



**TOWN OF PINCHER CREEK COUNCIL  
MEETING AGENDA  
Monday, April 27, 2020 at 6:00 p.m.  
Virtual**

1. **Call to Order**
2. **Scheduled Public Hearing**
3. **Agenda Approval**
4. **Scheduled Delegations**
  - 4.1 RCMP Policing Priorities – Sgt. Ryan Hodge  
2019 Priorities – Community Presence, Drug Enforcement and Traffic Enforcement
  - 4.2 Business Recovery – Marie Everts and Natalie Gibson
  - 4.3 Golf Club – Charles Clymer
5. **Adoption of Minutes**
  - 5.1 Minutes of the Regular Meeting of Council held on April 14, 2020
  - 5.2 Minutes of the Committee of the Whole Meeting held on April 1, 2020
6. **Business Arising from the Minutes**
7. **Bylaws**
  - 7.1 Bylaw No. 1395-20 Penalty on Unpaid Taxes
8. **New Business**
  - 8.1 Crowsnest Pincher Creek Landfill Association - EPEA Approval 18701-02-01
  - 8.2 Health Care Workers Appreciation – No RFD
9. **Reports**
  - 9.1 Upcoming Committee Meeting and Events
    - Canada Day Celebration
10. **Administration**
  - 10.1 Council Information Distribution List
  - 10.2 Shovel Ready Projects
11. **Closed Session Discussion**
  - 11.1 Roll #0168000 Taxes and Assessment – FOIP s. 24
  - 11.2 Wildlife Services Contract – FOIP s.16 and s.25
  - 11.3 Restrictions On Garage/Yard Sales – FOIP s.18, s.19 and s.20
12. **Notice of Motion**
13. **Adjournment**

*The next Regular Council Meeting is scheduled for May 11, 2020 at 6:00 p.m.*

## Pincher Creek Golf Club

### 2020 - Covid 19 Virus - Cash Flow Considerations

#### Introduction:

For almost 100 years the Pincher Creek Golf Club has provided golfing in our community. The dedication of this significant group of volunteers has determined that this essential recreational activity has been provided at very little cost to our taxpayers. Over the past few years the accrual of surpluses has been impaired due to increased operating expenses associated with deteriorating infrastructure and significant increases in operating expenses. At this time the Pincher Creek Golf Club does not have the sufficient funds to withstand the cash flow requirements of a delayed opening or the possibility of not opening for the season.

#### Cash Flow Considerations

Discussions with the golf course executive provide that three potential scenarios should be considered for the 2020 golf season. The three scenarios are as follows:

- 1) Golf Course Opens June 1st - Currently there are discussions between Alberta Golf Association and the Alberta Government to allow Alberta golf courses to open with strict virus protocols in place. The BC Government has already made provisions to allow for the restricted opening of golf courses. It is thought that the Alberta Government will make similar provisions. However, the timing of this commitment is not certain.
- 2) Golf Course Opens July 1st - As provided above, there isn't any certainty regarding the potential opening date. It was considered to be prudent to consider a later opening date. It was determined that an opening date later than July 1st would not be likely.
- 3) Golf Course Closed for 2020 Season: The uncertainties regarding the virus may not provide the Alberta Government with a sufficient level of confidence to permit the opening of golf courses for the 2020 season.

#### Cash Flow Assumptions:

The following provides the required assumptions to allow for the completion of the three noted cash flow considerations:

#### Revenues:

Membership Fees - Cash flow is traditionally enhanced at this time of the year as memberships fees are collected. Last year \$107,629 (Will be rounded up to \$108,000 for 2020, June 1st opening, cash flow purposes) was collected in membership fees. It is thought that this same amount will be collected if the golf course is able to open as alternative recreational opportunities will be minimal. Further, travel restrictions could also increase demand. Should the golf course not be able to open for the 2020 season membership fees that are already collected will be returned to the members and the revenue from this revenue source will be nil. A July opening will be calculated at 70 percent of the annual revenue or \$75,600.

Green Fees - This revenue stream provided \$70,035 in 2019. As per the pandemic restrictions only paid members will be allowed to golf on the course in 2020. Further, all scheduled golf tournaments will not take place this year. As such, this revenue source will be nil for the current year.

Inside Cart Storage - In 2019 cart storage provided \$14,348. The rounded up amount of \$14,500 will be used for all scenarios for 2020 as it is expected that members will continue to keep their carts in storage regardless of their involvement in the 2020 season.

Food Services/ Liquor Sales - The restaurant facility will be closed for the year. It is currently thought that sandwiches and beverages could be sold from an on-course cart. It is planned that any incomes should be sufficient to offset the requisite expenses.

Other Revenue Sources - It was determined that other revenues would be minimal and unpredictable. As such, other revenue sources will not be considered this year.

Expenses:

Note: Unless otherwise stated, projected expenses will reflect the actual 2019 expense. Insignificant expenses will be considered under a miscellaneous expense category.

Cable/ phone:	\$2,640 Per annum/ Distributed monthly
Office:	\$3,600 Per annum/ distributed monthly
Professional Fees:	\$5,400 Per annum/ distributed monthly
Repairs and Maintenance:	\$13,000 Per annum/ Distributed April to September
Advertising:	\$3,000 Per annum/ Distributed May to September
Course Supplies:	\$14,000 Per annum/ Distributed April/ May
Fuel:	\$8,400 Per annum/ Distributed April/ October
Utilities:	\$15,500 Per annum/ Distributed monthly
Insurance:	\$5,200 Per annum/ Due in April
Miscellaneous:	\$12,000 Per annum/ Distributed monthly
Payroll Expenses:	
GC Maintenance Manager	\$5,800 Per month - April - October
GC Maintenance Assistant	\$3,200 Per month - April - October
GC Manager	\$4,700 Per month - April - October

GC Assistant	\$2,600 Per month - April - October.
Course Assistants	Two assistants would be required at \$15 per hour at 160 hours per month or \$4,800 per month. Should the course not open the two employees would not be required.
Payroll requirements:	An additional 15 percent will be added to total payroll expense in order to fund CPP/EI and Workers Compensation requirements
Lease payment	The lease payment on a rough mower in the approximate amount of \$16,500 is covered by casino proceeds.
Note:	There may be government grants available to assist with a few of the above noted expenses. However, at this time the grants are not identified or confirmed. As such potential grant income is not considered in the projections

