



TOWN OF PINCHER CREEK COUNCIL MEETING AGENDA

Monday, March 25, 2024 at 6:00 p.m.

Council Chambers, Town Hall
Teams Link

1. Call to Order

2. Scheduled Public Hearing

3. Agenda Approval

4. Scheduled Delegations

- 4.1 South Canadian Rockies (Page 2)
- 4.2 Koreena Fibke

5. Adoption of Minutes

- 5.1 Minutes of the Committee of the Whole held on March 6, 2024 (Page 3)
- 5.2 Minutes of the Regular Meeting of Council held on March 11, 2024 (Page 7)
- 5.3 Minutes of Special Council Meeting held on March 14, 2023 (Page 12)

6. Business Arising from the Minutes

- 6.1 Community Housing Committee: Amended Terms of Reference (Page 14)
- 6.2 Signage Request from Class 6A Canyon School (Page 19)
- 6.3 Lebel Mansion Windows (Page 38)
- 6.4 Lebel Mansion Solar Array (Page 48)

7. Bylaws

- 7.1 Council Code of Conduct Bylaw 1622-24 (Page 51)
- 7.2 Municipal Borrowing Bylaw 1570-24 (Page 60)

8. New Business

- 8.1 Flag Policy & Lease Agreement Review (Page 66)
- 8.2 Phone System (Page 69)
- 8.3 Curling Club Meeting (Page 71)
- 8.4 Funding for Pincher Creek Emergency Services land and building purchase (Page 73)

9. Council Reports

- 9.1 Upcoming Committee Meetings and Events

10. Administration

- 10.1 Distribution List (Page 75)

11. Closed Session Discussion

12. Notice of Motion

13. Adjournment

The next Regular Council Meeting is scheduled for April 8, 2024 AT 6:00 p.m.



**South Canadian Rockies Tourism Association
Delegation to Town of Pincher Creek Council
Meeting: March 25, 6:00 pm**

1. Overview of South Canadian Rockies Tourism Association and what we do;
2. Our region and the benefits of creating a regional framework;
3. Promotion and advocacy for local businesses and balanced tourism in our region;
4. Current and upcoming projects and initiatives;
5. Identifying ways in which we can collaborate, resource share, and continue to build our relationship.



Town of Pincher Creek
COMMITTEE OF THE WHOLE MINUTES
March 6, 2024 – 8:30 AM
962 St. John Avenue
In Person & Virtually

ATTENDANCE:

Mayor: D. Anderberg
Councillors: M. Barber, G. Cleland, D. Green, S. Nodge and W. Oliver
Absent with Regrets: B. Wright
Staff: D Henderson, Chief Administrative Officer; K. Green, Executive Assistant. L. Goss, Legislative Manager; B. Millis, Safety & HR Manager; W. Catonio, Director of Finance and Human Resources, K. Kozak, Planning and Development Officer, and A. Hlady, FCSS

1. **CALL TO ORDER**

Mayor Anderberg called the meeting to order at 8:30 am.

2. **AGENDA APPROVAL**
GREEN:

That the Committee of the Whole for the Town of Pincher Creek accept the March 6, 2024, Committee of the Whole Agenda as presented.

CARRIED COTW 2024-026

3. **SCHEDULED DELEGATIONS**

4. **COMMITTEE REPORTS**

BARBER: Feb 7, 2024 – Committee of the Whole
Feb 7, 2024 – Community Futures
Feb 12, 2024 – Regular Council Meeting
Feb 15, 2024 – Chinook Arch
Feb 21, 2024 – PC Library
Feb 22, 2024 – Housing
Feb 22, 2024 – Chinook Arch
Feb 23, 2024 – Community Futures
Feb 26, 2024 – Regular Council Meeting
Feb 27, 2024 – Pincher Creek Early Learning Centre

COTW March 6, 2024

Feb 28, 2024 – Landfill

Feb 28, 2024 – Community Futures

GREEN: Feb 1, 2024 – PC Foundation

Feb 7, 2024 – Committee of the Whole

Feb 12, 2024 – Regular Council Meeting

Feb 13, 2024 – PC Foundation

Feb 21, 2024 – PC Foundation

Feb 26, 2024 – Regular Council Meeting

Feb 27, 2024 – Pincher Creek Early Learning Centre

NODGE: Feb 7, 2024 – Committee of the Whole

Feb 12, 2024 – Regular Council Meeting

Feb 26, 2024 – Regular Council Meeting

OLIVER: Feb 7, 2024 – Committee of the Whole

Feb 12, 2024 – Regular Council Meeting

Feb 21, 2024 - MDSA

Feb 26, 2024 – Regular Council Meeting

WRIGHT: Feb 7, 2024 – Committee of the Whole

CLELAND: Feb 7, 2024 – Committee of the Whole

Feb 12, 2024 – Regular Council Meeting

Feb 22, 2024 – Community Housing

Feb 26, 2024 – Regular Council Meeting

ANDERBERG: Feb 1, 2024 – Munis 101 Course

Feb 2, 2024 – Mayor & Reeves

Feb 7, 2024 – Committee of the Whole

Feb 8, 2024 – Munis 101 Course

Feb 9, 2024 – Highway 3 Twinning

COTW March 6, 2024

Feb 12, 2024 – Regular Council Meeting

Feb 21, 2024 – EOEP Service Delivery Course

Feb 22, 2024 – Community Housing

Feb 26, 2024 – Regular Council Meeting

Feb 27, 2024 – Pincher Creek Early Learning Centre

Feb 28, 2024 – EOEP Service Delivery Course

CLELAND:

That the Committee of the Whole for the Town of Pincher Creek accepts the committee reports as presented.

CARRIED COTW 2024-027

5. ADMINISTRATION

6. BUSINESS ARISING FROM THE MINUTES

7. POLICY

7.1 Council Code of Conduct Bylaw 1622-24

BARBER:

That the Committee of the Whole for the Town of Pincher Creek direct administration to prepare and present Council Code of Conduct Bylaw 1622-24 for first reading.

CARRIED COTW 2024-028

M. Barber left meeting at 9:50am

G. Cleland left meeting at 10:10am

7.2 Land Use Bylaw Review 1547

CLELAND:

That the Committee of the Whole for the Town of Pincher Creek receive the Land Use Bylaw information as presented.

CARRIED COTW 2024-029

Mayor Anderberg called a recess at 10:09am

Mayor Anderberg called the meeting back to order at 10:20am

M. Barber joined meeting at 10:52am

ANDERBERG:

That the Committee of the Whole for the Town of Pincher Creek calls a special meeting with the discretion of the CAO & ORRSC for the next meeting date on the Land Use bylaw 1547 review.

CARRIED COTW 2024-030

OLIVER:

That the Committee of the Whole for the Town of Pincher Creek directs administration to do a doodle poll to set up the Special Council Meeting for the next Land Use Bylaw 1547 review.

CARRIED COTW 2024-031

OLIVER:

That the Committee of the Whole for the Town of Pincher Creek directs administration to prepare copies of the Land Use Map in large size and laminated for the next Land Use Bylaw 1547 Review Meeting

CARRIED COTW 2024-032

8. NEW BUSINESS

9. Closed Session

10. Adjournment

NODGE:

That this session of Committee of the Whole be adjourned at 12:41 pm.

CARRIED COTW 2024-033

**APPROVED BY RESOLUTION OF
COUNCIL FOR THE TOWN OF PINCHER CREEK
THIS 25th DAY OF MARCH 2024**

Mayor, D. Anderberg

CAO, D. Henderson



REGULAR MEETING OF COUNCIL
Held on Monday March 11, 2024
In Person & Virtually,
Commencing at 6:00 p.m.

IN ATTENDANCE:

Mayor: D. Anderberg

Councillors: M. Barber, D. Green, W. Oliver, G. Cleland, and S. Nodge

With Regrets: B. Wright

Staff: D. Henderson, Chief Administrative Officer; W. Catonio, Director of Finance and Human Resources; S. Burnell, Director of Operations; A. Hlady, FCSS; B. Millis, Safety & HR Manager; K. Kozak, Planning and Development Officer; A. Grose, Recreation Manager; and K. Green, Executive Assistant

1. CALL TO ORDER

Mayor Anderberg called the meeting to order at 6:00 pm.

2. SCHEDULED PUBLIC HEARING

3. AGENDA APPROVAL

GREEN:

That Council for the Town of Pincher Creek agree to add 8.8 Signage Request from Class 6A Canyon School, 8.9 Bylaw Recruitment, 9.2 RCMP Public Event to the March 11, 2024 Regular Council meeting agenda.

CARRIED 24-102

OLIVER:

That Council for the Town of Pincher Creek accept the March 11, 2024 Regular Council meeting agenda as amended.

CARRIED 24-103

4. DELEGATIONS

5. ADOPTION OF MINUTES

5.1 Minutes of the Regular Meeting of Council held on February 26, 2024

BARBER:

That Council for the Town of Pincher Creek approves the Minutes of the Regular Meeting of Council held on February 26, 2024 as presented.

CARRIED 24-104

6. BUSINESS ARISING FROM THE MINUTES

7. BYLAWS

8. NEW BUSINESS

8.1 Volunteer Appreciation Event

OLIVER:

That Council for the Town of Pincher Creek accepts the invitation to the 2024 Volunteer Appreciation Event on April 18 and commits to providing a representative to speak and bring greetings on behalf of the Town.

CARRIED 24-105

Councillor Oliver recused himself at 6:05pm

8.2 Sunrise Solar Project, Evolgen by Brookfield Renewables, Solar Power Plant Proposal - Objection Letter

GREEN:

That Council for the Town of Pincher Creek agree and approve the second objection letter to Evolgen regarding a proposed Solar Power Plant Proposal in the Municipal District of Pincher Creek.

CARRIED 24-106

Councillor Oliver returned to meeting at 6:07pm

8.3 Pincher Creek & District Chamber of Commerce Trade Show

BARBER:

That Council for the Town of Pincher Creek appoints Councillors to attend the 2024 Pincher Creek & District Chamber of Commerce Trade Show on April 26 & 27.

CARRIED 24-107

8.4 Proclamation request: Purple Day on March 26 for Epilepsy Awareness

BARBER:

That Council for the Town of Pincher Creek direct administration to add Purple Day (March 26) to support Epilepsy Awareness to the list in the Proclamations Policy 123-21.

CARRIED 24-108

Councillor Cleland recused himself at 6:26pm

Councillor Nodge called a point of order and brought forward that Councillor Cleland has no pecuniary interest in the bowling association therefore does not need to recuse himself.

Councillor Cleland returned to meeting at 6:30pm

8.5 5 Pin Bowlers Association – Lease Agreement

WRIGHT:

That Council for the Town of Pincher Creek agree and approve the new five (5) year Lease Agreement dated May 1, 2023 with the Pincher Creek 5 Pin Bowlers Association for that portion of the Community Recreation Complex, Plan 3880BD, Block 1, described as the Bowling Lanes, Squash Courts, Foyer, Entrance and Washroom Space for annual payments of \$5,782 and \$300 for snow removal.

CARRIED 24-109

8.6 Fred Huddlestun Senior Centre Society Lease Agreement

GREEN:

That Council for the Town of Pincher Creek direct administration to prepare an updated lease agreement between the Town of Pincher Creek and the Fred Huddlestun Senior Citizen Centre Society for a portion of the Memorial Community Centre Arena (Lot 1, Block 5, Plan 9111546) including annual rent in the amount of \$1100.

CARRIED 24-110

8.7 Community Recreation and Event Centre Public Information Event

GREEN:

That Council for the Town of Pincher Creek agrees to provide, to the public, information illustrating complete Concept, Engineering, Geotechnical details, construction cost analysis, facility ownership, lease, partnership and proposed operating and management projections related to the proposed Community Recreation and Event Centre to be located at the Golf Course and that the above-described information be made available in total, in a public information event to be scheduled not later than August 15, 2024.

CARRIED 24-111

Councillor Green requested a recorded vote:

For:	Against:
Oliver	Cleland
Green	Barber
Wright	Anderberg
Nodge	

ANDERBERG:

That Council for the Town of Pincher Creek direct administration to have a meeting with the Curling Club to discuss timelines and status and report back to council.

CARRIED 24-112

8.8 Signage Request from Class 6A Canyon School

ANDERBERG:

That Council for the Town of Pincher Creek direct administration to add the signage request to the March 25, 2024 Council Meeting.

CARRIED 24-113

8.9 Bylaw Recruitment

GREEN:

That Council for the Town of Pincher Creek accept the Bylaw Recruitment update as information.

CARRIED 24-114

9. COUNCIL REPORTS

9.1 Upcoming Committee Meetings and Events

WRIGHT:

That Council for the Town of Pincher Creek accept the Upcoming Committee Meetings and Events as information.

CARRIED 24-115

9.2 RCMP Public Event

CLELAND:

That Council for the Town of Pincher Creek accept the RCMP Public Event as information.

CARRIED 24-116

10. ADMINISTRATION

10.1 Council Information Distribution List

OLIVER:

That Council for the Town of Pincher Creek accepts the March 11, 2024 Council Information Distribution List as information.

CARRIED 24-117

GREEN:

That Council for the Town of Pincher Creek direct administration to add politics in municipal government and the ABMunis report to the next Committee of the Whole.

CARRIED 24-118

11. CLOSED MEETING DISCUSSION

12. NOTICE OF MOTION

13. ADJOURNMENT

WRIGHT:

That this meeting of Council on March 11, 2024 be hereby adjourned at 7:42pm.

CARRIED 24-119

DRAFT

MAYOR, D. Anderberg

CAO, D. Henderson

**APPROVED BY RESOLUTION
OF THE COUNCIL OF THE
TOWN OF PINCHER CREEK,
THIS 25th DAY OF MARCH 2024**

S E A L

**NEXT REGULAR MEETING OF COUNCIL TO BE HELD ON
MONDAY MARCH 25, 2024 AT 6:00 P.M.**



SPECIAL COUNCIL MEETING
Held on March 14, 2024
In Person & Virtually,
Commencing at 6:00 p.m.

IN ATTENDANCE:

Mayor: D. Anderberg

Councillors: M. Barber, D. Green, G. Cleland, S. Nodge
B. Wright, and W. Oliver

Staff: D. Henderson, Chief Administrative Officer;
L. Goss, Legislative Services Manager; K.
Kozak, Planning and Development Officer;
and K. Green, Executive Assistant

1. CALL TO ORDER

Mayor Anderberg called the meeting to order at 6:00pm.

2. AGENDA APPROVAL
GREEN:

That Council for the Town of Pincher Creek approve the March 14, 2024, Special Council meeting agenda as presented.

CARRIED 24-120

3. NEW BUSINESS

3.1 Land Use Bylaw Review 1547

Mayor Anderberg called a recess at 7:47pm
Mayor Anderberg called the meeting back at 7:57pm

5. ADJOURNMENT
OLIVER:

That this meeting of Council on March 14, 2024 be hereby adjourned at 9:05 pm.

CARRIED 24-121

MAYOR, D. Anderberg

CAO, D. Henderson

**APPROVED BY RESOLUTION
OF THE COUNCIL OF THE TOWN OF PINCHER CREEK,
THIS 25th DAY OF MARCH 2024 S E A L**

**NEXT REGULAR MEETING OF COUNCIL TO BE HELD ON
MONDAY MARCH 25, 2024 AT 6:00 P.M.**



Town of Pincher Creek

REQUEST FOR DECISION

Council or Committee of the Whole

SUBJECT: Community Housing Committee: amended terms of reference	
PRESENTED BY: Doug Henderson, Chief Administrative Officer	DATE OF MEETING: 3/25/2024

PURPOSE:

The Community Housing Committee has amended the terms of reference to promote committee work that is relevant and current.

