



TOWN OF PINCHER CREEK COUNCIL MEETING AGENDA

Monday, August 24, 2020 at 6:00 p.m.

Council Chambers, Town Hall

962 St. John Avenue

[Virtual via GoToMeeting](#)

1. **Call to Order**
2. **Scheduled Public Hearing**
3. **Agenda Approval**
4. **Scheduled Delegations**
 - 4.1 Allied Arts Council – Stacey McRae
 - 4.2 Skunks – Rene Feist
5. **Adoption of Minutes**
 - 5.1 Minutes of the Special Meeting of Council held on July 27, 2020
 - 5.2 Minutes of the Regular Meeting of Council held on July 27, 2020
 - 5.3 Minutes of the Committee of the Whole meeting held on August 5, 2020
6. **Business Arising from the Minutes**
 - 6.1 Disposition of Delegation – Beverly McLachlin Drive Safety Concerns – Judy Lane
7. **Bylaws**
8. **New Business**
 - 8.1 Willow Street Road Reconstruction
 - 8.2 Municipal Stimulus Program Funding
 - 8.3 Alta Link Transmission Line Proposal
 - 8.4 Sanitary Forcemain Twinning Project Funding
9. **Reports**
 - 9.1 Upcoming Committee Meeting and Events
10. **Administration**
 - 10.1 Council Information Distribution List
 - 10.2 Operations – Second Quarter Report 2020
11. **Closed Session Discussion**
 - 11.1 Minister of Health Meeting – FOIP s.21 (No RFD)
 - 11.2 Impacts of Assessment Model Changes – Letter of Support – FOIP s.21
 - 11.3 Dispute Notification Funding Formula P.C. Emergency Services Commission – FOIP s. 21
 - 11.4 Property Tax Arrears Recovery – FOIP s. 16 & 24
 - 11.5 Sale of Service Agreement - M.D. of Pincher Creek No.9 – FOIP s. 16 & 24
 - 11.6 Grassy Mountain Coal Project Joint Review Panel – FOIP s. 16
12. **Notice of Motion**
13. **Adjournment**

The next Regular Council Meeting is scheduled for September 14, 2020 at 6:00 p.m.

Lebel Mansion

ELEVATOR PROJECT UPDATE & FRONT VERANDAH



Elevator Project Update

- Funds raised by the AAC of elevator project
 - CFEP \$69,120
 - Enabling Accessibility \$100,000
 - Town of PC Commitment (Originally \$60,000 with additional funds committed if needed) - no longer needed in full for this project

Total Quoted for Elevator Project: **\$170,011.20**

AAC saved the Town of PC \$59,000 - \$100,000 on the project

Project Completion Scheduled for Late FALL 2020.

The Red Brick Mansion On Top of the Hill



The Lebel Mansion is an icon with a purpose in this community

The AAC is constantly seeking and anticipating where we can be of use in the community.

Within the Building, the AAC

- Is an unrivalled cultural centre in Pincher Creek
- Hosts thousands of tourists each summer - this summer has been our busiest yet, providing income for Artists in Southern Alberta and a unique place of interest for visitors to the area.
- Runs programming for all ages , with an ever growing emphasis on quality kids programming ranging from COVID relief programs in art therapy to clay guilds and extending into the classrooms of schools throughout the Town. This semester, we are looking at hosting at least one children's program every weekday.
- Is a home for multiple small businesses in the area.
- Has spent the last 5 years strengthening its capacity to serve the community and develop programming to adapt to the dynamic community needs.

The Verandah Needs Your Help



Corner pedestals at the base of the stairs August 14, 2020



Railing base at the top of the stairs

AAC Request to re-allocate funds



We are grateful for the Town's diligent maintenance and needed upgrades to the building in the past years and wish we didn't have to ask for any additional effort, however, the Front Verandah is in need of replacement.

The AAC requests the \$59,000 - \$100,000 we saved the Town on the Elevator Project be re-allocated to replace the Verandah.

The AAC will work to secure additional funding where possible.

We are requesting the work be completed in early spring 2021, following the completion of the elevator, to ensure safe entry into the building in anticipation of summer 2021 being our busiest tourism season yet.

The funds set aside for the elevator project would still be used to ensure the building is safe and accessible, ensuring the Allied Arts can still viably utilize the building to serve the community.



- **The structural integrity of the verandah is transitioning from visual concern to a safety concern due to the rot occurring.**
- The cost to replace the verandah will be somewhere between \$80,000 - \$100,000 because it also requires a structural engineer to look at the bases, and additional cost to adhere to heritage building requirements.
- Once this work is complete, we can **work towards accessing grant funding to complete the project as we would rather not burden the Town with additional requests.** But in order to start that process we need to initially ask for the project to be approved by Town Council in order to move forward.

**Thank you for your time
&
continued support of
Arts and Culture in Pincher Creek**



SPECIAL MEETING OF COUNCIL
Held on Monday July 27, 2020
Council Chambers, 962 St. John Avenue
Virtually, commencing at 5:00 p.m.

IN ATTENDANCE:

- Mayor: D. Anderberg
- Councillors: B. McGillivray, L. Jackson, M. Barber,
S. Korbett, W. Elliott and S. O'Rourke
- Staff: L. Wilgosh, Chief Administrative Officer and
L. Goss, Administrative Manager

1. CALL TO ORDER

Mayor Anderberg called the meeting to order at 5:00 pm.

3. AGENDA APPROVAL

McGILLIVRAY:

That Council for the Town of Pincher Creek approves the July 27, 2020 agenda as presented.

CARRIED 20-327

KORBETT:

That Council for the Town of Pincher Creek agree to move to a closed session of Council on Monday, July 27, 2020 at 5:01 pm in accordance with section 21 of the Freedom of Information and Protection of Privacy Act, with the Chief Administrative Officer, Administrative Manager, Dr. Catherine Scrimshaw, Dr. Tobias Gelber, Dr. Gavin Parker, Dr. Bev Burton, Dr. Tracy Burton, Dr. Jared Vanbussel, Dr. Daniel Ruttle and Dr. Samantha Myhr in attendance.

CARRIED 20-328

JACKSON:

That Council for the Town of Pincher Creek agree to move out of a closed session of Council on Monday, July 27, 2020 at 5:55 pm.

CARRIED 20-329

3.1 Physician Services Update – FOIP s. 21

McGILLIVRAY:

Councillor O'Rourke requested a recorded vote.

That Council for the Town of Pincher Creek send a letter to the local physicians requesting their support to continue services in the Pincher Creek Hospital for an additional ninety (90) days.

IN FAVOUR

OPPOSED

- Councillor McGillivray
- Councillor Jackson
- Councillor Barber
- Councillor Korbett
- Councillor Elliott
- Councillor O'Rourke

CARRIED 20-330

**4. ADJOURNMENT
ANDERBERG:**

That this meeting of Council on July 27, 2020 be hereby adjourned at 5:59 pm.

CARRIED 20-331

MAYOR, D. Anderberg

CAO, L. Wilgosh

**APPROVED BY RESOLUTION
OF THE COUNCIL OF THE
TOWN OF PINCHER CREEK,
THIS 24th DAY OF AUGUST 2020**

S E A L

**NEXT REGULAR MEETING OF COUNCIL TO BE HELD ON MONDAY AUGUST 24, 2020
AT 6:00 P.M.**



REGULAR MEETING OF COUNCIL
Held on Monday July 27, 2020 in the
Council Chambers, 962 St. John Avenue
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; A. Levair, Operations
Coordinator and L. Goss, Administrative
Manager

1. CALL TO ORDER

Mayor Anderberg called the meeting to order at 6:08 pm.

2. SCHEDULED PUBLIC HEARING

3. AGENDA APPROVAL

JACKSON:

That Council for the Town of Pincher Creek approves the July 27, 2020 agenda as amended, the amendment being the addition of item 5.2 Minutes of the Regular Meeting of Council held on June 22, 2020, 8.5 Landfill Invitation and 11.6 Municipal District of Pincher Creek #9 Letter regarding Emergency Services Commission.

CARRIED 20-332

4. DELEGATIONS

4.1 TC Energy – Preston Seier

Preston Seier attended the meeting to make a presentation to Council regarding the proposed NGTL West Path Delivery 2020 – 2023.

4.2 Beverly McLachlin Drive Safety Concerns – Judy Lane

Judy Lane attended the meeting to express safety concerns on Beverly McLachlin Drive and offer suggestions.

5. ADOPTION OF MINUTES

5.1 Minutes of the Committee of the Whole Meeting held on July 2, 2020

BARBER:

That Council for the Town of Pincher Creek approve the minutes of the Committee of the Whole Meeting held on July 2, 2020 as presented.

CARRIED 20-333

5.2 Minutes of the Regular Meeting of Council held on June 22, 2020

McGILLIVRAY:

That Council for the Town of Pincher Creek approve the minutes of the regular meeting of Council held on June 22, 2020 as presented.

CARRIED 20-334

6. BUSINESS ARISING FROM THE MINUTES

6.1 Pincher Creek Golf Club Funding Support

BARBER:

That Council for the Town of Pincher Creek direct administration to hold the proposed supplement of \$30,860 in reserve for a future shortfall in golf course funding operations for the remainder of the Lease Agreement to December 31, 2020, if required.

CARRIED 20-335

6.2 Early Learning Centre Financing Options

McGILLIVRAY:

That Council for the Town of Pincher Creek direct administration to proceed as directed regarding the Early Learning Centre Financing Options at the September 4, 2019 Regular Meeting of Council and to follow option one with a 30 year term.

CARRIED 20-336

7. BYLAWS

8. NEW BUSINESS

A. Roth and Alexa Levair joined the meeting at 6:57 pm

8.1 Lowside Distribution Waterline Repair

ELLIOTT:

That Council for the Town of Pincher Creek approve \$150,000 for replacement of the Low Pressure Zone water distribution main located at the Old Water Treatment Plant and cancel the previously approved \$125,000 Pressure Reducing Valve project from the 2020 Capital Budget.

CARRIED 20-337

A. Roth and Alexa Levair left the meeting at 7:09 pm

8.2 Summer 2020 Municipal Leaders' Caucus

JACKSON:

That Council for the Town of Pincher Creek authorize the attendance of Mayor Anderberg at the Summer 2020 Municipal Leaders' Caucus in Nanton on August 19, 2020 and the virtual attendance of Councillor McGillivray, Councillor Jackson and Councillor O'Rourke on August 11, 2020.

CARRIED 20-338

8.3 Mural Maintenance and Repair

KORBETT:

That Council for the Town of Pincher Creek allocate up to \$10,000 in the 2020 budget for mural repair with the funds from the Parks Reserve 7105004760.

CARRIED 20-339

8.4 Additional 2019 Reserve Transfers

JACKSON:

That Council for the Town of Pincher Creek approve the additional reserve transfers for 2019 as per attached and that a copy be attached hereto and form part of the minutes.

CARRIED 20-340

8.5 Landfill Invitation – CARE Conference

KORBETT:

That Council for the Town of Pincher Creek approve the attendance, participation and registration expenses for a Councillor McGillivray to attend The 20th Annual Alberta CARE Conference which will be held from September 9 - September 11, 2020 in Pincher Creek.

