

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

Municipal Building
Chain Lakes Provincial Park

October 24, 2023
at 10:30 AM

1. **CALL TO ORDER**

Pages:

2. **ACCEPTANCE OF AGENDA**

3. **APPROVAL OF MINUTES**

- A. Council Meeting of October 3, 2023.....Pages 3-5
- B.

4. **DELEGATION'S SCHEDULE**

- A. 2024 Budget – Preliminary Discussion
(with Greg B. Rick L. Rick N. Kelly S.) @ 10:30 am
- B. Kelly Starling @ 11:30a.m.
- C. Derek King, Partner, Brownlee LLP (IN-CAMERA) @ 1:00 p.m.

5. **EXTERNAL CORRESPONDENCE – (for information)**

- A. Administration/ Finance
- B. Public Works
- C. Agriculture/ Parks & Recreation
- D. Emergency/ Protective Services
- E. Legislative / Planning /Development
- F. Other Business

6. **BUSINESS – (action items)**

A. Administration/ Finance

- i. 2024 Budget – Preliminary Discussion.....Pages 6
- ii. Sep Bank Rec and Vendor Payment.....Pages 7-9
- iii. LAPP update.....Pages 10-11

B. Public Works

- i. STIP Grant.....Pages 12-30

ii.

C. Agriculture/ Parks & Recreation

i. .

D. Emergency/Protective Services

i. Emergency Services ReportPages 31-34

E. Legislative/& Planning/Development

i.

F. Other Business

i.

7. IN-CAMERA (closed session)

- A. L.O Report to Council
- B. Derek King, Brownlee LLP
- C. Council Remuneration Surveys and review
- D.

8. BUSINESS ARISING FROM IN-CAMERA

- A. Administration/ Finance
- B. Public Works
 - i. Delegation- Derek King
- C. Agriculture/ Parks & Recreation
- D. Emergency/Protective Services
- E. Legislative /& Planning /Development
 - i. Council Remuneration Surveys and review
 - ii.
- F. Other Business
 - i. L.O. Report to council

9. ADJOURNMENT

M.D. of Ranchland No. 66
Minutes of the Regular Council Meeting
Tuesday, October 3, 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, October 3, 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
Rick Niwa, Agriculture Fieldman

CALL TO ORDER

Reeve Davis called the meeting to order at 1:04 p.m.

ACCEPTANCE OF AGENDA

Motion No. 23/10/03/324 MOVED by Councillor Gardner that the minutes of the September 19, 2023, meeting be adopted as amended with the addition of:

6.A.iv – LAPP Approval of “opt-out” clause
6.B.i – AB Transportation improvements on Hwy 22
6.D.i – RCMP Questions for RMA convention

and the deletion of:

4.A. – Delegation: Mike Young – Northback Holdings Corp.

CARRIED

ACCEPTANCE OF MINUTES

Motion No. 23/10/03/325 MOVED by Deputy Reeve Streeter that the minutes be adopted as presented.

CARRIED

BUSINESS

Motion No. 23/10/03/326 6.C.i – Provincial Parks Maintenance Contract
MOVED by Deputy Reeve Streeter that the Provincial Parks Maintenance Contract discussion be accepted for information.

CARRIED

Motion No. 23/10/03/327 6.C.i – Agriculture Equipment Rental Policy
MOVED by Councillor Gardner to approve the Agriculture
Equipment Rental Policy as presented.

CARRIED

Rick Niwa left the meeting at 1:21 p.m.

Motion No. 23/10/03/328 6.A.i – Action List
MOVED by Deputy Reeve Streeter to accept the Action List for
information.

CARRIED

Motion No. 23/10/03/329 6.A.ii – MD Year to Date Budget
MOVED by Councillor Gardner to accept the year-to-date budget
report for information.

CARRIED

Motion No. 23/10/03/330 6.A.iii – Update to the Salary Allocation for the 2023 Operating
Budget.
MOVED by Reeve Davis to approve the 2023 budget adjustment
for salary allocation be approved as presented, effective May 1,
2023.

CARRIED

Motion No. 23/10/03/331 6.B.i – AB Transportation improvements on Hwy 22
MOVED by Reeve Davis that the MD of Ranchland contact Alberta
Transportation and Economic Corridors department for an update
on Highway #22 work, regarding the emergency pull out lane in the
vicinity of Section 35-12-2-W5M.

CARRIED

Motion No. 23/10/03/332 6.A.iv – L.A.P.P. Approval of “opt-out” clause
MOVED by Deputy Reeve Streeter to accept the update regarding
the LAPP’s approval of the one time “opt-out” clause.

CARRIED

Motion No. 23/10/03/333 6.D.i – RCMP Questions for RMA convention.
MOVED by Reeve Davis to accept the email correspondence from
Cpl. Thomas Nairn, for information.

CARRIED

Motion No. 23/10/03/334 6.F.i – A/V System Upgrade
MOVED by Deputy Reeve Streeter to table the discussion
regarding the A/V system upgrade pending additional information
from administration.

CARRIED

Reeve Davis recessed the meeting at 2:39 p.m.

Reeve Davis resumed the meeting at 2:48 p.m.

IN-CAMERA

Motion No. 23/10/03/335 MOVED by Reeve Davis that, in accordance with Section 197 of the Municipal Government Act, Council moves into a closed meeting at 2.35 p.m. to discuss matters involving advice from officials, per section 24 as well as matters regarding legal privilege, per section 27 of the Freedom of Information and Protection of Privacy Act (FOIP)

CARRIED

Motion No. 23/10/03/336 MOVED by Reeve Davis that Council return to an open meeting at 4:13 p.m.

CARRIED

BUSINESS ARISING FROM IN-CAMERA

Motion No. 23/10/03/337 8.E – Liaison Officer’s Report to Council
MOVED by Deputy Reeve Streeter that the MD of Ranchland direct its legal counsel to file the Statement of Concern with the Alberta Energy Regulator (AER) as presented, prior to the October 5th, 2023, deadline.

CARRIED

Motion No. 23/10/03/338 8.E – Liaison Officer’s Report to Council
8.A – Update RE: Legal Opinion on Undeveloped Road Allowance
MOVED by Councillor Gardner to accept items 8.A and 8.E for information.

CARRIED

ADJOURNMENT

Being that the agenda matters have concluded, the Reeve declared the meeting adjourned at 4:15 p.m.

These minutes approved this 24th day of October, 2023.