RECOMMENDATION:

That Council for the Town of Pincher Creek adopt the amended Community Housing Committee Terms of Reference to include economic development and community interest.

BACKGROUND/HISTORY:

On February 7, 2024 at the Committee of the Whole meeting motion COTW 2024-020 was passed that Council discuss combining the inactive economic development committee and the community housing committee.

At the February 22, 2024 Community Housing Committee meeting, committee members agreed to include the following point to the terms of reference, to then be brought back to Council for adoption. The addition includes: 'facilitate conversations regarding economic development and community interest as appropriate.'

Changing these Terms of Reference will not impact the Terms of Reference of the inactive Economic Development Committee, which are set out in Bylaw 1606.

Please note that an earlier resolution to invite a representative from the Village of Cowley has been completed. Please refer to resolution 23-172 on April 24, 2023: "That Council for the Town of Pincher Creek adopt the following two resolutions: Resolution 1) The Community Housing Committee recommends to Council to adopt the amended Terms of Reference to include in membership category one (1) representative from the Village of Cowley; and, Resolution 2) The Community Housing Committee recommends to Council to direct administration to send invitation to Village of Cowley."

ALTERNATIVES:

That Council for the Town of Pincher Creek accept the Community Housing Committee amended terms of reference as information.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

In the 2022 -2026 Strategic Plan, Priority 6.A is Economic Development:
<http://www.pinchercreek.ca/docs/files/Strategic%20Plan%20Priorities.pdf>.

The desired outcome for initiative 6A is: A Welcoming community with sufficient housing for new residents and workforce.

FINANCIAL IMPLICATIONS:

There are no immediate financial implications

PUBLIC RELATIONS IMPLICATIONS:

The terms of the Community Housing Committee have increased in scope and relevance with the addition of the point 'facilitate conversations regarding economic development and community interest as appropriate.'

ATTACHMENTS:

Community Housing Committee Terms of Reference_revised_03122024 - 3358

CONCLUSION/SUMMARY:

Meaningful committee work requires updated terms of reference that guide the members and reflects the current environment.

Signatures:

Department Head:

Doug Henderson

CAO:

Doug Henderson



COMMUNITY HOUSING COMMITTEE Terms of Reference



Committee Name

Community Housing Committee

Purpose

The Pincher Creek Community Housing Committee will provide advice to the Town of Pincher Creek Council on matters related to:

- Housing Trends and Needs, including local, regional, provincial, and national statistics and forecasting.
- Housing Policies and Bylaws; including suggestions to update existing documentation if required.
- Land Use Designations and Area Structure Plans.
- Interfacing with the Pincher Creek Foundation as the local housing authority.
- Inventory of available local land and housing.
- Federal/provincial housing grants and initiatives.

Specifically, the Committee will:

- review and discuss documentation contained in a 'Housing Library' including:
 - Housing Needs Assessments
 - Community Economic Development Strategy
 - Town of Pincher Creek Strategic Plan
 - Town of Pincher Creek related policies and bylaws
 - Historical documentation: projects, housing issues, public and private properties, housing applications, Indigenous housing initiatives, Rural Development Network work
- review Area Structure Plans and provide recommendations.
- work with the Housing Community Action Team.
- review current land use practices related to various housing types and locations and provide recommendations if required.
- receive and consider housing information from the public.
- provide regular reports to their respective Council regarding the progress of the committee.
- facilitate conversations regarding economic development and community interest as appropriate.

Membership

The Committee shall be composed of up to 7 voting members as appointed by Council. Composition shall be as follows:

Town of Pincher Creek – three (3) Councillors
 Municipal District of Pincher Creek – one (1) Councillor
 Village of Cowley – one (1) Councillor
 Pincher Creek Foundation – one (1) representative
 Community Housing Action Team – one (1) representative

A member of the Committee will be disqualified to serve on the Committee if they:

- Cease to be a resident of Pincher Creek, the M.D. of Pincher Creek or the Village of Cowley.
- Are absent for three (3) meetings unless absences are authorized by the Town of Pincher Creek.
- Send written notice of resignation to the Town of Pincher Creek.

Frequency of Meetings

- Meetings will be conducted in accordance with Procedural Bylaw 1596-21.

Authority

- The Committee shall act in an advisory capacity to the Town Council and shall not have the power to direct Town consultants or enter into any agreements.

Term

- two (2) years or until such time as the purpose of the committee has been fulfilled.
- the Committee shall serve at the pleasure of Council and may be dissolved at any time with the agreement of the Town of Pincher Creek or by committee resignation or recommendation.

 CAO, Town of Pincher Creek

 Date

Approved by:	Date:	Policy Number
Committee of the Whole	December 7, 2022	
Reference:	Approval/Revision Date:	Motion #
Committee of the Whole	May 2016	
	November 2, 2022	
	December 5, 2022	#COTW 2020-041
	March 23, 2023	CHC Meeting Minutes

DRAFT



Town of Pincher Creek

REQUEST FOR DECISION

Council or Committee of the Whole

SUBJECT: Signage Request from Class 6A Canyon School	
PRESENTED BY: Doug Henderson, Chief Administrative Officer	DATE OF MEETING: 3/25/2024

PURPOSE:

Mayor Anderberg requested that the Signage Request from Class 6A Canyon School be added to the March 25, 2024 Council Meeting

RECOMMENDATION:

That Council for the Town of Pincher Creek direct administration to investigate costs and grant possibilities to add Blackfoot language on two Town welcome signs and the mayor to respond to each students letter.

BACKGROUND/HISTORY:

Class 6A of Canyon School sent letters to Mayor Anderberg suggesting that the Town name in the Blackfoot language be added to the Town welcome sign. They feel this would be good recognition of the Piikani heritage and all the cultures that live here. The students also think it would show thanks to the Blackfoot for the land they let us use.

The students suggested applying for a grant to help cover the cost.

ALTERNATIVES:

That Council for the Town of Pincher Creek receive the student letters requesting Blackfoot wording on the town welcome signs for information and the mayor reply to the students.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

Council's Strategic Priorities and Initiatives for 2022-2026, 2A states Manage our relationships with our key stakeholders and with new potential partners by integrating our planning, and communicating well with them.

FINANCIAL IMPLICATIONS:

None at this time.

PUBLIC RELATIONS IMPLICATIONS:

Shows support for our indigenous neighbours. Responding to the student's letters shows the Town's support for municipal government education in the classroom.

ATTACHMENTS:

3. School Letters - 3360

CONCLUSION/SUMMARY:

Administration supports potential sign updates

Signatures:

Department Head:

Doug Henderson

CAO:

Doug Henderson

Mia Belle

Class 6A Canyon School
408 Victoria Crescent
Pincher Creek, T0K 1W0
(403-627-3118
30Bellem@lrds.ab.ca

17th January, 2024

Mayor Don Anderberg

Pincher Creek Town Council
962 St. John Avenue
Pincher Creek, T0K 1W0

Dear Mr. Mayor,

My name is Mia Belle and I'm writing to you about the possibility of the Pincher Creek Town Council applying for a grant to build a blackfoot language sign for the Town. The sign would display the Traditional Blackfoot name for the town of Pincher Creek.

I think it would be a great idea to put the traditional name of our town on our Pincher creek sign so we can display our traditional ways of living. So when people come into our town they can see that we respect our Piikani language and how we respect our land and respect all the cultures that live here. I also think having the Blackfoot name on the sign would be like a thank you for the land the Blackfoot let us use.

I also want to say thank you for taking the time to read my letter and I hope you take my letter into consideration. Once again thank you.

Sincerely,



Mia Belle

RECEIVED

MAR 07 2024

Town of Pincher Creek

Genesis storm

Class 6A Canyon School
408 victoria crescent
Pincher creek TOK 1W0
403 627 3118
30stormg@lrsd.ab.ca

January 17, 2024

Mayor Don Anderberg

Pincher Creek Town Council
962 St John Avenue
Pincher Creek, TOK 1W0

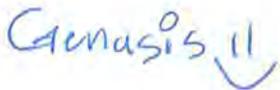
Dear Mr. Mayor

My name is Genesis Storm and I am writing to you about the possibility of the Pincher Creek Town Council applying for a grant to build a Blackfoot language sign for our town. The sign would display the traditional Blackfoot name for the town of pincher creek.

I think it would be a lovely gesture of reconciliation. I also think this would be a great thing to do so we can learn more about the language and the culture and pay respect.

Thank you for taking the time to read this letter. I am looking forward to hearing back from you in regards to our request .

Sincerely,



Genesis Storm

RECEIVED

MAR 07 2024

Town of Pincher Creek

Odin Yellow wings

Class 6A Canyon School
408 Victoria Crescent
Pincher creek TOK 1WO
(403 627 3118
30yellowwingso@lrsd.ab.ca

17th January, 2024

Mayor Don Anderberg

Pincher Creek Town Council
962 St. John Avenue
Pincher Creek, TOK 1WO

Dear Mr. Mayor

My name is Odin Yellow Wings and I'm writing to you about the possibility of the Pincher Creek Town Council applying for grant to build a Blackfoot language sign for our town. The sign would display the traditional Blackfoot name for the town of Pincher Creek.

I think it would be a great gesture of reconciliation for our town. This would be great so people could learn the blackfoot language and learn the Blackfoot name of Pincher Creek. It could show respect to all the Blackfoot people and it could help recognise the blackfoot culture. It could welcome the Blackfoot people to the land of Pincher Creek.

Thank you for taking the time to read my letter. I'm looking forward to hearing back from you.

Sincerely,

OyW

Odin Yellow Wings

RECEIVED

MAR 07 2024

Town of Pincher Creek

Jaxon Hardy

Class 6A Canyon School
408 Victoria Crescent
Pincher Creek, TOK 1W0
403 627 3118
30hardyj@lrsl.ab.ca

17th January, 2024

Mayor Don Anderberg

Pincher Creek Town Council
962 St. John Avenue
Pincher Creek, TOK 1W0

Dear Mr. Mayor,

My name is Jaxon Hardy and I am writing to you about the possibility of the Pincher Creek Town Council applying for a grant to build a Blackfoot language sign for our town of Pincher Creek.

I think it would be a great gesture of reconciliation for our town. I also think lots of Blackfoot people who come here will really appreciate it and understand our town more so they will like it more. Also other people will also appreciate having Blackfoot names and territory here in our town.

Thanks for taking the time to read this letter. I'm looking forward to hearing back from you in regards to my request.

Sincerely,



Jaxon Hardy

RECEIVED

MAR 07 2024

Town of Pincher Creek

Juno Bieda

Class 6A Canyon School
408 Victoria Crescent
Pincher Creek, TOK 1W0
403-627-3118
31biedaj@lrzd.ca.ab

17th January, 2024

Mayor Don Anderberg

Pincher Creek, Town Council
962 St. John Avenue
Pincher Creek, TOK 1W0

Dear Mr. Mayor,

My name is Juno Bieda and I am writing to you about the possibility of the Pincher Creek town council applying for a grant to build a blackfoot language sign for our town. The sign would display the traditional Blackfoot-name for the town of Pincher Creek.

I think it would be a great gesture of reconciliation for our town. I also think this would be a great idea because it will help many people with blackfoot language and understanding it more. Many visitors and tourists will also appreciate it because it would help them as well. In a way it is paying our respects to the Blackfoot and Piikani nations. It will show that we are considerate and respectful towards the different people .It would show that our town is located on Treaty 7 territory.

I hope that you take this into consideration for the town of Pincher Creek and the Blackfoot and Piikani Nations. Thank you for everything you have done to make our town a better place.

Sincerely,



Juno Bieda

RECEIVED

MAR 07 2024

Town of Pincher Creek

Grayson Sorge

Grade 6A Canyon School

408 Victoria Crescent
Pincher Creek, T0K 1W0
403 627 3118
30sorgeg@lrsd.ab.ca

17th January, 2024

Mayor Don Anderberg

Pincher Creek Town Council
962 St. John Avenue
Pincher Creek, TOK 1W0

Dear Mr Mayor,

My name is Grayson Sorge. I am writing to you about the possibility of the Pincher Creek council applying for a grant to build a Blackfoot language sign for our town. The sign would display the traditional Blackfoot name for the town of Pincher Creek.

I think it would be a great gesture of reconciliation for our town. I also think this would be good because it will show you about the native culture. It teaches you something that you might not have known. It shows you the Blackfoot language.

Thank you for reading my letter and I am looking forward to hearing back from you in regards to my request.

Sincerely

Grayson

Grayson Sorge

RECEIVED

MAR 07 2024

Town of Pincher Creek

Rebekah Caron

Class 6A canyon school
408 Victoria crescent
Pincher Creek ,T0K1W0
(403 627 8118
30caronr@lrsd.ab.ca

17th January, 2024

Mayor Don Anderberbeg

Pincher creek Town Council
962 St.John Avenue
Pincher Creek,T0K1W0

Dear Mr. Mayor,

My name is Rebekah Caron. I am writing to you about the possibility of the Pincher Creek Town Council applying for a grant to build a Blackfoot language sign for our town. The sign would display the traditional Blackfoot name of the town of Pincher Creek.

I think it would be a great gesture of reconciliation for our town. I also think this would be a great idea because It will let the Treaty Seven people know that we all care about the Blackfoot, Kainai, Siksika and Nistatapi's culture and language. It is very important to think about what happened to the Blackfoot, Kainai, Siksika and the Nistatapi people because they were put through residential school.

Thank you for taking this time to read my letter. I am looking forward to hearing back from you in regards to our request.

Sincerely,



Rebekah Caron

RECEIVED

MAR 07 2024

Town of Pincher Creek

Carleigh Grier

Class 6A Canyon School

408 Victoria crescent school
Pincher Creek T0K 1W0
403 627 3118
30grierc@lrsd.ab.ca

17th January, 2024

Mayor Don Anderberg

Pincher creek Town Council
962 St John Avenue
Pincher Creek, T0K 1W0

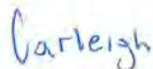
Dear Mr. Mayor,

My name is Carleigh Grier and I'm writing to you about the possibility of the Pincher Creek Town Council applying for a grant to build a Blackfoot Language sign for our town. The sign would display the traditional Blackfoot name for the town Pincher Creek.

I think this would be a great gesture of reconciliation for our town. I also think this would be a great idea because it is a way that we can pay respect to the Blackfoot culture by reconnecting the traditional name of the land we are living on. We share our town with our Blackfoot neighbors and this would help show that we are caring and welcoming to our Piikani friends.

Thank you for taking the time to read this letter. I am looking forward to hearing back from you in regards to our request.

Sincerely,



Carleigh Grier

RECEIVED

MAR 07 2024

Town of Pincher Creek

Acey Adair

Class 6A Canyon School
408, Victoria Crescent
Pincher Creek, T0K 1W0
(403)-627-3118
30adaira@lrsd.ab.ca

January 17, 2024

Mayor Don Anderberg

Pincher Creek Town Council
962 St. John Avenue
Pincher Creek T0K 1W0

Dear Mr. Mayor,

My name is Acey Adair and I am writing to you about the possibility of the pincher creek Town council applying for a grant to build a Blackfoot language sign for our town. The sign would display the traditional Blackfoot name for our town.

I think it would be a great gesture of reconciliation for our town. I also think this would be a great so we can show that we care about our Blackfoot people. Also why this would be a great idea is so when our Blackfoot people or Piikani friends feel welcome!

Thank you for taking your time to read this letter. I am looking forward to hearing back from you in regards to our request.