CARRIED 20-341

9. REPORTS

9.1 Upcoming Committee Meetings and Events

AUMA Conference in Nanton
Agricultural Society
Alberta SouthWest

McGILLIVRAY:

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

CARRIED 20-342

10. ADMINISTRATION

10.1 Council Information Distribution List

AUMA Convention
August Council Meetings
Wildlife Control

KORBETT:

That Council for the Town of Pincher Creek agree to cancel the regular meeting scheduled for August 10, 2020

CARRIED 20-343

KORBETT:

That Council for the Town of Pincher Creek accept the Council Information Distribution List as information.

TABLED

Mayor Anderberg called a recess at 7:41 pm.

A. Roth joined the meeting at 7:45 pm

Mayor Anderberg called the meeting back to order at 7:53 pm.

11. CLOSED MEETING DISCUSSION
McGILLIVRAY:

That Council for the Town of Pincher Creek agree to move to a closed session of Council on Monday, July 27, 2020 at 7:54 pm in accordance with section 16, 17, 24 and 25 of the Freedom of Information and Protection of Privacy Act, with the Chief Administrative Officer, Director of Finance and Human Resources, Director of Operations, Director of Community Services, Administrative Manager and Brett Wuth, Director of Emergency Management in attendance.

CARRIED 20-344

B. Wuth left the meeting at 8:25 pm
A. Roth, L. Goss and L. Rideout left the meeting at 8:27 pm
A. Roth, L. Goss and L. Rideout returned to the meeting at 8:37 pm
A. Roth left the meeting at 9:02 pm
L. Rideout left the meeting at 9:33 pm

ELLIOTT:

That Council for the Town of Pincher Creek agree to move out of a closed session of Council on Monday, July 27, 2020 at 9:54 pm.

CARRIED 20-345

KORBETT:

That Council for the Town of Pincher Creek accept the Council Information Distribution List as information.

CARRIED 20-346

11.1 Pincher Creek Regional Emergency Management Organization COVID-19 Update – FOIP s. 24

JACKSON:

That Council for the Town of Pincher Creek receive the Pincher Creek Regional Emergency Management Organization COVID-19 Update as information.

CARRIED 20-347

11.2 Concrete Project – Tender/Request for Proposals Process – FOIP s. 16 & 17
ELLIOTT:

That Council for the Town of Pincher refer the Concrete Project – Tender/Request for Proposals Process to the Policy Review Committee for consideration.

CARRIED 20-348

11.3 Fire Services Invoice – 729 Main Street FOIP s. 16
KORBETT:

That Council for the Town of Pincher Creek agree to waive the Town of Pincher Creek's costs of \$16,687.23 of the fire services invoice number IVC05674.

CARRIED 20-349

11.4 Food Bank – FOIP s. 16

McGILLIVRAY:

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

CARRIED 20-350

11.5 Encroachment Agreement Roll #1070000 and Roll #1135000 – FOIP s. 16 & 25

McGILLIVRAY:

That Council for the Town of Pincher Creek direct administration to prepare a temporary lease agreement for Plan 9912781, Block 8, Lots 5 and 6 granting a 6 feet above ground level fence onto the public right-of-way as shown in the attached site plan and all cost associated to prepare and register the agreement be borne by the property owner(s) of Roll #1070000 and Roll #1135000 respectively.

CARRIED 20-351

11.6 Municipal District of Pincher Creek #9 Letter regarding Emergency Services Commission

McGILLIVRAY:

That Council for the Town of Pincher Creek direct administration to bring the Emergency Services Commission annual calculations back to Council for consideration.

CARRIED 20-352

12. NOTICE OF MOTION

13. ADJOURNMENT

O’ROURKE:

That this meeting of Council on July 27, 2020 be hereby adjourned at 9:58 pm.

CARRIED 20-353

MAYOR, D. Anderberg

CAO, L. Wilgosh

**APPROVED BY RESOLUTION
OF THE COUNCIL OF THE
TOWN OF PINCHER CREEK,
THIS 24th DAY OF AUGUST 2020 S E A L
NEXT REGULAR MEETING OF COUNCIL TO BE HELD ON MONDAY AUGUST 24, 2020
AT 6:00 P.M.**



Town of Pincher Creek
COMMITTEE OF THE WHOLE MINUTES
August 5, 2020 – 8:30 AM
962 St. John Avenue, Council Chambers
Virtually via GoToMeeting

ATTENDANCE:

Mayor: D. Anderberg

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

Staff: L. Wilgosh, Chief Administrative Officer; W. Catonio, Director of Finance and Human Resources; A. Grose, Recreation Manager; A. Levair, Operations Coordinator; G. Kollee, Manager of Legislative Services and L. Goss, Administrative Manager.

1. **Call to Order**

The meeting was called to order at 8:32 am.

2. **Agenda Approval**

ELLIOTT:

That the Committee of the Whole for the Town of Pincher Creek approves the August 5, 2020 agenda as amended, the amendment being the addition of item 8.1 Water Leak Veterans Street, 8.2 Elected Officials Meeting, 8.3 MD Letter of Request and 9.3 Physicians Update.

CARRIED COTW 2020-067

3. **Committee Reports**

Postponed

4. **Administration**

4.1 **Upcoming Meetings**

5. **Scheduled Delegations**

6. Business Arising from the Minutes

7. Policy

L. Jackson joined the meeting at 8:38 am.

8. New Business

8.1 Water Leak Veterans Street

8.2 Elected Officials Meeting

All of Council to attend September 10, 2020 in Fernie, British Columbia.

8.3 MD Letter of Request

KORBETT:

That Committee of the Whole for the Town of Pincher Creek defer the MD Letter of Request to the August 24 regular meeting of Council.

CARRIED COTW 2020-068

9. Closed Session

McGILLIVRAY:

That Committee of the Whole for the Town of Pincher Creek agree to move to a closed session of the Committee on Wednesday August 5, 2020 at 8:55 am in accordance with section 24 of the Freedom of Information and Protection of Privacy Act, with the Chief Administrative Officer, Director of Operations, Director of Finance and Human Resources, Recreation Manager, Operations Coordinator, Administrative Manager and Stantec representatives Brad Schmidtke and Stephen Oliver in attendance.

CARRIED COTW 2020-069

G. Kollee, Brad Schmidtke and Stephen Oliver joined the meeting at 9:30 am.

G. Kollee left the meeting at 9:58 am.

McGILLIVRAY:

That Committee of the Whole for the Town of Pincher Creek agree to move out of a closed session of the Committee on Wednesday, August 5, 2020 at 10:32 am.

CARRIED COTW 2020-070

Mayor Anderberg called a recess at 10:32

Expedition Management Consulting representatives Justin Rousseau and Drew Ziegler joined the meeting at 10:40 am.

A. Roth and A. Levair left the meeting at 10:42 am.

Mayor Anderberg called the meeting back to order at 10:45 am.

Mayor Anderberg left the meeting at 11:30 am.

ELLIOTT:

That Committee of the Whole for the Town of Pincher Creek agree to move to a closed session of the Committee on Wednesday August 5, 2020 at 10:45 am in accordance with section 24 of the Freedom of Information and Protection of Privacy Act, with the Chief Administrative Officer, Director of Finance and Human Resources, Recreation Manager, Administrative Manager and Expedition Management Consulting representatives Drew Ziegler and Justin Rousseau in attendance.

CARRIED COTW 2020-071

O'ROURKE:

That Committee of the Whole for the Town of Pincher Creek agree to move out of a closed session of the Committee on Wednesday, August 5, 2020 at 12:06 pm.

CARRIED COTW 2020-072

9.1 Physicians Update – FOIP s. 21

ELLIOTT:

That Committee of the Whole for the Town of Pincher Creek direct administration to schedule a meeting and construct a strategy with Honorable Minister Shandro to discuss rural physicians with Mayor Anderberg and Councillors McGillivray and Korbett and MLA Roger Reid.

CARRIED COTW 2020-073

9.2 North East Area Structure Plan

Stantec representatives, Brad Schmidtke and Stephen Oliver attended the meeting to present options to the Committee for the North East Area Structure Plan.

O'ROURKE:

That Committee of the Whole for the Town of Pincher Creek refer the North East Area Structure Plan to the August 24, 2020 regular meeting of Council for consideration.

CARRIED COTW 2020-074

9.3 Recreation Master Plan

O'ROURKE:

That Committee of the Whole for the Town of Pincher Creek refer the Recreation Master Plan to the August 24, 2020 regular meeting of Council for consideration.

CARRIED COTW 2020-075

10. Adjournment

BARBER:

That this session of Committee of the Whole be adjourned at 12:08 pm.

CARRIED COTW 2020-076

**APPROVED BY RESOLUTION OF
COUNCIL FOR THE TOWN OF PINCHER CREEK
THIS 24th DAY OF AUGUST, 2020**

Mayor, D. Anderberg

CAO, L. Wilgosh

TOWN OF PINCHER CREEK

REQUEST FOR DECISION

Council

SUBJECT: Beverly McLachlin Drive - Safety Concerns	
PRESENTED BY: Al Roth, Director of Operations	DATE OF MEETING: 8/24/2020

PURPOSE:

Judy Lane attended the July 27, 2020 Council Meeting to discuss what she feels is a dangerous driving condition on Bev McLaughlin Drive.

RECOMMENDATION:

That Council for the Town of Pincher Creek refer this issue to the Operations Committee for review.

BACKGROUND/HISTORY:

Judy made three suggestions to help make driving that road safer.

1. make it a one way road (traffic going South)
2. Widen the street
3. Paint lines on Curve

No documentation was provided by resident

ALTERNATIVES:

That Council accept this as information

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

None at this time

FINANCIAL IMPLICATIONS:

None a this time

PUBLIC RELATIONS IMPLICATIONS:

None at this time

ATTACHMENTS:

None at this time.

CONCLUSION/SUMMARY:

That the Operations Committee review the suggestions and reply to the resident with the decision that comes from the next committee meeting that is scheduled for September 24, 2020.

Signatures:

Department Head:

Al Roth

CAO:

Wendy Catonio



TOWN OF PINCHER CREEK

REQUEST FOR DECISION

Council

SUBJECT: Willow Street Road Reconstruction	
PRESENTED BY: Al Roth, Director of Operations	DATE OF MEETING: 8/24/2020

PURPOSE:

To request funds for the reconstruction of Willow Street east of Waterton Avenue.

RECOMMENDATION:

That Council for the Town of Pincher Creek approve \$120,000 from the General Streets Reserve for the road reconstruction of Willow Street, east of Waterton Avenue.

BACKGROUND/HISTORY:

The section of road on Willow Street, east of Waterton Avenue is rapidly disintegrating and causing operational maintenance issues, as well as drawing complaints from the public. This road is utilized as the main access for Fountain Tire, the Foothills Motel, and as access to the industrial areas east of Waterton Avenue (Highway 6).

4 iWorq complaints have been submitted regarding this section of Willow Street since 2018, with numerous other verbal, email or phone complaints to Operations and the CAO. Complaints in iWorq date back to 2014.

