



**TOWN OF PINCHER CREEK COUNCIL
MEETING AGENDA
Monday, December 14, 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 Provincial Campgrounds – Bob Cameron
5. **Adoption of Minutes**
 - 5.1 Minutes of the Regular Meeting of Council held on November 23, 2020
 - 5.2 Minutes of the Committee of the Whole Meeting held on December 2, 2020
 - 5.3 Minutes of the Special Meeting of Council held on December 2, 2020
 - 5.4 Minutes of the Special Meeting of Council held on December 4, 2020
6. **Business Arising from the Minutes**
7. **Bylaws**
8. **New Business**
 - 8.1 Oldman River Regional Services Commission Orthophotography 2021
 - 8.2 2021 Operating Budget
 - 8.3 2021 Capital Budget
9. **Reports**
 - 9.1 Upcoming Committee Meeting and Events
10. **Administration**
 - 10.1 Council Information Distribution List
11. **Closed Session Discussion**
 - 11.1 Regional Emergency Management Organization Update – FOIP s. 24
 - 11.2 Library Board Appointment – FOIP s. 19
 - 11.3 Early Learning Centre Lease Agreement – FOIP s. 16
 - 11.4 Land Offer to Purchase – Roll #08603200 – FOIP s. 16 & 24
 - 11.5 Regional Emergency Management Organization – Emergency Services Commission – FOIP s. 21 & 27
 - 11.6 Property Tax Arrears Recovery – FOIP s. 16 & 24
12. **Notice of Motion**
13. **Adjournment**

The next Regular Council Meeting is scheduled for January 11, 2021 at 6:00 p.m.



REGULAR MEETING OF COUNCIL
Held on Monday November 23, 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; D. Green, Family and Community Support Services Coordinator; M. Everts, Events, Marketing & Economic Development Officer; L. Rideout, Director of Community Services; L. Goss, Administrative Manager and A. Levair, Operations Coordinator

1. CALL TO ORDER

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

2. SCHEDULED PUBLIC HEARING

3. AGENDA APPROVAL

BARBER:

That Council for the Town of Pincher Creek approves the November 23, 2020 agenda as amended, the amendment being the addition of item 8.2 RCMP K Division Meeting

CARRIED 20-508

4. DELEGATIONS

4.1 Innovisions & Associates – Economic Development Strategy Update

Natalie Gibson and Bob Dyrda, representatives of Innovisions & Associates attended the meeting to provide an update to Council regarding the Economic Development Strategy and answer any questions.

5. ADOPTION OF MINUTES

5.1 Minutes of the Regular Meeting of Council held on November 9, 2020

McGILLIVRAY:

That Council for the Town of Pincher Creek approve the minutes of the Regular Meeting of Council held on November 9, 2020 as presented.

CARRIED 20-509

6. BUSINESS ARISING FROM THE MINUTES

6.1 Disposition of Delegation – RCMP Sergeant Ryan Hodge

JACKSON:

That Council for the Town of Pincher Creek receive the presentation provided by RCMP Sergeant Ryan Hodge at the November 4, 2020 Committee of the Whole meeting as information and with thanks.

CARRIED 20-510

**6.2 Disposition of Delegation – Heritage Acres Farm Museum – Jim Peace
KORBETT:**

That Council for the Town of Pincher Creek receive the presentation provided by Jim Peace regarding the Heritage Acres Farm Museum as information.

CARRIED 20-511

**6.3 Disposition of Delegation – Alberta Health Services – Mike Swystun
ELLIOTT:**

That Council for the Town of Pincher Creek receive the information provided by Mike Swystun representing Alberta Health Services regarding the COVID-19 Pandemic as presented.

CARRIED 20-512

D. Green left the meeting at 6:20 pm.

7. BYLAWS

8. NEW BUSINESS

**8.1 Bellecrest Reverse Santa Parade
KORBETT:**

That Council for the Town of Pincher Creek receive the Bellecrest Reverse Santa Parade invitation from the Bellecrest Association as information and direct administration to send good wishes for the event.

CARRIED 20-513

**8.2 RCMP K Division Meeting
McGILLIVRAY:**

That Council for the Town of Pincher Creek agree to a second meeting with RCMP K Division on December 2, 2020 at 1:00 pm as per the invitation received from K Division.

CARRIED 20-514

9. REPORTS

9.1 Upcoming Committee Meetings and Events

Landfill Association
Policy Review Committee
Budget
North East Area Structure Plan Open House – Cancelled
Pincher Creek Foundation

10. ADMINISTRATION

**10.1 Council Information Distribution List
KORBETT:**

That Council for the Town of Pincher Creek accept the November 23, 2020 Council Information Distribution List as information.

CARRIED 20-515

10.2 Operations Third Quarter Report

BARBER:

That Council for the Town of Pincher Creek receives the Operations Third Quarter Report as information with thanks.

CARRIED 20-516

Mayor Anderberg called a recess at 6:36 pm.

Mayor Anderberg called the meeting back to order at 6:44 pm.

11. CLOSED MEETING DISCUSSION

KORBETT:

That Council for the Town of Pincher Creek agree to move to a closed session of Council on Monday, November 23, 2020 at 6:44 pm in accordance with section 16, 21 and 29 of the Freedom of Information and Protection of Privacy Act, with the Chief Administrative Officer, Director of Community Services, Administrative Manager, Operations Coordinator and Stantec representative, Brad Schmidtke in attendance.

CARRIED 20-517

M. Everts, A. Levair and B. Schmidtke left the meeting at 7:36 pm

McGILLIVRAY:

That Council for the Town of Pincher Creek agree to move out of a closed session of Council on Monday, November 23, 2020 at 8:36 pm.

CARRIED 20-518

11.1 North East Area Structure Plan – Stantec Presentation – FOIP s. 29

KORBETT:

That Council for the Town of Pincher Creek direct administration to postpone the North East Area Structure Plan Public Open House until January , after the budgeting process is completed.

CARRIED 20-519

11.2 Outstanding Membership Agreement – FOIP s. 16 & 21

McGILLIVRAY:

That Council for the Town of Pincher Creek receive the Pincher Creek Emergency Services Commission Funding Formula information as presented.

CARRIED 20-520

12. NOTICE OF MOTION

13. ADJOURNMENT

ELLIOTT:

That this meeting of Council on November 23, 2020 be hereby adjourned at 8:38 pm.