Ron Davis, Reeve

Robert Strauss, Chief Administrative Officer

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

Title: **2024 Budget – Preliminary Discussion**

Meeting Date: October 24, 2022

Originated By: **Robert Strauss, CAO**

Background: As per the MD of Ranchland Budget Process Policy, a preliminary budget meeting is typically scheduled annually in October of each year to provide a “big picture” discussion about potential programs and or significant changes to the MD of Ranchland, upcoming year operations.

The MD process is that detailed analysis involving numbers, with Council takes place in November after this preliminary discussion 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.) Provide input to the budget process and confirm the development of the more detailed financial budget to be discussed at meetings in November and December.

Financial Considerations: 1.) This is the budget process

CAO’s Review/ Comments/: This initial discussion will provide the framework for the detailed development of the 2024 Budget.

Attachments: To be presented at the Council meeting

CAO’s Initials _____

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

Title: September 2023 Bank Reconciliation and Cheque Register

Meeting Date: October 24, 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 addresses any questions that they may have, I would recommend acceptance for information.

Attachments: September 2023 Bank Reconciliation and Cheque Registrar

CAO's Initials _____

MUNICIPAL DISTRICT OF RANGLAND No. 66
Monthly Bank Statement Reconciliation
For the month ending September 30, 2023

	General Bank Account	Deferred Revenue Held on Deposit				TOTAL
		MSI Grant	CCBF Grant	ACP Grant	WtrC.C.R. Grant	
Net Balance in G.L. at end of previous month	852,322.82	727,977.04	1,192.52	156,717.32	1,003,056.94	2,741,266.64
Deposits	2,738,469.46					2,738,469.46
Earned Interest credited to account	3,829.08	3,337.61	5.47	718.55	4,599.41	12,490.12
Transfer: for Wobbly Packer attachmt.	35,767.00	- 35,767.00				
Transfer: for Preliminary Engineering	15,794.64				- 15,794.64	
<i>Less:</i>						
Cheques Issued (016356 - 016362) & EFTs Issued (00751 - 00787)	- 426,087.07					- 426,087.07
August 31, 2023 Payroll (net)	- 37,396.39					- 37,396.39
August 31, 2023 Payroll (net)(Council)	- 7,103.50					- 7,103.50
September 15, 2023 Payroll (net)	- 33,911.40					- 33,911.40
Direct Withdrawal Payments	- 243.53					- 243.53
Net G.L. Balance at end of month	3,141,441.11	695,547.65	1,197.99	157,435.87	991,861.71	4,987,484.33
Bank Balance at end of month	3,141,529.11	695,547.65	1,197.99	157,435.87	991,861.71	4,987,572.33
Less: Outstanding Cheques	- 88.00					- 88.00
Net Bank Balance at end of month	3,141,441.11	695,547.65	1,197.99	157,435.87	991,861.71	4,987,484.33

Net Bank Balance Sept. 30, 2022 **2,792,948.55**

Gen. Account Outstanding Cheques

<i>Cheque Number</i>	<i>Amount</i>
016360	88.00
-	-
-	-
-	-
-	-
<i>Total o/s cheques</i>	88.00

Notes:

1. Interest earned was at 5.40% in August (posted in Sept.)

Direct Withdrawals were:

<i>Other (incl. bank fees)</i>	243.53
	243.53

Acronyms

MSI - Municipal Sustainability Initiative
CCBF - Canada Community Building Fund
ACP - Alberta Community Partnership Fund
WtrC.C.R. - Watercourse Crossing Remediation Grant

Statement submitted to Council this 24th day of October, 2023

Greg Erlich

Accountant

VENDOR PAYMENT REGISTER REPORT

* SEPTEMBER 2023

Document Number	Vendor Name	Description	Amount
16356	618 Autobody Automotive & RV	Autobody repairs to Parks pick-up Ford F-350	\$ 1,091.16
16357	Gary Fox Repair	Brake repairs on PW pick-up truck 2019 GMC 2500	1,381.45
16358	Government of Alberta	Annual Designated Industrial Property Requisition	15,668.09
16359	Ethan Lloyd	Chef Services for meeting with RMA Executive Board	280.61
16360	SAEWA	Annual Membership - Southern Alberta Energy from Waste Association	88.00
16361	Harry Streeter	Supply steaks for meeting with RMA Executive Board	185.25
16362	Freshmart	Hosting supplies/Bottled water	100.30
EFT000751	638152 Alberta Ltd.	Catering	224.28
EFT000752	Atkinson Holdings Ltd. (Saddle Mtn. Tire)	New tires for Ag. Dept. trailer	840.00
EFT000753	Axia FibreNet Ltd.	Sept. Supernet Services	729.58
EFT000754	Brownlee LLP	Judicial Review file; FOIP Request file; Vendor Contract file	12,463.40
EFT000755	Praba Dodds	Admin bldg Janitorial (August) services & supplies	1,721.00
EFT000756	Hy-Ridge Helicopters Ltd.	Ag. Dept. Flight Time - Weed Scouting	3,545.85
EFT000757	ISL Engineering	Culvert Remediation Engineering	7,727.00
EFT000758	Laura Mowat	PW shop janitorial	140.00
EFT000759	N.L. Smith and Sons	Culvert Supply for Custom Work job	7,997.72
EFT000760	Postmedia Network Inc.	Public Notice Advertisement	211.79
EFT000761	Receiver General	Second 1/2 August Payroll deduction remittance	17,601.62
EFT000762	Telus Communications Ltd.	Ag Shop phone lines (2)	139.96
EFT000763	Telus Communications Ltd.	Office phone lines (2)	219.39
EFT000764	Telus Communications Ltd.	Fax line	70.06
EFT000765	Telus Communications Ltd.	Roads shop phone line	106.73
EFT000766	Telus Communications Ltd.	Ag office phone line	107.17
EFT000767	Alberta Municipal Insurance Services	Monthly Group Benefits & July 2023 Health Spending Account activity	7,264.75
EFT000768	Blairmore Precision Machining	Wobbly Packer attachment	37,555.35
EFT000769	Brownlee LLP	Judicial Review file; RFP for Engineering Services; FOIP files; DCL Speers Creek file; Raod Use file; Audit letter	13,231.48
EFT000770	Claresholm Local Press	Public Notice Advertisement	280.85
EFT000771	Inspiris	Cloud Server Subscription August; Q4 Managed Services Contract; Firewall subscriptions September; Adobe annual subscription	3,883.95
EFT000772	Floors First Vulcan	Progress Payment on Office Flooring	15,494.53
EFT000773	Home Hardware - Nanton	PW shop & cleaning supplies	136.62
EFT000774	ISL Engineering	Culvert Remediation Engineering	8,857.37
EFT000775	Konica Minolta Business Solutions	August Copier/Printer Maintenance Service Agreement	348.36
EFT000776	Oldman River Regional Services Comission	Q4 Planning Services	2,901.25
EFT000777	Prairie Environmental Services	Custom Weed Spraying	13,901.65
EFT000778	Canoe Procurement Group of Canada	Grader parts; cell phone; Grader tire repair; Municipal address signs	3,949.34
EFT000779	N.L. Smith and Sons	Riley Road & Culvert repair ; Haul Gravel for private lane	6,473.25
EFT000780	Speakers' Spotlight Inc.	Final payment for Beef'n Bean Guest speaker	2,625.00
EFT000781	SSCM Inc.	Custom Weed Spraying	38,915.64
EFT000782	UFA Co-operative Limited	Bulk Fuels	11,827.19
EFT000783	Volker Stevin Highways Ltd.	Ditch Mowing	3,111.36
EFT000784	Receiver General	First 1/2 September Payroll deduction remittance	13,018.95
EFT000785	CIBC Credit Card Services (September 15 statement)	Starlink Internet for shops; Garmin GPS costs; NAISMA Conference registration; Training costs; Annual Fuel Lock subscription; Hotel rooms; Vehicle rental; Airport parking; Park truck service; Stationary supplies; Website costs; Membership fees; Catering; Postage; PW repair parts; Ag parts & supplies; Meal receipts; Travel costs; Retail fuel; Truck wash; Hosting supplies; Permit fees; Computer accessories; Gift Card; electronic safety forms	11,456.11
EFT000786	EPCOR Energy Services (Alberta)	All Power & Natural Gas bills (August)	1,081.68
EFT000787	Government of Alberta	Q.3 School Requisition Payment	157,131.98
Total Amount of September Payments:			<u>\$ 426,087.07</u>

