks & Recreation
- D.** Emergency/ Protective Services
- E.** Legislative / Planning /Development
- i. Letter from Spray LakesPage 7
- F.** Other Business
- i. Waterton Biosphere Reserve Association General MeetingPage 8
- 6. BUSINESS – (action items)**
- A. Administration/ Finance**
- i. May Bank Rec and Vendor.....Page s 9- 11
- ii. Financial Reserve Transfer (for P.W. Wheel Loader)Page 12
- iii.
- B. Public Works**
- i. Road Allowance questions raised at the June 6, 2023, ASB meeting.....Page 13

- ii. Public Works Update.Pages 14-30
- iii. Update re: Road Closure Bylaws.....Page 31

C. Agriculture/ Parks & Recreation

- i. --

D. Emergency/Protective Services

- i. Emergency Services Delegation.....Page 32
- ii.

E. Legislative/& Planning/Development

- i. HWY 520 Special Event Permit Application.....Pages 33-50
- ii. Discussion special meeting of Council for June 29 at 10:00 am.....Page 51
- iii. Discuss October Council Dates to accommodate NAISMA.....Page 52

F. Other Business

- i. Quasi-Judicial Agency Survey.....Pages 53-59
- ii. Alberta SouthWest Regional Alliance AGM update.....Page 60

7. IN-CAMERA (closed session)

A. L.O Report to Council

B.

8. BUSINESS ARISING FROM IN-CAMERA

A. Administration/ Finance

B. Public Works

C. Agriculture/ Parks & Recreation

D. Emergency/Protective Services

E. Legislative /& Planning /Development

F. Other Business

- i. L.O Report to Council

9. ADJOURNMENT

M.D. of Ranchland No. 66
Minutes of the Regular Council Meeting
Tuesday, June 6, 2023

The meeting of the Council of the Municipal District of Ranchland No. 66 was held in Council Chambers in the Municipal Office located at the Chain Lakes Provincial Park on Tuesday, June 6, 2023, commencing at 1:00 p.m.

IN ATTENDANCE

Ron Davis, Reeve
Harry Streeter, Deputy Reeve
Cam Gardner, Councillor

Robert Strauss, Chief Administrative Officer
Greg Brkich, Accountant
Sheldon Steinke, Council Liaison
Nikki Funk, Recording Clerk

Cpl. Thomas Nairn, Nanton RCMP
Staff Sgt. Rob Harms, Drumheller RCMP

CALL TO ORDER

Reeve Davis called the meeting to order at 1:18 p.m.

ACCEPTANCE OF AGENDA

Motion No. 23/06/06/170 MOVED by Deputy Reeve Streeter that the agenda be adopted as presented.

CARRIED

Reeve Davis recessed the meeting for the Public Hearing for Bylaw No. 2023-03 at 1:19 p.m.
Reeve Davis reconvened the meeting at 1:26 p.m.

ACCEPTANCE OF MINUTES

Motion No. 23/06/06/171 MOVED by Councillor Gardner that the minutes of the May 16, 2023, meeting be adopted as presented.

CARRIED

EXTERNAL CORRESPONDENCE

5.C.i – M.D. of Pincher Creek correspondence, to Minister of Environment and Protected Areas re: Aquatic invasive species inspection station closures.

Motion No. 23/06/06/172 MOVED by Reeve Davis that the M.D. of Ranchland send a letter to Government of Alberta, Minister of Environment and Protected Areas, supporting the MD of Pincher Creek's correspondence dated May 25, 2023, regarding closure of aquatic invasive species inspection stations.

CARRIED

BUSINESS

6.C.i – 2023 ASB Rates and Fees

Motion No. 23/06/06/173 MOVED by Councillor Gardner that Council approve the MD of Ranchland, 2023 Agriculture Service Board, Schedule of Rates and Fees as presented.

CARRIED

Motion No. 23/06/06/174 6.C.ii - Appointment of Agricultural Inspectors
MOVED by Deputy Reeve Davis that council appoint Colt Comstock and Olivia Tomcala, as Inspectors under the Alberta Weed Control Act, and the Alberta Agricultural Pest Act, and as Officers under the Alberta Soil Conservation Act, until such time as the termination of their employment with the MD of Ranchland or by resolution of Council.

CARRIED

Motion No. 23/06/06/175 6.C.iii – 2022 ASB Annual Report
MOVED by Councillor Gardner that the 2022 MD of Ranchland, Agricultural Service Board annual report be approved as presented.

CARRIED

EXTERNAL CORRESPONDENCE

Motion No. 23/06/06/176 5.D.i - RCMP Hubbing Response Letter
5.F.i - HRHCF Invitation
MOVED by Deputy Reeve Streeter to accept correspondence items 5.D.i and 5.F.i for information.

CARRIED

BUSINESS

Motion No. 23/06/06/177 6.A.i – 3 Year Operating Budget / 5 Year Capital Budget
MOVED by Deputy Reeve Streeter that the update regarding the development of the 3-year operating and 5-year capital, MD of Ranchland Budget documents, be accepted for information.

CARRIED

Reeve Davis recessed the meeting at 2:26 p.m.
Reeve Davis reconvened the meeting at 2:32 p.m.

Cpl. Nairn and Sgt. Harms joined the meeting at 2:32 p.m.
Cpl. Nairn and Sgt. Harms left the meeting at 3:38 p.m.

Motion No. 23/06/06/178 6.A.ii – 2023 April 30th Year-to-date, Operating Budget report
MOVED by Councillor Gardner to accept the year-to-date budget report as of April 30th, 2023, for information.

CARRIED

Motion No. 23/06/06/179 6.B.i – Road Closure Bylaw No. 2023-02 - Information Package to Alberta Minister of Transportation
MOVED by Reeve Davis that the update of the development of the information package for Road Closure Bylaw 2023-02 be accepted for information.

CARRIED

Motion No. 23/06/06/180 6.B.ii – Road Closure Bylaw No. 2023-03 - Public Hearing
MOVED by Reeve Davis that the public hearing be accepted for information.

CARRIED

Motion No. 23/06/06/181 6.B.iii – TC Energy Projects Update
MOVED by Councillor Gardner to accept the update regarding the TC Energy project for information.
CARRIED

Motion No. 23/06/06/182 6.D.i – Nanton Q4 RCMP Report & Detachment ‘Hubbing’ Discussion.
MOVED by Deputy Reeve Streeter to accept the report provided by Cpl. Thomas and Sgt. Harms, for information.
CARRIED

Motion No. 23/06/06/183 6.E.i – Public Notification Bylaw No. 2023-05
MOVED by Reeve Davis to rescind previous Resolution #74/22/03/22.
CARRIED

Motion No. 23/06/06/184 MOVED by Deputy Reeve Streeter to Give first reading to Bylaw No. 2023-05, a Public Notification Bylaw.
CARRIED

Motion No. 23/06/06/185 6.E.ii – RMA President’s Member Visit to M.D. of Ranchland
MOVED by Reeve Davis to propose scheduling the member visit with the RMA President and executive members, for July 10th, 2023.
CARRIED

IN-CAMERA

Motion No. 23/06/06/186 MOVED by Reeve Davis that, in accordance with Section 197 of the Municipal Government Act, Council moves into a closed meeting at 4:29 p.m. to discuss matters involving advice from officials, per sections 24 of the Freedom of Information and Protection of Privacy Act (FOIP)
CARRIED

Motion No. 23/06/06/187 MOVED by Reeve Davis that Council return to an open meeting at 5:02 p.m.
CARRIED

BUSINESS ARISING FROM IN-CAMERA

Motion No. 23/06/06/188 8.E.i – Council Liaison Report to Council
MOVED by Councillor Gardner to accept item 8.E.i for information.
CARRIED

ADJOURNMENT

Being that the agenda matters have concluded, the Reeve declared the meeting adjourned at 5:02.

These Minutes approved this 20th Day of June, 2023.

Ron Davis, Reeve

Robert Strauss, Chief Administrative Officer

M.D. of Ranchland No. 66
Minutes of the Public Hearing for Bylaw No. 2023-03
Tuesday, June 6, 2023

The meeting of the Council of the Municipal District of Ranchland No. 66 was held in Council Chambers in the Municipal Office located at the Chain Lakes Provincial Park on Tuesday, June 6, 2023, commencing at 1:00 p.m.

IN ATTENDANCE:

Ron Davis, Reeve
Harry Streeter, Deputy Reeve
Cam Gardner, Councillor

Robert Strauss, Chief Administrative Officer
Greg Brkich, Accountant
Sheldon Steinke, Council Liaison
Nikki Funk, Recording Clerk

Kattie Schlamp, Assistant Planner ORRSC (by Phone)

CALL TO ORDER:

Reeve Davis called the public hearing to order at 1:19 p.m.

INTRODUCTIONS:

As there were no members of the public present, introductions were not necessary.

PURPOSE OF THE PUBLIC HEARING:

Reeve Davis stated that the purpose of the public hearing was to hold the statutory public hearing for the Road Closure Bylaw No. 2023-03.

CAO Strauss noted the required public advertising, that had taken place for Bylaw 2023-03.

Kattie Schlamp, Assistant Planner, ORRSC reviewed the approval process for the Road Closure Bylaw 2023-03.

REPRESENTATION:

No representation was present from the public at large, at the public hearing.