CARRIED 20-521

MAYOR, D. Anderberg

CAO, L. Wilgosh

**APPROVED BY RESOLUTION
OF THE COUNCIL OF THE
TOWN OF PINCHER CREEK,
THIS 14th DAY OF DECEMBER 2020 S E A L
NEXT REGULAR MEETING OF COUNCIL TO BE HELD ON MONDAY DECEMBER 14,
2020 AT 6:00 P.M.**

DRAFT



Town of Pincher Creek
COMMITTEE OF THE WHOLE MINUTES
December 2, 2020 – 9:00 AM
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; A Roth, Director of Operations; W. Catonio, Director of Finance and Human Resources; L. Rideout, Director of Community Services; G. Kollee, Legislative Services Manager; M. Everts, Events, Marketing & Economic Development Officer; D. Green, Family and Community Support Services Coordinator; A. Grose, Recreation Manager; C. McNeil, Administrative Assistant and L. Goss, Administrative Manager.

1. Call to Order

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

2. Agenda Approval

JACKSON:

That the Committee of the Whole for the Town of Pincher Creek approves the December 2, 2020 agenda as amended, the amendment being the addition of items 8.3 Flood Hazard Mapping Update, 9.3 Recreation Master Plan Review.

CARRIED COTW 2020-116

3. Scheduled Delegations

3.1 SASCI – James Van Leeuwen – 9:00 am

SASCI representative James Van Leeuwen, Steve Braun, Liza Dawber, Dan Crawford and Carrie Cooley attended the meeting to provide an update to Committee of the Whole.

3.2 STARS Update – Glenda Farnden – 9:15 am

Glenda Farnden attended the meeting to provide the annual update regarding the STARS Air Ambulance.

4. Committee Reports

JACKSON

November 4	Committee of the Whole
November 5	Finance and Budget Committee
November 9	Regular Council
November 10	Finance and Budget Committee
November 12	Finance and Budget Committee
November 16	Community Hall Board
November 17	Municipal Development and Subdivision Authority
November 17	Finance and Budget Committee
November 23	Regular Council
November 24	Finance and Budget Committee
November 25	Pincher Creek Foundation
November 27	Policy Development and Review Committee
November 30	Finance and Budget Committee

McGILLIVRAY

November 4	Committee of the Whole
November 4	Health Minister Tour Preparation
November 5	Finance and Budget Committee
November 5	RCMP K Division
November 9	Citizen Response
November 9	Regular Council
November 10	Finance and Budget Committee
November 12	Finance and Budget Committee
November 12	AUMA Course
November 16	Health Minister Tour Preparation
November 17	Municipal Development and Subdivision Authority
November 17	Finance and Budget Committee
November 18	Landfill Association
November 18	Health Minister Tour Preparation
November 19	Course
November 19	Community Early Learning Centre
November 20	Finance and Budget Committee
November 23	Regular Council
November 24	Finance and Budget Committee
November 25	Pincher Creek Foundation
November 26	Finance and Budget Committee
November 27	Policy Development and Review Committee
November 30	Finance and Budget Committee

BARBER	November 4	Golf Course Annual General Meeting
	November 4	Committee of the Whole
	November 5	Finance and Budget Committee
	November 5	RCMP K Division
	November 9	Regular Council
	November 10	Finance and Budget Committee
	November 12	Finance and Budget Committee
	November 17	Finance and Budget Committee
	November 18	Community Futures
	November 18	Chinook Arch Library
	November 20	Finance and Budget Committee
	November 23	Regular Council
	November 24	Finance and Budget Committee
	November 25&26	Economic Developers Association Conference
	November 26	Finance and Budget Committee
	November 26	Community Futures
November 30	Finance and Budget Committee	
ELLIOTT	November 4	Committee of the Whole
	November 9	Regular Council
	November 17	Municipal Development and Subdivision Authority
	November 17	Finance and Budget Committee
	November 23	Regular Council
	November 24	Finance and Budget Committee
O'ROURKE	November 4	Committee of the Whole
	November 5	Finance and Budget Committee
	November 5	RCMP K Division
	November 9	Regular Council
	November 10	Finance and Budget Committee
	November 11	Remembrance Day Ceremony
	November 12	Finance and Budget Committee
	November 17	Finance and Budget Committee
	November 23	Regular Council
	November 24	Finance and Budget Committee
	KORBETT	November 4
November 4		Health Minister Tour Preparation
November 4		Alberta SouthWest
November 5		Finance and Budget Committee
November 9		Regular Council
November 10		Finance and Budget Committee
November 12		Finance and Budget Committee

November 16	Health Minister Tour Preparation
November 17	Finance and Budget Committee
November 19	Emergency Services Commission
November 19	Elected Officials Education Program
November 19	Community Early Learning Centre
November 23	Regular Council
November 25	Emergency Management Organization
November 24	Finance and Budget Committee
November 30	Finance and Budget Committee

Mayors Report
ANDERBERG

November 4	Committee of the Whole
November 4	Health Minister Tour Preparation
November 5	Finance and Budget Committee
November 5	RCMP K Division
November 6	Chief Administrative Officer Performance Evaluation Mayors & Reeves
November 6	Regional Emergency Management Organization
November 9	Regular Council
November 10	Finance and Budget Committee
November 12	Global News Interview – Provincial Water Report
November 12	Finance and Budget Committee
November 12	Oldman River Regional Services Commission
November 16	Health Minister Tour Preparation
November 16	Family and Community Social Services Board
November 17	Finance and Budget Committee
November 18	Alberta Health Services Survey
November 19	Emergency Services Commission
November 19	Community Early Learning Centre
November 20	MLA Roger Reid – Water Allocations
November 20	Finance and Budget Committee
November 23	Regular Council
November 24	Finance and Budget Committee
November 25	Emergency Management Organization
November 26	Finance and Budget Committee
November 30	Finance and Budget Committee

BARBER:

That Committee of the Whole for the Town of Pincher Creek receives the December 2, 2020 Committee Reports as information.

CARRIED COTW 2020-117

5. Administration

5.1 Upcoming Meetings

RCMP K Division
Budget
Health Minister Tour Preparation

Mayor Anderberg called a recess at 10:13 am

Mayor Anderberg called the meeting back to order at 10:22 am

6. Business Arising from the Minutes

6.1 Facilities Committee Review

McGILLIVRAY:

That Committee of the Whole for the Town of Pincher Creek suspend the Facilities Committee until there is a need to reactivate it.

Councillor O'Rourke requested a recorded vote.