**Pincher Creek Golf Club - 2020 Budget - Option 1 - June 1st Opening**

	April	May	June	July	August	September	October	November	December	January	February	March	Totals	
<b>Revenues</b>														
Memberships	30,000	30,000	18,000										78,000	
Cart storage	7,000	7,500											14,500	
Casino proceeds							16,500						16,500	
<b>Total revenues</b>	<b>\$ 37,000</b>	<b>\$ 37,500</b>	<b>\$ 18,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 16,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 109,000</b>	<b>109,000</b>
<b>Expenses</b>														
Cable/ phone	220	220	220	220	220	220	220	220	220	220	220	220	2,640	
Office	300	300	300	300	300	300	300	300	300	300	300	300	3,600	
Professional fees				5,000					400				5,400	
R&M	5,000	2,000	2,000	2,000	1,000	1,000							13,000	
Advertising		1,500	500	500	500								3,000	
Course supplies		10,000	1,000	1,000	1,000	1,000							14,000	
Fuel		4,000	1,400	1,000	1,000	1,000							8,400	
Utilities	2,167	2,167	2,167	2,167	2,167	2,167							26,000	
Lease payment							16,500	2,167	2,167	2,167	2,167	2,167	16,500	
Miscellaneous	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	12,000	
Payroll - Outside manager	5,800	5,800	5,800	5,800	5,800	5,800	5,800						40,600	
Payroll - inside manager	4,700	4,700	4,700	4,700	4,700	4,700	4,700						32,900	
Payroll - outside assistant	3,200	3,200	3,200	3,200	3,200	3,200	3,200						22,400	
Payroll - Inside assistant	2,600	2,600	2,600	2,600	2,600	2,600							15,600	
Payroll - Course assistant			4,800	4,800	4,800								14,400	
Payroll - expenses 15%	2,445	2,445	3,165	3,165	3,165	2,445	2,055	-	-	-	-	-	18,885	
<b>Total expenses</b>	<b>\$ 27,432</b>	<b>\$ 39,932</b>	<b>\$ 32,852</b>	<b>\$ 37,452</b>	<b>\$ 31,452</b>	<b>\$ 25,432</b>	<b>\$ 35,942</b>	<b>\$ 3,687</b>	<b>\$ 4,087</b>	<b>\$ 3,687</b>	<b>\$ 3,687</b>	<b>\$ 3,687</b>	<b>\$ 249,325</b>	<b>249,325</b>
<b>Net income</b>	<b>9,568</b>	<b>-2,432</b>	<b>-14,852</b>	<b>-37,452</b>	<b>-31,452</b>	<b>-25,432</b>	<b>-19,442</b>	<b>-3,687</b>	<b>-4,087</b>	<b>-3,687</b>	<b>-3,687</b>	<b>-3,687</b>	<b>-140,325</b>	<b>-140,325</b>
Beginning cash	30,000	39,568	37,137	22,285	-15,167	-46,618	-72,050	-91,492	-95,178	-99,265	-102,952	-106,638		
Add: Net income	9,568	-2,432	-14,852	-37,452	-31,452	-25,432	-19,442	-3,687	-4,087	-3,687	-3,687	-3,687		
Ending cash	39,568	37,137	22,285	-15,167	-46,618	-72,050	-91,492	-95,178	-99,265	-102,952	-106,638	-110,325		

Note: Beginning cash is accrued membership revenue

**Pincher Creek Golf Club - 2020 Budget - Option 2 - July 1st Opening**

<b>Revenues</b>	April	May	June	July	August	September	October	November	December	January	February	March	Totals	
Memberships	15,000	15,000	15,600										45,600	
Cart storage	7,000	7,500											14,500	
Casino proceeds							16,500						16,500	
<b>Total revenues</b>	<b>\$ 22,000</b>	<b>\$ 22,500</b>	<b>\$ 15,600</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 16,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 76,600</b>	<b>76,600</b>
<b>Expenses</b>														
Cable/ phone	220	220	220	220	220	220	220	220	220	220	220	220	2,640	
Office	300	300	300	300	300	300	300	300	300	300	300	300	3,600	
Professional fees				5,000					400				5,400	
R&M	5,000	2,000	2,000	2,000	1,000	1,000							13,000	
Advertising		1,500	500	500	500								3,000	
Course supplies		10,000	1,000	1,000	1,000	1,000							14,000	
Fuel		4,000	1,400	1,000	1,000	1,000							8,400	
Utilities	2,167	2,167	2,167	2,167	2,167	2,167	2,167	2,167	2,167	2,167	2,167	2,167	26,000	
Lease payment							16,500						16,500	
Miscellaneous	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	12,000	
Payroll - Outside manager	5,800	5,800	5,800	5,800	5,800	5,800	5,800						40,600	
Payroll - inside manager	4,700	4,700	4,700	4,700	4,700	4,700	4,700						32,900	
Payroll - outside assistant	3,200	3,200	3,200	3,200	3,200	3,200	3,200	3,200					22,400	
Payroll - Inside assistant	2,600	2,600	2,600	2,600	2,600	2,600							15,600	
Payroll - Course assistant			4,800	4,800	4,800								14,400	
Payroll - expenses 15%	2,445	2,445	3,165	3,165	3,165	2,445	2,055	-	-	-	-	-	18,885	
<b>Total expenses</b>	<b>\$ 27,432</b>	<b>\$ 39,932</b>	<b>\$ 32,852</b>	<b>\$ 37,452</b>	<b>\$ 31,452</b>	<b>\$ 25,432</b>	<b>\$ 35,942</b>	<b>\$ 3,687</b>	<b>\$ 4,087</b>	<b>\$ 3,687</b>	<b>\$ 3,687</b>	<b>\$ 3,687</b>	<b>\$ 249,325</b>	<b>249,325</b>
<b>Net income</b>	<b>-5,432</b>	<b>-17,432</b>	<b>-17,252</b>	<b>-37,452</b>	<b>-31,452</b>	<b>-25,432</b>	<b>-19,442</b>	<b>-3,687</b>	<b>-4,087</b>	<b>-3,687</b>	<b>-3,687</b>	<b>-3,687</b>	<b>-172,725</b>	<b>-172,725</b>
Begginning cash	30,000	24,568	7,137	-10,115	-47,567	-79,018	-104,450	-123,892	-127,578	-131,665	-135,352	-139,038		
Add: Net income	-5,432	-17,432	-17,252	-37,452	-31,452	-25,432	-19,442	-3,687	-4,087	-3,687	-3,687	-3,687		
Ending cash	24,568	7,137	-10,115	-47,567	-79,018	-104,450	-123,892	-127,578	-131,665	-135,352	-139,038	-142,725		

Note: Begginning cash is accrued membership revenue

**Pincher Creek Golf Club - 2020 Budget - Option 3 - Course Remains Closed for 2020**

<b>Revenues</b>	April	May	June	July	August	September	October	November	December	January	February	March	Totals	
Memberships	15,000	15,000											30,000	
Cart storage	7,000	7,500											14,500	
Casino proceeds							16,500						16,500	
<b>Total revenues</b>	<b>\$ 22,000</b>	<b>\$ 22,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 16,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 61,000</b>	<b>61,000</b>
<b>Expenses</b>														
Return membership revenue				60,000									60,000	
Cable/ phone	220	220	220	220	220	220	220	220	220	220	220	220	2,640	
Office	300	300	300	300	300	300	300	300	300	300	300	300	3,600	
Professional fees				5,000					400				5,400	
R&M	5,000	2,000	2,000	2,000	1,000	1,000							13,000	
Advertising		1,500	500	500	500								3,000	
Course supplies		10,000	1,000	1,000	1,000	1,000							14,000	
Fuel		4,000	1,400	1,000	1,000	1,000							8,400	
Utilities	2,167	2,167	2,167	2,167	2,167	2,167	2,167	2,167	2,167	2,167	2,167	2,167	26,000	
Lease payment							16,500						16,500	
Miscellaneous	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	12,000	
Payroll - Outside manager	5,800	5,800	5,800	5,800	5,800	5,800	5,800						40,600	
Payroll - inside manager	4,700	4,700	4,700	4,700	4,700	4,700	4,700						32,900	
Payroll - outside assistant	3,200	3,200	3,200	3,200	3,200	3,200	3,200						22,400	
Payroll - Inside assistant	2,600	2,600	2,600	2,600	2,600	2,600							15,600	
Payroll - Course assistant														
Payroll - expenses 15%	2,445	2,445	2,445	2,445	2,445	2,445	2,055	-	-	-	-	-	16,725	
<b>Total expenses</b>	<b>\$ 27,432</b>	<b>\$ 39,932</b>	<b>\$ 27,332</b>	<b>\$ 91,932</b>	<b>\$ 25,932</b>	<b>\$ 25,432</b>	<b>\$ 35,942</b>	<b>\$ 3,687</b>	<b>\$ 4,087</b>	<b>\$ 3,687</b>	<b>\$ 3,687</b>	<b>\$ 3,687</b>	<b>\$ 292,765</b>	<b>292,765</b>
<b>Net income</b>	<b>-5,432</b>	<b>-17,432</b>	<b>-27,332</b>	<b>-91,932</b>	<b>-25,932</b>	<b>-25,432</b>	<b>-19,442</b>	<b>-3,687</b>	<b>-4,087</b>	<b>-3,687</b>	<b>-3,687</b>	<b>-3,687</b>	<b>-231,765</b>	<b>-231,765</b>
Beginning cash	30,000	24,568	7,137	-20,195	-112,127	-138,058	-163,490	-182,932	-186,618	-190,705	-194,392	-198,078		
Add: Net income	-5,432	-17,432	-27,332	-91,932	-25,932	-25,432	-19,442	-3,687	-4,087	-3,687	-3,687	-3,687		
Ending cash	24,568	7,137	-20,195	-112,127	-138,058	-163,490	-182,932	-186,618	-190,705	-194,392	-198,078	-201,765		