Kattie Schlamp reviewed the responses to the referrals sent to other agencies and adjacent municipalities (as per the I.D.P. process).

It was noted that no comments from the public had been received since 1st reading of Bylaw 2023-03 was given on March 28th, 2023.

ADJOURNMENT:

The public hearing was concluded and adjourned at 1:25 p.m.

These Minutes approved this 20th Day of June, 2023.

Ron Davis, Reeve

Robert Strauss, Chief Administrative Officer



Spray Lake Sawmills

Received
MAY 15 2023
M.D. of Ranchland No. 66

April 28, 2023

M.D. Ranchlands 66
Box 1060
Nanton, AB T0L 1R0

To Whom it May Concern,

This letter is to inform you that in the 2023/2024 season Spray Lake Sawmills Ltd. will be operating in areas C526 (Upper Livingstone), C525 (Lower Livingstone), C509 (Savanna Creek), and C524 (Daisy Creek). Preliminary planning in the Dutch Creek and Pelletier/ Blairmore Creek areas is currently underway. Tree planting and reclamation activities will be occurring in C504 (Regal Creek), C525 (Lower Livingstone), C526 (Upper Livingstone), and C519 (West Chain Lakes).

Maps are available on our website spraylakesawmills.com; click on the woodlands tab, news and events and then open house. Should you have any questions, comments, or concerns, or would like to schedule a meeting to go over maps and harvest plans in greater detail please do not hesitate to reach out to me, at your earliest convenience.

Respectfully,

Cade Nixdorf, RPFT
Harvest Planner
Spray Lake Sawmills/ Crowsnest Forest Products
Office Phone: (403) 562-8520
Cell Phone: (403) 715-6967
E-Mail: cade.nixdorf@spraylakesawmills.com

WBRA ANNUAL GENERAL MEETING

**Thursday, June 22
at 7:00 pm**

Please join us at the
Mountain View
Community Center.

Everyone is welcome.

In addition to our AGM, we are looking forward to
sharing our Cooperation Plan 2023-2027 with you.

info@watertonbiosphere.com



Photo: Lisa Salonen

**M.D. OF RANGLAND NO. 66
REPORT TO COUNCIL
Information Update (IU)**

Title: May 2023 Bank Reconciliation and Cheque Register

Meeting Date: June 20, 2023

Originated By: Robert Strauss, CAO

Background: As is the practice, administration regularly throughout the year provides Council with a copy of the Monthly Bank Reconciliation and a copy of the Cheque Listing / Credit Card payment Listing.

Strategic Pillar: 4. Financial Sustainability

Options for Action: 1.) To accept for Information

**CAO's Review/
Comments/:** Once Council determines that any questions they may have, are satisfactorily addressed; I would recommend acceptance for information.

Attachments: May 2023 Bank Reconciliation and Cheque Registrar

MUNICIPAL DISTRICT OF RANGLAND No. 66
Monthly Bank Statement Reconciliation
For the month ending May 31, 2023

	General Bank Account	Unallocated Savings #1	Unallocated Savings #2	Deferred Revenue Held on Deposit		TOTAL
				MSI Grant	ACP Fund	
Net Balance in G.L. at end of previous month	1,393,135.02	5,200.51	1,633.96	853,205.84	154,101.87	2,407,277.20
Deposits	68,857.77					68,857.77
Earned Interest credited to account	6,064.62	20.93	6.58	3,434.30	620.29	10,146.72
<i>Less:</i>						
Cheques Issued (016339 - 016344) & EFTs Issued (00595 - 00633)	- 263,001.90					- 263,001.90
April 30, 2023 Payroll (net)	- 29,403.17					- 29,403.17
April 30, 2023 Payroll (net)(Council)	- 6,222.47					- 6,222.47
May 15, 2023 Payroll (net)	- 35,968.30					- 35,968.30
Direct Withdrawal Payments	- 245.84					- 245.84
Net G.L. Balance at end of month	1,133,215.73	5,221.44	1,640.54	856,640.14	154,722.16	2,151,440.01
Bank Balance at end of month	1,133,215.73	5,221.44	1,640.54	856,640.14	154,722.16	2,151,440.01
Less: Outstanding Cheques	-					-
Net Bank Balance at end of month	1,133,215.73	5,221.44	1,640.54	856,640.14	154,722.16	2,151,440.01

Gen. Account Outstanding Cheques

<i>Cheque Number</i>	<i>Amount</i>
xx	-
xx	-
-	-
-	-
-	-
<i>Total o/s cheques</i>	-

Notes:

1. Interest earned was at 4.90% in May

Direct Withdrawals were:

<i>Other (incl. bank fees)</i>	245.84
	245.84

Statement submitted to Council this 20th day of June, 2023

Greg Babich

 Accountant

M.D. of Ranchland No. 66

VENDOR PAYMENT REGISTER REPORT

* MAY 2023

Document Number	Vendor Name	Description	Amount
16339	Jitterbug Coffee House	Catering	\$ 325.00
16340	Einar & Judy Nelson	Deadstock Pick-up Program	364.00
16341	High River District Health Care	Champion Level Sponsorship	1,000.00
16342	Freshmart	Hosting supplies - for office	131.06
16343	Nanton Ag Society	Nanton Junior Rodeo Sponsorship	500.00
16344	Government of Alberta	GST on Mapping Fee and Rent (DLO-131069)	2.50
EFT000595	Alberta Municipalities (AUMA)	Associate Membership Fees	1,344.00
EFT000596	Axia FibreNet Ltd.	Monthly Supernet Services	754.74
EFT000597	BDO Canada LLP	Annual financial audit work & financial statement preparation	31,208.55
EFT000598	Bishoff's Auto	Repair parts for Grader	199.68
EFT000599	Brownlee LLP	Road Closure Bylaw file; Road Use Agreement file; FOIP request file	14,720.17
EFT000600	Claresholm Local Press	Notice - Proposed Road Closures Bylaw x 2	831.92
EFT000601	Davis Chev GMC Claresholm	Windshield - PW truck	301.32
EFT000602	Home Hardware - Nanton	Public Works Shop supplies	76.01
EFT000603	M.D. of Willow Creek No. 26	Q.1 2023 - DEM/Fire Chief/CPO Services by Contract	36,875.29
EFT000604	Laura Mowat	Public Works Shop Janitorial	192.50
EFT000605	Nanton Auto Parts Ltd.	Public Works Shop supplies	140.93
EFT000606	Pass Herald Ltd.	Notice - Proposed Road Closure Bylaw	493.50
EFT000607	Canoe Procurement Group of Canada	Grader parts/Cat SOS oil sample kits/Cell Phones	1,181.68
EFT000608	Hayworth Equipment Sales	New Step Deck trailer (less trade in - difference)	76,975.50
EFT000609	CIBC Credit Card Services (April 15 statement)	Starlink Internet for shops; Garmin GPS costs; Accomodations (RMA conference); Accomodations (Crown conference); Office chair; PW Equip. parts; PW Shop supplies; Meal receipts; Website costs; Snow shovels for office; OH&S handbooks; electronic safety forms; Replacement battery for computer back-up power supply; SWIM conference registration; Hosting supplies; Retail Fuel; Postage; PW Truck wash	6,044.26
EFT000610	Receiver General	Second 1/2 April Payroll Remittance	18,073.12
EFT000611	Telus Communications Ltd.	Ag Shop phone lines (2)	139.96
EFT000612	Telus Communications Ltd.	Office Phone lines (2)	218.87
EFT000613	Telus Communications Ltd.	Fax line	70.35
EFT000614	Telus Communications Ltd.	Roads Shop phone line	108.35
EFT000615	Telus Communications Ltd.	Ag office phone line	106.73
EFT000616	Alberta Municipal Insurance Services	April 2023 Health Spending Account activity & Monthly Group Benefits	7,328.08
EFT000617	B&B Energy Services Ltd.	Portable welding & materials - for Public Works	924.00
EFT000618	Brownlee LLP	Road Use Agreement file; Road Closure Bylaw file	10,342.74
EFT000619	Inspiris	Monthly Cloud Server subscription; Intrusion Prevention Software Licence; Service tickets	1,010.10
EFT000620	Crowsnest/Pincher Creek Landfill	Landfill Fees	10.00
EFT000621	Ferg's Septic Service Ltd.	Septic Tank clean out at Admin. and Ag. Shop	735.00
EFT000622	Foothills Ford Sales	Accessories for new PW pick-up; Tire changeover Ag. Pickup	2,246.57
EFT000623	Konica Minolta Business Solutions	April Copier/Printer Maintenance Service Agreement	102.82
EFT000624	Kost Fire Equipment Ltd.	Annual Concession Fire Suppression Inspection & other Fire prevention	392.33
EFT000625	Nissetowa Inc o/a Visible ID	Custom ID cards	97.39
EFT000626	North & Company LLP Law Office	Response to audit inquiry letter	288.75
EFT000627	Oldman River Regional Services Commission	Annual S&D Appeal Board Fee	500.00
EFT000628	UFA Co-operative Limited	April Statement - Fuel	4,561.23
EFT000629	Wilson Laycraft Barristers & Solicitors	Reconsideration file	7,674.02
EFT000630	Enterprise FM Canada Inc.	Monthly Lease Pymt (Park truck)	974.39
EFT000631	EPCOR Energy Services (Alberta)	All Power & Natural Gas bills (April)	2,159.87
EFT000632	Receiver General	First 1/2 May Payroll Remittance	20,422.85
EFT000633	CIBC Credit Card Services (May 15 statement)	Starlink Internet for shops; Garmin GPS costs; Ag - new cell phone; Ag Shop supplies & safety supplies; Laptop & other IT supplies; Safety course registration fees; WW fluid; PW truck repair; PW truck beacon lights; electronic safety forms; Office supplies; PW Equip. parts; PW shop supplies; Catering; Meal receipts; Hosting/Gift supplies; Land Titles Search fees; Postage; PW Truck wash	10,851.77
Total Amount of May Payments:			<u>\$ 263,001.90</u>

Total Payments Issued: 45

**M.D. OF RANCHLAND No. 66
REPORT TO COUNCIL
Request for Decision (RFD)**

Title: **Transfer from Heavy Equipment Fleet Reserve (to fund Wheel Loader)**

Meeting Date: June 20, 2023

Originated By: Greg Brkich, Municipal Accountant

Background: The Case wheel loader was struck by lightning in the summer of 2022 and was written off by the insurance company.