Total Payments Issued: 44

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

Title: Local Authorities Pension Plan Update

Meeting Date: October 24, 2023

Originated By: Robert Strauss, CAO

Background: As previously discussed at Council during the August 16, 2022, Council meeting, there is a need to look at employee pension options. I have been in discussions with the Local Authority Pension Plan administration every few months since that time, attempting to propose changes to the LAPP admission conditions. I may have finally succeeded in convincing LAPP to take a proposal for changes to their Board for consideration. Those proposed changes would essentially allow all existing employees a onetime choice to either join the LAPP or the option to “opt out” of LAPP. Future employees would as a condition of their employment be part of the LAPP.

Council may recall that when I last discussed LAPP in detail with Council, I presented a survey I had conducted, polling rural municipalities in Alberta. I started polling all rural Alberta municipalities starting at the Canada/US border and moving northwards. I stopped surveying when I got as far north as those rural municipalities approximately in the same geographic latitude as Edmonton. The surprising thing I discovered was that the only rural Alberta municipality in the survey that was not part of the LAPP, was the MD of Ranchland.

I have already previously discussed with Council the benefits of the MD of Ranchland being part of LAPP; were both the ability to attract future qualified employees and the retention of staff in the longer term.

The LAPP Board met on October 5th, 2023, and has agreed to the MD of Ranchland request for new municipalities joining the plan to be able to offer their existing staff a “one-time, opt-out of the LAPP, option. I am waiting for the written agreement containing the new “opt-out clauses” to arrive from LAPP.

Options for Action: 1.) As this updated LAPP written agreement with the “opt-out” clauses is still being crafted by LAPP legal counsel, recommend accepting the update for information with the matter to be brought forward to the November 14, 2023 Council meeting.

CAO's Initials _____

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

I anticipate this matter to be available for discussion by Council at its November 14, 2023. Council meeting.

Attachments:

LAPP map showing survey results of rural municipality participation.

CAO's Initials _____

**M.D. OF RANGLAND NO. 66
REPORT TO COUNCIL
Request for Decision (RFD)**

Title: STIP-LRB Grant application for BF 84582

Meeting Date: October 24, 2023

Originated By: Rick Lawson, Public Work Manager
Greg Brkich, Finance
Robert Strauss, C.A.O.

Background: The Local Road Bridge (LRB) Program is one of 4 funding streams of the Strategic Transportation Infrastructure Program (STIP). It is administered by Alberta Transportation. LRB provides funding to municipalities for local bridge projects, including engineering, maintenance, rehabilitation, and replacement.

LRB will provide **75%** of **eligible** project costs.

The annual deadline is **November 30**.

At the September 19, 2023 Council meeting a Report to Council/Request for Decision was on the agenda to consider preparing a STIP-LRB application for Alberta Transportation **Bridge File 84582 which is the Forestry Trunk Road over an unnamed tributary to the Livingstone River in the SW-25-12-4-w5m**, located approximately 2 to 3 kms south of Speers Creek.

Since the Sept. 19 Council meeting, Roseke Engineering Ltd. of Lethbridge was asked to update the construction budget on this project. The results are attached to this report.

In summary, Roseke Engineering has amended the construction budget to approximately **2.3 million** with construction starting in late 2025 with completion by spring 2026. This includes construction and engineering, however, does not include the newly identified costs of surveying and First Nations consultation. Since the construction would go beyond the existing boundaries of the road right of way, an application to take land from Public Lands for the widening of the right of way at this location would mean First Nation consultation and legal land surveying costs. An educated estimate on these costs is **\$40,000** based on previous experiences of the writer, and these costs would not be eligible under STIP-LRB.

The proposed timeline of this project is as follows:

- Receive a response on the grant application by September 30, 2024.

- If approved, procure the services of a bridge engineer by March 31, 2025.
- Conduct First Nation Consultation and Legal Surveying throughout 2025.
- Construction in late 2025 with completion by June 30, 2026.

Full Budget:

All costs: **\$2,340,000.**

Funding sources:

STIP-LRB: 75% of \$2,300,000 = **\$1,725,000**

Canada Community Building Fund (Federal): **\$500,000 *****

MD Source: Capital Reserves: **\$115,000**

Total Funding Sources: **\$2,340,000**

*** Note regarding Canada Community Building Fund: An extension of the CCBF is anticipated before the end 2023. The current program is officially over March 31, 2024. The \$500,000 I have used in the funding sources budget is under the **assumption** that the CCBF will be renewed for another 10 years at \$50,000 per year. (2024 through 2033).

