TOWN OF PINCHER CREEK COUNCIL MEETING AGENDA

Monday, May 13, 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 Oldman Rose Society
   4.2 Gordon McMullen - Batting Cage at Sproule ball diamond (Page 2)

5. **Adoption of Minutes**

   5.1 Minutes of the Special Meeting of Council held on April 17, 2024 (Page 3)
   5.2 Minutes of the Regular Meeting of Council held on April 22, 2024 (Page 5)
   5.3 Minutes of the Special Meeting of Council held on April 25, 2024 (Page 11)
   5.4 Minutes of the Committee of the Whole held on May 1, 2024 (Page 13)

6. **Business Arising from the Minutes**

   6.1 Lebel Mansion Windows (Page 18)
   6.2 Oldman Rose Society of SW Alberta - Development Permit and Updated Agreement (Page 55)

7. **Bylaws**

   7.1 Bylaw 1473-24 Appointing the Chief Administrative Officer (Page 69)

8. **New Business**

   8.1 Clean Energy Improvement Program (Page 81)
   8.2 QUEST Net Zero Communities Accelerator Benchmark (Page 83)
   8.3 June 12 Open House (Page 158)
   8.4 Lightchasers Nature Photography Conference (Page 160)
   8.5 Senior's Week Council Event (Page 166)

9. **Reports**

   9.1 Council (Upcoming Meetings & Events)
   9.2 Chief Administrative Officer
   9.3 Others

10. **Administration**

    10.1 Distribution List (Page 168)

11. **Closed Session Discussion**

    11.1 Offer to Purchase Roll #04101400
    11.2 Offer to Purchase Roll #4102400 and #4102200
    11.3 Offer to Purchase Roll #08600600
    11.4 Direction from Council Legal Situation
    11.5 Draft MOU for Curling Club
    11.6 Land Development Reuse Study

12. **Notice of Motion**

13. **Adjournment**

The next Regular Council Meeting is scheduled for May 27, 2024 AT 6:00 p.m.

From: Gordon Mcmullen
To: Kristie Green
Subject: Batting cage at Sproule field
Date: Tuesday, May 7, 2024 8:25:15 PM

Hello my name is Gord McMullen along with Sherri Mackenzie would like to request permission from town council to get approval to build a batting cage at the Sproule ball diamond. We would like to come to the next council meeting to make the request. Thank you in advance.

Gordon McMullen

SPECIAL COUNCIL MEETING
Held on April 17, 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:	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 6:03 pm.

2. AGENDA APPROVAL

CLELAND:

That Council for the Town of Pincher Creek approve the April 17, 2024, Special Council meeting agenda as presented.

CARRIED 24-180

3. NEW BUSINESS

3.1 Land Use Bylaw Review

Mayor Anderberg called a recess at 7:46 pm
Mayor Anderberg called the meeting back at 7:55 pm
L. Goss, K. Kozack and K. Green left meeting at 8:50 pm

4. CLOSED SESSION

CLELAND:

That Council for the Town of Pincher Creek agree to move into closed session of Council on April 17, 2024 at 8:51 pm in accordance with section 24 of the Freedom of Information and Protection of Privacy Act.

CARRIED 24-181

CLELAND:

That Council for the Town of Pincher Creek agrees to move out of closed session of Council on April 17, 2024 at 8:57 pm in accordance with sections 24 of the Freedom of Information and Protection of Privacy Act.

CARRIED 24-182

4.1 CAO Agreement

NODGE:
That Council for the Town of Pincher Creek authorize the Mayor to sign the employment agreement with the Employee.

CARRIED 24-183

WRIGHT:
That Council for the Town of Pincher Creek appoint Konrad Dunbar as CAO of the Town of Pincher Creek as of April 22, 2024.

CARRIED 24-184

GREEN:
That Council for the Town of Pincher Creek approve the press release confirming the hiring of Konrad Dunbar as CAO of TOPC, for release on April 18, 2024.

CARRIED 24-185

5. ADJOURNMENT

CLELAND:
That this meeting of Council on April 17, 2024 be hereby adjourned at 9:05 pm.

CARRIED 24-186

_____
MAYOR, D. Anderberg

_____
CAO, D. Henderson

APPROVED BY RESOLUTION
OF THE COUNCIL OF THE TOWN OF PINCHER CREEK,
THIS 13th DAY OF MAY 2024 S E A L

NEXT REGULAR MEETING OF COUNCIL TO BE HELD ON
MONDAY MAY 13, 2024 AT 6:00 P.M.

REGULAR MEETING OF COUNCIL
Held on Monday April 22, 2024
In Person & Virtually,
Commencing at 6:00 p.m.

IN ATTENDANCE:

Mayor:	D. Anderberg
Councillors:	M. Barber, D. Green, W. Oliver, B. Wright, G. Cleland, and S. Nodge
Staff:	D. Henderson, Interim Chief Administrative Officer; K. Dunbar, Chief Administrative Officer; W. Catonio, Director of Corporate Services; K. Kozak, Planning and Development Officer; L. Goss, Legislative Services Manager; 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

CLELAND:
That Council for the Town of Pincher Creek agree to add 8.9 Pincher Creek Curling Club Delegation Discussion and 9.0 Volunteer Event to the April 22, 2024 Regular Council meeting agenda.

CARRIED 24-187

CLELAND:
That Council for the Town of Pincher Creek accept the April 22, 2024 Regular Council meeting agenda as amended.

CARRIED 24-188

4. DELEGATIONS

4.1 Koreena Fibke (No Show)
4.2 Pincher Creek Curling Club

5. ADOPTION OF MINUTES

5.1 Minutes of the Committee of the Whole held on April 3, 2024

GREEN:
That Council for the Town of Pincher Creek approves the Minutes of the Committee of the Whole held on April 3, 2024 as presented.

CARRIED 24-189

5.2 Minutes of the Regular Meeting of Council held on April 9, 2024

BARBER:
That Council for the Town of Pincher Creek approves the Minutes of the Regular Meeting of Council held on April 9, 2024 as presented.

CARRIED 24-190

5.3 Minutes of the Special Meeting of Council held on April 12, 2024

WRIGHT:
That Council for the Town of Pincher Creek approves the Minutes of the Special Meeting of Council held on April 12, 2024 as presented.

CARRIED 24-191

6. BUSINESS ARISING FROM THE MINUTES

6.1 Deer Management

WRIGHT:
That Council for the Town of Pincher direct administration to send a letter to the provincial authorities asking for them to come and meeting with Town Council on the Deer concerns.

CARRIED 24-192

7. BYLAWS

7.1 Water Utility Bylaw 1631-24

CLELAND:
That Council for the Town of Pincher Creek agree to amend Water Utility Bylaw 1631-24 as shown in section 11 by repealing Bylaw 1631-22, in section 12 by taking effect upon third reading, and in Schedule C by replacing Commercial & Institutional with Non-Residential.

CARRIED 24-193

CLELAND:
That Council for the Town of Pincher Creek agree and give second reading as amended to Water Utility Bylaw 1631-24.

CARRIED 24-194

CLELAND:
That Council for the Town of Pincher Creek agree and give third and final reading to Water Utility Bylaw 1631-24.

CARRIED 24-195

7.2 2024 Property Tax Bylaw #1620-24

NODGE:
That Council for the Town of Pincher Creek agree to give the 2024 Property Tax Bylaw No. 1620-24, first reading.

CARRIED 24-196

NODGE:
That Council for the Town of Pincher Creek agree to give the 2024 Property Tax Bylaw No. 1620-24, second reading.

CARRIED 24-197

OLIVER:
That Council for the Town of Pincher Creek unanimously agree to present the 2024 Property Tax Bylaw No. 1620-24, for third reading.

CARRIED 24-198

NODGE:
That Council for the Town of Pincher Creek agree to give the 2024 Property Tax Bylaw No. 1620-24, third and final reading.

CARRIED 24-199

8. NEW BUSINESS

8.1 Grazing Permit - 1387 Allison Street

GREEN:
That Council for the Town of Pincher Creek approve and authorize a grazing permit for Plan 7610665, Block 3 (1387 Allison Street) to accommodate two horses for the period of May 1, 2024 to November 30, 2024.

CARRIED 24-200

8.2 Designated Officer Appointment

WRIGHT:
That Council for the Town of Pincher Creek agree and appoint Kim (Lana) Kozak as Development Officer for the Town of Pincher Creek and is authorized as a Designated Officer while carrying out development and land use functions or duties for the municipality in accordance with the Municipal Government Act, the Municipal Development and Subdivision Authority Bylaw and the Land Use Bylaw.

CARRIED 24-201

8.3 2024 PCREMA Budget Request

CLELAND:
That Council for the Town of Pincher Creek approve the revised 2024 budget for Pincher Creek Regional Emergency Management Agency (PCREMA) to include a new line for Regional Deputy DEMs, which for 2024 is $8,200.

CARRIED 24-202

8.4 Employee Retreat

GREEN:
That Council for the Town of Pincher Creek support the staff retreat planned for May 22, 2024, and delegate Mayor Anderberg (or alternate) to make a brief statement to the staff.

CARRIED 24-203

8.5 National Indigenous Peoples Day Celebration

NODGE:
That Council for the Town of Pincher Creek acknowledge National Indigenous Peoples Day by supporting staff to attend the celebration and approve the Mayor or delegate to represent the Town in a speaking role.

CARRIED 24-204

GREEN:
That Council for the Town of Pincher Creek direct administration to prepare a letter inviting a Blackfoot Elder from Piikani to attend the celebration.

CARRIED 24-205

8.6 2024 Budget Adjustments

CLELAND:
That Council for the Town of Pincher Creek approve the 2024 Operating Budget Adjustments as attached.

CARRIED 24-206

8.7 Rural Renewal Stream Community Designation Update

WRIGHT:
That Council for the Town of Pincher Creek directs administration to postpone work on the Rural Renewal Stream designation until a dedicated staff member can manage the program in its entirety.

CARRIED 24-207

NODGE:
That Council for the Town of Pincher Creek direct Administration to distribute the 'Guide for Employers: Hiring Immigrants and Learning from Immigrant Employees and Employers in Pincher Creek'.

CARRIED 24-208

8.8 Pincher Planters Agreement

BARBER:
That Council for the Town of Pincher Creek approve the 2024 Pincher Planters Agreement.

CARRIED 24-209

8.9 Pincher Creek Curling Club Delegation Discussion

ANBERBERG:
That Council for the Town of Pincher Creek accept the Curling Club presentation as information.

CARRIED 24-210

ANBERBERG:
That Council for the Town of Pincher Creek elect Mayor Anderberg to be the Council Member on the Pincher Creek Curling Club building committee and the CAO appoint an administration representative to the committee.

CARRIED 24-211

ANBERBERG:
That Council for the Town of Pincher Creek direct administration to request an amendment to easement agreement #811068788 between the Town of Pincher Creek and the Pincher Creek Foundation to realign the boundaries as per the Curling Clubs request.

CARRIED 24-212

ANBERBERG:
That Council for the Town of Pincher Creek direct administration to meet with the Curling Club executives to develop a financial oversight plan and bring it back to Council for consideration.

CARRIED 24-213

9. REPORTS

9.0 Volunteer Event

GREEN:

That Council for the Town of Pincher Creek direct administration to send a letter of thanks to the Volunteer Event team for a very successful event.

CARRIED 24-214

9.1 Council (Upcoming Meetings and Events)

9.2 Chief Administrative Officer

- **CAO Report**

WRIGHT:

That Council for the Town of Pincher Creek accept the CAO report for information.

CARRIED 24-215

- **Council Resolutions Spreadsheet Report**

WRIGHT:

That Council for the Town of Pincher Creek accept the January to April 2024 resolution spreadsheets report as information.

CARRIED 24-216

10. ADMINISTRATION

10.1 Council Information Distribution List

BARBER:

That Council for the Town of Pincher Creek accepts the April 22, 2024 Council Information Distribution List as information.

CARRIED 24-217

10.2 4th Quarter Financial Report 2023

GREEN:

That Council for the Town of Pincher Creek accept the 4th Quarter Financial Report as information.

CARRIED 24-218

11. CLOSED MEETING DISCUSSION

12. NOTICE OF MOTION

GREEN:

That Council for the Town of Pincher Creek recognize the liability of the old water lines and manhole at the old water intake.

13. ADJOURNMENT

NODGE:

That this meeting of Council on April 22, 2024 be hereby adjourned at 8:33 pm.

CARRIED 24-219

_____
MAYOR, D. Anderberg

_____
CAO, K. Dunbar

APPROVED BY RESOLUTION
OF THE COUNCIL OF THE
TOWN OF PINCHER CREEK,
THIS 13 DAY OF MAY 2024 **S E A L**

NEXT REGULAR MEETING OF COUNCIL TO BE HELD ON
MONDAY MAY 13, 2024 AT 6:00 P.M.

SPECIAL COUNCIL MEETING
Held on April 25, 2024
In Person & Virtually,
Commencing at 6:00 p.m.

IN ATTENDANCE:

Mayor:	D. Anderberg
Councillors:	D. Green, G. Cleland, S. Nodge and B. Wright
With Regrets:	W. Oliver and M. Barber
Staff:	K. Dunbar, 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 6:05 pm.

2. AGENDA APPROVAL

CLELAND:

That Council for the Town of Pincher Creek approve the April 17, 2024, Special Council meeting agenda as presented.

CARRIED 24-220

3. NEW BUSINESS

3.1 Land Use Bylaw Review

Mayor Anderberg called a recess at 7:47 pm
Mayor Anderberg called the meeting back at 7:55 pm

WRIGHT:

That Council for the Town of Pincher Creek caledl a special council meeting for Land Use Bylaw Review for May 16, 2024 at 6pm

CARRIED 24-221

5. ADJOURNMENT

CLELAND:

That this meeting of Council on April 17, 2024 be hereby adjourned at 8:45 pm.

CARRIED 24-222

_____
MAYOR, D. Anderberg

_____
CAO, D. Henderson

APPROVED BY RESOLUTION
OF THE COUNCIL OF THE TOWN OF PINCHER CREEK,
THIS 13th DAY OF MAY 2024 S E A L

NEXT REGULAR MEETING OF COUNCIL TO BE HELD ON
MONDAY MAY 13, 2024 AT 6:00 P.M.

Town of Pincher Creek

COMMITTEE OF THE WHOLE MINUTES
May 1, 2024 – 8:30 AM
962 St. John Avenue, In Person & Virtually

ATTENDANCE:

Mayor:	D. Anderberg
Councillors:	M. Barber, D. Green, S. Nodge B. Wright, and G. Cleland
Absent with Regrets:	W. Oliver
Staff:	K. Dunbar, Chief Administrative Officer; K. Green, Executive Assistant. L. Goss, Legislative Manager; W. Catonio, Director of Corporate Services, S. Burnell, Director of Operations; K. Uhersky, Communications, Marketing and Community Engagement; M. Cotter, Bylaw Officer; T. Walker, Energy Lead and A. Hlady, FCSS

1. **CALL TO ORDER**
Mayor Anderberg called the meeting to order at 8:32 am.

2. **AGENDA APPROVAL**
CLELAND:
That the Committee of the Whole for the Town of Pincher Creek agree to add 8.5 Golf Club Liaison Appointment and 9.1 Personnel Update to the May 1, 2024, Committee of the Whole Agenda.

CARRIED COTW 2024-046

GREEN:
That the Committee of the Whole for the Town of Pincher Creek accept the May 1, 2024, Committee of the Whole Agenda as amended.

CARRIED COTW 2024-047

3. **SCHEDULED DELEGATIONS**
3.1 Bylaw Officer Introduction – Matthew Cotter
3.2 Southern Rockies Tourism

4. **COMMITTEE REPORTS**
BARBER: Apr 2, 2024 – Minister Schultz meeting at OMRD
Apr 3, 2024 - Committee of the Whole
Apr 4, 2024 - Chinook Arch
Apr 5, 2024 - IDP
Apr 8, 2024 – Regular Council Meeting
Apr 9, 2024 – Special Council Meeting
Apr 12, 2024 - Special Council Meeting

Apr 17, 2024 – Landfill
Apr 17, 2024 – Special Council Meeting
Apr 19, 2024 – Community Futures
Apr 22, 2024 – Regular Council Meeting
Apr 23, 2024 – Pincher Creek Early Learning Centre
Apr 24, 2024 - Community Futures

GREEN: Apr 2, 2024 – Minister Schultz meeting at OMRD
Apr 3, 2024 - Committee of the Whole
Apr 8, 2024 – Regular Council Meeting
Apr 9, 2024 – Special Council Meeting
Apr 12, 2024 - Special Council Meeting
Apr 17, 2024 – Special Council Meeting
Apr 18, 2024 – Volunteer Appreciation Event
Apr 23, 2024 – Pincher Creek Early Learning Centre
Apr 24, 2024 – PC Foundation
Apr 25, 2024 – Special Council Meeting
Apr 26, 2024 – Trade Show
Apr 27, 2024 – Trade Show

NODGE: Apr 2, 2024 – Minister Schultz meeting at OMRD
Apr 3, 2024 - Committee of the Whole
Apr 3, 2024 - ABSW meeting MLA
Apr 8, 2024 – Regular Council Meeting
Apr 9, 2024 – Special Council Meeting

OLIVER: Apr 2, 2024 – Minister Schultz meeting at OMRD
Apr 3, 2024 - Committee of the Whole
Apr 8, 2024 – Regular Council Meeting
Apr 9, 2024 – Special Council Meeting
Apr 12, 2024 - Special Council Meeting
Apr 17, 2024 – Special Council Meeting
Apr 17, 2024 – MDSA
Apr 22, 2024 – Regular Council Meeting

WRIGHT: Apr 3, 2024 - Committee of the Whole
Apr 8, 2024 – Regular Council Meeting
Apr 9, 2024 – Special Council Meeting
Apr 11, 2024 – PCEMS
Apr 12, 2024 - Special Council Meeting
Apr 17, 2024 – Special Council Meeting
Apr 17, 2024 – MDSA
Apr 22, 2024 – Regular Council Meeting
Apr 25, 2024 – Special Council Meeting
Apr 26, 2024 – Trade Show

CLELAND: Apr 3, 2024 - Committee of the Whole
Apr 8, 2024 – Regular Council Meeting
Apr 9, 2024 – Special Council Meeting
Apr 12, 2024 - Special Council Meeting

_____Initial

Apr 17, 2024 – Special Council Meeting
Apr 18, 2024 – Volunteer Appreciation Event
Apr 22, 2024 – Regular Council Meeting
Apr 25, 2024 – Special Council Meeting
Apr 27, 2024 – Trade Show

ANDERBERG: Apr 2, 2024 – Minister Schultz meeting at OMRD
Apr 3, 2024 - Committee of the Whole
Apr 8, 2024 – Regular Council Meeting
Apr 9, 2024 – Special Council Meeting
Apr 12, 2024 - Special Council Meeting
Apr 15, 2024 – CAO Selection
Apr 17, 2024 – Special Council Meeting
Apr 18, 2024 – Volunteer Appreciation Event
Apr 22, 2024 – Regular Council Meeting
Apr 23, 2024 – Pincher Creek Early Learning Centre
Apr 25, 2024 – Highway 3
Apr 25, 2024 – Special Council Meeting
Apr 26, 2024 – Trade Show
Apr 27, 2024 – Trade Show

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

CARRIED COTW 2024-048

5. ADMINISTRATION

6. BUSINESS ARISING FROM THE MINUTES

6.1 Lebel Mansion Solar Array

GREEN:
That Council for the Town of Pincher Creek receive the Lebel Mansion Solar Array Project update as information, and direct administration to continue with the project as presented.

CARRIED COTW 2024-049

ANDERBERG:
That Council for the Town of Pincher Creek direct administration to explore the condition of the paint on the elevator tower before the solar panel installation and bring back painting cost options to Council if required.

CARRIED COTW 2024-050

7. POLICY

8. NEW BUSINESS

8.1 Policy Review Committee

NODGE:
That Council for the Town of Pincher Creek accept the Policy Review Committee Update as information.

CARRIED COTW 2024-051

_____Initial

8.2 Napi Friendship Association Request

NODGE:

That Council for the Town of Pincher Creek accept the Napi Friendship Association Request as information and agree to contribute $1500 coming from the Community Contingency Fund.

CARRIED COTW 2024-052

8.3 Emerald Awards (No RFD)

NODGE:

That Council for the Town of Pincher Creek agree to provide a written greeting for the Emerald Awards event program and send a representative from the Town of Pincher Creek.

CARRIED COTW 2024-053

8.4 Highschool Skills Day (No RFD)

NODGE:

That Council for the Town of Pincher Creek agree to support the Highschool Skills Day at the Pincher Creek Health Centre on May 24, 2024 and provide swag.

CARRIED COTW 2024-054

8.5 Golf Club Liaison Appointment

BARBER:

That Council for the Town of Pincher Creek agree to appoint Mayor Anderberg as the Liaison to the Pincher Creek Golf Club.

CARRIED COTW 2024-055

Mayor Anderberg called a recess at 9:56 am
Mayor Anderberg called the meeting back to order at 10:04 am

9. Closed Session

CLELAND:

That the Committee of the Whole for the Town of Pincher Creek agree to move into closed session of Council on May 1, 2024 at 10:04 am in accordance with section 24 of the Freedom of Information and Protection of Privacy Act.

CARRIED COTW 2024-056

WRIGHT:

That the Committee of the Whole for the Town of Pincher Creek agrees to move out of closed session of Council on May 1, 2024 at 10:24 am in accordance with section 24 of the Freedom of Information and Protection of Privacy Act.

CARRIED COTW 2024-057

9.1 Personnel Update

WRIGHT:

That the Committee of the Whole for the Town of Pincher Creek agrees to accept the Personnel Updates as information.

CARRIED COTW 2024-058

10. Adjournment

NODGE:

That this session of the Committee of the Whole be adjourned at 10:24 am.

CARRIED COTW 2024-059

APPROVED BY RESOLUTION OF
COUNCIL FOR THE TOWN OF PINCHER CREEK
THIS 13th DAY OF MAY 2024

_____

Mayor, D. Anderberg

_____

CAO, D. Henderson

AGENDA ITEM NO: 6.1

Town of Pincher Creek

REQUEST FOR DECISION

Council or Committee of the Whole

SUBJECT: Lebel Mansion Windows	
PRESENTED BY: Adam Grose, Recreation Manager	**DATE OF MEETING:** 5/13/2024

PURPOSE:

For Council to review the historical significance, updated pricing and information for non-historic windows being installed in the Lebel Mansion.

RECOMMENDATION:

That Council for the Town of Pincher Creek direct administration to proceed with the Lebel Mansion Phase 1 new historical storm windows for a total project cost of $90,461.00 with up to $55,000 to come from the Cultural Reserve #74-00-00-4760.

BACKGROUND/HISTORY:

At the March 25th, 2024 regular meeting of Council it was moved 'That Council for the Town of Pincher Creek agrees to direct Administration to review Lebel Mansion Municipal Historic Resource Designation Bylaw 1614-14 regarding windows as character defining elements, research a cost estimate for non-historical windows, review estimated cost of all phases of the window replacement project and bring back to the April 22, 2024 Council Meeting.' CARRIED 24-133

Administration received 2 quotes for non-historic windows after the deadline for the April 22, 2024 meeting, therefore postponing this to the May 13, 2024 regular meeting of Council.

Administration reached out to the Alberta Heritage conservation Officer for comment on the standards for rehabilitating and repairing municipally designated heritage buildings in Alberta, his comments and the standards are attached. "Replacement windows in such projects may be wood or compatible alterative like metal clad wood – but generally not vinyl, PVC or fiberglass, in part for durability considerations but also because the material properties often require “chunkier” sash components that affect appearance. New windows, of course, are sealed unit assemblies with modern locking and other mechanisms – sometimes also a tilt-and-turn system that facilitates cleaning."

According to By-Law 1614-14 section 2.1 - No persons shall alter in anyway the Character Defining Elements of the Municipal Historic Resource (as enumerated in Schedule “A”) without prior written approval.

Intervention of the Regulated Portions of the Municipal Historic Resource require review and approval by Council or the Authorized Representatives of the Town of Pincher Creek, and must be in accordance with the terms of the Parks Canada

publication: "Standards and Guidelines for the Conservation of Historic Places in Canada."
Administration received 2 different quotes to replace 75 windows at the Lebel Mansion. These windows would be made from vinyl and would not fall under the Standards and Guidelines for the Conservation of Historic Places in Canada for the preservation, rehabilitation and restoration of a designated historic building.
In total at the Lebel Mansion there is a total of 72 windows which would fall under the Statement of Significance including 59 - Original double hung windows with sandstone lug sills, 2 - gothic windows (chapel), and 11 dormer windows. Additionally there are 19 windows which do not fall under the Statement of Significance.

ALTERNATIVES:
That Council for the Town of Pincher Creek direct administration to propose amendments to the Lebel Mansion Municipal Historic Resource Designation By-Law 1614-14 to exclude the Lebel Mansion windows as Character Defining in Schedule A - Statement of Significance, and bring the amended by-law back to a future Council Meeting for adoption.

Take the necessary steps to repeal the Lebel Mansion Municipal Historic Resource Designation By-Law 1614-14.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:
According to the 2021 Lebel Mansion Lifecycle Assessment it was noted that the original exterior windows have reached the end of their useful service, in particular the attic windows, and should be replaced.

FINANCIAL IMPLICATIONS:
The total initial phasing and costing for replacement windows to match historical would be as follows:

Phase 1 Summary - New Storm Windows	$90,461.40
Phase 2 Summary - Restored Storm Windows	$29,500.52
Phase 3 Summary - N&E Elevations	$86,958.80
Phase 4 Summary -S&W Elevations	$143,094.56
Site Access Budget (phases 2,3,4)	$51,000.00
Total	$ 401,015.28

Based on previous grants received from the Alberta Heritage grant, the Town of Pincher Creek could expect to receive 25-40% in grants of the total construction amount. At 25% this would be approximately $100,000 in grant funding, 30% is $120,000, 35% is $140,000 and 40% is $160,000. The maximum amount which can be applied for in one calendar year is $50,000.
To date we still have a $35,533 grant (39.2% of project cost) from Alberta Heritage to complete the Phase 1 - New Storm Windows. There is no other financial contributions in the 2024 budget for this project.
There were 2 quotes received for non-historic vinyl windows. Both quotes were similar in price for 75 dual pane windows installed came in at approximately $170,000. Triple

Pane windows would be an additional $15,000. Pine trim is proposed as the finishing material to be used in the construction of the windows.

PUBLIC RELATIONS IMPLICATIONS:
The Allied Arts Council has expressed concerns around cold inside temperatures during the winter months and extreme hot temperatures during the summer months.

ATTACHMENTS:
20200130-0209 - 3394
20220206_094833 - 3394
heritage conservation 101 - 3394
Lebel Mansion Bylaw No 1614-14 - 3394
Lebel Mansion Statement of Significance - 3394
Lebel Mansion Statement of Significance 02 - 3394
Legend (East Facing Windows) - 3394
Legend (North Facing Windows) - 3394
Legend (South Facing Windows view 1) - 3394
Legend (South Facing Windows View 2) - 3394
Legend (West Facing Windows) - 3394
RE Lebel Mansion Pincher Creek - 3394
replacement window costs - 3394
Standards for Rehabilitaing Heritage Buildings - 3394

CONCLUSION/SUMMARY:
Administration supports replacing windows at the Lebel Mansion.

Signatures:
Department Head: Adam Grose

CAO: Konrad Dunbar

Heritage Conservation 101

Decisions about any conservation intervention on the character-defining elements of an historic place require sound, cautious judgment to protect its heritage value. It is important to engage all relevant stakeholders to balance potentially conflicting requirements. Conserving an historic place involves careful consideration of applicable laws, bylaws, policies and guidelines. These vary according to the type of historic place, its location and the objectives of those involved in its conservation.

The Regulatory and Policy Contexts

This section provides advice on how to approach heritage legislation, policies and guidelines as well as codes and standards related to health and safety, and accessibility. It also provides guidance on integrating social, economic and environmental sustainability considerations, including the application of environmental assessments. The emphasis on consulting the appropriate authorities, experts and other stakeholders is developed further in the next section: Who to Involve and When.

Heritage Legislation, Policies and Guidelines

The context of heritage conservation is built on the formal recognition or designation by a local, provincial, territorial or federal authority of the heritage value of an historic place. In addition to national designations such as National Historic Sites of Canada, all provinces and many local governments in Canada have legislation related to heritage conservation. As a result, heritage designations may exist at any of these levels. As indicated in Chapter 1 of the *Standards and Guidelines*, the designation process should eventually lead to creating a statement of heritage value, such as a Statement of Significance (SoS). To find out if a building or site has been formally recognized, start by checking the Canadian Register of Historic Places (www.historicplaces.ca) and contacting local heritage authorities.

Even when a historic place has already been evaluated and recognized, its archaeological potential may remain unknown. Archaeological investigations may be required before beginning project work to assess a place's potential archaeological value. A permit or license is necessary to conduct archaeological investigation. All Canadian provinces and territories have legislation that protects archaeological sites to varying degrees. This legislation expresses the need to protect archaeological sites from damage and destruction and to allow an expert (a qualified archaeologist) to investigate the site's significance. For more information, consult the Introduction to section 4.2, Guidelines for Archaeological Sites.

In the context of a specific heritage designation, other conservation documents may be consulted, including international conservation charters that provide direction on subjects such as recent, industrial or vernacular heritage. These documents will complement the approach defined in the *Standards and Guidelines* while providing guidance for specific applications.

Codes, Standards and Other Legislation

Federal and provincial codes and standards apply to all structures that are part of buildings but also to cultural landscapes, engineering works or archaeological sites, and related disciplines (architectural, structural, mechanical, electrical, environmental, etc.). These codes were generally developed to govern new construction, additions or major renovations. They typically establish technical provisions for new design, not for existing structures. Rehabilitating an historic place for a new use, such as converting it from a private to a public place, will require complying with current applicable codes and standards.

Additional legislation that applies to historic places can include local zoning bylaws that define criteria concerning materials, massing, setbacks, density and land use. While these do not necessarily apply strictly to heritage resources, they can have a significant impact on the heritage conservation process.

In undertaking work on an historic place, it is necessary to assess what codes or regulations are applicable; what impact compliance with current health and safety codes (public health, occupational health, life safety, fire safety, electrical, seismic, structural and building codes) will have on the historic place's heritage value; and what compliance alternatives there may be. Involving the appropriate, responsible professionals, including architects and engineers, early in the planning process is necessary to ensure that the impact of codes is properly addressed in the project's definition and options analysis. Special coordination with the proper code officials may be required. It is best to secure the required permits early in project planning. As well, it is often necessary to look beyond the code requirements; most modern codes allow for alternative solutions and reasonable variance to achieve compliance. Because codes and standards are updated regularly, it is important to ensure that the most recent versions are used.

Concerns with structural performance or safety are frequent in the condition assessment of historic places and can lead to significant, sometimes inappropriate, interventions. (See section 4.4, Guidelines for Engineering Works)

Certain health and safety considerations identified in building codes are often encountered in historic places. Some historic materials (insulation, lead paint, etc.) contain hazardous substances. Following careful investigation and analysis, some form of abatement may be required. All workers involved in encapsulating, repairing or removing known hazardous materials should be adequately trained and wear proper protective gear. Finally, preventive maintenance plans for historic places known to contain such materials should be developed and include warnings and precautions.

Providing universal accessibility is another goal of building codes that can affect the heritage value of an historic place. The impact on character-defining elements should be carefully assessed because alternative solutions can be just as effective. The solutions that best balance accessibility needs with heritage value are those that enhance the use and appreciation of a property by everyone. The objective is to provide the highest level of access with the lowest level of impact on character-defining elements. To determine the most appropriate solutions to accessibility issues, consult accessibility and conservation specialists and users early in the planning process.

Sustainable Heritage Conservation

Addressing health and safety and accessibility requirements reflect changes in public ideals and contribute to social sustainability while prolonging the life of historic places. The definition of sustainability varies, but there is a general consensus that development will be 'sustainable' if "it meets the needs of the present without compromising the ability of future generations to meet their own needs." (Gro Harlem Brundtland/World commission on Environment and Development, *Our Common Future*, Oxford University Press, 1987.) Increasing recognition that sustainability has environmental, social and economic dimensions helps us understand the potential role of heritage conservation. Developing an approach to heritage conservation that respects these principles is increasingly seen as a fundamental responsibility. In fact, in many ways, heritage conservation and sustainability principles and practices fit together naturally.

Following basic sustainability principles does not necessarily imply additional cost, especially if the cost is considered over the lifetime of the historic place. However, it is often necessary to weigh sustainability objectives against heritage conservation objectives and to make decisions that satisfy both with the least compromises. Understanding the past and current environmental characteristics and performance of an historic place is required to identify appropriate solutions. For example, before adapting or retrofitting an historic place to make it more energy efficient, the first step should be to identify and evaluate its existing features to assess their inherent energy-conserving potential, such as windbreaks, shutters or porches. Any decision to proceed with energy-saving measures should include a step where the total environmental cost of these measures is weighed against the overall environmental costs of retaining the existing features. If it is determined that retrofitting measures are appropriate, such work then needs to be carried out with particular care to ensure that character-defining elements are not obscured, damaged or destroyed. Solutions should be sought that take advantage of the inherent durability and adaptability of most historic places.

Some sustainability considerations are increasingly integrated into codes and standards. Consideration of a project's impact on the natural environment is addressed through a number of processes. Two main processes that may be required in a conservation project are environmental assessments and environmental rating systems.

Certain types of "green building" features are increasingly common. Following the long-established conservation principles of minimal intervention, using recognized conservation methods and reversibility of additions, it is important to ensure that these newer technologies are the most effective strategies. Often times simpler and less costly measures can go a long way in prolonging the life of an existing element, such as a window or a door, while improving its performance.

It is also important to ensure that proposed interventions are compatible with the historic place in terms of projected service life and maintenance needs. Refer to the explanations given in Chapter 3 for Standards 3, 10 and 12. More specific guidelines are provided in Chapter 4 for some of the most common types of sustainability-related changes that could be proposed at historic places.

Who is Involved and When

This section looks at some of the key stakeholders in heritage conservation, including owners and property developers, users and communities, professional consultants and authorities, as well as contractors, suppliers and trades people. Consultation is a critical part of the conservation decision-making process, ensuring that a transparent and open process is put in place that allows different perspectives and priorities to be considered. It is important to involve all stakeholders from the beginning of any conservation project and throughout the key phases of its development. For major projects that will affect many stakeholders, information on the project should be readily available through public information sessions, a website or a contact person.

Owners and Property Developers

Owners are critical stakeholders who should be involved in every step of the conservation process. Smaller private owners may be less aware of heritage designations and related obligations and may have concerns about potential costs. They may also have little experience with the specialized professionals and trades that might be required to maintain their historic place. Ensuring that an historic place has a socially and economically viable use is crucial to maintaining interest in its ownership.

Property developers are another important group to consider. For historic places that have been without a use for some time, developers can play an important role in creating a context for renewal. Some can provide expertise on cost analysis and experience in project management. Others may have limited experience with conservation issues and may expect high costs related to unknown risks. The vision of developers who do have experience in redeveloping historic places can help foster the creativity required to manage the challenges of conservation work.

For owners and developers, many needs and interests will be defined by economic opportunities. Ensuring that there are adequate financial resources for conservation work is often challenged by other priorities. It is, therefore, important to develop affordable conservation plans, based on minimal intervention and maximum reuse and retention of character-defining elements.

For places that are looking for a new life, ensuring that planning restrictions do not unduly limit the proposed use is important, for example, when seeking to convert a former industrial district into housing or small businesses. Some jurisdictions have developed financial incentives that encourage rehabilitation. Other financial challenges for historic place owners arise from inaccurate insurance assessments. A comprehensive risk assessment can help define practical and affordable measures to protect against fire and other disasters.