A replacement wheel loader could not be acquired by the end of the fiscal year, so the insurance proceeds were transferred to a Heavy Equipment Fleet Reserve.

A replacement wheel loader (Hitachi) was purchased on February 28, 2023, in the amount of \$354,000.00 net of the Federal GST.

**Staff Recommendations/
Comments:**

Requesting that Council authorize, by resolution of Council, the transfer of \$354,000 from the Heavy Equipment Fleet Reserve to fully fund the purchase of the 2023 Hitachi wheel loader.

**CAO's Review/
Comments/:**

This is a routine financial transaction that is in accordance with the approved 2023 MD of Ranchland Capital Budget.

Attachments: None



**M.D. OF RANCHLAND NO. 66
REPORT TO COUNCIL**

Title: Undeveloped Road Allowance Issues

Meeting Date: June 20, 2023

Originated By: Robert Strauss, CAO

Background: Discussion at the previous MD of Ranchland Agriculture Service Board Meeting regarding the many issues surrounding public access of undeveloped road allowances, resulted in the ASB wishing to understand some of the legal options available to MD of Ranchland.

Strategic Pillar:

1. Environmental Stewardship
2. Infrastructure and Service Delivery
- 3: Public Safety & Emergency Services
- 5: Collaborative Partnership
- 6: Community

Options for Action:

1. Proceed to explore legal options for the MD of Ranchland with regard to dealing with public access of undeveloped road allowances.
2. Other course of action as directed by Council

Financial Considerations: Unknown

CAO's Review/Comments/: This issue potentially has a very direct impact on the MD of Ranchland from multiple perspectives including impact to MD of Ranchland ratepayers, legal liability to the MD of Ranchland as well as public safety concerns.

Attachments: None

**M.D. OF RANCLAND NO. 66
REPORT TO COUNCIL
Information Update (IU)**

Title: Public Works Update

Meeting Date: June 20, 2023

Originated By: Robert Strauss, CAO

Background: Rick Lawson, Public Works Manager, will present an update on the Public Works activities

Strategic Pillar:

- 2. Infrastructure and Service Delivery
- 4. Financial Sustainability

Options for Action: 1.) Accept for information and initiate any questions that Council may have.

**CAO's Review/
Comments/:** A standard update that administration is attempting to provide Council on a regular basis. Rick Lawson has created a PowerPoint Presentation which is attached.

Attachments: PowerPoint Presentation



MAY PUBLIC WORKS UPDATE. OLDMAN RIVER FALLS



EROSION ISSUES TO WORK ON AFTER BREAKUP

APRIL 13/2023



ROAD CONDITIONS VERY SOFT AND WET. OLD MAN ROAD



PULL WINGS OFF PREP FOR SUMMER WORK



CONTRACT WORK FOR RATEPAYERS. C-5 RANCH



CONTRACT WORK FOR RATEPAYERS. C-5 RANCH



CONTRACT WORK FOR RATEPAYERS. C-5 RANCH



NEW TRAILER TO ADD TO FLEET. PAID AND READY FOR PICKUP

Hayworth
EQUIPMENT SALES

WWW.HAYWORTHEQUIPMENT.COM

TRIDEM STEP DECK WITH AIR RAMPS

MODEL: 533DDBA



SUMMER MAINTENANCE BEGINS



WOBBLY SEASON ONCE AGAIN



***TOP COMPACTION
ON THE CHIMNEY
ROCK RD***



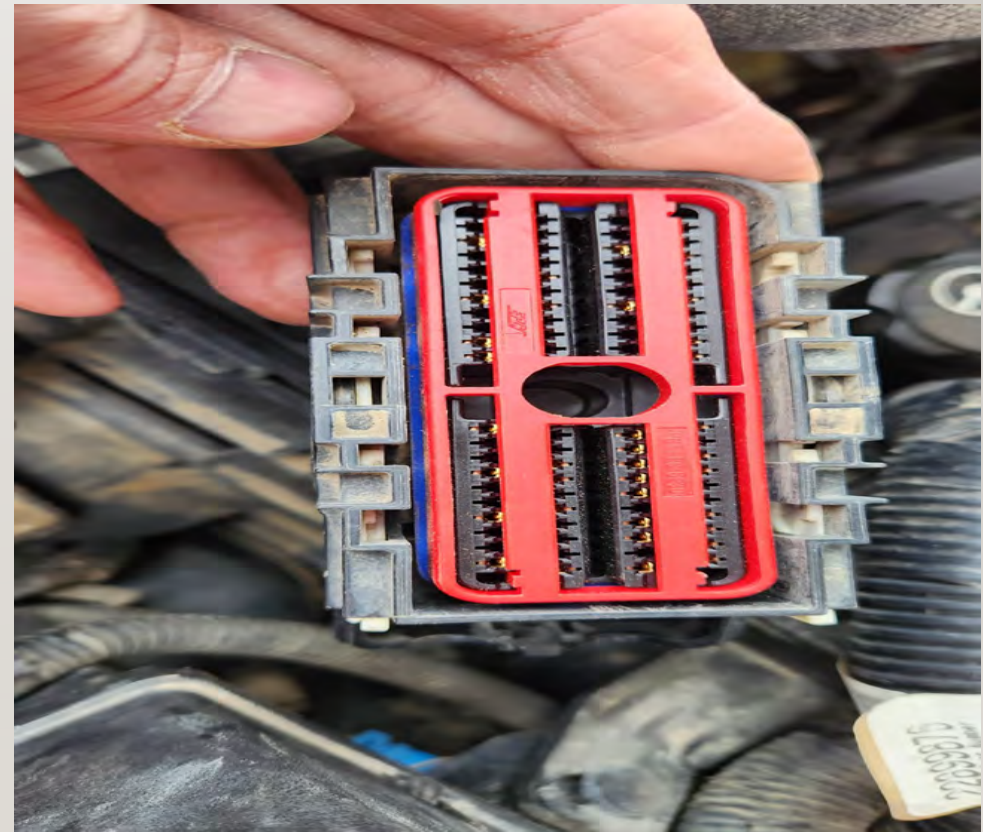
CATTLE GUARD CLEANING



CATTLE GUARD AFTER BEING CLEANED



STOLEN PARTS OFF OUR CENTURY SALE TRUCK



THE 2023 INFIELD GRAVEL HAUL



THE 2023 INFIELD GRAVEL HAUL



**M.D. OF RANGLAND NO. 66
REPORT TO COUNCIL
Information Update (IU)**

Title: UPDATE Re: Road Closures

Meeting Date: June 20, 2023

Originated By: Robert Strauss, CAO

Background: A brief update on the progress of Road Closure Bylaw 2023 – 02 and Road Closure Bylaw 2023- 03 will be given at the Council meeting.

Strategic Pillar:

1. Environmental Stewardship
2. Infrastructure and Service Delivery
3. Public Safety & Emergency Services
4. Financial Sustainability
5. Collaborative Partnership
6. Community

Options for Action: 1. Accept for information once any questions from Council have been addressed.

Financial Considerations: Uncertain at this time

CAO's Review/ Comments/: This is an opportunity to update Council on the progress of the two road closure bylaws

Attachments: None



**M.D. OF RANGLAND NO. 66
REPORT TO COUNCIL
Information Update (IU)**

Title: **Emergency Services Delegation**

Meeting Date: **June 20, 2023**

Originated By: **Robert Strauss, CAO**

Background: Kelly Starling; Director of emergency management, Stefan Best; Wildfire Technologist, and Cpl. Sean Dutch will be in attendance to take part in a discussion with Council regarding the potential Wildfire issues relating to evacuation, process for the utilization of local resources and any other related matters.

Strategic Pillar:
3: Public Safety & Emergency Services
5: Collaborative Partnership
6: Community

Options for Action: 1. Follow up on any matters that require action arising from the discussion

Financial Considerations: Unknown

CAO's Review/Comments/: This is likely the initial stages of a longer-term strategy to proactively address potential issues that will arise in the event of a local wildfire

Attachments: None



**M.D. OF RANCHLAND NO. 66
REPORT TO COUNCIL
Information Update (I.U.)**

Title: **The Range – Bike Event**

Meeting Date: **June 20, 2023**

Originated By: **Robert Strauss, CAO**

Background: This is a gravel road bike event that is being run on July 22, 2023. The event will take place over the roads supplied by the organizer, occurring in both the M.D. of Willow Creek and the M.D. of Ranchland. The event will occur during daylight hours on both days.