Note: Beginning cash is accrued membership revenue



**REGULAR MEETING OF COUNCIL**  
**Held on Tuesday April 14, 2020 in the**  
**Virtually, commencing at 6:00 p.m.**

**IN ATTENDANCE:**

Mayor: D. Anderberg

Councillors: B. McGillivray, S. O'Rourke, M. Barber,  
L. Jackson, W. Elliott and S. Korbett

Staff: L. Wilgosh, Chief Administrative Officer;  
W. Catonio, Director of Finance and Human  
Resources; L. Rideout, Director of  
Community Services, A. Roth, Director of  
Operations; L. Goss, Administrative  
Manager; D. Green, Family and Community  
Support Services Coordinator and  
R. Oczkowski, Administrative Assistant

Absent with regrets:

**1. CALL TO ORDER**

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

**2. SCHEDULED PUBLIC HEARING**

**3. AGENDA APPROVAL**

**McGILLIVRAY:**

That Council for the Town of Pincher Creek approves the April 14, 2020 agenda as amended, the amendment being the addition of 8.4 Regional Emergency Management Organization Activation.

**CARRIED 20-192**

**4. DELEGATIONS**

**4.1 Ianthe and Max Goodfellow – Traffic – Hyde Street, Poplar and Lodge Avenues**

Ianthe and Max Goodfellow presented to Council concerns regarding traffic on Hyde Street, Poplar Avenue and Lodge Avenue.

**5. ADOPTION OF MINUTES**

**5.1 Minutes of the Regular Meeting of Council held on March 23, 2020**

**JACKSON:**

That Council for the Town of Pincher Creek approve the minutes of the regular meeting of Council held on March 23, 2020 as presented.

**CARRIED 20-193**

**5.2 Minutes of the Special Meeting of Council held on April 3, 2020**

**BARBER:**

That Council for the Town of Pincher Creek approve the minutes of the Special Meeting of Council held on April 3, 2020 as presented.

**CARRIED 20-194**



**6. BUSINESS ARISING FROM THE MINUTES**

**6.1 AUMA Advocacy Request**

**KORBETT:**

That Council for the Town of Pincher Creek requests that the Alberta Urban Municipalities Association Board engage member municipalities in developing an advocacy strategy in response to the recent announcement of changes to Alberta Health Services physician compensation model. The strategy will address the negative effect on rural health care services in Alberta that will and are ultimately resulting from these changes.

**FURTHER**

That Alberta Urban Municipalities Association advocate for the immediate reversal of physician wage cuts which came into force on April 1, 2020 and in the fall of 2019 to ensure the continued and proactive health care for our rural communities, and to support the physical and mental wellbeing of our local physicians and health care workers who may be concerned with potential layoffs, while simultaneously putting their own health and the health of their families at risk to save lives of Alberta residents.

**CARRIED 20-195**

**McGILLIVRAY:**

That Council for the Town of Pincher Creek direct administration to forward the Alberta Urban Municipalities Association Advocacy Request to the Municipal District of Pincher Creek and request support of same.

**CARRIED 20-196**

**6.2 Food Bank Update**

**JACKSON:**

That Council for the Town of Pincher Creek receive the Food Bank update report as information.

**CARRIED 20-197**

**KORBETT:**

That Council for the Town of Pincher Creek agree to enter into a monthly lease agreement with the Vertical Church for the operations of the Pincher Creek Community Food Bank during the COVID-19 Pandemic situation.

**CARRIED 20-198**

*D. Green and R. Oczkowski left the meeting at 6:46 pm.*

**6.3 2020 Operating and Capital Budget Adjustments**

**McGILLIVRAY:**

That Council for the Town of Pincher Creek approve the attached 2020 Operating and Capital Budget Adjustments and that a copy be attached hereto and form part of the minutes.

**CARRIED 20-199**

**7. BYLAWS**

**7.1 Property Tax Bylaw 1620-20**

**McGILLIVRAY:**

That Council for the Town of Pincher Creek agree to give Bylaw No. 1620-20, 2020 Property Tax Bylaw, first reading.

**CARRIED 20-200**

**ELLIOTT:**

That Council for the Town of Pincher Creek agree to give Bylaw No. 1620-20, 2020 Property Tax Bylaw, second reading.

**CARRIED 20-201**

**KORBETT:**

That Council for the Town of Pincher Creek unanimously agree to present Bylaw No. 1620-20, 2020 Property Tax Bylaw, for third reading.

**CARRIED 20-202**

**BARBER:**

That Council for the Town of Pincher Creek agree to give Bylaw No. 1620-20, 2020 Property Tax Bylaw, third and final reading and that a copy of which be attached hereto and form part of the minutes.

**CARRIED 20-203**

**8. NEW BUSINESS**

**8.1 Update on Medically At-Risk Drivers**

**McGILLIVRAY:**

That Council for the Town of Pincher Creek receive as information the update from a conference call between MARD at University of Alberta and the alternate service providers in Pincher Creek.

**CARRIED 20-204**

**8.2 2019 Audited Consolidated Financial Statements**

**JACKSON:**

That Council for the Town of Pincher Creek approve the 2019 Audited Consolidated Financial Statements and Auditor's Report and a copy of these Financial Statements be attached hereto and form part of the minutes; and that the Financial Information Return for the year ended December 31, 2019 be forwarded to Alberta Municipal Affairs; and that the Corporate Tax Return for the year ending December 31, 2019 be forwarded to Canada Revenue Agency; and that the Financial Statements be made available to the public through advertisement.

**CARRIED 20-205**

**8.3 Pincher Creek Golf Club Society – Clubhouse Renovation**

**KORBETT:**

That Council for the Town of Pincher Creek support and authorize the renovations of the Pincher Creek Golf Course clubhouse and direct administration to advise the Pincher Creek Golf Club Society to contact the Town's Building Inspector Park Enterprises Ltd to obtain the permits and inspections as per Alberta Safety Codes regulations.

**CARRIED 20-206**

**8.4 Regional Emergency Management Organization Activation**

**KORBETT:**

That Council for the Town of Pincher Creek receives the Regional Emergency Management Organization Activation information as presented.

**CARRIED 20-207**

**9. REPORTS**

**9.1 Upcoming Committee Meetings and Events**

Operations Committee meeting was cancelled but will be rescheduled.

**10. ADMINISTRATION**

**10.1 Council Information Distribution List**

**O'ROURKE:**

That Council for the Town of Pincher Creek accept the April 14, 2020 Council Information Distribution List as information.

**CARRIED 20-208**

**10.2 Potential Shovel Ready Projects**

**MCGILLIVRAY:**

That Council for the Town of Pincher Creek receives the information regarding Potential Shovel Ready Projects as presented and direct administration to include Golf Course Irrigation, Early Learning Centers Landscaping, Highway 507 Access at Livingstone Way, Pathway Master Plan, Highway 3 Twinning and other potential projects on the list and submit to Alberta Municipal Affairs.

**CARRIED 20-209**

**O'ROURKE:**

That Council for the Town of Pincher Creek support the Highway 3 Twinning project from Bellevue to Brocket and direct administration to include in the shovel ready project list being provided to Alberta Municipal Affairs.