Benefits:

1. Remedy a weak spot in the Forestry Trunk Road infrastructure.

Disadvantages:

2. Very costly project.

Options for Action:

1. Approve a STIP-LRB grant application as outlined. (**\$1,725,000**)
2. Apply for a STIP-LRB grant for maintenance of this location only. Instead of a replacement project, just maintain what is there. Hire an engineering firm to put together a tender package for the cleaning of the inlet side of the existing culverts. This might involve rip-raping. Would have to make decisions once the ponded water is removed. Total estimated cost: **\$300,000 (STIP application \$225,000)**
3. Reject all options and leave the site as is.

CAO's and Public Works Manager Review/Comments/Initials:

The CAO and Public Works Manager will provide comments at the Council meeting.

October 16, 2023

Mr. Robert Strauss
Chief Administrative Officer
Municipal District of Ranchland No. 66
P.O. Box 1060
Nanton, AB T0L 1R0

**RE: Bridge File 84582 (SW 25-12-04 W5M)
Project Information and Supporting Documentation for
Strategic Transportation Infrastructure Program (STIP) Funding**

Dear Mr. Strauss,

This letter is being provided to supplement your application for funding under the Alberta Transportation & Economic Corridors (ATEC) Strategic Transportation Infrastructure Program (STIP) and is meant to provide you with information pertaining to the work required at Bridge File 84582.

Bridge File 84582 consists of one (1) 36" (914 mm) diameter and one (1) 20" (508 mm) diameter corrugated steel pipe (CSP) that facilitate the passage the Forestry Trunk Road over an unnamed Tributary to the Livingstone River at SW 25-12-04 W5M. The year of installation for these culverts is unknown and because the structures have an equivalent diameter less than 1500 mm, the crossing was not part of Alberta Transportation's (AT) Bridge Information System (BIS) so there is no inspection or historical data available for review. It also appears as though a new 900 mm diameter or similar sized CSP has been recently installed approximately 7.0 m above the streambed to alleviate some flood waters.

This structure was identified for replacement in or about 2010 due to the frequent annual blockage of these culverts from drift and the undersized capacity which has resulted in flows breaching the roadway approximately 10 m above. Significant erosion has also occurred at this site due to mountainous terrain, the steep slopes, and the high channel velocities. The scour in combinations with the steep inadequate side slopes is compromising the integrity of the roadway and prevents a significant hazard to the travelling public.

Based on the estimated flows and the anticipated replacement size, a bridge file number (84582) was associated with this crossing in or about 2011/2012. Roseke Engineering Ltd. completed a preliminary engineering report in 2013 at which time the recommendation was made to replace the existing non-bridge sized culverts with a 3.0 m x 3.0 m cast-in-place concrete box with an invert length of 55.0 m. This structure was selected based on the geotechnical conditions, the assessed flow conditions, drift passage, the initial costs, and the overall increased design life span associated with this structure type. Shortly thereafter, the project was put on hold due to funding availability.

The existing structure is significantly undersized for the assessed flows and drift passage. This tributary has an 8.0 km² contributing drainage area that is composed of steep forested mountainous terrain with exposed rock. The assessed flows were determined to be 8.9 m³/s based on ATEC's runoff-depth equation although changes to the Runoff Depth Analysis suggests this basin could contribute a theoretical maximum discharge of 11.2 m³/s. The existing streambed slope was determined to be 9.5%. Consequently, the velocities are high, and peak flow levels would occur quickly after precipitation events due to the direct nature of the basin. When considering the blockages resulting from drift accumulation; significant hazardous backwater conditions and damages to the roadway can be expected. Consequently, replacement alternatives will need to be much larger to accommodate the potential flows and the passage of drift.

The Forestry Trunk Road is a north-south backcountry corridor that is used to facilitate the logging industries, coal exploration activities, forest fire response and management, and recreational activities. It is a seasonally operated road that is closed to the public from approximately December 10 – April 10th annually. It begins in Coleman, Alberta and continues north as an extension of Highway 40 from Kananaskis Country. The roadway at the crossing location is located in a substandard sag curve with a clear roadway width of approximately 7.0 m. The side slopes are near 1:1 at this location and there is no clear zone to facilitate recovery should a vehicle exit the road. Consequently, some improvements to the vertical alignment and cross-section would be required to meet ATEC's minimum standards. Barrier options will be assessed in comparison with side slope and alignment improvements to determine which alternative provides the best value while considering the impacts to the environment, the public, the project costs, and future potential maintenance costs. At this time, barriers have been included in the estimate to minimize the environmental footprint.

A geotechnical investigation was completed by AECOM in 2013 at which time it was identified that there was a weak siltstone and claystone bedrock layer approximately 4 m - 7 m below the road surface approximately 20 m south and north of the existing culvert crossing. This bedrock has negative implications regarding the installation of flexible culvert structures. Preliminary analysis suggests that the bedrock has been eroded to streambed elevation at the culvert location and that it is at a much higher elevation outside the confines of the watercourse. The presence of bedrock may have adverse effects on the installation of flexible culvert structures and the foundation design for other alternatives. It may also have negative implications regarding the ability to provide a safe and stable excavation. Further review with a geotechnical engineer will likely be required to confirm the subsoil conditions and to assist with the design of a replacement structure. All options will be considered during the preliminary phase of the work.

This crossing is located in a green area and the tributary is considered to be an unmapped class B waterbody in accordance with Alberta Environment & Protected Areas (AEPA) Pincher Creek Area Management Map due to its location near the Livingstone River. Consequently, the work should occur outside the restricted activity period (RAP) which occurs annually from September 1 to August 15. Recommendations of a Qualified Aquatic Environmental Specialist will also be required prior to undertaking the work. The Livingstone River is home to several species of fish, including endangered/threatened species such as West Slope Cutthroat Trout and Bull Trout. There are also no known physical barriers that prevent fish from migrating up this tributary. The slope of the channel will prevent some species from accessing the upstream portion of the tributary and the habitat at this location is considered to be poor for overwintering, but at this time we assume fish passage will need to be provided for sportfish.