IN FAVOUR

Anderberg

Korbett

McGillivray

Elliott

OPPOSED

O'Rourke

Jackson

Barber

CARRIED 2020-118

7. Policy

7.1 Working From Home Policy 170-20

KORBETT:

That Committee of the Whole for the Town of Pincher Creek approve Working From Home Policy 170-20 as amended, the amendments being the typo corrections in sections 2.2.2 and 3.4 as discussed.

CARRIED 2020-119

8. New Business

8.1 Temporary Mandatory Face Coverings Bylaw

McGILLIVRAY:

That Committee of the Whole for the Town of Pincher Creek agree to conduct a Special Meeting of Council on December 2, 2020 to consider Temporary Mandatory Face Coverings Bylaw 1628-20.

KORBETT:

That Committee of the Whole for the Town of Pincher Creek agree to table the Temporary Mandatory Face Coverings Bylaw until later in the meeting.

CARRIED COTW 2020-120

M. Everts left the meeting at 11:16 am.

8.2 Toddler Park Update

8.3 Flood Hazard Mapping Update

Mayor Anderberg called a recess at 10:57 am

A. Roth left the meeting at 10:57 am

D. Green left the meeting at 10:58 am

Mayor Anderberg called the meeting back to order at 11:08 am

JACKSON:

That Committee of the Whole for the Town of Pincher Creek agree to take off the table the Temporary Mandatory Face Coverings Bylaw, item 8.1 for discussion.

CARRIED COTW 2020-121

McGILLIVRAY: (resolution carried forward from item 8.1)

That Committee of the Whole for the Town of Pincher Creek agree to conduct a Special Meeting of Council on December 2, 2020 at 2:00 pm to consider Temporary Mandatory Face Coverings Bylaw 1628-20.

CARRIED COTW 2020-122

C. McNeil left the meeting at 11:16 am

9. Closed Session

JACKSON:

That Committee of the Whole for the Town of Pincher Creek agree to move to a closed session of the Committee on Wednesday December 2, 2020 at 11:16 am in accordance with sections 16, 17, 19 & 24 of the Freedom of Information and Protection of Privacy Act, with the Chief Administrative Officer, Director of Finance and Human Resources, Director of Community Services, Legislative Services Manager, Recreation Manager and Administrative Manager in attendance.

CARRIED COTW 2020-123

M. Everts joined the meeting at 11:56 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, December 2, 2020 at 12:12 pm.

CARRIED COTW 2020-124

9.1 Property Tax Waiver Request – FOIP s. 16 & 24

McGILLIVRAY:

That Committee of the Whole for the Town of Pincher Creek direct administrative to research options, and to advise the applicant that Council has

seriously considered his request and are genuinely interested in supporting his initiative to rebuild.

CARRIED COTW 2020-125

9.2 Pincher Creek Emergency Services Commission Funding Formula - Mediation –

FOIP s. 17 & 19

KORBETT:

That Committee of the Whole for the Town of Pincher Creek direct administration to contact Clint Docken and Barbara McNeil for a quote on fee for service and availability for the Emergency Services funding formula mediation process.

CARRIED COTW 2020-126

9.3 Recreation Master Plan Review – FOIP s. 24

McGILLIVRAY:

That Committee of the Whole for the Town of Pincher Creek receive the Recreation Master Plan Review information as presented.

CARRIED COTW 2020-127

10. Adjournment

JACKSON:

That this session of Committee of the Whole be adjourned at 12:15 pm.

CARRIED COTW 2020-128

**APPROVED BY RESOLUTION OF
COUNCIL FOR THE TOWN OF PINCHER CREEK
THIS 14th DAY OF DECEMBER, 2020**

Mayor, D. Anderberg

CAO, L. Wilgosh



SPECIAL MEETING OF COUNCIL
Held on Wednesday December 2, 2020
virtually via GoToMeeting
commencing at 2:00 p.m.

IN ATTENDANCE:

Mayor: D. Anderberg

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

Absent with Regrets: W. Elliott

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

1. CALL TO ORDER

Mayor Anderberg called the meeting to order at 2:00 pm.

2. AGENDA APPROVAL

McGILLIVRAY:

That Council for the Town of Pincher Creek approves the December 2, 2020 agenda as presented.

CARRIED 20-522

3. NEW BUSINESS

3.1 Temporary Mandatory Face Coverings Bylaw 1628-20

McGILLIVRAY:

That Council for the Town of Pincher Creek agree to give first reading to Temporary Mandatory Face Coverings Bylaw 1628-20.

Councillor Korbett requested a recorded vote.

IN FAVOUR

Anderberg

Jackson

Korbett

Barber

McGillivray

OPPOSED

O'Rourke

CARRIED 20-523

JACKSON:

That Council for the Town of Pincher Creek agree to give second reading to Temporary Mandatory Face Coverings Bylaw 1628-20.

Councillor Korbett requested a recorded vote.

IN FAVOUR
Anderberg
Jackson
Korbett
Barber
McGillivray

OPPOSED
O'Rourke

CARRIED 20-524

McGILLIVRAY:

That Council for the Town of Pincher Creek unanimously agree to present Temporary Mandatory Face Coverings Bylaw 1628-20 for third and final reading at the December 2, 2020 Special Meeting of Council.

Councillor Korbett requested a recorded vote.

IN FAVOUR
Anderberg
Jackson
Korbett
Barber
McGillivray

OPPOSED
O'Rourke

DEFEATED

4. ADJOURNMENT

ANDERBERG:

That this meeting of Council on December 2, 2020 be hereby adjourned at 2:17 pm.

CARRIED 20-525

MAYOR, D. Anderberg

CAO, L. Wilgosh

**APPROVED BY RESOLUTION
OF THE COUNCIL OF THE
TOWN OF PINCHER CREEK,
THIS 14th DAY OF DECEMBER 2020**

S E A L

**NEXT REGULAR MEETING OF COUNCIL TO BE HELD ON MONDAY DECEMBER 14,
2020 AT 6:00 P.M.**



**SPECIAL MEETING OF COUNCIL
Held on Friday December 4, 2020
virtually via GoToMeeting
commencing at 2:00 p.m.**

IN ATTENDANCE:

Mayor: D. Anderberg

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

Staff: L. Wilgosh, Chief Administrative Officer, G. Kollee, Manager of Legislative Services; L. Rideout, Director of Community Services, M. Everts, Events, Marketing & Economic Development Officer; A. Grose, Recreation Manager; and L. Goss Administrative Manager

1. CALL TO ORDER

Mayor Anderberg called the meeting to order at 2:00 pm.

2. AGENDA APPROVAL

JACKSON:

That Council for the Town of Pincher Creek approves the December 2, 2020 agenda as presented.