Users and Communities
Another group of critical stakeholders is the users or occupants of an historic place. The use of a place may in fact be part of its heritage value so understanding the needs and concerns of users should be a priority. Sometimes adaptation for continued use can be a challenge as organizations grow or change. Users to be considered also include staff responsible for the day-to-day decisions about care and maintenance.

Another related group of stakeholders is the broader community interested in conserving the historic place, either in itself or as part of a larger area or district. This includes local heritage and interest groups, politicians, and people living or working near the historic place or closely associated with its heritage value (such as a cultural community that is no longer involved in its present-day use). There may also be particular community members who should be consulted for their understanding of the traditional practices associated with the historic place.

Heritage conservation can provide common, collaborative objectives that reinforce the collective identity of communities and their capacity to share decision-making. A new project can also provide an opportunity to identify interested users and to increase public access to the historic place. As communities grow and their cultural identity evolves, historic places can play an important role in social sustainability.

Specialists and Authorities
Heritage conservation will usually involve a range of specialists as well as representatives from government agencies responsible for reviews, approvals, policy compliance and permits. As part of the regulatory and policy contexts explained above, specialists may include architects, engineers, landscape architects, archaeologists, historians, heritage recorders, cost estimators, property managers and others.

Some of these disciplines, such as engineering and architecture, are regulated professions in Canada. Professional licenses are issued by professional associations which are mandated to ensure public safety on behalf of a provincial or territorial government. These licensed professionals are required to know and apply applicable codes and standards which are an essential component of any project.

Authorities include planning and permit departments, city councils and government ministries, as well as groups responsible for recognizing heritage properties and assessing the impact of a project on an historic place. They may bring experience or ideas from similar projects that arose elsewhere in their jurisdiction or area of practice. Involving experienced, knowledgeable specialists at the early stages of a project is important.

Contractors, Suppliers and Skilled Trades People
Contractors, suppliers and skilled trades people also have excellent ideas about how a conservation intervention can be carried out more effectively. This is why it is important to involve them from the beginning when possible. Their selection should be based on their experience in planning and estimating conservation work, as well as their dependability and availability.

It is crucial to understand what skills are available when planning a project. There may be opportunities to use conservation projects to transfer knowledge and develop skills on site, ensuring the long-term availability of needed trades. In a related way, the specialized skills required for the ongoing maintenance of an historic place may require staff training.

Suppliers of historic materials can be a challenge to find. However, since building materials, such as stone or wood, may have been found in the vicinity of an historic place, consideration should be given to revitalizing former suppliers, representing economic opportunities for local businesses.

Applying Codes to Historic Structures

While the structural performance of buildings and engineering works, such as bridges and dams, must meet safety and serviceability objectives set out in national, provincial and municipal codes and standards, many historic structures were built before any codes and standards existed, and used materials and techniques that are no longer addressed in modern codes. However, if they are structurally sound and well maintained, these older structural systems can be made to work effectively. Structural loads and material strengths can be accurately determined in an existing structure through measurement or testing.

The National Building Code of Canada, Commentary L, describes how to apply the building code when evaluating and upgrading existing buildings. Some provincial codes also include specific sections on existing buildings. The International Organization for Standardization has published ISO 13822:2001 Bases for Design of Structures — Assessment of Existing Structures, which presents standards for assessing existing structures. The International Council on Monuments and Sites (ICOMOS) has also developed recommendations for the analysis, conservation and structural restoration of architectural heritage.

The Environmental, Economic and Social Sustainability of Heritage Conservation

The environmental benefits of heritage conservation can include:

- reducing urban sprawl by rehabilitating historic city centres;
- reducing waste and landfill from demolition;
- conserving embodied energy of existing constructions;
- reusing and recycling existing sites, buildings and materials that have a high durability; and,
- using appropriate technologies or regional and climate-adapted materials and models tested by time, such as windows sized and located to maximize use of daylight and natural ventilation.

The economic benefits of heritage conservation can include:

- reducing costs by using already developed sites;
- increasing property value through redevelopment;
- promoting the use of a life-cycle costing model that embodies a long-term view;
- developing skilled jobs that lead to long-term, equitable employment; and,
- supporting regional economies, including local materials suppliers.

The social benefits of heritage conservation can include:

- conserving diverse cultural memories and community spaces and amenities;
- conserving and building community and identity;
- providing more affordable housing and workspaces;
- providing public functions in places well-served by public transit;
- providing smaller-scale, more affordable commercial spaces; and,
- providing educational opportunities.

Environmental Assessments

An environmental assessment (EA) is a "process carried out to predict the environmental effects of proposed initiatives before they are carried out"; it should be conducted as early as possible in the decision-making process. The purpose is to "minimize or avoid adverse environmental effects before they occur and incorporate environmental factors into decision-making." An EA will usually be required whenever there is construction within a certain distance of protected areas such as wetlands or floodplains. The need to carry out an environmental assessment is determined by the authority that has jurisdiction where the historic place is located. It is site-specific, depending on ownership, location, land use and many other factors.

It is recommended that heritage conservation stakeholders work with environment officials to investigate systems, methods, devices or technologies that are as effective as those prescribed by regulation to avoid unnecessary interventions. Many cultural landscapes have both natural and cultural values that must be protected. An understanding of the historic balance between these values is needed to develop a long-term plan.

TOWN OF PINCHER CREEK
IN THE PROVINCE OF ALBERTA
BYLAW NO. 1614-14

A BYLAW OF THE TOWN OF PINCHER CREEK IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF DESIGNATING THE LEBEL MANSION 696 KETTLES STREET AS A MUNICIPAL HISTORIC RESOURCE

WHEREAS pursuant to the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta 2000, and amendments thereto, a Council may pass bylaws relating to people, activities and things in, on or near a public place or place that is open to the public and services provided by or on behalf of the municipality in the manner that Council considers appropriate, and

WHEREAS Section 26 of the Historical Resources Act, R.S.A. 2000, as amended, permits the Council of a municipality to designate any heritage resource within a municipality whose preservation it considers to be in the public interest, together with any land as a *Municipal Historic Resource,* upon giving notice in accordance with the Historical Resources Act;

WHEREAS it is deemed in the public interest to designate the heritage resource known as the Lebel Mansion, located at 696 Kettles Street, Pincher Creek, Alberta as a *Municipal Historic Resource*; and

WHEREAS the Council of the Town of Pincher Creek has determined that it is in the public interest to preserve the Lebel Mansion and the land upon which the building is situated as a *Municipal Historic Resource*;

NOW THEREFORE BE IT RESOLVED that the Council of the Town of Pincher Creek in the Province of Alberta, having complied with the Historical Resources Act, and duly assembled, hereby enacts as follows:

1. **HERITAGE RESOURCE DESIGNATED AS A MUNICIPAL HISTORIC RESOURCE**
   The Lebel Mansion is hereby designated as a *Municipal Heritage Resource*, specifically described in Scheduled "A" Statement of Significance and Description of Character Defining Elements and located in the Town of Pincher Creek on the lands legally described as follows: PLAN PINCHER CREEK 460B

LOT TWO HUNDRED AND THIRTY ONE (231), THE NORTH HALF OF LOT TWO HUNDRED AND THIRTY TWO (232), AND LOTS TWO HUNDRED AND THIRTY THREE (233) TO TWO HUNDRED AND THIRTY EIGHT (238) INCLUSIVE
EXCEPTING THEREOUT
THOSE PORTIONS OF LOTS TWO HUNDRED AND THIRTY TWO (232) AND TWO HUNDRED AND THIRTY THREE (233) WHICH LIE WHITHIN SUBDIVISION PLAN 8010360

2. PERMITTED REPAIRS, REHABILITATION AND ALTERATIONS

The designated *Municipal Historic Resource* shall not be removed, destroyed, disturbed, altered, rehabilitated, repaired or otherwise permanently affected, other than in accordance with the terms of Bylaw No. 1614-14 and its attachments.

2.1 Regulated Portions (Character Defining Elements)

No persons shall alter in anyway the Character Defining Elements of the *Municipal Historic Resource* (as enumerated in Schedule "A") without prior written approval.

Intervention of the Regulated Portions of the *Municipal Historic Resource* require review and approval by Council or the Authorized Representatives of the Town of Pincher Creek, and must be in accordance with the terms of the Parks Canada publication: "Standards and Guidelines for the Conservation of Historic Places in Canada."

2.2 Non-Regulated Portions

With prior written consent, all portions of the building and property not specifically classified as a Character Defining Element may be repaired, rehabilitated, altered, or otherwise permanently affected.

Intervention and/or alterations of the Non-Regulated Portions of the *Municipal Historic Resource* require review and approval by Council or the Authorized Representatives of the Town of Pincher Creek to ensure that Regulated Portions will not be impacted.

3. ADMINISTRATOR; COUNCIL AND/OR AUTHORIZED REPRESENTATIVES

Council of the Town of Pincher Creek or the Authorized Representative of the Town of Pincher Creek is authorized and hereby appointed to administer the implementation of any matters arising from the matters set out in Bylaw No. 1614-14 and its attachments.

Authorized Representatives of the Town of Pincher Creek may include:

- Chief Administrative Officer
- Director of Community Services
- Heritage Advisor

Or any appointments thereof.

4. COMPENSATION

The owners of the Municipal Historic Resource and/or property as described in Paragraph 1 shall accept total liability and hold harmless the Town of Pincher Creek from and against all financial and/or economic losses, suits, charges and claims for compensation or damages in any manner arising from the designation of the resource.

5. ADOPTION

This Bylaw shall come into effect on the date of the third and final reading.

READ A FIRST TIME THIS _____DAY OF _____, 2014, A.D.

_____
MAYOR

_____
CHIEF ADMINISTRATIVE OFFICER

READ A SECOND TIME THIS_____DAY OF _____, 2014, A.D.

_____
MAYOR

_____
CHIEF ADMINISTRATIVE OFFICER

READ A THIRD TIME and finally passed this _____day of _____, 2014, A.D.

_____
MAYOR

_____
CHIEF ADMINISTRATIVE OFFICER

SCHEDULE A
Statement of Significance

LEBEL MANSION

696 Kettles Street
Pincher Creek, Alberta
Owner: Town of Pincher Creek

Description of Historic Place

The Lebel Mansion is a 1910 grand brick building located on the crest of the south hill of Pincher Creek. The prominent 2.5 story mansion overlooks the downtown business district and residential areas. The original structure exhibits French Canadian prairie style and Queen Anne influences with its wrap around verandah and columns, the high basement, hexagonal corner towers and bell roofs. It was a residence for only 12 years with the majority of its history being as a hospital and arts centre which expanded the building many times over the years. When designated as a Registered Historic Site in 1976, Lebel Mansion was described as the northwest portion of St. Vincent's Hospital. The east wing of the hospital was removed in 1986 and the Lebel Mansion with its remaining additions now occupies just over 2 of the 7 lots owned by the Town of Pincher Creek. The Mansion is a majestic landmark and is surrounded by landscaped grounds and a historic sandstone, brick and wrought iron fence.

Heritage Value

Lebel Mansion was the home of Timothee Lebel (1857-1935) and his family. Timothee Lebel was one of the earliest and most influential businessman in the history of Pincher Creek. Born in Cacouna, Quebec, he migrated west in 1881. Shortly after his arrival in Pincher Creek in 1884, he set up a small store in partnership with Tom Hinton. Later Charles Kettles bought out Mr. Hinton's interest in business and the firm of T. Lebel and Company was formed in 1894. The primary general mercantile store was located on Main Street and in 1904 an impressive three story sandstone structure was built to accommodate the expanding business, becoming one of the main trade centres in southern Alberta. Two smaller stores were also operated in Beaver Mines and Brocket. Mr. Lebel retired as the active manager in 1905.

In 1915 a massive fire destroyed much of the building and merchandise but undaunted, Timothee Lebel rebuilt the store. The business was operated until 1924 when Mr. Lebel retired from active business and it was sold to the Webster Brothers. Timothee Lebel served as a private banker, loaning out money to many struggling families and extended a hand to many newcomers to the area.

SCHEDULE A
Statement of Significance

In 1886, Mr. Lebel's fiancé, Miss Marie Hortense Chasse, also from Cacouna, Quebec came west and they were married in Fort Macleod in 1867. Their first home was located on the south side of Main Street, being directly across from the family's store. In 1908 Mr. Lebel decided to build a new home and bought the land on the crest of the south hill, directly across from the Catholic Church. This was the former site of Father Lacombe's Hermitage in Pincher Creek, built in 1886. From 1909 – 1910, the impressive 1500 square foot brick mansion was constructed at a cost of $22,305.21. The mansion included a basement, second story and attic with a decorative wrap around verandah that overlooked their three story sandstone store.

Mr. and Mrs. Lebel lived in the mansion along with their adopted daughter Marie Blanche until the residence was sold for $10,000 in 1924 to the Roman Catholic order Daughters of Jesus (les Filles de Jesus) for use as a general hospital. The Lebel family moved to a smaller frame house to the south and east of the mansion. Mr. Lebel passed in 1935 at age 77.

The first administrator of the hospital was Mother Mary St. Vincent de Paul. In 1927 the first wing was added to the mansion with subsequent additions built in 1931, 1935, 1940, 1950 and 1955. From its beginnings as a hospital, the doors were opened to the sick and suffering and many babies were born there. Patients were cared for by the Sisters and the Oblate Fathers assisted by bringing spiritual comfort. In 1974, the St. Vincent's Hospital became a government owned building and named Pincher Creek Health Care Centre with only one sister remaining on staff. After the new Pincher Creek municipal hospital was built in 1983, the Town of Pincher Creek purchased the building for $1.00. The Lebel Mansion portion of the building was then leased to the Allied Arts Council. The east hospital wing (1950 addition) was removed in 1986 and the remaining Lebel Mansion has served as an arts and cultural centre for nearly 30 years. In 2006, a staircase addition to the south east of the building was constructed to better access the third floor.

Mr. Lebel was a leading pioneer merchant and a community leader serving on Pincher Creek Town Council and on St. Mike's Separate School Board. He was a prominent in the local French Canadian community in the Pincher Creek and Beauvais Lake districts and a well- known businessman throughout a large area of southern Alberta.

The Lebel Mansion is one of the earliest and best examples of residential design in Pincher Creek. It also represents a period of growing commerce as well as the French Canadian and Catholic influences that helped to build the community of Pincher Creek. The unique architecture of the exterior of the building and its long history of use over time makes it is an important historic resource for Pincher Creek.

SCHEDULE A
Statement of Significance

Character Defining Elements:

The character defining elements of the Lebel Mansion include:

- Prominent location overlooking the town.
- French Canadian and Queen Anne influences in verandah columns, high basement and corner towers and ornate details.
- Brick construction.
- Square layout of the original mansion with bell roofs.
- Two and a half story height building with irregular additions.
- Shingled roof.
- Flat transom window over original front door.
- Two gothic windows (chapel).
- Original double hung windows with sandstone lug sills.
- Balconet on second floor.
- Main floor open wrap around verandah with columns and decorative railings.
- 1 shed dormer and 4 hip dormers.
- Unique cresting feature on roof top.
- Original brick chimneys.
- Historic fence on north and west side of property with sandstone base, brick pillars and ornate wrought iron metal railings.

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SCHEDULE A
Statement of Significance

Catholic influences that helped to build the community of Pincher Creek. The unique architecture of the exterior of the building and its long history of use over time makes it is an important historic resource for Pincher Creek.

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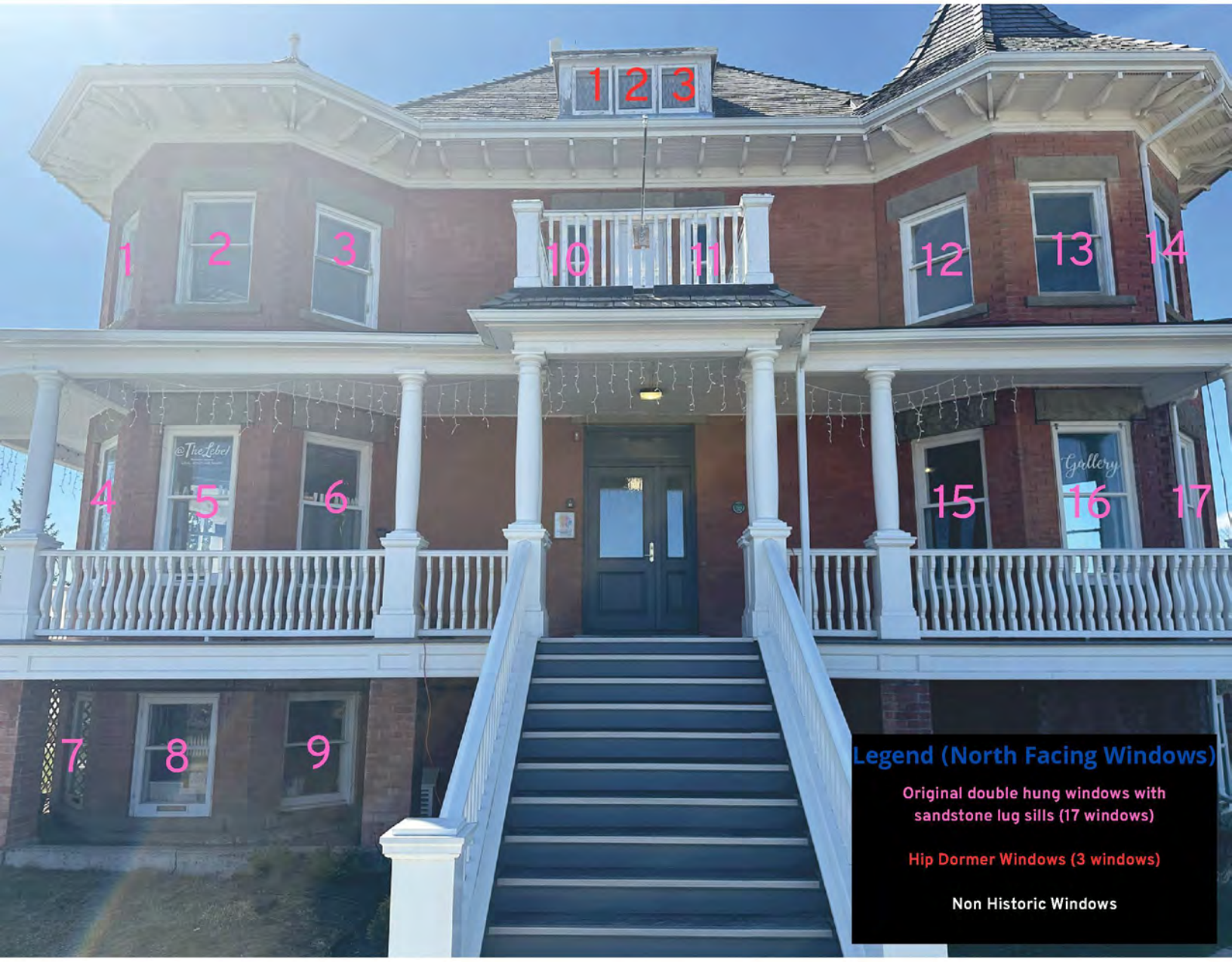
- Unique cresting feature on roof top.
- Original brick chimneys.
- Historic fence on north and west side of property with sandstone base, brick pillars and ornate wrought iron metal railings.


Legend (East Facing Windows)
Original double hung windows with sandstone lug sills (15 windows)
Hip Dormer Windows (4 windows)
Non Historic Windows (9 windows)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9
Legend (North Facing Windows)
Original double hung windows with sandstone lug sills (17 windows)
Hip Dormer Windows (3 windows)
Non Historic Windows


Legend (South Facing Windows View 1)
Original double hung windows with sandstone lug sills (4 windows)
Hip Dormer Windows (2 windows)
Non Historic Windows (5 windows)
Pottery Windows (6 Windows)
1
2
1
2
3
4
4
3
5
1
2
1
2
3
4
5
6


Legend (South Facing Windows View 2)
Original double hung windows with sandstone lug sills
Hip Dormer Windows
Non Historic Windows
Pottery Windows (6 Windows)
1
2
3
4
5
6


1 2
3 4
1 2
1
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7
16
20
22
24
3
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12
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18
21
3
Legend (West Facing Windows)
Original double hung windows with sandstone lug sills (25 windows)
Hip Dormer Windows (4 windows)
Non Historic Windows (3 windows)

Kristie Green

From: Fraser Shaw <Fraser.Shaw@gov.ab.ca>
Sent: Monday, April 1, 2024 3:10 PM
To: Adam Grose
Cc: Tristan Walker
Subject: RE: Lebel Mansion Pincher Creek
Attachments: replacement window costs.pdf; 20220206_094833.jpg; 20200130-0209.jpg

Hi Adam,

Thanks for your message and I apologize for the slow reply. Interventions to the Lebel Mansion as a Municipal Historic Resource are regulated by the Town and it would be at its discretion how conservation standards and guidelines apply to window rehabilitation (repair and upgrade) versus replacement options. Technical feasibility certainly plays a role but sustainability and economics are always important too. The Lebel windows are a character-defining element and the standards below in particular play a role in projects like this:

> *Standard 7. Evaluate the existing condition of character-defining elements to determine the appropriate intervention needed. Use the gentlest means possible for any intervention. Respect heritage value when undertaking an intervention.*
>
> *Standard 8. Maintain character-defining elements on an ongoing basis. Repair character- defining elements by reinforcing their materials using recognized conservation methods. Replace in kind any extensively deteriorated or missing parts of character-defining elements, where there are surviving prototypes.*

The Town has certainly taken all the appropriate steps to assess the windows' condition and repairability through a contractor with special experience in this area. The contractor's proposal definitely aligns with Standard 8. The expense of repair + storm window upgrade then needs to be considered in the context of other municipal priorities, as Council is doing.

> *Standard 10. Repair rather than replace character-defining elements. Where character- defining elements are too severely deteriorated to repair, and where sufficient physical evidence exists, replace them with new elements that match the forms, materials and detailing of sound versions of the same elements. Where there is insufficient physical evidence, make the form, material and detailing of the new elements compatible with the character of the historic place.*

This standard outlines a replacement scenario where one could either replicate the existing windows -- whose designs actually vary across the building -- or introduce new windows of compatible new design. The approach in such cases is usually to replicate the overall configuration – say, of the one-over-one hung units – so that the building's overall appearance looks essentially unchanged even if replacement windows are identifiable close-up. (Having the intervention distinct and identifiable is itself a good thing.) The devil is in the design details but some replacement windows can be both functional and convincing visually. Replacement windows in such projects may be wood or compatible alterative like metal clad wood – but generally not vinyl, PVC or fiberglass, in part for durability considerations but also because the material properties often require "chunkier" sash components that affect appearance. New windows, of course, are sealed unit assemblies with modern locking and other mechanisms – sometimes also a tilt-and-turn system that facilitates cleaning.

Heritage considerations aside, it's worth noting that replacement windows often have a limited service life and themselves will ultimately need replacing, whereas historic windows were designed to be maintained and repaired (even if they weren't always kept up). There's an environmental consideration in that "embodied energy" of existing

fabric is lost and new window production can be energy-intensive. Some calculations suggest that energy savings over the life of new windows may not in fact cover their cost. There's literature on this that you and Tristan have probably seen. I've attached one article in my file.

I've been involved in a few window replacement projects but none that have involved triple-glazed units where, it seems, there may be a point of diminishing returns. The closest example to triple-glazing was a series of refurbished single-glazed historic units fitted with sealed-unit wood exterior storms at the Taber Courthouse – attached photos.

Window replacement wouldn't be eligible under the current repair grant. I'm uncertain whether a replacement approach would be reconsidered for funding in a new application but the Town could certainly apply and explain the rationale for the new approach. Regardless, I think other eligible conservation work such as future masonry repointing and repairs or roof replacement would still considered for funding.

Sorry for the long-winded reply but hopefully this helps in the Town's deliberations!

Thanks,
Fraser

Fraser Shaw
Heritage Conservation Adviser, Southern Region
Alberta Arts, Culture and Status of Women
Suite 2410 AMEC Place, 801 – 6 Avenue SW, Calgary, AB. T2P 3W2
Please now use **403-921-8139** *as my phone contact, which is replacing my land line. Thank you.*

Classification: Protected A

From: Adam Grose <recmanager@pinchercreek.ca>
Sent: Wednesday, March 27, 2024 14:52
To: Fraser Shaw <Fraser.Shaw@gov.ab.ca>
Cc: Tristan Walker <energy@pinchercreek.ca>
Subject: Lebel Mansion Pincher Creek

Fraser,
I know we've been asking quite a few questions regarding the windows at the Lebel, so what's a few more…

We've now been asked by Council to get pricing on more energy efficient, modern style windows at the Lebel Mansion. I'm just curious how these would affect the Municipal Heritage Status By-Law? I realize this building is a registered as a municipal heritage site, and the municipality has the final say on what can be done to the building. But by putting in a different style of window would likely preclude us from the existing grant we have, but will it preclude us from any other future potential grants. How have other heritage sites gone about upgrading with more nergy efficient/modern windows. E.G. if we were to install a triple pane high energy efficient window, but has a similar look to the double hung style would that suffice?

Adam Grose – Recreation Manager

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What Replacement Windows Can't Replace: The Real Cost of Removing Historic Windows

WALTER SEDOVIC and JILL H. GOTTHELF

Sustainability looks even better through a restored window.

MATERIALS	EMBODIED ENERGY MJ/kg	MJ/m3
Aggregate	0.10	150
Straw bale	0.24	31
Soil-cement	0.42	819
Stone (local)	0.79	2030
Concrete block	0.94	2350
Concrete (30 Mpa)	1.3	3180
Concrete precast	2.0	2780
Lumber	2.5	1380
Brick	2.5	5170
Cellulose insulation	3.3	112
Gypsum wallboard	6.1	5890
Particle board	8.0	4400
Aluminum (recycled)	8.1	21870
Steel (recycled)	8.9	37210
Shingles (asphalt)	9.0	4930
Plywood	10.4	5720
Mineral wool insulation	14.6	139
Glass	15.9	37550
Fiberglass insulation	30.3	970
Steel	32.0	251200
Zinc	51.0	371280
Brass	62.0	519560
PVC	70.0	93620
Copper	70.6	631164
Paint	93.3	117500
Linoleum	116.0	150930
Polystyrene Insulation	117.0	3770
Carpet (synthetic)	148.0	84900
Aluminum (recycled)	227.0	515700
NOTE: Embodied energy values based on several international sources - local values may vary.		

Fig. 1. Comparative values of the embodied-energy levels of common building materials. Note that glass and aluminum (i.e., principal components of many replacement windows) are ranked among the highest levels of embodied energy, while most historic materials tend to possess much lower levels. Courtesy of Ted Kesik, Canadian Architect's Architectural Science Forum, Perspectives on Sustainability.

For all the brilliance reflected in efforts to preserve historic buildings in the U.S., the issue of replacing windows rather than restoring them remains singularly unresolved. Proponents on both sides of the issue may easily become frustrated by a dearth of useful data, as well as conflicting information, or misinformation, promulgated by manufacturers. Indeed, it often seems that many preservation practitioners and building owners remain in the sway of advertising claiming that the first order of business is to replace old windows. In the context of preservation and sustainability, however, it is well worth reconsidering this approach.

Sustainability and Authenticity

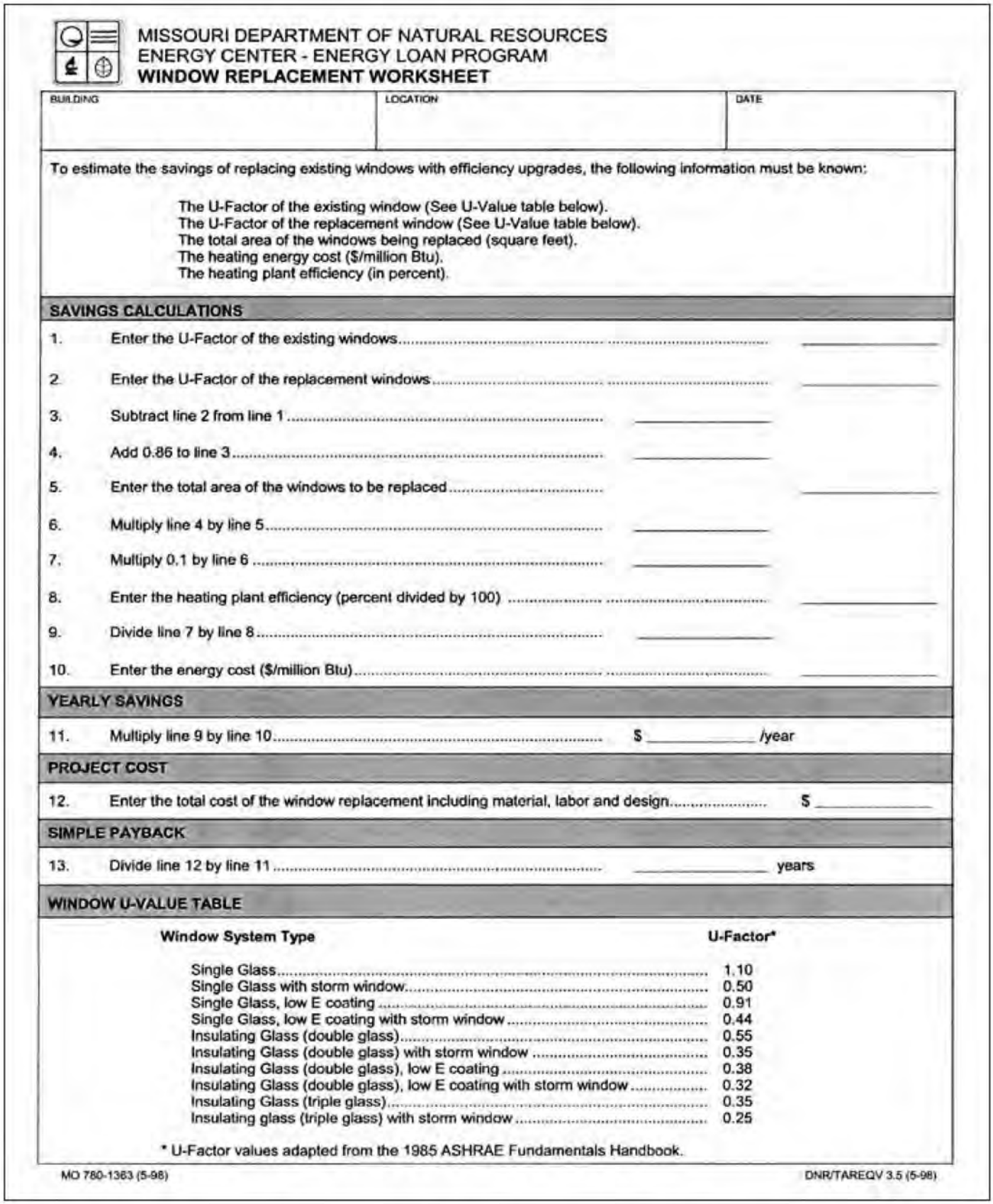
In considering alternatives to replacing historic windows, one needs to keep in mind two important elements: sustainability and authenticity. Sustainability (building green) and historic preservation are a natural marriage, so long as one remains mindful that sustainability is not just about energy conservation.[1] Preservation and sustainability involve myriad elements that can work in symbiotic and synchronized ways toward a favorable outcome. For example, preservation work is more labor- than material-intensive, which benefits local economies; natural ventilation afforded via operable windows can reduce the size of mechanical equipment, especially of air-conditioning; and salvaging historic materials, such as wood sash, obviates the need to harvest live trees and other natural resources for the manufacture of replacement units.

Similarly, retaining and celebrating authenticity is one key element of an exemplary preservation program. No one should take lightly the option of discarding authentic historic materials — in this case, windows — without fully evaluating the consequences. Once authentic material is lost, it is lost forever. It does not matter how accurate the replacement window, it never reflects the nuances of the original.

Taking the Long View

Historic windows possess aesthetic and material attributes that simply cannot be replaced by modern replacement windows. Like preserving whole buildings, restoring historic windows is a solid step forward into the realm of sustainability. The present approach to sustainability, however, still too often focuses on new construction and issues such as "intelligent" windows and energy efficiency, while overlooking other important, holistic benefits of preserving historic windows, such as the following:

- Conservation of embodied energy (i.e., the sum total of the energy required to extract raw materials, manufacture, transport, and install building products). Preserving historic windows not only conserves their embodied energy, it also eliminates the need to spend energy on replacement windows. Aluminum and vinyl — the materials used in many replacement windows — and new glass itself possess levels of embodied energy that are among the highest of most building materials (Fig. 1).[2]
- Reduction of environmental costs. Reusing historic windows reduces environmental costs by eliminating the need for removal and disposal of existing units, as well as manufacture and transportation of new units. Also, many replacement units are manufactured with such materials as



MISSOURI DEPARTMENT OF NATURAL RESOURCES
ENERGY CENTER - ENERGY LOAN PROGRAM
WINDOW REPLACEMENT WORKSHEET

BUILDING	LOCATION	DATE

To estimate the savings of replacing existing windows with efficiency upgrades, the following information must be known:

The U-Factor of the existing window (See U-Value table below).
The U-Factor of the replacement window (See U-Value table below).
The total area of the windows being replaced (square feet).
The heating energy cost ($/million Btu).
The heating plant efficiency (in percent).

SAVINGS CALCULATIONS

1. Enter the U-Factor of the existing windows ..... _____
2. Enter the U-Factor of the replacement windows ..... _____
3. Subtract line 2 from line 1 ..... _____
4. Add 0.86 to line 3 ..... _____
5. Enter the total area of the windows to be replaced ..... _____
6. Multiply line 4 by line 5 ..... _____
7. Multiply 0.1 by line 6 ..... _____
8. Enter the heating plant efficiency (percent divided by 100) ..... _____
9. Divide line 7 by line 8 ..... _____
10. Enter the energy cost ($/million Btu) ..... _____

YEARLY SAVINGS

11. Multiply line 9 by line 10 ..... $ _____ /year

PROJECT COST

12. Enter the total cost of the window replacement including material, labor and design ..... $ _____

SIMPLE PAYBACK

13. Divide line 12 by line 11 ..... _____ years

WINDOW U-VALUE TABLE

Window System Type	U-Factor*
Single Glass	1.10
Single Glass with storm window	0.50
Single Glass, low E coating	0.91
Single Glass, low E coating with storm window	0.44
Insulating Glass (double glass)	0.55
Insulating Glass (double glass) with storm window	0.35
Insulating Glass (double glass), low E coating	0.38
Insulating Glass (double glass), low E coating with storm window	0.32
Insulating Glass (triple glass)	0.35
Insulating glass (triple glass) with storm window	0.25

* U-Factor values adapted from the 1985 ASHRAE Fundamentals Handbook.

MO 780-1363 (5-98) DNR/TAREQV 3.5 (5-98)

Fig. 2. Many excellent worksheets are available for calculating payback of replacement windows; this one is produced by the Missouri Department of Natural Resources. Results of payback calculations often reveal grossly overstated claims. Courtesy of the Missouri Department of Natural Resources.

vinyl and PVC, whose production is known to produce toxic by-products. So, while energy savings is green, the vehicle toward its achievement — in this case, replacement windows — is likely to be the antithesis of green.[3]

- Economic benefits. Restoration projects are nearly twice as labor-intensive as new construction, meaning more dollars spent go to people, not materials. This type of spending, in turn, has the beneficial effect of producing stronger, more dynamic local economies.[4]
- Ease of maintenance. "Maintenance-free" is a convenient marketing slogan; many replacement windows, in reality, cannot be maintained well or conserved. Vinyl, fiberglass, sealants, desiccants, and coating systems all degrade, and they are materials that remain difficult or impossible to recycle or conserve.[5]
- Long-term performance. While manufacturers' warranties have been lengthened in the past few years (they are now generally from 2 to 10 years), they still pale in comparison to the actual performance life exhibited in historic windows, which can reach 60 to 100 years and more, often with just minimal maintenance.