**CARRIED 20-210**

*Mayor Anderberg called a recess at 7:40 pm.*

*A. Roth and W. Catonio left the meeting at 7:40*

*Mayor Anderberg called the meeting back to order at 7:46 pm.*

*Councillor Elliott declared a potential conflict of interest with the next agenda item and left the meeting at 7:46*

**11. CLOSED MEETING DISCUSSION**  
**JACKSON:**

That Council for the Town of Pincher Creek agree to move to a closed session of Council on Tuesday, April 14, 2020 at 7:47 pm in accordance with section 24 of the Freedom of Information and Protection of Privacy Act, with the Chief Administrative Officer, Director of Community Services and Administrative Manager in attendance.

**CARRIED 20-211**

**JACKSON:**

That Council for the Town of Pincher Creek agree to move out of a closed session of Council on Tuesday, April 14, 2020 at 7:59 pm.

**CARRIED 20-212**

**11.1 Rental/Lease Agreements – FOIP s. 24**

**KORBETT:**

That Council for the Town of Pincher Creek receives the Rental/Lease Agreement information as presented and handle any requests from leasees due to the COVID-19 Pandemic situation on a case by case basis.

**CARRIED 20-213**

**12. NOTICE OF MOTION**

**13. ADJOURNMENT**

**O'ROURKE:**

That this meeting of Council on April 14, 2020 be hereby adjourned at 8:04 pm.

**CARRIED 20-214**

\_\_\_\_\_  
MAYOR, D. Anderberg

\_\_\_\_\_  
CAO, L. Wilgosh

**APPROVED BY RESOLUTION  
OF THE COUNCIL OF THE  
TOWN OF PINCHER CREEK,  
THIS 27<sup>th</sup> DAY OF APRIL 2020**

**S E A L**

**NEXT REGULAR MEETING OF COUNCIL TO BE HELD ON MONDAY APRIL 27, 2020 AT  
6:00 P.M.**



Town of Pincher Creek  
COMMITTEE OF THE WHOLE MINUTES  
April 1, 2020 – 9:00 AM  
Council Chambers – Town Office

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ATTENDANCE:

Mayor: D. Anderberg

Councillors: M. Barber, S. O'Rourke, S. Korbett and B. McGillivray

Via Conference Call: L. Jackson

Absent with Regrets: W. Elliott

Staff: L. Wilgosh, Chief Administrative Officer; A. Roth, Director of Operations; L. Rideout, Director of Community Services; W. Catonio, Director of Finance and Human Resources; A. Kollee, Manager of Legislative Services; A. Grose, Recreation Manager; L. Goss, Administrative Manager; M. Everts, Events, Marketing & Economic Development Officer; D. Green, Family and Community Support Services

**1. Call to Order**

The meeting was called to order at 9:00 am.

**2. Agenda Approval**

**McGILLIVRAY:**

That the Committee of the Whole for the Town of Pincher Creek approves the March 4, 2020 agenda as amended, the amendment being the addition of item 4.4 Upcoming Meetings, 9.3 Food Bank and 9.4 Regional Emergency Management Organization Spending Limit

**CARRIED COTW 2020-014**

**5. Scheduled Delegations**

**5.1 2019 Financial Statement Review – KPMG – 9:00 am**

Derek Taylor, representing KPMG LLP, attended the meeting to present the 2019 Financial Statements to Committee of the Whole.

**McGILLIVRAY:**

That Committee of the Whole for the Town of Pincher Creek defer the 2019 Financial Statements to the April 14, 2020 regular meeting of Council for consideration.

**CARRIED COTW 2020-015**

**3. Committee Reports**

<b>BARBER</b>	March 2	Community Futures
	March 4	Committee of the Whole
	March 9	Regular Council
	March 13	Joint Council – Intermunicipal Collaboration Framework
	March 19	Golf Club
	March 23	Regular Council
	March 25	Chinook Arch Library
	March 26	Pincher Creek Library
	March 27	AUMA Webinar – Emergency Preparedness
<b>O’ROURKE</b>	March 4	Committee of the Whole
	March 9	Regular Council
	March 13	Joint Council – Intermunicipal Collaboration Framework
	March 23	Regular Council
<b>JACKSON</b>	March 4	Committee of the Whole
	March 9	Regular Council
	March 13	Joint Council – Intermunicipal Collaboration Framework
	March 16	Special Council
	March 16	Community Hall Board
	March 17	Municipal Development and Subdivision Authority
	March 18	Pincher Creek Foundation
	March 23	Regular Council
<b>KORBETT</b>	March 1	Physicians Attraction and Retention
	March 2	Childcare
	March 2	Physicians Town Hall
	March 4	Committee of the Whole
	March 9	Regular Council
	March 10	Alberta Health Services
	March 11	Minister of Health
	March 12	Early Learning Centre Open House
	March 13	Joint Council – Intermunicipal Collaboration Framework
	March 16	Special Council
	March 17	Economic Development Strategic Planning
	March 17	Regional Emergency Management Organization Planning
	March 19	Community Early Learning Centre
March 23	Regular Council	

March 26 Emergency Services Commission  
March 27 AUMA Webinar – Emergency Preparedness  
March 30 Special Emergency Services Commission

**McGILLIVRAY**

March 4 Committee of the Whole  
March 6 Whispering Winds  
March 9 Regular Council  
March 12 Early Learning Centre Open House  
March 13 Joint Council – Intermunicipal Collaboration Framework  
March 16 Special Council  
March 17 Municipal Development and Subdivision Authority  
March 17 Early Learning Centre Building Committee  
March 17 Economic Development Strategic Planning  
March 18 Pincher Creek Foundation  
March 19 Community Early Learning Centre  
March 23 Regular Council  
March 31 Crowsnest Pincher Creek Landfill Association

**ANDERBERG**

March 4 Committee of the Whole  
March 6 Whispering Winds  
March 6 King Edward Hotel Fire Review  
March 9 Regular Council  
March 10 Minister of Health  
March 11 Vitae Grand Opening  
March 12 Early Learning Centre Open House  
March 13 Joint Council – Intermunicipal Collaboration Framework  
March 13 Early Learning Centre Discussion with MD Reeve  
March 16 Special Council  
March 17 Economic Development Strategic Planning  
March 17 Regional Emergency Management Organization Planning  
March 18 COVID-19 Public Announcement  
March 19 Community Early Learning Centre  
March 23 Regular Council  
March 27 AUMA Webinar – Emergency Preparedness  
March 29 Town Hall with Premier and Ministers  
March 30 Special Emergency Services Commission

**O'ROURKE:**

That Committee of the Whole for the Town of Pincher Creek receives the April 1, 2020 Committee Reports as information.

**CARRIED COTW 2020-016**

*Mayor Anderberg called a recess at 11:04 am.*

*Mayor Anderberg called the meeting back to order at 11:19 am.*

**4. Administration**

**4.1 Capital and Major Operating Projects Review**

*Mayor Anderberg called a recess at 12:06 pm.*

*Mayor Anderberg called the meeting back to order at 12:29 pm.*

**4.2 Service Level Delivery**

**4.3 Tax and Utility Payment Deferrals**

*Mayor Anderberg called a recess at 1:17 pm.*

*Mayor Anderberg called the meeting back to order at 1:25 pm.*

**4.4 Upcoming Meetings**

**KORBETT:**

That Committee of the Whole for the Town of Pincher Creek agree to move to virtual meetings for Council and Committee meetings until the COVID-19 Pandemic situation allows.

**CARRIED COTW 2020-017**

**6. Business Arising from the Minutes**

**7. Policy**

**8. New Business**

**9. Closed Session**

**KORBETT:**

That Committee of the Whole for the Town of Pincher Creek agree to move to a closed session of the Committee on Wednesday April 1, 2020 at 1:50 pm in accordance with section 23 and 24 of the Freedom of Information and Protection of Privacy Act, with the Chief Administrative Officer, Director of Community Services, Director of Finance and Humane Resources, Recreation Manager, Legislative Services Manager, Events, Marketing & Economic Development Officer and Administrative Manager in attendance.