All work must be designed and constructed in accordance with AEP's Code of Practice for Watercourse Crossings, so replacement alternatives must be designed to be installed at or below streambed elevation and provision for fish passage will be required. A "Request for Review" will need to be sent to the Department of Fisheries and Oceans and a permit will also be required under the Species at Risk Act prior to the work being undertaken. The environmental component of the project will be difficult to manage due to the location, the classification of the waterbody, the potential net loss of habitat, the steep slopes, the endangered fish species, and the fish passage requirements. These requirements will likely increase the structure costs and construction costs and conversation with regulators should be held early to determine the expectation and requirements for fish passage to a stream with poor habitat. At this time, in accordance with the applicable legislation, and based on a site review, fish passage measures will need to be required. Additional habitat compensation may also be required to offset the potential channel loss created by the installation of a longer structure if it is deemed adequate. This habitat compensation may also allow for the improvement to the quality and quantity of habitat upstream.

The existing culverts extend beyond the existing right-of-way boundary at this location. Consequently, authorization under the Public Lands Act or the purchase of crown land will be required. Either process will likely require that a disposition be completed prior to the work being undertaken. The disposition process will extend the project duration, require public and aboriginal consultation, and additional registration and rental fees could be incurred.

It is recommended that the site surveyed again to obtain information for the newer CSP and to evaluate the extent of the erosion. Additional preliminary engineering should also be completed to verify the information, assess current costs, review the updated environmental requirements, and evaluate other structures that facilitate the construction of a natural streambed prior to continuing with the design and tender. Geotechnical conditions should also be reviewed and assessed based on the depth of excavation and the potential structure alternatives. At this time, we presume that a concrete box with an artificial streambed or fish ladder bottom may still be acceptable. Pending further discussion with the regulators, the environmental requirements, and the overall costs, bridge alternatives may need to be considered. Other structure types should also be reviewed if costs savings or additional value can be recognized.

The main design considerations that need to be addressed are related to the hydrological conditions, geotechnical conditions, the environmental assessments/requirements and the timing of the work with respect to the annual closure of the Forestry Trunk Road, the environmental windows, and winter construction costs and methodology.

The estimated cost to construct to replace the existing non-bridge sized culverts with a cast-in-place concrete box structure or other similar structure is \$2,113,700 including a 15% contingency. The anticipated costs to revisit the preliminary engineering, complete detailed design, administer the tender, manage construction, and provide a post-construction summary report is \$187,000. The total project value is estimated to be **\$2,300,700**. The preliminary, design, environmental, and tender work is scheduled to occur in 2024. Construction is tentatively planned for late 2025 to coincide with the environmental windows and with the intention of being completed by March 31, 2026.

This is a relatively large project that will result in the rehabilitation of the Forestry Trunk Road at this location thereby significantly improving the safety of the travelling public. Additionally, flood waters may compromise the embankment or the roadway which may prevent safe passage for recreational and industry users. There is no reasonable detour route available. Furthermore, there would be a substantial negative impact to the environment and there would be harm to sensitive fish species in the Livingstone River due to the overloading of sediment.

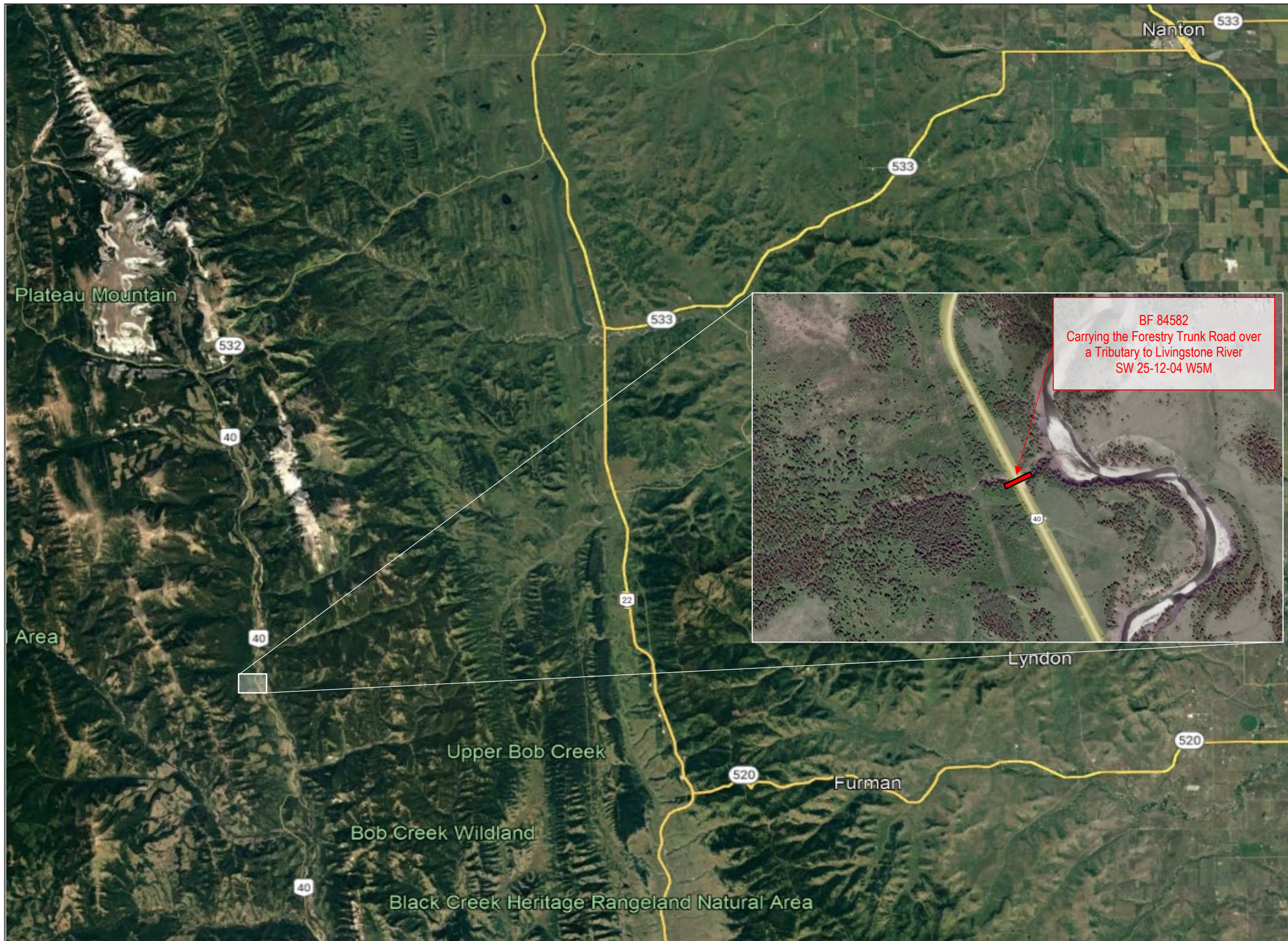
Construction at this location would improve safety for the travelling public, reduce maintenance costs associated with the annual drift removal, and create work for several individuals in this discipline of work. There would also be increased purchases for supplies, equipment, gas and food during the project. The environmental conditions would also be significantly improved following the reconstruction of the crossing.