Clearly, sustainability takes into account more than just the cost of energy savings. It also promotes salient social, economic, and environmental benefits, along with craftsmanship, aesthetics, and the cultural significance of historic fabric. Still, the issue of energy savings is often used to justify replacement over restoration, but just how valid is this argument?

Energy Savings

If the foremost goal for replacing historic windows is energy savings, beware of "facts" presented: they very likely will be — intentionally or not — skewed, misinformed, or outright fallacious. Window manufacturers universally boast about low U-values (the measure of the rate of heat loss through a material or assembly; a U-value is the reciprocal of an R-value, which is the measure of resistance to heat gain or loss). For example, U-values are often misleadingly quoted as the value for the entire window unit, when in fact it is the value through the center of the glass (the location of the best U-value), not that of the sash nor the average of the entire unit.[6] To be sure that data are being presented appropriately, request the U-values published by the National Fenestration Rating Council (NFRC), which rate whole-window performance.[7]

When U-values are offered for the entire window assembly, they often are significantly worse (i.e., higher) due to infiltration around the frame and rough opening.[8] In cases where replacements tend to warp and bow over time (and they do), this factor becomes ever more crucial.[9] It is also important to watch for comparative analyses: some replacement-window manufacturers compare their window units to an "equivalent" single-pane aluminum window. Clearly, this is an inappropriate analogy since these types of windows are not likely to be found in a preservation context.

Infiltration of Outside Air

Infiltration of outside air — rather than heat lost through the glass — is the principal culprit affecting energy; it can account for as much as 50 percent of the total heat loss of a building.[10] When retrofit windows are installed over or within the existing window frame, the argument for preservation already exists: restoring the integrity of the fit between the frame and building wall should be the first component of a preservation approach.

Sash pockets, pulleys, and meeting rails are areas prone to air infiltration in double-hung units. Yet, several weatherproofing systems for existing windows can overcome these heat-sapping short circuits.[11] Replacement-window manufacturers themselves admit that even among replacements, double-hung units present the greatest challenges for controlling heat loss because infiltration occurs most frequently at sash-to-sash and sash-to-frame interfaces, which are highly dependent on the quality of the installation.[12] The energy efficiency of restored windows incorporating retrofit components (weatherstripping and weatherseals combining pile, brush, bulb, or "Z" spring seals) can meet and even exceed the efficiency of replacement units.[13] This approach is suggested as the first alternative among green-building advocates.[14]

Payback

Focusing on windows as the principal source of heat transfer may lead to the conclusion that windows are more important than, say, insulating the attic, foundation, or walls. While data vary somewhat, up to 25 percent of heat may be lost through doors and windows.[15] But when the aforementioned potential 50 percent loss through infiltration is taken into account, the total effective percentage of heat loss attributed to the window units themselves would be only 12.5 percent. That is a relatively small percentage for a potentially large investment, especially when other options are available.

In actuality, typical window-replacement systems offer payback periods that are often nowhere near manufacturers' claims: the payback of a typical unit could take as long as 100 years (Fig. 2).[16]

Heat Loss/Heat Gain

Heat loss is often discussed, but what about heat gain? In summer, heat gain can add significantly to the energy costs associated with cooling a building.[17] Long waveforms within the daylight spectrum that enter through the glass must be able to exit, or else they degrade to heat that then must be overcome by the building's cooling system.[18] Low-emittance ("low-e" or "soft low-e") glass handles this task best, improving thermal performance by virtually eliminating infrared (long-wave) radiation through the window.[19] It accomplishes this task by allowing short-wave radiation through and reflecting long-wave heat back to its source, while at the same time providing an appearance that is virtually clear.[20]

Low-e glazing can be substituted into existing units that are only single-glazed and still achieve important energy savings. Single-pane low-e glass can provide a virtually equivalent level of combined energy savings as a standard new double-glazed unit when used in concert with an existing single-paned sash (e.g., as a storm or interior sash).[21] Replacing panes of glass, then tightening up the sash and frame, is a very simple and cost-effective way to achieve the desired whole-assembly U-value without having to modify visible light, mullions, or sash weights.[22]

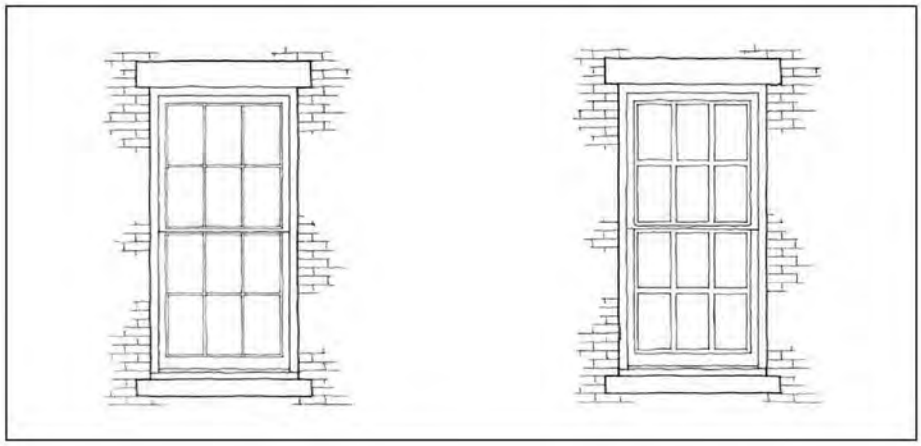


Fig. 3. At left is a drawing of a typical late-nineteenth- to early-twentieth-century six-over-six, double-hung window. At right is a modern "equivalent" replacement. The considerably thicker mullions and frame of the replacement unit (necessitated by the use of insulated glass) result in a nearly 15 percent reduction of visible light and views. Drawing by Walter Sedovic Architects.

Insulated Glass

Replacement windows nearly always incorporate insulated glass (IG) units. The effectiveness of an IG unit is greatly dependent on the depth of the airspace between inner and outer panes, as well as on the nature, type, and amount of desiccant and seals employed around the unit perimeter.[23] While manufacturing techniques for IG units have continued to improve, when IG units fail, they are difficult and time-consuming to replace.[24]

The additional weight and thickness of IG units preclude their use as retrofits in historic sashes of either wood or metal. Indeed, to compensate for their heft, virtually all IG replacement window mullions, sash, and frames are bulkier than their historic counterparts. The result is that visible daylight levels are reduced by 15 percent or more and views are interrupted.[25] Reducing daylight and negatively affecting views are explicitly not consistent with a sustainable approach (Fig. 3).

Laminated Glass as an Alternative

Laminated glass remains an often-overlooked alternative to IG units, perhaps because of the industry's focus on marketing it as "safety" glass. While laminated glass cannot compete with technologically advanced, complex IG units, it does offer enhanced U-values for monolithic glass without having to materially alter the mullions of the historic sash into which it is being fitted.[26] It is important to recognize, though, that a U-value is not the only criterion that determines the relative thermal efficiency of a window. Solar and light transmittance also affect performance, and they may be benefit when low-e laminated glass is selected.[27] The benefits of laminated glass, though, go much further when considered part of a comprehensive program to restore and thermally upgrade historic sash:

- Laminated glass offers significantly higher levels of noise abatement than IG.
- Historic glass may be laminated, offering energy and noise benefits while maintaining an authentic finish.
- Laminated glass is far easier and less expensive to procure and install and allows for field cutting.
- It offers superior safety and security features.
- Laminated glass may be equipped with low-e glazing to help offset heat gain.
- Historic sash, both metal and wood, can be outfitted with laminated glass without modifying or replacing mullions and frame elements (something that would be required by the installation of significantly thicker IG units).
- Condensation is reduced as a result of the internal thermal break of laminated glass.
- A variety of features (UV protection, polarization, translucency, etc.) can be incorporated as layers within laminated glass. Efforts to achieve the same results in IG units through the use of applied films (as opposed to an integral layer within the glass) has been shown to greatly reduce the life of double-glazed units by inhibiting the movement of their seals.[28]

Performance and Material Quality

A hallmark of sustainability is long-term performance. Intrinsic within that premise are issues about material quality, assembly, and conservability. As noted above, some material choices (e.g., PVC) incorporated into replacement-window units are inherently not able to be conserved.[29] When the material degrades, it then becomes necessary to replace the replacement.[30]

One of the great virtues of historic windows is the quality of the wood with which they were constructed. Historic windows incorporate both hardwoods and softwoods that were often harvested from unfertilized early-growth stock. Such wood has a denser, more naturally occurring grain structure than what is generally available today from second-growth stock or fertilized tree farms. Also, historically, greater concern was given to milling methods, such as quarter- or radial sawing. The resulting window performs with greater stability than its modern counterpart. This alone has far-reaching benefits, from minimizing dimensional change, to holding a paint coating, to securing mechanical fasteners.

No amount of today's staples, glue, finger-splices, and heat welds can match the performance of traditional joinery.[31] Similar comparisons could be made of the quality of hardware employed in replacement windows, such as spring-loaded balances and plastic locking hardware; they cannot compete with the lasting performance and durability of such historic elements as pulley systems and cast-metal hardware.

Ease of Maintenance

For cleaning windows, traditional single- and double-hung windows are often outfitted with interior sash stops that may be removed readily, allowing for full access to the interior and exterior, as well as to the pulley system. Both casement and pivot windows are inherently very easy to clean inside and out.

Replacement windows incorporating tilt-in sash — a feature that on its surface appears enticing — require that there is no interior stop, increasing the potential for air infiltration around the sash. Compressible jamb liners that allow for the tilt-in feature are often constructed of open-cell foams that, once they begin to degrade, lose both their compressibility and sash-to-frame infiltration buffer.

The ability to readily disassemble historic wood windows also allows for selectively restoring, upgrading, and adapting individual components of a window throughout its life. Most replacement-window systems cannot make that claim.

Aesthetics and Authenticity

Nuances in molding profiles, shadow, line, and color of windows, along with quality and appearance of the glass, contribute greatly to the overall building aesthetic and generally emulate the stylistic details of the building as a whole. Even what might seem like small changes in these elements can and does have a noticeable and usually detrimental effect on many historic facades. Outfitting historic buildings with modern replacement windows can and often does result in a mechanical, contrived, or uniformly sterile appearance. Worse, when historic windows are replaced, authenticity is lost forever.

Value and Cost

Repairs of historic windows should add to the value of the property, as an authentically restored automobile would command greater value than one "restored" with plastic replacement parts.

While there is a dearth of cost-comparative analyses between a replacement window and its restored, authentic counterpart, empirical knowledge based on field experience covering a wide variety of window types suggests that restoration is on a par, cost-wise, with a middle-of-the-road replacement. Corollary conclusions are that:

- cheap replacement windows will always exist to superficially counter the cost-basis argument for restoration; and
- high-quality equivalent replacement units have been shown in practice to cost as much as three times that of restoration.

Windows are a critical element of sustainability, but sustainability is not just about energy. It is about making environmentally responsible choices regarding historic windows that take into account the spectrum of associated costs and effects. The choice of whether to replace or restore requires embracing a more encompassing definition of sustainability. The answer is not as simplistic as some would have us believe.

WALTER SEDOVIC, the principal and CEO of Walter Sedovic Architects, works in historic preservation and sustainable design. His work and firm are recognized for integrating green-building approaches and ideologies into preservation projects.

JILL H. GOTTHELF is an associate at Walter Sedovic Architects, providing project management, design, and construction administration. She has extensive experience in integrating sustainable building technologies into preservation projects.

Notes

1. Walter Sedovic, "History's Green Genes" (Greenbuild 2003, The 2nd International Conference on Sustainability, U.S. Green Building Council, Pittsburgh, Pa., November 12-14, 2003).

2. Ted Kesik, "Embodied Energy Comparative Values," Canadian Architect, Architectural Science Forum, Perspectives on Sustainability, January 2002, http://www.canadianarchitect.com/asf/perspectives_sustainibility/measures_of_sustainablity/measures_of_sustainablity_embodied.htm (accessed November 1, 2005).

3. "Windows," Global Green USA, Public Housing Authority Toolbox, http://www.globalgreen.org/pha-energytoolbox/tech_windows.htm (accessed November 1, 2005).

4. Don Rypkema, "The Economics of Preservation" (keynote address, Preservation 360°, Saratoga Springs Preservation Foundation, Saratoga Springs, N.Y., March 18, 2005).

5. Paul Fisette, "Understanding Energy-Efficient Windows," *Fine Homebuilding* 114 (1998): 68–73.

6. Ibid.

7. National Fenestration Rating Council, http://www.nfrc.org.

8. Andrew M. Shapiro and Brad James, "Creating Windows of Energy-Saving Opportunity," *Home Energy* 14, no. 5 (1997).

9. Fisette, 68–73.

10. Ibid.

11. Shapiro and James.

12. Bill Mattinson, Ross DePaola, and Dariush Arasteh, "What Should I Do About My Windows?" *Home Energy* 19, no. 4 (2002).

13. The growing market for retrofit seals has resulted in an ever-increasing supply of high-quality weatherstripping products manufactured in a variety of materials and configurations for application in both typical and non-typical applications.

14. Shapiro and James.

15. Hastings Borough Council, "Have You Got Money to Burn?" http://www.hastings.gov.uk/energy_efficiency/heat_every_home.aspx#money_to_burn (accessed November 1, 2005).

16. Shapiro and James.

17. Fisette, 68–73.

18. Ibid.

19. The National Energy Foundation, "Energy Advice: Saving Energy: Insulation," http://www.nef.org.uk/energyadvice/insulation.htm (accessed September 16, 2005). A. Roos and J. Karlsson, "Performance Criteria for Coated Glazings in Windows," in *Proceedings from Glass Processing Days, Tampere, Finland*, 653–656 (Uppsala, Sweden: Dept. of Material Science, Angstrom Laboratory, Uppsala University, 2001). See also http://www.glassfiles.com/library/23/article440.htm (accessed November 1, 2005).

20. Roos and Karlsson, 653-656.

21. Mattinson, DePaola, and Arasteh.

22. Shapiro and James.

23. "Product Information: Insulating Glass," PPG Industries, Inc., http://www.ppg.com/gls_residential/share/res_ins.htm (accessed November 1, 2005).

24. James Piper, "Windows: Repair or Replace?" *Building Operating Management* (Jan. 2004).

25. Chad Randl, *Preservation Tech Notes, Windows*, No. 19, *Repairing Steel Casement Windows* (Washington, D.C.: U.S. Department of the Interior, National Park Service, Cultural Resources, 2002).

26. California Glass Bending Corporation, "Static-Exchange Correlation-Polarization (SECP) Tables," http://www.calglassbending.com/secptabl.htm (accessed November 1, 2005).

27. Roos and Karlsson, 653–656.

28. James Piper, "Avoiding Common Window and Window Film Mistakes," *Building Operating Management* (Oct. 2004).

29. Fisette, 68–73.

30. John M. Corbett, "A Last Look at Historic Wood Windows," *Traditional Building* 14, no. 6 (2001).

31. Fisette, 68–73.

The Conservation Decision-making Process

Conservation activities can be seen as a sequence of actions - from understanding the historic place, to planning for its conservation and intervening through projects or maintenance.

Understanding a historic place is an essential first step to good conservation practice. This is normally achieved through research and investigation. It is important to know where the heritage value of the historic place lies, along with its condition, evolution over time, and past and current importance to its community.

Planning is the mechanism that links a comprehensive understanding of a historic place with interventions that respect its heritage value. Planning should consider all factors affecting the future of an historic place, including the needs of the owners and users, community interests, the potential for environmental impacts, available resources and external constraints.

Intervening on a historic place, that is, any action or process that results in a physical change to its character-defining elements, must respect and protect its heritage value.

These three phases can further be defined through a series of steps:

UNDERSTANDING

- Refer to Heritage Value and Character-defining Elements
- Investigate and Document Condition and Changes

PLANNING

- Maintain or Select an Appropriate and Sustainable Use
- Identify Project Requirements
- Determine the Primary Treatment

- Review the Standards
- Follow the Guidelines

INTERVENING

- Undertake the Project Work
- Carry out Regular Maintenance

The Standards and Guidelines apply particularly to these three steps of the conservation decision-making process: Determine the Primary Treatment, Review the Standards and Follow the Guidelines.

The Conservation Treatments

Conservation is the umbrella term in Canada. The conservation treatments of preservation, rehabilitation and restoration fall under conservation.

The Standards

The standards are based on internationally recognized conservation principles. The 14 standards are:

General Standards (for preservation, rehabilitation and restoration)

1. Conserve the *heritage value* of a historic place. Do not remove, replace or substantially alter its intact or repairable *character-defining elements.* Do not move a part of a *historic place* if its current location is a *character-defining element.*

2. Conserve changes to a *historic place* that, over time, have become *character- defining elements* in their own right.

3. Conserve *heritage value* by adopting an approach calling for *minimal intervention.*

4. Recognize each *historic place* as a physical record of its time, place and use. Do not create a false sense of historical development by adding elements from other historic places or other properties, or by combining features of the same property that never coexisted.

5. Find a use for a *historic place* that requires minimal or no change to its *character-defining elements.*

6. Protect and, if necessary, stabilize a *historic place* until any subsequent *intervention* is undertaken. Protect and preserve archaeological resources in place. Where there is potential for disturbing archaeological resources, take mitigation measures to limit damage and loss of information.

7. Evaluate the existing condition of *character-defining elements* to determine the appropriate *intervention* needed. Use the gentlest means possible for any intervention. Respect *heritage value* when undertaking an intervention.

8. Maintain *character-defining elements* on an ongoing basis. Repair character- defining elements by reinforcing their materials using recognized conservation methods. Replace in kind any extensively deteriorated or missing parts of character-defining elements, where there are surviving prototypes.

9. Make any *intervention* needed to preserve *character-defining elements* physically and visually compatible with the *historic place* and identifiable on close inspection. Document any intervention for future reference.

Additional Standards Relating to Rehabilitation

10. Repair rather than replace *character-defining elements.* Where character- defining elements are too severely deteriorated to repair, and where sufficient physical evidence exists, replace them with new

elements that match the forms, materials and detailing of sound versions of the same elements. Where there is insufficient physical evidence, make the form, material and detailing of the new elements compatible with the character of the *historic place.*

11. Conserve the *heritage value* and *character-defining elements* when creating any new additions to an historic place or any related new construction. Make the new work physically and visually compatible with, subordinate to and distinguishable from the historic place.

12. Create any new additions or related new construction so that the essential form and integrity of a *historic place* will not be impaired if the new work is removed in the future.

Additional Standards Relating to Restoration

13. Repair rather than replace *character-defining elements* from the restoration period. Where character-defining elements are too severely deteriorated to repair and where sufficient physical evidence exists, replace them with new elements that match the forms, materials and detailing of sound versions of the same elements.

14. Replace missing features from the restoration period with new features whose forms, materials and detailing are based on sufficient physical, documentary and/or oral evidence.

The Guidelines

The guidelines provide practical advice for decision making when interventions are undertaken on a historic place. The guidelines address four types of resources as well as materials.

- Cultural Landscapes
- Archaeological Sites
- Buildings
- Engineering Works
- Materials

KEY DEFINITIONS

Historic Place: a structure, building, group of buildings, district, landscape, archaeological site or other place in Canada that has been formally recognized for its heritage value.

Heritage Value: the aesthetic, historic, scientific, cultural, social or spiritual importance or significance for past, present and future generations. The heritage value of a historic place is embodied in its character-defining materials, forms, location, spatial configurations, uses and cultural associations or meanings.

Character-defining Element: the materials, forms, location, spatial configurations, uses and cultural associations or meanings that contribute to the heritage value of a historic place, which must be retained to preserve its heritage value.

AGENDA ITEM NO: 6.2

Town of Pincher Creek

REQUEST FOR DECISION

Council or Committee of the Whole

SUBJECT: Oldman Rose Society of Southern Alberta - Development Permit and Updated Agreement	
PRESENTED BY: Lisa Goss, Legislative Service Manager	**DATE OF MEETING:** 5/13/2024

PURPOSE:

For Council to consider a development permit submitted by the Oldman Rose Society of Southern Alberta and and updated Agreement with the Society.

RECOMMENDATION:

That Council for the Town of Pincher Creek approve and authorize the agreement between the Town of Pincher Creek and the Oldman Rose Society of Southern Alberta dated June 1, 2024.

That Council for the Town of Pincher Creek authorize and direct administration to proceed and submit the Application for a Development Permit for the development of a six foot fence located around the rose garden on 696 Kettles Street, Plan 460B, Lots 231-238, to the Municipal Development and Subdivision Authority (MDSA) for consideration in accordance with the Land Use Bylaw 1547. FURTHER That Council for the Town of Pincher Creek agree to waive the application fee for Development Permit 24-D0035.

BACKGROUND/HISTORY:

At the April 8, 2024 regular meeting of Council consideration was given to a fencing request by the Oldman Rose Society, at which time Council agreed in principle to having a fence installed around the Rose Garden and invited the Rose Society back to a future Council Meeting to present their fencing options including a proposed funding formula.

Administration met with members of the Oldman Rose Society on April 24, 2024 to discuss proposed amendments to the agreement and the development permit process.

Updates made to the Agreement;
- removed Allied Arts Council from agreement
- included connecting walkway in first whereas
- updated term
- barrier free access to include wheelchair accessible
- additional clause regarding maintenance of the fence and surrounding area

- additional clause stating that the remaining parcel remains as a public open space to be consistent with Allied Arts Lease agreement.

On April 26, 2024 administration received an application for a development permit (24-D0035) from the Oldman Rose Society of Southern Alberta for a six foot fence with four foot gate on 696 Kettles Street.

ALTERNATIVES:
That Council for the Town of Pincher Creek receives the development permit submitted by the Oldman Rose Society of Southern Alberta and and updated Agreement with the Society information as presented.

That Council for the Town of Pincher Creek direct administration to garner additional information and bring back the Oldman Rose Society proposed Application for Development Permit 24-D0035, for Town Council consideration.

That Council for the Town of Pincher Creek direct administration to further amend the agreement with the Oldman Rose Society of Southern Alberta and bring it back for Council consideration.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:
On May 1, 2022 the lease agreement between the Town of Pincher Creek and the Allied Arts Council of Pincher Creek was renewed and updated to only include the footprint of the building, requiring the agreement between the Town, the Oldman Rose Society and the Allied Arts Council to be updated.

Pincher Creek Regional Recreation Master Plan - March 30, 2021

Municipal Development Plan - Part 2 - Section 5.5 Public and Institutional Uses

FINANCIAL IMPLICATIONS:
None at this time. The Oldman Rose Society is exploring funding options for the project. The 2024 approved budget does not include funding for the Oldman Rose Society fence project located on the Lebel Mansion property.

PUBLIC RELATIONS IMPLICATIONS:
The Notice of MDSA meeting scheduled for May 15, 2024 has been circulated to adjacent property owners including the Pincher Creek Allied Arts Council.

ATTACHMENTS:
2021.09.03 Lease Agreement Lebel Mansion, Rose Society and Town of Pincher Creek - 3404
24.06.01 Oldman Rose Society of Southern Alberta - Lebel Rose Garden DRAFT - 3404
24-D0035 - NOTICE of MDSA Meeting - Adjacents - 3404
Application For A Development Permit - 3404
Plans - 3404

Site Plan - 3404

CONCLUSION/SUMMARY:
Administration supports the approval of Development Permit 24-D0035 being presented to the Municipal Development and Subdivision Authority for consideration in addition to the updated agreement between the Town of Pincher Creek and the Oldman Rose Society of Southern Alberta.

Signatures:
Department Head: Lisa Goss

CAO: Konrad Dunbar

THIS AGREEMENT made this 3rd day of September, A.D., 2021

BETWEEN

THE TOWN OF PINCHER CREEK
In the Province of Alberta
(Hereinafter referred to as the "Town")

-and-

OLDMAN ROSE SOCIETY OF SOUTHERN ALBERTA
(Hereinafter referred to as the "Rose Society")

OF THE FIRST PART

-and-

PINCHER CREEK ALLIED ARTS COUNCIL
(Hereinafter referred to as the "Allied Arts Council")

OF THE SECOND PART

WHEREAS the Town has leased Lots 235-238, Plan 460 B, Lebel Mansion and grounds to the Allied Arts Council.

AND WHEREAS the Rose Society would like to develop a Heritage Rose Garden on the Lebel Mansion grounds.

AND WHEREAS the Town and the Allied Arts Council are in agreement with the development of the Rose Garden as per Schedule A.

THEREFORE WITNESS THAT the above parties wish to enter into an agreement to allow for the development and maintenance of the Rose Gardens according to the following terms and conditions:

1. That the terms and conditions of this agreement shall be in effect upon signing and continue thereafter for a term of five (5) years.
2. This Agreement may be amended by any party giving notice on or before May 1 of any year.
3. That the Town of Pincher Creek may terminate the agreement with ninety (90) days notice to the Allied Arts Council and the Rose Society, should they decide to develop or sell the property.
4. That the development of the Rose Garden and any damages to the property be at the expense of the Rose Society.
5. That the design of the Rose Garden allow for barrier free access.
6. That the Rose Society shall be responsible for the pruning, fertilizing and watering of the Rose Garden.

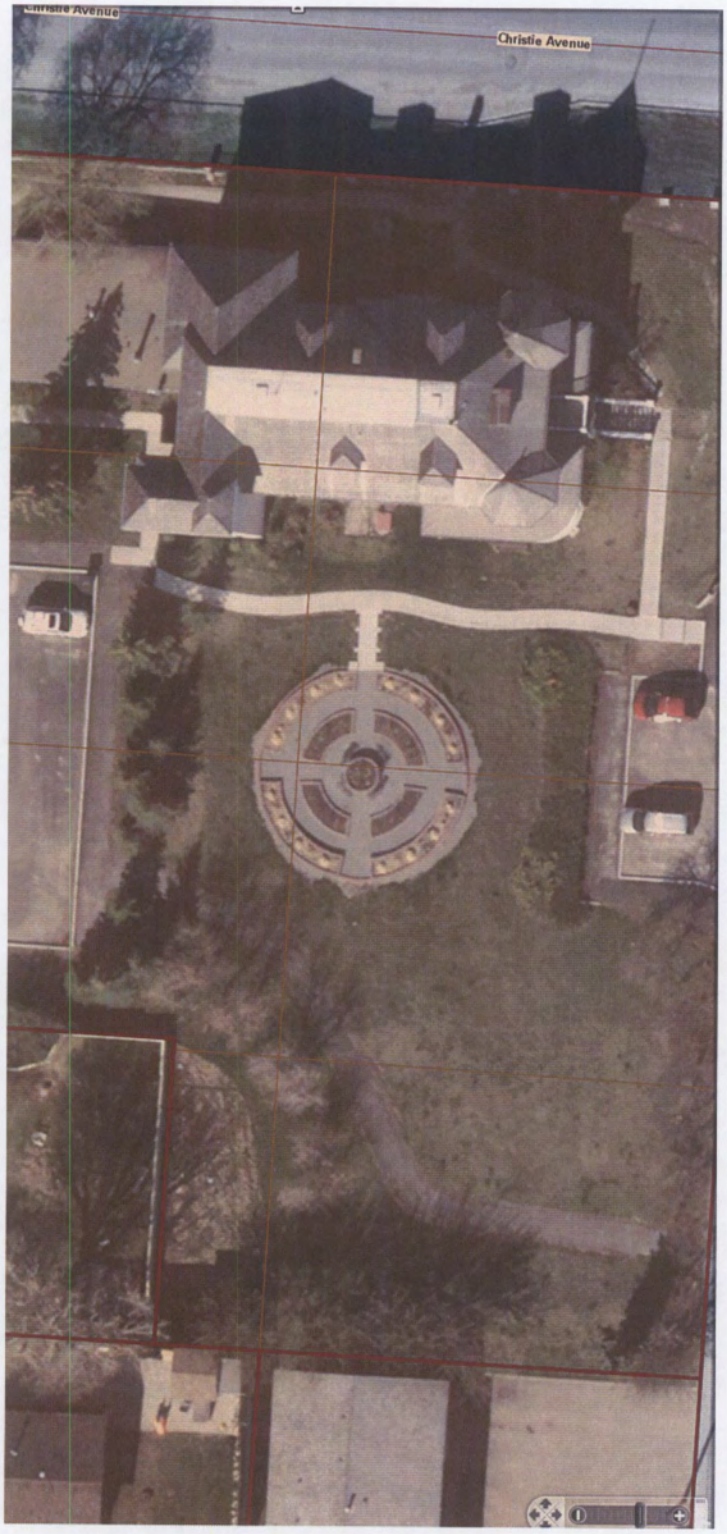
7. That the Allied Arts Council shall ensure a supply of water is provided from the Lebel Mansion to the Rose Garden.
8. That the Allied Arts Council and Rose Society will be responsible for the maintenance and repair of the irrigation and for the start-up and shutdown of the system.
9. Should any roses or plants in the garden become vandalized, unsightly or diseased that they will be removed by the Rose Society without compensation from the Town.
10. Any improvement of the Rose Garden that is not properly maintained or becomes unsafe in the opinion of the Town Director of Operations shall be removed by the Director or designate after the Rose Society has been notified of the concern and without compensation to the Rose Society.
11. That the Rose Society shall be responsible to carry their own insurance for any improvement of the Rose Garden that they deem necessary. They agree to save harmless the Town and the Allied Arts Council for any damages, costs, claims suits or actions which the Rose Society may be liable for as a result of the occupation or use of the property or any building or structure.

SIGNED, SEALED AND DELIVERED IN THE PRESENCE OF:

_____ Date: Oct. 5. 2021
Town of Pincher Creek

_____ Date: Sept. 29. 2021
Pincher Creek Allied Arts Council

K. A. Weir Date: Sept 29. 2021
Oldman Rose Society of Southern Alberta


Christie Avenue

THIS AGREEMENT made this 1st day of June, A.D., 2024

BETWEEN

THE TOWN OF PINCHER CREEK
In the Province of Alberta
(Hereinafter referred to as the "Town")

-and-

OLDMAN ROSE SOCIETY OF SOUTHERN ALBERTA
(Hereinafter referred to as the "Rose Society")

WHEREAS the Town is the owner of the land hereinafter set out and described as Lots 231-238, Plan 460B, Lebel Mansion, 696 Kettles Street.

AND WHEREAS the Rose Society has developed a Heritage Rose Garden and connecting walkway on the Lebel Mansion grounds described as portions of Lots 233-236, Plan 460B as shown in Schedule A.

THEREFORE WITNESS THAT the above parties wish to enter into an agreement to allow for the development and maintenance of the Rose Garden according to the following terms and conditions;

1. That the terms and conditions of this agreement shall be in effect upon signing and continue thereafter for a term of five (5) years ending on May 31, 2029.
2. This Agreement may be amended by any party giving notice on or before May 1 of any year.
3. That the Town of Pincher Creek may terminate the agreement with ninety (90) days notice to the Rose Society, should they decide to develop or sell the property.
4. That the development of the Rose Garden and any damages to the property be at the expense of the Rose Society.
5. That the design of the Rose Garden allow for barrier free access and remain wheelchair accessible.
6. That the Rose Society shall be responsible for the pruning, fertilizing and watering of the Rose Garden.
7. That the Town shall ensure a supply of water is provided from the Lebel Mansion to the Rose Garden.
8. That the Rose Society will be responsible for the maintenance and repair of the irrigation and for the start-up and shutdown of the system.
9. That the Rose Society will be responsible for the maintenance and repair of any fencing installed by the Rose Society including but not limited to weeding and trimming of grass in and around the fenced area.

10. Should any roses or plants in the garden become vandalized, unsightly or diseased that they will be removed by the Rose Society without compensation from the Town.
11. Any improvement of the Rose Garden that is not properly maintained or becomes unsafe in the opinion of the Town Director of Operations shall be removed by the Director or designate after the Rose Society has been notified of the concern and without compensation to the Rose Society.
12. That the Rose Society shall be responsible to carry their own insurance for any improvement of the Rose Garden that they deem necessary. They agree to save harmless the Town for any damages, costs, claims suits or actions which the Rose Society may be liable for as a result of the occupation or use of the property or any building or structure.
13. That the remaining parcel remains as a public open space.

SIGNED, SEALED AND DELIVERED IN THE PRESENCE OF:

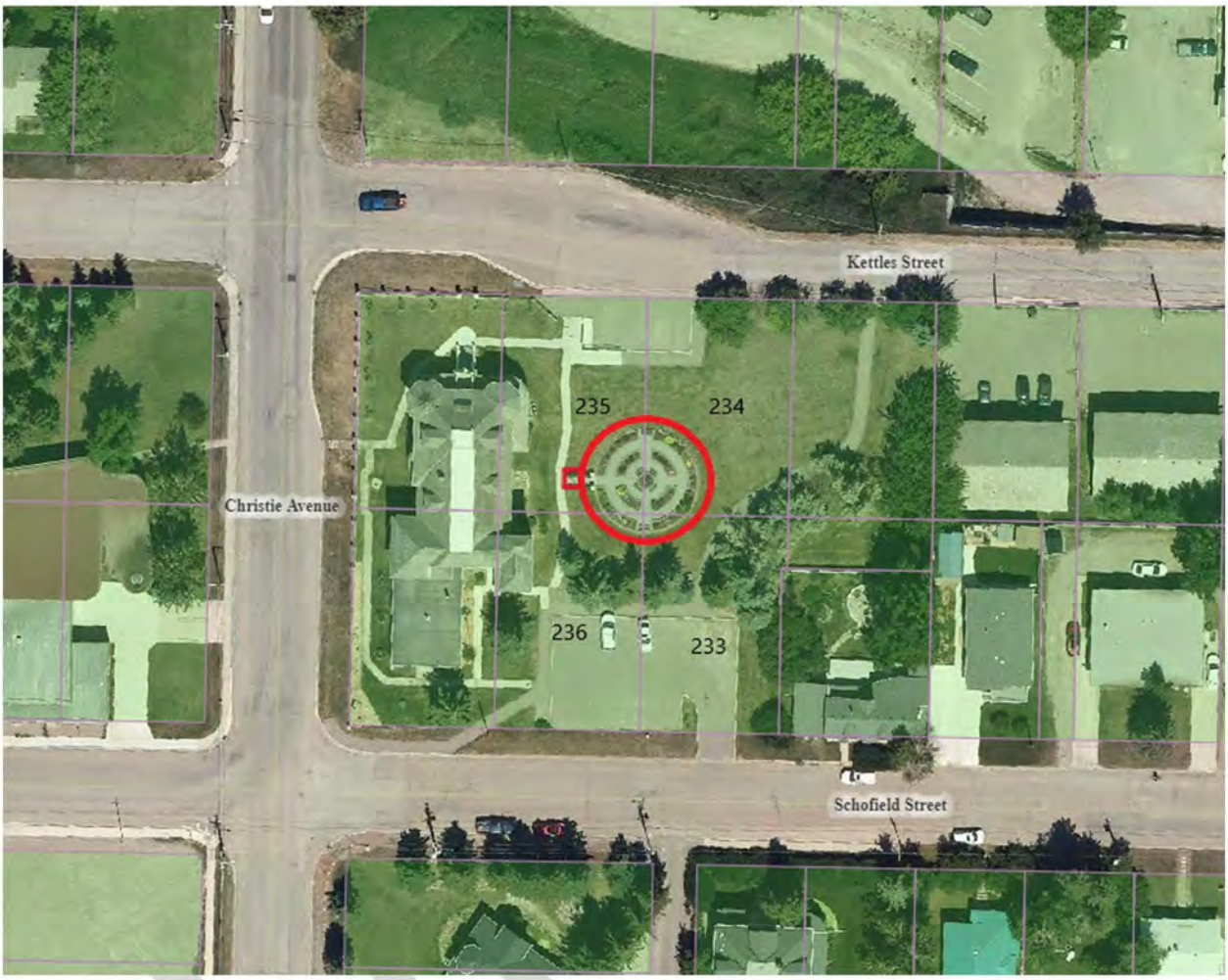
_____ **Date:** _____

Town of Pincher Creek

_____ **Date:** _____

Oldman Rose Society of Southern Alberta

Schedule 'A'



Lots 233-236, Plan 460B, Lebel Mansion, 696 Kettles Street

This agreement shall only be for the portions of the described lands where the Rose Garden has been developed as outlined in red.