**CARRIED COTW 2020-018**

*M. Everts left the meeting at 2:54 pm.*

**BARBER:**

That Committee of the Whole for the Town of Pincher Creek agree to move out of a closed session of the Committee on Wednesday, April 1, 2020 at 2:55 pm.

**CARRIED COTW 2020-019**



**9.1 Rental Agreements – Town Owned Facilities – FOIP s. 24**

**9.2 Business Continuity Review – FOIP s. 23**

**9.3 Food Bank**

**KORBETT:**

That the Committee of the Whole for the Town of Pincher Creek direct administration to utilize internal resources to manage the Food Bank situation in conjunction with the Municipal District of Pincher Creek.

**CARRIED COTW 2020-020**

**McGILLIVRAY:**

That the Committee of the Whole for the Town of Pincher Creek authorize administration to facilitate a community fund.

**CARRIED COTW 2020-021**

**9.4 Regional Emergency Management Organization Spending Limits**

**10. Adjournment**

**McGILLIVRAY:**

That this session of Committee of the Whole be adjourned at 3:06 pm.

**CARRIED COTW 2020-022**

**APPROVED BY RESOLUTION OF  
COUNCIL FOR THE TOWN OF PINCHER CREEK  
THIS 14<sup>th</sup> DAY OF APRIL, 2020**

\_\_\_\_\_  
Mayor, D. Anderberg

\_\_\_\_\_  
CAO, L. Wilgosh

# TOWN OF PINCHER CREEK

## REQUEST FOR DECISION

*Council*

<b>SUBJECT:</b> Bylaw No. 1395-20 Penalty on Unpaid Taxes	
<b>PRESENTED BY:</b> Wendy Catonio, Director of Finance and Human Resources	<b>DATE OF MEETING:</b> 4/27/2020

**PURPOSE:**

To revise Bylaw No 1395-19 Penalty on Unpaid Taxes to include the 2020 due date for non-residential education property taxes.

**RECOMMENDATION:**

That Council for the Town of Pincher Creek agree to give Bylaw No. 1395-20, Penalty on Unpaid Current Taxes and Unpaid Arrears Taxes first reading.

That Council for the Town of Pincher Creek agree to give Bylaw No. 1395-20, Penalty on Unpaid Current Taxes and Unpaid Arrears Taxes second reading.

That Council for the Town of Pincher Creek unanimously agree to present Bylaw No. 1395-20, Penalty on Unpaid Current Taxes and Unpaid Arrears Taxes, for third reading.

That Council for the Town of Pincher Creek agree to give Bylaw No. 1395-20, Penalty on Unpaid Current Taxes and Unpaid Arrears Taxes third and final reading and that a copy of this bylaw be attached hereto and form part of the minutes.

**BACKGROUND/HISTORY:**

Due to the Covid-19 virus, the Alberta Government is requiring municipalities to give non-residential customers six months from April 1 to pay the education levy or an equivalent deferral value if the municipality agrees to defer both the municipal and education levy. In the first option, the education levy for non-residential customers for 2020 will be due and payable September 30, 2020 with penalties applied on remaining balances as of October 1, 2020.

In the second option, if the municipality agrees to defer both the municipal and education levy a shorter period of relief will result in the same value and is agreeable to the Alberta Government. For the Town of Pincher Creek, the due date for both levies could be extended to July 31, 2020 with the penalty bylaw being revised accordingly.

**ALTERNATIVES:**

That Council for the Town of Pincher Creek agree to defer both the non-residential Municipal and Education Levy for one month to July 31, 2020 and amend the Penalty Bylaw accordingly.

That Council for the Town of Pincher Creek agree to defer the property tax deadline for all customers for one month to July 31, 2020 and amend the Penalty Bylaw accordingly.

**IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:**

At the Special Council Meeting on April 3, 2020, Council decided to continue business as usual. However, the Alberta Government has mandated that municipalities must give the equivalent of 6 months relief for the education levy to the non-residential customers.

**FINANCIAL IMPLICATIONS:**

Penalty revenue for 2020 on the education levy will be delayed.

**PUBLIC RELATIONS IMPLICATIONS:**

Alberta Municipal Affairs requires the municipality to communicate the method of the deferral to all ratepayers. This includes providing the ratepayers with a message drafted by the provincial government.

**ATTACHMENTS:**

1395-20 Penalty on Unpaid Taxes - Draft - 405

**CONCLUSION/SUMMARY:**

Administration supports deferring both portions of the property tax levy for all ratepayers as this method would be the least confusing and more fair and equitable to all ratepayers.

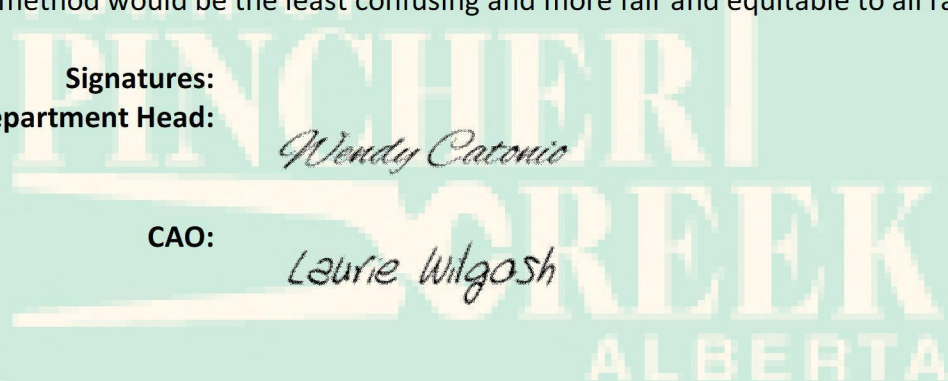
**Signatures:**

**Department Head:**

*Wendy Catonio*

**CAO:**

*Laurie Wilgosh*





**BYLAW No. 1395-1920**  
**of the**  
**TOWN OF PINCHER CREEK**

**A BYLAW OF THE TOWN OF PINCHER CREEK,**  
**IN THE PROVINCE OF ALBERTA,**  
**TO ESTABLISH A PENALTY ON UNPAID CURRENT TAXES**  
**AND UNPAID ARREARS TAXES**

**WHEREAS**, pursuant to sections 344, 345 and 346 of the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta 2000, and amendments thereto, a municipality has the authority to pass a bylaw imposing penalties on unpaid current and arrears taxes.

**NOW THEREFORE**, pursuant to the provisions of the Municipal Government Act, it is hereby enacted by the Council of the Town of Pincher Creek as follows:

1. THAT, all property taxes levied in the current year shall be due and payable in full on or before June 30<sup>th</sup> of each and every year. If June 30<sup>th</sup> should fall on a non-business day for the Town of Pincher Creek, property taxes will be due and payable on the next business day of the Town of Pincher Creek after June 30<sup>th</sup>.
2. THAT, a penalty of TWELVE PERCENT (12%) of current taxes shall be imposed on the next business day following the due date printed on the property tax notices and that amount will be added to and form part of the unpaid taxes.
3. THAT, any remaining unpaid taxes after December 31<sup>st</sup> of the year, shall by way of penalty, an amount equal to ten percent (10%) of the amount due, be added on the first day of January, and each succeeding year thereafter so long as the arrears remain unpaid, and each penalty be added to and form part of the unpaid taxes.
4. THAT, Sshould December 31<sup>st</sup> -fall on a non-business day for the Town of Pincher Creek, unpaid property taxes will be due and payable on the next business day of the Town of Pincher Creek.
- 4.5. THAT, for the 2020 Property Tax year ONLY, the non-residential education levy of the 2020 property taxes will be due and payable September 30, 2020. A penalty of TWELVE PERCENT (12%) of current non-residential education property tax levy shall be imposed on October 1, 2020.
- 5.6. That Bylaw #1395-139 areis hereby repealed.
- 6.7. This bylaw comes into force and effect upon third and final reading thereof.

READ FOR THE FIRST TIME THIS 27<sup>th</sup> DAY OF April 2020, A.D.