Operations has attempted to mitigate further road degradation, but the road structure is no longer able to be maintained with standard methods (i.e. additional gravel, utilizing a grader etc.) Operations feels that this road must either be reconstructed to address the root causes, or close this section of road until the reconstruction can be funded.

Operations first identified this as a priority project in 2016, as part of a request for underground utility replacement, which would also include the road reconstruction. This project was introduced as information, but ultimately was de-prioritized based on other Town issues. Capital funds were requested in 2018 for the road reconstruction only, and were denied.

The condition of Willow Street was brought to the attention of the Operations Committee at the July 9, 2020 meeting. It was determined that this should be a priority and that Operations should attempt to complete the road repairs within the existing Operating Budget. After review of the road, discussions with ISL Engineering and subsequent contractor pricing, the project is not able to be completed within existing budgets.

The root cause of the disintegration of the road structure is inadequate drainage. Operations has involved ISL Engineering to complete a drainage analysis and road

redesign including concrete drainage swales/gutters, re-grading the road to have a crown, and re-grading landscaped areas to promote drainage away from the road. This design was sent to 3 contractors for quotation, in which pricing has come back at \$119,721 (excluding GST).

ALTERNATIVES:

That Council for the Town of Pincher Creek defer the Willow Creek Road Reconstruction for consideration in the 2021 budget discussions and close the section of road until repairs can be funded.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

Leaving Willow Street as-is would increase the liability risk for damage to vehicles. If the road is not reconstructed, Council may either accept the increased risk, or close the damaged portion of road until repairs can be made. The road is no longer maintainable by Operations.

FINANCIAL IMPLICATIONS:

The General Streets Reserve currently has \$225,636. Funding this project through the General Streets Reserve would leave the reserve fund at \$105,636.

PUBLIC RELATIONS IMPLICATIONS:

The Town is already receiving complaints regarding this section of road, not only from adjacent businesses but from the general public as well. Until a reconstruction project is completed to rectify the drainage issues and reconstruct the road base, the state of the road will only become worse.

ATTACHMENTS:

- Capture - 469
- Email Complaint Willow Street_Redacted - 469
- IMG_0105 - 469
- IMG_0106 - 469
- IMG_0107 - 469
- IWorQ,s July 30-2020_Redacted - 469
- Operations Committee Repsonse_Redacted - 469

CONCLUSION/SUMMARY:

Drivers utilizing this section of Willow Street are faced with rapidly deteriorating road conditions. Residents expect, at minimum, cleared roadways and safe driving conditions. Maintained streets are important, not only for safe travel, but are also required to facilitate the handling of emergencies by fire, ambulance and police operations. The economic life of the Town is also affected when transportation of people and goods are hampered by poor road conditions.

Administration supports funding the reconstruction of Willow Street east of Waterton Avenue to rectify drainage issues and make the road safe to drive.

Signatures:

Department Head:

A. Roth

CAO:

Wendy Catonio



Waterton Avenue (Hwy 6)

Willow Street

Willow Street



Alexa Levair

From: [REDACTED]
Sent: August 11, 2020 3:48 PM
To: Opsadmin1
Cc: Cao; Operations
Subject: RE: Permanent Solution Requested for Willow Street East of Waterton Avenue

Thank you for the update. I hope the weather cooperates with your plans as it certainly has affected my work operational plans over the years. My apologies for not making use of the Citizens Request reporting form at www.PincherCreek.ca/request to express my original concern, I will make sure to use it for any future inquiries.

Please consider my inquiry resolved and best of luck to you.

Respectfully,

[REDACTED]

From: Opsadmin1
Sent: Tuesday, 11 August 2020 3:17 PM
To: [REDACTED]
Cc: Cao ; Operations
Subject: RE: Permanent Solution Requested for Willow Street East of Waterton Avenue

EXTERNAL EMAIL:

This email originated from outside [REDACTED]. Do not click on links or open attachments, unless you recognize the sender and know the content is safe. Report suspicious emails to IT Security.

Good afternoon [REDACTED],

Please find attached the response from the Operations Committee, my apologies for the delayed response.

Thank you,

Colleen McNeil
Administrative Assistant
Operations Department
Town of Pincher Creek
www.pinchercreek.ca

From: [REDACTED]
Date: August 10, 2020 at 3:58:39 PM MDT
To: Cao [REDACTED]
Cc: Operations [REDACTED]
Subject: RE: Permanent Solution Requested for Willow Street East of Waterton Avenue

Hi Laurie,

I was looking for an update after the meeting of the Operations Committee as you identified below. Also I would invite you and members of council to turn east on Willow Street coming off

Waterton Avenue and drive the road if you haven't been on that stretch in the last 4 weeks. I have been on every gravel road in the east end of town and nothing compares with this mess by Fountain Tire.

Thanks,

[REDACTED]

From: Cao [REDACTED]
Sent: Tuesday, 7 July 2020 12:03 PM
To: [REDACTED]
Cc: Operations [REDACTED]

Subject: RE: Permanent Solution Requested for Willow Street East of Waterton Avenue

EXTERNAL EMAIL:

This email originated from outside [REDACTED]. Do not click on links or open attachments, unless you recognize the sender and know the content is safe. Report suspicious emails to IT Security.

Hi [REDACTED],

As an update to your concerns with the poor condition of Willow St. particularly by Fountain Tire, we are very aware of that concern. It was actually included as a budget consideration for 2020, but unfortunately was not approved. However, we have added it to the Operations Committee agenda who are meeting this week, and they will likely make a recommendation back to Council, where it would be discussed. Hopefully they will request an estimate to upgrade that portion of the road from AI.

Council has been considering potential street upgrades in the east end industrial area for sometime, and are looking at the whole area rather than individual concerns. However, they may decide to address more specific concerns at this point.

The reason the grader didn't go any further yesterday was that the ground was quite saturated and soft, and the operator felt they needed to let it dry somewhat before they put the grader to it.

We will let you know after the Operations Committee meets what direction follows.

Thanks for your call and bringing your concern to our attention.

Laurie Wilgosh – LGA, CAO
Town of Pincher Creek

From: [REDACTED]
Sent: Tuesday, July 07, 2020 11:26 AM
To: Cao [REDACTED]
Subject: RE: Permanent Solution Requested for Willow Street East of Waterton Avenue

Hi Laurie,

Hope you enjoyed your time away from the office last week. Please phone me at [REDACTED] when you have a moment so we can discuss my concern about Willow Street just off of Waterton Avenue.

Thanks,

[REDACTED]

From: [REDACTED]
Sent: Friday, 26 June 2020 2:04 PM
To: Cao [REDACTED]

Cc: Operations [REDACTED]
Subject: RE: Permanent Solution Requested for Willow Street East of Waterton Avenue

Sounds great Laurie. Thanks,

[REDACTED]

From: Cao [REDACTED]
Sent: Friday, 26 June 2020 2:02 PM
To: [REDACTED]
Cc: Operations [REDACTED]
Subject: RE: Permanent Solution Requested for Willow Street East of Waterton Avenue

EXTERNAL EMAIL:

This email originated from outside [REDACTED]. Do not click on links or open attachments, unless you recognize the sender and know the content is safe. Report suspicious emails to IT Security.

Hi [REDACTED],

Thanks for your email. Al and I are both out of the office next week, but will discuss your concern when we return the following week.

Thanks, Laurie Wilgosh – CAO
Town of Pincher Creek

From: [REDACTED]
Sent: Friday, June 26, 2020 1:30 PM
To: Laurie Wilgosh [REDACTED]; Operations [REDACTED]
Subject: Permanent Solution Requested for Willow Street East of Waterton Avenue

Hi Laurie, Al

Willow Street east of Waterton Avenue is likely the worst stretch of road in the Town of Pincher Creek. It's the only road I've seen in town where the water pools in the center of the road and the pot holes are cheaper by the dozen. All kidding aside I know the town grades this several times a year to take care of the pot holes, for which I am thankful, but I don't think the root cause is being addressed. The road elevation appears to be lower than the parking lots on either side which allows the water to pool in the center of the road. If the road elevation was increased by adding several truck loads of gravel in this section and packed with the road crowned in the center like other gravel roads in our area, I think we would have a better commute to work. There are 18 staff at [REDACTED], that navigate this stretch daily. Can you have a look at a permanent solution to this reoccurring event?



Thanks for all you do to make this community a great place to live. I know you don't hear "Thank-You" near enough in your line of work.

Best Regards,

[REDACTED]

CONFIDENTIALITY NOTICE: This email is confidential and may be privileged. If you are not the intended recipient please notify the sender immediately, and please delete it. You should not copy it or use it for any purpose or disclose its contents to any other person.



MOTEL
ENTRANCE

OFFICE





Fountain Tire

Fountain Tire

GMC

CONCRETE

GOODYEAR

Fountain Tire



Request #: 362028128

Request Date: 07/30/20 10:35

Date: 07/30/2020

Company Name:

First Name: [REDACTED]

Last Name: [REDACTED]

**Civic Address
Number:**

Mailing Address:

**Street Name
(Beginning with A-
K):**

**Street Name
(Beginning with WILLOW STREET
L-Z):**

Phone Number:

E-mail Address:

Category: Streets

**Information
Pertaining to
Request:**

A resident left a message this morning to say the road condition on Willow Street in front of Fountain Tire needs to be looked after.

Status: In Progress

**How was Request
Submitted:** Phone

**Request Taken
By:** AM

**Internal
Reporting Only:
Status: OPEN**

Responses to Citizen

07/30/2020

Under review by Ops. cm

07/30/2020

The Operations Department appreciates our residents who take time out of their day to make us aware of incidents that could affect the safety of the town residents and employees. This stretch of road is also a concern of the Town's Council and Administration, to address the matter it has been sent to the Operations Committee to determine what will need to be done to repair it.
cm



August 11, 2020

[REDACTED]
Pincher Creek, AB
T0K 1W0

[REDACTED]

On June 26, 2020, the Town of Pincher Creek received your request for a permanent solution to the condition of Willow Street. It was decided that this request should go to the Operations Committee for review and was added to the July 9, 2020 meeting agenda.

At that meeting the committee reviewed all options available to repair Willow Street. As Laurie referred to in past emails Town Council has been considering potential street upgrades in the east end industrial area for some time. It was the decision of the Operations Committee to move forward with this project and are waiting on estimates before work can commence. These upgrades will be extensive, as they involve underground water drainage in the area and could potentially affect project completion timelines. However, it is our intention to have the project completed by the end of this year barring any unforeseen circumstances.

If you have any questions or concerns regarding this response please contact the Town by filling out a Citizens request at www.PincherCreek.ca/request

Sincerely,

A handwritten signature in black ink, appearing to read "Al Roth", is written over a white background.

Al Roth – Director of Operations
Town of Pincher Creek
AR/ cm



TOWN OF PINCHER CREEK
962 St. John Ave (Box 159) Pincher Creek, AB T0K 1W0
Phone 403 627 3156 Fax 403 627 4784
reception@pinchercreek.ca www.pinchercreek.ca

TOWN OF PINCHER CREEK

REQUEST FOR DECISION

Council

SUBJECT: Municipal Stimulus Program Funding	
PRESENTED BY: Al Roth, Director of Operations	DATE OF MEETING: 8/24/2020

PURPOSE:

To determine Council's priorities for projects to be submitted to the Alberta Government for the recently announced Municipal Stimulus Program.