CARRIED 20-526

3. NEW BUSINESS

3.1 Temporary Mandatory Face Coverings Bylaw 1628-20

McGILLIVRAY:

That Council for the Town of Pincher Creek agree to give third and final reading to Temporary Mandatory Face Coverings Bylaw 1628-20 and that a copy of which be attached hereto forming part of the minutes.

Mayor Anderberg requested a recorded vote.

IN FAVOUR

Anderberg

Barber

Jackson

McGillivray

Elliott

Korbett

OPPOSED

O'Rourke

CARRIED 20-527

4. ADJOURNMENT

ELLIOTT:

That this meeting of Council on December 4, 2020 be hereby adjourned at 2:16 pm.

CARRIED 20-528

MAYOR, D. Anderberg

CAO, L. Wilgosh

**APPROVED BY RESOLUTION
OF THE COUNCIL OF THE
TOWN OF PINCHER CREEK,
THIS 14th DAY OF DECEMBER 2020**

S E A L

**NEXT REGULAR MEETING OF COUNCIL TO BE HELD ON MONDAY DECEMBER 14,
2020 AT 6:00 P.M.**

DRAFT

TOWN OF PINCHER CREEK

REQUEST FOR DECISION

Council

SUBJECT: Oldman River Regional Services Commission request to provide Orthophotography for 2021	
PRESENTED BY: Al Roth, Director of Operations	DATE OF MEETING: 12/14/2020

PURPOSE:

To obtain direction from Council for the Town of Pincher Creek with regards to participation in the impending application to the Alberta Community Partnerships Grant for the purpose of having new Ortho photographs taken in the spring of 2021.

RECOMMENDATION:

That Council for the Town of Pincher Creek authorizes the Town of Pincher Creek to participate in an application for the 2021 Oldman River Region Urban Orthophotography Project under the Intermunicipal Collaboration component of the Alberta Community Partnerships Grant, further that the Town of Pincher Creek, a participant, agrees to abide by the terms of the Conditional Grant Agreement, governing the purpose and use of the grant funds.

BACKGROUND/HISTORY:

On Friday November 6, 2020 Jaime Thomas sent the following email (attached i.)

Good Afternoon Everyone,

I am doing preliminary work for the acquisition of new orthophotography for our members in the Spring of 2021 and wanted to get a feel for which municipality's would like an increase to their coverage area over that of 2017. Everything will come down to budget but I want to provide a few flight companies our coverage areas so they are able to provide us a preliminary quote. Similar to the project in 2017, I will hope to use the ACP grant from Municipal Affairs to cover the vast majority of the cost (it covered the whole project in 2017). The details of the ACP grant application should be released shortly but I would like to get a head start on the project and the first thing we need to consider is our coverage area. Please keep in mind, if any municipality has a planned/pending annexation over the next 4 years, this would be a good time to potentially expand current orthophoto extent. Please feel free to forward this email to anyone within your organization who may have an opinion on orthophoto coverage for the 2021 project. If anyone has any questions, concerns or would like to see either your current ortho extent, or what an expanded coverage may look like, please feel free to contact me.
Thanks, and I hope everyone is doing well.

Jaime Thomas, GISP

ALTERNATIVES:

That Council for the Town of Pincher Creek resolve not to participate in the 2021 ORRSC Orthophotography project and direct administration to respond to Mr. Thomas indicating as such.

That Council for the Town of Pincher Creek receive the information regarding the Community Partnerships Grant Application and proposed Orthophotography project as presented.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

Ortho photographic updates are available on the Town of Pincher Creek's GIS system and have been conducted in 2005, 2006, 2009, 2013 and 2017, 2019 with the image quality and effectiveness increasing with each update.

FINANCIAL IMPLICATIONS:

At this point in time there are no anticipated financial implications for any of the participating municipalities. As part of RFP portion of the grant application, prospective contractors will be asked to break down the cost per municipality. Should the application for the Alberta Community Partnerships Grant be denied, municipalities will then have the option to independently fund an Orthophotography Update in 2021 for their individual municipality. Jamie from ORRSC provided us the following numbers if the grant was not approved.

Just to follow up from my email yesterday regarding the ortho project scheduled for next Spring. In the event we are unsuccessful with our grant application, each municipality could pay for new ortho's from their own budget. The two prices below will reflect the approximate cost to your municipality if you choose to fund it yourself. Please keep in mind that the flight contractor has the final decision in overall pricing but has assured me that the costs below will be relatively close to the final costs.

1. Approximate cost to municipality if all participants were to stay in the project - \$7023.93
2. Approximate cost to municipality if other participants decline involvement in the project - \$9131.11

****Price could fall anywhere between these two****

Please keep in mind that these costs are only applicable if we are unsuccessful with our grant application. Please let me know if Pincher Creek would either continue or choose to remove themselves from the project if in fact it has to be self funded. See attached

PUBLIC RELATIONS IMPLICATIONS:

None initially. Once the image is available on the GIS system it will allow departmental staff the ability to conduct a preliminary assessment of many concerns that are raised by members of the public.

ATTACHMENTS:

Attachment i - 535

Attachment ii - 535

Attachment iii) ACP Council Resolution Ortho 2021 - 535

CONCLUSION/SUMMARY:

Administration supports that it be resolved that Council authorizes the Town of Pincher Creek to participate in an application for the 2021 Oldman River Region Urban Orthophotography Project under the Alberta Community Partnership Grant. further that the Town of Pincher Creek, a participant, agrees to abide by the terms of the Conditional Grant Agreement, governing the purpose and use of the grant funds. Resolution attachment iii