Town of Pincher Creek

NOTICE OF
MUNICIPAL DEVELOPMENT AND SUBDIVISION AUTHORITY
962 St. John Avenue (Town Office)
VIRTUAL MEETING
APPLICATION # 24-D0035

Notice is hereby given that an application has been made for a development permit with regards to the following:

TYPE OF DEVELOPMENT:
Application for a Development Permit: Six foot fence located around the rose garden

LEGAL LAND DESCRIPTION OF SITE: Plan 460B Lots 231-238
696 Kettles Street
Pincher Creek, Alberta

LAND USE DISTRICT: Public & Institutional – P1

PLACE OF MEETING: 962 St. John Avenue (Town Office)
Virtual Via Teams: https://ow.ly/9h0Y50R6H94

DATE AND TIME OF MEETING: May 15 @ 10:00am

If you lease or rent your property to another person, it is recommended that you share this notice with them.

Any person(s) affected by the proposed development have the right to submit a written brief prior to the meeting and/or to be present and be heard at the meeting.

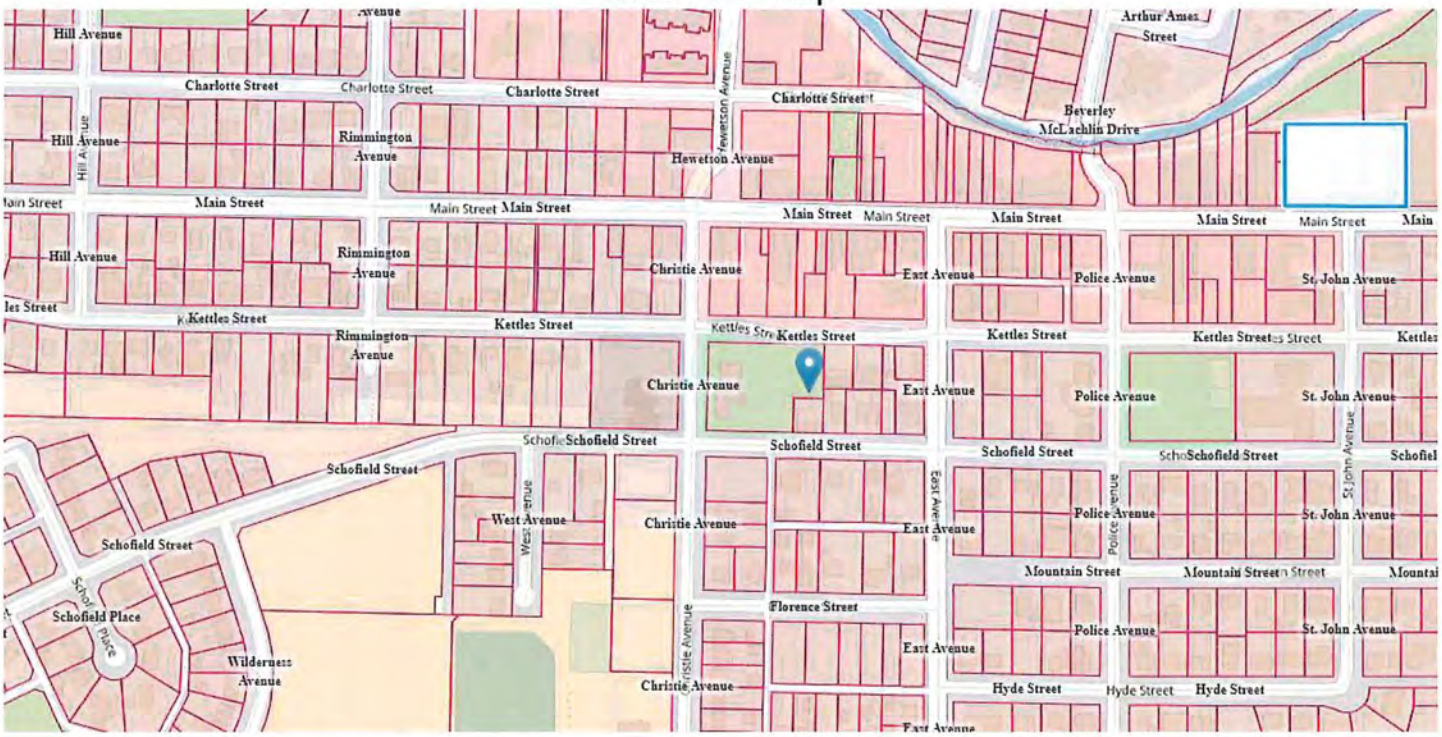
Persons requesting to be heard at the meeting shall submit a written request to be heard to the Town of Pincher Creek not later than 8:00 a.m. Wednesday May 15, 2024.

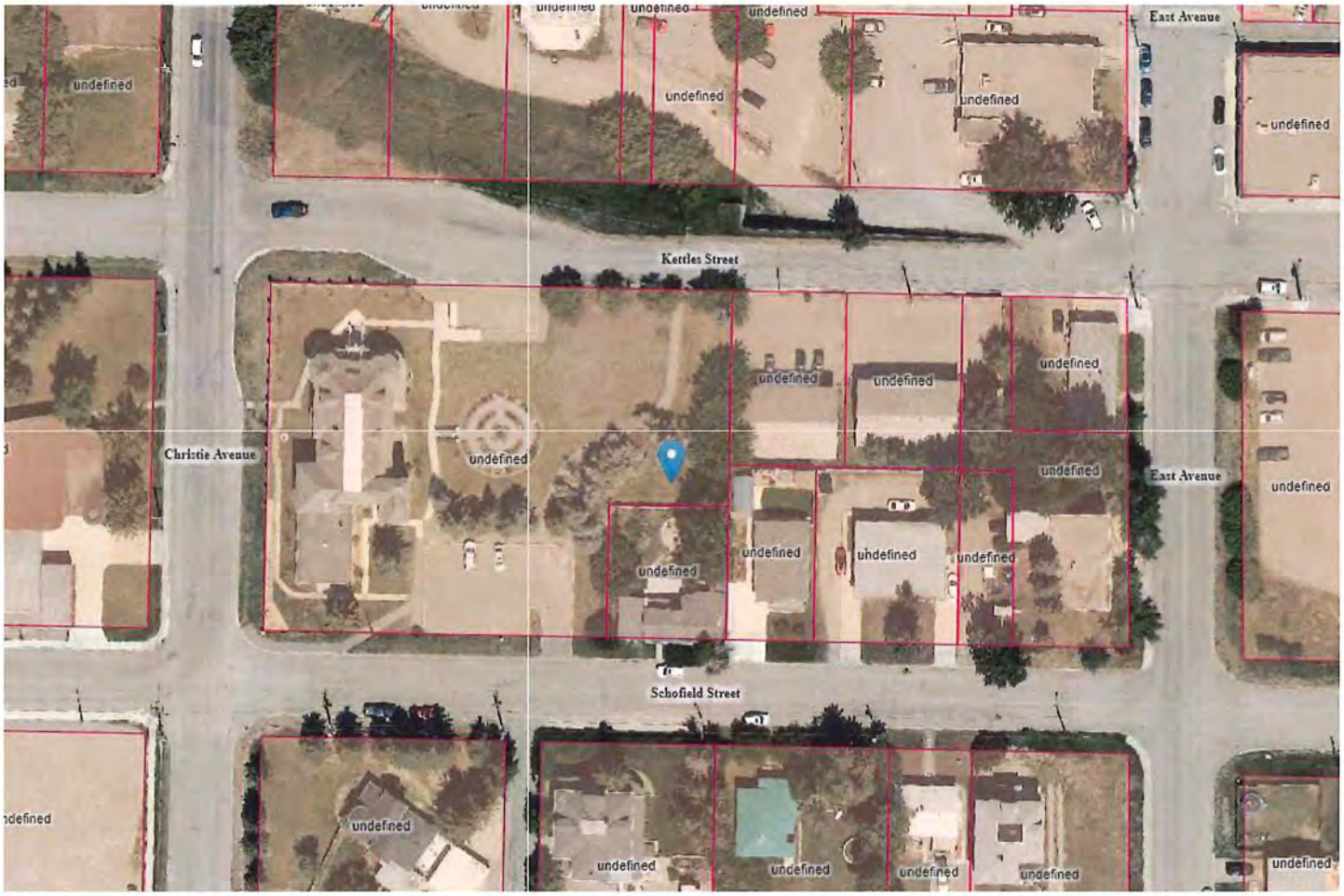
Any person(s) has 21 days from the date of the meeting to appeal the decision rendered at the MDSA meeting. Appeals must be submitted in writing with the applicable $300 appeal fee.

Date: May 1, 2024

Signed: _____
Designated Officer

DP 24-D0035
696 Kettles Street
Location Map





SCHEDULE 11
Form A

TOWN OF PINCHER CREEK
Box 159, 962 St. John Avenue, Pincher Creek, AB T0K 1W0
403-627-3156 fax: 403-627-4784 e-mail: reception@pinchercreek.ca

APR 26 2024
Town of Pincher Creek

APPLICATION FOR A DEVELOPMENT PERMIT

APPLICATION NO. 24-D0035

APPLICANT:
NAME: Jan Frith/Oldman Rose Society of Southern Alberta. PHONE: 403-627-2065
ADDRESS: Box 460 Twin Butte, AB T0K 2S0
~~Jan~~ janmfrith@gmail.com

OWNER OF LAND (if different from applicant):
NAME: Town of Pincher Creek PHONE:
ADDRESS: 962 St. John Ave.

PROPERTY TO BE DEVELOPED:
CIVIC ADDRESS: 696 Kettles St.
LEGAL FILE #: Roll # 0181700
LEGAL DESCRIPTION: Lot(s) 231-238. Block — Plan 460B
Quarter — Section — Township — Range — West of — Meridian
LAND USE DISTRICT: Public • Institutional P1 EXISTING LAND USE: Public park or recreational use

DETAILS OF DEVELOPMENT:
PROPOSED USE: Six foot fence. w/ four foot gate.
OFF-STREET PARKING SPACES: Number — (Refer to plan for LOCATION)

MAIN BUILDING:
SETBACKS: Front Rear Side Side
HEIGHT: FLOOR AREA: PERCENT OF LOT OCCUPIED:

ACCESSORY BUILDING:
SETBACKS: Front Rear Side Side
HEIGHT: FLOOR AREA: PERCENT OF LOT OCCUPIED:

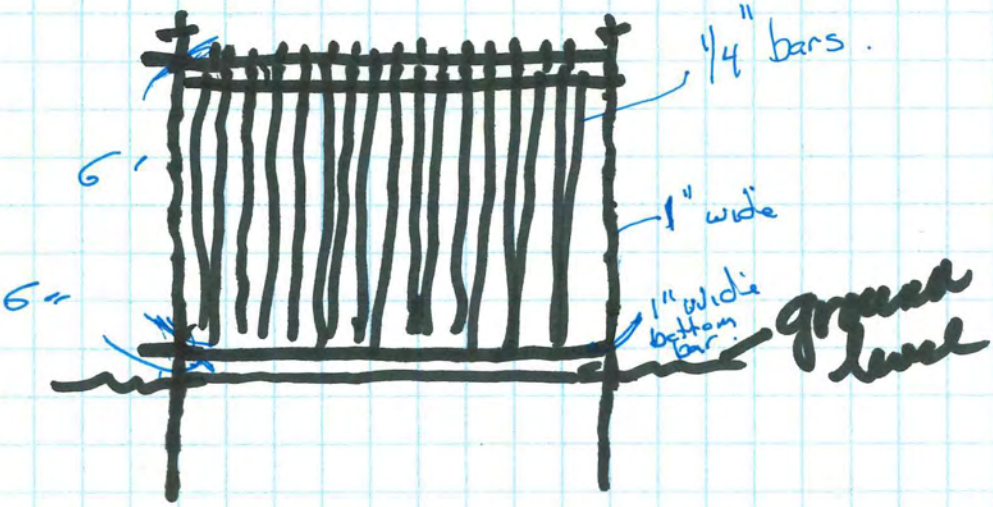
PERMIT FEE: RECEIPT NO. RECEIVED BY:
PLANS ATTACHED: ☐ Yes ☐ No ESTIMATED VALUE OF CONSTRUCTION ($):
ESTIMATED COMMENCEMENT: ESTIMATED COMPLETION:

IMPORTANT: I have read and understand the terms noted on the reverse side of this form and hereby apply for permission to carry out the development described above and/or on the attached plans and specifications. I further certify that the owner of the land described above is aware of this application.

Date: May 1/24 **Signature of APPLICANT:** Jan M Frith

Date: **Signature of REGISTERED OWNER:**

TERMS: See Reverse



fence will be 3' from ground brick work.

sidewalk.


spring loaded
gate 4' wide
undefined
undefined
Kettles Street

AGENDA ITEM NO: 7.1

Town of Pincher Creek

REQUEST FOR DECISION

Council or Committee of the Whole

SUBJECT: Bylaw 1473-24 Appointing the Chief Administrative Officer	
PRESENTED BY: Lisa Goss, Legislative Service Manager	**DATE OF MEETING:** 5/13/2024

PURPOSE:

For Council to consider the Repeal Obsolete and Redundant Bylaw Appointing the Chief Administrative Officer 1473-24A.

RECOMMENDATION:

That Council for the Town of Pincher Creek That Council for the Town of Pincher Creek give the Repeal Obsolete and Redundant Bylaw Appointing the Chief Administrative Officer 1473-24A first reading.

That Council for the Town of Pincher Creek give the Repeal Obsolete and Redundant Bylaw Appointing the Chief Administrative Officer 1473-24A second reading.

That Council for the Town of Pincher Creek agree unanimously to present the Repeal Obsolete and Redundant Bylaw Appointing the Chief Administrative Officer 1473-24A for third reading at the May 13, 2024 regular meeting of Council.

That Council for the Town of Pincher Creek give the Repeal Obsolete and Redundant Bylaw Appointing the Chief Administrative Officer 1473-24A third and final reading.

BACKGROUND/HISTORY:

Bylaw 1473-17 Appointing the Chief Administrative Officer was adopted on September 11, 2017.

Effective February 1, 2023 Bylaw 1473-23 Appointing the Chief Administrative Officer was adopted.

At the December 19, 2023 Special meeting, Council resolved that Doug Henderson be appointed as the Acting Chief Administrative Officer effective December 19, 2023, with all the powers, duties, and responsibilities of the Chief Administrative Officer. Effective December 19, 2023 Bylaw 1473-24 Appointing the Chief Administrative Officer was adopted. Third reading was given at the January 22, 2024.

Section 191 of the Municipal Government Act states that the amendment or repeal of a bylaw must be made in the same way as the original bylaw.

At the April 17, 2024 Special meeting, Council appointed Konrad Dunbar as CAO of the Town of Pincher Creek as of April 22, 2024 (Resolution 24-184)

ALTERNATIVES:
That Council for the Town of Pincher Creek give all three readings to Appointing the Chief Administrative Officer Bylaw 1473-24A

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:
In 2017, 2023 and 2024 the Chief Administrative Officer was appointed by bylaw. Section 205(1) of the Municipal Government Act states that a council must establish by bylaw a position of chief administrative officer (Chief Administrative Officer Bylaw 1573-22). Section 205(2) of the Act states that council must appoint one or more persons to carry out the powers, duties and functions of the position of chief administrative officer. This appointment could be made by resolution of council as opposed to a bylaw.

FINANCIAL IMPLICATIONS:
None at this time.

PUBLIC RELATIONS IMPLICATIONS:
The public has already been informed of the CAO appointment via press release.

ATTACHMENTS:
1473-24 Appointing the Chief Administrative Officer_final_signed - 3405
Option 1 - 1473-24A Repeal Obsolete and Redundant Bylaw Appointing the Chief Administrative Officer - 3405
Option 2 - 1473-24A Appointing the Chief Administrative Officer - 3405
Pages from Municipal Goverment Act - Current as of 2023, December 7 - 3405
The Town of Pincher Creek Chief Administrative Officer Bylaw (1573-22) - 3405

CONCLUSION/SUMMARY:
Administration supports the repeal of Bylaw 1473-24 and future appointments of the CAO as resolutions in accordance with section 205(2) of the MGA.

Signatures:
Department Head: Lisa Goss

CAO: Konrad Dunbar

BYLAW # 1473 - 24
of the
TOWN OF PINCHER CREEK

A Bylaw of the Town of Pincher Creek, in the Province Of Alberta, for the purpose of Appointing the Chief Administrative Officer

Whereas, Pursuant to Section 205 (1) (2) of the Municipal Government Act, R.S.A. 2000, Chapter M.26 and amendments thereto, Council must appoint a Chief Administrative Officer,

And Whereas, the Council for the Town of Pincher Creek appoints Doug Henderson as the Interim Chief Administraive Officer for the Town of Pincher Creek.

Now Therefore, the Council of the Town of Pincher Creek hereby enacts as follows:

1. That Bylaw # 1473 – 23 is hereby repealed effective December 19, 2023.
2. That this bylaw comes into force and effect upon final reading.

READ A FIRST TIME THIS 22nd DAY OF JANUARY, 2024.

READ A SECOND TIME THIS 22nd DAY OF JANUARY, 2024.

READ A THIRD TIME THIS 22nd DAY OF JANUARY, 2024.

Mayor Don Anderberg

CAO, Doug Henderson

BYLAW # 1473 – 24A
of the
TOWN OF PINCHER CREEK

A Bylaw of the Town of Pincher Creek, in the Province Of Alberta, for the purpose of Repealing an Obsolete and Redundant Bylaw Appointing the Chief Administrative Officer

Whereas, Council recognizes that the original mandate of Appointing the Chief Administrative Officer Bylaw 1473-24 has been fulfilled.

And Whereas, Section 63(1) and (2)(a) of the Municipal Government Act states that a council may by bylaw, omit and provide for the repeal of a bylaw or a provision of a bylaw that is inoperative, obsolete, expired, spent or otherwise ineffective.

Now Therefore, the Council of the Town of Pincher Creek hereby enacts as follows:

1. That Bylaw # 1473 – 24 is hereby repealed effective April 22, 2024.
2. That this bylaw comes into force and effect upon final reading.

READ A FIRST TIME THIS 13th DAY OF MAY, 2024.

READ A SECOND TIME THIS 13th DAY OF MAY, 2024.

READ A THIRD TIME THIS 13th DAY OF MAY, 2024.

_____
Mayor Don Anderberg

_____
CAO, Konrad Dunbar

BYLAW # 1473 – 24A
of the
TOWN OF PINCHER CREEK

A Bylaw of the Town of Pincher Creek, in the Province Of Alberta, for the purpose of Appointing the Chief Administrative Officer

Whereas, Pursuant to Section 205(2) of the Municipal Government Act, R.S.A. 2000, Chapter M.26 and amendments thereto, Council must appoint one or more persons to carry out the powers, duties and functions of the position of Chief Administrative Officer,

And Whereas, the Council for the Town of Pincher Creek appoints Konrad Dunbar as the Chief Administrative Officer for the Town of Pincher Creek.

Now Therefore, the Council of the Town of Pincher Creek hereby enacts as follows:

1. That Bylaw # 1473 – 23 is hereby repealed effective April 22, 2024.
2. That this bylaw comes into force and effect upon final reading.

READ A FIRST TIME THIS 13th DAY OF MAY, 2024.

READ A SECOND TIME THIS 13th DAY OF MAY, 2024.

READ A THIRD TIME THIS 13th DAY OF MAY, 2024.

_____
Mayor Don Anderberg

_____
CAO, Konrad Dunbar

(b) is defeated on second or third reading.

1994 cM-26.1 s188

Passing of bylaw

189 A bylaw is passed when it receives third reading and it is signed in accordance with section 213.

1994 cM-26.1 s189

Coming into force

190(1) A bylaw comes into force at the beginning of the day that it is passed unless otherwise provided in this or any other enactment or in the bylaw.

(2) If this or any other enactment requires a bylaw to be approved, the bylaw does not come into force until the approval is given.

(3) No bylaw may come into force on a day before it is passed unless the enactment authorizing the passing of the bylaw specifically allows for the bylaw to come into force on a day before it is passed.

1994 cM-26.1 s190

Amendment and repeal

191(1) The power to pass a bylaw under this or any other enactment includes a power to amend or repeal the bylaw.

(2) The amendment or repeal must be made in the same way as the original bylaw and is subject to the same consents or conditions or advertising requirements that apply to the passing of the original bylaw, unless this or any other enactment provides otherwise.

(3) Subsection (2) does not apply to a revision or repeal under section 63.

RSA 2000 cM-26 s191;2017 c13 s1(16)

Meetings

Organizational meetings

192(1) Except in a summer village, a council must hold an organizational meeting annually not later than 14 days after the 3rd Monday in October.

(2) The council of a summer village must hold an organizational meeting annually not later than August 31.

RSA 2000 cM-26 s192;2023 c9 s19(5)

Regular council meetings

193(1) A council may decide at a council meeting at which all the councillors are present to hold regularly scheduled council meetings on specified dates, times and places.

(3) The council when delegating a matter to a council committee, the chief administrative officer or a designated officer may authorize the committee or officer to further delegate the matter.

RSA 2000 cM-26 s203;2019 c22 s10(6)

Municipal office

204 A council must name a place as its municipal office.

1994 cM-26.1 s204

Establishment of chief administrative officer

205(1) Every council must establish by bylaw a position of chief administrative officer.

(2) Every council must appoint one or more persons to carry out the powers, duties and functions of the position of chief administrative officer.

(3) If more than one person is appointed, the council must by bylaw determine how the powers, duties and functions of the position of chief administrative officer are to be carried out.

(4) Council may give the position of chief administrative officer any title the council considers appropriate.

(5) Council must ensure that the chief administrative officer appropriately performs the duties and functions and exercises the powers assigned to the chief administrative officer by this or any other enactment or by council.

RSA 2000 cM-26 s205;2015 c8 s21

Performance evaluation

205.1 A council must provide the chief administrative officer with an annual written performance evaluation of the results the chief administrative officer has achieved with respect to fulfilling the chief administrative officer's responsibilities under section 207.

1998 c24 s9

Appointment, suspension and revocation

206(1) The appointment of a person to the position of chief administrative officer may be made, suspended or revoked only if the majority of the whole council vote to do so.

(2) The appointment of a person to the position of chief administrative officer may not be revoked or suspended unless the council notifies the officer, in accordance with subsection (3), that it is proposing to revoke or suspend the appointment and provides the officer with its reasons.

BYLAW NO. 1573-22
OF THE
TOWN OF PINCHER CREEK
IN THE PROVINCE OF ALBETA
FOR THE PURPOSE OF

Defining the Duties and Powers of the Chief Administrative Officer of the Town of Pincher Creek.

WHEREAS, the Municipal Government Act being Chapter M-26 of the Revised Statutes of Alberta, R.S.A. 2000, and Amendments thereto, a Council may, by Bylaw, delegate any or all of its executive and administrative duties to a Chief Administrative Officer:

NOW, THEREFORE, the Council of the Town of Pincher Creek, duly assembled, hereby enacts as follows:

1. This Bylaw shall be cited as "The Town of Pincher Creek Chief Administrative Officer Bylaw".

2. In this Bylaw, including this section, unless the context otherwise requires:

   a. "Act" means The Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta, R.S.A. 2000, as amended and any acts substituted therefore.

   b. "Town" means the corporation of the Town of Pincher Creek, and where the context so requires, means the land included in the boundaries of the Town.

   c. "Council" means the Mayor and Councillors of the Town of Pincher Creek.

   d. "CAO" means the Chief Administrative Officer as described in the Act, and further a person selected by Council on the basis of education, training and experience in the field of public administration.

   e. "Directors" means the principal subordinates as appointed by Council or the Chief Administrative Officer.

3. QUALIFICATIONS AND POWERS:

3.1 There shall be in and for the Town, a CAO who shall be appointed by reasons of his/her qualifications and training preferably in the field of Public Administration, by the Town Council and who shall carry out any and all of the executive and administrative duties of Council, or others as Council has power to delegate, as set out in the Act and such other executive and administrative duties as may

have prior to this Bylaw or hereafter from time to time be vested, conferred or delegated in, upon and to the CAO by Bylaw or Resolution of Council.

4. ACTING CAO:

4.1 The Council may appoint an Acting CAO, in the absence of the CAO due to illness, absence, or other incapacities. The Acting CAO shall perform all the duties of the CAO as prescribed by this Bylaw and the Act during his/her tenor.

5. INVESTIGATION OF ANY TOWN AFFAIRS:

5.1 The Town Council and the CAO have the responsibility to make all necessary investigations into the affairs of the Town for the purpose of safeguarding the individual responsibilities of either of them and to further safeguard the electorates' trust by ensuring integrity in all operations of the Town.

6. SEPARABILITY:

6.1 Except for the purpose of official inquiry, the Town Council and its members shall deal with and control the administrative service solely through the Chief Administrative Officer, and neither the Council nor any members thereof shall give orders to any of the subordinates of the CAO, either publicly or privately.

7. DUTIES OF THE CAO:

7.1 In addition to the powers and duties prescribed by the Act and the powers and duties as may from time to time be delegated to him/her by Bylaw or Resolution of Council, the CAO shall:

a. Enforce all Bylaws and Resolutions of the Town.

b. Attend all regular and special meetings of Council, and when required, attend or be represented by his/her designate at all meetings of Boards, Committees or Commissions appointed by Council.

c. Keep the Council advised on all operations of the Town and consider and make recommendations to Council on all matters affecting the security, welfare, and financial condition of the Town and such other measures as he/she may deem necessary and pertinent; keep the Council advised of the financial condition and needs of the Town; cause the Annual, Current and Capital budgets to be prepared including estimates of revenues and expenditures for the following year and in such detail as Council may prescribe.

d. Provide for the supervision of all departments of the Town.

e. Provide supervision, care, control and maintenance of all public thoroughfares, sidewalks, public buildings and/or places, owned or controlled by the Town.

f. Provide for the prosecution of all claims for damage to property owned or controlled by the Town and the judgment of all claims against the Town.

7.2 Such directorates as may be in effect at the time of the adoption of this Bylaw, and subsequent hereto, shall act in an advisory capacity to the CAO and shall be subject to the direction of the CAO as prescribed in this Bylaw or the Act.

7.3 The Annual, Current and Capital Budget documents and all funds of the Town as approved by Council, shall be managed within the restrictions laid down by this Bylaw or the Act.

7.4 No officer, employee or agent of the Town shall place any order to purchase, or make any purchase except for a purpose and in the sum authorized in the Tax Rate Bylaw or any supplementary appropriation or fund unless there are sufficient funds to cover the proposed expenditure.

8. PERSONNEL ADMINISTRATION:

8.1 Subject to the provisions of the Act and as hereafter provided, the CAO shall be solely responsible for the supervision, hiring, suspension and discharging of all employees of the Town.

8.2. The CAO shall be the Chief Administrative Officer of the Town and all Directors, Officers, employees and Agents of the Town are subject to his/her supervision to the extent allowed by this Bylaw and the Act.

8.3 All Directors, Department Heads, Employees and Agents of the Town shall be appointed or engaged for employment with the Town on the basis of qualification and merit.

8.4 The CAO shall fix all salaries of those non-union employees subject to his/her supervision and within the annual budget allocations.

8.5 The CAO shall coordinate the preparation of the Council Agenda within the terms of reference of Bylaw No. 1596-21, Council Procedural Bylaw.

8.6 The CAO may designate a Town employee, to serve as the Administrative Lead of such other Boards, Commissions, or Committees that he/she deems proper and consistent with the keeping of accurate public records.

8.7 The Director of Finance shall keep the CAO fully advised as to the financial condition of the Town on a monthly basis and more often as deemed necessary. Such reports shall include Current and Capital Budget Statements, periodic analysis of revenue and expenditure accounts, including debt service, invested funds, and all other funds of the Town. The CAO may assign such other

administrative duties to the Director of Finance as is deemed necessary and proper.

9. ADMINISTRATIVE ORGANIZATIONS:

9.1 The Town Council may, acting on the advise of the CAO, create and reorganize such administrative departments of the Town as are deemed necessary and proper to fulfill the functional obligations of the government. The CAO will retain the appointing authority over all Directors, Department Heads and Supervisors which may be added to or subtracted from the present organization as prescribed by Council Resolution.

9.2 It shall be the duty and responsibility of the CAO to submit periodic recommendations to Council concerning the administrative organizations/ and such recommendations to be submitted at not less than two year intervals from the date of passage of this Bylaw.

10. PURCHASING POLICY:

10.1 Refer to Town of Pincher Creek Policy #110-94 and Amendments thereto (Proposal, Tendering and Purchase Policy).

11. GENERAL PROVISIONS:

11.1 It is expressly implied that Council authorizes the CAO to delegate such responsibility as is herein assigned to his/her office, for the purpose of establishing an efficient and workable administrative structure. The delegation of authority shall be to Directors, Department Heads and Officials of the Town provided that it is in keeping with provisions of this Bylaw, and is not inconsistent with the Act, or any other Act of the Province of Alberta.

11.2 To the extent that it is necessary to bring to bear on a given subject several disciplines, the CAO is hereby authorized to establish such limited administrative committees as is deemed necessary to the proper and efficient administration of the Town's business. Such committee or committees may be used for coordination of daily operations as well as for the furnishing of full information of Council upon inquiry.

11.3 It is the responsibility of the CAO to be kept fully informed of the transactions of all Committees, Boards and Commissions authorized by Council and to further provide coordination with Committees outside the scope of Council legislative power but pertinent to the daily operations of the Town's business.

11.4 The CAO shall be authorized to consolidate bylaws as per section 69(1) of the M.G.A.

11.5 THAT Bylaw #1573 and all amendments are hereby repealed.

11.6 THIS Bylaw shall come into force and take effect upon the final reading.

READ A FIRST TIME THIS 12th DAY OF SEPTEMBER, 2022, A.D.

MAYOR – Don Anderberg

C.A.O. – Laurie Wilgosh

READ A SECOND TIME THIS 26th DAY OF SEPTMEBER, 2022, A.D.

MAYOR – Don Anderberg

C.A.O. – Laurie Wilgosh

READ A THIRD TIME THIS 26th DAY OF SEPTEMBER, 2022, A.D.

MAYOR – Don Anderberg

C.A.O. – Laurie Wilgosh

AGENDA ITEM NO: 8.1

Town of Pincher Creek

REQUEST FOR DECISION

Council or Committee of the Whole

SUBJECT: Clean Energy Improvement Program	
PRESENTED BY: Konrad Dunbar, Chief Administrative Officer	**DATE OF MEETING:** 5/13/2024

PURPOSE:

To present information related to the Clean Energy Improvement Program approved in Bylaw 1634-23.

RECOMMENDATION:

That Council for the Town of Pincher Creek receive the Clean Energy Improvement Program report as information.

BACKGROUND/HISTORY:

Bylaw No. 1634-23 to establish the Clean Energy Improvement Program was passed on June 26, 2023.

The Clean Energy Improvement Program allows residents to finance clean energy and resiliency upgrades on their properties through their property tax bill while providing a small incentive. The Town and MD applied to the Federation of Canadian Municipalities for funding to support this program and were awarded funding in March 2024.

The MD is the leading applicant for the FCM, and the Town is a partner organization. Each municipality will be responsible for their own portion of the Loan, amounting to the 27% of the total loan requirements, with the remaining 73% being provided by the FCM. This loan will be repaid by homeowners through their property tax bill, and the Municipality will recuperate their loan and repay FCM their portion. Alberta Municipalities will manage the program processing for the Town and MD, with staff from each respective municipality approving the projects, adding them to the tax roll, and tracking payments. The FCM has provided a grant to cover all non-loan costs for implementing the program including staff time, materials, advertising, capacity building, incentives, and auditing.

The Town and MD are in process of developing the program for launch in Spring 2024. As per the Bylaw a duly authorized officer of the municipality has authority to impose a Clean Energy Improvement Tax on a property for each project that is approved. Projects are funded through a mix of a FCM loan and municipal reserves. The FCM loan charges an annual interest rate of 2%. The Town and MD have decided to apply a 2% interest

rate and a 20-year maximum life to each project to ensure cost recovery on the interest charges while not using the CEIP program to generate revenue for the Town and MD.

ALTERNATIVES:
That Council for the Town of Pincher Creek direct Administration to draft amendments to Bylaw 1634-23 and bring back to Council.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:
This is supported by the passing of Bylaw1634-23, the QUEST baseline report, and the Climate Resiliency and Adaptation Plan.

FINANCIAL IMPLICATIONS:
The FCM grant will cover all costs to the Municipality. The Municipality will be required to use up to $53,000 out of reserves that will be passed on as a loan to homeowners and recuperated through property tax with a 2% interest rate.

PUBLIC RELATIONS IMPLICATIONS:
The public will be supported with low interest loan and small grant to improve their properties energy efficiency and climate resiliency.

ATTACHMENTS:
None at this time.

CONCLUSION/SUMMARY:
The Clean Energy Improvement Program is scheduled for launch to homeowners in Spring 2024.

Signatures:
Department Head: Konrad Dunbar

CAO: Konrad Dunbar

AGENDA ITEM NO: 8.2

Town of Pincher Creek

REQUEST FOR DECISION

Council or Committee of the Whole

SUBJECT: QUEST Net Zero Communities Accelerator Benchmark Score	
PRESENTED BY: Konrad Dunbar, Chief Administrative Officer	**DATE OF MEETING:** 5/13/2024

PURPOSE:

For Council to receive the Smart Energy Communities Benchmark score as the initial phase of the QUEST Net Zero Communities Accelerator.

RECOMMENDATION:

That Council for the Town of Pincher Creek receive the QUEST Net Zero Communities Accelerator Benchmark Score Report as information.

BACKGROUND/HISTORY:

The Town of Pincher Creek and the MD of Pincher Creek signed onto the Prairies Cohort of the QUEST net zero communities accelerator program in the summer of 2023. This program focuses more on wholistic regionally and community energy as opposed to the corporate energy work that has been done in the organization over the last 3 years. Along with 5 other municipalities throughout Alberta, the Town and MD are working with QUEST who will support us in conducting a baseline community energy analysis to identify opportunities for improvement. From these opportunities, QUEST will work with the Town and MD to develop recommendations for programs, policies, and focus areas to improve the score.

The Town and MD, along with Fortis and Apex underwent a baseline survey to understand the current state of affairs within the region with respect to Energy. The region achieved a score of 43% with highlights including:

- Empowered multi-sectoral team driving community energy goals
- Engaged community organizations
- Corporate energy and emissions work is ongoing
- Local government has taken initiative to fund corporate energy projects
- Landfill diversion programs
- Active transportation infrastructure (Walking paths)

Notable opportunities for improvement include:

- Staff training around community energy and climate resiliency

- Community energy inventory and mapping
- Financial levers for densification
- Community wide economic analysis for energy
- Public engagement on energy and land use
- Energy load management programs
- Public engagement on the relationship between energy and water

Several of these opportunities are being addressed through further work in this program. This includes a community energy inventory and energy mapping exercise. Following that, QUEST will conduct a workshop on a community energy and emissions plan to support the development of recommendations to include within future planning documents. They will also conduct an economic impact assessment, and close out with an updated benchmark to outline what our new score looks like.

This process is expected to run until March 2025, with the bulk of work coming in the summer of 2024. As the Energy Project Lead's contract is coming to an end in May 2024, there is discussion about who will take on the lead of this project or if a contractual arrangement can be implemented to continue the project through existing personnel.

ALTERNATIVES:
That Council for the Town of Pincher Creek direct administration to bring back specific items from the opportunities to pursue.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:
This report outlines the importance of programs the region is implementing such as the corporate emissions and energy reduction strategy and the Clean Energy Improvement Program to support homeowners with energy and resiliency retrofits.

This work is also supported by the recommendations coming from our climate change risk assessment and adaptation plan.

FINANCIAL IMPLICATIONS:
Budget for contracted work to complete the project expected to cost approximately $6,000.