The routes where the event is planned as well as additional information is attached.

Benefits: It is difficult to quantify direct benefits to the M.D. of Ranchland, although perhaps visitors gaining an appreciation of the land contained within the M.D. of Ranchland is considered a benefit.

Disadvantages: We are uncertain as to potential liability issues should a problem occur with the event.

Strategic Pillar: 5: Collaborative Partnership
6: Community

**CAO's Review/
Comments/:** This event has run successfully in years previous to 2023. The MD has requested and received an insurance policy from the organizer for liability coverage for the event. The insurance policy is valid until July 23, 2023.

Attachments: The Range Route Map.
The Range Info Package.
The Range Emergency Response Plan.
The Range Rules
Insurance Policy, Declaration



EMERGENCY RESPONSE PLAN - 2023

RIDE: THE RANGE

DATE: JULY 22, 2023

PARICIPANTS: 300

START/FINISH LINE: CENTENNIAL PARK CLARESHOLM

RIDE ORGANIZATION: THE GRAVEL EXPERIENCE LTD.

RIDE DIRECTOR / CELL: GARTH STOTTS / 403-826-8838

ERP COORDINATOR / CELL: GARTH STOTTS / 403-826-8838

PARAMEDICAL ON SITE: YES 2 PARAMEDICS. ON COURSE AND SITE / AARON PARAMEDICAL

AMBULANCE MEETING POINT: CENTENNIAL PARK CLARESHOLM

AMBULANCE REQUIRED ON SITE: NO

EMERGENCY NUMBER: 9-1-1

HOSPITAL: CLARESHOLM GENERAL HOSPITAL, 221 43 AVE W, CLARESHOLM, AB

HOSPITAL NUMBER: 403-682-3700

RCMP: CLARESHOLM DETACHEMENT, 366-48TH AVE N, CLARESHOLM, AB

RCMP NUMBER: 403-625-4445

COMMUNICATION SYSTEM: Cell phone and radio. Radios will be given to the Ranch Aid Station, course sweepers, Paramedics and the ERP coordinator. The ERP coordinator will be located at the Claresholm Campground. If someone needs assistance they will radio the Paramedic and ERP coordinator their location. The ERP coordinator and Paramedic will decide to call 9-1-1 for assistance.

ROUTES: Please see Route in Rider Info Package

RIDER START AND FINISH: Riders must start on either July 22, 2023 9 am and be off course at 5 pm. Course will be swept at 5 pm following the final rider.

COURSE SWEEPERS: A course sweeper will sweep the course. This is to ensure that riders make it through the course safely and no rider is left on course. Volunteer bike sweepers will patrol the sections as well for riders.



SPECIAL EVENTS LIABILITY PM111

DECLARATIONS PAGE

PURPOSE OF THIS DOCUMENT: New Business	DOCUMENT NO. EL03598
NAMED INSURED AND POSTAL ADDRESS THE GRAVEL EXPERIENCE LTD 1003 8TH AVE NB CALGARY, AB	AGENT OR BROKER Henderson Insurance Inc. 101c Hodsman Rd Regina, SK S4N5W5
PERIOD OF INSURANCE Time, date, and location as shown below	FROM DAY MONTH YEAR TO DAY MONTH YEAR 21 07 2023 23 07 2023

INSURANCE IS PROVIDED ONLY FOR THOSE COVERAGES FOR WHICH A SPECIFIC LIMIT OF INSURANCE IS SHOWN - ON TERMS AND CONDITIONS CONTAINED IN THE FORMS INDICATED.

COMMERCIAL GENERAL LIABILITY - (Occurrence Basis, Defense Costs Included)

NAME OF INSURED EVENT:	THE RANGE		
DESCRIPTION OF EVENT:	Sporting Event		
LOCATION OF EVENT:	CLARESHOLM AND WILLOW CREEK MD AND RANCLAND MD, PUBLIC CREEK - 4604 4ST W, CLARESHOLM, AB, T0L0T0		
DURATION OF EVENT:	3+ Calendar Days: 12:00 pm July 21, 2023 to 10:00 am July 23, 2023		
DURATION OF TENANCY:			
ADDITIONAL INSURED:	1)TOWN OF CLARSHOLM 111 - 55 Avenue West. PO Box 1000. Claresholm, AB T0L 0T0. 2) RANCLAND MD - BOX 1060 NANTON, AB T0L 1R0 3) WILLOW CREEK MD- PO BOX 550 CLARESHOLM, AB, T0L 0T0 4) BURK CREEK RONCH, CLARESHOLM, AB T0L		
AGGREGATE LIABILITY LIMIT:	\$2,000,000	PREMIUM	\$396 plus fee
COVERAGE A - BODILY INJURY & PROPERTY DAMAGE LIABILITY	\$2,000,000	Each Occurrence Limit	
Host Liquor Liability	EXCLUDED		
COVERAGE B - PERSONAL AND ADVERTISING LIABILITY INJURY	\$2,000,000	Each Occurrence Limit	
COVERAGE C - MEDICAL PAYMENTS	\$1,000 / \$10,000	Any One Person Limit/Any One Occurrence	
COVERAGE D - TENANTS LEGAL LIABILITY, DEDUCTIBLE \$1,000	\$1000000	Any One Premises Limit	
DEDUCTIBLE - COVERAGE A and B (\$2,500 Deductible applies if \$5M liability limit is selected)	\$1,000	Per Any One Occurrence	
COVERAGE TERRITORY & JURISDICTION (7)	CANADA		
Form #SPF 6 - NON-OWNED AUTOMOBILE (CANADA)	\$1000000	Any One Accident/Aggregate Limit	

INSURANCE MANAGER: Premier Canada Insurance Managers Group (WEST) Inc., 1700 - 601 W. Hastings Street, Vancouver, B.C. V6B 1M8

THIS DOCUMENT CONTAINS CLAUSES WHICH MAY LIMIT THE AMOUNT PAYABLE

IN WITNESS WHEREOF THIS DOCUMENT HAS BEEN SIGNED, AS AUTHORIZED BY THE INSURER, BY

Per:

PREMIUM TOTAL (All Coverages): \$396

TOTAL POLICY PREMIUM AND FEES ARE FULLY EARNED AND RETAINED IN THE EVENT OF A CANCELLATION


PREMIER - STATEMENT OF ACCOUNT

Premium:	\$396	Policy Number:	EL03598
Policy Fee:	\$50	Insured:	THE GRAVEL EXPERIENCE LTD
Total Due:	\$446	Broker:	Henderson Insurance Inc.

June 06, 2023

POLICY FORMS:
Form #GLEVENT (Rev. April, 2020) - Commercial General Liability - Occurrence Basis
Form #SPF6L (Rev. Dec. 19, 2007) - Standard Non-Owned Automobile (Canada)
ENDORSEMENTS:
Form #PRIV-1 (Rev. March 2020) - Standard Schedule of Policyholder Notices
Form #LSW1001 (Rev. Dec 12, 2007) - Several Liabilities Clause
Form #NMA0464 (Rev. Jan 1, 1938) - War and Civil War Exclusion Clause
Form #NMA1978A (Rev. January 4, 1996) - Nuclear Incident Exclusion Clause - Liability - Direct (BROAD) - Canada
Form #MRPREM-SE (Rev. Sept 30 2014) - Minimum Retained Premium Endorsement
Form #AINC (Rev. Feb. 2, 2012) - Commercial Additional Insured Endorsement
Form #FBIX (Rev. July 13, 2011) - 'Food' Borne Illness Exclusion Endorsement
Form #FIREX (Rev. December 11, 2009) Fireworks Exclusion Clause
OTHER POLICY FORMS:
Form #LMA3100 (Rev. July 5, 2012) - Canada Subscription Policy
Vendors and Exhibitors must carry their own CGL insurance
Owner/Provider of any animals must carry their own CGL insurance
Owner/Provider of any temporary stage must carry their own CGL insurance
Owner/Provider of any 'Bouncy Type Castles' must carry their own CGL insurance

LIST OF SUBSCRIBING COMPANIES

THE INSURERS	COVERAGE(S) INSURED	SUM(S) INSURED OR PERCENTAGE(S)	PREMIUM
CERTAIN LLOYD'S UNDERWRITERS UNDER CONTRACT NO. PM111/23-PC B0750RNAFB2300189 Per 	LIABILITY \$2,000,000	100%	\$396

TOTAL PREMIUM: \$396

CERTIFICATE OF LIABILITY INSURANCE

This certificate is issued as a matter of information only and confers no rights upon the certificate holder and imposes no liability on the insurer. This certificate does not amend, extend or alter the coverage afforded by the policies below.