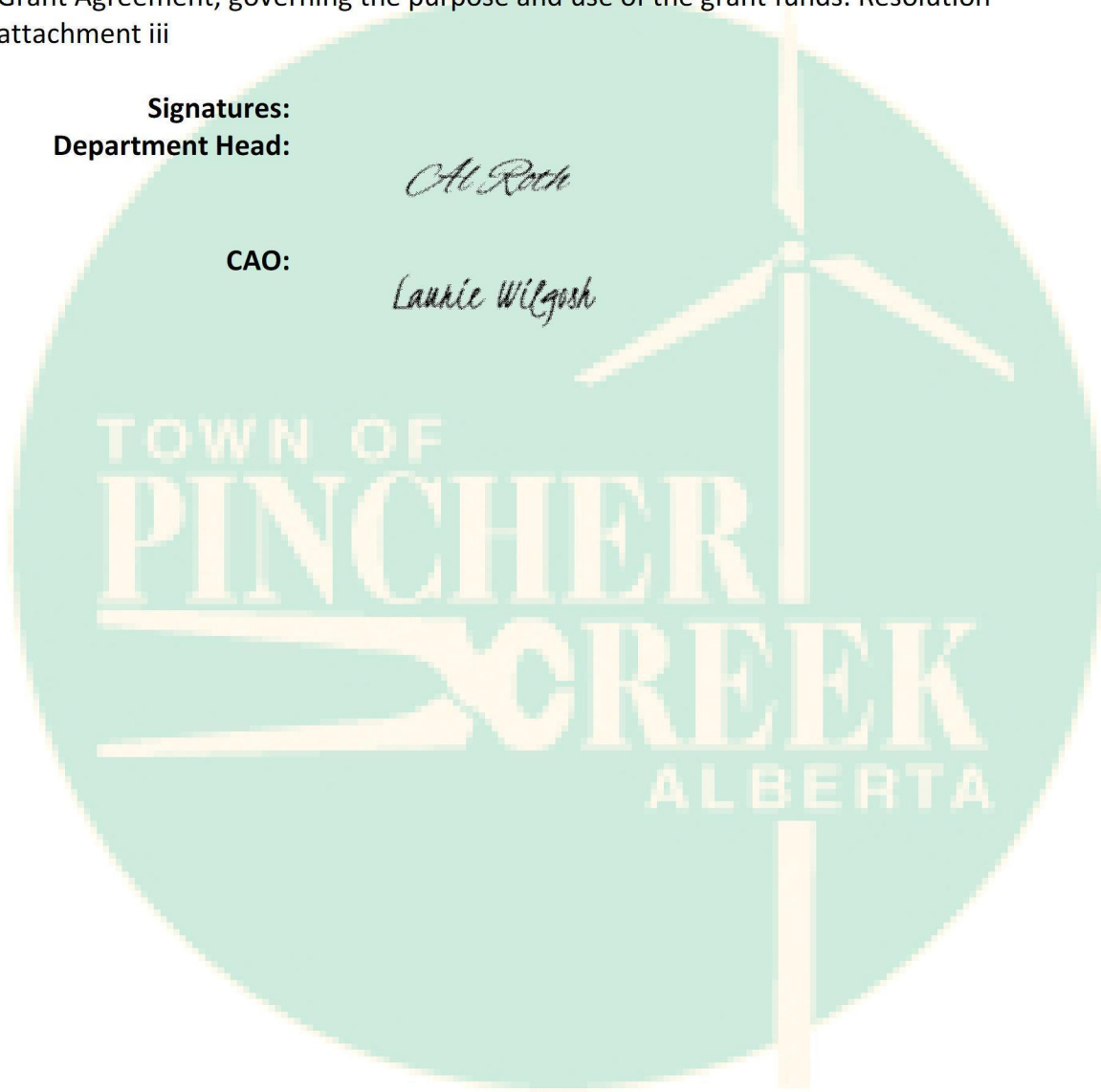
Signatures:

Department Head:

Al Roth

CAO:

Laurie Wilgosh



Good Afternoon Everyone,

I just wanted to keep everyone updated on the progress of our orthophotography next spring. The Town of Fort Macleod has offered to be the managing partner for the project and I am excited to work along side them to submit the grant application by the Christmas break. A few things regarding the project.

1. We will again be asked to provide council resolutions or motions in support of the project and I will provide a template for the CR in an email coming by the end of the day tomorrow. While Municipal Affairs is not asking for these to be submitted this year, we must have copies of resolutions in council or motions by all participants who are included in the project.
2. While I am hopeful we will be successful in our application, there is of course a chance we may not be. I have received an initial quotation from the same contractor we used in 2017 which breaks down the price of ortho capture for each municipality. Tomorrow, I will be sending individual messages to each municipality that's will include the cost for your municipality to capture ortho imagery but comes with a caveat. The initial price (group rate) I received from the contractor is based on formulas where all 43 clients are in the project as a whole. Each municipality sees roughly, a 25-30% savings if everyone in the group participates. This is due to splitting "ferrying costs" (flying the plane to a location). For example, the cost for the Village of Warner to capture new imagery is quite inexpensive when part of the larger group as their ferrying costs are split with Coutts, Milk River, and Stirling as they are located along the same highway. However, if Warner were to pursue the project on their own, they would be on the hook for the full cost of the ferry/flight. In the email tomorrow along with your group rate from the contractor, I will also include an approximate rate that will reflect a 25% increase in price over that of the group which will reflect the approximate cost to your municipality if we have to self fund due to the project not receiving grant monies. The bottom line is if we are unsuccessful with the grant application and municipalities start dropping out of the project because they do not want to self fund, the cost could go up as much as 25% for the remaining members of the project. I know this may be a little confusing but it will be easier for you to understand tomorrow when I provide each of you individual figures specific to your municipality.
3. After receiving the email tomorrow, I will be looking for a soft decision from each municipality if you would be willing to pay for the ortho from your own budget. I understand that some of you may choose not to participate if we can not get the grant money which is fine, I just need to let the contractor know approximate numbers if we are unsuccessful with the grant.

If anyone has any questions or concerns, please feel free to contact me, heads up for my email tomorrow.

Thanks,

Jaime Thomas, GISP

GIS Analyst

Oldman River Regional Services Commission

403-388-3565 (Direct) 403-329-1344 (Office)

From: Jaime Thomas <jaimethomas@orrsc.com>

Sent: December 3, 2020 1:24 PM

To: Cao <cao@pinchercreek.ca>

Subject: Ortho Project 2021

Good Afternoon Laurie,

Just to follow up from my email yesterday regarding the ortho project scheduled for next Spring. In the event we are unsuccessful with our grant application, each municipality could pay for new ortho's from their own budget. The two prices below will reflect the approximate cost to your municipality if you choose to fund it yourself. Please keep in mind that the flight contractor has the final decision in overall pricing but has assured me that the costs below will be relatively close to the final costs.

1. Approximate cost to municipality if all participants were to stay in the project - **\$7023.93**
2. Approximate cost to municipality if other participants decline involvement in the project - **\$9131.11**

******Price could fall anywhere between these two******

Please keep in mind that these costs are only applicable if we are unsuccessful with our grant application. Please let me know if Pincher Creek would either continue or choose to remove themselves from the project if in fact it has to be self funded.

I am also attaching a council resolution template which I please ask be completed and returned to me at your convenience. Signing the CR does not bind you to the project, it simply shows support from council to pursue the grant application.

If you have any questions at all, please feel free to contact me.