PUBLIC RELATIONS IMPLICATIONS:
The results of these reports show a consideration for the wellbeing of our community and forethought in the development and planning process.

ATTACHMENTS:
Benchmark Final Report - Pincher Creek - 3389
QUEST_Scorecard_PINCHERCREEK - 3389

CONCLUSION/SUMMARY:
The Town and MD have several highlights when it comes to energy with room for improvements that will be addressed in upcoming reports and recommendations.

Signatures:
Department Head: Konrad Dunbar

CAO: Konrad Dunbar

SMART ENERGY COMMUNITIES BENCHMARK

PINCHER CREEK, AB

TOTAL SCORE: 43%

The Smart Energy Community Benchmarking results show your community's progress on ten key indicators. We've assessed how your municipal and utility processes, policies, programs, and projects compare to smart energy best practices across Canada. Smart Energy Communities benefit from new opportunities for local economic development, lower energy costs, a cleaner environment, and improved community resilience.

COMMUNITY CAPACITY & RESOURCES

Your Community's Score

Governance models support cross-sector leadership

60%

HIGHLIGHTS • Empowered multi-sectoral team driving community energy goals, fostering partnerships, with dedicated secretariat and focused community engagement. Strategic interdepartmental collaboration drives support for community energy, climate adaptation, and resilience initiatives within the electric and natural gas utility

OPPORTUNITIES • Cross-departmental coordination within the local government. Accountability to social equity.

Staff capacity is in place to support local energy initiatives

57%

HIGHLIGHTS • The electric utility ensures direct engagement through a dedicated liaison with the municipality and community leaders. Staff engage in over 4 yearly training sessions focused on community energy initiatives. A task force ensures local climate adaptation progress by engaging stakeholders, fostering collaboration, and ensuring accountability.

OPPORTUNITIES • Staff engaged in community energy initiatives receive training on emergency preparedness, disaster risk reduction, climate adaptation, with points awarded based on the number of yearly educational sessions attended. Succession planning for staff roles managing and supporting community energy initiatives

Information and data is available to support decision making and accountability

47%

HIGHLIGHTS • Completed comprehensive corporate energy/GHG inventory, established approved targets with clear timelines, and transparent methodology publicly available. Completed electric utility-focused energy/GHG inventory, established targets, transparent methodology, and aligned reporting initiatives with clear renewal timelines.

OPPORTUNITIES • Community energy inventory and reporting, energy mapping, energy scenario modelling.

Funding and financial mechanisms support local energy initiatives

31%

HIGHLIGHTS • Financial mechanism assessments encompass diverse ownership models and prioritize social equity for underserved populations. The local government has funded corporate energy initiatives and active transportation infrastructure through ad-hoc capital budget allocation(s). The local government funded critical infrastructure maintenance and disaster response & recovery via ad-hoc capital budget allocations and shared-cost mechanisms like grants.

OPPORTUNITIES • Financial levers for densification, incentives for energy initiatives in new buildings; retrofit program for existing single family residential building stock, MURB & commercial buildings, energy programs targeting energy poverty and low-income households, affordability requirements in energy incentive and financing programs.

Community energy planning is structured to support implementation

38%

HIGHLIGHTS • Engaged community organizations with documented participation and captured lessons learned from public engagement. Established comprehensive Public Engagement Strategy covers disaster preparedness and emergency response, mapping stakeholders, tailoring messages, and promoting community action for resilience.

OPPORTUNITIES • Community-wide economic analyses. A plan or strategy to manage community energy and climate adaptation and resilience initiatives and transition. SMART community energy initiatives. Establishment of community energy and emissions planning as an ongoing process.

SMART ENERGY COMMUNITIES BENCHMARK

PINCHER CREEK, AB

TOTAL SCORE: 43%

COMMUNITY ENERGY SYSTEMS & PROCESS

Your Community's Score

Land use planning supports energy and climate resilience objectives

19%

HIGHLIGHTS • Programs to expand and enhance green space, and mitigate urban heat island effect

OPPORTUNITIES • Public engagement and education on energy and land use. Compact, mixed use, transit-oriented development policies. Energy efficiency and performance in planning policies and processes for new developments. Embedding of local energy supply options into land-use plans, policies, tools and processes. Preservation of natural lands in land use practices. Energy infrastructure preservation and protection in land use practices. Risk mitigation in land use practices.

Energy delivery systems are optimized to improve efficiency, ensure reliability, and local energy integration

43%

HIGHLIGHTS • Electric Utility Public engagement and education on energy delivery systems. Implemented actions in natural gas asset management to address climate risks and minimize impacts. Smart grid technologies used in electricity distribution infrastructure.

OPPORTUNITIES • Electrical load management. Natural gas load management. Climate risk management in electric utility asset management and operations. Thermal grids that utilize local and renewable thermal energy resources. Equity-driven approach to shared distributed energy systems.

Water and waste management promote conservation, energy efficiency, and energy recovery

31%

HIGHLIGHTS • Implemented landfill diversion programs cover hazardous waste and recycling initiatives for paper, plastics, metals, and e-waste by local organizations.

OPPORTUNITIES • Public engagement and education on water and wastewater conservation, and its relationship with energy. Public engagement and education on waste management, and its relationship with energy. Energy recovery from waste. Water and wastewater programs. Low impact development and resilient storm water management.

Mobility and fleet planning prioritizes active transportation, public transportation, and alternative fuel use

56%

HIGHLIGHTS • The community has basic infrastructure to support active transportation: the community has basic infrastructure to support active transportation. Developed a pilot project for a green fleet vehicle initiative showcasing local government and electric utility leadership. Strategic priority assigned to alternative fuel fleet vehicles by the natural gas utility.

OPPORTUNITIES • Public engagement and education on mobility networks, evacuation routes and emergency transportation. Active transportation integrated into a Transportation Master Plan or Official Plan. Alternative energy sources of public transit systems. Anti-idling policies.

Buildings are efficient and incorporate local energy resources

39%

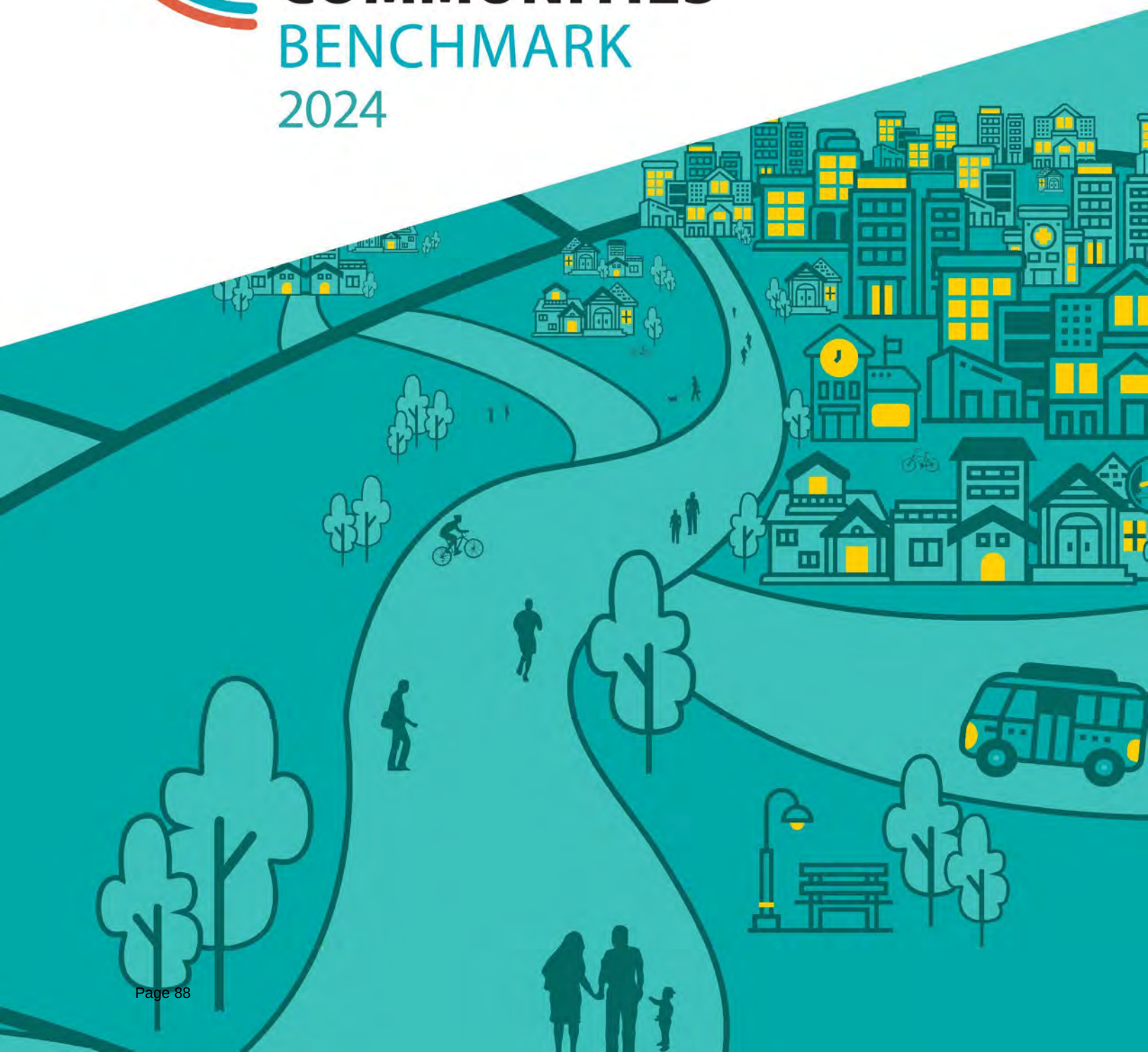
HIGHLIGHTS • Established corporate processes enhance energy efficiency in existing facilities through standards, certifications, regular recommissioning, and utilization of benchmarking and labeling systems. Private sector demonstrated energy-efficient retrofits and local renewable energy usage in owned or developed buildings within the last three years. Identified building and infrastructure risks are accompanied by action plans for mitigation, shared with stakeholders, and documented lessons learned.

OPPORTUNITIES • Public engagement and education on energy in single family residential buildings. Public engagement and education on energy in other buildings. A process is in place to procure local, renewable heat and electricity for corporate facilities. Public sector organization leadership by example in local facilities (Community). Comprehensive multifamily energy efficiency program.

QUEST

Pollution Probe

SMART ENERGY COMMUNITIES BENCHMARK 2024



PINCHER CREEK, AB

INTRODUCTION

The Town and MD of Pincher Creek are located in southeast Alberta, Canada. The region is situated immediately east of the Canadian Rockies, west of Lethbridge and south of Calgary.

This Benchmark Report was prepared by the Municipal Climate Change Action Centre for the Town and MD of Pincher Creek as part of QUEST Canada's Net-Zero Communities Accelerator (NCA) program's Prairies Cohort. The document represents the results of the completed Smart Energy Communities Benchmark measured for the region in December 2023. The Benchmark identifies local strengths and potential opportunities and will be used to track progress on energy-smart initiatives.

OBJECTIVES

The objectives of the Smart Energy Communities Benchmark are to:

1. Define the attributes (indicators) of Smart Energy Communities;
2. Determine what and how to measure the existence of these attributes in a community by developing a comprehensive scoring framework;
3. Create a tool and program that communities can use to benchmark and track their progress; and,
4. Inform activities that will be delivered as part of QUEST Canada's NCA program.

KEY RECOMMENDATIONS / GAP ANALYSIS

The following recommendations are based on the results of the Smart Energy Benchmarking Tool. These represent measures in the benchmark for which the Pincher Creek region did not score points in. As these measures are not being actioned on now, they represent new opportunities to be considered by the region, forming a Gap Analysis of community energy enablers.

Recommendations are organized into the 10 indicators that qualitatively assess the policies, processes, plans, and projects related to community energy planning and management.

GOVERNANCE INDICATOR

Governance models support cross-sector leadership.

1. Community leadership team members actively engage and execute initiatives in their respective organizations to advance SEC goals and implementation.

2. Develop a clear mandate for all pertinent departments, possibly through an Official Community Plan or Strategic Plan. Ensure that within the local government, all relevant departments establish well-defined communication processes specifically tailored for climate adaptation and resilience communication internally. This should encompass accessible resource inventories and a contact tree delineating the roles and responsibilities of key communication personnel.

3. Ensure that representative(s) from the community leadership team actively engage in events, lead, and facilitate knowledge-sharing groups involving individuals from external communities. Guarantee that representatives from the community leadership team or their respective organizations, acting on behalf of the community leadership team, have access to well-defined communication processes specifically designed for climate adaptation and resilience communication and information sharing with other communities. This should encompass an accessible inventory of resources and a contact tree outlining the roles and responsibilities of key communication personnel.

STAFF INDICATOR

Staff capacity is in place for community energy planning and management.

1. Assign and establish a dedicated single point of contact within the natural gas utility to engage directly with the municipality or other community leaders.

2. Ensure that staff involved in community energy initiatives have access to training or professional development opportunities related to emergency preparedness, disaster risk reduction, post-disaster recovery, and climate change adaptation. Facilitate accessibility for staff to develop capacity, knowledge, and skills in these areas.

3. Establish a structured program to ensure that staff engaged in community energy initiatives participate in an average of 1 to 4 educational or training sessions per staff personnel per year, focusing on various aspects of community energy, climate resilience, and adaptation initiatives.

4. Implement a comprehensive training program to ensure that staff actively engaged in community energy initiatives participate in more than 4 educational or training sessions per staff personnel per year, specifically focusing on various aspects of community energy, climate resilience, and adaptation initiatives.

5. Establish and implement a formal program or strategy designed to facilitate the seamless succession of local government staff managing community energy initiatives.

6. Develop and implement a dedicated program or strategy aimed at facilitating the succession of natural gas utility staff who support and engage with community energy initiatives.

7. Establish a dedicated task force, committee, or working group for the coordinated and systematic management of climate adaptation measures, replacing the current ad-hoc approach.

8. Establish and implement a comprehensive organizational commitment to professional development and continuous improvement of staff competencies in community energy, climate resilience, and adaptation. Support and encourage staff education or training through diverse formats like workshops, webinars, conferences, lunch and learns, and courses. Topics may cover various aspects, such as energy in buildings, building code enforcement, business models, finance, governance structures, transportation systems, district energy systems, climate resilience and adaptation, traditional ecological knowledge, energy poverty, communications, and stakeholder engagement.

DATA INDICATOR

Information and data is available to support decision making and accountability.

1. Initiate and complete a basic community energy or greenhouse gas (GHG) inventory, encompassing energy use or emissions from residential, institutional, commercial, industrial, transportation, and solid waste sectors.
2. Enhance the community inventory by incorporating a high level of detail, organizing data by building typology, transportation type, waste streams, and other relevant categories (such as agriculture, land use change, or industrial processes). Additionally, include organization by energy spending to provide a comprehensive and detailed overview
3. Establish and gain approval for a community energy or greenhouse gas (GHG) target
4. Develop and secure approval for realistic, evidence-based, and sector-specific community targets, ensuring a practical and data-driven approach rather than aspirational goals.
5. Establish and communicate a clear timeline for the renewal of the community energy or greenhouse gas inventory.
6. Ensure transparency and public accessibility of the community energy or greenhouse gas inventory by making the inventory methodology and results available through documents such as methodology documents, inventory reports, and documented lessons learned.
7. Enhance the corporate inventory and report by incorporating a high level of detail, organizing data by community boundaries or facilities, and incorporating other aspects of environmental management, such as water and waste.
8. Enhance the corporate inventory and report by incorporating a high level of detail, including organization by community boundaries or facilities, and addressing other aspects of environmental management, such as water and waste.
9. Establish corporate energy or sustainability targets for the organization.
10. Implement and maintain ongoing environmental monitoring programs within the community to effectively report on climate hazards.
11. Initiate and conduct an energy mapping exercise within the community to identify local energy priorities and opportunities.
12. Develop and complete an energy model that incorporates scenarios for both the supply and demand of energy within the community.

FINANCIALS INDICATOR

Funding and financial mechanisms support local energy objectives.

1. Execute a comprehensive and transparent evaluation of available financing mechanisms, ensuring their public accessibility for optimal utilization and strategic advantage.
2. Implement and uphold local government commitment to support corporate energy initiatives by actively utilizing financial instruments like long-term budget allocations, revolving funds, and energy performance contracts.
3. Initiate and enforce the commitment to fund active transportation infrastructure by allocating resources from the operating budget within the local government.
4. Establish and activate a community program designed to facilitate homeowners in conducting energy audits and assessing the feasibility of implementing energy efficiency retrofits for existing single-family residential units.
5. Initiate and manage a targeted action item to provide incentives for energy efficiency retrofits in existing single-family residential units.
6. Develop and implement a structured action item to establish repayment mechanisms for energy efficiency retrofits in existing single-family residential units.
7. Enact and manage multiple action items to establish and maintain a minimum of two (2) energy poverty and low-income household programs.
8. Implement and enforce action items to establish affordability covenants within energy incentives and financing programs.
9. Enforce and operationalize the local government's commitment to fund the maintenance of critical infrastructure by deploying financial instruments like long-term budget allocations, revolving funds, and other sustainable, long-term financial mechanisms.
10. Establish and execute a comprehensive action item to provide incentives for homeowners, low-income families, communities, businesses, and the public sector, encouraging investments in mitigating the climate change risks they encounter.
11. Activate and implement a dedicated action item to uphold the local government's commitment in funding disaster response and recovery, utilizing financial instruments such as long-term budget allocations, revolving funds, and other sustainable, long-term financial mechanisms.

STRATEGY INDICATOR

Community energy plans are structured to support implementation.

1. Initiate and execute a structured action item to establish a defined schedule for regular updates and conduct public engagement, education initiatives, and outreach to attract new participants.

2. Initiate a comprehensive review and action plan based on the completed economic analysis encompassing diverse community energy, climate adaptation, and resilience initiatives conducted within the last three years. Evaluate key factors such as financial feasibility, levelized unit energy cost, marginal abatement cost curve, community socio-economic benefits, and cost-benefit analysis. Develop strategic measures and recommendations to enhance the effectiveness and sustainability of these initiatives.

3. Facilitate the formal adoption of the community energy and resilience plan or strategy by the council. Coordinate necessary discussions, reviews, and approvals to expedite the implementation process. Establish a timeline for council endorsement and collaborate with relevant stakeholders to ensure seamless adoption and integration of the plan into community initiatives.

4. Develop a comprehensive action plan outlining the clearly defined benefits, advantages, and risks associated with inaction regarding community energy, climate adaptation, and resilience initiatives. Identify key stakeholders and establish a strategy for communicating and leveraging the benefits, while mitigating risks through proactive measures. Set measurable milestones and timelines to drive the effective implementation of these initiatives, ensuring the community maximizes positive outcomes and minimizes potential adverse consequences.

5. Facilitate the execution of the community energy and climate adaptation/resilience plan or strategy by clearly outlining roles, responsibilities, and actions for key community stakeholders. Develop a detailed implementation schedule specifying when each party needs to be involved and what specific tasks they are responsible for. Ensure effective communication and collaboration among stakeholders to streamline the implementation process. Establish a monitoring mechanism to track progress and address any challenges, ensuring a coordinated effort for successful execution of initiatives.

6. Initiate the formal adoption process for the comprehensive community energy and resilience plan/strategy that currently exists. Facilitate engagements with council members to present the holistic and integrated approach of the plan, emphasizing its significance in addressing community energy and climate adaptation/resilience initiatives. Develop a structured timeline for council deliberation and approval, ensuring that the plan is officially adopted and integrated into the community framework.

7. Activate and operationalize the established partnership between the community, local utility, and community-based organizations to expedite the provision of energy and climate adaptation/resilience initiatives investments. Develop a targeted implementation plan outlining specific actions, responsibilities, and timelines for delivering these initiatives to households in marginalized communities or those facing poverty. Ensure seamless collaboration among all partners to maximize the impact of the investments and address the unique needs of the identified households.

8. Incorporate a sector-specific approach into the community's energy and emissions initiatives by conducting a comprehensive analysis of climate risks and vulnerabilities unique to each sector. Develop and implement tailored strategies addressing the specific challenges identified. Establish a structured timeline for sector-specific assessments, ensuring that mitigation and adaptation measures are seamlessly integrated into the overall community plan. Regularly monitor and update these initiatives to enhance resilience and sustainability across diverse sectors.

9. Initiate the implementation phase for the identified community energy initiatives by developing a detailed action plan. Outline specific tasks, responsibilities, and timelines to ensure the efficient execution of these initiatives. Establish clear communication channels with relevant stakeholders and allocate necessary resources for successful implementation. Monitor progress regularly, and make adjustments as needed to achieve the outlined objectives within the defined time frame.

10. Establish a robust framework for the implementation and assessment of community energy initiatives by incorporating both quantitative and qualitative measures. Develop a comprehensive set of performance metrics that align with the goals and objectives of each initiative. Implement monitoring mechanisms to track progress, evaluate success against defined measures, and identify areas for improvement. Regularly analyze and report on the quantitative and qualitative data to ensure transparency and facilitate informed decision-making throughout the lifecycle of the initiatives.

11. Conduct a thorough cost analysis and financial viability assessment of the community energy initiatives to ensure their attainability. Develop a detailed financial plan that outlines the costs associated with each initiative and identifies potential funding sources. Implement strategies to enhance cost-effectiveness and explore partnerships or funding opportunities to support the initiatives. Regularly review and update the financial assessments to adapt to changing circumstances and maintain the attainability of the community energy initiatives.

12 Establish a strategic alignment plan to ensure that community energy initiatives are directly correlated with and contribute to community priorities and objectives. Conduct a comprehensive review of community goals and preferences through engagement with key stakeholders. Develop a prioritization framework that clearly outlines how each initiative aligns with community priorities. Regularly assess and adjust the alignment strategy to accommodate evolving community needs. Implement targeted communication efforts to highlight the direct connection between the energy initiatives and the overarching goals of the community.

13 Create a structured timeline framework for the implementation and completion of community energy initiatives, categorizing them into short-, medium-, and long-term goals. Develop a detailed action plan that includes specific milestones, deadlines, and responsible parties for each phase. Regularly review and update the timeline to accommodate changing circumstances or priorities. Implement project management practices to ensure adherence to the established timelines and track progress effectively. Communicate the defined timelines to relevant stakeholders to foster accountability and transparency throughout the initiative implementation process.

14 Institute a formalized schedule for the systematic review of progress on community energy initiatives. Develop a comprehensive monitoring and evaluation plan outlining key performance indicators, assessment criteria, and intervals for progress reviews. Coordinate regular meetings or reporting sessions involving relevant stakeholders to discuss achievements, challenges, and necessary adjustments. Implement a feedback loop mechanism to facilitate continuous improvement and adaptability. Ensure that the established schedule for progress reviews is communicated effectively to all stakeholders, promoting accountability and maintaining transparency in the evaluation process.

15 Establish a recurring schedule for renewing community energy initiatives and the broader energy and emissions plan/strategy. Develop a concise timeline, communicate it to stakeholders, and ensure regular reviews and updates to align with community needs and sustainability goals.

16 Establish and implement a defined schedule for systematically reviewing and renewing the community's Public Engagement Strategy on disaster preparedness (pre-event) and emergency response (post-event). Ensure proactive planning and timely updates to enhance effectiveness and responsiveness in disaster scenarios.

LAND USE INDICATOR

Land use planning supports energy and climate resilience objectives.

1. Implement an action plan to engage the public on land use-energy impacts through innovative methods, including highly creative web-based reporting, interactive open houses, advanced social media strategies, embedded videos, and interactive workshops. Employ innovative stakeholder feedback mechanisms, participate in community events, set up informational tables, and promote awareness in schools.

2. Incorporate and actively promote compact, mixed-use, and transit-oriented development principles within the community's Official Community Plan, and integrate these guidelines into Secondary Plans where applicable. Develop a strategic action plan to encourage and implement these development strategies, fostering a sustainable and transit-friendly community design.

3. Implement the community's zoning bylaw by actively identifying and designating built-up areas for intensification, specifically considering transit nodes and corridors. Zone these areas for mixed-uses, incorporating increased height and density provisions. Simultaneously, enforce protective measures in adherence to settlement area boundaries for undeveloped areas, ensuring strategic and sustainable land use practices align with the community's zoning objectives.

4. Formulate an action plan to amend and update the community's zoning bylaws, incorporating energy supply options as permitted land uses. Leverage insights from energy mapping for informed decision-making, ensuring alignment with the community's sustainable energy goals and enhancing regulatory support for diverse energy supply alternatives.

5. Enact an action plan to systematically identify and safeguard natural assets through updates to the community's zoning bylaw. Integrate preservation measures into Site Plan Control and Plans of Subdivision processes where applicable, reinforcing the community's commitment to responsible land use and environmental conservation.

6. Initiate an action plan to fortify the utility's resilience by implementing protective measures for critical energy infrastructure against disasters and climate-related hazards. Integrate robust mitigation strategies into land use practices, ensuring the safeguarding of vital energy assets and fostering climate-resilient utility operations

7. Develop and implement an action plan within the utility framework to systematically assess and address risks and vulnerabilities associated with critical energy infrastructure. Incorporate forward-looking land use practices into the planning process, aiming to enhance overall energy resilience by proactively mitigating potential future challenges and ensuring sustainable energy operations.

8. Incorporate disaster risk assessments into local development planning by aligning with the community's Land Use Plan.

9. Ensure proactive urban development by maintaining current hazard and vulnerability data, conducting regular risk assessments, and utilizing these insights as the foundation for local government planning and decision-making.

WASTE AND WATER INDICATOR

Water and waste management promotes conservation, energy efficiency, and energy recovery.

1. Implement an inclusive public engagement strategy for water and wastewater conservation, utilizing innovative methods like creative web-based reporting, interactive open houses, advanced social media, embedded videos, stakeholder feedback mechanisms, interactive workshops, community event participation, and school promotions to effectively reach and involve the public.

2. Establish and implement collaborative public engagement and educational activities, involving multiple stakeholders to ensure a comprehensive and inclusive approach.

3. Employ essential communication methods, including website updates, newsletters, print materials (brochures, fact sheets, information packages), social media updates, webinars or conference calls, and open houses to actively inform and educate the public on waste management initiatives.

4. Implement a dynamic public engagement strategy for waste management, utilizing innovative approaches such as creative web-based reporting, interactive open houses, advanced social media/networking, embedded videos, innovative stakeholder feedback mechanisms, interactive workshops, community event participation, tables, and school promotions to foster active involvement and awareness.

5. Establish and execute collaborative development and delivery of public engagement and educational activities involving multiple stakeholders, fostering a comprehensive and inclusive approach.

6. Initiate and implement the production of electrical, thermal, or chemical energy products from landfill waste materials through methods like incineration, gasification, and depolymerization.

7. Implement a proactive strategy for producing electrical, thermal, or chemical energy products from organic waste materials, employing methods like incineration, gasification, depolymerization, anaerobic digestion, pyrolysis, and fermentation to optimize resource utilization and environmental sustainability.

8. Initiate and implement the production of electrical, thermal, or chemical energy products from wastewater materials through methods like gasification, anaerobic digestion, and fermentation, enhancing resource recovery and sustainable energy practices.

9. Establish and actively execute a community program to promote the reuse of potable or non-potable water, fostering sustainable water practices and resource conservation.

10. Integrate and report data systematically into the community energy and emissions planning process, ensuring a seamless and comprehensive approach to sustainable energy management.

11. Implement and actively manage stormwater programs designed to reduce peak flow within the community, utilizing strategies such as stormwater retention ponds and tanks, bioswales, rain gardens, and permeable pavement for sustainable water management.

12. Incorporate future climate risks into the planning and implementation of stormwater management initiatives, ensuring a proactive and resilient approach to sustainable water management.

13. Integrate and actively report data into the community energy and emissions planning process, fostering a cohesive and transparent approach to sustainable energy management.

TRANSPORTATION INDICATOR

Mobility and fleet planning prioritizes active transportation, public transportation, and alternative fuel use.

1. Implement a dynamic public engagement strategy for mobility networks and emergency transportation initiatives, utilizing innovative methods such as creative web-based reporting, interactive open houses, advanced social media and networking, embedded videos, innovative stakeholder feedback mechanisms, interactive workshops, community event participation, tables, and school promotions to actively involve and inform the public.

2. Collaboratively develop and deliver public engagement and educational activities, involving multiple stakeholders to ensure a comprehensive and inclusive approach to community involvement.

3. Incorporate active transportation into the transportation master plan or official plan, or establish a dedicated active transportation master plan to prioritize and promote sustainable mobility within the community.

4. Initiate the mapping of the community's active transportation network and its integration with other mobility options, fostering a comprehensive understanding to enhance sustainable transportation planning and connectivity.

5. Implement alternative car-transportation programs within the community, such as car sharing initiatives, carpooling programs, and ride-sharing programs, with the aim of reducing single-occupancy vehicle travel and promoting sustainable transportation options.

6. Establish and maintain accessible public transit options within the community, including a robust bus system, to enhance sustainable and efficient transportation for residents.

7. Enforce a corporate policy or implement a dedicated program to actively discourage idling through the adoption of alternatives such as block heaters or solar heating, contributing to environmental conservation and sustainable energy practices.

8. Enforce a community-wide policy or implement a dedicated program promoting alternatives to idling, such as the use of block heaters or solar heating, to actively contribute to environmental sustainability and reduce unnecessary vehicle emissions.

9. Implement robust support for transportation demand management and alternative fuel vehicles across all public sector organizations, including provisions such as bike racks, public tire pumps, showers, transit subsidies, carpooling initiatives, flexible work and study scheduling, and EV charging stations for employees, students, and public use.

10. Adopt and actively implement a green procurement policy specifically for the fleet, ensuring sustainable and environmentally conscious practices in the acquisition and management of vehicles.

11. Elevate alternative fuel fleet vehicles to a strategic priority, emphasizing their importance in the community's transportation initiatives and committing to their active integration for a more sustainable and environmentally friendly vehicle fleet.

BUILDINGS INDICATOR

Buildings are efficient and incorporate local energy options.

1. Implement innovative public engagement methods for single-family home energy use, including creative web-based reporting, interactive open houses, advanced social media/networking, embedded videos, stakeholder feedback mechanisms, interactive workshops, community event participation, tables, and school promotions to actively involve and educate the public on energy efficiency.

2. Incorporate information and strategies on building household-level resilience, emergency management practices, and relevant climate adaptation strategies into public engagement and educational activities, ensuring a comprehensive approach to enhancing community preparedness.

3. Implement innovative public engagement methods for multi-unit residential, commercial, or other building energy use, incorporating creative web-based reporting, interactive open houses, advanced social media and networking, embedded videos, innovative stakeholder feedback mechanisms, interactive workshops, community event participation, tables, and school promotions to
4. actively involve and educate the public on sustainable energy practices.

   Incorporate information and strategies on building local resilience, emergency management practices, and climate adaptation into public engagement and educational activities, ensuring relevant and actionable insights for building occupants and users.

5. Establish and actively implement a procurement process dedicated to sourcing local, renewable heat, and electricity for corporate facilities, demonstrating a commitment to sustainable energy practices.

6. Implement and enforce a benchmarking, labeling, and disclosure system for all owned facilities within the electric utility, ensuring transparency and accountability in energy efficiency practices.

7. Establish and actively implement a benchmarking, labeling, and disclosure system for all owned facilities within the natural gas utility, promoting transparency and accountability in energy efficiency practices.

8. Demonstrate commitment to energy efficiency by conducting retrofits, including certifying previously uncertified buildings, within at least one public sector organization in the past three years, showcasing a proactive approach to sustainable building practices.

9. Showcase commitment to sustainability by demonstrating high performance in at least one public sector organization building constructed within the past ten years, exemplifying a proactive approach to energy-efficient and environmentally conscious new construction practices.

10. Actively demonstrate commitment to sustainability by incorporating the use of local, renewable heat, and electricity within at least one public sector organization in the past three years, showcasing a tangible step toward environmentally conscious energy practices.

11. Take proactive steps in showcasing commitment to transparency and energy efficiency by implementing benchmarking and public disclosure of building performance in at least one public sector organization, demonstrating a commitment to accountable and sustainable practices.

12 Demonstrate commitment to energy resilience by implementing backup energy generation solutions in at least one public sector organization building constructed in the past five years, ensuring a proactive approach to reliable and sustainable energy practices.

13 Showcase commitment to sustainable development by demonstrating high performance in at least one private sector developer building constructed within the past ten years, exemplifying a proactive approach to energy-efficient and environmentally conscious new construction practices.

14 Exemplify commitment to transparency and energy efficiency by implementing benchmarking and public disclosure of building performance within at least one private sector building owner and operator, showcasing a dedication to accountable and sustainable practices in the industry.

15 Conduct a comprehensive assessment of building performance standards for affordable housing, establishing supportive mechanisms for compliance such as granting exemptions for delayed compliance, setting standards based on the median ENERGY STAR score for various property types, creating multiple compliance pathways, implementing fines based on progress in energy use

16 reduction, offering technical assistance, and providing financial support to building owners.

Demonstrate commitment to energy resilience by implementing backup energy generation solutions within at least one private sector building owned and operated in the past five years, ensuring a proactive approach to reliable and sustainable energy practices.

17 Implement a comprehensive energy efficiency program encompassing measures such as insulation and air sealing of the building envelope, upgrades to hot water and HVAC equipment and systems, improved building controls, and enhanced lighting efficiency in common areas and individual units. This proactive initiative ensures a holistic approach to sustainable energy practices within the community

18 or organization.

Take decisive action to address identified risks, proactively working to avoid or mitigate potential impacts, ensuring a resilient and proactive approach to risk management.

BENCHMARK SCORES

Final scores for all measures in all indicators are shared here.

GOVERNANCE

COMMUNITY SCORE: 10.5/17.5 (60%)

1.1.1. A COMMUNITY ENERGY LEADERSHIP TEAM TO CO-GOVERN COMMUNITY ENERGY INITIATIVES

Scoring: Checklist

A multi-sectoral entity of community leaders (community leadership team) is formed around a common agenda to promote and facilitate community energy goals and implementation, and foster partnerships.	[1 point]	✓
The community leadership team members actively participate, and implement actions within their own organizations to promote SEC goals and implementation.	[1 point]	
Regular meetings between the leadership team occur.	[0.5 point]	✓
An organization or individual acts as secretariat for the leadership team. Those in secretarial roles may not be the same ones in charge of community engagement. Therefore, if that is the case, 0.5 point for the leadership team and 0.5 point for leading the community engagement.	[0.5 point]	✓
An organization or individual leads and coordinates community engagement. Note: those in secretarial roles may not be the same ones in charge of community engagement. Therefore, if that is the case, 0.5 point for the leadership team and 0.5 point for leading the community engagement.	[0.5 point]	✓

Notes: Interview

1.1.2A. CROSS-DEPARTMENTAL COORDINATION WITHIN THE LOCAL GOVERNMENT

Scoring: Checklist

Regular meetings occur, with relevant departments, within the local government. All relevant departments within the local government have clearly outlined roles and responsibilities in climate adaptation and resilience actions at the local level	[1 point]	✓

A clear mandate exists for all relevant departments such as through an Official Community Plan or Strategic Plan. All relevant departments within the local government have clearly defined communication processes for climate adaptation and resilience communication internally. This includes an accessible inventory of resources, a contact tree outlining roles and responsibilities of key communication personnel.

[2 points]

Notes: Interview

1.1.2B. STRATEGIC ALIGNMENT WITHIN THE LOCAL ELECTRIC UTILITY

Scoring: Checklist

Meetings between relevant departments occur within the electric utility on a project-to-project basis as they relate to community energy initiatives and climate adaptation and resilience initiatives.

[1 point] ✓

Participation in, and support for, community energy and climate adaptation and resilience initiatives is seen as a strategic priority within the electric utility.