Sincerely,



Acey Adair

RECEIVED
MAR 07 2024
Town of Pincher Creek

Riley Moore

Class 6A Canyon School
408 Victoria Crescent
Pincher Creek, T0K 1W0
403 627 3118
30rmoore@lrzd.ab.ca

17th January, 2024

Mayor Don Anderberg

Pincher Creek Town Council
962 St. John Avenue
Pincher Creek, T0K 1W0

Dear Mr. Mayor,

My name is Riley Moore and I am writing to you about the possibility of the Pincher Creek Town Council applying for a grant to build a Blackfoot language sign for our town. The sign would display the traditional Blackfoot name for the town of Pincher Creek.

I think it would be a great idea for our town. I think it is a way that we can pay respect to the Blackfoot culture. I think it will help build relationships with our Blackfoot community, and make them feel included and welcome in our town.

Thank you for taking the time to read this letter. I am looking forward to hearing back from you in regards to this request.

Sincerely,

Riley Moore

Riley Moore

RECEIVED

MAR 07 2024

Town of Pincher Creek

Benson Whitehead

Class 6A Canyon school
408 Victoria Crescent
Pincher creek, Tok 1W0
403 632 3118
30Whiteheadb@lsrd.ad.ca

17th January, 2024

Mayor Don Anderberg

Pincher Creek Town Council
962 St. John Avenue
Pincher Creek, TOK 1W0

Dear Mr. Mayor,

My name is Benson Whitehead I am writing to you about the possibility of the Pincher Creek Town Council applying for a grant to build a blackfoot language sign for the town. The sign would display the traditional Blackfoot name for the town Pinch creek.

It would be a great gesture of reconciliation for our town. I think it would be amazing if you could get a Blackfoot sign. It would properly mean a lot to the Blackfoot people in town. It could also show history about the town. I also think it would mean a lot to everyone in the town.

Thank you for taking the time to read this letter. I am looking forward to hearing back from you in regards to our question.

Sincerely,

Ben

Benson Whitehead

RECEIVED

MAR 07 2024

Town of Pincher Creek

Jake Reser

Class 6A Canyon school
408 Victoria Crescent
403 627 3118
30reser@lrsd.ab.ca

17th January, 2024

Mayor Don Anderberg

Pincher Creek Town Council
962 St. John Avenue
Pincher Creek, TOK 1W0

Dear Mr. Mayor,

My name is Jake Reser and I'm writing to you about the possibility of the Pincher Creek Town Council applying for a grant to build a Blackfoot language sign for our town. The sign would display the traditional Blackfoot name for the town of Pincher Creek.

I think it would be a great gesture of reconciliation for our town. I think that it would also teach us something about the Blackfoot language and culture which could help us connect even more with the Blackfoot people. Having the sign could also show the Blackfoot community that we respect them. It could also show that we recognize the fact that we're living on the traditional land of the Treaty 7 People's.

Thank you for taking the time to read this letter. I am looking forward to hearing back from you in regards to our request.

Sincerely,



Jake Reser

RECEIVED

MAR 07 2024

Town of Pincher Creek

Emma Good Rider - Water Chief

Class 6A Canyon School

408 Victoria Crescent
Pincher Creek, TOK 1W0
403 627 3118
30goodridere@lrtd.ab.ca

17th January, 2024

Mayor Don Anderberg

Pincher Creek Town Council
962 St. John Avenue
Pincher Creek, TOK 1W0

Dear Mr. Mayor,

My name is Emma Good Rider - Water Chief and I am writing to you about the possibility of the Pincher Creek Town Council applying for a grant to build a Blackfoot language sign for our town. The sign would display the traditional Blackfoot name for the town of Pincher Creek.

I think it would be a great gesture of reconciliation for our town. I also think that it would help lot's of people understand our language and understand it more. And it would help you guys connect more to the Blackfoot people. It would show that you guys are actually living on treaty 7 territory.

Thank you for taking the time to read this letter. I am looking forward to hearing back from you in regards to our request.

Sincerely,

Emma

Emma Good Rider - Water Chief

RECEIVED

MAR 07 2024

Town of Pincher Creek

June White Cow

Class 6A Canyon School
408, Victoria Crescent
Pincher Creek, T0K 1W0
(403)-627-3118
30whitecowj@lrzd.ab.ca

January 17, 2024

Mayor Don Anderberg

Pincher Creek Town Council
962 St. John Avenue
Pincher Creek T0K 1W0

Dear Mr. Mayor,

Hello, my name is June White Cow and I am writing to you about the possibility of the Pincher Creek Council applying for a grant to build a Blackfoot language sign for our town. The sign would display the traditional Blackfoot name for the town of Pincher Creek.

I think it would be a great gesture of reconciliation for our town. I also think it would be a great idea because the Blackfoot people are starting to lose their language. It would be really great if more people that weren't Blackfoot would know some of our language. The name for this town was originally named by the Blackfeet, but then the name was changed.

Thank you for your time. I would be so appreciative if you put that sign up. It would make such a difference if you put it up. I can't wait to hear back from you. Thanks!

Sincerely,



June White Cow

RECEIVED

MAR 07 2024

Town of Pincher Creek

Rowan Hancock

Class 6A Canyon school
408 Victoria Crescent
Pincher Creek, T0K 1W0
403 627 3118
30hancockr@lrsd.ca.ab

17th January, 2024

Mayor Don Anderberg

Pincher Creek Town Council
962 St. John Avenue
Pincher Creek, T0K 1W0

Dear Mr. Mayor,

My name is Rowan Hancock i am writing to you about the possibility of the Pincher Creek Town Council applying for a grant to build a Blackfoot Language sign for our town. The sign would display the traditional Blackfoot name for Pincher Creek.

I think it would be a great gesture for reconciliation for our town. I also think it is a good way to demonstrate respect in our community. And it would make it more easy for people that want to learn Blackfoot.

Thank you for taking the time to read this letter I am looking forward to hearing your response to this letter.

Sincerely,

Rowan

Rowan Hancock

RECEIVED

MAR 07 2024

Town of Pincher Creek

Chase Landry-Massie

Class 6A Canyon School
408 Victoria Crescent
Pincher Creek, T0K 1W0
403 627 3118
30landrymassiec@lrsd.ab.ca

17th January, 2024

Mayor Don Anderberg
Pincher Creek Town Council
962 St. John Avenue
Pincher Creek, T0K 1W0

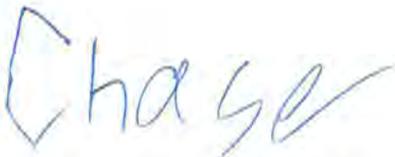
Dear Mr. Mayor,

My name is Chase Landry-Massie and I am writing to you about the possibility of the Pincher Creek Town Council applying for a grant to build a blackfoot language sign for our town. The sign would display the traditional blackfoot name for the town of pincher creek.

I think it would be a great gesture of reconciliation for our town. I also think this would be a great idea because it can show signs of respect to the blackfoot people and that it shows we recognise that we are on the blackfoot peoples land. It is also a great way to learn some blackfoot words.

Thank you for taking the time to read this letter. I am looking forward to hearing back from you in regards to our request.

Sincerely,



Chase Landry-Massie

RECEIVED

MAR 07 2024

Town of Pincher Creek

Dakota King

Canyon School
408 Victoria Crescent
Pincher Creek, T0K 1W0
403 627 3118
30kingD@lrsd.ab.ca

17th January, 2024

Mayor Don Anderberg

Pincher creek Town council
962 St. John Avenue
Pincher Creek, T0K 1W0

Dear Mr. Mayor

My name is Dakota King and I am writing to you about the possibility of the Pincher Creek town Council applying for a grant to build a Blackfoot language sign for our town. The sign would display the traditional blackfoot name for the town of Pincher creek.

I think it would be a great achievement for our town. I think it would be nice to see the traditional Blackfoot name of our town. It would teach people the Blackfoot language. It would also pay our respect to the Blackfoot people.

Thank you for taking my opinion into consideration. I'm looking forward to hearing back from you.

Sincerely,

DK

Dakota King

Town of Pincher Creek

MAR 13 2024

RECEIVED



Town of Pincher Creek

REQUEST FOR DECISION

Council or Committee of the Whole

SUBJECT: Lebel Mansion Windows	
PRESENTED BY: Adam, Recreation Manager	DATE OF MEETING: 3/25/2024

PURPOSE:

For Council to decide on whether to continue with the Phase 1 window replacement at the Lebel Mansion.

RECOMMENDATION:

That Council for the Town of Pincher Creek agrees to proceed with the Phase 1 Window Replacement at the Lebel Mansion for a total project cost of \$90,461 with up to \$55,000 to come from the Cultural Reserve 74-00-00-4760.

BACKGROUND/HISTORY:

On November 27, 2023, Council decided to defer the window replacement at the Lebel Mansion until 2025. On February 12, 2024 a delegation from the Allied Arts Council informed Town Council of their heating and cooling challenges, partly due to old windows. Administration discovered that the approved grant for the windows project would be lost if not used soon. Council accepted a detailed report from Administration regarding the historical status of the Lebel Mansion.

At the February 12th, 2024 regular meeting of Council it was moved 'That Council for the Town of Pincher Creek direct administration to apply for an extension to the Municipal Heritage Grant to upgrade the Lebel windows and bring back to a future Council meeting for decision on whether to proceed with Phase 1 of the Lebel Windows project.' CARRIED - 24-069. On February 14th, 2024 administration received confirmation that the Lebel Mansion Grant for Phase 1 of the window replacement was extended until October 30, 2024.

At the February 12th, 2024 regular meeting of Council it was also moved 'That Council for the Town of Pincher Creek direct administration to bring back information on energy improvement on the Lebel Mansion windows.' CARRIED - 24-070.

ALTERNATIVES:

That Council for the Town of Pincher Creek receive for information the Phase 1 Window Replacement project at Lebel Mansion.

That Council for the Town of Pincher Creek increase the scope of the Lebel Mansion Phase 1 Window Replacement project to include interior windows as well as exterior.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

One of Council's Strategic Priorities & Initiatives for 2022-2026 is "Maintain and improve the physical assets of our Town".

FINANCIAL IMPLICATIONS:

Currently there is no budget for Phase 1 of the Lebel Mansion window refurbishment in the 2024 budget. In order to utilize the \$35,533 Municipal Heritage Grant Phase 1 would need to be completed for \$90,461. This leaves a shortfall of \$54,928. There is currently \$77,000 in the Cultural Reserve 74-00-00-4760.

The grant is prorated to the total value of the project. If the project scope is reduced the amount of the grant will also be reduced. In conversations with the funder it was also indicated that reducing the scope to "partial" installations would make the town ineligible so the full Phase 1 activities need to be completed to receive the funding.

PUBLIC RELATIONS IMPLICATIONS:

The Allied Arts Council has indicated the building is incredibly hard to keep warm in the winter months, and during the summer months it can get extremely hot. The windows they would install are about an R value of 3-4. For reference a triple pane window has an R value up to 8. Generally, a wall targets an R value of 15-20. Regardless of what is decided for windows there will still be a major heat loss component in the building envelope.

There is a case study attached from doing replacements in Calgary where they found the air leakage rate reduced from 4.75 L/s to 0.065 L/s which would have a significant impact on energy efficiency. The air tightness increase comes most from repairing the frame as well as installing the new windows themselves. We could achieve this increase in airtightness with any of the proposed windows as long as we also ask them to do the repair work. The cost for non-historic windows and repairs would be the liability of the Town.

ATTACHMENTS:

- CW-2-01 - 3361
- IMG_3887 - 3361
- IMG_3888 - 3361
- W-1-05_Storm Sash - 3361
- Window Testing Redacted - 3361

CONCLUSION/SUMMARY:

Administration supports proceeding with the Phase 1 window replacement at the Lebel Mansion.

Signatures:

Department Head:

Adam Grose

CAO:

Doug Henderson









August 20, 2019



- Pre-rehabilitation air leakage testing of an existing window at the on June 10th, 2019.
- Post-rehabilitation air leakage testing of the restored window at the on August 8th, 2019.

Air leakage tests (ASTM E783) were all completed on a single window. Representatives from Chalmers Heritage Conservation Ltd. (CHC) and were present for testing. The following provides a summary of the testing including procedures, commentary, and results.

10 Air Leakage Testing

Item	Description
<i>Test Standard</i>	ASTM E783 - 02 (Reapproved 2018) Standard Test Method for Field Measurement of Air Leakage Through Installed Exterior Windows and Doors
<i>Target Air Leakage Rate</i>	N/A - This is a test to determine "as-found" air leakage, and improvement after rehabilitation.
<i>Apparatus</i>	Test chamber constructed by CHC utilizing polyethylene sheet
	Retrotec US340 DucTester to produce negative air pressure differential on interior
	Retrotec DM32W controller
<i>Test Location</i>	Test# 1-7 Window Identifier: Second window from south, west elevation, main floor. Area 2.24 m ²

<p><i>Environmental Conditions</i></p>	<p><u>Test# 1</u> Date: June 10, 2019 Exterior Temperature: ~ 18 °C Interior Temperature: ~22 °C Wind: NW 10 km/h Barometric Pressure: 1021 kPa</p> <p><u>Test# 2, 3, 4</u> Date: August 8, 2019 Exterior Temperature: ~ 18 °C Interior Temperature: ~22 °C Wind: S 8 km/h Barometric Pressure: 101.4 kPa</p> <p><u>Test# 5, 6, 7</u> Date: August 8, 2019 Exterior Temperature: ~22 °C Interior Temperature: ~22 °C Wind: SSE 20 km/h Barometric Pressure: 101.3 kPa</p>
<p><i>Notes</i></p>	<p>Similar exterior and interior conditions were present at the time of the test. We do not consider temperature or pressure to have a significant impact on the test results.</p>
<p><i>Procedure Outline</i></p>	<ol style="list-style-type: none"> 1. Apply negative pressure until extraneous air leakage stabilizes and can be recorded (Q1). Extraneous leakage measured by taping off joints to be measured from exterior to negate airflow through target test areas. 2. Remove tape from joints on exterior. 3. Apply negative pressure until air leakage stabilizes and can be recorded (Q2). 4. Measure difference between Q1 and Q2. Express air flow in terms of standard conditions as outlined in ASTM E783 Item 14.1. 5. Change the window assembly to reflect the test condition and repeat steps 3 to 5 for each test. If significant change to the interior test chamber were made, steps 1 and 2 were repeated.

Table 2 Air Leakage Testing Results				
Date	Test	Test Description	Location	Air Leakage (L/sec/m ²)
June 10, 2019	1	Original Window	1	4.75
August 8, 2019	2	Restored Window with the original zinc weather-stripping but no storm window	1	0.71
August 8, 2019	3	Restored Window with the original zinc weather-stripping with storm window	1	0.60
August 8, 2019	4	Restored Window with the original zinc weather-stripping with weather-stripped storm window	1	0.14
August 8, 2019	5	Restored Window with the original zinc weather-stripping and additional vinyl fin at the sash stop and parting strip but no storm window	1	0.089
August 8, 2019	6	Restored Window with the original zinc weather-stripping and additional vinyl fin at the sash stop and parting strip but with storm window	1	0.073
August 8, 2019	7	Restored Window with the original zinc weather-stripping and additional vinyl fin at the sash stop and parting strip but with weather-stripped storm window	1	0.064

Table 2 shown above indicates the changes or additions to the window assembly between each test and the corresponding air leakage result. NAFS/CSA A440 provides operable window ratings of A2 (1.5 L/sec/m² maximum) and A3 (0.5 L/sec/m² maximum).