\_\_\_\_\_  
Mayor, Don Anderberg

\_\_\_\_\_  
Chief Administrative Officer, Laurie Wilgosh

READ A SECOND TIME THIS 27<sup>th</sup> DAY OF April 2020, A.D.

\_\_\_\_\_  
**Mayor, Don Anderberg**

\_\_\_\_\_  
**Chief Administrative Officer, Laurie Wilgosh**

READ A THIRD TIME THIS 27<sup>th</sup> DAY OF April 2020, A.D.

\_\_\_\_\_  
**Mayor, Don Anderberg**

\_\_\_\_\_  
**Chief Administrative Officer, Laurie Wilgosh**

# TOWN OF PINCHER CREEK

## REQUEST FOR DECISION

*Council*

<b>SUBJECT:</b> Crowsnest Pincher Creek Landfill Association - EPEA Approval 18701-02-01	
<b>PRESENTED BY:</b> Laurie Wilgosh, Chief Administrative Officer	<b>DATE OF MEETING:</b> 4/27/2020

**PURPOSE:**

For Council to receive the notice of a scheduled hearing regarding the CNPC Landfill approval for the construction and maintenance of a Class II Landfill with an incinerator

**RECOMMENDATION:**

That Council for the Town of Pincher Creek receive the notice of an Alberta Environmental Appeals Hearing regarding the Crowsnest Pass Pincher Creek Landfill approval No. 18701-02-01 for the construction and maintenance of an incinerator, as presented.

**BACKGROUND/HISTORY:**

The landfill incinerator project came to the members attention approximately 2 -3 years ago. The Town Council had concerns regarding the proposed incineration of animal carcasses, and farming plastics and the potential leaching of hazardous substances into the soil, and waterways, besides the potential of air quality contamination and odour pollution. Subsequently as the incinerator received Alberta Environmental approval, Town Council directed administration to launch an appeal. A consultant specializing in incineration and pollution was contracted to represent the Town during the appeal. After making a series of recommendations, they were ultimately rejected by the landfill board. The Town had invested significant dollars into the appeal, and eventually withdrew the appeal with the hope of convincing the landfill board itself not to proceed. There was one other appellant who has been continuing the fight with the Landfill and Alberta Environment, and this is a continuation to that appeal. The Town could maintain their direction to work with the landfill board to discontinue any plans to install an incinerator, or they could choose to submit a request to be heard again regarding this issue. The governance structure of the landfill is being reviewed and may allow for a more balanced decision making body.

**ALTERNATIVES:**

That Council for the Town of Pincher Creek direct administration to submit a request to intervene in the Alberta Environmental Appeal Hearing in relation to the EPEA Amending Approval No. 18701-02-01

**IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:**

A copy of the TetraTech report and recommendations is available for Council review if requested

**FINANCIAL IMPLICATIONS:**

Cost to appeal - Approximately \$12000 - \$13000.00

**PUBLIC RELATIONS IMPLICATIONS:**

Many members of the public were opposed to the proposed use of an incinerator for animal carcasses and farm plastics

**ATTACHMENTS:**

concern summary - 406

landfill appeal - 406

**CONCLUSION/SUMMARY:**

Administration supports that Council receive the information regarding the EPEA Amending Approval No. 18701-02-01, Notice of Hearing as presented, and continue to work with the Landfill Board to withdraw permit approval for the operation of an incinerator.

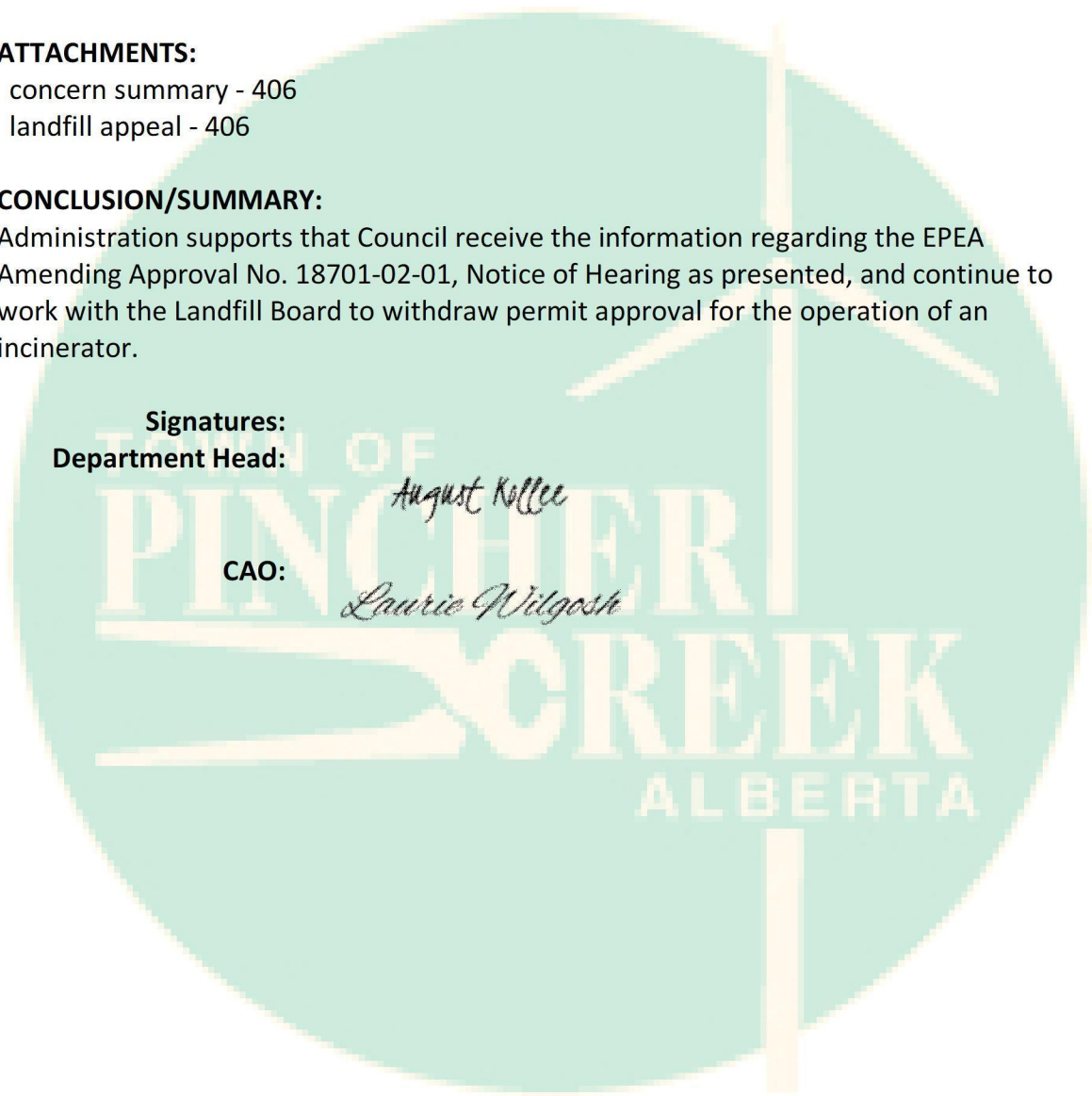
**Signatures:**

**Department Head:**

*August Kollee*

**CAO:**

*Laurie Wilgosh*



## Town of Pincher Creek – landfill incinerator concerns

January 17, 2019

1. Town is downwind and downstream (Castle River and Pincher Creek water sources)
2. Air quality – air quality assessment – present and future monitoring, level of emissions, i.e. diseased animals, pharmaceuticals used to treat sick animals, BSE, etc
3. Air Quality – emissions from burning plastics
4. Water quality – air particulates in ground water run-off, and in remaining ash
5. Soil quality/potential contamination baseline testing and ongoing monitoring – crop contamination
6. Odor – burning of animal carcasses, hair, wood and plastics
7. Request to Alberta Environment for Environmental Assessment and Public Hearing – both denied
8. Request for Landfill Board for a public meeting to hear directly from their constituents – never happened
9. Consideration to other options rather than incineration – Plastics – Province states that recycling opportunities are being considered and pursued, wood – could be chipped and used as landfill cover, animal carcasses could be shipped to Lethbridge (bio-gas) facility or other options may be available
10. Castle park and Castle Wildland Park – created by NDP Government to enhance tourism in southern Alberta, does incinerator promote environmental stewardship. Millions of dollars being invested in Tourism for this area, including water line to Castle Ski Hill, and paving road to same, Destination Marketing funding, etc.
11. NDP carbon emissions concerns – what are the carbon dioxide emissions from this process?
12. Public Open Houses were held in three communities – questions and concerns were met with scorn, didn't feel that the board was receptive to our questions, more defensive or scornful than engaging. Not a collaborative approach, but a we know better than you attitude.