[2 points] ✓

Notes: Utility pre survey

1.1.2C. STRATEGIC ALIGNMENT WITHIN THE NATURAL GAS UTILITY

Scoring: Checklist

Meetings between relevant departments occur within the natural gas utility on a project-to-project basis as they relate to community energy or climate adaptation and resilience initiatives.

[1 point] ✓

Participation in and support for community energy and climate adaptation and resilience initiatives is seen as a strategic priority within the natural gas utility.

[2 points] ✓

Notes: Strategic Initiatives & Management meet quarterly to discuss strategy for community-related energy/emissions initiatives as framed by AUI's current regulatory environment.

https://www.apexutilities.ca/about/about-apex-utilities

1.1.3. KNOWLEDGE SHARING WITH OTHER COMMUNITIES

Scoring: Scale

Representative(s) from the community leadership team has attended or participated in events or knowledge sharing groups that involve members from outside of the community within the last 12 months.

[1 point] ✓

Representative(s) from the community leadership team has presented in events or led and facilitated knowledge sharing groups that involve members from outside of the community. Representatives from the community leadership team, or their respective organizations on behalf of the community leadership team have access to clearly defined communication processes for climate adaptation and resilience communication and information sharing with other communities. This includes an accessible inventory of resources, a contact tree outlining roles and responsibilities of key communication personnel.	[2 points]	

Notes: Interview

NEW 1.1.4. ACCOUNTABILITY TO SOCIAL EQUITY

Scoring: Scale

A feasibility study for structural equity measures has been completed.	[1 point]	
Structural equity measures have been developed.	[2 points]	
Structural equity measures have been adopted.	[3 points]	

Notes: Sometimes in strategic plans (rarely). Confirmed with Interview.

STAFF

COMMUNITY SCORE: 17/30(57%)

1.2.1A. LOCAL GOVERNMENT STAFF RESOURCES TASKED WITH MANAGING COMMUNITY ENERGY INITIATIVES

Scoring: Scale

The local government has greater than 0.25, but less than 1, FTE staff tasked with applying an energy lens to community initiatives and overseeing specific community energy initiatives.	[1 point]	
The local government has 1-2 FTE staff tasked with applying an energy lens to community initiatives and overseeing specific community and corporate energy initiatives.	[2 points]	✓
The local government has equal to or greater than 3 FTE staff tasked with applying an energy lens to community initiatives and overseeing specific community and corporate energy initiatives. (N/A for communities with population <10 000)	[3 points]	N/A

Notes: Pre Survey, Interview

1.2.1B. COMMUNITY ENERGY STAFF POSITION SUPPORT

Scoring: Scale

There is an external staffing resource within the community to support the coordination of community energy initiatives.	[1 point]	✓
There is an embedded community energy manager program or cost-sharing agreement for staff person(s) with split-accountability dedicated to working on community energy initiatives.	[2 points]	

Notes: Interview - 0.5 with each MD and Town

1.2.1C. ELECTRIC UTILITY HAS STAFF RESOURCES TASKED WITH SUPPORTING AND ENGAGING WITH COMMUNITY ENERGY INITIATIVES

Scoring: Scale

The electric utility has greater than 0.25, but less than 1, FTE staff tasked with supporting and engaging with community energy initiatives.	[1 point]	

The electric utility has equal to or greater than 1 FTE staff tasked with supporting and engaging with community energy initiatives.	[2 points]	
The electric utility has a dedicated single point of contact engaging directly with the municipality or other community leaders.	[3 points]	✓

Notes: Several teams within FortisAlberta engage with community energy and emissions initiatives including members of Emerging Customer Solutions, Engineering, Key Accounts, Municipal Relations, Customer Care, and theirMetering Department.

Distributed Generation: FortisAlberta has a dedicated team of Stakeholder Relations Managers to support Distributed Generation. Their goal is to make sure customers' DG projects are connected safely and efficiently. In 2022, 17 Distributed Energy Resources were connected to the grid with an installed capacity of 288MW.

Demand Side Management: FortisAlberta's Emerging Customer Solutions and Engineering Departments are working on DSM programs including the 2023 Electric Vehicle Smart Charging Pilot and Conservation Voltage Reduction Program. The EV smart charging pilot will analyse residential charging data to understand the impact of EV adoption on the distribution system.

Rate 62 Electric Vehicle Fast Charging Implementation: The Alberta Utilities Commission (AUC) approved an Electric Vehicle (EV) Fast Charging Service pilot rate, Rate 62, on December 16, 2022. This pilot rate is proposed as an interim measure to improve the economics of standalone public EV Level 3 charger technologies for customers until associated load factors reach levels that will sustain efficient use of FortisAlberta's existing rates.

FortisAlberta's Stakeholder Relations Team is comprised of 10 members, who support and engage partner communities directly, offering support to any initiatives they are able to. FortisAlberta also has an Emerging Customer Solutions (ECS) team, comprised of 6 members and 1 Sustainability Manager. ECS focuses on initiatives beyond Fortis' core business of poles and wires, such as electric vehicles and demand side management, and is available to provide direct community support as well.

(Source: Fortis AB Survey Answers)

1.2.1D. NATURAL GAS UTILITY STAFF RESOURCES TASKED WITH SUPPORTING AND ENGAGING WITH COMMUNITY ENERGY INITIATIVES

Scoring: Scale

The natural gas utility has greater than 0.25, but less than 1, FTE staff tasked with supporting and engaging with community energy initiatives.	[1 point]	✓
The natural gas utility has equal to or greater than 1 FTE staff tasked with supporting and engaging with community energy initiatives.	[2 points]	
The natural gas utility has a dedicated single point of contact engaging directly with the municipality or other community leaders.)	[3 points]	

Notes: Executive team: President, Vice Presidents, & Directors as necessary. Manager, Business Development & Stakeholders Relations. Regulatory as necessary. Senior Engineering Specialist, Energy Innovation.

1.2.3A. LOCAL GOVERNMENT SUPPORT FOR COMMUNITY ENERGY MANAGEMENT AND CLIMATE RESILIENCE AND ADAPTATION STAFF EDUCATION

Scoring: Checklist

Staff involved in community energy initiatives participate in, on average, 1 educational or training session per staff personnel per year relating to aspects of community energy and climate resilience and adaptation initiatives.	[1 point]	✓
Staff involved in community energy initiatives have access to training or professional development opportunities related to emergency preparedness, disaster risk reduction, post-disaster recovery and climate change adaptation, and are accessible to staff in order to develop capacity, knowledge and skills.	[1 point]	
Staff involved in community energy initiatives participate in, on average, 1 to 4 educational or training sessions per staff personnel per year relating to aspects of community energy and climate resilience and adaptation initiatives.)	[2 points]	
Staff involved in community energy initiatives participate in more than 4 educational or training sessions per staff personnel per year relating to aspects of community energy and climate resilience and adaptation initiatives.	[3 points]	

Notes: Interview

1.2.3B. BUILDING INSPECTOR STAFF EDUCATION

Scoring: Checklist

The local government has a process for educating building inspectors on energy efficiency policies to ensure effective enforcement. (N/A for northern communities or with population <10 000)	[2 points]	N/A

Notes: Interview - no building contractor staff, contract out permitting work.

1.2.3C. ELECTRIC UTILITY SUPPORT FOR STAFF EDUCATION RELATED TO COMMUNITY ENERGY

Scoring: Scale

Staff involved in community energy initiatives participate in, on average, 1 educational or training session per staff personnel per year relating to aspects of community energy initiatives.	[1 point]	
Staff involved in community energy initiatives participate in, on average, 1 to 4 educational or training sessions per staff personnel per year relating to aspects of community energy initiatives.	[2 points]	

Staff involved in community energy initiatives participate in more than 4 educational or training sessions per staff personnel per year relating to aspects of community energy	[3 points]	✓

Notes: FortisAlberta's Stakeholder Relations and Emerging Customer Solutions attend conferences throughout the year including Alberta Energy Efficiency Summit, Economic Developers Alberta, Regional Economic Developers sessions, Local Government Administration Association of Alberta, Society of Local Government Managers, and the Hydrogen Summit.

Recently attended events include an Energy Futures Lab in Innisfail, 2023 EV Road Trip in Okotoks, and additional EV Roadshows planned throughout 2023. FortisAlberta has held information webinars on EV Chargers, Rate 62 and Wireless Broadband with partners including SouthGrow Regional Economic Development, HyperCharge, Municipal Climate Action Centre.

Cultural Awareness Employee Training - The Truth and Reconciliation Commission calls upon the corporate sector to provide education for management and staff on the history of Indigenous peoples, including the history and legacy of residential schools, the United Nations Declaration on the Rights of Indigenous Peoples, treaties and Aboriginal rights, Indigenous law and Aboriginal–Crown relations. FortisAlberta's education journey has started with an invitation for all employees to complete Indigenous Orientation. This training, comprising up to six modules, is intended to move us all toward the path of reconciliation.

1.2.3D. NATURAL GAS UTILITY SUPPORTS FOR STAFF EDUCATION RELATED TO COMMUNITY ENERGY

Scoring: Scale

Staff involved in community energy initiatives participate in, on average, 1 educational or training session per staff personnel per year relating to aspects of community energy initiatives.	[1 point]	
Staff involved in community energy initiatives participate in, on average, 1 to 4 educational or training sessions per staff personnel per year relating to aspects of community energy initiatives.	[2 points]	
Staff involved in community energy initiatives participate in more than 4 educational or training sessions per staff personnel per year relating to aspects of community energy initiatives.	[3 points]	✓

Notes: Training programs (internal & external) as required by AUI's policy. AUI employs indigenous community members in indigenous franchise areas.

1.2.4. SUCCESSION PLANNING FOR STAFF ROLES MANAGING AND SUPPORTING COMMUNITY ENERGY INITIATIVES

Scoring: Checklist

There is a program or strategy in place to facilitate succession of local government staff managing community energy initiatives.	[1 point]	
There is a program or strategy in place to facilitate succession of electric utility staff supporting and engaging with community energy initiatives.	[1 point]	✓

There is a program or strategy in place to facilitate succession of natural gas utility staff supporting and engaging with community energy initiatives. (N/A for communities not connected to natural gas grid)

[1 point]

Notes: No one individual within FortisAlberta is responsible for community support. While they have individuals in place as the primary contact for their partnerships, Stakeholder Relations Managers, they are supported by various business units within the organization. Succession planning ensures local operations, Area Managers, account managers and various business units are involved and collaborate on community initiatives so if there is movement within the organization it creates minimal interruption to customers.

1.2.5. DEDICATED STAFF FOR MANAGING CLIMATE ADAPTATION AND RESILIENCE MEASURES

Scoring: Checklist

The coordination and management of climate adaptation measures is currently done in an ad-hoc fashion with no dedicated task force, committee or working group

[1 point]

There is task force, committee or working group in place to oversee progress and advance climate adaptation measures at the local level

[1 point] ✓

The local government is committed to professional development and continuous improvement of staff competencies. As such, staff education or training relating to aspects of community energy and climate resilience and adaptation is both supported and encouraged organizationally.

Education and training formats can include workshops, webinars, conferences, lunch and learns, and courses.

Topics could include energy in buildings, building code enforcement, business models, finance, governance structures, transportation systems, district energy systems, climate resilience and adaptation, traditional ecological knowledge, energy poverty, communications, and stakeholder engagement.

[1 point]

The climate adaptation task force, committee or or working group actively engages community stakeholders, enables collaboration and knowledge exchange, and accountability

[1 point] ✓

Notes: Interview - engagement and committee
Climate plan

DATA

COMMUNITY SCORE: 14.5/31 (47%)

1.3.1A. ELECTRIC UTILITY COMMITMENT TO SHARING DATA

Scoring: Scale

Requests for data and information are addressed in an ad-hoc fashion.	[1 point]	✓
A standardized format for community energy data has been established for sharing data.	[2 points]	
A standardized process is in place for requesting and sharing data, including appropriate contact persons, application and release documents and estimated timelines.)	[3 points]	

Notes: FortisAlberta provides an annual report to the Town of Pincher Creek as part of their franchise agreement (20-year). The annual report includes data on electrical safety including line contacts, reliability results, outage details, street light details, maintenance activities, system planning including transformer and feeder capacity, and three years of data on; total number of sites within Municipal Service Area, by Company rate class; total kWh of electricity consumed by Consumers within the Municipal Service Area, by Company rate class; franchise fee revenue collected within the Municipal Service Area, by Company rate class; linear tax revenue collected within the Municipal Service Area, by Company rate class.

The Town of Pincher Creek and MD of Pincher Creek have a dedicated Stakeholder Relations Manager to request and share data. Examples of data provided in the past year include the annual report, micro-generation statistics, and distribution feeder capacity. The Stakeholder Relations Manager will respond at their earliest convenience via email, phone, or text. In person meetings are held when convenient for both parties.

1.3.1B. NATURAL GAS UTILITY COMMITMENT TO SHARING DATA

Scoring: Scale

Requests for data and information are addressed in an ad-hoc fashion.	[1 point]	✓
A standardized format for community energy data has been established for sharing data.	[2 points]	
A standardized process is in place for requesting and sharing data, including appropriate contact persons, application and release documents and estimated timelines.	[3 points]	

Notes: Yes (for requests not included in Alberta Municipalities franchise agreement template).

1.3.2A. COMMUNITY ENERGY INVENTORY AND REPORTING

Scoring: Checklist

A basic community energy or GHG inventory has been completed that includes energy use or emissions from residential, institutional, commercial, industrial, transportation, and solid waste sectors.	[1 point]	
The community inventory includes a high level of detail, such as organization by building typology, transportation type, waste streams, and other uses as applicable (such as agriculture, land use change, or industrial processes). This may also include organization by energy spending.	[1 point]	
A community energy or GHG target has been established and approved.	[1 point]	
Realistic evidence-based (as opposed to aspirational), sector-specific community targets have been established and approved.	[1 point]	
A timeline for inventory renewal is clear.	[1 point]	
Inventory methodology and results are transparent and publicly available, such as through methodology documents, inventory reports and lessons learned documented.	[1 point]	

Notes: GHG Inventory
Interview - limited inventory, focus on corporate.

1.3.2B. LOCAL GOVERNMENT CORPORATE ENERGY INVENTORY AND REPORTING

Scoring: Checklist

A basic corporate energy or GHG inventory has been completed that includes energy use or emissions from corporate owned buildings, street lighting, water and wastewater treatment, municipal fleet, and corporate and community solid waste.	[1 point]	✓
A corporate energy or GHG target has been established and approved.	[1 point]	✓

Realistic, evidence-based (as opposed to aspirational) corporate target(s) have been established and approved.	[1 point]	✓
A timeline for inventory renewal is clear.	[2 points]	✓
Inventory methodology and results are transparent and publicly available, such as through methodology documents, inventory reports and lessons learned documented.	[2 points]	✓

Notes: GHG Inventory
Interview - confirmed that corporate work is well underway. Inventory is being updated yearly.

1.3.2C. ELECTRIC UTILITY CORPORATE INVENTORY AND REPORTING

Scoring: Checklist

Corporate energy or sustainability inventory and report has been completed that includes energy use or GHG emissions from utility operations.	[1 point]	✓
The corporate inventory and report includes a high level of detail, such as organization by community boundaries or facilities, and other aspects of environmental management (such as water and waste).	[1 point]	
Corporate energy or sustainability targets have been established.	[1 point]	✓
Timeline for inventory and report renewal is clear.	[1 point]	✓
Report methodology are transparent and publicly available, and are aligned with existing reporting initiatives such as Global Reporting Initiative (GRI), Canadian Electricity Association (CEA) Sustainable Electricity Program and Carbon Disclosure Program (CDP).	[1 point]	✓

Notes: Below is a link to FortisAlberta's Sustainability Key Performance Indicators over the past three years.

The inventory/report includes a high level of detail, such as organization by community boundaries or facilities, and other aspects of environmental management (such as water and waste)

The KPI Report is based on FortisAlberta Service Territory.

Corporate energy or sustainability targets have been established.

In 2022, FortisAlberta achieved the Sustainable Electricity Leader designation from Electricity Canada. Participation in this program holds them accountable to a high standard of sustainable development focused on environmental, social, and governance aspects. Their 2022 Sustainability Report details programs and initiatives that relate to their four pillars – people,

communities, environment, and business excellence. Their sustainability program was developed with consideration of the International Standards Organization (ISO) 26001 Standard for Sustainable Development, the Electricity Canada Sustainable Electricity Program, the United Nations Sustainable Development Goals, and Fortis Inc., their parent company's sustainability program.

The timeline for inventory/report renewal is clear.

The report is updated annually and posted on FortisAlberta's website.

1.3.2D. NATURAL GAS UTILITY CORPORATE INVENTORY AND REPORTING

Scoring: Checklist

Corporate energy or sustainability inventory and report has been completed that includes energy use or GHG emissions from utility operations.	[1 point]	✓
The corporate inventory and report includes a high level of detail, such as organization by community boundaries or facilities, or other aspects of environmental management (such as water and waste).	[1 point]	
Corporate energy or sustainability targets have been established.	[1 point]	
Timeline for inventory and report renewal is clear.	[1 point]	✓
Report methodology is transparent and publicly available, and is aligned with existing reporting initiatives such as Global Reporting Initiative (GRI), International Petroleum Industry Environmental Conservation Association (IPIECA) and Carbon Disclosure Program (CDP).	[1 point]	

Notes: Inventory/report includes a high level of detail, such as organization by community boundaries or facilities, and other aspects of environmental management (such as water and waste): No

Corporate energy or sustainability targets have been established: No
AUI does not have published targets. AUI's parent company – TriSummit Utilities (TSU) has published corporate targets in their sustainability reporting.

The timeline for inventory/report renewal is clear: Yes
Annual

Report methods are transparent and publicly available, and are aligned with existing reporting initiatives such as Global Reporting Initiative (GRI), Canadian Electricity Association (CEA) Sustainable Electricity Program, Carbon Disclosure Program (CDP) and International Petroleum Industry Environmental Conservation Association (IPIECA): Unknown.

1.3.3. CLIMATE HAZARD ASSESSMENTS

Scoring: Checklist

The community has an assessment of climate-related hazards and risks that exist, and are predicted into the future, within the community. This includes Traditional Ecological Knowledge and scientific information related to climate change.	[1 point]	✓
The community has ongoing environmental monitoring programs in place to report on climate hazards.	[0.5 points]	
The community has identified opportunities and actions to adapt and improve resilience to climate risks, such as through a climate resilience plan or strategy.	[0.5 points]	✓

Notes: Interview - resilience work underway - accessing climate impacts via projections.
Climate change/emergency plan.

1.3.4. ENERGY MAPPING

Scoring: Checklist

Community undertakes an energy mapping exercise to identify local energy priorities and opportunities.	[1 point]	
A climate hazard map layer has been integrated into the energy mapping process. (N/A if energy map has not been completed or for communities with population <10 000)	[0.5 points]	N/A
Municipal and utility infrastructure and asset management planning has been integrated into the energy mapping process. (N/A if energy map has not been completed or for communities with population <10 000)	[0.5 points]	N/A
A community-informed map layer of social acceptance for community energy initiatives has been integrated into the energy mapping process. (N/A if energy map has not been completed or for communities with population <10 000)	[0.5 points]	N/A

Notes: Likely not there.
Interview - confirmed, REDA is interested in something similar, to be added as a stakeholder for NCA work.

1.3.5 ENERGY SCENARIO MODELLING

Scoring: Checklist

An energy model has been completed, which incorporates scenarios for both supply and demand of energy.	[1 point]	
Energy modelling includes multi-stakeholder considerations such as major energy users and suppliers, energy distribution infrastructure constraints, and how costs and benefits are distributed throughout the community. (N/A if energy model has not been completed or for communities with population <10 000)	[0.5 points]	N/A
Assumptions and methodologies in energy modelling are transparent and readily accessible. (N/A if energy model has not been completed or for communities with population <10 000)	[0.5 points]	N/A
Outputs from energy modelling are presented in a digestible way, such as through infographics or one-pagers. (N/A if energy model has not been completed or for communities with population <10 000)	[0.5 points]	N/A

Notes: Interview - confirmed no working being done, nor research.

FINANCIALS

COMMUNITY SCORE: 10/32(31%)

1.4.1. ASSESSMENT OF FINANCIAL MECHANISMS AND FUNDING

Scoring: Checklist

A transparent and publicly available assessment of financing mechanisms (to offer or to take advantage of) has been completed.	[1 point]	
Assessment of financial mechanisms includes considerations of a variety of ownership models.	[1 point]	✓
Assessments of financial mechanisms include considerations of social equity, such as access by financially underserved populations.	[1 point]	✓

1.4.2. FINANCIAL MECHANISMS FOR LOCAL GOVERNMENT CORPORATE ENERGY INITIATIVES

Scoring: Scale

The local government has funded corporate energy initiatives through grants from upper-levels of government or utility incentives.	[1 point]	✓
The local government has funded corporate energy initiatives through ad-hoc capital budget allocation(s).	[2 points]	✓
The local government is committed to funding corporate energy initiatives through financial vehicles such as long-term budget allocation, revolving funds, or energy performance contracts.	[3 points]	

1.4.3. FEES TO ADDRESS AUTOMOBILE CONGESTION

Scoring: Checklist

The local government implements parking charges.	[1 point]	N/A

The local government (or regional government) implements road tolls/congestion charges (N/A for communities with population <10 000)	[1 point]	N/A

1.4.4A. FUNDING FOR ACTIVE TRANSPORTATION INFRASTRUCTURE

Scoring: Scale

The local government funds active transportation infrastructure through grants from upper-levels of government or utility incentives.	[1 point]	
The local government funds active transportation infrastructure through ad-hoc capital budget allocation(s).	[2 points]	✓
The local government is committed to funding active transportation infrastructure through operating budget allocation.	[3 points]	

1.4.4B. FUNDING FOR PUBLIC TRANSIT INFRASTRUCTURE

Scoring: Scale

The local government funds public transit infrastructure through grants from upper-levels of government or utility incentives.	[1 point]	N/A
The local government funds public transit infrastructure through ad-hoc capital budget allocation(s).	[2 points]	N/A
The local government is committed to funding public transit infrastructure through operating budget allocation.	[3 points]	N/A

1.4.5. FINANCIAL LEVERS FOR Ddensification

Scoring: Scale

The local government has aligned or incorporated at least 1 financial lever to support densification. (N/A for communities with population <10 000 or growth <0% annual change)	[1 point]	N/A
The local government has aligned or incorporated more than 1 financial lever to support densification. (N/A for communities with population <10 000 or growth <0% annual change)	[2 points]	N/A

1.4.6A. INCENTIVES FOR ENERGY INITIATIVES IN NEW BUILDINGS

Scoring: Checklist

Incentives exist for energy initiatives in new single family residential units. (N/A for communities with population <10 000 or growth <0% annual change)	[1 point]	N/A
Incentives exist for energy initiatives in new multi-unit residential, commercial, and mixed-use buildings. (N/A for communities with population <10 000 or growth <0% annual change)	[1 point]	N/A

1.4.6B. RETROFIT PROGRAM FOR EXISTING SINGLE FAMILY RESIDENTIAL BUILDING STOCK

Scoring: Checklist

Community program exists to help homeowners conduct energy audits or evaluate feasibility of energy efficiency retrofits of existing single family residential units.	[1 point]	
Incentives exist for energy efficiency retrofits of existing single family residential units. (1 point for simple retrofit and 2 points for deep energy retrofit)	[2 points]	
Repayment mechanisms exist for energy efficiency retrofits of existing single family residential units.)	[1 point]	
Community retrofit programs (audits, simple and deep energy retrofits) are delivered in a streamlined system to support building owners and tenants with retrofit programs, including financial incentives, technical support and behaviour modification.	[1 point]	

1.4.6C. RETROFIT PROGRAM FOR EXISTING MULTI-UNIT RESIDENTIAL BUILDING STOCK

Scoring: Checklist

Community program exists to help building owners and operators conduct energy audits or evaluate the feasibility of energy efficiency retrofits for existing multi-unit residential buildings. (N/A for communities with no significant multi-unit residential building stock)	[1 point]	
Incentives exist for energy efficiency retrofits of existing multi-unit residential buildings. (1 point for simple retrofit and 2 points for deep energy retrofit). (N/A for communities with no significant multi-unit residential building stock)	[2 points]	
Repayment mechanisms exist for energy efficiency retrofits of existing multi-unit residential buildings. (N/A for communities with no significant multi-unit residential building stock)	[1 point]	

Community retrofit programs (audits, simple and deep energy retrofits) are delivered in a streamlined system to support building owners and tenants with retrofit programs, including financial incentives, technical support and behaviour modification. (N/A for communities with no significant multi-unit residential building stock)	[1 point]	N/A

1.4.6D. RETROFIT PROGRAM FOR EXISTING COMMERCIAL / MIXED-USE BUILDING STOCK

Scoring: Checklist

Community program exists to help building owners and operators conduct energy audits or evaluate the feasibility of energy efficiency retrofits for existing commercial and mixed-use buildings. (N/A for communities with no significant commercial / mixed-use building stock)	[1 point]	N/A
Incentives exist for simple energy efficiency retrofits of existing commercial and mixed-use buildings. (1 point for simple retrofit and 2 points for deep energy retrofit). (N/A for communities with no significant commercial / mixed-use building stock)	[1 point]	N/A
Repayment mechanisms exist for energy efficiency retrofits of existing commercial and mixed-use buildings. (N/A for communities with no significant commercial / mixed-use building stock)	[1 point]	N/A
Community retrofit programs (audits, simple and deep energy retrofits) are delivered in a streamlined system to support building owners and tenants with retrofit programs, including financial incentives, technical support and behaviour modification. (N/A for communities with no significant commercial / mixed-use building stock)	[1 point]	N/A

1.4.7. ENERGY PROGRAMS TARGETING ENERGY POVERTY AND LOW-INCOME HOUSEHOLDS

Scoring: Scale

Energy poverty and low income household programs are being piloted.	[1 point]	
One (1) energy poverty and low income household program is in place.	[2 points]	
Two (2) energy poverty and low income household programs are in place.	[3 points]	
More than two (2) energy poverty and low income household programs are in place.	[4 points]	

1.4.8 AFFORDABILITY REQUIREMENTS IN ENERGY INCENTIVE AND FINANCING PROGRAMS

Scoring: Scale

Affordability covenants to energy incentives and financing programs are being piloted.	[1 point]	
Affordability covenants to energy incentives and financing programs are in place.	[2 points]	

1.4.9. FINANCIAL MECHANISMS TO MAINTAIN CRITICAL INFRASTRUCTURE THAT REDUCES THE COMMUNITY'S RISK AND VULNERABILITY TO CLIMATE CHANGE

Scoring: Checklist

The local government has funded the maintenance of critical infrastructure through ad-hoc capital budget allocation(s)	[1 point]	✓
The local government has funded the maintenance of critical infrastructure through grants from upper levels of government, or other shared-cost financial mechanisms	[1 point]	✓
The local government is committed to funding the maintenance of critical infrastructure through financial vehicles such as long-term budget allocation, revolving funds, or other long-term and recurring financial mechanisms.	[1 point]	

1.4.10. INCENTIVES FOR RISK REDUCTION PRACTICES

Scoring: Checklist

Incentives exist for homeowners, low-income families, communities, businesses and the public sector to invest in reducing the climate change risks they face.	[1 point]	

1.4.11. FINANCIAL MECHANISMS FOR DISASTER RESPONSE AND RECOVERY

Scoring: Checklist

The local government has access to grants from upper levels of government, or other shared-cost financial mechanisms for disaster response and recovery.	[1 point]	✓

The local government has funding for disaster response and recovery through ad-hoc capital budget allocation(s).	[1 point]	
The local government is committed to funding disaster response and recovery through financial vehicles such as long-term budget allocation, revolving funds, or other long-term and recurring financial mechanisms.	[1 point]	

STRATEGY

COMMUNITY SCORE: 10/26(38%)

1.5.1. COMMUNITY ENGAGEMENT FOR VISIONING, GOAL-SETTING AND PRIORITIZATION

Scoring: Checklist

A stakeholder engagement framework has been documented, which may include: • Who stakeholder groups are (and individual contacts within them); • Why they are important and what issues are important to the stakeholder group; and, • How key stakeholders are engaged (engagement methods). • Identifying who is the community energy champion. (N/A for communities with population <10 000)	[1 point]	N/A
Organizations within the community have been engaged, with engagement(s) documented in meeting minutes and a list of participants.	[1 point]	✓
The general public has been engaged, with lessons learned documented.	[1 point]	✓
A schedule has been established for updating/conducting regular public engagement and education initiatives, and outreach to new participants.	[1 point]	
Public engagement with marginalized groups has been organized. For example: conducting community forums in languages other than English, organizing added community meetings in low-income communities or communities of color, or involving community-based organizations in leading these outreach efforts.	[1 point]	

Notes: Interview - confirmed

1.5.2. COMMUNITY-WIDE ECONOMIC ANALYSES

Scoring: Checklist

An economic analysis that covers a wide diversity of community energy and climate adaptation and resilience initiatives has been completed for the community within the past three years. This may include one or more of the following considerations or tools: • Financial feasibility • Levelized unit energy cost • Marginal abatement cost curve • Community socio-economic benefits • Cost benefit analysis	[1 point]	

Notes: Interview - confirmed

1.5.3. A PLAN OR STRATEGY TO MANAGE COMMUNITY ENERGY AND CLIMATE ADAPTATION AND RESILIENCE INITIATIVES AND TRANSITION

Scoring: Checklist

A community energy/resilience plan or strategy is available but has not yet been adopted by council.	[0.5 points]	
A community energy/resilience plan or strategy has been adopted by council.	[1 point]	✓
There are clearly defined benefits and advantages, and risks associated with inaction, from community energy and climate adaptation and resilience initiatives.	[1 point]	
There are clearly defined benefits and advantages, and risks associated with inaction, from community energy and climate adaptation and resilience initiatives.	[1 point]	
There are clearly defined benefits and advantages, and risks associated with inaction, from community energy and climate adaptation and resilience initiatives.	[1 point]	✓

Notes: Interview - confirmed

1.5.4. A HOLISTIC AND INTEGRATED APPROACH TO COMMUNITY ENERGY AND CLIMATE ADAPTATION AND RESILIENCE INITIATIVES.

Scoring: Checklist

A community energy/resilience plan or strategy is available, and has a holistic and integrated approach to community energy and climate adaptation and resilience initiatives, but has not yet been adopted by council.	[0.5 points]	
Community energy and climate adaptation and resilience initiatives address land use, transportation, and waste and water.	[1 point]	✓

Community energy and climate adaptation and resilience initiatives consider socioeconomic considerations (such as social housing or poverty)	[1 point]	✓
An official partnership has been formed by the community with the local utility and community-based organizations to provide energy and climate adaptation and resilience initiatives investments to households in marginalized communities or households with poverty)	[1 point]	
Community energy and emissions initiatives consider the climate risks and vulnerabilities unique to each sector in the community.	[1 point]	

Notes: Interview - confirmed, only in climate adaptation, land use, and wastewater.

1.5.5. SMART COMMUNITY ENERGY INITIATIVES

Scoring: Checklist

Specific community energy initiatives have been identified.	[1 point]	
Community energy initiatives have quantitative (or qualitative) measures associated with their implementation and success.	[1 point]	
Community energy initiatives are considered attainable (costed/financially viable).	[1 point]	
Community energy initiatives are clearly aligned with community priorities/objectives.	[1 point]	
Community energy initiatives are assigned timelines (short-, medium, or long-term) for action and completion.	[1 point]	

Notes: Interview - confirmed

1.5.6. ESTABLISHMENT OF COMMUNITY ENERGY AND EMISSIONS PLANNING AS AN ONGOING PROCESS

Scoring: Checklist

There is an established schedule for review of progress on community energy initiatives.	[1 point]	
There is an established schedule for renewal of community energy initiatives and the broader community energy and emissions plan or strategy.	[1 point]	

Notes: Interview - confirmed

1.5.7. ESTABLISHMENT OF A PUBLIC ENGAGEMENT STRATEGY ON DISASTER PREPAREDNESS (BEFORE AN EVENT) AND EMERGENCY RESPONSE (AFTER AN EVENT)

Scoring: Checklist

There is an established Public Engagement Strategy on disaster preparedness (before an event) and emergency response (after an event).	[1 point]	✓
There is a clear schedule for the review and renewal of the community's Public Engagement Strategy on disaster preparedness (before an event) and emergency response (after an event).	[1 point]	
The community's Public Engagement Strategy on disaster preparedness (before an event) and emergency response (after an event) is holistic and includes a map of community stakeholders who are already included and who should be included in the event of an emergency.	[1 point]	✓
The community's Public Engagement Strategy on disaster preparedness (before an event) and emergency response (after an event) includes tailored messaging for different audiences (public, businesses, jurisdictional partners and government)	[1 point]	✓
The community's Public Engagement Strategy on disaster preparedness (before an event) and emergency response (after an event) includes clear calls to action for the community to engage in adaptive actions to reduce the impacts of the disaster and increase the community's resilience.	[1 point]	✓

Notes: Emergency Plan
Interview - confirmed: have Public Engagement plan; have a contracted Emergency Disaster Manager.

LAND USE

COMMUNITY SCORE: 2.5/13.5 (19%)

2.1.1. PUBLIC ENGAGEMENT AND EDUCATION ON ENERGY AND LAND USE

Scoring: Checklist

Members of the public are informed of initiatives and educated on land use-energy impacts through basic methods, such as: [0.5 points] ✓

- Website updates
- Newsletters
- Print materials (such as brochures, fact sheets, information packages)
- Social media updates
- Webinars or conference calls
- Open houses

Members of the public are engaged on land use-energy impacts through innovative methods, such as: [1 point]

- Highly creative or interactive web-based reporting
- Highly creative or interactive open houses or participation at community events
- Advanced social media/networking
- Embedded videos
- Innovative stakeholder feedback mechanisms
- Interactive workshops
- Tables/participation at community events
- School promotion

Notes: The Municipal Energy project lead has a webpage on both MD and Town websites. Energy newsletters released monthly describe projects, goals, and results to date as well as provide energy saving tips.

Project highlights are also advertised in the local newspaper and over social media to endeavor to answer questions and elicit community feedback. Examples of this have been EV chargers, Solar projects, Pool upgrades, Arena upgrades, and Airport upgrades.

The energy project lead also supplies material for the trade show booths and open houses held by the municipalities.

Interview - confirmed

2.1.2. COMPACT, MIXED USE, TRANSIT-ORIENTED DEVELOPMENT POLICIES

Scoring: Checklist

Compact, mixed use and transit-oriented development is encouraged in the community's Official Community Plan (and Secondary Plans where applicable). [1 point]

The community's zoning bylaw identifies built up areas for intensification, with consideration to transit nodes and corridors, zoned for mixed-uses and with increased height and density, as well as settlement area boundaries for undeveloped areas to be protected if applicable.

[1 point]

Compact, mixed use and transit-oriented developments are promoted through the use of at least one of the following:

- Community improvement plans (for brownfield or greyfield redevelopment, and infill)
- Secondary suite bylaws
- Reducing and eliminating parking minimums

(N/A for communities with population <10 000 or growth <0% annual change)

[1 point]

N/A

Notes: Municipal plan or zoning bylaw
Interview - confirmed

2.1.3. ENERGY EFFICIENCY AND PERFORMANCE IN PLANNING POLICIES AND PROCESSES FOR NEW DEVELOPMENTS

Scoring: Checklist

The local government has policies or processes that support building-level energy performance in new developments. (N/A for communities with population <10 000 or growth <0% annual change)

[4 points]

N/A

The local government has policies or processes that support neighbourhood-level energy performance in new developments. (N/A for communities with population <10 000 or growth <0% annual change)

[4 points]

N/A

Notes: Pre-survey
Interview - confirmed

2.1.4. EMBEDDING OF LOCAL ENERGY SUPPLY OPTIONS INTO LAND-USE PLANS, POLICIES, TOOLS AND PROCESSES

Scoring: Scale

Development of local or renewable energy options and energy efficiency are mentioned and encouraged in the community's Official Community Plan (and Secondary Plans where applicable)

[1 point]

Energy supply options are listed as permitted land uses in the community's zoning bylaws where applicable (ideally informed by energy mapping)

[2 points]

The use of local energy supply options or energy efficiency are promoted through the use of at least one of the following: • Community Improvement Plans • Site Plan Control or Plans of Subdivision requirements • Expedited processing for development permits (including Development Permit Systems) • By-law or policy to permit right-of-ways for district energy infrastructure (N/A for communities with population <10 000)	[3 points]	N/A
The use of local energy supply options or energy efficiency are promoted through the use of more than one of the following: • Community Improvement Plans • Site Plan Control or Plans of Subdivision requirements • Expedited processing for development permits (including Development Permit Systems) • By-law or policy to permit right-of-ways for district energy infrastructure (N/A for communities with population <10 000)	[4 points]	N/A

Notes: Land use plan, but unlikely in small municipalities, no Interview.