1. CERTIFICATE HOLDER - NAME AND MAILING ADDRESS	2. INSURED'S FULL NAME AND MAILING ADDRESS
M.D. of Ranchland No. 66	The Gravel Experience C/o Garth Stotts
Box 1060	1003 8th Ave NE
Nanton AB	Calgary AB
POSTAL CODE T0L 1R0	POSTAL CODE T2E 0S4

3. DESCRIPTION OF OPERATIONS/LOCATIONS/AUTOMOBILES/SPECIAL ITEMS TO WHICH THIS CERTIFICATE APPLIES (but only with respect to the operations of the Named Insured)
 Sporting Event

4. COVERAGES
 This is to certify that the policies of insurance listed below have been issued to the insured named above for the policy period indicated notwithstanding any requirements, terms or conditions of any contract or other document with respect to which this certificate may be issued or may pertain. The insurance afforded by the policies described herein is subject to all terms, exclusions and conditions of such policies.
LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS

TYPE OF INSURANCE	INSURANCE COMPANY AND POLICY NUMBER	EFFECTIVE DATE YYYY/MM/DD	EXPIRY DATE YYYY/MM/DD	LIMITS OF LIABILITY (Canadian dollars unless indicated otherwise)		
				COVERAGE	DED.	AMOUNT OF INSURANCE
COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OR <input checked="" type="checkbox"/> OCCURRENCE <input type="checkbox"/> PRODUCTS AND / OR COMPLETED OPERATIONS <input type="checkbox"/> EMPLOYER'S LIABILITY <input type="checkbox"/> CROSS LIABILITY <input checked="" type="checkbox"/> TENANTS LEGAL LIABILITY <input type="checkbox"/> POLLUTION LIABILITY EXTENSION	certain Lloyd's Underwriters at Lloyd's EL03598	2023/07/21	2023/07/23	COMMERCIAL GENERAL LIABILITY BODILY INJURY AND PROPERTY DAMAGE LIABILITY - GENERAL AGGREGATE		2,000,000
				- EACH OCCURRENCE	1,000	2,000,000
				PRODUCTS AND COMPLETED OPERATIONS AGGREGATE		
				<input type="checkbox"/> PERSONAL INJURY LIABILITY OR <input checked="" type="checkbox"/> PERSONAL AND ADVERTISING INJURY LIABILITY	1,000	2,000,000
				MEDICAL PAYMENTS		1,000
				TENANTS LEGAL LIABILITY		2,000,000
				POLLUTION LIABILITY EXTENSION		
<input checked="" type="checkbox"/> NON-OWNED AUTOMOBILES <input type="checkbox"/> HIRED AUTOMOBILES	certain Lloyd's Underwriters at Lloyd's EL03598	2023/07/21	2023/07/23	NON OWNED AUTOMOBILE		2,000,000
AUTOMOBILE LIABILITY <input type="checkbox"/> DESCRIBED AUTOMOBILES <input type="checkbox"/> ALL OWNED AUTOMOBILES <input type="checkbox"/> LEASED AUTOMOBILES ** ** ALL AUTOMOBILES LEASED IN EXCESS OF 30 DAYS WHERE THE INSURED IS REQUIRED TO PROVIDE INSURANCE				BODILY INJURY AND PROPERTY DAMAGE COMBINED		
				BODILY INJURY (PER PERSON)		
				BODILY INJURY (PER ACCIDENT)		
				PROPERTY DAMAGE		
				EACH OCCURRENCE		
EXCESS LIABILITY <input type="checkbox"/> UMBRELLA FORM <input type="checkbox"/>				AGGREGATE		
OTHER LIABILITY (SPECIFY) <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>						

5. CANCELLATION
 Should any of the above described policies be cancelled before the expiration date thereof, the issuing company will endeavor to mail 15 days written notice to the certificate holder named above, but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives.

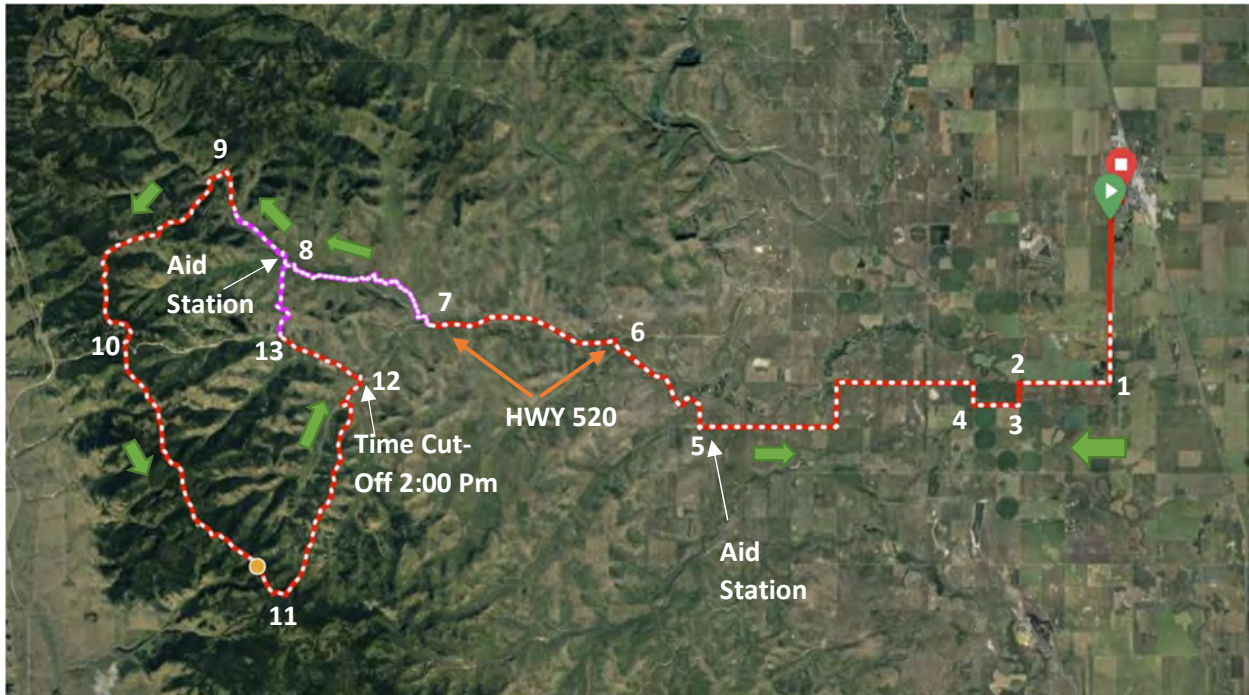
6. BROKERAGE/AGENCY FULL NAME AND MAILING ADDRESS	7. ADDITIONAL INSURED NAME AND MAILING ADDRESS (but only with respect to the operations of the Named Insured)
Henderson Insurance Inc.	Ranchlands MD
101C Hodsman Road	Box 1060
Regina SK	
POSTAL CODE S4N 5W5	

BROKER CLIENT ID:			
8. CERTIFICATE AUTHORIZATION	Nanton	AB	POSTAL CODE T0L 0T0
ISSUER Henderson Insurance	CONTACT NUMBER(S)		
	TYPE Phone NO. 306-569-2150	TYPE	NO.
AUTHORIZED REPRESENTATIVE Michael Daher	TYPE Fax NO.	TYPE	NO.

SIGNATURE OF AUTHORIZED REPRESENTATIVE DATE 2023/06/16 EMAIL ADDRESS



THE RANGE ROUTE 128 KM (pink is private roads)



<https://ridewithgps.com/routes/35361456>

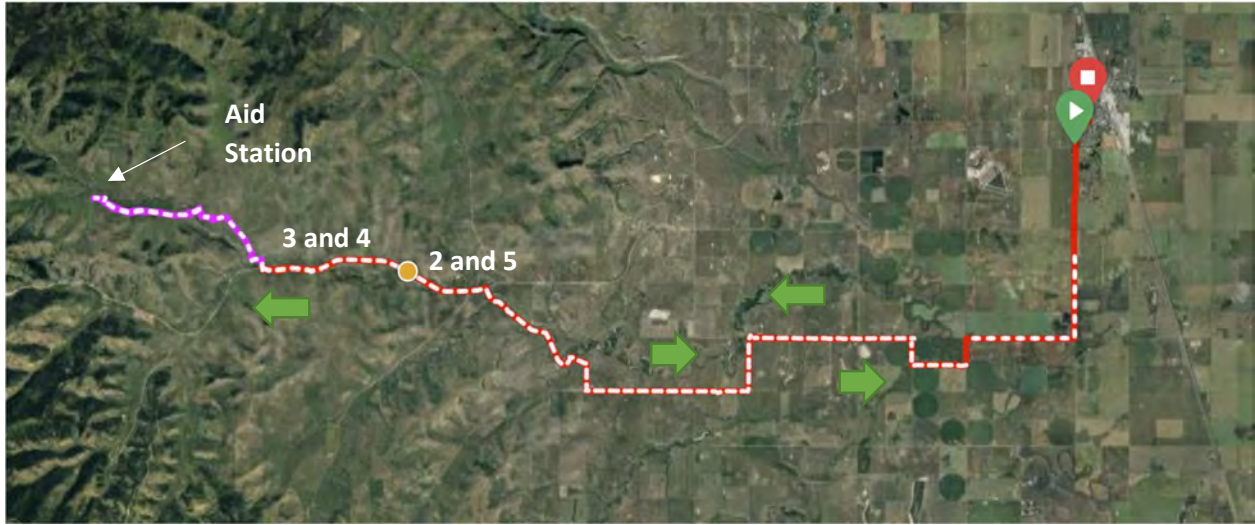
Marshall Route Positions (See numbers on Map). Corners are listed below.