RECOMMENDATION:

That Council for the Town of Pincher Creek direct administration to submit projects _____ for the Municipal Stimulus Program.

BACKGROUND/HISTORY:

On July 30, 2020 the Town was notified by the Minister of Municipal Affairs that Pincher Creek would be receiving \$432,921 from the Municipal Stimulus Program (MSP). Through the MSP, the Government of Alberta is providing additional capital infrastructure funding to municipalities with the primary objective to sustain and create local jobs; enhance provincial competitiveness and productivity; position communities to participate in future economic growth; and reduce municipal red-tape to promote job-creating private sector investment.

The Town must submit their application to the Government of Alberta with identified projects by no later than October 1, 2020.

The major criteria to be considered when determining priority projects are:

- Projects cannot be already funded by any other grants (including MSI or GTF)
- Projects can use other grant funding to complete the approved MSP projects as long as those grant applications were submitted AFTER approval of MSP projects
- Municipality must attest to the project not moving forward in 2020 or 2021 without the stimulus funding
- No funds may be carried over past December 31, 2021 (projects may go longer with other funding, MSP funds must be spent by December 2021)
- Municipal Halls and Administrative Buildings are ineligible (shops, arenas etc. are eligible)
- Beautification and cosmetic activities are ineligible (i.e. PCCELC Landscaping is ineligible)
- Funds can be spread over multiple projects (maximum of 5)

Administration has reviewed the "shovel ready projects" list from April 2020 for MSP eligibility and included potential projects accordingly.

Based on the MSP criteria, each department has provided their top recommendations (in administrative priority order) for projects for Council consideration.

OPERATIONS

1. Replace WTP Raw Water, Backwash, Distribution and Process Pumps (original to plant, 1992) - \$365,000 (as per draft Infrastructure Master Plan 2020 Water Treatment Plant Review)
2. Sanitary Lift Station Upgrades - Solids Removal System - \$300,000 (as per Wastewater System Assessment Report 2016)
3. New Sidewalk on Frederick Street from Bev. McLachlin to Hewetston - \$80,000 (as per iWorq resident request)

COMMUNITY SERVICES

1. Toddler Park Development at the Town Hall - \$40,000.
2. New garbage and recycling receptacles for downtown and parks. 10 x Garbage/Recycling @ \$3000 each (\$30,000), and 10 x Garbage Bins @ \$1600 each (\$16,000) - \$46,000 total. (as per Chamber of Commerce request).
3. Irrigation at Early Childhood Centers - \$100,000.

RECREATION

1. Walking Trail upgrade along Highway 6 from Roundabout to the Pincher Creek Bridge - \$250,000 (as per the 2008 Parks and Open Spaces Master Plan).
2. Walking Trail upgrade from Pincher Creek bridge on Highway 6 to Juan Teran Park - \$100,000 (as per the 2008 Parks and Open Spaces Master Plan).
3. Sproule Field washroom/concession facility and servicing - \$75,000. (currently proposed in the 2021 capital budget negotiations).

ALTERNATIVES:

N/A

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

All proposed projects will have a positive impact on their respective capital assets.

FINANCIAL IMPLICATIONS:

Pincher Creek is only required to allocate funds towards approved MSP projects if the project(s) cost exceeds the MSP funds of \$432,921. Larger projects would require "top-up" funds from the municipality.

PUBLIC RELATIONS IMPLICATIONS:

The proposed projects have a wide variety of public impact. No projects are expected to have negative public relations implications.

ATTACHMENTS:

MSP Program Guidelines - 468

MSP Program Summary - 468

CONCLUSION/SUMMARY:

Administration supports utilizing all funds provided through the Municipal Stimulus Program. All proposed projects will have a positive impact on Pincher Creek's capital assets and administration supports Council in selecting priority projects from the presented options.

Signatures:

Department Head:

A. Roth

CAO:

Wendy Catonic



Municipal Stimulus Program (MSP)

Program Guidelines

Municipal Affairs, Government of Alberta

July 2020

Municipal Stimulus Program

www.alberta.ca/municipal-stimulus-program.aspx

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1. Guidelines

These guidelines are intended to assist local governments in participating in the Municipal Stimulus Program (MSP) and in complying with the program terms and conditions. Local governments include municipal authorities, Metis Settlements, and the Townsite of Redwood Meadows (referred to as 'municipalities' in these guidelines).

2. Program Objectives

Through the MSP, the Government of Alberta (GOA) is providing additional capital infrastructure funding to municipalities with the primary objective to sustain and create local jobs; enhance provincial competitiveness and productivity; position communities to participate in future economic growth; and reduce municipal red-tape to promote job-creating private sector investment.

3. Key Dates and Contacts

ACTIVITY	TIMELINE
Project Application Submission	Submit by October 1, 2020
Executed Memorandum of Agreement	Submit with first project application (by October 1, 2020)
2020 Payment	Upon project acceptance (payments anticipated to commence in September 2020)
2021 Payment	Once reporting requirements are met (anticipated to commence in May 2021)
Statement of Funding and Expenditures (SFE)	Due May 1, 2021 for 2020 expenditures Due May 1, 2022 for 2021 expenditures
Red Tape Reduction Report	Due Feb 1, 2021 for progress made in 2020 Due Feb 1, 2022 for progress made in 2021

Please contact a Grant Advisor at 780-422-7125 (toll-free 310-0000) or email MA.Municipalstimulus@gov.ab.ca if you have any questions or concerns.

4. Submission Method

The project application form and the Memorandum of Agreement (MOA) will be emailed to municipalities.

The application form(s) must be signed by the Chief Administrative Officer (CAO) or an authorized representative before being returned to Municipal Affairs. Municipalities are strongly encouraged to sign the forms with a digital signature and return them in their original PDF format by e-mail to MA.MunicipalStimulus@gov.ab.ca.

The MOA must be signed by the Chief Elected Official and CAO or duly authorized signing officer. Municipalities should complete the MOA, including witnesses for each signatory, and scan and submit them via email to MA.MunicipalStimulus@gov.ab.ca. **Project applications will not be forwarded to the Minister until an executed MOA is received.**

Municipalities are strongly encouraged to submit all project applications at one time.

The SFE form and the outline for the Red Tape Reduction report will be made available to municipalities at a later date.

Questions related to the submission of the application, the Memorandum of Agreement, or reporting documents can be directed to a Grant Advisor by calling 780-422-7125 (toll-free 310-0000) or MA.MunicipalStimulus@gov.ab.ca.

5. Funding Formula and Allocations

MSP funding is allocated to municipalities based on a funding formula. Municipalities must commit their funding allocation to one or more projects by October 1, 2020, or risk losing access to their allocation. Municipalities must also spend all allocated funding on an accepted project(s) by December 31, 2021 (see Section 10.2).

Each municipality active as of July 1, 2020, will have access to a funding amount allocated on a per capita basis, according to the 2019 Municipal Affairs Population List. Municipalities with smaller populations will have access to a minimum allocation of \$50,000, with the exception of summer villages, which will have access to a base allocation of \$5,000, in addition to the per capita amount. The Minister retains the authority to exclude Improvement Districts that do not have advisory councils and have limited capital infrastructure needs from the funding allocation formula.

Municipalities will lose access to any portion of their allocation that is not committed to an accepted project submitted as of October 1, 2020. The disposition of any uncommitted funding after October 1, 2020, will be at the discretion of the Minister.

6. Program Eligibility and Conditions

6.1) Eligible Applicants

For program purposes, an eligible applicant is referred to as a 'municipality' and includes any city, town, village, summer village, specialized municipality, municipal district, improvement district, special area, Metis settlement, and the Townsite of Redwood Meadows Administration Society.

Applicants may contribute funds to other eligible entities for eligible MSP projects that provide a municipal service or benefit and do not limit public access. A list of entities eligible for a contribution is provided in Schedule 1. If a municipality contributes funds to such an entity, the municipality remains responsible for all program terms and conditions described in these guidelines, including the need to report on project expenditures.

6.2) Eligible Projects

MSP funding is limited to projects that would not go forward in the absence of support through the stimulus program.

Project eligibility is similar to the Municipal Sustainability Initiative (MSI), with modifications to ensure projects meet stimulus program objectives. Eligible project categories include construction, betterment, rehabilitation and non-routine maintenance of roads, bridges, water and wastewater systems, public transit, and recreation. A detailed list of eligible activities and project categories is provided in Schedules 2 and 3.

Land acquisition costs, system-wide infrastructure studies and management software, functional planning, and purchase of rolling stock and other equipment are not eligible for MSP funding. For a list of ineligible expenditures, see Schedule 4.

Construction of eligible projects must begin in calendar year 2020 or 2021. Projects do not need to be complete by the end of 2021. MSP funds must be expended by the end of 2021, but longer-term projects can continue with funding from other sources.

Projects previously submitted under the MSI and/or federal Gas Tax Fund (GTF) are not eligible for MSP funding. Municipalities are not permitted to withdraw MSI and GTF projects to gain eligibility for the MSP.

In addition, operation of assets constructed with support from the MSP must not require dedicated funding from the province (for example, affordable housing projects with provincial operating funding implications).

6.3) Red Tape Reduction

Municipalities must commit to submitting an annual Red Tape Reduction report for each of 2020 and 2021 indicating how they have made progress in at least one of the following areas, including a qualitative description of specific actions taken:

- What steps have been taken to make it easier to start up a new business in the municipality?
- What steps have been taken to streamline processes and shorten timelines for development and permit approvals?
- What steps have been taken to make the municipality a more attractive destination for new investment and/or tourism?

Red tape reduction reports are separate from the Statement of Funding and Expenditures described in section 10. Municipalities will be required to submit the annual red tape reduction report in a prescribed format, which will require municipalities to identify how they have reduced red tape from among several provided options, or they may identify their own actions. Municipalities will also be required to provide relevant metrics and/or a qualitative description of specific actions they have taken. The template for the red tape reduction report will be made available to municipalities at a later date.

The first red tape reduction report must be signed by the CAO and submitted to the province by February 1, 2021, describing progress in the above categories in the 2020 calendar year.

The second red tape reduction report must be signed by the CAO and submitted to the province by February 1, 2022, describing progress in the above categories in the 2021 calendar year. All municipalities, including those that completed and fully funded all of their projects in 2020, must submit the 2021 report.

While municipalities may undertake actions based on their own circumstances and priorities, the Minister retains authority to require a refund for any funding provided if municipalities fail to undertake and report on satisfactory actions to reduce red tape.

7. Application Process

Each eligible applicant may submit a maximum of five project applications. The total amount of funding sought from the MSP must not exceed the initial allocation amount.

All project applications must be submitted on the prescribed application form by October 1, 2020. If a municipality does not have sufficient accepted projects submitted as of October 1, 2020, any uncommitted portion of funding remaining may be reallocated or otherwise disposed of at the discretion of the Minister.