2.1.5. PRESERVATION OF NATURAL LANDS IN LAND USE PRACTICES

Scoring: Scale

Natural assets, such as ecologically significant or sensitive areas, watersheds or permafrost, are identified for preservation in the community's official plan.	[1 point]	
Natural assets are identified and preserved through the community's zoning bylaw, and Site Plan Control and Plans of Subdivision where applicable.	[2 points]	
Preservation of natural assets is enhanced through at least one of: conservation easements, land acquisition, or incentives. (N/A for communities with population <10 000)	[3 points]	N/A

Notes: Zoning bylaw or municipal plan.
Interview - confirmed, no official plan, but starting to flag areas.

2.1.6. PROGRAMS TO EXPAND AND ENHANCE GREEN SPACE, AND MITIGATE URBAN HEAT ISLAND EFFECT

Scoring: Checklist

Checklist up to a maximum for initiatives (plans, policies, programs) by the local government or other community organization(s) that target: [2 points] ✓

- Expanding parkland
- Promoting of green roofs
- Creating urban gardens or vegetation into streetscaping
- Creating urban farming
- Shade tree-planting or Expanding urban forest (in coordination with utility)

Checklist up to a maximum for the local government or other community organizations(s): [1 point] N/A

- Cool roofs or pavement policies
- Education programs of urban heat island effects
- Urban heat island effect-specific goal (temperature, permeable surfaces and green space)
- Any of the initiatives listed to expand and enhance green space

(N/A for northern communities or with population <10 000)

Notes: Zoning bylaw or as in Interview.
Interview - confirmed role of parks departments, tree planting, community greenhouse.

NEW 2.1.7. ENERGY INFRASTRUCTURE PRESERVATION AND PROTECTION IN LAND USE PRACTICES

Scoring: Checklist

The utility includes measures to protect and preserve critical energy infrastructure from disaster and other climate-related hazards, including the mitigation measures in land use practices. [1 point]

The utility considers the risks and vulnerabilities of critical energy infrastructure and identifies future-focused land use practices to enhance energy resilience. [1 point]

Notes: Zoning bylaw/land use plan or as in Interview.
Interview - confirmed

NEW 2.1.8. RISK MITIGATION IN LAND USE PRACTICES

Scoring: Checklist

The community's Land Use Plan ensures disaster risk assessments are incorporated into all relevant local development planning.	[1 point]	
The local government maintains up to date data on hazards and vulnerabilities, prepares risk assessments, and uses these as the basis for urban development plans and decisions.	[1 point]	

Notes: Zoning bylaw/land use plan or as in Interview.
Interview - confirmed

ENERGY NETWORKS

COMMUNITY SCORE: 12/28 (43%)

2.2.1. PUBLIC ENGAGEMENT AND EDUCATION ON ENERGY DELIVERY SYSTEMS

Scoring: Checklist

Members of the public are informed of initiatives and educated on land use-energy impacts through basic methods, such as: [0.5 point] ✓

- Website updates
- Newsletters
- Print materials (such as brochures, fact sheets, information packages)
- Social media updates
- Webinars or conference calls
- Open houses

Members of the public are engaged on land use-energy impacts through innovative methods, such as: [1 point] ✓

- Highly creative or interactive web-based reporting
- Highly creative or interactive open houses or participation at community events
- Advanced social media/networking
- Embedded videos
- Innovative stakeholder feedback mechanisms
- Interactive workshops
- Tables/participation at community events
- School promotion

Public engagement and educational activities are developed/delivered collaboratively between multiple stakeholders. [0.5 point] ✓

Notes: FortisAlberta has presented in public forums to stakeholders including local government, community organization, businesses, irrigation districts, and residents. Events include Alberta Sugar Beet Growers AGM, Council meetings, Chamber of Commerce luncheons, etc.

The Municipal Energy project lead has a webpage on both MD and Town websites. Energy newsletters released monthly describe projects, goals, and results to date as well as provide energy saving tips.

Project highlights are also advertised in the local newspaper and over social media where we endeavor to answer questions and elicit community feedback. Examples of this have been EV chargers, Solar projects, Pool upgrades, Arena upgrades, and Airport upgrades.

The energy project lead also supplies material for the trade show booths and open houses held by the municipalities.

2.2.2A. ELECTRICAL LOAD MANAGEMENT

Scoring: Scale

Peak shaving measures considered in planning processes	[1 point]	
Peak shaving measure in place and being tracked	[2 points]	
Peak shaving results are shared to relevant stakeholders, lessons learned identified and documented	[3 points]	

Notes: Utility survey

2.2.2B. NATURAL GAS LOAD MANAGEMENT

Scoring: Scale

Peak shaving measures considered in planning processes	[1 point]	
Peak shaving measure in place and being tracked	[2 points]	
Peak shaving results are shared to relevant stakeholders, lessons learned identified and documented	[3 points]	

Notes: AUI's current regulatory framework does not support DSM/peak-shaving measures.

2.2.3A. CLIMATE RISK MANAGEMENT IN ELECTRIC UTILITY ASSET MANAGEMENT AND OPERATIONS

Scoring: Scale

Risks have been identified in asset management plans, resilience plans, or risk assessments. This should include slow on-set risks, such as permafrost thawing or sea level rise, and rapid onset such as flooding, extreme heat and forest fires.	[1 point]	✓

Actions have been identified that can be taken to address risks and avoid or mitigate impacts.	[2 points]	
Action has been implemented to address risks and avoid or mitigate impacts	[3 points]	
Actions to address risks and avoid or mitigate impacts are shared to relevant stakeholders within the community, lessons learned identified and documented	[4 points]	

Notes: FortisAlberta has implemented several preventative measures to storm harden the distribution system including equipment operation, visual line patrols, insulator washing, porcelain switch replacement, vegetation management, wildfire prevention task group, wildfire suppression training, and implementing new technology and innovations.

They look at innovations such as the Spaced Aerial Cable System in high-risk fire areas. The lines include wildfire-prevention features, consisting of a polyethylene shell to shield the cables from environmental interference. In addition, to protect lines from damage during storms, high winds or other severe weather, they are secured by spacers for added stability.

2.2.3B. CLIMATE RISK MANAGEMENT IN NATURAL GAS UTILITY ASSET MANAGEMENT AND OPERATIONS

Scoring: Scale

Risks have been identified in asset management plans, resilience plans, or risk assessments. This should include slow on-set risks, such as permafrost thawing or sea level rise, and rapid onset such as flooding, extreme heat and forest fires.	[1 point]	
Actions have been identified that can be taken to address risks and avoid or mitigate impacts.	[2 points]	
Action has been implemented to address risks and avoid or mitigate impacts	[3 points]	✓
Actions to address risks and avoid or mitigate impacts are shared to relevant stakeholders within the community, lessons learned identified and documented	[4 points]	

2.2.4. NATURAL GAS INFRASTRUCTURE IS USED FOR ELECTRIC STORAGE

Scoring: Scale

An assessment or study of power-to-gas opportunities has been completed within the past three years.	[1 point]	N/A

A power-to-gas project has been developed.	[2 points]	N/A

2.2.5. THERMAL GRIDS THAT UTILIZE LOCAL AND RENEWABLE THERMAL ENERGY RESOURCES

Scoring: Scale

A feasibility assessment or study for thermal grids has been completed within the past three years. This may include heat and cooling load densities [demand], available thermal energy sources [supply]), and economic feasibilities.	[1 point]	
A thermal grid(s) are established.	[2 points]	
There is a plan or project in place to integrate local and renewable thermal sources, thermal energy storage, and lower temperature distribution piping, into thermal grids.	[3 points]	

Notes: Not supported by any plan or policy, but the Municipal Energy Project Lead is working on developing a trial for microgrid development.

The MD of Pincher Creek has put forward funding for a mid-size solar installation (35 kW) pending receipt of 30% grant funding.

FortisAlberta has investigated ground source heat pumps however the cost is not worth the savings at this time. This will be something considered in any new builds.

The Town of Pincher Creek is working on developing a 6 kW solar installation including an educational display to help residents understand the solar development process and its results.

The Town of Pincher Creek has applied to the GICB program which includes installing solar panels on the roof of both the pool and Arena.

2.2.6. INFRASTRUCTURE TO SUPPORT ALTERNATIVE FUEL VEHICLES

Scoring: Checklist

An assessment or study of alternative fuel opportunities (based on location, CEEP, impact to electric and gas grids and costs) has been completed in the past three years. (N/A for communities with population <10 000)	[2 points]	N/A
Alternative fuel infrastructure project(s) have been developed in the community. (N/A if infeasible)	[1 point]	N/A

Utility(ies) have and follow plans, processes and programs in place to integrate alternative fuelling infrastructure into their grid(s). (N/A if infeasible)	[1 point]	N/A
Results of projects have been shared across community, with lessons learned identified and documented. (N/A if infeasible)	[1 point]	N/A

Notes: FortisAlberta is here to support customers as electrification of transportation progresses and understand how to prepare the grid for the increased demands from charging. However, FortisAlberta is a distribution utility and cannot own EV infrastructure due to the current market regulations in Alberta's utility system.

The Alberta Utilities Commission (AUC) approved an Electric Vehicle (EV) Fast Charging Service pilot rate, Rate 62, on December 16, 2022. This pilot rate is proposed as an interim measure to improve the economics of standalone public EV Level 3 charger technologies for customers until associated load factors reach levels that will sustain efficient use of FortisAlberta's existing rates.

FortisAlberta has a strong relationship with Fortis who is interested in supporting energy education in the community and has provided grant funding for energy efficiency projects. There has been no high level discussion on community energy efficiency or generation projects. They do however encourage micro generation initiatives.

2.2.7. SMART GRID TECHNOLOGIES USED IN ELECTRICITY DISTRIBUTION INFRASTRUCTURE

Scoring: Checklist

The electric utility has plans, processes and programs in place, within the community, to integrate and promote: • Grid level smart technologies (1 point) • Home level smart technologies (1 point)	[2 points]	✓ 2 points
When integrating smart grid technologies, the electric utility considers: • Cybersecurity considerations in plan or implementation of projects (1 point) • Data sharing policy (1 point) • Partnerships with builder and real estate developer (1 point)	[3 points]	✓ 2 points

Notes: Currently, FortisAlberta utilizes automated meter reading for customers, and 15-minute meter data for all customers with peak demands greater than 500 kVA. For loads less than 500 kVA, FortisAlberta AMI technology utilizes power line carrier communication, limiting available metering data to once-a-day consumption and once a day non-timestamped demand. FortisAlberta is commencing rollout of next generation AMI to 100% of customers that will provide 5 or 15 minute interval meter data for all customers by 2029.

FortisAlberta has a Control Centre that monitors the distribution network 24/7/365 using technology so System Operators can detect outages in real time, and, in many cases, can restore service using automated technology. Distribution Automation (DA) helps minimize outage duration by automatically isolating the faulted section to quickly restore power to as many customers as possible. In some cases, power is restored in as little as 30 seconds in situations that previously may have taken hours. Currently, FortisAlberta has Distribution Automation in over 34 municipalities and rural communities.

FortisAlberta collects and uses personal information about customers to create and maintain a relationship that allows the

delivery of services to residences and businesses. It is their priority to maintain the accuracy, confidentiality, and security of that information and to comply with Alberta's Personal Information Protection Act.

FortisAlberta has security measures, systems, policies, and controls designed to protect and secure the integrity of its information and operations technology systems from cybersecurity. Including Technical Standards such as NISTIR 7628 (2010) – Guidelines for Smart Grid Cyber Security for Distributed Energy Resource connections.

NEW 2.2.8. EQUITY-DRIVEN APPROACH TO SHARED DISTRIBUTED ENERGY SYSTEMS

Scoring: Scale

Actions have been identified that can be taken to address an equity-driven approach to shared distributed energy systems.	[1 point]	✓
Actions have been implemented to address an equity-driven approach to shared distributed energy systems.	[1 point]	✓

Notes: Interview

WASTE & WATER

COMMUNITY SCORE: 6.5/21 (31%)

2.3.1A. PUBLIC ENGAGEMENT AND EDUCATION ON WATER AND WASTEWATER CONSERVATION, AND ITS RELATIONSHIP WITH ENERGY

Scoring: Checklist

Members of the public are informed of initiatives and educated on land use-energy impacts through basic methods, such as: [0.5 point] ✓

- Website updates
- Newsletters
- Print materials (such as brochures, fact sheets, information packages)
- Social media updates
- Webinars or conference calls
- Open houses

Members of the public are engaged on land use-energy impacts through innovative methods, such as: [1 point]

- Highly creative or interactive web-based reporting
- Highly creative or interactive open houses or participation at community events
- Advanced social media/networking
- Embedded videos
- Innovative stakeholder feedback mechanisms
- Interactive workshops
- Tables/participation at community events
- School promotion

Public engagement and educational activities are developed/delivered collaboratively between multiple stakeholders. [0.5 point]

Notes: The Municipal Energy project lead has a webpage on both MD and Town websites. Energy newsletters released monthly describe projects, goals, and results to date as well as provide energy saving tips.

Project highlights are also advertised in the local newspaper and over social media to endeavor to answer questions and elicit community feedback. Examples of this have been EV chargers, Solar projects, Pool upgrades, Arena upgrades, and Airport upgrades.

The energy project lead also supplies material for the trade show booths and open houses held by the municipalities.

2.3.1B. PUBLIC ENGAGEMENT AND EDUCATION ON WASTE MANAGEMENT, AND ITS RELATIONSHIP WITH ENERGY

Scoring: Checklist

Members of the public are informed of initiatives and educated on land use-energy impacts through basic methods, such as: [0.5 point]

- Website updates
- Newsletters
- Print materials (such as brochures, fact sheets, information packages)
- Social media updates
- Webinars or conference calls
- Open houses

Members of the public are engaged on land use-energy impacts through innovative methods, such as: [1 point]

- Highly creative or interactive web-based reporting
- Highly creative or interactive open houses or participation at community events
- Advanced social media/networking
- Embedded videos
- Innovative stakeholder feedback mechanisms
- Interactive workshops
- Tables/participation at community events
- School promotion

Public engagement and educational activities are developed/delivered collaboratively between multiple stakeholders. [0.5 point]

2.3.2. ENERGY RECOVERY FROM WASTE

Scoring: Checklist

The production of electrical, thermal, or chemical energy products from landfill waste materials such as: [1 point]

- Incineration
- Gasification
- Depolymerization

(0.5 point for feasibility)

The production of electrical, thermal, or chemical energy products from organic waste materials such as:

[2 points]

- Incineration
- Gasification
- Depolymerization
- Anaerobic digestion
- Pyrolysis
- Fermentation

(1 point per initiative, 0.5 point for feasibility)

The production of electrical, thermal, or chemical energy products from wastewater materials such as:

[1 point]

- Gasification
- Anaerobic digestion
- Fermentation

(0.5 point for feasibility)

Notes: Interview and website

2.3.3. WASTE REDUCTION

Scoring: Checklist

Landfill diversion programs run by the local government or other community organization(s) are in place for reducing landfill waste including:

[2 points]

- Garbage bag collection tags and limits or tipping fee
- Plastic bag bans
- Re-use or community swap days
- Composting

(1 point per program)

Landfill diversion programs are in place for hazardous and special waste

[0.5 point]

Programs run by the local government or other community organization(s) are in place for improving non-residential waste diversion such as:

[2 points]

N/A

- Recognition for high performers
- Expanding recycling or organic waste programs to include eligible ICI or CRD waste

(1 point per program)

(N/A for communities with no significant commercial / mixed-use building stock)

Programs run by the local government or other community organization(s) are in place for collecting and recycling: [3 points]

- Glass
- Paper
- Plastics
- Metals
- Electronic waste
- Textiles

(0.5 point per material)

2 points

Integration and reporting into community energy and emissions planning process [0.5 point]

Notes: Interview - paper, plastics, metals, e-waste.
Website

2.3.4. WATER AND WASTEWATER PROGRAMS

Scoring: Checklist

The community has water infrastructure initiatives, such as: [1.5 points]

- Leak detection and repair
- Water meters and water-use monitoring
- Pressure reducing valves
- Efficiency upgrades to wastewater treatment equipment

(0.5 point per) (N/A for communities with no centralized water systems)

1.5 points

The community has retrofit programs to conserve water, such as targeting: [1.5 points]

- Toilet dams
- Low-flow showerheads
- Faucet aerators or washers
- Rainwater collection

(0.5 point per)

0.5 points

The community has a program in place to promote potable or non-potable water reuse. [0.5 points]

Integration and reporting into community energy and emissions planning process [0.5 points]

Notes: Water master plan or water and sewer bylaw, strat plan, website.
Interview - confirmed

2.3.5. LOW IMPACT DEVELOPMENT AND RESILIENT STORM WATER MANAGEMENT

Scoring: Checklist

The community has programs to manage stormwater and reduce peak flow, such as: [2 points]

- Stormwater retention ponds and tanks
- Bioswales
- Rain gardens
- Permeable pavement

(1 point per)

Storm water management initiative(s) consider future climate risks. [0.5 point]

Integration and reporting into community energy and emissions planning process [0.5 point]

TRANSPORTATION

COMMUNITY SCORE: 14.5/26 (56%)

2.4.1. PUBLIC ENGAGEMENT AND EDUCATION ON MOBILITY NETWORKS, EVACUATION ROUTES AND EMERGENCY TRANSPORTATION.

Scoring: Checklist

Members of the public are informed of initiatives and educated on land use-energy impacts through basic methods, such as: [0.5 points] ✓

- Website updates
- Newsletters
- Print materials (such as brochures, fact sheets, information packages)
- Social media updates
- Webinars or conference calls
- Open houses

Members of the public are engaged on land use-energy impacts through innovative methods, such as: [1 point]

- Highly creative or interactive web-based reporting
- Highly creative or interactive open houses or participation at community events
- Advanced social media/networking
- Embedded videos
- Innovative stakeholder feedback mechanisms
- Interactive workshops
- Tables/participation at community events
- School promotion

Public engagement and educational activities are developed/delivered collaboratively between multiple stakeholders. [0.5 point]

Notes: The Municipal Energy project lead has a webpage on both MD and Town websites. Energy newsletters released monthly describe projects, goals, and results to date as well as provide energy saving tips.

Project highlights are also advertised in the local newspaper and over social media to endeavor to answer questions and elicit community feedback. Examples of this have been EV chargers, Solar projects, Pool upgrades, Arena upgrades, and Airport upgrades.

The energy project lead also supplies material for the trade show booths and open houses held by the municipalities.

Interviewed - confirmed

2.4.2. ACTIVE TRANSPORTATION INTEGRATED INTO A TRANSPORTATION MASTER PLAN OR OFFICIAL PLAN

Scoring: Checklist

Transportation master plan or official plan includes active transportation or there is an active transportation master plan.	[1 point]	
Community has mapped its active transportation network and its relation to other mobility options.	[1 point]	

Notes: Do not have a plan - interview confirmed

2.4.3. TRANSPORTATION DEMAND MANAGEMENT

Scoring: Checklist

The community has basic infrastructure to support active transportation, including: [4 points]

- Pedestrian-friendly sidewalks (expansion, streetscaping, shade tree planting)
- Bike parking facilities or bike racks
- Bike lanes (painted bike lanes, cycle tracks [spatial or physical separation], "shared roadways"/sharrows, contraflow bike lanes)
- Bike share programs
- Public Bike tire pumps
- Multi-use trails

(1 point per)

For small communities this may also include: sidewalks, slow speed limits

✓

3 points

The community has alternative car-transportation programs to reduce single-occupancy vehicle travel, including: [1 point]

- Carsharing programs
- Carpooling programs and lots
- Ride sharing programs

(1 point per for implementation, 0.5 point per for assessment)

The community has public transit options available, including:

- Buses*
- Bus rapid transit*
- Street rail**
- Light rail**
- Subway**

*may only be appropriate to mid-large communities
**may only be appropriate to large communities

[1 point]

Available public transit systems make efforts towards continuous improvement such as increasing:

- Frequency of routes
- Accessibility (e.g. kneeling buses)
- Service to low-income housing
- Interconnectedness ('last mile' or multimodal integration such as bike parking and regional transit connection)

(N/A for communities with no public transit system)

[1 point]

N/A

Notes: Interview - confirmed

2.4.4. ALTERNATIVE ENERGY SOURCES OF PUBLIC TRANSIT SYSTEMS

Scoring: Checklist

Scoping (opportunities identified, feasibility assessments) for alternative fuels in public transit systems has been completed.

[1 point]

N/A

An alternative fuel transit fleet vehicle pilot project has been developed.

[2 points]

N/A

A procurement policy for alternative fuel transit fleet vehicles has been adopted.

[3 points]

N/A

Notes: Interview - An alternative fuel fleet vehicle is being piloted in the corporate fleet.

2.4.5. ANTI-IDLING POLICIES

Scoring: Checklist

A corporate policy has been adopted and is enforced, or a program exists to encourage an alternative to idling (ex. block heaters, solar heating)

[0.5 points]

A community policy has been adopted and is enforced, or a program exists to encourage an alternative to idling (ex. block heaters, solar heating)

[0.5 points]

Notes: Interview - confirmed

2.4.6A. LOCAL GOVERNMENT LEADERSHIP BY EXAMPLE IN TRANSPORTATION DEMAND MANAGEMENT AMONG STAFF

Scoring: Checklist

Support for transportation demand management and alternative fuel vehicles at the workplace exists, such as:

[3 points]

2 points

- Bike racks or secure storage facilities
- Public tire pumps
- Showers and changing facilities
- Transit subsidies
- Carpooling
- Flexible work scheduling and remote working options
- EV charging stations for employee or public use

(1 point per)

Notes: Interview - have EV Chargers, bike racks, some work flex policies, showers. Issues with people using the infrastructure.

2.4.6B. PUBLIC SECTOR ORGANIZATION LEADERSHIP BY EXAMPLE IN TRANSPORTATION DEMAND MANAGEMENT

Scoring: Scale

Support for transportation demand management and alternative fuel vehicles at the workplace exists, such as:

[1 point]

- Bike racks or secure storage facilities
- Public tire pumps
- Showers and changing facilities
- Transit subsidies
- Carpooling
- Flexible work and study scheduling or remote working and study options
- EV charging stations for employee and student or public use

Support for transportation demand management and alternative fuel vehicles at the workplace exists, such as:

[2 points]

- Bike racks or secure storage facilities
- Public tire pumps
- Showers and changing facilities

- Transit subsidies
- Carpooling
- Flexible work and study scheduling or remote working and study options
- EV charging stations for employee and student or public use

Support for transportation demand management and alternative fuel vehicles at the workplace exists in all public sector organizations, such as: [3 points]

- Bike racks or secure storage facilities
- Public tire pumps
- Showers and changing facilities
- Transit subsidies
- Carpooling
- Flexible work and study scheduling or remote working and study options
- EV charging stations for employee and student or public use

Notes: Interview

2.4.7A. LOCAL GOVERNMENT LEADERSHIP BY EXAMPLE WITH CORPORATE-OWNED FLEET GREENING

Scoring: Scale

A feasibility study for green fleet vehicles has been completed within the past 3 years. [1 point]

A green fleet vehicle pilot project has been developed. (N/A if infeasible) [2 points] ✓

A green procurement policy for fleet has been adopted. (N/A if infeasible) [3 points]

Notes: Interview

2.4.7B. ELECTRIC UTILITY IS LEADING BY EXAMPLE WITH CORPORATE-OWNED ALTERNATIVE FUEL FLEET VEHICLES

Scoring: Scale

A feasibility study for alternative fuel vehicles has been completed within the past 3 years. [1 point]

An alternative fuel vehicle pilot project has been developed. [2 points] ☑

(N/A if infeasible)

An alternative fuel vehicle pilot project has been developed. [3 points] ☐

(N/A if infeasible)

Notes: Utility

2.4.7C. NATURAL GAS UTILITY IS LEADING BY EXAMPLE WITH CORPORATE-OWNED ALTERNATIVE FUEL FLEET VEHICLES

Scoring: Scale

A feasibility study for alternative fuel vehicles has been completed within the past 3 years. [1 point] ☐

An alternative fuel vehicle pilot project has been developed. [2 points] ☐

(N/A if infeasible)

An alternative fuel vehicle pilot project has been developed. [3 points] ☑

(N/A if infeasible)

Notes: Based on Pre-Survey: AUI is currently integrating EVs and is interested in compressed gasses (e.g., CNG/hydrogen).

BUILDINGS

COMMUNITY SCORE: 13/33.5 (39%)

2.5.1A. PUBLIC ENGAGEMENT AND EDUCATION ON ENERGY IN SINGLE FAMILY RESIDENTIAL BUILDINGS

Scoring: Checklist

Members of the public are informed of initiatives and educated on land use-energy impacts through basic methods, such as: [0.5 point] ✓

- Website updates
- Newsletters
- Print materials (such as brochures, fact sheets, information packages)
- Social media updates
- Webinars or conference calls
- Open houses

Members of the public are engaged on land use-energy impacts through innovative methods, such as: [1 point]

- Highly creative or interactive web-based reporting
- Highly creative or interactive open houses or participation at community events
- Advanced social media/networking
- Embedded videos
- Innovative stakeholder feedback mechanisms
- Interactive workshops
- Tables/participation at community events
- School promotion

Public engagement and educational activities are developed/delivered collaboratively between multiple stakeholders. [0.5 point] ✓

Public engagement and educational activities include information and strategies on building local resilience at the household level, as well as emergency management practices and climate adaptation strategies relevant to households. [0.5 point]

Notes: Municipal Energy project lead has a webpage on both MD and Town websites. Energy newsletters released monthly describe projects, goals, and results to date as well as provide energy saving tips.

Project highlights are also advertised in the local newspaper and over social media to endeavor to answer questions and elicit community feedback. Examples of this have been EV chargers, Solar projects, Pool upgrades, Arena upgrades, and Airport upgrades.

The energy project lead also supplies material for the trade show booths and open houses held by the municipalities.

Interview - confirmed

2.5.1B. PUBLIC ENGAGEMENT AND EDUCATION ON ENERGY IN OTHER BUILDINGS

Scoring: Checklist

Members of the public are informed of initiatives and educated on land use-energy impacts through basic methods, such as: • Website updates • Newsletters • Print materials (such as brochures, fact sheets, information packages) • Social media updates • Webinars or conference calls • Open houses	[0.5 point]	✓
Members of the public are engaged on multi-unit residential, commercial, or other building energy use through innovative methods, such as: • Highly creative or interactive web-based reporting • Highly creative or interactive open houses or participation at community events • Advanced social media/networking • Embedded videos • Innovative stakeholder feedback mechanisms • Interactive workshops • Tables/participation at community events • School promotion	[1 point]	
Public engagement and educational activities are developed and delivered collaboratively between multiple stakeholders.	[0.5 point]	✓
Public engagement and educational activities include information and strategies on building local resilience, as well as emergency management practices and climate adaptation strategies relevant to building occupants and users.	[0.5 point]	

Notes: Interview - confirmed

2.5.2A. LOCAL GOVERNMENT LEADERSHIP BY EXAMPLE IN CORPORATE-OWNED FACILITIES

Scoring: Checklist

Corporate process is in place to improve energy efficiency, including through energy standards and certifications and a schedule for regular recommissioning, in existing corporate facilities.	[0.5 point]	✓
Corporate process is in place to improve energy efficiency, including through energy standards or certifications, in new corporate facilities. (N/A for small or no-growth communities)	[0.5 point]	N/A

A process is in place to procure local, renewable heat and electricity for corporate facilities.	[0.5 point]	
A process exists to use a benchmarking, labelling and disclosure system for corporate-owned facilities.	[0.5 point]	✓

Notes: Municipal Energy project lead has a webpage on both MD and Town websites. Energy newsletters released monthly describe projects, goals, and results to date as well as provide energy saving tips.

Project highlights are also advertised in the local newspaper and over social media to endeavor to answer questions and elicit community feedback. Examples of this have been EV chargers, Solar projects, Pool upgrades, Arena upgrades, and Airport upgrades.

The energy project lead also supplies material for the trade show booths and open houses held by the municipalities.

Interview - confirmed

2.5.2B. ELECTRIC UTILITY LEADERSHIP BY EXAMPLE IN OWNED FACILITIES

Scoring: Checklist

The electric utility has developed a new high performance utility-owned facility, or retrofitted an existing facility, that demonstrates leadership in energy efficiency and the use of local and renewable energy sources.	[0.5 point]	✓
The electric utility uses a benchmarking, labelling and disclosure system for all owned facilities.	[0.5 point]	
Energy performance of utility-owned facilities is seen as a strategic priority for the electric utility.	[0.5 point]	✓

Notes: FortisAlberta has developed an emissions reduction plan focused on reducing emissions through their fleet and facilities.

The Facilities team set priorities to enhance energy efficiency within their buildings. This includes energy efficient upgrades such as LED lighting, building automation, PV systems (rooftop and ground mount), and installing electric vehicle charging stations.

Rooftop solar currently has an installed capacity of 900 kW distributed between four sites. High River, Coaldale, Spruce Grove, and Acheson. Two more FortisAlberta sites will see new solar installations in 2023.

In 2022, they completed the construction of the Coaldale operations building – their first zero carbon building, as outlined by the Canada Green Building Council. The design of the building reduces energy consumption and uses onsite solar power. By integrating environmentally responsible design and construction standards with specific operational requirements, FortisAlberta is demonstrating to customers that net zero designs are achievable in a commercial and industrial setting.

2.5.2C. NATURAL GAS UTILITY LEADERSHIP BY EXAMPLE IN OWNED FACILITIES

Scoring: Checklist

The natural gas utility has developed a new high performance utility-owned facility, or retrofitted an existing facility, that demonstrates leadership in energy efficiency and the use of local and renewable energy sources.	[0.5 point]	✓
The natural gas utility uses a benchmarking, labelling and disclosure system for all owned facilities.	[0.5 point]	
Energy performance of utility-owned facilities is seen as a strategic priority for the natural gas utility.	[1 point]	✓

Notes: Based on Pre-Survey: AUI is currently integrating EVs and is interested in compressed gasses (e.g., CNG/hydrogen).

2.5.2D. PUBLIC SECTOR ORGANIZATION LEADERSHIP BY EXAMPLE IN LOCAL FACILITIES

Scoring: Checklist

Energy efficiency retrofits of existing buildings, including certification of previously uncertified buildings, have been demonstrated in at least one public sector organization in the past three years. (1.5 points; 0.5 points for one, 1 point for some)	[1.5 points]	
High performance of new buildings has been demonstrated in at least one public sector organization building constructed in the past ten years. (1.5 points; 0.5 points for one, 1 point for some)	[1.5 points]	
Use of local, renewable heat and electricity has been demonstrated in at least one public sector organization in the past three years. (1.5 points; 0.5 points for one, 1 point for some)	[1.5 points]	
Benchmarking and public disclosure of performance of buildings has been demonstrated in at least one public sector organization. (1.5 points; 0.5 points for one, 1 point for some)	[1.5 points]	

Notes: Interview - Public sector not leading by example.

2.5.2E. COMMUNITY-WIDE PRIVATE SECTOR LEADERSHIP IN INCORPORATING ENERGY EFFICIENCY AND DISTRIBUTED ENERGY RESOURCES, AND ENERGY LABELLING OR STANDARDS INTO BUILDINGS

Scoring: Checklist

Energy efficiency retrofits of existing buildings, including certification of previously uncertified buildings, have been demonstrated by at least one private sector building owner and operator in the past three years. [2 points] ☑

(1 point for one, 2 points for multiple)

High performance of new buildings has been demonstrated by at least one private sector developer building constructed in the past ten years. [2 points] ☐

(1 point for one, 2 points for multiple)

Use of local, renewable heat and electricity has been demonstrated in at least one privately owned and operated or developed building in the past three years. [2 points] ☑

(1 point for one, 2 points for multiple)

Benchmarking and public disclosure of performance has been demonstrated by at least one private sector building owner and operator. [2 points] ☐

(1 point for one, 2 points for multiple)

Building performance standards for affordable housing has been assessed. Mechanisms to support compliance include: [2 points] ☐

- Granting exemptions to delay compliance
- Setting performance standards based on the median ENERGY STAR score for different property types
- Establishing multiple compliance pathways
- Fining non-compliant buildings on the basis of how much progress they have made in reducing energy use
- Providing technical assistance to building owners
- Offering financial assistance to building owners

(1 point for one, 2 points for multiple)

Establishing backup energy generation solutions has been demonstrated by at least one private sector building owner and operator in the past five years. [1.5 points] ☐

(0.5 points for one, 1 point for some, 1.5 points for all)

Notes: Interview - good for private; non-profit energy retrofit, private residents, office building upgrades.

NEW 2.5.3. COMPREHENSIVE MULTIFAMILY ENERGY EFFICIENCY PROGRAM

Scoring: Checklist

A comprehensive energy efficiency program exists, such as: [2 points]

- Measures such as insulation and air sealing of building envelope
- Upgrades to hot water and HVAC equipment and systems
- Improved building controls
- Improved lighting efficiency improvements to common areas and individual units

(0.5 points each)

Notes: Utility

NEW 2.5.4. RESIDENTIAL RENTAL ENERGY DISCLOSURE POLICY

Scoring: Checklist

A policy has been adopted and is enforced, or a program exists to encourage residential rental energy disclosure policy [0.5 points] N/A

Notes: Interview

2.5.5. CLIMATE RISK MANAGEMENT IN BUILDING PRACTICES AND INFRASTRUCTURE

Scoring: Checklist

Risks associated with buildings and infrastructure have been identified in asset management plans, resilience plans, or risk assessments. This should include slow on-set risks, such as permafrost thawing or sea level rise, and rapid onset such as flooding, extreme heat and forest fires. [1 point] ✓

Actions have been identified that can be taken to address risks and avoid or mitigate impacts. [1 point] ✓

Action has been implemented to address risks and avoid or mitigate impacts. [1 point]

Actions to address risks and avoid or mitigate impacts are shared to relevant stakeholders within the community, lessons learned identified and documented [1 point] ✓

Notes: Interview

ABOUT THE PROGRAM

QUEST Canada's Net-Zero Communities Accelerator (NCA) Program enables communities in Canada to achieve their energy and emissions objectives. The program provides participating communities with dedicated support and the necessary services, tools, and knowledge to guide them in developing and implementing their Community Energy and Emissions Plans (CEEPs) / Climate Action Plans and initiatives, realizing the environmental, economic, and social benefits.

The NCA Program brings together leaders from across Canada in the fields of energy, emissions, and resilience planning and implementation, each of which offers proven tools and services as program partners to provide participating communities with the capacity they need to develop evidence-based, integrated plans and drive project implementation.

The NCA Program works with and alongside local governments to advance local priorities. At its core, the NCA program is action-oriented and is designed to equip participating communities with the support they need to build resilient, healthy, prosperous and low-carbon communities.

PARTNERING ORGANIZATIONS

The NCA Program's inaugural cohort, the Prairies Cohort, is comprised of four partnering organizations: Centre for Indigenous Environmental Resources (CIER), Community Energy Association (CEA), Eco-West / Éco-Ouest Canada, and Municipal Climate Change Action Centre (MCCAC).