Please watch out for cars at all intersections!

1. TWP Road 120 and RR 272
2. TWP Road 120 and RR 274 (YIELD TO CARS!)
3. TWP ROAD 115A and RR 274
4. TWP ROAD 115A and RR 275
5. TWP ROAD 115 and RR 285 ie. BOTTOM SHARPLES ROAD
6. BOTTOM SHARPLES ROAD and HWY 520 (YIELD TO CARS!)
7. HWY 520 and Range Road 295 (Private Road start)
8. Aid Station on Ranch
9. Left Turn on East Trout Creek Road
10. HWY 520 and Skyline (YIELD TO CARS!)
11. West Sharples and East Sharples
12. HWY 520 and East Sharples Road – TIME CUT OFF – 2:00 PM (YIELD TO CARS!)
13. HWY 520 and Burke Creek Hill



The Rustler Route – 88 KM Out N Back



<https://ridewithgps.com/routes/32598333>

Route Entry / Exit Points for HWY 520 (See numbers on Map) Corners are listed below. Please watch out for cars at all intersections!

1. Start / Finish line on TWP 273
2. Exit Bottom Sharples turn west on HWY 520 **(YIELD TO CARS!)**
3. Exit off 520 on to Burke Creek Ranch (Private Road) – NO TRUCK ENTRY
4. Enter 520 by turning left **(YIELD TO CARS!)**
5. Exit 520 by turning right on Bottom Sharples Road



To foster a more community and event atmosphere after the ride, the Start and Finish are at the **Centennial Campground in Claresholm, 4604 4 St W, Claresholm, AB T0L 0T0**

The Range Start July 22, 2023

845am: Riders will gather at the Claresholm campground for a mass start neutral roll-out

845 – 900am: Rider Debriefing

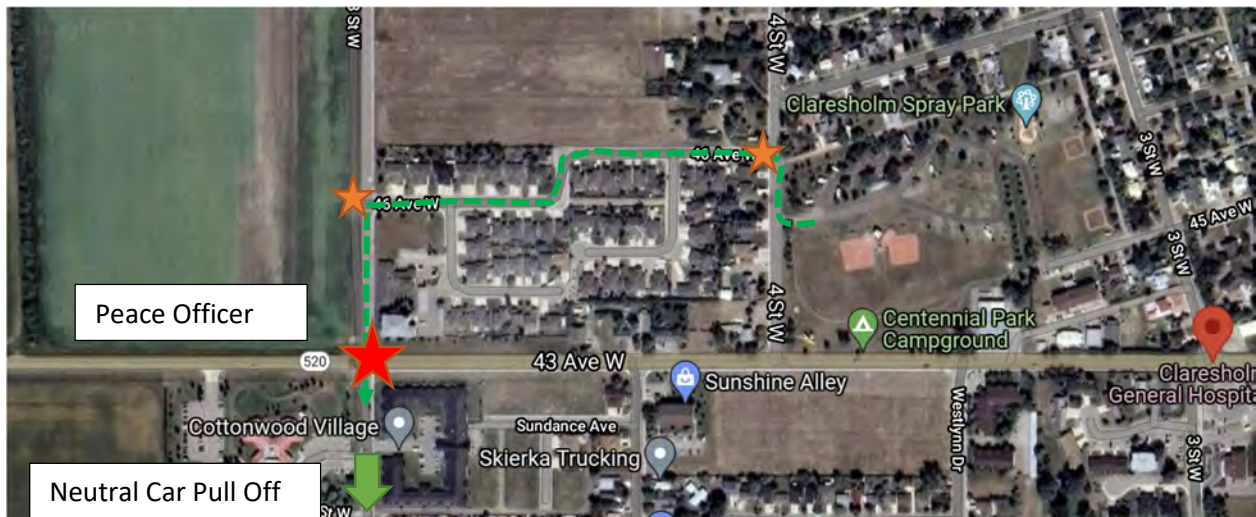
The Range rolls at 9 am. The Rustler rolls at 930 am.

1. Riders roll out following a neutral car turning **right** on to 4th St W. (Marshalled Turn)
2. Neutral start continues turns **left** on to 46 Ave W (Marshalled)
3. Neutral start continues turns **left** on to 8th St W. (Marshalled)
4. Riders continue **straight past** 43 Ave W (HWY 520) (Marshalled)

★ Volunteer Marshalls will be placed at all intersections.

★ Peace Officer at HWY 520 and 8 St W

The Alberta Transportation Permit will include a Traffic Accommodation Strategy (TAS) for HWY 520 (43 Ave W).



The neutral car will **pull off at the Kin Trail**. Riders are now on course.

Riders continue on 8th St W to Range Rd 272 until they **take a right** on TWP Rd 120.

A route marshal will be at the TWP Rd 120 Right turn



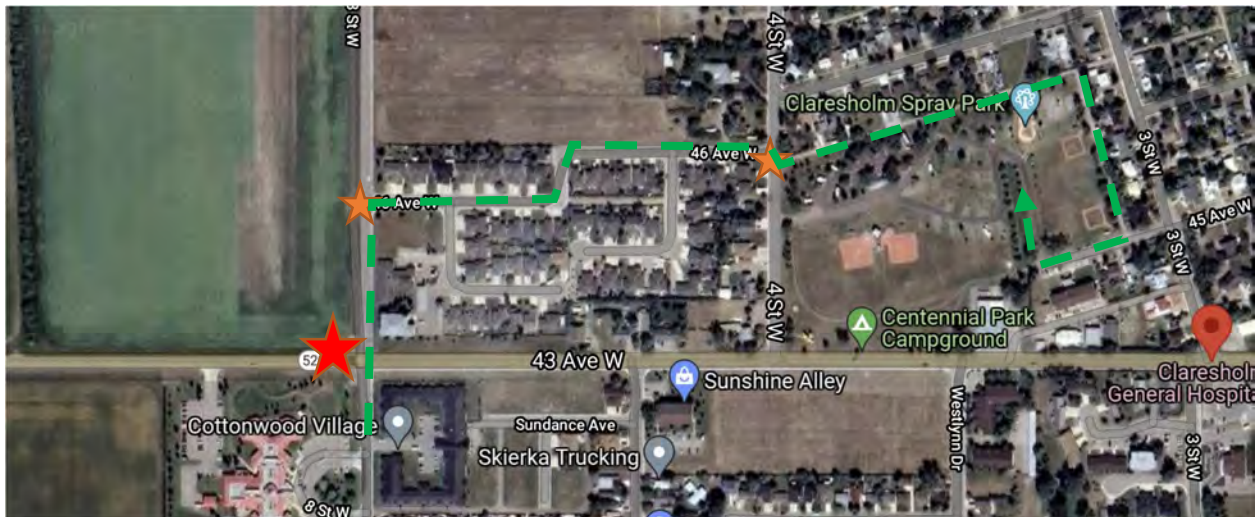
The Range Finish July 22, 2023:

Riders will be coming in from 1230 pm until 500 pm. All riders are to be off course at 5 pm.

1. Riders come into town on 8th St W.
2. Riders go straight past 43rd Ave W (AKA HWY 520)
 - a. (Marshalled – RIDERS MUST YIELD TO HWY520) ★
3. Riders will take a right on to 46 Ave W.
4. Riders continue onto the GRAVEL Alley that loops the campground and Centennial Park
5. Finish line in the middle of the green space

The Rider will be in full view as they loop the park. Ample green space for tents and supporters to cheer them on as they finish the last few 100 m. There is a clean straight-away for fast finishers.

The finish is ideal and ensures that riders can rest and congregate in a safe spot and be cheered by supports as they come in. The finish line AID Station will have nutrition to help revive the riders.





RIDE RULES:

- HELMETS REQUIRED
- NO LITTERING
- NO EARBUDS (not safe if you can't hear cars/trucks behind you)
- NO PERSONAL SAG BIKE SUPPORT OR VEHICLES
- OBEY ALL TRAFFIC SIGNS AND LAWS
- RIDE ON THE RIGHT SIDE OF THE ROAD
- DO NOT RIDE LEFT OF CENTER
- FOLLOW COURSE MARKERS
- NO PARKING ON HWY520, TOWN RDS or BLOCKING FIELD ENTRANCES
- YIELD TO HORSES/COWS/WILDLIFE
- HARD WAIVERS AND BIKE PLATE REQUIRED

TRAFFIC ACCOMMODATION STRATEGY

Project: *The Range – Cycling Event*

Scope: *Recreation Cycling Event*

Location: *Starts/Finishes at Claresholm Centennial Park*
Route Crosses HWY 520 in Claresholm
HWY 520 West of Bottom Sharples Road in Willow Creek
Hwy 520 East of Burke Creek Ranch

Submitted by: *The Gravel Experience Ltd.*

Date: *July 22, 2023*

1. Project: *The Range 2023*

Submission Date: *June 12, 2023*

Permit Number: *N/A*
AT Contract No.: *N/A*
Project Location:
Starts/Finishes at Claresholm Centennial Park.
Route Crosses HWY 520 in Claresholm (at 8th St)
HWY 520 West of Bottom Sharples Road in Willow Creek
Hwy 520 East of Burke Creek Ranch

2. Scope of Work/Use: *Recreation Use for Event*
COMMENT:

The event, The Range, is a recreation cycling event. The route is designed to limit use and riders on HWY 520 instead using rural MD gravel road and private roads as much as possible. There is 1 main route and 2 distances for riders, please see maps. This event has support from the MDs. Max 300 riders.