Project applications should include sufficient information to determine project eligibility and must include an attestation that the projects would not go ahead this year or next year in the absence of support through the MSP.

Municipalities must also attest that the project will not result in municipal tax increases, whether through a municipal contribution to the construction of the project or through increased operating costs associated with the resulting capital asset. Municipalities may be asked to demonstrate how they intend to fund a municipal contribution to the project, or how they will support operating expenses associated with the resulting capital asset. These must be funded through means other than increasing property taxes, such as through budget reductions in other areas, user fees, or other grant programs.

For each project, the application form must be fully completed and must include the following information:

- a description of the project (including the proper name of the resulting asset, a summary of project activities, and sufficient detail to determine that the project meets eligibility requirements);
- a description of how the project aligns with the MSP objectives (identified in section 2);
- project timelines (including estimated project start and completion dates);
- estimated project costs by year of expenditure; and
- where applicable, partnerships (including municipal partner names).

Applications must be signed by the CAO, or duly authorized authority, who certifies that the information is correct and in accordance with the program guidelines and funding agreements. Digital signatures are encouraged.

Project amendments are not permitted under the MSP.

If an accepted project is completed at a lower cost and requires less MSP funding, the funding reduction must be indicated at the time the completed project is reported on the Statement of Funding and Expenditures and the over-funded amount must be applied to other accepted MSP projects or refunded to the GOA.

If costs for an accepted project increase and the municipality has sufficient MSP funding remaining from other MSP projects completed under budget (i.e., funding that has already been paid to the municipality), available MSP funding can be applied to the project with increased costs. If such funding is not available, the project cost increase must be fully covered using funding sources other than MSP.

7.1) Grouping Similar Assets

A separate application is required for each capital asset, except where assets can be grouped together because they are related to the same system (road construction and replacement of associated sidewalks, water and wastewater lines). A system is a group of independent but interrelated elements that share functional or structural relationships, which comprise a unified capital asset, and where the function of an independent component impacts the functioning of the entire system.

See Schedule 2 and 3 for a complete list of project activities and assets that qualify for MSP funding. Schedule 4 outlines ineligible activities.

7.2) Use of Municipal Forces

Costs related to the use of municipal forces (i.e., staff and equipment) is not eligible for MSP funding, unless the municipality is unable to secure a private sector vendor to carry out the project.

In the event that no reasonable alternative vendor is available to carry out the project and municipal forces will be required, the municipality must declare so on the project application. In these circumstances, eligible costs can include all labour costs, including benefits, attributable to work carried out on- and off-site (see Schedule 2). Labour costs associated with general municipal administration of the project are not eligible.

7.3) Joint Projects

Projects that involve funding from more than one municipality should identify all contributing parties in the application.

Each municipality must submit an application for its own portion of the project to be funded by MSP. The municipality that is directly responsible for the project should include the complete

financial information (total project costs), listing the contributions of the other municipality(ies) in the “Other Funding Sources” line of the application financial grid. The other contributing municipality(ies) should include only its portion/contribution of these costs.

7.4) Use of Other Grants

Use of other grants is not permitted under the MSP, unless the municipality applied for funding under the other grant program after the MSP project has been accepted, and doing so is allowed by that program.

For example, a municipality may supplement MSP funding with MSI or GTF funding but only if the MSI/GTF application is submitted after the MSP project is accepted. For example, if the total project costs are \$1 million, and the project was accepted under MSP for \$800,000, the municipality may subsequently submit an MSI and/or GTF project application to fund the remaining \$200,000.

When choosing to use multiple grant funding sources, it is the municipality’s responsibility to understand the separate requirements of each grant program. More information about the requirements of other provincial grant programs can be found on the Municipal Grants Web Portal at www.alberta.ca/municipalities-funding.aspx.

8. Review and Approval Process

Program staff will review each project to ensure it meets the requirements outlined in these guidelines.

Municipalities should ensure all relevant sections of the application form are completed to facilitate a faster and more efficient review process. Municipalities will be contacted by a Grant Advisor if the project review process warrants follow-up and will be required to respond within 10 business days or by October 1, whichever is earlier. If a response is not received within 10 business days, the project in question will be withdrawn and the municipality will be notified of the project withdrawal by email.

Project recommendations will be forwarded to the Minister once the submitted project applications are reviewed and an executed Memorandum of Agreement is received. **The Minister will review all projects against the program objectives and eligibility criteria. Decisions by the Minister regarding project status are final.**

Municipalities will be advised of project status via email.

Municipalities may proceed with a project in anticipation that it will be accepted for MSP funding. However, if the project is deemed ineligible, the municipality remains responsible for all financial obligations it has undertaken with respect to the project.

8.1) Provincial Standards

It is expected that MSP-funded projects undertaken by municipalities will comply with provincially regulated standards. For example, MSP-funded projects involving regional water and wastewater systems should appropriately align with the *Environmental Protection and Enhancement Act*, administered by Alberta Environment and Parks. Where an MSP project includes work on a highway under provincial jurisdiction, the municipality must enter into a separate agreement with Alberta Transportation to carry out the work and/or receive permission to access the highway right-of-way. Grant advisors may request confirmation of the agreement.

8.2) Requirements for Award of Contracts

All calls for proposals or tenders for projects to be funded under MSP shall be carried out in accordance with the rules, regulations, and laws governing such activities and in accordance with the best current practices. They must also be advertised in accordance with the guidelines of the New West Partnership Trade Agreement (NWPTA) (www.newwestpartnershiptrade.ca), effective July 2010, and the Canadian Free Trade Agreement (CFTA) (www.cfta-alec.ca/agreement-on-internal-trade).

The municipality may award contracts for planning, design, engineering, and architectural services for a municipal capital infrastructure project based on best overall value consistent with the municipality's policies.

The municipality may award contracts for the construction of a municipal capital infrastructure project by public tender based on either unit prices or lump sum amounts. The MSP does not require municipalities to award projects to the lowest tender and does not prohibit municipalities from using a process that qualifies suppliers prior to the close of call for tenders where the process is consistent with the CFTA and NWPTA.

Where a municipality has been unable to secure a private sector vendor, or anticipates that this will be the case, the municipality may utilize its own forces, including municipal staff and equipment, in accordance with section 7.2.

9. Payment Process

MSP payments are based on annual cash flow requirements for accepted projects, meaning that if payment conditions are met, the amount paid in 2020 is based on the cash flow required in 2020 and the amount paid in 2021 is based on the cash flow required in 2021. Municipalities with cash flow requirements in 2020 will be paid shortly after project acceptance.

MSP payments are conditional on execution of the MSP Memorandum of Agreement governing the funding process, and the 2021 payment is also conditional on receiving the red tape reduction report (due February 1, 2021) and certification of the 2020 SFE (due May 1, 2021).

For example, a municipality has been allocated \$1 million in MSP funding and has two accepted projects: one with MSP funding of \$600,000 to be completed in 2020 and the other with MSP funding of \$400,000, with \$50,000 in design costs to be incurred in 2020 and \$350,000 in construction costs to be incurred in 2021.

- The total payment to this municipality in 2020 will be \$650,000, conditional on execution of the funding agreement.
- The remaining \$350,000 will be paid in May of 2021, conditional on certification of the 2020 Statement of Funding and Expenditures and receipt of the 2020 Red Tape Reduction report.

10. Financial Reporting Requirements

10.1) Statement of Funding and Expenditures (SFEs)

By May 1 of the following program year, each municipality is required to submit an SFE that reports the previous program year's expenditures (e.g., the 2020 SFE is due by May 1, 2021).

The SFE form will be made available to municipalities at a later date, and will capture information such as the amount of MSP funding spent on each approved MSP project in the preceding year.

Municipalities will be required to report on the amount of MSP funding spent on the approved capital asset, regardless of whether the project is undertaken by the municipality, a different municipality, or a different entity listed in Schedule 1.

For example, if a municipality contributes funds to a Regional Service Commission to undertake a water distribution project, the municipality must report on how much funding was spent on the project and not on the amount of funding contributed to the Regional Service Commission.

As part of the SFE, municipalities will also be required to provide basic information regarding the resulting capital asset for each completed project, which the government will use in measuring the performance of the program.

All projects listed on the SFE must be accepted by the Minister.

The municipality must maintain separate accounting records for MSP grant funds.

All supporting documentation, such as reports, drawings, and invoices for each project must be retained by the municipality for a minimum of three years following completion of the project. SFEs may be subject to a review by the Provincial Auditor General.

SFEs must be submitted electronically by the CAO or an authorized representative of the municipality. SFE reporting requirements are separate from the Red Tape Reduction report described in section 6.3.

10.2) Carrying Forward Funds

MSP funding paid to municipalities in 2020 and not expended in the current year may be carried forward to 2021. **Any funding carried forward to 2021 must be expended on an accepted project before December 31, 2021.**

If any MSP funding paid to municipalities has not been fully expended by December 31, 2021, it must be refunded to the GOA.

Time extensions for unspent MSP funds will not be granted.

10.3) Credit Items

When MSP funding results in net proceeds to the municipality, within five years of project completion, these proceeds will have to be returned to the GOA.

These credit items can include:

- net proceeds (to a maximum of grant applied) from the sale of land bettered (i.e., rehabilitated, reclaimed or remediated) with MSP funds;
- appraised value of unsold land bettered (i.e., rehabilitated, reclaimed or remediated) with MSP funds, but not required for the project;
- net proceeds (to a maximum of the grant amount applied) from the sale of capital assets constructed with MSP funds;
- net proceeds from an insurance claim on capital assets constructed with MSP funds; and

- net salvage value (to a maximum of grant applied) on disposal of any asset purchased with MSP funds, or from any material obtained from removal or demolition of any structure or any part of a facility constructed with MSP funds.

10.4) Income Earned

The municipality may invest and earn income on all unexpended MSP funds, subject to the provisions of Section 250 of the *Municipal Government Act*. The amount of income earned on these funds must be applied to eligible costs of accepted MSP projects.

11. Site Visits

Following program completion, Municipal Affairs program representatives may select and visit a number of municipalities to discuss the MSP specific to a completed project and the overall experience with the program.

12. Communications and Project Recognition Requirements

Signage for MSP funded projects must follow the GOA signage guidelines found at www.alberta.ca/goa/standards/standards-and-reference-documents.aspx (refer to the Capital project signage section of the Visual Identity Manual).

Costs associated with communications and project recognition required to meet GOA signage guidelines are eligible for MSP funding (see Schedule 2e).

To discuss project recognition options or communications requirements, please call Municipal Affairs at 780-422-7125, toll free by first dialing 310-0000, or email MA.MunicipalStimulus@gov.ab.ca.

Schedule 1:

Entities Eligible for a Contribution

Applicants may contribute funds to the following eligible entities:

- non-profit organizations, as defined in Section 241 of the *Municipal Government Act (MGA)* (i.e., a society, credit union or co-operative established under a law of Canada or Alberta; a corporation that is prohibited from paying dividends to its members and distributing the assets to its members on a winding up; or any other entity established under a law of Canada or Alberta for a purpose other than to make a profit).
- libraries and library systems established under the *Libraries Act*;
- regional services commissions established under Part 15.1 of the *MGA*;
- controlled corporations as defined in Section 241 of the *MGA*; and
- provincial agencies, crown-controlled school jurisdictions, universities, colleges, technical institutes, the Alberta Health Services Board, and other health boards, excluding charter schools and school societies that are included in the GOA annual report.