Thanks,

Jaime Thomas, GISP

GIS Analyst

Oldman River Regional Services Commission

403-388-3565 (Direct) 403-329-1344 (Office)

Alberta Community Partnership – IC Council Resolution

- 1) Be it resolved that we authorize the _____
(Name of Municipality)
- to participate in an application for the **2021 South Region Urban Orthophotography Project** submitted by the **Town of Fort Macleod** under the ***Intermunicipal Collaboration*** component of the ***Alberta Community Partnership Grant***, further
- 2) That the _____, a participant, agrees to
(Name of Municipality)
- abide by the terms of the Conditional Grant Agreement, governing the purpose and use of the grant funds.

Chief Elected Official or
Duly Authorized Signing Officer

Date

TOWN OF PINCHER CREEK

REQUEST FOR DECISION

Council

SUBJECT: 2021 Operating Budget	
PRESENTED BY: Wendy Catonio, Director of Finance and Human Resources	DATE OF MEETING: 12/14/2020

PURPOSE:

Pursuant to Sections 242, 243, 248 and 248.1 of the Municipal Government Act (MGA), an operating budget must be approved by Council to authorize expenditures.

RECOMMENDATION:

That Council for the Town of Pincher Creek approve the 2021 Operating Budget as presented and that a copy of this budget be attached hereto and form part of the minutes.

BACKGROUND/HISTORY:

Administration prepared the 2021 Operating budget and each department presented their budget to Council. As Council made decisions, a document called "Memo of Changes" was prepared that disclosed all changes Council agreed to. Attached is the 2021 Operating Budget by Department and By Expenditure category. As well, the three Memo of Changes documents highlighting all the changes to arrive at the final budget are attached for information.

Council and Administration have agreed to have further discussions concerning the 2021 budget in the new year and before the mill rate must be established.

ALTERNATIVES:

That Council for the Town of Pincher Creek agree to adopt an interim budget and continue budget discussions in 2021.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

The 2021 Operating Budget includes the necessary revenues and expenditures adapted to the uncertain times the Town is currently faced with.

FINANCIAL IMPLICATIONS:

The 2021 Operating Budget has a 0% municipal tax increase.

PUBLIC RELATIONS IMPLICATIONS:

If the situation allows, there will be a public budget information session in early to mid 2021.

ATTACHMENTS:

1. 2021 Operating Budget by Expense - 548
2. 2021 Operating Budget By Department - 548
3. 2020 11 20 - Memo of Changes 2021 #1 - 548
4. 2020 11 20 - Memo of Changes 2021 #2 - 548
5. 2020 11 20 - Memo of Changes 2021 #3 - 548

CONCLUSION/SUMMARY:

Budget documents are flexible living documents that reflect the values of the community. Administration supports that Council for the Town of Pincher Creek approve the 2021 Operating Budget as presented.

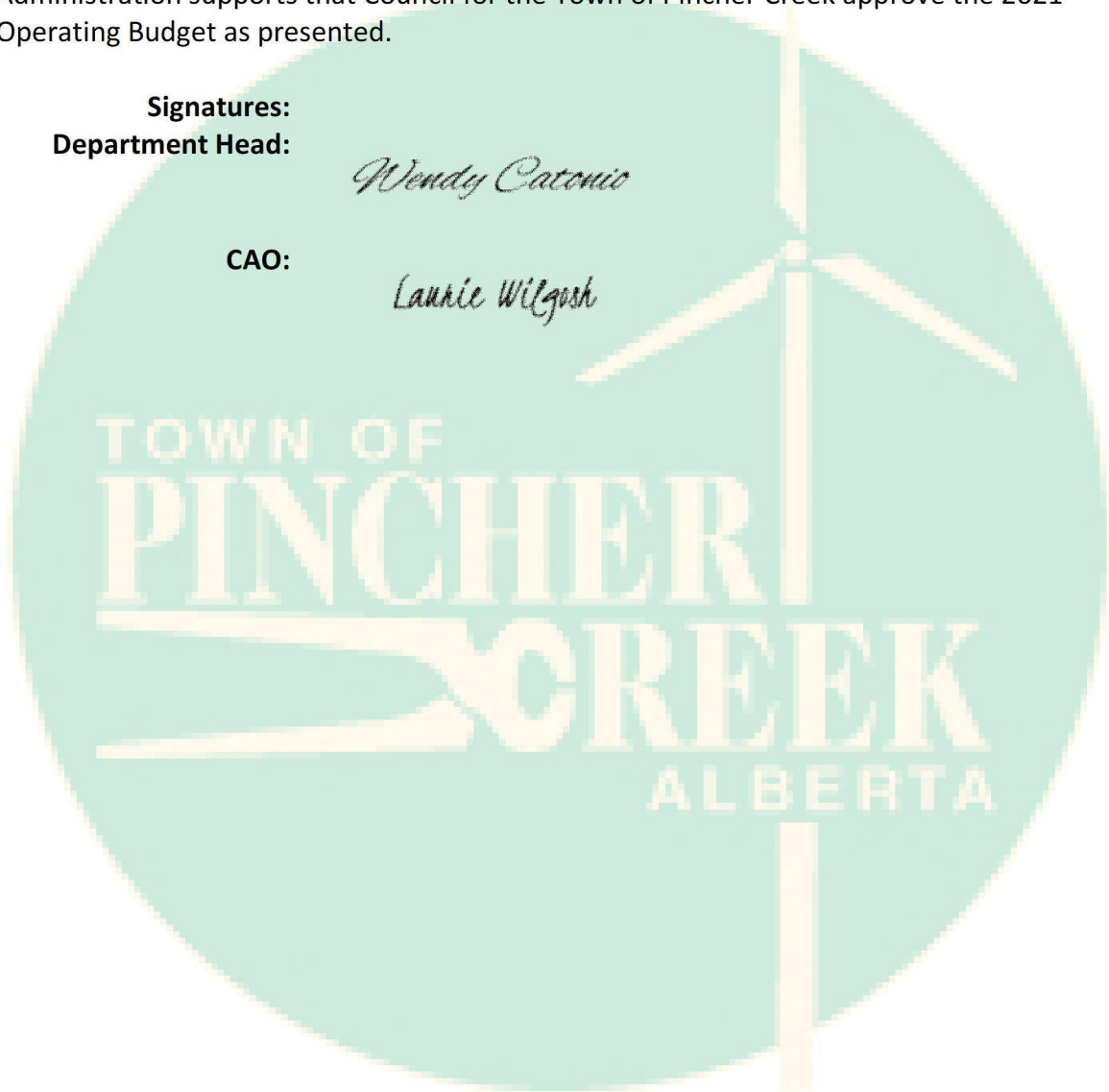
Signatures:

Department Head:

Wendy Catonio

CAO:

Laurie Wilgosh





TOWN OF PINCHER CREEK

Operating Statement - By Expense

For the Twelve Months Ending Thursday, December 31, 2020

	2019 Actual Audited	2019 Budget	2020 Actual (Unaudited)	2020 Budget	2021 Budget
Revenues					
Net municipal property taxes	\$4,392,342.79	\$4,392,335.48	\$4,331,558.30	\$4,330,825.93	\$4,334,227.64
User fees and sales of goods	2,129,354.47	2,484,155.50	1,608,374.07	1,993,273.75	1,965,674.40
Penalties and costs of taxes	111,049.62	89,600.00	88,449.01	92,100.00	97,600.00
Licences and permits	104,632.56	93,600.00	81,915.50	93,600.00	112,600.00
Franchise fees	825,133.31	751,550.00	693,761.09	825,050.00	881,050.00
Return on Investments	298,500.16	270,860.00	112,713.76	221,360.00	219,360.00
Rentals & Leases	651,664.55	607,016.77	516,669.14	752,948.60	757,048.64
Government transfers for operating	1,120,552.78	1,192,153.00	1,134,298.51	1,052,668.00	1,065,529.64
Other Revenues & Adjustments	114,591.11	71,500.00	37,548.07	191,289.17	111,689.21
Total Revenue	9,747,821.35	9,952,770.75	8,605,287.45	9,553,115.45	9,544,779.53
Expenses					
Salaries, wages & benefits	4,067,853.74	4,311,548.18	3,098,001.41	3,913,723.84	4,124,031.40
Contracted and general services	394,087.14	410,987.92	294,548.42	392,105.64	422,754.68
Professional Services	1,083,051.67	1,471,808.92	894,127.95	1,307,614.92	1,210,549.92
R & M and rentals & leases	825,336.82	1,140,159.98	800,187.82	1,172,965.47	1,161,456.90
Insurance	140,917.67	148,549.98	140,412.70	143,270.15	145,300.00
Goods	480,342.32	547,050.00	345,291.42	467,826.94	440,235.03
Utilities	722,955.73	683,149.99	559,266.36	729,429.05	790,480.01
Amortization	1,607,931.90	1,250,706.00		1,250,706.00	1,605,448.00
Transfer To Other Operating				(0.01)	
Transfers to Organizations	576,657.05	600,339.36	549,796.17	675,171.00	526,541.07
Loss Disposal Capital Assets	118,659.43				
Bank Charges	8,671.92	7,440.01	6,981.79	6,495.01	6,650.01
Interest on long-term debt	101,984.24	102,384.66	119,547.17	151,038.20	135,567.43
Other Expenditure & Adjustment	44,548.48	18,650.00	48,754.32	46,271.04	18,650.00
Total Expenses	10,172,998.11	10,692,775.00	6,856,915.53	10,256,617.25	10,587,664.45
Excess (Deficiency) revenue over expenses before other	(425,176.76)	(740,004.25)	1,748,371.92	(703,501.80)	(1,042,884.92)
Other					
Government transfers for capital	2,548,938.03	5,031,615.00	328,238.81	125,000.00	4,311,552.00
Contributed assets		1,750,000.00			
Gain on sale of tangible capital assets	43,478.36				
	2,592,416.39	6,781,615.00	328,238.81	125,000.00	4,311,552.00
Excess (Deficiency) revenue over expenses	2,167,239.63	6,041,610.75	2,076,610.73	(578,501.80)	3,268,667.08
Surplus Funds Allocated Below					
Acquisition of tangible capital assets	5,641,249.80	16,283,000.00	3,538,387.86	5,033,940.00	8,030,000.00
Loan Funding		(4,093,000.00)	(2,000,000.00)	(1,837,500.00)	
Repayment of debenture principle	113,150.60	113,150.60	135,381.94	227,709.09	191,220.49
Net transfers to/from reserves (Note 1)	(1,943,057.65)	(5,011,099.78)	1,058,429.79	(2,752,605.76)	(3,347,712.57)
Gain on sale of tangible capital assets	84,427.36		50,000.00	500.00	500.00
Amortization	(1,605,448.90)	(1,250,706.00)		(1,250,706.00)	(1,605,448.00)
Loss on sale of tangible capital assets	(118,659.43)				
	2,171,661.78	6,041,344.82	2,782,199.59	(578,662.67)	3,268,559.92
Net Surplus (Deficit)	(4,422.15)	265.93	(705,588.86)	160.87	107.16