The condition established in Test 2 is the basic configuration of the window. This configuration results in an air leakage rate of 0.71 which is below the 1.5 L/sec/m² maximum stated in NAFS/CSA A440 or an A2 rating. The air leakage rate continues to decrease with the addition of the storm window, weather-stripping, and vinyl fin. Reviewing the above results, we note that the rehabilitation program has created a significant improvement in the air leakage rate at the restored window. Should similar window rehabilitation efforts be completed over the entire building, we anticipate a significant overall reduction to air leakage, which would correspond to energy efficiency improvement.



Town of Pincher Creek

REQUEST FOR DECISION

Council or Committee of the Whole

SUBJECT: Lebel Mansion Solar Panel Project	
PRESENTED BY: Adam, Recreation Manager	DATE OF MEETING: 3/25/2024

PURPOSE:

To determine whether to proceed with the installation of a Solar Array at the Lebel Mansion.

RECOMMENDATION:

That Council for the Town of Pincher Creek agrees to provide formal approval of the Enel Grant and to proceed with the installation of Solar Array at the Lebel Mansion for a total project cost up to \$19,000 to be funded from grants.

BACKGROUND/HISTORY:

At the December 12, 2022 regular meeting of Council it was moved 'That Council for the Town of Pincher Creek provide formal approval to accept \$10,000 of funding from the Lethbridge Community Foundation to purchase solar photovoltaic equipment in support of developing a renewable energy installation and educational display the Lebel Mansion.' CARRIED 22-510

At the August 28, 2023 regular meeting of Council it was moved 'That Council for the Town of Pincher Creek defers the Solar Array Installation at the Lebel Mansion until there has been a confirmation from the Grant Funding.' CARRIED 23-384

With this budget the expected project size is 5 kW assuming minimal repairs required pending structural sign off. This also includes ancillary items such as the educational display. Annual GHG emissions reductions equals 3.42 tonnes.

The proposed installation location of the panels would be on the flat pottery studio roof. Because this was an addition to the Lebel Mansion, the installation of Solar Panels would have no affect on the Historical Status designation on the building.

The current zoning at the Lebel Mansion is zoned Public Institutional (PI), as such all accessories and building uses including a Solar Array would need to be approved through the MDSA.

ALTERNATIVES:

That Council for the Town of Pincher Creek receive the solar array project at Lebel Mansion for information.

That Council for the Town of Pincher Creek postpone the solar array project at Lebel Mansion to 2025.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

One of Council's Strategic Priorities & Initiatives for 2022-2026 is "Maintain and improve the physical assets of our Town".

FINANCIAL IMPLICATIONS:

The \$10,000 Lethbridge Community Foundation Grant deadline has been extended. Enel has committed a \$7,000 (USD) grant to be used towards this project.

The Oldman 2 wind farm initially agreed to grant \$2,750 towards this project, however the grant was not accepted and therefore it was rescinded.

The installation is projected to reduce energy costs at the Lebel Mansion by \$300-700 per year.

Ongoing maintenance of the solar panels is expected to be minimal. The average lifespan of Solar Panels is 25-30 years while the inverter has a 15 year lifespan.

PUBLIC RELATIONS IMPLICATIONS:

Pincher Creek has a very diverse and strong energy history. The area is currently a leader in the energy transition and is showing increasing energy ingenuity when it comes to industry and sustainability. While the community has shown leadership in this area, there is little advertisement or showcasing in public spaces. The Lebel Mansion provides a venue that is open to the public and receives visitors for a variety of events throughout the year where a narrative can start to be developed about the rich energy history and progressive approach to technology.

There has been a rise in interest from the community about renewable energy, specifically how to go about installing it privately.

Developing a publicly available and visible installation provides power savings on site, but also an opportunity for education on the subject, and a platform for displaying the intricacies of the technology.

ATTACHMENTS:

None at this time.

CONCLUSION/SUMMARY:

Administration supports proceeding with the Solar Array installation at the Lebel Mansion.

Signatures:

Department Head:

Adam Grose

CAO:

Doug Henderson



Town of Pincher Creek

REQUEST FOR DECISION

Council or Committee of the Whole

SUBJECT: Council Code of Conduct Bylaw 1622-24	
PRESENTED BY: Lisa Goss, Legislative Service Manager	DATE OF MEETING: 3/25/2024

PURPOSE:

For Council to consider an updated Council Code of Conduct Bylaw.

RECOMMENDATION:

That Council for the Town of Pincher Creek agree and give first reading to Council Code of Conduct Bylaw 1622-24.

BACKGROUND/HISTORY:

At the November 1, 2023 Committee of the Whole meeting direction was given to administration to prepare amendments to the Council Code of Conduct Bylaw 1622 for Council consideration (COTW 2023-184).

The first draft of the Council Code of Conduct Bylaw was presented to Committee of the Whole for consideration on February 7, 2024 resulting in direction to administration to amend the bylaw as discussed (COTW 2024-019) providing for more clarification in sections 5 and 9 of the proposed draft.

At the March 6, 2024 Committee of the Whole meeting direction was given to administration to prepare and present Council Code of Conduct Bylaw 1622-24 for first reading.

The Code of Conduct Bylaw was initially adopted in 2018 following the 2017 election in accordance with section 145 of the Municipal Government Act with minor amendments in 2021 following that election cycle.

Having an updated Code of Conduct Bylaw which is easily accessible to the public can potentially attract community members who may be interested in running for and serving on Council in the future.

ALTERNATIVES:

That Council for the Town of Pincher Creek agree and give second reading to Council Code of Conduct Bylaw 1622-24.

That Council for the Town of Pincher Creek unanimously agree to present Council Code of Conduct Bylaw 1622-24 for third and final reading at the March 25, 2024 regular meeting of Council.

That Council for the Town of Pincher Creek agree and give third and final reading to Council Code of Conduct Bylaw 1622-24 and that a copy of which be attached hereto forming part of the minutes.

That Council for the Town of Pincher Creek receive the information regarding Council Code of Conduct Bylaw 1622-24 as presented.

That Council for the Town of Pincher Creek direct administration to amend Council Code of Conduct Bylaw 1622-24 prior to presenting for second and/or third reading.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

In accordance with the Terms of Reference for the Policy Review Committee, the criteria for prioritizing policy review is as follows;

1. Legislation Driven
2. Areas of Concern
3. Financial Policy
4. Policies to be Rescinded

FINANCIAL IMPLICATIONS:

None at this time.

PUBLIC RELATIONS IMPLICATIONS:

An updated Council Code of Conduct Bylaw will provide clear direction for Council and the public regarding the conduct of members of council, council committees and other bodies established by council.

ATTACHMENTS:

Bylaw No 1622-24 - Council Code of Conduct - DRAFTv4 - 3357

CONCLUSION/SUMMARY:

Administration supports that Council for the Town of Pincher Creek adopts Council Code of Conduct Bylaw 1622-24.

Signatures:

Department Head:

Lisa Goss

CAO:

Doug Henderson



**BYLAW NO. 1622-24
OF THE TOWN OF PINCHER CREEK
IN THE PROVINCE OF ALBERTA**

BEING A BYLAW OF THE TOWN OF PINCHER CREEK IN THE PROVINCE OF ALBERTA, TO ESTABLISH A CODE OF CONDUCT FOR MEMBERS OF COUNCIL, COUNCIL COMMITTEES AND OTHER BODIES ESTABLISHED BY THE COUNCIL;

WHEREAS, pursuant to section 146.1(1) of the Municipal Government Act, a council must, by bylaw, establish a code of conduct governing the conduct of councillors;

AND WHEREAS, pursuant to section 146-1(3) of the Municipal Government Act, a council may, by bylaw, establish a code of conduct governing the conduct of members of council committees and other bodies established by the council who are not councillors;

AND WHEREAS, pursuant to section 153 of the Municipal Government Act, councillors have a duty to adhere to the code of conduct established by the council;

AND WHEREAS, the public is entitled to expect the highest standards of conduct from the members that it elects to council for the Town of Pincher Creek;

AND WHEREAS, the establishment of a code of conduct for members of council is consistent with the principles of transparent and accountable government;

AND WHEREAS, a code of conduct ensures that members of council share a common understanding of acceptable conduct extending beyond the legislative provisions governing the conduct of councillors;

NOW THEREFORE the Council of the Town of Pincher Creek in the Province of Alberta, duly assembled, enacts as follows:

1. Short Title

1.1 This Bylaw may be referred to as the "Council Code of Conduct Bylaw".

2. Definitions

2.1 In this Bylaw, words have the meanings set out in the Act, except that:

- (a) "Act" means the Municipal Government Act, R.S.A. 2000, c. M-26, and associated regulations, as amended;
- (b) "Administration" means the administrative and operational arm of the Municipality, comprised of the various departments and business units and including all employees who operate under the leadership and supervision of the Chief Administrative Officer;
- (c) "CAO" means the Chief Administrative Officer of the Municipality, or their delegate;

- (d) "FOIP" means the Freedom of Information and Protection of Privacy Act, R.S.A 2000, c F-25, any associated regulations, and any amendments or successor legislation;
- (e) "Investigator" means Council or the individual or body established or appointed by Council to investigate and report on complaints;
- (f) "Member" means a member of Council and includes a councillor or the Mayor and includes members of council committees or other bodies established by Council who are not councillors or the Mayor;
- (g) "Municipality" means the municipal corporation of the Town of Pincher Creek.

3. Purpose and Application

- 3.1 The purpose of this Bylaw is to establish standards for the ethical conduct of Members relating to their roles and obligations as representatives of the Municipality and a procedure for the investigation and enforcement of those standards.

4. Representing the Municipality

- 4.1 Members shall:
 - (a) Act honestly and, in good faith, serve the welfare and interests of the Municipality as a whole;
 - (b) Perform their functions and duties in a conscientious and diligent manner with integrity, accountability and transparency;
 - (c) Conduct themselves in a professional manner with dignity and make every effort to participate diligently in the meetings of Council, committees of Council and other bodies to which they are appointed by Council; and
 - (d) Conduct themselves in a manner that promotes public confidence and will bear close public scrutiny.

5. Communicating on Behalf of the Municipality

- 5.1 A Member must not claim to speak on behalf of Council unless authorized to do so.
- 5.2 Unless Council direct otherwise, the Mayor is Council's official spokesperson and in the absence of the Mayor it is the Deputy Mayor. All inquiries from the media regarding the official Council position on an issue shall be referred to Council's official spokesperson.
- 5.3 A Member who is authorized to act as Council's official spokesperson must ensure that their comments accurately reflect the official position and will of Council as a whole, even if the Member personally disagrees with Council's position.
- 5.4 No Member shall make a statement when they know that statement is false.
- 5.5 No Member shall make a statement with the intent to mislead Council or members of the public.
- 5.6 A member invited to speak at community events must make a determination whether the request is to hear the Municipalities perspective or that of the individual Member. For the Municipalities perspective, the Mayor may speak or a Member, in consultation with the Mayor.

- 5.7 When presenting their individual opinions and positions, Members shall explicitly state that it is their own personal view and that they do not represent Council or the Municipality in those views.
- 5.8 This Bylaw is not meant to limit public comment solely to Council's official spokesperson, but rather to recognize that the Municipality requires a single point of contact to speak with authority on behalf of Council. Council acknowledges and respects that Members have the legal right to express their personal opinions, whether those opinions are complimentary or critical, subject to those limits prescribed by law.

6. Respecting the Decision-Making Process

- 6.1 Decision making authority lies with Council, and not with any individual Member. Council may only act by bylaw or resolution passed at a Council meeting held in public at which there is a quorum present. No Member shall, unless authorized by Council, attempt to bind the Municipality or give direction to employees in Administration, agents, contractors, consultants or other service providers or prospective vendors to the Municipality.
- 6.2 Members shall conduct and convey Council business and all their duties in an open and transparent manner other than for those matters which by law are authorized to be dealt with in a confidential manner in a closed meeting discussion, and in so doing, allow the public to view the process and rationale which was used to reach decisions and the reasons for taking certain actions.
- 6.3 Members shall accurately communicate the decisions of Council, even if they disagree with Council's decision, such that respect for the decision-making processes of Council is fostered.

7. Adherence to Policies, Procedures and Bylaws

- 7.1 Members shall uphold the law established by the Parliament of Canada and the Legislature of Alberta and the bylaws, policies and procedures adopted by Council.
- 7.2 Members shall respect the Municipality as an institution, its bylaws, policies and procedures and shall encourage public respect for the Municipality, its bylaws, policies and procedures.
- 7.3 Members must not encourage disobedience of any bylaw, policy or procedure of the Municipality in responding to a member of the public, as this undermines public confidence in the Municipality and in the rule of law.

8. Respectful Interactions with Council Members, Staff, the Public and Others

- 8.1 Members shall act in a manner that demonstrates fairness, respect for individual differences and opinions, and an intention to work together for the common good and in furtherance of the public interest.
- 8.2 Members shall treat one another, employees of the Municipality and members of the public with courtesy, dignity and respect and without abuse, bullying or intimidation.
- 8.3 No Member shall use indecent, abusive, or insulting words or expressions toward another Member, any employee of the Municipality or any member of the public.

- 8.4 No Member shall speak in a manner that is discriminatory to any individual based on the person's race, religious beliefs, colour, gender, physical disability, mental disability, age, ancestry, place of origin, marital status, source of income, family status or sexual orientation.
- 8.5 Members shall respect the fact that employees in Administration work for the Municipality as a corporate body and are charged with making recommendations that reflect their professional expertise and a corporate perspective and that employees are required to do so without undue influence from any member or group of Members.
- 8.6 Members must not:
- (a) Involve themselves in matters of Administration, which fall within the jurisdiction of the CAO, as defined above;
 - (b) Use, or attempt to use, their authority or influence for the purpose of intimidating, threatening, coercing, commanding or influencing any employee of the Municipality with the intent of interfering in the employee's duties; or
 - (c) Maliciously or falsely injure the professional or ethical reputation, or the prospects or practice of employees of the Municipality.

9. Confidential information

- 9.1 Members must keep in confidence matters discussed in a closed Council or Council committee meeting until the matter is discussed at a meeting held in public.
- 9.2 Members shall refrain from disclosing or releasing any confidential information acquired by virtue of their office except when required by law or authorized by Council to do so.
- 9.3 No Member shall use confidential information for personal benefit or for the benefit of any other individual organization.
- 9.4 Confidential information includes information in the possession of, or received in confidence by, the Municipality that the Municipality is prohibited from disclosing pursuant to legislation, court order or by contract, or is required to refuse to disclose under the Freedom of Information and Protection of Privacy Act or any other legislation, or any other information that pertains to the business of the Town, and is generally considered to be of confidential nature, including but not limited to information concerning;
- (a) The security of the property of the Municipality
 - (b) A proposed or pending acquisition or disposition of land or other property that is deemed to be confidential by Council or Administration
 - (c) A tender that has or will be issued but has not been awarded
 - (d) Contract negotiations
 - (e) Employment and labour relations
 - (f) Draft document and legal instruments, including reports, policies, bylaws and resolutions, that have not been the subject matter of deliberation in a meeting open to the public
 - (g) Law enforcement matters

- (h) Litigation or potential litigation, including matters before administrative tribunals
- (i) Advice that is subject to solicitor-client privilege

10. Conflicts of Interest

- 10.1 Members have a statutory duty to comply with the pecuniary interest provisions set out in Part 5, Division 6 of the Act and a corresponding duty to vote unless required or permitted to abstain under the Act or another enactment.
- 10.2 Members are to be free from undue influence and not act or appear to act in order to gain financial or other benefits for themselves, family, friends or associates, business or otherwise.
- 10.3 Members shall approach decision-making with an open mind that is capable of persuasion.