When contributing to a non-profit organization, the municipality must bind the organization to all MSP conditions and obligations that apply to the municipality with respect to the project, including adherence to provincial regulations/standards and Municipal Affairs access to project records; and maintain adequate control over public access to the asset, or over the municipal service that it provides.

It is recommended the municipality enter into a binding legal agreement with the non-profit organization to protect the municipal interest in the asset or facility and to meet the obligations of the certification. Municipal Affairs does not require a copy of this agreement.

Schedule 2:

Eligible Capital Project Activities

Costs directly related to, and in support of the following activities are eligible for MSP capital funding, where the activity is associated with an eligible asset defined in Schedule 3.

2.a) Construction and Development

- Engineering and architecture, including design, tender preparation and advertising, if part of an accepted construction project.
- Construction supervision. Where capital projects are constructed or developed using municipal staff, all labour costs, including benefits, attributable to work carried out on and off the construction site, as follows:
 - On-site costs: site supervision; operating, leasing, maintenance, and insurance costs attributable to municipal construction equipment used at the construction site; and equipment mobilization and demobilization costs.
 - Off-site costs: staff and space costs associated with off-site design and construction of project components that are subsequently installed on site; off-site construction supervision, material requisitioning and site monitoring; and off-site general project management including contract management, purchasing and procurement of materials and services, project scheduling, and budget monitoring.
- Where capital projects are constructed or developed using construction equipment that is owned or leased by the municipality, the following costs are eligible:
 - costs of locating the equipment at and removing the equipment from the construction site (mobilization and demobilization).
 - all operating, leasing, maintenance, and insurance costs attributable to the use of the construction equipment at the construction site.
- Restoration of grass standard landscaping in areas disturbed by construction or reconstruction of infrastructure facilities.

2.b) Betterment

The enhancement of the service potential of a capital asset (including land) that results in an increase in physical output or service capacity, lowering of associated operating costs, extension of the useful life, or improvement in the quality of output, including:

- Land betterment (i.e. rehabilitation, reclamation, and remediation) on land owned by a municipality or eligible entity, where the land is intended for a specific, eligible capital asset; or the betterment activities are intended to address/mitigate health and safety concerns (with or without a resulting capital asset).
- Significant enhancements or improvements for the safety of users of transportation or other municipal infrastructure system.
- Energy efficiency upgrades.

2.c) Rehabilitation

The complete replacement or rebuilding of a major component of a capital asset (including land) to extend its useful life beyond the original expected or design life. Project examples include:

- Repaving or re-gravelling a road surface.
- Replacing or re-lining a section of water or wastewater line between logical system nodes or intersections.
- Replacing the roof or the heating, ventilation and air conditioning (HVAC) system of a building.
- Substantial reconstruction of the interior of a building.

2.d) Non-routine Maintenance

Any non-routine, but recurring activity necessary to ensure that an asset reaches its normal design life and/or retains an acceptable appearance throughout its life, such as:

- Painting or refinishing of building components.
- Repair or replacement of individual parts of an infrastructure asset's major components or systems, such as repairing cracks and holes in a road, repairing or replacing sections of water or wastewater lines, replacing the compressor in a building's air conditioning system.
- Aggregate loss activities such as dust abatement, or sealant application.

2.e) Other

- Relocation and adjustment of associated utilities, including gas and electric utilities.
- Communications and project recognition costs for MSP-funded projects required to meet GOA signage guidelines.
- Other capital infrastructure costs as may be deemed appropriate by Municipal Affairs.

Schedule 3: Eligible Capital Project Assets

Costs directly related to, and in support of the following assets are eligible for MSP capital funding, where the asset is associated with an eligible activity defined in Schedule 2.

The Minister will assess all projects against the program objectives and eligibility criteria when reviewing project applications. Regardless of the examples below, final decisions on project eligibility are at the Minister's sole discretion.

3.a) Municipal Roadways, Bridges, and Related Facilities and Equipment

- Roadways, bridges, and related structures [including costs associated with aggregate purchase, abatement, hauling, crushing and storage (pit or facility), and the application of new gravel to roadways and/or non-routine re-grading of existing gravel back onto roadways]
- Railway or Light Rail Transit (LRT) grade separations and roadway crossings
- Other ancillary works such as sidewalks, commuter bikeways, lighting and energy efficient retrofitting, traffic control signals, pedestrian signals, storm drainage, and utility relocations
- Traffic management projects such as major intersection improvements, major traffic signal coordination, etc.
- Noise attenuation devices as a part of a qualifying project, and rehabilitation of existing noise attenuation devices on qualifying roadways or transit ways, consistent with the municipality's noise attenuation policy
- Pedestrian trail systems along roadways

- Parking facilities
- Snow dump sites and snow storage facilities

3.b) Public Transit Facilities

- LRT lines, station structures, park and ride facilities, and LRT maintenance facilities. LRT lines must be designated in the municipality's transportation system bylaw
- Major public transit terminals and transit garages
- Comprehensive transit-stop retrofit programs to achieve a "barrier free path of travel" to accessible transit services
- System-wide capital transit improvement or betterment projects
- Major capital transit security devices, communication equipment, and other public safety enhancements

3.c) Water Supply, Treatment, and Distribution Systems

- Raw-water supply lines and storage facilities (reservoirs)
- Water treatment facilities
- Water quality management and monitoring systems (e.g. SCADA system), if part of a larger project
- Water pumping facilities
- Treated-water supply lines, storage facilities and related works
- Water distribution system extensions, betterment, and replacements, including individual services to the property line

3.d) Wastewater Collection and Treatment Systems

- Wastewater collection system extensions, betterment, and replacements, including service mains to the property line
- Wastewater pumping facilities and lift stations
- Wastewater lines from the collection system to the wastewater treatment facilities

- Wastewater treatment facilities
- Outfall wastewater lines from wastewater treatment facilities to the point of discharge or disposal and related works

3.e) Storm Water Drainage Systems and Facilities

- Storm water ditches and major relocation of existing storm water ditches
- Storm water or waterway flooding containment structures
- Storm water collection lines including service lines, and catch basins
- Storm water retention ponds and treatment facilities
- Outfall storm water to the point of discharge or disposal and related works

3.f) Solid Waste Management Facilities and Equipment

- Waste collection depots
- Recycling and material recovery facilities
- Organics management systems
- Thermal treatment systems
- Waste disposal landfills

3.g) Police, Fire and Emergency Services

- Police stations
- Police training facilities
- Fire halls
- Fire training facilities
- Emergency operations centres
- Emergency vehicle storage and administration facilities
- Multi-service emergency response facilities

- Rural signage systems
- Ambulance stations

3.h) Disaster Mitigation

- Infrastructure that reduces or eliminates long-term impacts and risks associated with natural disasters, for example:
 - Infrastructure to manage and control flood water movement, including floodwalls and flood gates
 - River stabilization infrastructure, including spurs, berms and ripraps
 - Development of fire breaks

Note: excludes normal routine, maintenance and operational work (e.g., dredging of sediment, gravel removal, debris traps, etc.)

3.i) Regional and Community Airport Facilities and Equipment

- Primary runway, cross-wind runways, secondary runways and taxiways, and runway extensions
- Aprons
- Primary taxiway from main/terminal apron to runway
- Airport buildings, including terminals and storage areas/sheds
- Development areas, access roads, fencing and drainage
- Lighting and navigation equipment

3.j) General Government and Administration

- Public works facilities
- Maintenance equipment buildings
- Sand and salt storage sheds
- Animal control facilities and shelters

- Fuel storage tanks
- Operational services buildings
- Telecommunication infrastructure (e.g., fibre optic or copper cable, radio, cell towers, satellite links)

3.k) Public Health and Welfare

- Daycare centres
- Seniors' centres
- Family and community support facilities
- Youth centres
- Cemeteries

3.l) Parks, Recreation, Sports, and Other Community Facilities

- Recreational and sports facilities, including baseball diamonds, swimming pools, ski areas (except for those that serve professional or semi-professional sport facilities that are primarily commercial operations)
- Campground facilities
- Playgrounds and equipment
- Permanent park facilities
- Public wharves, docks, and piers
- Trail systems
- Other projects may be eligible at the Minister's sole discretion.

3.m) Libraries

- Library buildings

Schedule 4:

Ineligible Capital Projects Activities

The following activities whether related to, or in support of a capital asset are not eligible for MSP capital funding. See Schedule 2 for eligible capital project activities and Schedule 3 for eligible capital assets.

4.a) Acquisition

- Purchase or replacement of vehicles and equipment including:
 - Transit vehicles, LRT vehicles, "low-floor" standard buses, "low-floor" articulated buses, and accessible community public transit vehicles
 - Solid waste and recycling collection container systems, Waste transfer vehicles, landfill compactors, loaders, and material handlers
 - Fixed central communications and computerized information management hardware and software that is integral to the delivery of police services, Peace officer vehicles, Police vehicles under municipal jurisdiction
 - Specialized firefighting and rescue vehicles, specialized firefighting and rescue protective equipment, and fixed central communications and computerized information management hardware and software that is integral to the delivery of fire services
 - Emergency response telephone systems, portable emergency power generators, and fixed central communications and computerized information management hardware and software that is integral to the delivery of emergency services
 - Ground ambulances, as well as basic on-board equipment necessary for vehicle functionality
 - Fixed central communications and computerized information management hardware and software that is integral to the delivery of ambulance services
- Purchase or replacement of heavy equipment
- Purchase or replacement of ancillary or small equipment used to provide services in connection with an infrastructure asset, such as appliances, furniture, remote data access terminals, meter reading devices, radios, equipment location devices, and geographic positioning systems

- Purchase or replacement of cars and other fleet vehicles
- Purchase of land and rights-of-way, and any associated legal and survey fees

4.b) Functional Planning, Studies, and Infrastructure Management Systems

- Functional plans, studies, and system-wide reviews that directly relate to capital infrastructure
- Infrastructure management systems capable of recording and retrieving information on various types of infrastructure, including key infrastructure characteristics and condition, on a consistent basis to assist systematic infrastructure planning and management, and collection and input of data

4.c) General Government and Administration

- Construction, betterment, rehabilitation and non-routine maintenance of municipal halls or administrative buildings
- General municipal administration activities
- Planning expenditures not directly related to specific capital infrastructure
- Public relations, stakeholder relations, partnership and governance development, communication/media services, and grant funding application and reporting activities
- Management of programs to monitor/maintain existing facilities and components of facilities

4.d) Operating Support

- Routine maintenance, including any routinely scheduled, recurring, or superficial activity necessary to ensure that an asset reaches its normal design life and/or retains an acceptable appearance throughout its life, such as:
 - vehicle servicing or oil changes
 - snow sweeping/removal (including provincial highways)
 - cleaning of buildings or facilities
 - the operation of facility mechanical systems
- IT software purchases i.e. Muniware