3. Event Organizer: The Gravel Experience Ltd.

Name: Garth Stotts, Director

COMMENT:

The Gravel Experience Ltd. is the company putting on the event. Garth Stotts is the event organizer.

4. Sub Contractor: N/A

Name:

COMMENT:

5. Schedule:

Estimated Commencement Date: July 21, 2023 – 4 pm (Course marking)

Estimated Completion Date: July 22, 2023 – 6:00 pm (Course marking take down)

COMMENT:

Riders start 9 am on July 22, 2023. They have 8 hrs to complete the course by 5 pm on July 22, 2023.

6. Sign Installation/Covering/Removal:

COMMENT:

Event signs will be placed on Hwy 520 on July 21-22 for awareness of the event to motorists. All turns will be marked and marshalled. Riders are aware of key entry and exit points on HWY 520 in the info package.

7. Pre-Signing:

COMMENT:

It will not be necessary to pre-sign other than the day before the event.

8. Sign Supports:

COMMENT: Signs are held by metal or wood stakes. (Yard Signs)

9. Sign Height Requirements:

COMMENT: Signs are placed at a ht of 1' – 3'

10. Traffic Control Devices – Monitoring:

COMMENT:

Sign Markers and Marshalls will be at key entries points and intersection of HWY 520 for the riders. Entry and exit points of HWY 520 are Route maps.

- 11. Day/Night Procedures:**
COMMENT:
All will be completed in daylight.
- 12. Vehicle Accommodation – Tack Coat/Non-Standard Lane Widths:**
COMMENT:
There will be no lane closure or restriction in lane widths. Riders will be instructed to ride on the shoulder or far right of the road. No impact to traffic users.
- 13. Special User Issues:**
COMMENT:
As there will be no lane restriction or vehicle detention, any issues with overweight/dimension loads, or emergency vehicles will not occur.
- 14. Non Typical Conditions:**
COMMENT:
No non-typical conditions are anticipated
- 15. Work Staging:**
COMMENT:
There will be no staging
- 16. Detours:**
COMMENT:
There will be no detours as none will be necessary.
- 17. Drawing Submission:**
COMMENT:
Please see maps of routes.
- 18. Parking of Vehicles and Equipment:**
COMMENT:
Cars and support vehicles are directed not be parked on HWY 520. There should be no reason to park on 520.
- 19. Flagpersons:**
COMMENT:
Volunteer Marshalls will be at the intersections of HWY 520 points to ensure the rider enters/ exits 520 safely. Vehicles on HWY 520 will have right of way.
- 20. Centreline Spotting/Marking:**
COMMENT:
There will be no interim centreline marking.
- 21. Speed Limits:**
COMMENT:
No speed restrictions will be needed.

- 22. Sweeper Vehicles:**
COMMENT:
A sweeper vehicle will go around the course following the last rider July 22, 2023
- 23. Daily Sign Log:**
COMMENT:
It will not be necessary to complete a sign log. We will sweep the course.
- 24. Accident Reporting:**
COMMENT:
All incidents and accidents will be addressed by an Emergency Response Plan which includes Hired Paramedical and 9-1-1.
- 25. Truck Haul Routes:**
COMMENT:
There will be no truck haul associated with the event.
- 26. Truck Turning Movements:**
COMMENT:
N/A
- 27. Emergency Response Strategy:**
COMMENT:
The Emergency Response Plan is in place for the event (attached)
- The ERP will consist of the following:*
- *Call 9-1-1 for emergency and rescuer services.*
 - *Radios will be used to communicate in no-cell areas.*
 - *Aid Stations, Sweepers will have radios to contact the ERP Coordinator to call 9-1-1.*
 - *All riders will be accounted for on course with sweeper.*
 - *Riders unable to complete will be provided transport back to start*
 - *Aid Station will be stocked for hydration*
- 28. Emergency Phone Numbers:**
COMMENT:
- Emergency 9-1-1*
Event Company: The Gravel Experience
Event Director and ERP Coordinator:
Garth Stotts
403-826-8838

APPLICATION TO HOLD A
SPECIAL EVENT ON HIGHWAYS

PART 1, Application (PLEASE PRINT):

Name of Group / Organization The Gravel Experience Ltd.

Name of Applicant Garth Stotts

Mailing Address 1003-8th Ave NE

City Calgary Province AB Postal Code T2E0S4

Email garth@thegravelexperience.com

Event Coordinator Contact Information

Contact Person Garth Stotts Title Event Director

Phone # _____ Cell # 4038268838 Email garth@thegravelexperience.com

On-Site Contact Information

Contact Person Garth Stotts Title Event Director

Phone # _____ Cell # 4038268838 Email garth@thegravelexperience.com

Event Details

Name of Event The Range 2023

Dates for event July 22, 2023

Times for event From 8 am to 6 pm

Highway(s) Required HWY 520
(highway names, nos.)

between Claresholm and Skyline Rd
(Landmark) (Landmark)

between _____ and _____
(Landmark) (Landmark)

PART 2, Event Outline:

1. **Highway(s) Required** HWY 520

2. **Name of Event** The Range

3. **Nature and Objectives of event** Cycling Event Starts in Claresholm and goes west. We use MD Gravel Roads as much as possible. There are crossings and short durations where riders are on the gravel portion of HWY 520

4. **Is this a repeat event? If so, please provide the date(s) and location(s) of previous event**
Yes. 3rd year. No change in route from 2022.

5. **Date(s) for event** July 22, 2023

6. **Start Time (Including setup)** 4 pm (July 21) **End Time (Including take down)** 6 pm (July 22)

7. **Projected number of people involved in this event**
Participants 300 **Spectators** 20 **Volunteers** 40
How will these individuals be identified? Bike Plates and Tee Shirts

8. **Describe the capabilities and the age range of participants** 3 aged 16-19. Rest are adults 18+.

9. **Provide details on how the event will be operated along the highway(s) (Information may be provided on separate sheets and attached to this application if needed)**

All crossings, exits and entries are Marshalled. Marshalls direct riders to yield to cars.
When riders ride on 520, they are to be riding on the right side of the route. There should be no impact on traffic.
The route is designed to only use or cross 520 when another road (MD road) is not possible. Therefore,
520 is used as least as possible. Only 17 km out of 128 km are on 520. TAS is submitted

10. **How the highway(s) may be affected by the event? What efforts will be taken to mitigate or eliminate any risk that may occur to the event participants, spectators, volunteers and the motoring public?**

Route design, marshalls and event signs are to reduce risk of participants and motorists. Participants
are also directed to yield to cars, not wear earbuds to hear traffic, ride on right side, obey all signs.
Motorists are made aware of the event before crossings, entry/exits with event signs.

11. Will any aid stations be set up near the highway and/or require access from the highway? Provide details on the set-up & procedures for participants to get on and off the highway(s) (Include map showing all locations of the aid stations)

There are no aid stations on HWY 520

12. Any escort vehicles / patrol vehicles will be used? Provide details on how these vehicles work along the highway(s)?

Sweeper vehicles will follow the last riders, with hazards on, on the right of the road.

13. What assistance (mechanical & medical) will be provided to the participants when it is required? (Include map showing all locations of the aid stations)

Paramedics will be stationed at Aid Station at 40/80km and be in the sweeper vehicle. Both will have commercial truck radios. Aid station is also at KM 100.

14. Is traffic control required? If so, a complete Traffic Accommodation Strategy (TAS) with signage diagram(s) is required. Strategy may be provided on separate sheets and attached to this application. <http://www.transportation.alberta.ca/597.htm>

Traffic control will not be needed. However a TAS is attached.

15. Who will be responsible for the implementation of the Traffic Accommodation Strategy?

Event Director

16. Provide or list all rules/regulations to be imposed by the event (Information may be provided on separate sheets and attached to this application if needed)

Rules are attached.



17. Will there be animals and/or special equipment involved? If so, please provide details

No

Continued...

PART 3, Checklist:

NOTES:

-  This Special Event Application must be used to apply for all special events.
-  Incomplete applications & special event applications received less than 30 working days / filming applications received less than 10 working days may not be considered.

PROVIDE A COPY OF THE FOLLOWING:

- Certificate of Insurance with a minimum of \$2 million liability with a waiver against third-party claims. A maximum deductible shall not be greater than \$3,000.00. Name Province of Alberta as additional insured party.
- Provide a list and copy of the approval from other authorities who may have an interest in the event.
TOWN of Claresholm

Willow Creek MD


Ranchlands MD

- Traffic Accommodation Strategy
- Map & Diagrams for – Route, Location, and Aid Station(s) of your event. *(Must be actual maps no links)*

I/We hereby apply for permission to conduct a special event on a provincial highway(s) in accordance with the particulars, plan, and traffic accommodation strategy submitted herewith.

I/We understand that a submission of this form constitutes an application only and the event may not commence until approval is issued.

I/We understand that Alberta Transportation assumes no responsibility for whatever may occur during or as a result of the event.