13. Voting majority of landfill board is with Crowsnest Pass reps who have three votes, while the other three members have one each. At first both the Crowsnest Pass and the M.D. of Pincher Creek were both in favor of the incinerator, while Cowley and the Town of Pincher Creek were not, after hearing concerns from their residents. Several residents of the M.D. also approached the Town Council with their concerns as they felt the M.D. rep at the time was indifferent to their concerns.
14. At a recent Regional Council meeting held in November 2018, a Cllr. From the Crowsnest Pass who sits on the landfill board stated that if all municipal members were not in support of the incinerator proposal that the project should be dropped by the Board. A few other Councillors spoke to this also, with only one stating that he didn't agree with cancelling the proposal, from the M.D. of Pincher Creek.
15. The Town Council went away with the understanding that the incinerator proposal would be off the table, and sent correspondence to the landfill board to make a resolution to that effect, in order to cancel the mediation, and unnecessary spending of tax payer dollars.
16. The response was that with some of the members not being in favor of having an incinerator at the landfill, the project would be postponed. The other directors and management of the landfill stated that because of all the money and effort that has gone into the project, they would go ahead with the amendment to operate an incinerator in the Landfill Operators Approval.
17. The motion of the Board was: That once the landfill has the incinerator application accepted in their current landfill Operator's Approval, stop all future expenditures on this project. Notify the regional members, and residents that as of March 31, 2019 the landfill will no longer be accepting any carcasses or butchering waste of any kind, cd. (majority vote)
18. At a following meeting of the Landfill board the December minutes were amended to read "that the project will not be proceeding at this time", rather than postponed.
19. The Town asked on more than one occasion that the Landfill Board research other options, however we were never provided any information from the Board or management if other options were considered and what they were.
20. The Town represents 3600 residents, many of whom have expressed concern with the proposal to members of Council, but no one has come forward in support of incineration.
21. Since the landfill has given notice to its member municipalities that animal carcasses and waste will no longer be received at the Crowsnest Pincher Creek Landfill as of March 31, 2019 a local meeting was held to learn and consider what other options are available to local business,

rancher's, etc. Apparently at that meeting two other companies expressed their availability, to receive and process animal waste: Planet Anaerobic Digestion and Thermal Hydrolysis in Lethbridge and West Coast Waste Reduction.

22. If animal carcasses are no longer accepted at the CNPC Landfill after March, and other options are or will soon be for the other products such as agricultural plastics and untreated wood, **why** would the Landfill Board still require an approval /amendment to the License to Operate allowing incineration in the future. **Why** would we proceed with a process that has the potential to contaminate, if only through mechanical failure, or operator error; our water, our soil, our air, and ultimately the food we ingest, when other options are available to us?
23. The landfill is locally owned and operated by the member municipalities, the majority of which have either withdrawn their support at this time, or were openly opposed, we wonder **why** the Landfill Board would not respect and support their ratepayers and neighbors by cancelling and withdrawing the EPEA Approval No 18701-02-01, by Alberta Environment and Parks?



ALBERTA  
ENVIRONMENTAL APPEALS BOARD

April 15, 2020

**Via E-Mail and Mail**

Ms. Laurie Wilgosh  
Chief Administrative Officer  
Town of Pincher Creek  
962 St. John Avenue  
Box 159  
Pincher Creek, AB T0K 1W0

Mr. Patrick Thomas  
Chief Administrative Officer  
Municipality of Crowsnest Pass  
Box 600  
Crowsnest Pass, AB T0K 0E0

Dear Ms. Wilgosh and Mr. Thomas:

**Re: Crowsnest/Pincher Creek Landfill Association**  
**EPEA Approval No. 18701-02-01/Our File No.: EAB 18-011**

This is to advise that the Environmental Appeals Board has scheduled a hearing of the above noted appeal, via written submissions, beginning on July 2, 2020.

The Board, as part of its normal practice when a hearing is scheduled, is enclosing a copy of its Notice of Hearing for your information and requests the Notice be placed on the Town of Pincher Creek and Municipality of Crowsnest Pass public bulletin boards or websites. The Board's Notice of Hearing contains a deadline of May 11, 2020 for applications from others to make representations before the Board. After May 11, 2020 the Board will, in its discretion, determine if other persons may make representations and the manner in which they can be made.

For your information, the Board's purpose is to hear appeals regarding certain decisions made by Alberta Environment and Parks under the *Environmental Protection and Enhancement Act*, the *Water Act*, the *Emissions Management and Climate Resilience Act*, and Schedule 5 of the *Government Organization Act*.

The information requested is necessary to allow the Environmental Appeals Board to perform its function. The information is collected under the authority of the *Freedom of Information and Protection of Privacy Act*, section 33(c). Section 33(c) provides that personal information may only be collected if that information relates directly to and is necessary for the processing of this appeal. **The information you provide will be considered a public record.**

Please do not hesitate to contact the Board if you have any questions. We can be reached toll-free by first dialling 310-0000 followed by 780-427-6569 for Valerie Myrmo, Registrar of Appeals, and 780-427-7002 for Denise Black, Board Secretary. We can also be contacted via e-mail at [valerie.myrmo@gov.ab.ca](mailto:valerie.myrmo@gov.ab.ca) or [denise.black@gov.ab.ca](mailto:denise.black@gov.ab.ca).

.../2

Yours truly,

  
Valerie Myrmo  
Registrar of Appeals

Att.

cc: Ms. Diana Calder  
Mr. Emile Saindon, Landfill Manager, Crowsnest/Pincher Creek Landfill Association  
Ms. Alison Altmiks, Alberta Justice and Solicitor General, Environmental Law Section

M:\EAB\Appeals 2018\18-011 Crowsnest-Pincher Landfill (Calder)\Advertisement Letter Pincher Creek & Crowsnest.doc

# NOTICE OF HEARING ENVIRONMENTAL APPEALS BOARD

## Crowsnest/Pincher Creek Landfill Association

EPEA Amending Approval No.18701-02-01

Appeal No.: EAB 18-011

### Amending Approval No.18701-02-01

The Environmental Appeals Board will hold a hearing via written submissions beginning on July 2, 2020 with respect to the June 23, 2018 decision of the Director, South Saskatchewan Region, Operations Division, Alberta Environment and Parks, to issue Amending Approval No. 18701-02-01 to the Crowsnest/Pincher Creek Landfill Association for the construction and maintenance of a Class II Landfill with an incinerator.

### Viewing Documents

Please contact the Board for information regarding the file in this matter.

### Information Requests

Environmental Appeals Board  
Registrar of Appeals  
306, 10011 – 109 Street  
Edmonton, Alberta, T5J 3S8  
Telephone: 780-427-6207  
Toll-free 310-0000, followed by 780-427-6207  
Fax: 780-427-4693  
E-Mail: [gilbert.vannes@gov.ab.ca](mailto:gilbert.vannes@gov.ab.ca)  
Website: [www.eab.gov.ab.ca](http://www.eab.gov.ab.ca)

### About the Board

The Environmental Appeals Board is an independent quasi-judicial body that hears appeals of certain decisions made by Alberta Environment and Parks.