- Goods and Services Tax (GST)
- Depreciation or amortization
- Loan Fees
- Operating costs

4.e) Other

- Land betterment (i.e., rehabilitation, reclamation, remediation) where the land is intended for resale
- Land betterment where the land is not intended for a specific eligible capital asset, nor is the land being bettered to mitigate/address health and safety concerns
- Constructing or developing subdivisions, except for some typical subdivision development costs, such as road and sidewalk construction, water and wastewater lines to the property lines, and purchase of transportation and utility corridor rights-of-way
- Project costs structured to be financed by an established, long-term funding strategy (e.g. Off-site or Community Revitalization levies)
- Borrowing costs
- Water license costs
- Costs funded under other grant programs
- Beautification and cosmetic activities, including fixed permanent artistic components of buildings and facilities, community welcome signs, and decorative lighting
- Professional or semi-professional sport facilities that are primarily commercial operations, such as those that serve major junior hockey leagues
- Relocation and adjustment of associated utilities, including gas and electric utilities
- Projects previously submitted under the MSI or GTF
- Projects that will create new operational funding requirements for the province
- Projects that will require dedicated operational funding from the province

Municipal Stimulus Program

Summary

- \$500-million allocation-based program structured on the Municipal Sustainability Initiative (MSI), for construction of capital projects before December 31, 2021.
- Funding is distributed based on the Gas Tax Fund (GTF) allocation formula (largely per capita with a \$50,000 minimum; summer villages receive a base of \$5,000 plus the per capita amount).
- Project eligibility based on MSI guidelines, modified to exclude categories and activities with minimal contribution to economic recovery.
- Municipalities have broad discretion to apply for projects within the eligibility criteria, but Minister retains authority to approve projects.
- Municipalities will be required to report on progress in reducing municipal red tape.

Objectives

- Sustain and create local jobs.
- Enhance provincial competitiveness and productivity.
- Position communities to participate in future economic growth.
- Reduce municipal red-tape to promote job-creating private sector investment.

Program Overview

- Program is open to municipal authorities, Metis Settlements, and the Townsite of Redwood Meadows.
- Municipalities must commit to submitting an annual Red Tape Reduction report for each of 2020 and 2021. They will be required to indicate to the Minister's satisfaction how they have made progress in the following areas since the stimulus program was announced:
 - What steps have been taken to make it easier to start up a new business in the municipality?
 - What steps have been taken to streamline processes and shorten timelines for development and permit approvals?
 - What steps have been taken to make the municipality a more attractive destination for new investment and/or tourism?
- The red tape reduction report template will require municipalities to identify how they have reduced red tape from among several provided options, or they may identify their own actions. They will also be required to provide relevant metrics and/or a qualitative description of specific actions they have taken.
- Projects must begin construction in 2020 or 2021, and all funds must be expended before December 31, 2021, or repaid to the province. However, projects may continue past this date using other sources of funding.
- Municipalities must indicate the amount of funding required in both 2020 and 2021 for each project.
 - Payments for 2020 expenditures will be issued once municipalities sign the conditional grant agreement and receive approval on their project application(s).
 - Payments for 2021 expenditures will be issued in May 2021, unless municipalities identify a requirement to receive funding earlier.

- Projects must result in the construction or major rehabilitation of a capital asset that falls within one of the eligible categories.
 - Project categories are based on modified MSI project categories.
 - Some MSI eligible projects, such as rolling stock, equipment purchases, and infrastructure management systems are not be eligible, as they do not support economic development or job creation.
- Projects *must* not create new operational funding requirements for the province and *must* not, as a result of the projects, lead to higher/increased municipal taxes.
- Projects previously approved for MSI or GTF funding are not eligible and municipalities will not be permitted to withdraw and resubmit MSI or GTF projects to gain eligibility.
- Proponent must attest that the project would not go ahead this year or next year in the absence of support through the stimulus program.

Allocations

- Funding is allocated using the Gas Tax Fund (GTF) formula (per capita with a minimum funding amount of \$50,000; summer villages receive \$5,000 plus the per capita amount.)
 - Approximately 30.6% will go to Calgary, 23.1% will go to Edmonton, and 46.3% will go to other municipalities.
- This allocation formula favours more populous urban municipalities, but, previously announced stimulus funding delivered through the Strategic Transportation Infrastructure Program, the Alberta Water/Wastewater Partnership, and the First Nations Water Tie In benefits primarily rural and small urban municipalities.

Municipality	Allocations	
	\$	%
Calgary	\$152,831,311	30.6%
Edmonton	\$115,567,274	23.1%
Other Municipalities	\$231,601,415	46.3%
<i>Other Cities</i>	<i>\$83,401,530</i>	<i>16.7%</i>
<i>Towns</i>	<i>\$56,781,658</i>	<i>11.4%</i>
<i>Villages</i>	<i>\$5,337,096</i>	<i>1.1%</i>
<i>Summer Villages</i>	<i>\$873,117</i>	<i>0.2%</i>
<i>Rurals</i>	<i>\$59,567,950</i>	<i>11.9%</i>
<i>Strathcona County</i>	<i>\$11,694,461</i>	<i>2.3%</i>
<i>RM of Wood Buffalo</i>	<i>\$13,276,133</i>	<i>2.7%</i>
<i>Metis Settlements</i>	<i>\$669,470</i>	<i>0.1%</i>
Total	\$500,000,000	100.0%

Administration Process and Timing

Process Step	Estimated Timing
Program Introduction <ul style="list-style-type: none"> - Application process, program guidelines, and allocation amounts are posted on a program website - Municipal Affairs hosts webinar for municipalities to provide additional details 	<ul style="list-style-type: none"> - Program materials available by July 28, 2020
First Project Intake Period <ul style="list-style-type: none"> - Municipalities prepare and submit applications - Submitted applications uploaded into SharePoint - Project reviews - Project approvals 	<ul style="list-style-type: none"> - Until October 1, 2020 - Project approvals on a rolling basis, as soon as reviewed - Project reviews continue until complete
Re-allocation Period <ul style="list-style-type: none"> - Funds uncommitted by municipalities to an approved project re-allocated by the Minister 	<ul style="list-style-type: none"> - Fall 2020
Second Project Intake Period (if required) <ul style="list-style-type: none"> - Second intake opened if substantial amounts of funding remain unallocated after first intake 	<ul style="list-style-type: none"> - February 1, 2021, to April 1, 2021 - Project reviews continue until complete, approvals issued as decisions are made
Project Initiation <ul style="list-style-type: none"> - Notification letters sent to successful applicants - Recipients sign conditional grant agreements 	<ul style="list-style-type: none"> - Following project approval
Project Administration <ul style="list-style-type: none"> - Payments to recipients - Project construction 	<ul style="list-style-type: none"> - Payments following signing of conditional grant agreements and approval of project applications - Payments complete by October 2021
Reporting Requirements <ul style="list-style-type: none"> - 2020 reporting - 2021 reporting 	Red Tape Reduction Reporting <ul style="list-style-type: none"> - February 1, 2021 (2020 progress) - February 1, 2022 (2021 progress) Financial Reporting <ul style="list-style-type: none"> - May 1, 2021 (2020 reporting) - May 1, 2022 (2021 reporting)

TOWN OF PINCHER CREEK

REQUEST FOR DECISION

Council

SUBJECT: Alta Link Transmission Line Proposal	
PRESENTED BY: Lisa Goss, Administrative Manager	DATE OF MEETING: 8/24/2020

PURPOSE:

Information Only

RECOMMENDATION:

That Council for the Town of Pincher Creek receive the Alta Link Transmission Line Proposal information as presented.

BACKGROUND/HISTORY:

None at this time.

ALTERNATIVES:

That Council for the Town of Pincher Creek direct administration to garner further information regarding the options for Alta Links proposal for the Chapel Rock-to-Pincher Creek Transmission Development.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

None at this time.

FINANCIAL IMPLICATIONS:

None at this time

PUBLIC RELATIONS IMPLICATIONS:

None at this time.

ATTACHMENTS:

aeso Update_Information about potential options for the Chapel Rock_to_Pincher Creek Trasmision Development - 467

CONCLUSION/SUMMARY:

Administration supports that Council for the Town of Pincher Creek receive the Alta Link Transmission Line Proposal information as presented.

Signatures:

Department Head:



CAO:

Wendy Catonio



RECEIVED



JUL 30 2020

Monday, July 27, 2020

Town of Pincher Creek

Laurie Wilgosh
Chief Administrative Officer
Town of Pincher Creek
PO Box 159
Pincher Creek, AB, T0K 1W0

Dear Laurie Wilgosh

Update: **Information about potential options for the Chapel Rock-to-Pincher Creek Transmission Development**

This letter is to update stakeholders that the AESO is proceeding with the Chapel Rock-to-Pincher Creek (CRPC) Transmission Development project, and anticipates filing our Needs Identification Document (NID) with the Alberta Utilities Commission (AUC) in late 2020. An overview of the proposed changes and important updates for stakeholders are included below.

As the organization responsible for managing the safe, reliable and economic operation of the provincial power system, the Alberta Electric System Operator (AESO) has carefully considered current conditions within Alberta, combined with our comprehensive assessments and prudent transmission system planning, and continues to support the advancement of the CRPC project.

We continue to evaluate the alternatives available to meet the need, and anticipate the selection of a single preferred alternative to be filed in our NID with the AUC in late 2020. The alternatives under consideration include the following:

Northern Option: This option involves a new 240 kV transmission line connecting the new Chapel Rock substation to one of two equally viable end points; the existing Castle Rock Ridge substation OR the existing Goose Lake substation. The new Chapel Rock substation is planned to connect directly to the existing 500 kV line 1201L.

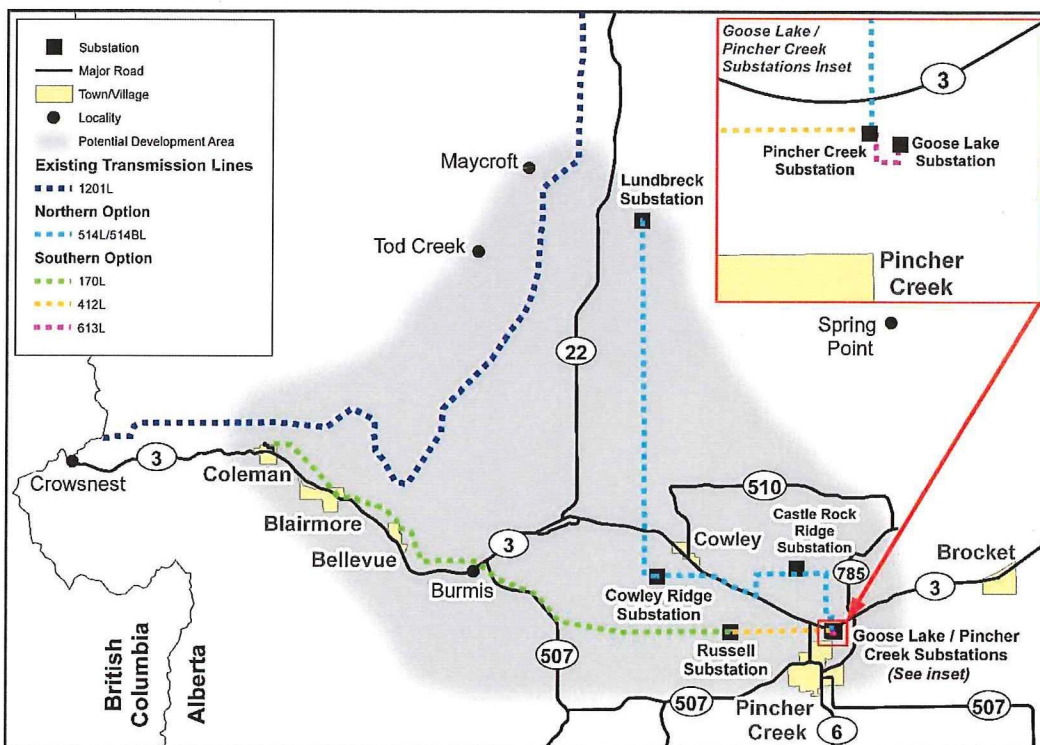
Southern Option: This option includes replacing the existing 138 kV line 412L, and a section of the 138 kV line 170L, with a higher capacity 240 kV line. This option would also require modifications at the existing Goose Lake, Pincher Creek, Russell and Coleman substations. The new 240kV line would also connect to the new Chapel Rock substation along the 500 kV line 1201L.