Authorized Signature of Organization/Group (if not a legal Entity, Signature of Individual(s) Assuming Personal Responsibility)

09/06/2023

Date (DD/MM/YYYY)

**M.D. OF RANCHLAND NO. 66
REPORT TO COUNCIL
Request For Descision (RFD)**

Title: Council meeting to award Water crossing Engineering Firm RFP decision.

Meeting Date: June 20, 2023

Originated By: Robert Strauss, CAO

Background: Further to a Provincial Grant being preliminarily awarded to the MD of Ranchland, the projects will need to be completed with the services of an accredited engineer.

The timing of the closing of an RFP for Engineering services will necessitate scheduling a Special Council meeting on Thursday June 29, 2023 in order award the Engineering Services for the Water Crossing Projects.

Strategic Pillar:

1. Environmental Stewardship
2. Infrastructure and Service Delivery
- 3: Public Safety & Emergency Services
4. Financial Sustainability
- 5: Collaborative Partnership

Options for Action:

1. Set a special Council meeting at a specific time on June 29, 2023 for purposes of awarding the engineer services tender for the Water Crossing Projects.

2.) Other course of action

Financial Considerations: The cost of Engineering Services for the projects and the costs of the projects themselves are 100% funded by Provincial Grant funding.

CAO's Review/ Comments/: I would recommend the scheduling of a brief special meeting on June 29, 2023, if Council is able to accommodate the schedule.

Attachments: None

**M.D. OF RANCHLAND NO. 66
REPORT TO COUNCIL
Request For Descision (RFD)**

Title: **Change in Council Meeting Date to Accommodate
NAISMA Conference**

Meeting Date: **June 20, 2023**

Originated By: **Robert Strauss, CAO**

Background: The NAISMA Conference is scheduled during the week of October 16, 2023. This conflicts with the regular scheduled Council meeting on October 17, 2023.

Strategic Pillar: 1. Environmental Stewardship
 3: Public Safety & Emergency Services
 5: Collaborative Partnership
 6: Community

Options for Action: 1. Authorize the re-schedule of the Tuesday, October 17, 2023, Council meeting to be changed to Tuesday October 24, 2023.

 2. Do not change the October 17, 2023, Regular Council meeting.

**Financial
Considerations:** None

**CAO's Review/
Comments/:** As the MD of Ranchland typically has Council representation at the NAISMA Conferences, changing the October 17, 2023, Council meeting date to October 24, 2023, would eliminate this scheduling conflict. As there is an extra Tuesday in October 2023, making such a change would not cause a scheduling compression with the November 7th Council meeting.

Attachments: None

**M.D. OF RANCHLAND NO. 66
REPORT TO COUNCIL**

Choose an item.

Title: **Quasi-Judicial Agencies – RMA Survey**

Meeting Date: **June 20, 2023**

Originated By: **Robert Strauss, CAO**

Background: The Rural Municipalities Association of Alberta (RMA) has requested input in the form of a survey, seeking RMA members feedback regarding their experiences when dealing with quasi-judicial agencies such as AER, AUC, and NRCB.

The RMA has also formed a member committee to facilitate the process to better understand the relationship that exists between quasi-judicial agencies and rural municipalities. The deadline for the survey completion is July 11, 2023.

Strategic Pillar:

1. Environmental Stewardship
2. Infrastructure and Service Delivery
3. Public Safety & Emergency Services
4. Financial Sustainability
5. Collaborative Partnership
6. Community

Options for Action:

- 1.) Submit a completed survey capturing the MD of Ranchland experiences with quasi-judicial agencies.
- 2.) Accept for information.

Financial Considerations: None

CAO's Review/ Comments/: It may be useful to submit this survey as Council has had recent experiences dealing with the AER extensively.

Attachments: RMA letter and survey document

From: Karrina Jung <Karrina@rmaalberta.com>

Sent: Tuesday, June 6, 2023 4:16 PM

To: Kelly Christman <christmank@newellmail.ca>; Doug Drozd <ddrozd@countybarrhead.ab.ca>; Jason Schneider <JSchneider@rmaalberta.com>; Brent Ramsay <BRamsay@rdcounty.ca>; ctrautman@county.camrose.ab.ca; ward8@biglakescounty.ca

Cc: Wyatt Skovron <wyatt@RMAAlberta.com>; Kallie Wischoff <Kallie@rmaalberta.com>; Emmanuel Chukwuma <Emmanuel@rmaalberta.com>; RMA Board Dist <aamdcboarddist@rmaalberta.com>

Subject: Quasi-Judicial Agency Survey

Hi everyone,

As you may be aware, the RMA has formed a [member committee](#) to better understand the relationship between quasi-judicial agencies and municipal land use planning. This committee is [seeking input from RMA member municipalities](#) on their experiences interacting with agencies such as the AER, AUC and NRCB. For more information on this committee, or to find out who your district representative is, please refer to this [member bulletin](#).

The survey can be found [here](#) and will be open until **July 11, 2023**..

Your responses will help guide the final outcome of the committee. We are asking that each municipality **only complete one survey** to best capture overall interactions.

If you have any questions or concerns about the survey, please feel free to reach out and I would be happy to help!

Karrina Jung

Policy Advisor



Office: 780.955.4085

RMAAlberta.com

2510 Sparrow Drive, Nisku, Alberta T9E 8N5 780.955.3639



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Quasi-Judicial Agency Review Survey

View of the Approval Process

* 8. On a scale from 1 (extremely low understanding) to 5 (extremely high understanding), please rate your municipality's understanding of approval processes.

	1 - Extremely low understanding	2	3	4	5 - Extremely high understanding	N/A - Have not interacted
AUC approval process	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other quasi-judicial agencies approval process	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
NRCB approval process	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
AER approval process	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

* 9. To your knowledge, how positively do the residents within your municipality view quasi-judicial project

approval processes?

0 (Very negative) 10 (Very positive)

* 10. Has your municipality had an opportunity to meaningfully engage in a quasi-judicial agency-led project approval process?

- Yes
- No

11. If so, what did the engagement look like?

* 12. In your municipality's view, how effectively do the quasi-judicial processes balance local and provincewide considerations when reviewing project approval applications?

- Extremely effective
- Very effective
- Somewhat effective
- Not so effective
- Not at all effective
- N/A - Unsure



Quasi-Judicial Agency Review Survey

Approach to Land Use Planning

* 13. Has your municipality proactively engaged with any quasi-judicial agency when drafting municipal documents such as Municipal Development Plans (MDPs) or Land-Use Bylaws?

- Yes
- No

14. If so, how would you rate the feedback provided?

- Very satisfied
- Satisfied
- Neither satisfied nor dissatisfied
- Dissatisfied
- Very dissatisfied


* 15. Does your municipality include any requirements related to provincially regulated developments (ex. solar or wind developments) into your land use bylaws?

- Yes
- No

16. If so, please describe:

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Quasi-Judicial Agency Review Survey

Recommendations for Improvement and Change

* 17. How can quasi-judicial agencies better balance provincewide and local priorities when approving projects?

18. What works well with the AER's development approval process?

19. What works well with the AUC's development approval process?

20. What works well with the NRCB's development approval process?

21. Do you have any other feedback you'd like to add?

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Quasi-Judicial Agency Review Survey

Experience and Familiarity

* 1. Please select your municipality:

* 2. Please enter your name and the best way to contact you, either by email, phone or both:

* 3. Can we contact you if we have any questions?

- Yes
- No

* 4. Which quasi-judicial agencies has your municipality interacted with in recent years in relation to development approvals? (select all that apply)

- Alberta Energy Regulator (AER)
- Alberta Utilities Commission (AUC)
- Natural Resources Conservation Board (NRCB)
- Have not interacted with any quasi-judicial agencies
- Other (please specify)

* 5. How has your municipality interacted with these agencies? (select all that apply)

- Hearings – observation
- Hearings – witness or intervener
- Unsuccessful attempt/application to participate as witness or intervener
- Letters/written submissions
- Email correspondence
- Direct meetings
- Have not interacted with any quasi-judicial agencies
- Other (please specify)

* 6. Please rate the following:

	Strongly				Strongly	N/A -
	Agree	Agree	Unsure	Disagree	Disagree	Have not
						interacted

Your municipality's interactions with the AER have been positive.


Your municipality's interactions with the AUC have been positive.

Your municipality's interactions with the NRCB have been positive.

Your municipality's interactions with other quasi-judicial agencies have been positive.

* 7. Does your municipality have regular contact with any quasi-judicial agencies? If so, please list which agencies.

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**M.D. OF RANCHLAND NO. 66
REPORT TO COUNCIL
Information Update (IU)**

Title: Alberta SouthWest Regional Alliance - AGM Update

Meeting Date: June 20, 2023

Originated By: Robert Strauss, CAO

Background: The Alberta SouthWest Regional Alliance held its AGM on June 7, 2023 in the MD of Pincher Creek. Reeve Davis and CAO Strauss were in attendance.

Strategic Pillar:

- 4. Financial Sustainability
- 5. Collaborative Partnership
- 6. Community

Options for Action: 1.) Accept the update for information

Financial Considerations: None

CAO's Review/ Comments/: A brief verbal update will be available at the Council meeting.

Attachments: None









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Final Audit Report

2023-06-16

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