11. Improper Use of Influence

- 11.1 No Member shall use the influence of the Member's office for any purpose other than for the exercise of the Member's official duties.
- 11.2 No Member shall act as a paid agent to advocate on behalf of any individual, organization or corporate entity before Council or a committee of Council or any other body established by Council.
- 11.3 Members shall not contact or otherwise attempt to influence members of any adjudicative body regarding any matter before it relating to the Municipality
- 11.4 Members shall refrain from using their positions to obtain employment with the Municipality for themselves, family members or close associates. Members are ineligible to apply or be considered for any position with the Municipality while they hold their elected position and for one year after leaving office.

12. Use of Municipal Assets and Services

- 12.1 Members shall use municipal property, equipment, services, supplies and staff resources only for the performance of the duties as a Member.

13. Orientation and Other Training Attendance

- 13.1 Every Member must attend the orientation training offered by the Municipality within 90 days after the Member takes the oath of office.
- 13.2 Unless excused by Council, every Member must attend any other training organized at the direction of Council for the benefit of Members throughout the Council term.

14. Informal Complaint Process

- 14.1 Any person or any Member who has identified or witnessed conduct by a Member that the person or Member reasonably believes, in good faith, is in contravention of this Bylaw may address the prohibited conduct by:
 - (a) Advising the Member that the conduct violates this Bylaw and encouraging the Member to stop,
 - (b) Requesting the Mayor to assist in informal discussion of the alleged complaint with the Member in an attempt to resolve the issue. In the event that the Mayor is the subject of, or is implicated in a complaint, the person may request the assistance of the Deputy Mayor.

- 14.2 Individuals are encouraged to pursue this informal complaint procedure as the first means of remedying conduct that they believe violates this Bylaw. However, an individual is not required to complete this informal complaint procedure prior to pursuing the formal complaint procedure outlined below.

15. Formal Complaint Process

- 15.1 Any person or Member who has identified or witnessed conduct by a Member that the person or Member reasonably believes, in good faith, is in contravention of this Bylaw may file a formal complaint in accordance with the following procedure:
- (a) All complaints shall be made in writing and shall be dated and signed by an identifiable individual;
 - (b) All complaints shall be addressed to the Investigator;
 - (c) The complaint must set out reasonable and probable grounds for the allegation that the Member has contravened this Bylaw, including a detailed description of the facts, as they are known, giving rise to the allegation;
 - (d) If the facts, as reported, include the name of one or more Members who are alleged to be responsible for the breach of this Bylaw, the Member or Members concerned shall receive a copy of the complaint submitted to the Investigator;
 - (e) Upon receipt of a complaint under this Bylaw, the Investigator shall review the complaint and decide whether to proceed to investigate the complaint or not. If the Investigator is of the opinion that a complaint is frivolous or vexatious or is not made in good faith, or that there are no grounds or insufficient grounds for conducting an investigation, the Investigator may choose not to investigate or, if already commenced, may terminate any investigation, or may dispose of the complaint in a summary manner. In that event, the complainant and Council, if Council is not the Investigator, shall be notified of the Investigator's decision;
 - (f) If the Investigator decides to investigate the complaint, the Investigator shall take such steps as it may consider appropriate, which may include seeking legal advice. All proceedings of the Investigator regarding the investigation shall be confidential;
 - (g) If the Investigator is not Council, the Investigator shall, upon conclusion of the investigation, provide the Council and the Member who is the subject of the complaint, the results of the Investigator's investigation;
 - (h) A Member who is the subject of an investigation shall be afforded procedural fairness, including an opportunity to respond to the allegations before Council deliberates and make any decision or any sanction is imposed;
 - (i) A Member who is the subject of an investigation is entitled to be represented by legal counsel, at the Member's sole expense, unless otherwise authorized by Council.

16. Compliance and Enforcement

- 16.1 Members shall uphold the letter and the spirit and intent of this Bylaw.
- 16.2 Members are expected to co-operate in every way possible in securing compliance with the application and enforcement of this Bylaw.

Bylaw 1622-24

- 16.3 No Member shall:
- (a) Undertake any act of reprisal or threaten reprisal against a complainant or any other person for providing relevant information to Council or to any other person;
 - (b) Obstruct Council, or any other person, in carrying out the objectives or requirements of this Bylaw.
- 16.4 Sanctions that may be imposed on a Member, by Council, upon a finding that the Member has breached this Bylaw may include:
- (a) A letter of reprimand addressed to the Member;
 - (b) Requesting the Member to issue a letter of apology;
 - (c) Publication of a letter of reprimand or request for apology and the Member's response;
 - (d) Suspension or removal of the appointment of a Member as the chief elected official under section 150(1) of the Act;
 - (e) Suspension or removal of the appointment of a Member as the deputy chief elected official or acting chief elected official under section 152 of the Act;
 - (f) Suspension or removal of some or all Council committees and bodies to which council has the right to appoint members;
 - (g) Reduction or suspension of remuneration as defined in section 275.1 of the Act corresponding to a reduction in duties, excluding allowances for attendance at council meetings;
 - (h) Any other sanction Council deems reasonable and appropriate in the circumstances provided that the sanction does not prevent a Member from fulfilling the legislated duties of a councillor and the sanction is not contrary to the Act.

17. Review

- 17.1 This Bylaw shall be brought forward for review at the beginning of each term of Council, when relevant legislation is amended, and at any other time that Council considers appropriate to ensure that it remains current and continues to accurately reflect the standards of ethical conduct expected of Members.

READ A FIRST TIME THIS ___ DAY OF _____, 2024.

READ A SECOND TIME THIS ___ DAY OF _____, 2024.

READ A THIRD TIME AND FINALLY PASSED THIS ___ DAY OF _____, 2024.

Mayor, Don Anderberg

CAO, Doug Henderson



Town of Pincher Creek

REQUEST FOR DECISION

Council or Committee of the Whole

SUBJECT: Municipal Borrowing Bylaw #1570-24	
PRESENTED BY: Wendy Catonio, Director of Finance and Human Resources	DATE OF MEETING: 3/25/2024

PURPOSE:

For Council to annually approve the Municipal Borrowing Bylaw #1570-24 for the purpose of \$1,000,000 revolving line of credit and \$50,000 Mastercard as per ATB Financial requirements.

RECOMMENDATION:

That Council for the Town of Pincher Creek agree to give first reading to the Municipal Borrowing Bylaw #1570-24.

That Council for the Town of Pincher Creek agree to give second reading to the Municipal Borrowing Bylaw #1570-24.

That Council for the Town of Pincher Creek upon unanimous consent, agree to present the Municipal Borrowing Bylaw #1570-24 for third and final reading.

That Council for the Town of Pincher Creek agree to give third and final reading to the Municipal Borrowing Bylaw #1570-24, and that a copy be attached hereto and form part of the minutes.

BACKGROUND/HISTORY:

Although the Town of Pincher Creek had a duly authorized borrowing bylaw as per the Municipal Government Act Section 256 with no termination date, ATB Financial requires a new borrowing bylaw EVERY year.

ALTERNATIVES:

That Council for the Town of Pincher Creek direct administration to provide further information.

That Council for the Town of Pincher Creek accept the Municipal Borrowing Bylaw #1570-24 as information.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

None at this time

FINANCIAL IMPLICATIONS:

The line of credit interest rate is Prime plus 1.00%. Currently, Prime is 7.20% so the line of credit interest rate is 8.20%.

Interest will only be payable on the Mastercard if the account is not paid in full by the due date. Administration has authorized ATB Financial to pay the Mastercard account automatically on the due date so an interest charge will never be paid.

PUBLIC RELATIONS IMPLICATIONS:

None at this time

ATTACHMENTS:

Draft Bylaw No. 1570-24 - 3367

CONCLUSION/SUMMARY:

Administration supports Council for the Town of Pincher Creek approving the Municipal Borrowing Bylaw #1570-24 in order to help regulate cash flow if required.

Signatures:

Department Head:

Doug Henderson

CAO:

Doug Henderson



Bylaw No. 1570-24

**BYLAW NO. 1570-24
MUNICIPAL BORROWING BYLAW**

**OF THE TOWN OF PINCHER CREEK
IN THE PROVINCE OF ALBERTA**

This bylaw authorizes the Council for the Town of Pincher Creek to borrow for the purpose of financing operating expenditures as specified in Section 256 of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26.

WHEREAS the Council for the Town of Pincher Creek (hereinafter called the "Corporation") in the Province of Alberta, considers it necessary to borrow certain sums of money for the purpose of:

Revolving line of credit for short-term financial purposes (under 1 year) and:

Mastercard for short-term financial purposes (under 1 year)

NOW THEREFORE pursuant to the provisions of the Municipal Government Act, it is hereby enacted by the Council of the Corporation as a By-law that:

1. The Corporation borrow from ATB Financial up to the principal sum of **\$1,000,000.00 (ONE MILLION DOLLARS AND 00/100 CENTS)** repayable upon demand at a rate of interest per annum not to exceed the Prime Lending Rate from time to time established by ATB Financial plus 1.00%, and such interest will be calculated daily and due and payable monthly on the last day of each and every month.
 - (a) Pursuant to Section 251 (2) (b) of the Municipal Government Act, the interest rate in respect of such direct revolving advances shall not in any event exceed a maximum rate of 10% per annum.
2. The Corporation borrow from ATB Financial (Mastercard) sums of money from time to time to complete operating expenditures for convenience purposes and where required by suppliers. Provided that the principal sum owed to ATB Financial at one time not exceed the sum of **\$50,000 (FIFTY THOUSAND DOLLARS AND 00/100 CENTS)**.
3. The Chief Elected Officer and the Chief Administrative Officer are authorized for and on behalf of the Corporation:
 - (a) to apply to ATB Financial for the aforesaid loans to the Corporation and to arrange with ATB Financial the amount, terms and



Bylaw No. 1570-24

conditions of the loan and security or securities to be given to ATB Financial;

- (b) as security for any money borrowed from ATB Financial
 - (i) to execute promissory notes and other negotiable instruments or evidences of debt for such loans and renewals of all such promissory notes and other negotiable instruments or evidences of debts;
 - (ii) to give or furnish to ATB Financial all such securities and promises as ATB Financial may require to secure repayment of such loans and interest thereon; and
 - (iii) to execute all security agreements, hypothecations, debentures, charges, pledges, conveyances, assignments and transfers to and in favour of ATB Financial of all or any property, real or personal, moveable or immovable, now or hereafter owned by the Corporation or in which the Corporation may have any interest, and any other documents or contracts necessary to give or to furnish to ATB Financial the security or securities required by it.

4. The source or sources of money to be used to repay the principal and interest owing under the borrowing from ATB are: Property Taxation
5. The amount to be borrowed and the term of the loan will not exceed any restrictions set forth in the Municipal Government Act.
5. In the event that the Municipal Government Act permits extension of the term of the loan and in the event the Council of the Corporation decides to extend the loan and ATB Financial is prepared to extend the loan, any renewal or extension, bill, debenture, promissory note, or other obligation executed by the officers designated in paragraph 3 hereof and delivered to ATB Financial will be valid and conclusive proof as against the Corporation of the decision of the Council to extend the loan in accordance with the terms of such renewal or extension, bill, debenture, promissory note, or other obligation, and ATB Financial will not be bound to inquire into the authority of such officers to execute and deliver any such renewal, extension document or security.
6. That Bylaw #1570-23 be repealed.
7. This Bylaw comes into force on the final passing thereof.



Bylaw No. 1570-24

READ A FIRST TIME this 25th day of March, 2023

READ A SECOND TIME this 25th day of March, 2024

READ A THIRD TIME this 25th day of March, 2024

MAYOR, Don Anderberg

CAO, Doug Henderson



Bylaw No. 1570-24

CERTIFICATE

WE HEREBY CERTIFY that the foregoing bylaw was duly passed by the Council of the Corporation therein mentioned at a duly and regularly constituted meeting thereof held on the 25th day of February, 2024, at which a quorum was present, as entered in the minutes of the said Council, and that the Bylaw has come into force and is still in full force and effect.

WITNESS our hands and the seal of the Corporation this 25th day of March, 2024.

Chief Elected Official

Seal

Chief Administrative Officer



Town of Pincher Creek

REQUEST FOR DECISION

Council or Committee of the Whole

SUBJECT: Flag Policy & Lease Agreement Review	
PRESENTED BY: Doug Henderson, Chief Administrative Officer	DATE OF MEETING: 3/25/2024

PURPOSE:

To provide information to Council in response to the complaint received regarding a Pride flag that was raised at the Lebel Mansion.

RECOMMENDATION:

That Council for the Town of Pincher Creek accept the Flag Protocol Policy 145-05 review, Lebel Mansion lease review and Town of Westlock flagpole and crosswalk bylaw process for information.

BACKGROUND/HISTORY:

A complaint was received through CityWide regarding a specific type of flag that was raised at the Lebel Mansion and Council requested that staff undertake research on the Town's flag policy and any other legislation pertinent to this complaint and respond back to Council.

The Town's Flag Protocol Policy 145-05 is silent on specific types of flags. It states in part "...it is appropriate....to display the Canadian Flag and other flags of their choice, but at all times the flags shall be treated with respect and dignity." The policy also makes mention of actions for the flags at Town Hall, but town owned flags at other locations (golf course, multipurpose facility and campground) are dealt with by the CAO or a specific resolution of Council.

On May 23, 2023 Council passed a motion to support the Pride Flag Raising event (June 1, 2023 at 4:15pm) and approve Councillor Nodge to attend the event and speak on behalf of the Town of Pincher Creek. Further, the Pride Flag was flown for two weeks in June of 2022.

The lease agreement between the Town and the Allied Arts Society (operators of the Lebel Mansion) makes no mention regarding types of flags that may or may not be flown. The Allied Arts Council operates the Lebel Mansion for the benefit of the community, a safe place that reflects well on community. As an organization that offers inclusive, creative cultural programs, they see signals of a changing world and they want

to continue to be progressive. This would include flying other flags besides national, provincial or municipal.

The only other recent municipal legislation related to this topic is the Town of Westlock Crosswalk & Flagpole Bylaw 2023-14. The Town of Westlock painted its first rainbow crosswalk in 2023, and while there were voices on both sides, some of the most persistent and loudest were against the crosswalk. However, they were not the majority at the time, and the crosswalk was a success.

In August, a Westlock resident registered to come to council as a delegation to speak about how governments should be neutral, and the crosswalk was not neutral. A petition was being prepared according to the parameters of the MGA calling for a neutrality bylaw restricting municipal flagpoles (only fly federal, provincial, and municipal flags) and crosswalks (only traditional white laddered). On October 30, the CAO verified the petition complied with municipal legislation.

Westlock Town Council gave first reading to Crosswalk-Flagpole Bylaw 2023-14 and set the date for the vote of the electors for February 22, 2024. The bylaw was to ensure crosswalks and flags on public property remain neutral. Only the national flag of Canada, provincial flag of Alberta, or municipal flag of the Town of Westlock are to be raised on flagpoles on public property or facilities; and there will be no decorations on Town crosswalks.

On February 22, 2024, residents voted in favour of the proposed Crosswalk and Flagpole Bylaw, which now forbids the Town from flying non-governmental flags on municipal flagpoles or painting local crosswalks in a manner other than in a white laddered pattern.

ALTERNATIVES:

That Council for the Town of Pincher Creek direct administration to draft changes to Flag Protocol Policy 145-05 with restrictions on types of flags to be flown on Town flagpoles.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

The 2022-2026 Strategic Initiatives 2B states Increase knowledge, build relationships, social capital and capacity to engage community and business stakeholders from the region.