In late 2019, AltaLink indicated to the AESO that an existing 69 kV transmission line (514L) in the Pincher Creek area is nearing end-of-life and will require a rebuild to remain in service. This line overlaps with AltaLink's potential northern routes for the CRPC project. With consideration for the efficient planning of the transmission system and in an effort to reduce impact to stakeholders in this area, the AESO is evaluating the possibility of combining AltaLink's 69 kV line replacement, with the AESO's need for a new 240 kV line as part of the CRPC project, to build a single line to meet both project requirements.

The option being considered would result in less transmission lines in the area, through the removal of the existing 69 kV transmission lines, 514L and 514BL. The addition of a new substation adjacent to the existing Cowley Ridge 322S substation and a new 240 kV circuit would be required at this substation,

along with a new 69 kV circuit between the proposed Chapel Rock substation and the existing Lundbreck substation.

The map below provides further details on the location of the lines for the alternatives mentioned above. In the coming months, AltaLink will be consulting with area residents to provide more information on the transmission facilities planned in the area. We appreciate and value the feedback we have received to date and want to make you aware of our ongoing work.



The AESO continues to evaluate the Alberta-British Columbia intertie project and anticipates providing an update to stakeholders accordingly once next steps have been determined.

If you have any questions or feedback on the need for the Chapel Rock-to-Pincher Creek project, please contact us at 1-888-866-2959 or stakeholder.relations@aeso.ca

Questions regarding the routing or siting of potential transmission facilities can be directed to AltaLink at 1-877-269-5903 or stakeholderrelations@altalink.ca

Sincerely,

Mike Deising
 Director, Corporate Communication

cc: Jennifer Vollmer, Communications Advisor

cc: Ata Rehman Director, Grid Planning & Operations Engineering

TOWN OF PINCHER CREEK

REQUEST FOR DECISION

Council

SUBJECT: Sanitary Forcemain Twinning Project Funding	
PRESENTED BY: Al Roth, Director of Operations	DATE OF MEETING: 8/24/2020

PURPOSE:

To request funding financial commitment for the sanitary forcemain twinning project from the main lift station to the waterwater lagoons, in order to fulfill grant obligations.

RECOMMENDATION:

That Council for the Town of Pincher Creek approve \$4,888,000 to complete the Sanitary Forcemain Twinning project with \$2,333,000 of municipal funds from MSI Capital Funding and Utility Reserves to be combined with the \$2,555,000 Alberta Water/Wastewater Partnership grant funding.

BACKGROUND/HISTORY:

On June 29, 2020, the Town was informed that we were the recipient of the Alberta Municipal Water/Wastewater Partnership (AMWWP) grant in the amount of \$2,555,000 to complete the twinning of the sanitary forcemain from the Town's main lift station to the Lagoons. Total project costs are anticipated to be as follows:

- \$4,250,500 - Construction
- \$637,500 - Engineering
- \$4,888,000 - TOTAL

The grant funding breakdown is as follows:

- \$2,555,000 - Eligible Grant (52.27%)
- \$2,333,000 - Municipal Share (47.73%)

The twinning of the sanitary forcemain is an important long-term project for the Town's wastewater infrastructure to ensure redundancy and resiliency of the system. Currently, there is a single 4.2km forcemain from the Town to the Lagoons which services the entire Town.

In the event of a failure along the forcemain, all wastewater generated by the Town begins to back-up into the main lift station, requiring urgent and immediate action to mitigate Town-wide sewer back-ups and environmental contamination from overflow.

Records of previous failures indicate ruptures have occurred in 1994, 1998 and

since 2001 there have been at least 5 major events resulting in an urgent emergency response. Each event has cost approximately \$20,000 and required contravention of Provincial and Federal guidelines by discharging raw sewage into the Pincher Creek.

The most recent major event was in 2016 and was caused by pipeline rupture.

ALTERNATIVES:

That Council for the Town of Pincher Creek approve \$4,888,000 to complete the Sanitary Forcemain Twinning project with \$2,333,000 of municipal funds Utility Reserves to be combined with the \$2,555,000 Alberta Water/Wastewater Partnership grant funding.

That Council for the Town of Pincher Creek direct administration to

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

The twinning of the sanitary forcemain was identified as a highly recommended upgrade in the 2016 Wastewater System Evaluation Report to provide redundancy and reduce cost of repair of the existing forcemain when pipe breaks occur.

FINANCIAL IMPLICATIONS:

The AMWWP grant required a municipal share of \$2,333,000 (47.73%) in order to execute the grant funding agreement. Administration recommends this be funded as follows:
\$545,370 - MSI Capital 2021 (estimated)
\$1,787,630 - Utility Reserve

The Utility Reserve account currently holds \$2,844,343 (estimated). Allocating \$1,787.630 would reduce this reserve to \$1,056,713 (estimated for end of year 2020). Although this greatly reduces the amount in the Utility Reserve Account, administration recommends taking advantage of the available grant funding to complete this project.

PUBLIC RELATIONS IMPLICATIONS:

Minimal impact to public relations.

ATTACHMENTS:

None at this time.

CONCLUSION/SUMMARY:

Administration fully supports moving forward with the sanitary forcemain twinning project to increase redundancy and reduce risk of infrastructure failure and to take advantage of the grant funds being made available to the Town.

Signatures:

Department Head:



CAO:







Town of Pincher Creek
COUNCIL DISTRIBUTION LIST
August 24, 2020

<u>Item No.</u>	<u>Date</u>	<u>Received From</u>	<u>Information</u>
1.	July 24, 2020	Jennifer Vollmer, AESO	Update: Chapel Rock-to-Pincher Creek transmission development
2.	August 3, 2020	Victoria Chester, Alberta Association of Police Governance	Alberta Association of Police Governance Spring/Summer Newsletter
3.	August 7, 2020	Jessica Kinsella, Alberta Council on Aging	October 1 - Celebrate International Day of Older Persons
4.	August 7, 2020	Barry Morishita, AUMA	AUMA statement on AHS changes to municipal 911 dispatch
5.	August 10, 2020	John Grove, AltaLink	AltaLink's Chapel Rock to Pincher Creek Area Transmission Development
6.	August 10, 2020	Delbert G. Beazer, Chief Mountain Gas Co-op Ltd.	2020 golf day
7.	August 10, 2020	Economic Developers Alberta (EDA)	Message to EDA Members - Paying Tribute to Gerry Gabinet
8.	August 19, 2020	Glenda Farnden, STARS Foundation	Town of Pincher Creek - Thank you for Your Steadfast Devotion to STARS - August 2020

TOWN OF PINCHER CREEK “OPERATIONS DEPARTMENT”



Second Quarter, 2020 Review for the Town of Pincher Creek Operations Department

- ❖ Street sweeping began and continues to be done as needed throughout the summer and fall
- ❖ Cross walk and no parking zones were painted
- ❖ A 10-inch water line valve was installed on Veterans Street, which will reduce the number of business that lose water when repairs are made to that line
- ❖ Leak Detection Correlator was purchased and put into use immediately, it will be a valuable addition to this department
- ❖ On-going Irrigation system upgrades
- ❖ Assisted with the removal and temporary storage of the Diabetes donation bins

The Operations Department quickly adapted to the COVID 19 Pandemic. The Ops staff continued to do their day to day jobs but added physical distancing practices in all rooms, vehicle or equipment and staggered lunch and coffee breaks were implemented. A new Safe Work Practice for Infection Prevention was introduced, requiring all staff to wipe down any surfaces they touched in the vehicles, equipment, and buildings. Hand washing, for at least 20 seconds or using alcohol-based hand sanitizer when water was not available became mandatory. Disposable gloves were supplied to staff and used any time there was the possibility of them coming into contact with the virus.

Al Roth, Colleen McNeil & Alexa Levair were able to set up their workstations at home including their work phone which enabled them to function like they were still in the office.

Streets, Water and Wastewater Distribution

Ongoing, Completed & Up and Coming Projects:

- Concrete replacement project contract awarded
- Asphalt repairs started
- Tumbleweed Path System completed
- Sanitary Sewer Condition Assessment Phase 1 completed
- WTP Flow Meters contract awarded, construction in Fall 2020
- Sanitary Sewer Condition Assessment Phase 1 completed

Water Treatment Numbers

✚ Sanitary wastewater approval # 95-MUN-080 April 2020 – June 2020

Total volume flows = 161,558 M3

✚ Water treatment filtered and treated water for distribution Jan 2020 – Mar 2020

Total volume flows = 243,626 M3

Fleet Update



- The new Labrie 2020 Automizer garbage truck arrived
- Ongoing maintenance on grass cutting equipment and vehicles
- Alberta One Call locates “**12** total for this quarter”
- Garbage can repairs and scheduling
- Vehicle and Equipment maintenance ongoing
- Extra cleaning and disinfecting of vehicles, equipment, and shop
- Ongoing ordering and inventory control
- Training was provided to the new Grass Cutting Crew as the recreation department took over the organization and dispatching of all grass maintenance.

Facilities

- Lebel Mansion – Elevator Installation (in process - delayed due to COVID 19)
- Regular maintenance on Towns Administration and Operations building, RCMP building and The Lebel Mansion, CCR
- Fire Extinguisher Inspections contract awarded

Cemetery Update

- ❖ Full Inurnments - 1
- ❖ Full burials - 2
- ❖ Niche Front Installed -1

Administration Update

Administratively, the Operations Department prepared 11- Development Response letters, 1- property request for information, 12 - requests for decisions, 3 - Operation Committee Responses, 7 – Utility Approval Requests

Citizen Request Update



In this quarter there was 339 citizen requests logged - 237 of them were Operational - all were actioned - 124 of them requiring verbal or written responses to residents.

2020 SECOND QUARTER REPORT