A location map, recent photos, photos from 2020, photos from 2013, and construction and engineering cost estimates have been provided with this letter. Please feel free to contact me at (403) 315-4223 or by email at levi.ober@roseke.com if you have any questions pertaining to this bridge file or the anticipated effort that is required.

Sincerely,



Levi Ober, P.L.Eng.
Bridge Engineer
Roseke Engineering Ltd.



KEY PLAN				
NOTES				
CONSULTANT				
				
 				
PROJECT				
BF 84582 Carrying the Forestry Trunk Road over a Tributary to the Livingstone River				
TITLE				
Aerial Location Plan				
DOCUMENT CODE				

Project: Bridge File 84582
Location: Forestry Trunk Road over a Trib. To Livingstone River
Legal Land: SW 25-12-04 W5M
Date: Site Photos – June 16, 2023



Looking North at approach road over crossing.



Looking South at approach road over crossing.



Project: Bridge File 84582
Location: Forestry Trunk Road over a Trib. To Livingstone River
Legal Land: SW 25-12-04 W5M
Date: Site Photos – June 16, 2023



View looking downstream from NE corner of crossing. Severe erosion occurring along embankment and banks of channel.



Looking Upstream from southwest corner. Water has ponded up to 7m above streambed. Ponded water is a hazard for travelling public.



Project: Bridge File 84582
Location: Forestry Trunk Road over a TRib. To Livingstone River
Legal Land: SW 25-12-04 W5M
Date: Site Photos – November 16, 2020



Looking North at approach road over crossing.



Looking South at approach road over crossing.



Project: Bridge File 84582
Location: Forestry Trunk Road over a TRib. To Livingstone River
Legal Land: SW 25-12-04 W5M
Date: Site Photos – November 16, 2020



View of Downstream End.



Looking Upstream (west)
from roadway at
backwater created by drift
blockage.



Project: Bridge File 84582
Location: Forestry Trunk Road over a TRib. To Livingstone River
Legal Land: SW 25-12-04 W5M
Date: Site Photos – November 16, 2020



View of scour and erosion on embankment.



View of upstream end.



Looking South.

Road alignment is adequate.



Looking North.



Looking West
(upstream).

Water overtops the
road (10 m+) almost
yearly.



Looking East
(downstream).

Existing pipe has been
eroded away.



Downstream (east)
end.



Downstream (east)
end.



Upstream (west) end.

There is no pipe inlet visible but existing pipes do flow partly full.



Upstream (west) channel.



Looking west from 50 m south of site. The drainage basin contains mountainous terrain and produces significant runoff per unit drainage area.




Another look at the hazard on the upstream (west) end, which floods across the road (approx. 8 m) almost yearly.



Project: Bridge File 84582 - Forestry Trunk Road over a Tributary to the Livingstone River
Alternative: A - (1) 3000mm x 3000mm x 55 m Cast-in-Place Concrete Box.
Job Number: REL201051
Date: 16-Oct-2023

	Bridge Items	Unit	Est. Quan.	Unit Price	Total
1	Mobilization	Lump Sum	1	\$ 175,272.73	\$ 175,272.73
2	Site Occupancy	Day	60	\$ 1,500.00	\$ 90,000.00
3	Traffic Accommodation (Road Closed)	Lump Sum	1	\$ 30,000.00	\$ 30,000.00
4	Care of Water	Lump Sum	1	\$ 36,000.00	\$ 36,000.00
5	Total Suspended Solids Testing	Days	15	\$ 1,800.00	\$ 27,000.00
6	Removal and Disposal of Existing Culverts	Lump Sum	1	\$ 174,852.80	\$ 174,852.80
	<i>Topsoil Stripping and Stockpile for Re-use</i>	m ³	800	\$ 8.65	
	<i>Existing Gravel Surfacing Remove and Salvage</i>	m ³	80	\$ 40.91	
	<i>Excavation Above Streambed</i>	m ³	5000	\$ 12.65	
	<i>Excavation of Bedrock</i>	m ³	1900	\$ 28.35	
	<i>Removal and Disposal of Existing CSP Structures</i>	Lump Sum	1	\$ 5,000.00	
	<i>Add'l Excavation from Benching</i>	m ³	3,500	\$ 12.65	
7	Excavation - Structural	m ³	650	\$ 28.34	\$ 18,421.00
8	Supply and Placement of Plain Reinforcing Steel	kg	7500	\$ 8.55	\$ 64,125.00
9	Supply and Place Concrete - Class C	m ³	200	\$ 2,750.00	\$ 550,000.00
10	Backfill - Granular	Lump Sum	1	\$ 188,136.00	\$ 188,136.00
	<i>Des. 2, Cl. 40 or Des. 2, Cl. 25 Granular Fill</i>	m ³	1350	\$ 139.36	
11	Backfill - Non Granular	Lump Sum	1	\$ 92,113.75	\$ 92,113.75
	<i>Clay Seals</i>	m ³	500	\$ 62.45	
	<i>Embankment Fill (between clay seal wings)</i>	m ³	975	\$ 62.45	
12	Heavy Rock Riprap (Class 3)	m ³	250	\$ 357.76	\$ 89,438.90
	<i>Heavy Rock Riprap (Class 3) with gravel substrate</i>	m ³	250	\$ 350.00	
	<i>Geotextile - Nonwoven (Supply and Install)</i>	m ²	230	\$ 8.43	
13	Roadway Work (2 Lanes Undivided)	Lump Sum	1	\$ 264,739.80	\$ 264,739.80
	<i>Topsoil Placement (& Supply as Required)</i>	m ²	800	\$ 7.05	
	<i>Additional BackFill Above Structural Envelope</i>	m ³	8,000	\$ 31.71	
	<i>Seeding & Fertilizing</i>	Lump Sum	1	\$ 5,000.00	
	<i>Gravel Surfacing</i>	t	20	\$ 20.99	
14	Strong Post W-Beam Barrier - Supply and Install	Lump Sum	1	\$ 80,000.00	\$ 80,000.00
15	Environmental Compensation Measures	Lump Sum	1	\$ 47,900.00	\$ 47,900.00
	<i>Habitat Offsetting Measures - Baffles, Ladders, Streambed Construction or Other</i>	Lump Sum	1	\$ 35,000.00	
	<i>Silt Fence - Supply and Place</i>	m	100	\$ 25.00	
	<i>Straw Rolls, RECP Matting and Other Erosion/Stabilization Features</i>	Lump Sum	1	\$ 10,400.00	
Prices based on Alberta Transportation's Unit Price Averages Report and submitted prices for recently tendered projects.				Sub-Total Contract	\$ 1,928,000.00
				Modified Contract Price	\$ 1,838,000.00
				Contingencies @ 15%	\$ 275,700.00
				Total Contract Budget	\$ 2,113,700.00
				Estimated Total Engineering Fees	\$ 187,000.00
				Total Estimated Project Cost	\$ 2,300,700.00