FINANCIAL IMPLICATIONS:

None

PUBLIC RELATIONS IMPLICATIONS:

Support for a variety of flags shows inclusivity of many different cultures, although not all residents will be supportive.

ATTACHMENTS:

None at this time.

CONCLUSION/SUMMARY:

Administration supports leaving the flag protocol policy unchanged.

Signatures:

Department Head:

Doug Henderson

CAO:

Doug Henderson



Town of Pincher Creek

REQUEST FOR DECISION

Council or Committee of the Whole

SUBJECT: Phone System	
PRESENTED BY: Wendy Catonio, Director of Finance and Human Resources	DATE OF MEETING: 3/25/2024

PURPOSE:

To request approval from Council to modify the level of service provided by the Town office reception.

RECOMMENDATION:

That Council for the Town of Pincher Creek approve introducing an automated phone service to provide more efficient customer service to the public.

BACKGROUND/HISTORY:

Administration is requesting to change to an automated phone system. When the public calls, they will get the automated system that will allow them to bypass reception and pick the extension of the person or department they are trying to reach rather than reception answering the phone and transferring it. People can still access reception if needed.

ALTERNATIVES:

That Council for the Town of Pincher Creek request further information from administration.

That Council for the Town of Pincher Creek accept the automated phone service request as information.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

Residents will be able to contact the department they require directly rather than having to request to be transferred. If the resident is unsure of the department they require, they can still access administration for direction.

FINANCIAL IMPLICATIONS:

None at this time

PUBLIC RELATIONS IMPLICATIONS:

It will allow the public to bypass reception and get right to the person they are trying to reach.

ATTACHMENTS:

None at this time.

CONCLUSION/SUMMARY:

Administration is looking to automate the phone system to be more efficient.

Signatures:

Department Head:

Wendy Catonio

CAO:

Doug Henderson



Town of Pincher Creek

REQUEST FOR DECISION

Council or Committee of the Whole

SUBJECT: Curling Club Meeting	
PRESENTED BY: Doug Henderson, Chief Administrative Officer	DATE OF MEETING: 3/25/2024

PURPOSE:

To provide Council with an update on the status of the new curling rink project.

RECOMMENDATION:

That Council for the Town of Pincher Creek accept the Curling Club Community Recreation & Event Centre building project update for information.

BACKGROUND/HISTORY:

At the March 11 Council meeting, Administration was directed to meet with the Curling Club to get information on the status of the new curling rink project. A meeting was held March 18 with five Town staff present and seven from the curling club/project management team.

Topics discussed included:

- the 13 metre wide fire lane easement adjacent to the Crestview Lodge
- the parking lot extension to the west, # of stalls needed, summer vs winter use
- new lease with the Town and the Golf Club
- water & sewer upgrade connections, stormwater retention needs
- Town employee/equipment/contractor involvement (none)
- trust account for donations, and who is paying the bills for construction (ownership)
- timelines to completion
- during construction, ensuring the other facilities & organizations can still operate

ALTERNATIVES:

None

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

Many of the initiatives listed in Council's Strategic Priorities & Initiatives for 2022-2026 apply.

FINANCIAL IMPLICATIONS:

Council has pledged \$1.25 million to this building project.

PUBLIC RELATIONS IMPLICATIONS:

This project is in the early stages and much information is still needed to be shared with the public. Public Participation Policy 166-23 may apply, Section 4.1.1 Inform – To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.

ATTACHMENTS:

None at this time.

CONCLUSION/SUMMARY:

Administration will continue to meet with the curling club and their project management team as needed.

Signatures:

Department Head:

Doug Henderson

CAO:

Doug Henderson



Town of Pincher Creek

REQUEST FOR DECISION

Council or Committee of the Whole

SUBJECT: Funding for Pincher Creek Emergency Services land and building purchase	
PRESENTED BY: Wendy Catonio, Director of Finance and Human Resources	DATE OF MEETING: 3/25/2024

PURPOSE:

To reallocate the funding sources for the payment to Pincher Creek Emergency Services for the land and building purchase.

RECOMMENDATION:

That Council for the Town of Pincher Creek agree to change the funding sources for the \$1,150,000 as follows:

- Fire Reserve - 23-00-00-4760 \$125,000
- Municipal Sustainability Grant \$589,478.35
- Local Government Fiscal Framework: \$435,521.65

BACKGROUND/HISTORY:

Now that the year end is complete and the actual reserve and deferred grant balance is known, an adjustment is required to Council Motion #24-061. The reserve balance for the Pincher Creek Emergency Services was not as high as original reported. This resulted in more grant funds required for the payment. As well, the MSI Grant has ended so administration wants to utilize the remaining balance as of the year end.

ALTERNATIVES:

That Council for the Town of Pincher Creek request further information from administration.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

None at this time

FINANCIAL IMPLICATIONS:

Lower amount of reserves utilized and a greater portion of grant funding

PUBLIC RELATIONS IMPLICATIONS:

None at this time.

ATTACHMENTS:

None at this time.

CONCLUSION/SUMMARY:

Administration supports reallocating the sources of funding for the payment to Pincher Creek Emergency Services for the land and building purchase.

Signatures:

Department Head:

Wendy Catonio

CAO:

Doug Henderson



**Town of Pincher Creek
COUNCIL DISTRIBUTION LIST
March 25, 2024**

<u>Item No.</u>	<u>Date</u>	<u>Received From</u>	<u>Information</u>
1.	Jan 9, 2024	Citizen	Letter
2.	Jan 9, 2024	Oldman Watershed	Letter
3.	Mar 13, 2024	Allied Arts Council of Pincher Creek	Allied Arts Council of Pincher Creek AGM
4.	Mar 17, 2024	Altalink	AltaLink's proposed 185L and 412L Transmission Line Rebuild Project
5.	Mar 20, 2024	Alberta Government	Provincial Education Requisition Credit (PERC) Program Extension
6.	Mar 20, 2024	Minister of Municipal Affairs	Assessment Model Review Engagement Announcement

January 9, 2024



Pincher Creek, AB

Dear Council Members;

Recently, Blanche (Kemble) Dwyer passed away in Victoria, BC at the age of 98. She was raised in Pincher Creek and had one of her children buried here in the early 1950's. In speaking with her family, a request was made that perhaps my family could plant a memorial tree at Fairview Cemetery in memory of her and her son.

Therefore, can you please consider the following:

1. Can we plant a tree in Fairview Cemetery?
2. If so, where can it be planted?
3. If so, are there restrictions as to what type of tree can be planted?

Thank you for your consideration and response.

Respectfully yours,

Bob and Margo Schmidt

A handwritten signature in cursive script that reads "Bob Schmidt". To the right of the signature is a vertical black line.

RECEIVED

JAN 09 2024

Town of Pincher Creek



TOWN OF PINCHER CREEK POLICY



Approved by: Council	Date: November 14, 2011	Policy Number: 700-11
Reference: 05-315 11-372	Revision Date/by: 2016	
Title: CEMETERY & MEMORIAL DEDICATIONS		

Policy Statement

The Town of Pincher Creek will provide guidelines to inform the public and promote an option that is available for memorials and/or dedications in the Fairview and Pioneer Cemeteries.

1. Definitions

- 1.1 Council shall mean the Municipal Council of the Town of Pincher Creek
- 1.2 Superintendent of Public Works shall mean the person appointed to the position of Superintendent of Public Works
- 1.3 Cemeteries shall mean the Fairview and Pioneer Cemeteries
- 1.4 Memorial Trees shall mean trees planted in the Fairview, Pioneer Cemeteries, Parks and Opens spaces allowing the public the opportunity make memorial dedications in someone’s memory
- 1.5 Memorial Board shall mean a kiosk display board for placement of plaques detailing the Memorial Tree dedications
 - (a) Memorial Tree dedications
 - (b) Other donations
 - (c) Memorial plaques for individuals whose cremated remains have been scattered in a location outside of Fairview Cemetery
- 1.6 Memorial Grove shall mean the site selected for the planting of Memorial Trees
- 1.7 Memorial dedications shall mean a portion of the kiosk display board set aside for plaques dedicated in someone’s memory

2. Responsibilities

- 2.1 Council
 - 2.1.1 Establish an area in the Cemeteries for the Memorial Grove
- 2.2 CAO or Designated Officer/Cemetery Committee
 - 2.2.1 Review applications for Memorial Dedications
 - 2.2.2 Provide locations for Memorial Dedications
 - 2.2.3 Ensure areas within the cemetery is irrigated for memorial trees
 - 2.2.4 Install plaques on the Memorial Board

2.3 Group or Individual Planting the Memorial Trees

- 2.3.1 Make application to the Town of Pincher Creek to plant Memorial Trees
- 2.3.2 Plant the Memorial Tree in an established location within the Town of Pincher Creek as part of a Memorial Grove at the Cemeteries
- 2.3.3 Fertilize, prune and spray the Memorial Trees
- 2.3.4 Remove or replace the Memorial Trees for any reason
- 2.3.5 Provide details for the plaque to be installed on the Memorial Board

3. Conditions and Regulations

- 3.1 All Memorial Trees planted under this program must be at least five (5) feet from ground level to top of tree when planted
- 3.2 Only Tower Poplar or Blue Spruce Trees shall be allowed to be planted in the Cemetery Memorial Grove
- 3.3 If any Memorial Tree becomes unsightly or diseased, the Superintendent of Public Works reserves the right to remove the tree without compensation.
- 3.4 Fee for memorial dedication plaques as per Bylaw 1584-01 Fee Structure Bylaw

4. End of Policy

February 12th, 2010

Pincher Funeral Chapel
Box 1828
Pincher Creek, AB
T0K 1W0

Attention: Roy Smyth

Subject: Memorial Tree Planting

Dear Roy,

On January 28th 2010 the Cemetery Committee for the Town of Pincher Creek made a decision regarding tree planting at Pioneer and Fairview Cemeteries. The Committee decided to discontinue mass tree planting at both cemeteries. Individual requests for tree planting will be reviewed by the committee.

As an alternative to mass tree planting at either cemetery the Committee has approved the concept of memorial tree groves in parks and open spaces within the Town of Pincher Creek. A dedication for such plantings would be placed on the Memorial Board Kiosk at Fairview Cemetery.

I trust this information is adequate for any requests you may receive on Memorial Tree Planting. If you have any questions or concerns you would like to address to the Cemetery Committee please contact myself before the next Cemetery Committee meeting on April 22nd, 2010 and I will include your questions or concerns on the next agenda.

Yours truly,

Dezna Pooler
Committee Member

RECEIVED

JAN 09 2024

Town of Pincher Creek



Oldman Watershed Council
PO Box 1892
Lethbridge, Alberta T1J 4K5
info@oldmanwatershed.ca
(403) 330-1346

Mayor Don Anderberg
Town of Pincher Creek
PO Box 159
Pincher Creek Alberta T0K 1W0

Dear Mayor Anderberg and Council,

January 2, 2024

We deeply appreciate your continued support of the Oldman Watershed Council. Our core mission is safeguarding the health of our water and land, the cornerstones of our economy and society. Your contribution as a donor is invaluable to us.

We are proud to be a neutral forum for all voices in the watershed. Our 19-member Board represents various sectors, ensuring all voices are heard. Municipalities hold the majority with three seats: one for towns and villages, one for counties and municipal districts, and one for the City of Lethbridge. Moreover, we keep municipalities updated at the monthly meetings of Mayors and Reeves of Southwest Alberta.

Our collaborations span government agencies, stakeholders, and First Nations to bolster the watershed's health. Notably, in 2022-23 we:

- Planted 8,450 willows, restoring the natural infrastructure of 10 priority rivers/creeks to combat drought.
- Engaged 3,656 residents face-to-face, including 1,566 youth, through cutting edge methods, like virtual reality.
- Monitored the health of 9 creeks/rivers, and trained 24 Field Technicians in monitoring techniques.
- Created 8 videos featuring agricultural producers, hosted 6 unique events, and released 8 written interviews with farmers, to increase understanding of agriculture among urban consumers. 91% of participants felt more connected to the people who grow their food
- Increased our partnerships and collaborations by 60%, reaching 122, leveraging expertise and resources from across Southern Alberta.
- Engaged 10,425 readers through 14 blogs to educate on key topics such as drought resilience.
- Had over 115,000 views of our videos about agriculture, restoration, and other watershed topics.

Our premier project, the *Watershed Legacy Program*, emphasizes empowering watershed stewardship through funds, training, and technical know-how. We assist all—from First Nations land managers and farmers to urban dwellers—in adopting environmentally conscious practices and building resilient operations. By investing in grassroots initiatives, we spotlight these practices for the larger community, and work to provide the education, infrastructure, and guidelines to bolster these efforts.

Please review our [2022-23 annual report](#), which showcases our impactful work through photographs and concise project descriptions.

For the fiscal year of April 2023 to March 2024, we kindly request your municipality's support at a rate of 48¢ per resident. Based on the 2022 Municipal Affairs Population List, this equates to a contribution of \$1,645 for 3,428 residents. Your unwavering support over the years has made a significant difference. Contributions like yours empower us to educate citizens, restore habitats, and remain an impartial forum in the watershed discourse.

To book a presentation, please contact our Executive Director, Shannon Frank, at shannon@oldmanwatershed.ca.

Warm regards,



Page 80

Doug Kaupp, OWC Chair and General Manager of Water and Wastewater, City of Lethbridge

From: Allied Arts Council <lebelpc@send.mailchimpapp.com>
Sent: Wednesday, March 13, 2024 11:07 AM
To: April McGladdery <reception@pinchercreek.ca>
Subject: Allied Arts Council of Pincher Creek AGM



Save the Date!

The Allied Arts Council of Pincher Creek invites you to join us on Tuesday, April 23rd at 7pm for our 2024 Annual General Meeting.

This year we will be meeting in the Allied Arts Council of Pincher Creek meeting space on the second floor of the Lebel Mansion. Please R.S.V.P. by registering at the link below or by EMAIL

RSVP here

RSVP here

Don't have your 2024 Membership yet?

If you are interested in participating in electing our new Board of Directors or becoming a part of the Board you will need to have your **2024 Membership**.

Membership is only \$5 and can be purchased by visiting us in the gift shop during business hours, or via e-transfer to lebelpc@gmail.com



Below you will find the Agenda for the meeting as per the AAC bylaws:

- Adopt the agenda
- Adopt the minutes of the last AGM
- President's report
- Treasurer's report on the 2023 financial statements
- Executive Director Report
- Appointing the auditor for the 2024 financial review to take place Jan/February of 2025

- Electing the President
- Electing the Members of the Board
- Other specific motions that any member has given notice of before the meeting is called.

Be sure to RSVP that you will be attending to ensure you receive a copy of the 2023 AGM minutes and Approved Financials.



If you are interested in being involved in supporting our organization as we continue to offer inclusive, creative, cultural opportunities in Southern Alberta as a board member please reach out to us.

Here are the basics:

- The Board meets once a month for approximately 1.5 hours.
- Meetings can be joined remotely or in-person and are run by the president, with the Executive Director's assistance.
- If you have an interest in a particular area, like children's programming, fundraising, or landscaping you can join a committee to make plans, get your hands dirty, and help build our community.
- Individuals with financial backgrounds and experience supporting an organization with Staff members would be an asset.

As a board member you represent our organization and membership within the community and help support our organization. Board members must respect and follow the Organizations guidelines, bylaws and code of conduct.

Interested in being a part of our Board of Directors? Please fill out our [expression of interest form](#) and return it to lebelpc@gmail.com by April 16th, 2024.