### Interventions

Any person, other than the parties, who wishes to make a representation before the Board on this appeal must submit a request in writing by fax or by e-mail to the Board at the fax number or e-mail address set out below. The request must be received by the Board on or before May 11, 2020. It is your responsibility to ensure that your request is received by the Board by May 11, 2020. Such a request shall (a) contain the name, address, e-mail, and telephone and fax numbers of the person submitting the request, (b) indicate whether the person submitting the request intends to be represented by a lawyer or agent and, if so, the name of the lawyer or agent, (c) contain a summary of the nature of the person's interest in this appeal, and (d) be signed by the person submitting the request. Applications will only be considered if the information will assist the Board in making its decision, and will not duplicate the information provided by the parties. After May 11, 2020, the Board will, in its discretion, determine if other persons may make representations, and the manner in which they can be made. Once the Board makes a decision on any intervenor applications, the hearing will be open to the public for viewing only.

The information requested is necessary to allow the Environmental Appeals Board to perform its function. The information is collected under the authority of the *Freedom of Information and Protection of Privacy Act*, section 33(c). Section 33(c) provides that personal information may only be collected if that information relates directly to and is necessary for the processing of this appeal. The information you provide will be considered a public record.

Alberta



Environmental Appeals Board





**Town of Pincher Creek**  
**COUNCIL DISTRIBUTION LIST**  
**April 27, 2020**

<b><u>Item No.</u></b>	<b><u>Date</u></b>	<b><u>Received From</u></b>	<b><u>Information</u></b>
1.	April 13, 2020	Alberta Health services	COVID-19 update
2.	April 13, 2020	Wayfinder	13 Ways Newsletter
3.	April 13, 2020	Stars	Special Edition Horizons Newsletter
4.	April 13, 2020	ORRSC	ORRSC Executive Minutes-February 13 <sup>th</sup> , 2020
5.	March 09, 2020	Grassy Mountain (IAAC/AEIC)	Update regarding the Grassy Mountain Coal Project
6.	April 20, 2020	Derick from pvbuzz.com	Shell to become net-zero by 2050. Replacing graphite in lithium-ion batteries. Lighting the way for renewable energy.
7.	April 15, 2020	Wind Systems magazine	A preview of the new issue of Wind Systems magazine – April 2020
8.	April 20, 2020	Bev Thornton, AlbertaSW	CNP featured in 2020 Alberta Golfer Magazine: Digital Version
9.	April 7, 2020	Wind Systems magazine	Wind energy news from Wind Systems magazine – April 2020
10.	April 2, 2020	North American Clean Energy	Wind News -- Vol 12; Issue 7
11.	April 3, 2020	Economic Developers Alberta (EDA)	EDA News - EDA Announces Its 2020-2021 Board of Directors
12.	March 18, 2020	Dave Poulton, Alberta Land Institute	[ALI NEWS] Water Issue
13.	March 19, 2020	Economic Developers Alberta (EDA)	EDA COVID-19 Response - Business Impact Survey
14.	March 18, 2020	Economic Developers Alberta (EDA)	Media Release: EDA Leads COVID-19 Economic Recovery by Providing FREE Weekly Information Sessions
15.	March 17, 2020	Economic Developers Alberta (EDA)	Career Opportunity - Community Futures Wild Rose
16.	April 20, 2020	Laura Hughes, Pembina Institute	WEBINAR: Understanding Community Generation in Alberta

Priority	Project	Description	Potential Timeframes (dependent on funding approval)	Budget
1	<b>Poplar/Church Storm System Replacement</b>	Storm sewer system in the area east/north of the Multi-Purpose Facility is in extremely poor condition, routinely causing stormwater back-ups in the street. Project would include replacements of the storm sewer in the following areas: - Poplar Avenue (from Main Street to Willow Street) - Willow Street (from Poplar Avenue to Church Avenue) - Church Avenue (from Willow Street to discharge into Pincher Creek)	Design 2020 Tender 2020 Construction 2020-2021	\$ 750,000.00
2	<b>Early Learning Centre Landscaping</b>	Upgrade landscaping at both locations of new Early Learning Centre Facilities - St. Michael's School site and Canyon School site	Design 2020 Tender 2020 Construction 2020	\$ 210,000.00
3	<b>RCMP Building Foundation Repairs Phase 1</b>	Since its construction, the RCMP Building has been shifting on its foundation causing damage to walls, windows, flooring and doors. Aesthetic repairs have been made over the past decade, but repair the underlying problem. The building was built on "high plastic clay" which has absorbed water and is causing the floor slab to move. This project would involve removing the floor slab, removing underlaying soils and replacing floor slab. - This would be a 2 phase project and pricing is for Phase 1 Only - Phase 1 includes lobby, lunchroom, meeting room and vestibule - Phase 2 includes jail cell area	Design 2020 Tender 2020 Construction 2020-2021	\$ 150,000.00
4	<b>Lebel Mansion Verandah/Deck Remediation</b>	Work to replace front steps, deck and railing due to rapid deterioration. This has been identified as a safety hazard for a number of years. Work is necessary to ensure access from front entrance remains available.	Design 2020 Tender 2020 Construction 2020	\$ 100,000.00
5	<b>Pincher Creek Raw Water Intake/Agricultural Society Riparian Upgrades</b>	Work to provide source water protection for the Raw Water Intake. Work would include: - Fencing to ensure no vehicles have the potential to accidentally drive down the embankment - Grading of a drainage swale to direct water runoff downstream of the Raw Water Intake - Planting of vegetation to assist in bank stabilization	Design 2020 Tender 2021 Construction 2021	\$ 300,000.00
6	<b>Wastewater Lagoon Forcemain Twinning</b>	The twinning of the Town of Pincher Creek 14 in Wastewater pressure line 3 km to wastewater lagoons.	Design 2020 Tender 2021 Construction 2021	\$ 2,000,000.00
7	<b>Wastewater Lift Station Upgrades</b>	Upgrades to the existing Main Wastewater Lift Station to facilitate organic solid removal.	Design 2020 Tender 2021 Construction 2021	\$ 2,000,000.00
8	<b>Water Distribution Upgrades</b>	Allowance for replacement of approximately 3 blocks of existing watermains with a focus on water quality and increase fire flows.	Design 2020 Tender 2021 Construction 2021	\$ 1,000,000.00
9	<b>Water Distibution Hydrant Replacements</b>	Allowance for replacement of approximately 20 fire hydrants	Design 2020 Tender 2020 Construction 2020-2021	\$ 200,000.00



10	<b>Golf Course Irrigation</b>	Replacement of the irrigation system at the Pincher Creek Golf Course.	Design 2020 Tender/Construction Spring 2021	\$	1,000,000.00
11	<b>CRC Facility Upgrades</b>	Pincher Community Recreation Center (CRC) identified 2019 facility upgrades including: - sanitary sewer service line upgrades - Installation of roof/vestibule at entrance - Replacement of exterior deck	Design 2020 Tender 2020 Construction 2020-2021	\$	260,000.00
12	<b>Walking Trail Upgrades</b>	Upgrade to Town of Pincher Creek walking trail systems (to be determined after Recreation Master Plan is completed)	Design 2021 Tender 2021 Construction 2021	\$	200,000.00
13	<b>Highway 507 Access</b>	Hwy 507 Access to Castlevue Heights (as per Development agreement with Gero INC.)	Dependent on cost-share with Developer	\$	750,000.00
14	<b>Highway 3 Twinning</b>	Hwy 3 twinning as result of Alberta Transportation 2018 Functional study, move to Detail design ( as per council Resolution April 14-2020)	Alberta Transportation	Alberta Transportation	
15	<b>Affordable Housing - 5 Plex</b>	655 Main St./656 Charlotte St. - identified for affordable Housing accommodations	Design/Build 2021	\$	1,500,000.00