NOTES: This structure has an estimated 75-100 year design life
 Tasks and Prices subject to change following a review of the Environmental, Geotechnical and Geometric Requirements.
 GST Not Included in Estimate

 Estimate for Engineering Services For the Replacement of Bridge File 84582 on the Forestry Trunk Road over a Tributary to the Livingstone River Assumed Replacement Structure: 3.0 m x 3.0 m Concrete Box.									
	Bridge Engineer Bernie Roseke, P.Eng., PMP	Senior Structural Designer/Reviewer	Bridge Engineer Levi Ober, P.(Eng)	Jr. Bridge Technologist Teran Hancock, t.T.	Jr. Bridge Technologist Mark MacCumber	Survey Crew	Mileage	Disbursements	TOTAL
	\$161/hr	\$245/hr	\$138/hr	\$106/hr	\$106/hr	\$215/hr	\$.75/km	3.0%	
PRELIMINARY ENGINEERING									
Project Management	2		2					\$17.94	\$615.94
Preliminary Site Survey (Update)					8	12	470	\$102.84	\$3,883.34
Site Visit / File Review / Historical Data			12				470	\$49.68	\$2,058.18
Hydrology			4					\$16.56	\$568.56
Geotechnical Review	8		8					\$71.76	\$2,463.76
Geometric Design / Utilities / ROW			1					\$4.14	\$142.14
Replacement / Maintenance Options			8					\$33.12	\$1,137.12
Cost Estimates & Net Present Value Analysis			4					\$16.56	\$568.56
Preliminary Engineering Report	4		20					\$102.12	\$3,506.12
Review / Meetings / Changes & Discussions	4	4	2					\$57.00	\$1,957.00
	18	4	61	0	8	12	940	\$471.72	\$16,900.72
DESIGN									
Design Drawings	24	24	8	30	30			\$516.24	\$17,724.24
Design Check	4	4	2					\$57.00	\$1,957.00
Design Memorandum								\$0.00	\$0.00
Environmental Permitting			8					\$33.12	\$1,137.12
Review / Meetings / Discussions & Revisions	4		4					\$35.88	\$1,231.88
	32	28	22	30	30	0	0	\$642.24	\$22,050.24
Assumes that three (3) 11x17 P-Drawings will be required.									
TENDER									
Special Provisions	4		8					\$52.44	\$1,800.44
Tender Document			8	8				\$58.56	\$2,010.56
Tender Advertising	2		4					\$26.22	\$900.22
Tender Opening & Award (Online or Host)			8	4				\$45.84	\$1,573.84
	6	0	28	12	0	0	0	\$183.06	\$6,285.06
CONSTRUCTION MANAGEMENT									
Pre-construction Meeting (Online or Host)			8		4			\$45.84	\$1,573.84
Materials Fabrication Inspection (Deletable)			8				400	\$33.12	\$1,437.12
Submittal Reviews			4	8	8			\$67.44	\$2,315.44
Contract Administration			8					\$33.12	\$1,137.12
Construction Supervision / Support			40	250	250	12	22090	\$1,833.00	\$79,500.50
Engineering Support / Project Management	8		12					\$88.32	\$3,032.32
	8	0	80	258	262	12	22490	\$2,100.84	\$88,996.34
Construction Supervision based on 60 - 12 hour days of construction at 75% supervision.									
Materials Fabrication Inspection Costs for CSP or SPSP Structure only. If Required - Precast Fabrication Costs are provided below.									
POST-CONSTRUCTION ENGINEERING									
Issue Final Acceptance / CCC			6		8			\$50.28	\$1,726.28
Project Summary Report			2	9	9			\$65.52	\$2,249.52
As-constructed Drawings	4	4	2		4			\$69.72	\$2,393.72
BIM Inspection (Included)			8				470	\$43.70	\$1,500.20
	4		18	9	21	0	470	\$178.94	\$6,143.44
MISCELLANEOUS ITEMS									
Geotechnical Investigation/Review								Lump Sum	\$10,200.00
Fish Habitat / QAES Assessment & Prelim. Wildlife Sweep								Lump Sum	\$8,000.00
Other Environmental (Rare Plants, Wildlife Survey, etc.)(Deletable)								Lump Sum	\$8,000.00
Materials Fabrication Inspection (Precast)(Deletable)								Lump Sum	\$12,400.00
Corrosion Investigation								Lump Sum	\$0.00
ROW Acquisition / Disposition under Public Lands								Lump Sum	\$8,000.00
Quality Control/Assurance Testing								Lump Sum	\$0.00
	0		0	0	0	0	0	\$0.00	\$46,600.00
Estimate Provided for funding purposes									
GST Not Included									
TOTAL									\$186,975.80

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

Title: **Emergency/Protective Services Update**

Meeting Date: **October 24, 2023**

Originated By: **Robert Strauss, CAO**

Background: Kelly Starling will be giving an update of events that have transpired since the last meeting he attended.