[View email in browser](#)

Allied Arts Council of Pincher Creek · 696 Kettles Street · Pincher Creek, AB T0K 1W0 · Canada
[update your preferences](#) or [unsubscribe](#)



Electric system improvements near you

185L and 412L Transmission Lines Rebuild

You are receiving this newsletter because you are near the 185L and 412L Transmission Lines Rebuild and we want your input.

AltaLink's existing 185L and 412L **transmission** lines were constructed more than 60 years ago and portions of both lines are in a **high-risk fire area**.

Part of our wildfire mitigation plan includes strengthening our system and making proactive safety improvements so that it is less likely to contribute to igniting wildfires. We've identified these lines as a high priority and are proposing to rebuild portions of the lines to raise the safety and design performance to current standards.

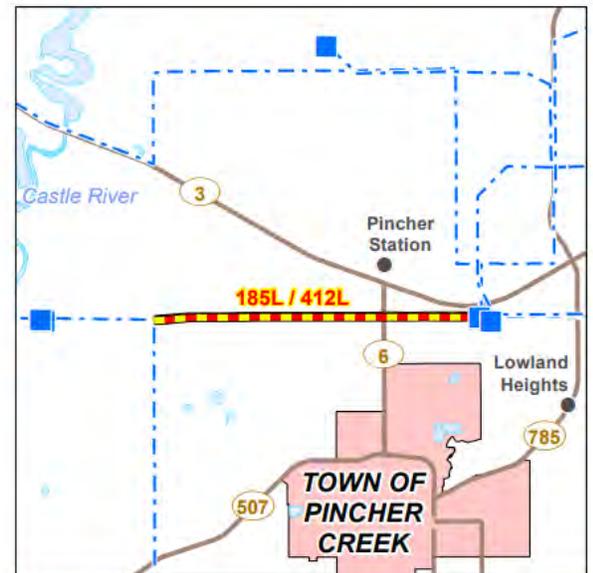
You may have received information about another project in the area called the 164L and 616L Transmission Lines Rebuild. That is a separate project. If you have any questions about that project, please contact us.

We are providing you with:

- project details
- maps of the proposed project
- information about how you can provide your input
- the project schedule

Staying safe in high-risk fire areas

Wildfires are increasing in frequency and severity. AltaLink is working with Alberta Wildfire to accelerate and enhance our wildfire mitigation plan to proactively upgrade AltaLink assets. While there is no immediate risk to public safety, we are taking precautions, increasing inspections, and addressing potential issues earlier to ensure the safe and reliable supply of power in this area for years to come.



Project details

The proposed project is located approximately one kilometre north of the Town of Pincher Creek. It involves rebuilding approximately 5.5 kilometres of:

- the existing 69 kilovolt (kV) single **circuit** transmission line (called 185L)
- the existing 138 kV single circuit transmission line (called 412L)

AltaLink is considering two possible options to rebuild these transmission lines. We are completing additional engineering and would like your feedback on both options to determine the final solution.

- Option 1: Rebuild them as two separate, single circuit lines along their existing alignments
- Option 2: Consolidate both single circuit lines into one new double circuit transmission line

Proposed transmission structures and **right-of-way**

The structures on the existing lines are wood H-frame structures that are approximately 15-20 metres (m) tall. We are proposing two different structure types based on the two different options that we are considering to rebuild the lines.

	Single circuit H-Frames	Double circuit monopoles
		
Option	Rebuilding the lines as two separate lines (similar structures to the existing lines)	Consolidating the two lines into one line
Type	Wood	Steel
Height	15 to 25 m	20 to 30 m
Right-of-way	Approximately 10 additional metres will be required on both the north and south sides of the existing rights-of-way	No additional right-of-way is needed

Both options will require optical ground wire (OPGW) on the entire length of the new transmission line. This equipment provides lightning protection and is part of a telecommunication network that allows AltaLink to monitor, control, protect, and restore the electric system.

Some access trails and construction workspace may be required to assist with safe work practices and to minimize disturbance during the rebuild. Please see the access trails and construction workspace on the maps in this package for more details.

AltaLink offers fair market value for the land at the time of acquisition and will discuss options individually with landowners.

DEFINITIONS:

Transmission

Transmission lines make up Alberta's electric highway, linking the places where power is generated to where power is used. Transmission lines transport large amounts of power over long distances across the province. The transmission system connects diverse sources of power generation including wind, high-efficiency coal, natural gas and more.

High-risk fire area

An area where the consequences of a wildfire will have a higher impact on the community as identified by third-party experts. These impacts may be influenced by location, conditions, and/or access to water and firefighting services. Wildfires can start with a single spark from a variety of sources, including weather conditions, third-party contacts, or equipment failure.

Circuit

A circuit is a group of wires that electricity flows through. The wires are strung along power line structures. Transmission line structures can be described as single or double circuit. In a single circuit transmission line, three single or bundled wires are strung along the transmission structures. A double circuit transmission line has six single or bundled wires strung along the structures.

Right-of-way

The right-of-way is a strip of land required for the construction and safe operation of a transmission line. A right-of-way refers to the physical space a transmission line encompasses including areas on either side of the line. The majority of the right-of-way can still be used by the landowner. Buildings cannot be placed on the right-of-way, but can be built up to the edge of the right-of-way.

Electric and Magnetic Fields (EMF)

AltaLink recognizes that people may have concerns about exposure to EMF and we take those concerns seriously.

Everyone in our society is exposed to power frequency EMF from many sources, including:

- power lines and other electrical facilities
- electrical appliances in your home
- building wiring

National and international organizations such as Health Canada and the World Health Organization (WHO) have been conducting and reviewing research on exposure to EMF for more than 40 years. Based on this research, these agencies have not recommended that the general public needs to take steps to limit their everyday exposure to EMF from high voltage transmission lines, including individuals that are located on the edge of a power line right-of-way.

If you have any questions about EMF please contact us.

Website: www.altalink.ca/emf

Email: emfdialogue@altalink.ca

Toll-free phone number: 1-866-451-7817

Providing your input

We will contact landowners, residents and occupants near the proposed project to gather input and address questions or concerns.

After our consultation and notification process is complete, we will file an application with the Alberta Utilities Commission (AUC). The AUC ensures the fair and responsible delivery of Alberta's utility services and will review the application through a process in which stakeholders can participate.

We will notify stakeholders when we file the application and again once the AUC has reached a decision about the project. To learn more about the AUC process and how you can become involved, please refer to the brochure included in this package titled *Participating in the AUC's independent review process to consider facility applications*.

Anticipated project schedule

Notify and consult with stakeholders	Fall/Winter 2023
File application with Alberta Utilities Commission (AUC)	February – March 2024
Start construction if project is approved	November 2024
Construction completed	March 2025

Although we attempt to follow the anticipated project schedule it is subject to change. We will continue to provide you with updated schedule information if required as the project progresses.

Contact us

To learn more about the proposed project please contact:

ALATALINK

1-877-267-1453 (toll free)

E-mail: stakeholderrelations@altalink.ca

Website: www.altalink.ca/projects

To learn more about the application and review process, please contact:

ALBERTA UTILITIES COMMISSION (AUC)

780-427-4903 (toll-free by dialing 310-0000 before the number.)

E-mail: consumer-relations@auc.ab.ca

INCLUDED IN THIS INFORMATION PACKAGE:

- Project maps
- AUC brochure: *Participating in the AUC's independent review process to consider facility applications*

PRIVACY COMMITMENT

AltaLink is committed to protecting your privacy. Collected personal information will be protected under AltaLink's Privacy Policy and the Personal Information Protection Act. As part of the regulatory process for new transmission projects, AltaLink may provide your personal information to Alberta Utilities Commission (AUC).

For more information about how AltaLink protects your personal information, visit our website at www.altalink.ca/privacy or contact us directly via e-mail privacy@altalink.ca or phone at 1-877-267-6760.

SUBSCRIBE TO THIS PROJECT

- 1) Visit: altalink.ca/projects
- 2) Search for the project title
- 3) Click **Subscribe to Updates**

LET'S TALK TRANSMISSION



www.twitter.com/altalink



www.facebook.com/altalinktransmission

NOTES

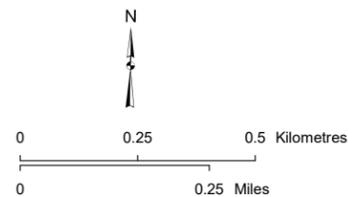
AltaLink is proposing two options for the rebuild of 185L and 412L transmission lines. The Single Circuit Option proposes to rebuild both transmission lines along their existing alignments. The Double Circuit Option proposes to consolidate both facilities into one double circuit transmission line. The alignment of this double circuit transmission line will be approximately 3 m south of the existing 412L transmission line.



LEGEND

- Existing Substation
- Proposed Transmission Line Rebuild - Single Circuit Option
- Proposed Transmission Line Rebuild - Double Circuit Option
- Existing Transmission Line
- ⊕ Church
- Hamlet or Locality
- Residence
- Pipeline
- Railway
- Road
- Airport
- Environmentally Significant Area
- Urban Area
- Water Body

NO:
DRAWN: SG - AL
FILE NO.: XXXXXXX
REVISION: 0.00.02
AL FOLDER: 185L_412L_Transmission_Line_Rebuild
DATE: 2023-10-25



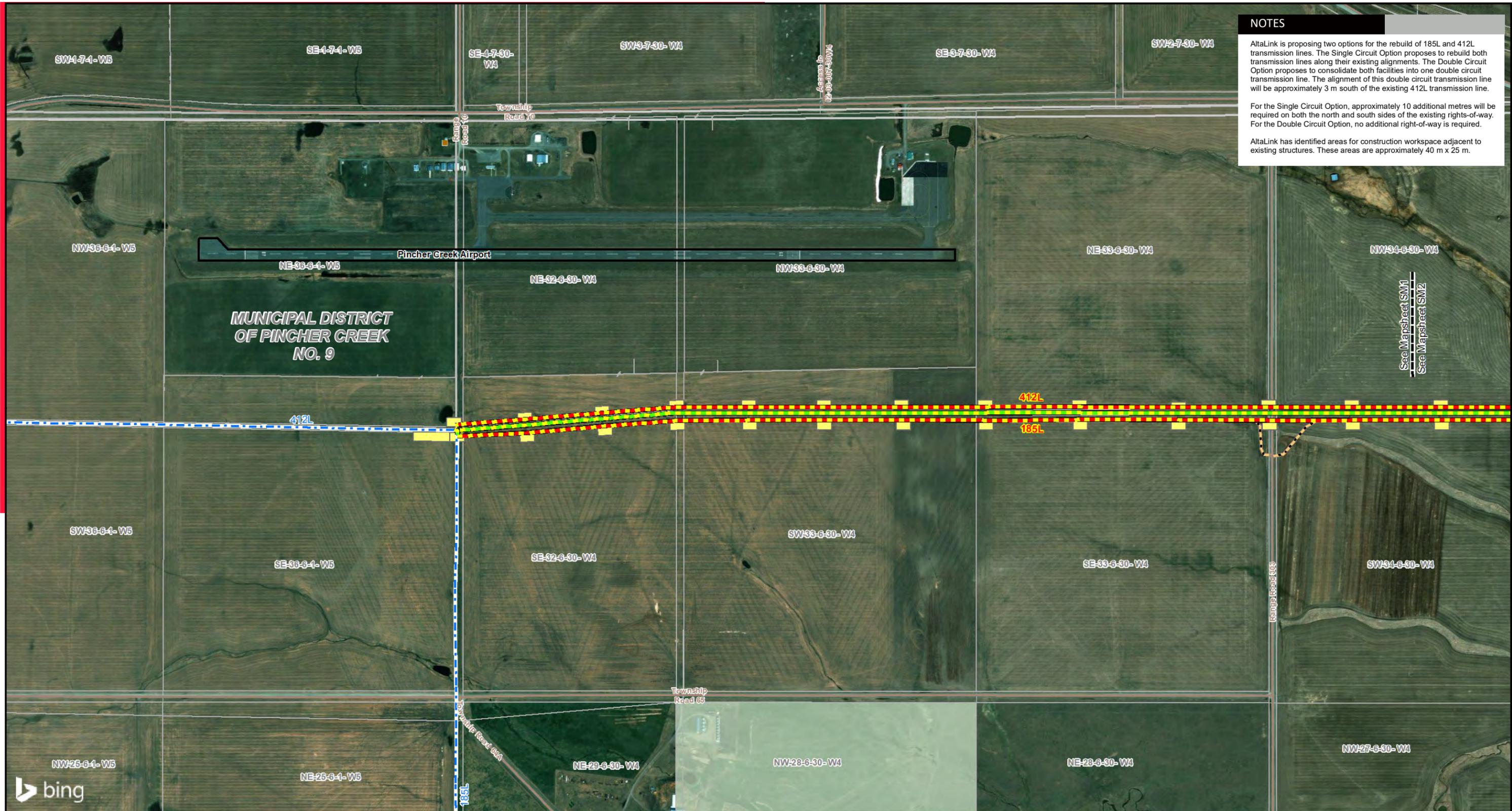
Service Layer Credits: © 2023 Microsoft Corporation © 2023 Maxar © CNES (2023) Distribution Airbus DS
Although there is no reason to believe that there are any errors associated with the data used to generate this product or in the product itself, users of these data are advised that errors in the data may be present.

DETAIL PHOTO DP1



PROPOSED

185L / 412L Transmission Line Rebuild



NOTES

AltaLink is proposing two options for the rebuild of 185L and 412L transmission lines. The Single Circuit Option proposes to rebuild both transmission lines along their existing alignments. The Double Circuit Option proposes to consolidate both facilities into one double circuit transmission line. The alignment of this double circuit transmission line will be approximately 3 m south of the existing 412L transmission line.

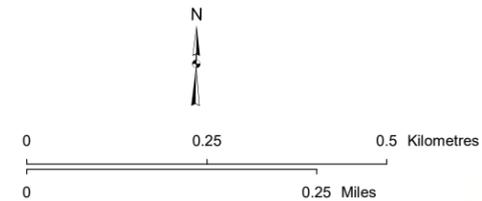
For the Single Circuit Option, approximately 10 additional metres will be required on both the north and south sides of the existing rights-of-way. For the Double Circuit Option, no additional right-of-way is required.

AltaLink has identified areas for construction workspace adjacent to existing structures. These areas are approximately 40 m x 25 m.