Partnering organizations deliver the necessary services, tools, and knowledge to the cohort's participating communities. This support guides in the development and implementation of their Community Energy and Emissions Plans (CEEPs) / Climate Action Plans and initiatives, helping communities realize the environmental, economic, and social benefits associated with this important work.

FUNDER ACKNOWLEDGEMENT

The Net-Zero Communities Accelerator Program is made possible thanks to the generous support of its funders, including Cenovus, the Government of Alberta, and Prairies Economic Development Canada (PrairiesCan).


QUEST
Pollution Probe

AGENDA ITEM NO: 8.3

Town of Pincher Creek

REQUEST FOR DECISION

Council or Committee of the Whole

SUBJECT: June 12 Open House	
PRESENTED BY: Konrad Dunbar, Chief Administrative Officer	**DATE OF MEETING:** 5/13/2024

PURPOSE:

Council scheduled a Public Open House for June 12, 2024, with the agenda to be determined. In order to plan accordingly, the topics that Council would like to present to the public need to be provided to administration. Administration would like to present the results of the Winter Maintenance Survey and share the Public Engagement Survey for the External Communications Plan.

RECOMMENDATION:

That Council for the Town of Pincher Creek agree that administration will present the Winter Maintenance Survey results and share the Public Engagement Survey for the External Communications Plan development and;
provide Administration with the following topics to research and prepare materials for: the Land Use Bylaw Review and _____.

BACKGROUND/HISTORY:

At the October 4, 2023 Committee of the Whole meeting, Council scheduled an Open House for June 12, 2024.

The Open House in June 2023 was set up as a "Coffee with Council" where members of Council rotated from area to area and attendees stayed in place. This gave each of the groups of attendees an opportunity to ask questions of Council members. No topics were prepared in advance.

The Winter Maintenance Survey was promoted from April 22 - May 10.

The Public Engagement Survey for the External Communications Plan development will take place during the month of June.

ALTERNATIVES:

That Council for the Town of Pincher Creek directs administration to not have prepared topics of conversation and have a "Coffee with Council" open discussion.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

This is a good opportunity to share the results of the Winter Maintenance Survey in person. It is also a good opportunity to engage with residents and business owners to help inform the Communications Plan for the Town in person.
Council can have an opportunity to share the current review process and gain feedback for the updates to the Land Use Bylaw.

FINANCIAL IMPLICATIONS:
The cost will depend on whether any materials or displays will be required for the session.

PUBLIC RELATIONS IMPLICATIONS:
Providing information to the public on various matters of interest or importance to the community while providing an opportunity to gain feedback from these residents and stakeholders on a variety of topics that are important to Council and Administration in order to be able to move forward with decision making around projects, plans, etc.

ATTACHMENTS:
None at this time.

CONCLUSION/SUMMARY:
The June 12, 2024, Public Open House is an excellent opportunity for residents to see the Winter Maintenance Survey results and provide input in the Public Engagement Survey for the External Communications Plan. Council can discuss various topics with residents, including the Land Use Bylaw review.

Signatures:
Department Head: Konrad Dunbar

CAO: Konrad Dunbar

AGENDA ITEM NO: 8.4

Town of Pincher Creek

REQUEST FOR DECISION

Council or Committee of the Whole

SUBJECT: Lightchasers Nature Photography Conference 2024	
PRESENTED BY: Konrad Dunbar, Chief Administrative Officer	**DATE OF MEETING:** 5/13/2024

PURPOSE:

For Council for the Town of Pincher Creek to consider a request for sponsorship and support of the 2024 Lightchasers Nature Photography Conference.

RECOMMENDATION:

That Council for the Town of Pincher Creek agree to sponsor the 2024 Lightchasers Nature Photography Conference as a "Rise and Shine Partner (level 1)" for $750 to be funded from the Community Contingency Grant and that a Council designate provides a welcome from the Town of Pincher Creek at the opening of the conference.

BACKGROUND/HISTORY:

Taking place over three days from May 24 to 26 right here in Pincher Creek, the conference features presentations by many of the top nature photographers in Canada and from as far away as Scotland. Lightchasers Conference is now the largest nature photography conference in Canada.

Professional speakers will be covering a variety of nature photography topics as diverse as wildlife, astrophotography, minimalism, storm photography, the importance of understanding colour, the mental health benefits of nature photography and so much more. Whether participants are beginners, advanced or somewhere in-between, the Lightchasers conference features an exciting line-up of presentations from 10 of the top pros in the industry.

With over 10 hours of programming and discussion happening over three days, participants will be sure to come away with new techniques and new perspectives for their time in the field and their time in post-processing.

The 2024 in-person conference sold out in 36 hours! The vast majority of participants who come from outside Pincher Creek have booked accommodation in Pincher Creek. Meals are not included as part of the conference so it is likely that attendees will be out in the community supporting Pincher Creek's hospitality and service industry.

Lightchasers will once again be offering virtual conference attendance.

The Town of Pincher Creek provided sponsorship in 2023 of $750 and the Mayor attended and provided a welcome at the opening of the conference.

ALTERNATIVES:
That Council for the Town of Pincher Creek receives the information regarding the 2023 Lightchasers Nature Photography Conference as information.

That Council for the Town of Pincher Creek sponsors the Lightchasers Nature Photography Conference at the _____ and for it to be funded from _____.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:
Strategic Plan section 2A - opportunities and community partnerships that help promote positive outcomes for the Town, MD, etc.

FINANCIAL IMPLICATIONS:
Sponsorship amount.

2023 Sponsorship was funded utilizing the Community Contingency Grant

PUBLIC RELATIONS IMPLICATIONS:
The conference is sold out again this year. The local Pincher Creek economy should see a positive financial impact due to this event being hosted in Pincher Creek. Pincher Creek will continue to be showcased as a beautiful destination to live in and explore.

ATTACHMENTS:
2024 Partnership Package - Pincher Creek - 3398

CONCLUSION/SUMMARY:
Administration supports that Council for the Town of Pincher Creek sponsor the Lightchasers Nature Photography Conference as a "Rise and Shine (level 1)" for $750 and that a Council designate provides a welcome from the Town of Pincher Creek at the opening of the conference.

Signatures:
Department Head: Konrad Dunbar

CAO: Konrad Dunbar

LIGHTCHASERS
NATURE PHOTOGRAPHY CONFERENCE

Thank you for your interest in sponsoring our third annual **Lightchasers Nature Photography Conference**. We look forward to discussing a variety of ways that The Town of Pincher Creek can partner with us to make this conference a huge success for us all!

The Lightchasers Nature Photography Conference is an event unlike any other in Canada, taking place over three days in picturesque Pincher Creek, Alberta; a staging area for some of the most incredible landscapes in the country including Waterton National Park and Castle Provincial Park. The conference features presentations by many of the premiere nature photographers in Canada including **Tracey Halladay, Eric Seeman,** severe weather chaser and former Weather Network correspondent **Kyle Brittain**, adventure photographer **Paul Zizka**, author and photographer **TJ Thorne**, Canon Canada Ambassador **Jacquie Matechak**, and many more including our renowned Keynote Speaker, Nikon Ambassador, **Michelle Valberg**, one of the pre-eminent voices in wildlife photography the world over. Previous presenters such as Nikon Canada Ambassador **Viktoria Haack** and **Monika Deviat** will also be in attendance.

In addition to being a wonderful educational event, the **Lightchasers Nature Photography Conference** also offers an opportunity for photography companies and outdoor lifestyle brands to market their products to their immediate demographic. Afterall, if there's one thing that photographers and outdoor enthusiasts are known for, it's for their love of acquiring the newest and most efficient gear for comfortably and effectively working in the field! The event itself is a smaller and more intimate affair with 180 people in attendance but it is packed with programming. Over a dozen presentations plus mini-workshops, field-sessions, portfolio reviews, photo contests and opportunities for our brand partners to do live product demonstrations in our new and expanded Brand Expo room ensuring maximum event exposure. We are also planning to stream the presentations to interested photographers around the world, creating greater global interest in both our event and your brand as well.

As Lightchasers grows and looks to expand nationally, hosting upwards of two events a year in various locations, we're keen to cultivate long-term partnerships with our sponsors and look forward to finding new and innovative ways to continue working with you for many years going forward. If you're interested in working with us to help us achieve our goals of not just becoming a successful, local conference but in also becoming an internationally recognized and must-attend photography event that further highlights the ways that The Town of Pincher Creek is central to an incredible tourism experience for photographers exploring Southern Alberta.

Sponsorship Package

We're incredibly excited to work with The Town of Pincher Creek at the **Lightchasers Nature Photography Conference**!

We know that The Town of Pincher Creek receives numerous requests for sponsorships every year and that many of these opportunities follow standardized formulas that may not give your brand as direct a consumer experience as you'd like. We're looking to offer you something different. Throughout our sponsorship package you'll find a variety of ways to engage with our attendees through our *Brand Expo* and *Field Sessions*, by having a chosen ambassador present at the event or by simply offering prize support. We've created diverse opportunities that are innovative and immersive and offer you great ways to directly connect with our attendees to demonstrate the best of what you have to offer!

What are our *Brand Expo* and *Field Sessions*?

It's been proven that the most effective form of marketing a product or brand is by putting the product directly in your customer's hand, letting the product sell itself and word of mouth doing the rest. Our *Brand Expo* and *Field Sessions* allow you to do just that!

Our *Brand Expo* is a dedicated area where our partners can set up a demonstration table to showcase the wide variety of products they have available. For 2024 we will have a dedicated room specifically for the *Brand Expo* to allow our partners more space and to allow us to sell more tickets to the event! Our Brand Expo hours are set in the mornings before the start of the conference and during our two hour lunch break each day.

Our *Field Sessions* are group photo outings held at some incredible locations around the Pincher Creek area, both on public and private lands. Attendees and presenters alike join these sessions to photograph waterfalls, wildflowers, old buildings, vast landscapes and more. We offer opportunities for our partners to "own" a *Field Session* where your reps can host the session, offer loaner products, coffee, and/or snacks allowing you to target key demographics and engage directly with niche segments of our audience. Spaces in our *Field Sessions* are limited and fill up quickly.

By providing these custom experiences at the Lightchasers Conference, we know that our attendees will fall in love with your products and become long-term customers, telling their friends all about their experiences along the way.

If this all sounds exciting, please view the following pages to have a look at our various opportunities to see what would work best for your brand! If none of our partnership options are quite right for you, we're happy to have further discussions about how we can provide a sponsorship opportunity that is tailor-made for your needs and budget!

Lightchasers Title Sponsor - $5000 (SOLD OUT)
What's included:

- one hour presentation time immediately preceding the keynote address on our opening day. Presentation is recorded and publicly available after the event
- premium on-site demonstration and display space in our Brand Expo showroom
- two branded *Field Sessions* for product demonstrations
- exclusive brand placement with the Lightchasers logo, including on our website, social media promotion, on-site signage and merchandise
- dedicated on-site signage (pop up banners, etc)
- dedicated social media posts (curated by us and you)
- opportunities to provide blog content on our website
- three nights accommodations for your chosen representative at the Heritage Inn

Lightchasers Premium Sponsor - $3500 (SOLD OUT)
What's included:

- one hour presentation time with your brand rep or ambassador during the conference. Presentation is recorded and publicly available after the event
- premium on-site demonstration and display space in our Brand Expo showroom
- one branded *Field Session* for product demonstrations
- dedicated on-site signage (pop up banners, etc)
- prominent logo placement on our website
- dedicated social media posts
- three nights accommodations for your chosen representative at the Heritage Inn

Lightchasers Ambassador Sponsor - $3000 (SOLD OUT)
What's included:

- opportunity for a brand ambassador to be one of our special guest presenters with a one hour presentation time during the conference. Presentation is recorded and publicly available after the conference.
- brand recognition with all posts related to speaker
- brand acknowledgement during speaker's introduction at the conference
- on-site exhibit and demonstration space in our Brand Expo showroom
- prominent logo placement on our website
- dedicated social media posts
- three nights accommodations for your ambassador at the Heritage Inn

  Field Session Add On! Own one of our field sessions to further expand your brand presence at the Lightchasers Conference! **$500**

Lightchasers Brand Partner - $2000
What's included:

- on-site exhibit and demonstration space in our Brand Expo showroom
- prominent logo placement on our website
- dedicated social media posts
- logo placement on our on-site signage

  Field Session Add On! Own one of our field sessions to further expand your brand presence at the Lightchasers Conference! **$500**

Rise and Shine Partner (level 2) - $1000
What's included:

- sponsor morning coffee on both weekend days
- prominent logo placement on website (breakout tier)
- two social media posts on our channels (one announcing your involvement as sponsor, one with content curated by you)
- opportunity for a blog post on our website (similar content to curated social media post)

Rise and Shine Partner (level 1) - $750
What's included:

- sponsor morning coffee one day of our event
- logo placement on website
- one social media post on our channels

Base Partner - $500
What's included:

- logo placement on website

In-kind Sponsorship
If you'd like to partner with us and be a part of our event but a financial sponsorship is not possible, we are looking for prize support to further round out your sponsorship opportunities. We're looking for product donations in the denominations of $500, $1500 and $2000 which will be used as prizes for our photo competition and door prize draw. In exchange we are offering logo placement on our website (size based on financial tier) and social media posts. Companies contributing $2000 or more in prize support will be offered additional benefits such as on-site exhibit and product demonstration space.

AGENDA ITEM NO: 8.5

Town of Pincher Creek

REQUEST FOR DECISION

Council or Committee of the Whole

SUBJECT: Senior's Week Council Event	
PRESENTED BY: Adam Grose, Recreation Manager	**DATE OF MEETING:** 5/13/2024

PURPOSE:

For Council to consider appointing Councilors and/or the Mayor to attend the Seniors Week Event at the Fred Huddleston Seniors Centre on June 4th, 2024.

RECOMMENDATION:

That Council for the Town of Pincher Creek appoint _____ to attend the Seniors Week Coffee with Council event at the Fred Huddleston Seniors Centre on June 4th, 2024 from 10:00 to 12:00.

BACKGROUND/HISTORY:

Seniors Week runs from June 3-7, 2024. The Town of Pincher Creek has hosted an event for the last couple years at the Fred Huddleston Seniors Centre, where Council members can meet with Seniors and enjoy some snacks and refreshments.
In 2023 there were close to 30 residents who attended the Seniors Week Event.
Refreshments and snacks will be provided for this event.

ALTERNATIVES:

To accept the Coffee with Council invite as information.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

None

FINANCIAL IMPLICATIONS:

Minimal costs for refreshments and snacks, included in the 2024 operating budget.
Council costs will be reimbursed as per Council Renumeration By-Law 1575-22.

PUBLIC RELATIONS IMPLICATIONS:

This is a good event to sit down with residents from the Town of Pincher Creek and to show support for Seniors Week.

ATTACHMENTS:

None at this time.

CONCLUSION/SUMMARY:

Administration supports designating council members to attend this event.

Signatures:

Department Head: Adam Grose

CAO: Konrad Dunbar

Town of Pincher Creek
COUNCIL DISTRIBUTION LIST
May 13, 2024

Item No.	Date	Received From	Information
1.	April 22, 2024	Chinook Arch	Chinook Arch Library Board Report, April 2024
2.	April 20, 2024	Huddleston Senior Centre Members	Letter
3.	April 11, 2024	St. Michaels Foundation	Thank You Note
4.	April 24, 2024	Town of Cardston	Trooper Concert Poster
5.	April 25, 2024	ASSET AB Government	2023 Annual Audit for the Town of Pincher Creek
6.	April 11, 2024	Alberta Disability Workers Association	Community Disability Services Professional Appreciation Week: May 20-26
7.	April 29, 2024	MD Pincher Creek	Arena Sound System Funding
8.	April 30, 2024	Alberta Recreation & Parks Association	Awards from the Alberta Recreation & Parks Association and the Government of Alberta honour outstanding work in your community
9.	April 30, 2024	Ontario First Nations Technical Services Corporation	Invitation to Participate in Canadian Municipal Solid Waste Survey to inform the National Waste Standards Review Project
10.	May 9, 2024	Captus Generation	Captus Generation Info Session May 23

BOARD REPORT

CHINOOK ARCH REGIONAL LIBRARY SYSTEM

Chinook Arch Library Board Meeting - April 4, 2024

Chinook Arch Receives Clean Audit Option

Auditors from Insight LLP reviewed the 2023 Audited Financial Statements with the Board. The Statements show that Chinook Arch is in sound financial shape, despite recent funding challenges due to a flat levy rate. In 2023, Chinook Arch invested $160,000 in reserve funds to replace all member library websites, and upgrade the wireless access points in all member libraries. It was also able to seal coat the Chinook Arch parking lot. The Board's Audited Financial Statements can be found on the Chinook Arch website at https://chinookarch.ca/about-us/financial-statements.

Annual Reports Approved

Municipal Affairs requires that all Alberta public libraries submit an annual report. The 2023 Chinook Arch annual report showed that library services are continuing to rebound in the wake of the pandemic, with most indicators showing modest increases over 2022.

Strong Support for Public Libraries in Alberta

A recent telephone survey commissioned by Alberta's library systems found that 71% of Albertans agree that convenient access to the public library is important to them, and 81% agree that there is value in public libraries as free spaces to read, learn, have fun, and access the Internet.

Board Members Present

Arrowwood	Corry Walk
Barnwell	Jane Johnson
Barons	Ron Gorzitza
Cardston	Marsha Jensen
Cardston County	Tom Nish
Champion	Terry Penney
Claresholm	Kelsey Hipkin
Coalhurst	Lyndsay Montina
Coutts	Stephen A. Pain
Crowsnest Pass	Doreen Glavin
Fort Macleod	Jim Monteith
Hill Spring	Suzanne French
Lethbridge (City)	Robin Harper
Lethbridge (County)	Tory Campbell
Lomond	Marie Logan
Magrath	Darryl Christensen
Milk River	Anne Michaelis
Milo	Christopher Northcott
Nanton	Amanda Bustard
Nobleford	Melissa Jensen
Pincher Creek	Mark Barber
Pincher Creek M.D.	Dave Cox
Raymond	Kelly Jensen
Stirling	Gary Bikman
Taber	Daniel Remfert
Taber M.D.	Merrill Harris
Vauxhall	Marilyn Forchuk
Vulcan	Debra Wyatt
Warner	Derek Baron
Warner County	Morgan Rockenbach
ID of Waterton	Lesley Little
Willow Creek M.D.	Maryanne Sandberg
LPL Resource Centre	Brendan Cummins

Regrets

Coaldale	Jordan Sailer
Picture Butte	Crystal Neels
Stavely	Chelsey Hurt
Vulcan County	Doug Logan
Ministerial Appointment	Vic Mensch (Chair)

Absent

Carmangay	Blanche Anderson
Glenwood	Linda Allred

Chinook Arch VOIP Telephone System Saves Members $19,000 Annually

In 2021, Chinook Arch started offering VOIP telephone services on a cost-recovery basis. Many of the 20+ participating libraries saw their bills drop from $200 to $15/month. Collectively, this service saves the libraries $19,000 per year!

Policies Reviewed

The Board reviews its policy manual every three years. At the April 2024 meeting, the following policies were approved. All policies can be found on the Chinook Arch website at https://chinookarch.ca/about-us/board-policies.

- Management of System Funds
- Backup of Financial Data
- Hours of Work and Overtime
- Annual Vacation
- Employee Benefits
- Drugs, Alcohol, and Medication

Contact Us

Chinook Arch Regional Library System
2902 7th Avenue North
Lethbridge, AB T1H 5C6 | 403-380-1500
www.chinookarch.ca | arch@chinookarch.ca

facebook.com/chinook.arch7
@chinooklibs
@chinooklibs

April 20/24

It's been a long time since the windows at the Huddleston Senior Centre were washed.

Could the town <u>help</u> to take on this request.?

We as members would really appreciate your help.

Thanks a bunch

Shirley Rumsey & all the rest of the Members

[redacted]

FRIENDS OF ST. MICHAEL'S
FOUNDATION

RECEIVED
APR 1 1 2024
Town of Pincher Creek

To The Town of Pincher Creek,

Thank you for donating a gym rental to our Family Fun Carnival. It was a great success and the families had a fun night!

Sincerely,
The Friends of
St. Michael's

Saturday, May 25, 2024
Cardston Agridome, AB

TABLE PACKAGES

Gold Table $2500

- a Premier Table of 10
- Ad Package includes logo on approximately 700 posters Guerrilla Style throughout entire region, Print Ads, Big Screen Ads at event
- 2 Meet & Greet Passes (on basis of artist availability)
- Round of Drinks
- Munchie Platter
- 2 T-Shirts
- Framed & Signed Poster with Company logo

VIP Table $950

- a Front Table of 8 surrounding Gold Tables
- In Draw for 2 Meet & Greet Passes (on basis of artist availability)
- Round of Drinks
- Munchie Platter

Exec Table $695

- Executive Table 6 (surrounding VIP tables)
- Round of Drinks
- Munchie Platter

Platinum Presenter

- A commitment of 2 Gold Tables includes your company as a presenter on hundreds of Radio Ads

Gold Tables of 10
VIP Tables of 8
Executive Tables of 6

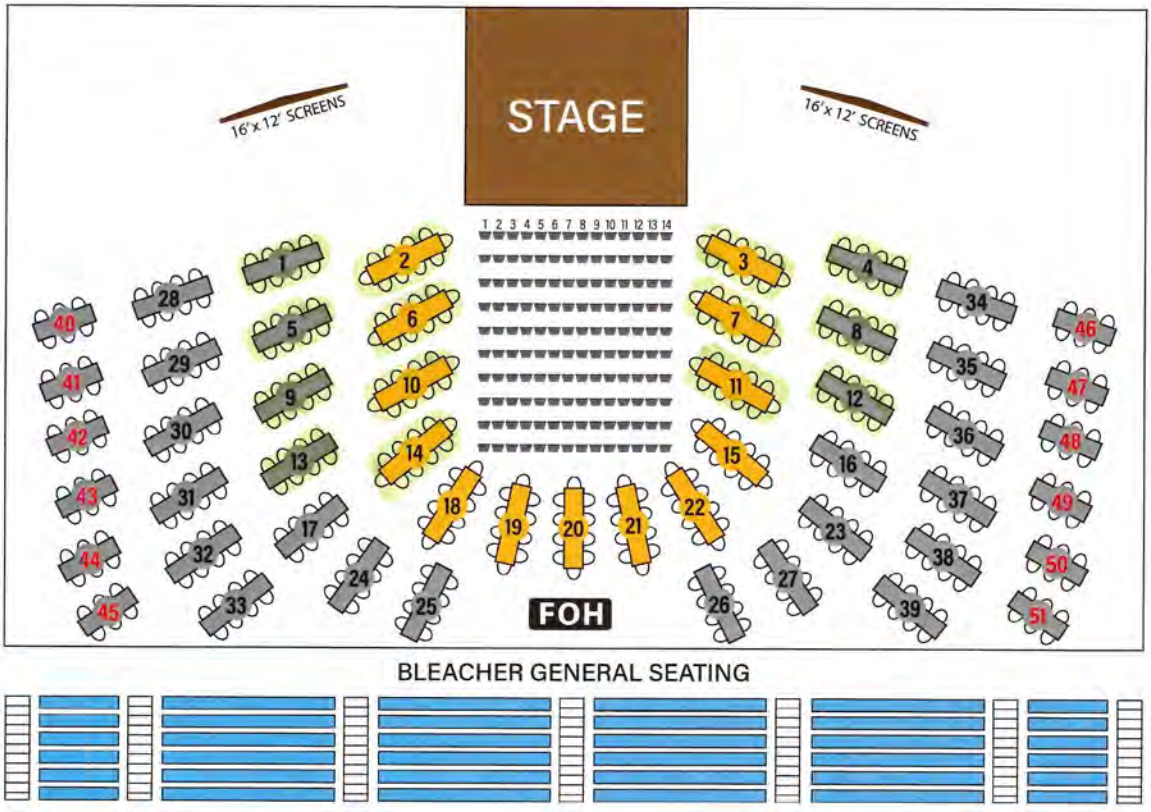
1.855.720.8779

Arizma CONCERTS

TROOPER
&
Sweet TEQUILA

FEATURING
Rudy Strangling Wolf

Saturday, May 25, 2024
Cardston Agridome



Alberta

Town of Pincher Creek Code: 0250 Assessment Year: 2023

2024 Annual Audit Results

Actual Use Group Description	Value Range Strata	NBR of IOV Used	COD	COD Quality Standards Results	COD Audit Flag	Median Quality Assessment Ratio	Median Quality Standards Results
Industrial, Commercial	VQ1-4	23	4.200	Meets	Low COD	0.989	Meets
Multi-Family	VQ1-4	2	3.200	NA	Inadequate	0.999	Meets
Residential Condominium	VQ1-4	10	4.000	Meets	Small sample	0.964	Meets
Single Family Dwellings	VQ2	48	10.300	Meets		0.965	Meets
Single Family Dwellings	VQ1	33	8.400	Meets		0.953	Meets
Single Family Dwellings	VQ3	61	8.600	Meets		0.961	Meets
Single Family Dwellings	VQ4	145	7.400	Meets		0.977	Meets
Special Purpose	VQ1-4	0		Inferred		1.000	Inferred
Vacant Non Res	VQ1-4	9	12.600	Meets	Small sample	0.992	Meets
Vacant Residential	VQ1-4	9	7.800	Meets	Small sample	0.985	Meets

Calculated Residential Assessment Level	Calculated Non-Residential Assessment Level
0.972	0.989

COD NOTES: The Coefficient of Dispersion (COD) Standard
Property containing 1, 2 or 3 dwelling units is 0 - 15.0. All other property is 0 - 20.0
If the number of IOV used was less than 5 then results = 'NA'. If the number of IOV used was 0 then results = 'Inferred'

MEDIAN NOTES: The standard for Median Assessment Ratio for all property is 0.950 - 1.050.
If the number of IOV used was 0 then results = 'Inferred'

Appointed Assessor: Kevin Lawrence
Assessment Company: KCL

Auditor: Verle Blazek
Report Date: January 31, 2024

Alberta

Town of Pincher Creek Code: 0250 Assessment Year: 2023

2024 Annual Audit Results

Assessment Year &AsmntYear Loads

Auditor's Statement **January 31, 2024**
The regulated assessment quality standards have been met and the assessment levels calculated by ASSET will be used in the equalized assessment calculation.

Auditor's Comment
Good to go. Excellent DataCheck score of 99.0%

The annual audit ratio study is used to infer statistically if each ratio study stratum of the municipality Annual audit ratio study results that meet the quality standards should not be taken as evidence that each of the municipality's market value based assessments meet the provincial market value standard.

ALBERTA DISABILITY WORKERS ASSOCIATION

April 08, 2024

To whom it may concern,

Re: Alberta Disability Services Professional Appreciation Week:

I am writing this letter in my capacity as Board President of the Alberta Disability Worker Association (ADWA) to bring awareness to a matter of significance.

The Alberta Disability Workers Association (ADWA) is the established professional voice and advocate for the 15,000+ professionals employed in Community Disability Services (CDS) across the Province of Alberta. ADWA was formed in 2010, and one of our important roles is to heighten Albertans' awareness of our essential and valuable workforce by publicly recognizing the positive impact the profession has on the lives of people with disabilities, their families, and the overall community. ADWA is a professional association, not a union; our members are Community Disability Service professionals who voluntarily register for membership.

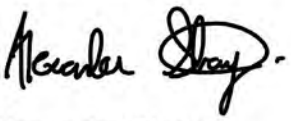
The Minister of Seniors, Community and Social Services, Jason Nixon, has declared the week of May 20-26, 2024, as the Alberta Disability Services Professional Appreciation Week. This declaration, which has been enacted in perpetuity (3rd Monday in May), is a testament to the unwavering dedication and invaluable contributions made by disability service professionals in our communities.

I respectfully request that where possible Alberta's communities join ADWA in acknowledging this significant occasion. By doing so, we can collectively raise awareness about the essential role that CDS professionals play in enhancing the lives of individuals with disabilities who live, work, and play in communities, across Alberta. One example is that various CDS organizations are hoping that their municipalities will "light up" on Wednesday, May 22, 2024, to showcase the breadth of this profession across Alberta.

Your support in this initiative would not only serve to honor the dedicated professionals working in disability services but also encourage a more inclusive and understanding societal ethos.

Thank you in advance for your consideration.

All the best,



Alexander Stoye
Board President
Alberta Disability Worker Association (ADWA)

1037 Herron Ave.
PO Box 279
Pincher Creek, AB
T0K 1W0
p. 403.627.3130
f. 403.627.5070
info@mdpinchercreek.ab.ca
www.mdpinchercreek.ab.ca

April 24, 2024

Mayor and Council
Town of Pincher Creek
Box 159
Pincher Creek, AB T0K 1W0
cao@pinchercreek.ca

Dear Mayor and Council,

Re: Arena Sound System Funding Request

Council, at their meeting of April 23, 2024, discussed your request to the MD to contribute towards the arena sound system.

At that meeting, the following resolution was made;

> Moved that Council contribute 33.3% of the total cost, up to $22,300, towards the Memorial Community Centre Arena sound system funding request from the Town of Pincher Creek,
> AND THAT the amount be taken from Regional Community Initiatives Reserve.

Please understand that we based the amount on the 33.3% from the recreation agreement, and as this wasn't following ICF procedure, this was a one-time exception. Due to the turbulent 2023 year in the Town and wanting to see this project move forward, this will not be a precedent on how the process or funding percentage of each capital project is to be determined.

If you have any questions or concerns, please get in touch with the administration office at (403) 627-3130.

Yours Truly;

Reeve Dave Cox

From: Deb Comfort <cboorse@arpaonline.ca>
Sent: Tuesday, April 30, 2024 11:34 AM
To: April McGladdery <reception@pinchercreek.ca>
Subject: Awards from the Alberta Recreation & Parks Association and the Government of Alberta honour outstanding work in your community

Subject: Awards from the Alberta Recreation & Parks Association and the Government of Alberta honour outstanding work in your community

Dear Mayor Anderberg and all Members of Council;

We are delighted to announce that the Alberta Recreation & Parks Association (ARPA) will be presenting a number of awards to recognize leadership and excellence in the recreation and parks sector. We invite the Town of Pincher Creek to nominate deserving members and organizations in your community for these prestigious awards.

The awards ceremony will take place during the President's Awards Banquet on Saturday, October 26, 2024, at the Fairmont Jasper Park Lodge, where over 400 delegates will be in attendance as part of our annual Conference and Energize Workshop. We believe that recognizing outstanding work inspires Albertans to continue their efforts in making their communities better.

The awards include the Lieutenant Governor's (L.G.) Leadership for Active Communities Awards, which recognize the achievements of individuals and groups who are leading their communities to increase citizen participation in active living, recreation, and sport, resulting in healthier people and communities. This year, we have three L.G. Award categories: Outstanding Community Leader, Corporate Community Leader and Community Leader of Tomorrow. We are planning to have the Lieutenant Governor with us at the President's Awards Banquet to present all three awards.

In addition to the Lieutenant Governor's Awards, ARPA will also be presenting multiple

awards including the A.V. Pettigrew Award, which recognizes a community or organization that has made a significant impact on improving the quality of life of their citizens through recreation and parks.

To view more details on each award and to complete our online nomination form, please visit the ARPA website at https://arpaonline.ca/awards-scholarships/. The deadline for award nominations is May 31st.

We look forward to recognizing and celebrating the hard work and dedication of individuals and groups who are making a difference in their communities and improving the lives of Albertans.

Yours sincerely,

Deb Comfort
President

(780) 415 - 1745
Alberta Recreation & Parks Association
arpaonline.ca

ARPA would like to acknowledge the First Nations, the Métis, and all of the people across Alberta who share a history and a deep connection with this land. We dedicate ourselves to moving forward in partnership with Indigenous communities in the spirit of reconciliation and collaboration.

From: Heidi Manitowabi <hmanitowabi@ofntsc.org>
Sent: Tuesday, April 30, 2024 1:23 PM
To: April McGladdery <reception@pinchercreek.ca>
Subject: Invitation to Participate in Canadian Municipal Solid Waste Survey to inform the National Waste Standards Review Project

Aanii, Hello,

The Ontario First Nations Technical Services Corporation, in partnership with the First Nation Lands Management Resource Centre, is undertaking a research project on behalf of Indigenous Services Canada's Lands and Environment Management Branch titled *The Third-Party Review of Existing Provincial and Municipal Waste Regulations within Canada for the First Nations Solid Waste Management Initiative,* herein referred to as the National Waste Standards Review Project.

The purpose of the National Waste Standards Review is to inform national waste standards for First Nations communities in Canada.

The Project Team invites the Town of Pincher Creek to participate in this survey.

Please see attached formal letter of invitation.

The survey includes questions on:

- the size of the municipality
- waste management plan/strategy
- by-laws / policies regarding solid waste management
- types of waste management facilities and assets
- collection
- accepted waste materials and waste diversion programs
- operations and maintenance activities and costs
- staffing, training
- community education

Please reach out to let me know if someone at the Town of Pincher Creek is interested. I am available at any time to answer any questions and address any concerns. Miigwech / Thank you,

Heidi Manitowabi
Regional Solid Waste Specialist

Mobile: (519) 757-7834
hmanitowabi@ofntsc.org
www.ofntsc.org

March 27, 2024

Town of Pincher Creek
962 St. John Avenue. Box 159. Pincher Creek, AB. T0K 1W0
reception@pinchercreek.ca
403-627-3156

We are seeking your participation in a Canadian Municipal Solid Waste Management Study to inform solid waste management in First Nations communities in Canada.

Indigenous Services Canada (ISC) is requesting input from Canadian municipalities as part of the National Solid Waste Guidelines Review Project. The information you provide will be instrumental in ensuring proper disposal measures are taken to preserve our shared environment. Lack of effective waste management systems negatively affects both First Nations and Municipalities. ISC recognizes that a gap exists on & off reserve and the need to identify areas for improvement. As partners in mutual environmental protection, we are requesting your participation, to help ISC be better informed regarding future investments, funding needs and any further solid waste system requirements.

This survey, which should take about 20 minutes to complete, seeks to capture elements of your waste management system i.e. how the system functions, Operation and Maintenace costs, operator training requirements etc. This survey is completely optional, and ISC and its project partners appreciate any information you can provide through this process.

You can access the survey through this link: ***https://forms.gle/poDnMuerr3a9AUth6***

Should you have any questions or require additional information, please contact Heidi Manitowabi, Regional Solid Waste Specialist at the Ontario First Nations Technical Services Corporation at hmanitowabi@ofntsc.org or (519) 757-7834.

Sincerely,

Kaitlin Heron
Senior Environmental Specialist, Waste Management
Indigenous Services Canada, Headquarters
10 Rue Wellington, QC K1A 0H4
Kaitlin.Heron@sac-isc.gc.ca

Rebecca Wilks
Senior Environmental Specialist, Waste Management
Indigenous Services Canada, Headquarters
10 Rue Wellington, QC K1A 0H4
Rebecca.Wilks@sac-isc.gc.ca

Heidi Manitowabi
Regional Solid Waste Specialist
Ontario First Nations Technical Services Corp.
Telephone: (519) 757-7834
hmanitowabi@ofntsc.org
www.ofntsc.org

Stefanie Recollet
Solid Waste Management Specialist
First Nations Land Management Resource Centre Inc.
Telephone: (705) 822-8875
Stefanie.Recollet@labrc.com
www.labrc.com


Pursuing a vision for sustainable energy development
on industrial land south of Pincher Creek.
Captus Generation is pursuing a special opportunity to develop a unique clean power hub on lands around the Drywood Generating Power Plant. It will add value to natural gas and produce needed carbon-neutral electricity for Alberta's energy future. It would also be an economic boost for the Pincher Creek area.
captus generation
Community Information Session
May 23, 2024
6-8 p.m. *Presentation at 6:15 p.m.
Twin Butte Community Hall
For more information, visit captusgeneration.com