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

**CAO's Review/
Comments/:** As per Kelly Starling's Report

Attachments: Emergency Services Report October 2023

CAO's Initials _____

EMERGENCY SERVICES REPORT – OCTOBER 2023

Emergency Services

Key Action Items:

Fire Services:

1. WCES had no calls for service within the MD of Ranchland.
2. WCES staff have been preparing for the upcoming NFPA 1001 Level 2 course that starts on October 16, 2023 with 17 students participating.
3. WCES staff continued work on the Ranchland FRIAA FireSmart Project.
4. WCES staff attended the AFCA Region 7 meeting.
5. WCES staff attended the Granum Fire Academy Information Night for parents and students.

Community Peace Officers:

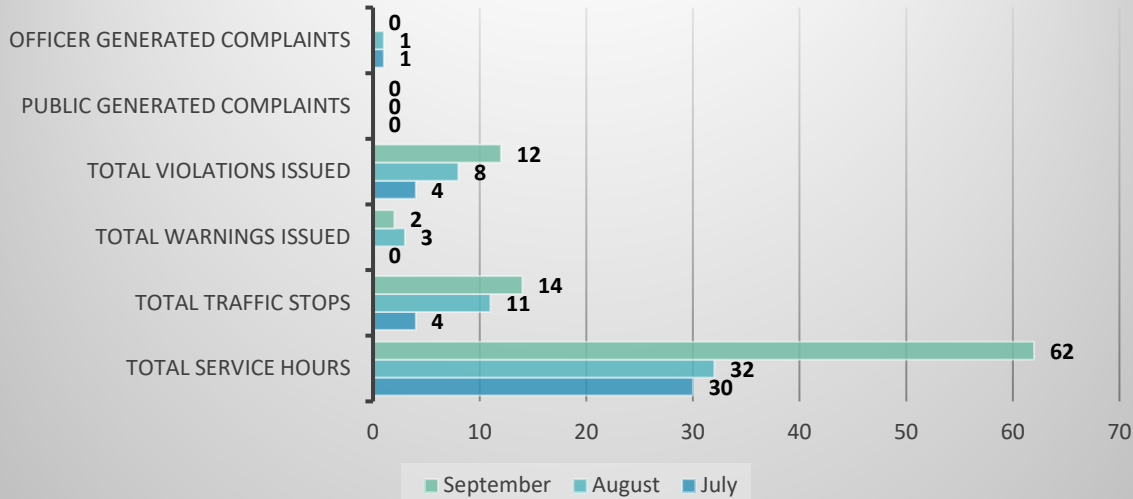
6. CPOs organized and conducted a Joint Force Operation in the MD of Ranchland with three other CPO agencies, the Alberta Sheriffs and the RCMP. A total of 50 violations were issued.
7. CPOs were on duty over the September long weekend. A heavy presence was made west of Nanton on Rge Rd 285 & 290 (Connemara area). There were 12 violations issued on these roads over the weekend.
8. CPOs were present for the first day of school in both Granum and Stavely, and have maintained their presence in the school zones throughout the month of September; traffic stops were conducted in these areas.
9. CPOs attended a trial in traffic court in Fort Macleod.
10. CPOs responded and assisted Fire with a motor vehicle collision on Hwy 533 at Rge Rd 290.
11. 12 violation tickets and two warnings were issued within the MD.

Emergency Management:

12. WCES staff attended two days of ICS 400 training in Wheatland County.
13. WCES staff participated in a Planning P course for the SZAHIMT in Taber.
14. Operations and logistics members of the intermunicipal AHIMT attended a tour of the Provincial Stockpile with AEMA Field Officers.
15. Willow Creek staff member attended a three-day ICS Safety Officer course in Calgary.
16. As part of the Regional Emergency Management Program, WCES staff are planning a Joint Emergency Management Agency meeting, and separate Emergency Advisory Committee meetings for the three municipalities.
17. Work continued on the new Regional Municipal Emergency Plan.

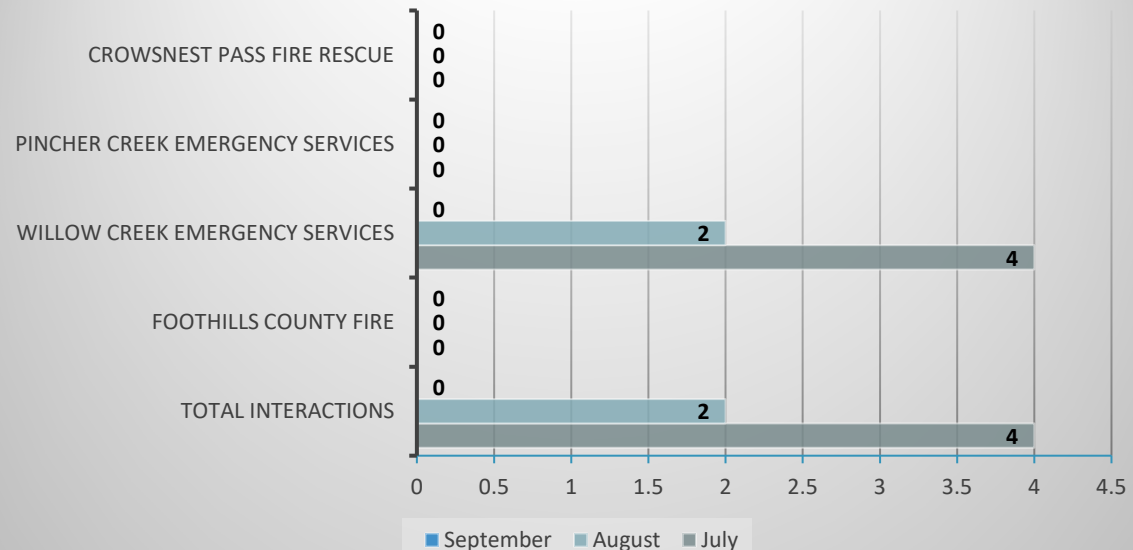
EMERGENCY SERVICES REPORT – OCTOBER 2023

MD of Willow Creek Peace Officer (Ranchland)



Priorities	Percentage Complete	Change from Last Month
No. 1: Patrols – to be a presence in the community and to identify problem areas	70%	20%
No. 2: Collaboration with other agencies serving the Ranchland area	85%	20%
No. 3: Traffic Safety – rules of the road infractions and assist Ag Dept. with invasive species checks (slight increase to areas of traffic safety and excessive speed violations)	80%	20%

Emergency Events by Fire Station



EMERGENCY SERVICES REPORT – OCTOBER 2023