LEGEND

Existing Substation	Church	Urban Area
Proposed Transmission Line Rebuild - Single Circuit Option	Hamlet or Locality	Water Body
Proposed Transmission Line Rebuild - Double Circuit Option	Residence	
Existing Transmission Line	Railway	
Access Trail	Road	
Construction Workspace	Airport	
Laydown Yard	Environmentally Significant Area	

NO:
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 FILE NO.: XXXXXXX
 REVISION: 0.00.00
 AL FOLDER: 185L_412L_Transmission_Line_Rebuild
DATE: 2023-10-25

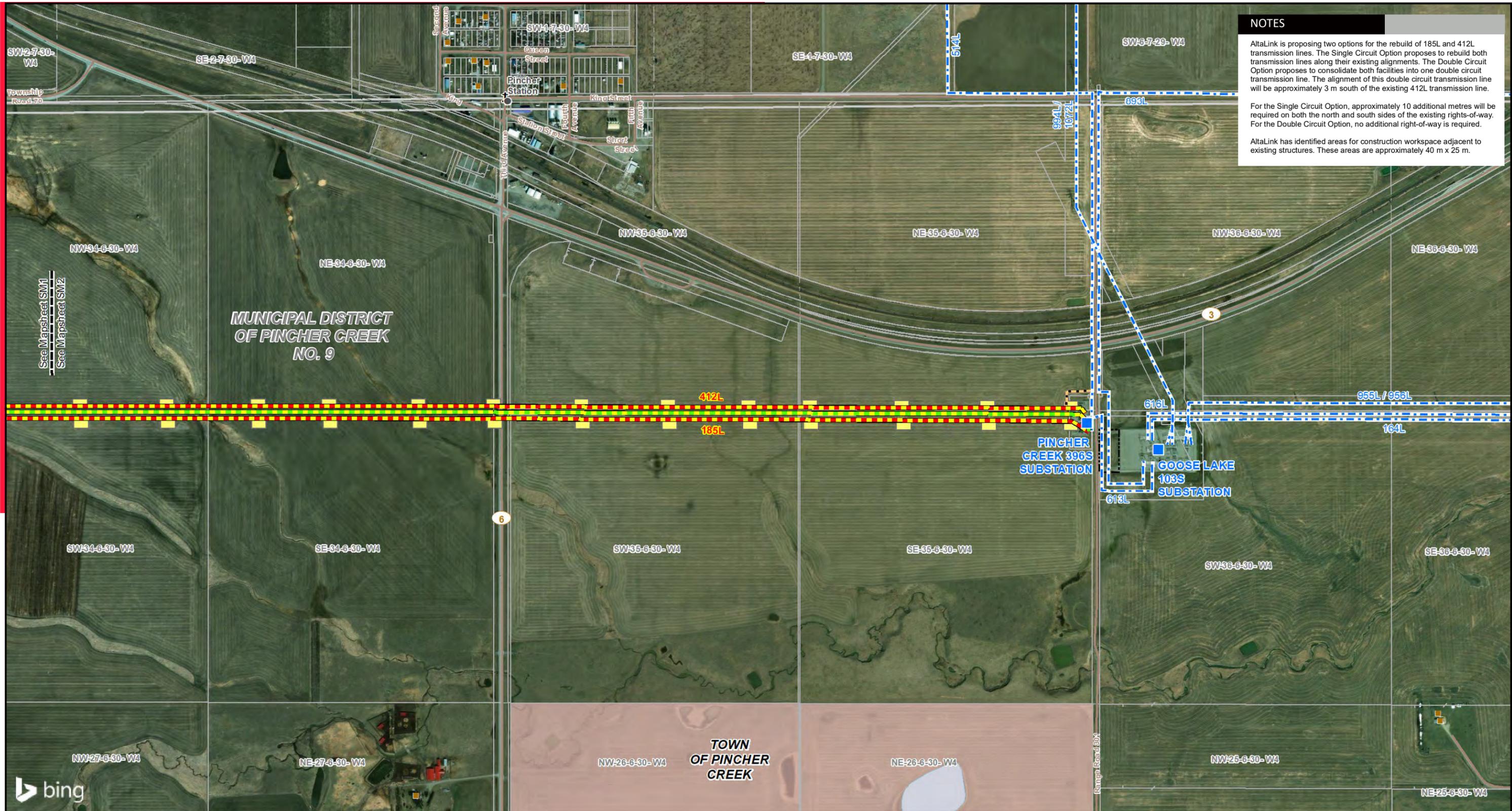


STRIP MOSAIC SM1

PROPOSED

185L/ 412L Transmission Line Rebuild

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NOTES

AltaLink is proposing two options for the rebuild of 185L and 412L transmission lines. The Single Circuit Option proposes to rebuild both transmission lines along their existing alignments. The Double Circuit Option proposes to consolidate both facilities into one double circuit transmission line. The alignment of this double circuit transmission line will be approximately 3 m south of the existing 412L transmission line.

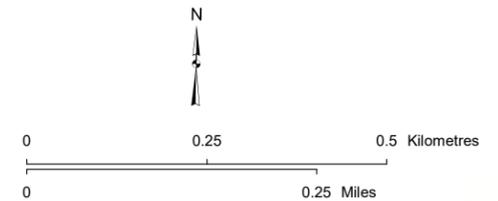
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LEGEND

Existing Substation	Church	Urban Area
Proposed Transmission Line Rebuild - Single Circuit Option	Hamlet or Locality	Water Body
Proposed Transmission Line Rebuild - Double Circuit Option	Residence	
Existing Transmission Line	Railway	
Access Trail	Road	
Construction Workspace	Airport	
Laydown Yard	Environmentally Significant Area	

NO:
 DRAWN: SG - AL
 FILE NO.: XXXXXXX
 REVISION: 0.00.00
 AL FOLDER: 185L_412L_Transmission_Line_Rebuild
DATE: 2023-10-25



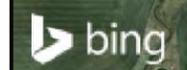
STRIP MOSAIC SM2

ALTALINK
 A BERKSHIRE HATHAWAY ENERGY COMPANY

PROPOSED

185L/ 412L Transmission Line Rebuild

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 Although there is no reason to believe that there are any errors associated with the data used to generate this product or in the product itself, users of these data are advised that errors in the data may be present.





ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR114060

Subject: Provincial Education Requisition Credit Program Extension

Our government recognizes delinquent oil and gas property tax payments continue to be a concern for many municipalities. To help address this issue, *Budget 2024* included the announcement of an extension to the Provincial Education Requisition Credit (PERC) program for an additional two years up to and including the 2025 tax year. The maximum annual credit limit is \$3 million.

The extension of PERC is in addition to other recent government initiatives including:

- establishing a mandatory condition with the Alberta Energy Regulator that property taxes are to be paid before approving well licence transfers or granting new well licences;
- strengthening the liability management framework and empowering the Alberta Energy Regulator to enforce it;
- passing new legislation to give municipalities priority over other creditors through a special lien where companies owe taxes; and
- providing the Rural Municipalities of Alberta with a \$300,000 grant to provide resources and training related to enforcing the special lien.

Furthermore, our government will continue working in collaboration with our partners in industry, the Rural Municipalities of Alberta, Alberta Municipalities, and the Alberta Energy Regulator, to ensure oil and gas companies pay their fair share of taxes that municipalities rely on for effective and efficient local service delivery to Albertans.

I look forward to continuing to work together on this important matter.

Sincerely,

Ric McIver
Minister



ALBERTA

MUNICIPAL AFFAIRS

Office of the Minister

MLA, Calgary-Hays

AR113531

March 18, 2024

Dear Chief Elected Officials:

Municipal Affairs has been working with the Assessment Model Review (AMR) Steering Committee comprised of industry, assessors, and municipal partners, such as Alberta Municipalities and the Rural Municipalities of Alberta.

The committee was tasked with designing an engagement approach to update the regulated property assessment system. I support the approach and I am pleased to share that engagement will begin this year. We have a shared vision to ensure the AMR is deliberate, evidence-based, and stakeholder-driven.

The AMR will be a multi-year process to review the policies, procedures, and rates that form the regulated property assessment framework. We will engage with municipal associations, industry representatives, and professional assessors throughout the duration of the AMR.

The review of the foundational policies – principles, assessment year modifiers, and the policy document that determines how assessable costs are reported for major projects, the Construction Cost Reporting Guide – will occur in 2024. Any resulting policy and regulatory changes would not be implemented any sooner than 2025.

Reviews of the assessment models for individual property types will then occur from 2025 through 2027 in two stages. These reviews will be followed by broad and direct engagement with municipalities and industry to consider the impacts of the new assessment models on revenue. Discussions of potential impacts will also include stakeholder-centered implementation strategies. To be clear, your municipality will be directly engaged on the overall results of the AMR and the potential impacts. The final decision by government on any changes to assessment models will be sought in 2028. Attached is a visual representation of the upcoming AMR engagement, and a frequently asked question document for your use.

Thank you for working in partnership with the province on this crucial task. Please continue to share your perspectives with both my department and your municipal association. I look forward to working with you and your municipal associations on this important initiative.

Sincerely,

Ric McIver
Minister

.../2

cc: Chief Administrative Officers
Tyler Gandam, President, Alberta Municipalities
Paul McLauchlin, President, Rural Municipalities of Alberta

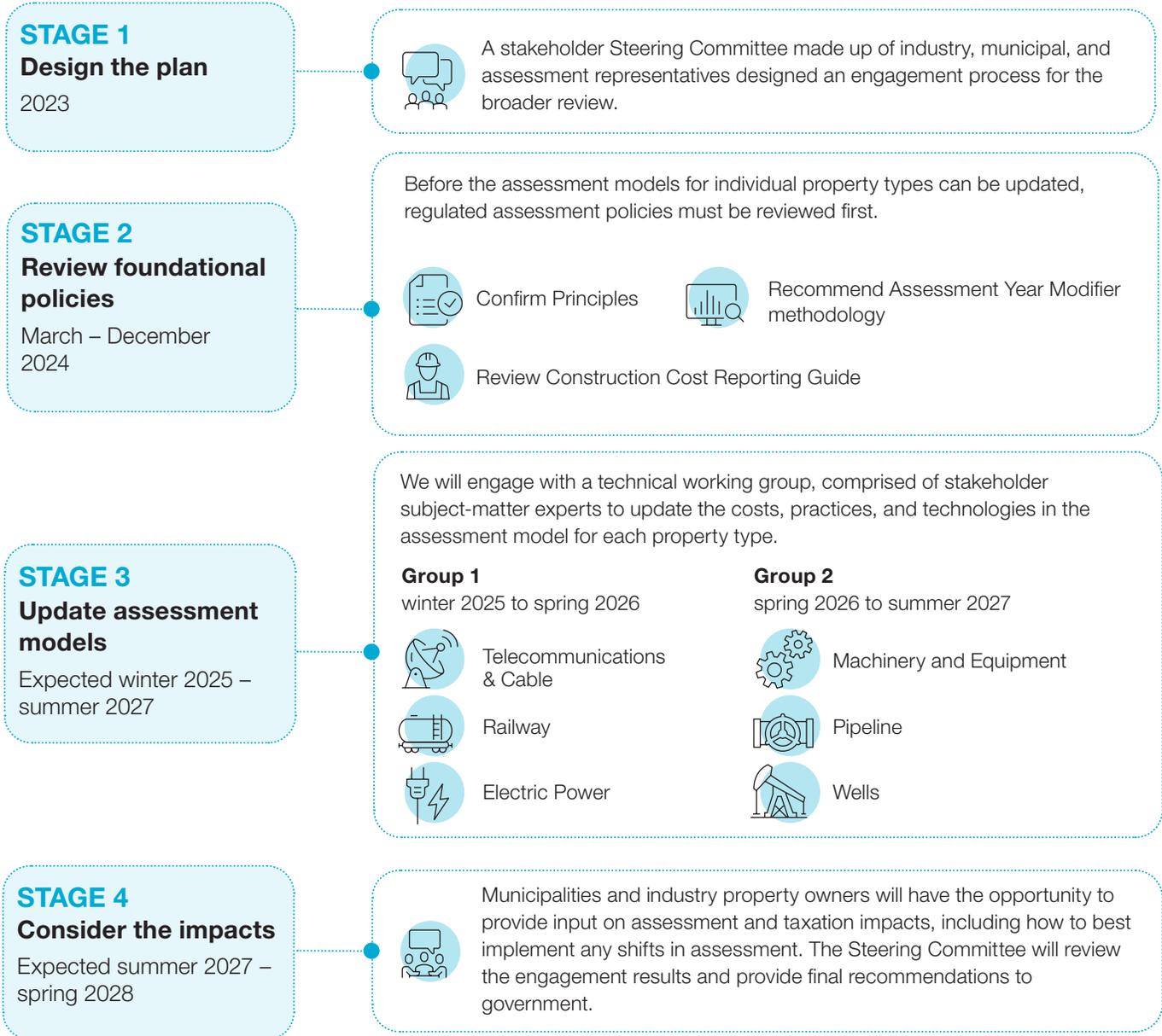
Attachments

- Infographic
- Assessment Model Review: Frequently Asked Questions

Regulated property assessment model review (AMR)

The Assessment Model Review process will update Alberta’s regulated property assessment system resulting in fairer valuation of regulated property.

Stakeholder Engagement



Key municipal, industry, and assessment stakeholders will be engaged during each stage of the AMR process. For any questions, please contact the AMR Team at ma.amr@gov.ab.ca.



Frequently Asked Questions

Assessment Model Review

What are the properties that will be reviewed during the Assessment Model Review (AMR)?

Regulated properties, which include electric power systems, telecommunication and cable systems, pipelines, wells, and railway will be reviewed during the AMR process.

When will the results of the AMR be implemented?

Any government decisions on any changes to assessment models would be sought in spring or summer 2028, with implementation to follow.

The last model review was paused; how will this one be different?

In general, the previous attempts to review assessment models relied too heavily on a technical approach without a clear plan to broadly engage stakeholders in all phases of the process.

This one will be different, as this engagement approach seeks to mitigate potential controversy to the extent possible through a clear transparent stakeholder-driven process. Assessment discussions will be principle- and evidence-based, and will be separate from discussion of potential tax impacts and mitigation strategies for any resulting assessment changes.

The stakeholder steering committee that designed the engagement plan for this review will also work throughout the process to ensure the input of the represented stakeholders is considered, and will work according to jointly draft guiding principles to resolve challenges.

How are stakeholders able to participate?

Stakeholders are encouraged to provide feedback during each specific stage of the AMR process, either through their steering committee representative (list provided below) or by sending their comments to the AMR Team at ma.amr@gov.ab.ca.

How will we know the status/updates of the AMR process?

Status updates will be communicated to steering committee representatives (list provided below) and posted to the AMR website at <https://www.alberta.ca/regulated-property-assessment-model-engagement>.

Which groups are impacted by the AMR process?

Municipalities and regulated property owners may be impacted by changes in assessment values at the conclusion of the AMR process.

What are the timelines for the AMR process?

The review of AMR Principles, Assessment Year Modifiers, and the Construction Cost Reporting Guide will occur in 2024. Government will consider any resulting policy and regulatory changes in early 2025.

Reviews of the assessment models for individual regulated property types will then occur in two stages, from 2025-27.

Following this, we will begin broader engagement to comprehensively consider and understand the potential assessment and tax impacts of the new models. We will work with stakeholders to evaluate any mitigation or implementation strategies required.

Final government decisions on any changes to assessment models would be sought in 2028.

For further details please visit <https://www.alberta.ca/regulated-property-assessment-model-engagement>.

Have tax implications been considered for the AMR process?

Following preparation of new assessment models, broad engagement will be initiated with municipalities and industry groups. Stakeholders will have the opportunity to provide input during this stage of the process.

Final government decisions on any changes to assessment models would be sought after this input is received and considered.

Who is the main government contact for the AMR process?

To contact Municipal Affairs during the AMR process, please contact the AMR Team toll-free by first dialing 310-0000, then 780-422-1377, or at ma.amr@gov.ab.ca.

Which stakeholder groups are represented on the steering committee?

The steering committee is comprised of representatives from the following organizations:

- Alberta Assessors' Association
- Alberta Federation of Rural Electrification Associations
- Alberta Municipalities
- Alberta Rural Municipal Administrators' Association
- Bell MTS
- Canadian Association of Petroleum Producers
- Canadian National Railway Company
- Canadian Pacific Railway Company
- Canadian Property Tax Association
- Canadian Renewable Energy Association
- Capital Power
- Chemistry Industry Association of Canada
- Explorers and Producers Association of Canada
- Federation of Gas Co-ops
- FORTIS Alberta
- Independent Power Producers Society of Alberta
- Local Government Administration Association of Alberta
- Northeast Capital Industry Association
- Pipeline Property Tax Group
- Rogers Communications
- Rural Municipalities of Alberta
- TELUS