Note 1: Not all transfers from reserves have been recorded for 2020



TOWN OF PINCHER CREEK

Operating Summary - By Department

For the Twelve Months Ending Thursday, December 31, 2020

	2019 Actual Audited	2019 Budget	2020 Actual (Unaudited)	2020 Budget	2021 Budget
Revenues					
Net municipal property taxes	\$4,392,342.79	\$4,392,335.48	\$4,331,558.30	\$4,330,825.93	\$4,334,227.64
User fees and sales of goods	2,129,354.47	2,484,155.50	1,608,374.07	1,993,273.75	1,965,674.40
Government transfers for operating	1,120,552.78	1,192,153.00	1,134,298.51	1,052,668.00	1,065,529.64
Franchise and concession contracts	825,133.31	751,550.00	693,761.09	825,050.00	881,050.00
Rentals	651,664.55	607,016.77	516,669.14	752,948.60	757,048.64
Investment income	298,500.16	270,860.00	112,713.76	221,360.00	219,360.00
Penalties & Costs	111,049.62	89,600.00	88,449.01	92,100.00	97,600.00
Licences & Permits	104,632.56	93,600.00	81,915.50	93,600.00	112,600.00
Other Revenues & Adjustments	114,591.11	71,500.00	37,548.07	191,289.17	111,689.21
Total Revenue	9,747,821.35	9,952,770.75	8,605,287.45	9,553,115.45	9,544,779.53
Expenses					
Legislative	346,389.44	266,727.18	225,718.08	311,963.87	341,046.65
Administration	961,460.11	988,611.92	681,482.25	878,629.70	851,825.75
Protective Services	795,321.91	806,637.41	597,457.15	835,207.99	810,519.76
Common and equipment pool	194,455.96	179,222.13			
Roads, streets, walks & lighting	1,274,356.18	1,306,030.10	938,424.04	1,255,944.17	1,417,498.66
Water supply & distribution	1,024,089.76	1,010,683.83	730,166.28	1,118,328.17	1,276,486.53
Wastewater treatment & disposal	757,970.54	639,121.11	484,041.30	785,617.26	958,477.12
Waste management	435,654.36	531,821.32	337,683.94	552,893.14	516,462.52
Other environmental use & protection	39,491.14	60,791.72	25,581.98	74,692.68	67,802.71
Public health & welfare services	324,638.92	338,324.00	280,451.96	344,389.39	349,937.61
Planning & development	451,129.07	727,487.60	435,354.76	701,172.27	630,158.19
Recreation & Culture	3,449,381.29	3,837,316.68	2,120,553.79	3,397,778.62	3,367,448.95
Loss on sale of tangible capital assets	118,659.43				
Total Expenses	10,172,998.11	10,692,775.00	6,856,915.53	10,256,617.26	10,587,664.45
Excess revenue over expenses	(425,176.76)	(740,004.25)	1,748,371.92	(703,501.81)	(1,042,884.92)
Other					
Government transfers for capital	2,548,938.03	5,031,615.00	328,238.81	125,000.00	4,311,552.00
Contributed assets		1,750,000.00			
Gain on disposal of tangible capital assets	43,478.36				
	2,592,416.39	6,781,615.00	328,238.81	125,000.00	4,311,552.00
Excess of revenue over expenses	2,167,239.63	6,041,610.75	2,076,610.73	(578,501.81)	3,268,667.08
Surplus Funds Allocated Below:					
Acquisition of tangible capital assets	5,641,249.80	16,283,000.00	3,538,387.86	5,033,940.00	8,030,000.00
Loan Funding		(4,093,000.00)	(2,000,000.00)	(1,837,500.00)	
Repayment of debenture principle	113,150.60	113,150.60	135,381.94	227,709.09	191,220.49
Net transfers to/from reserves (Note 1)	(1,943,057.65)	(5,011,099.78)	1,058,429.79	(2,752,605.76)	(3,347,712.57)
Gain on sale of TCA	84,427.36		50,000.00	500.00	500.00
Less: Amortization	(1,605,448.90)	(1,250,706.00)		(1,250,706.00)	(1,605,448.00)
Less: Loss on sale of TCA	(118,659.43)				
	2,171,661.78	6,041,344.82	2,782,199.59	(578,662.67)	3,268,559.92
Net Surplus (Deficit)	(4,422.15)	265.93	(705,588.86)	160.86	107.16

Note 1: Not all transfers from reserves have been recorded for 2020

Approval



**TOWN OF PINCHER CREEK
2021
MEMO OF CHANGES #1**

4:01 PM
12/9/2020

				BUDGET PRESENTED 2021	
DEPARTMENT	REV/EXP	G/L ACCOUNT #	DESCRIPTION		
Net Deficit	without amortization		Net Deficit as at November 20, 2020	-692,632	
26-14 PC Humane	Grant	26-14-00-2770	remove additional amount asked for	4,000	
32 - Streets	Professional services	32-00-00-2230	remove tree trimming	25,000	
32 - Streets	Goods	32-00-00-2510	remove \$4,000 increase to signs & Christmas Decorations (2,000 each)	4,000	Traffic signs and posts \$10,000 in 2020; Christmas decorations \$3,000 in 2020
00 - General	Municipal Taxes	00-00-00-1990	remove 2% tax increase	-87,600	
69 - Rentals	Rental Revenue	6900001560	remove rent on property sold	-6,000	
37 - Storm	Professional services	37-00-00-2230	remove 5,000 increase to vaccum truck	5,000	Vacuum Truck \$10,000 in 2020
32 - Streets	Transfer to Reserves	32-00-00-2764	defer \$250,000 transfer for operations shop	250,000	
42 - Wastewater	Transfer to Reserves	42-00-00-2764	defer \$250,000 transfer to reserves wastewater lagoons	250,000	
44 - Creek	Professional services	44-00-00-2230	Reduce Consultants Biologist by 1/2	2,500	Consultant Biologist 2020 \$5,000
44 - Creek	Repairs and Maintenance	44-00-00-2250	reduce by \$2,000 based on actual	2,000	\$7,038 in 2020
44 - Creek	Goods	44-00-00-2510	reduce by \$2,000 based on actual	2,000	\$5,000 in 2020

Mayor Don Anderberg

CAO/Director of Finance HR



**TOWN OF PINCHER CREEK
2021
MEMO OF CHANGES #1**

4:01 PM
12/9/2020

				BUDGET PRESENTED 2021	
DEPARTMENT	REV/EXP	G/L ACCOUNT #	DESCRIPTION		
Various	Training and Travel	various	reduce training and travel in all departments	15,000	total training and travel for 2020 Administration \$84,175.00; proposed 2021 \$92,070.00; revised 2021 \$77,070
Various	Professional services	Various	Reduce human resource services in all departments	15,000	\$45,000 for 2020; \$30,000 for 2021
Various	Legal Services	Various	Reduce legal services	5,000	\$29,300 in 2020; \$24,300 in 2021
62 - Economic	Goods	62-00-00-2510	Town of PC SWAG (Leave at 10,000 for 2022, 2023 and 2024)	2,000	\$10,000 in 2020; \$8,000 in 2021
74-12 Culture and Community	Materials and Goods	74-12-00-2510	purchase outdoor screen move 2022	5,000	Nov 20/20 administration suggestion
11- Legislative	fees and per diems	11-00-00-2150	reduce as per 2020 budget	20,325	Nov 5/20 budget meeting discussion
11- Legislative	training and travel	11-00-00-2210	reduce as per 2020 budget	4,189	Nov 5/20 budget meeting discussion
11- Legislative	fees and per diems	11-00-00-2150	auma reduce to 4 members missed the extra 35	280	
11- Legislative	transfer from reserves	11-00-00-1920	to fund airport consultant	25,000	Nov 20/20 administration suggestion
62 - Economic	Goods	62-00-00-2510	banners (leave for 2022 to 2024)	3,000	Nov 20/20 administration suggestion
12 - Administration	admin summer student	various	remove	11,181	Nov 20/20 administration suggestion

Mayor Don Anderberg

CAO/Director of Finance HR



**TOWN OF PINCHER CREEK
2021
MEMO OF CHANGES #1**

4:01 PM
12/9/2020

				BUDGET PRESENTED 2021	
DEPARTMENT	REV/EXP	G/L ACCOUNT #	DESCRIPTION		
41 - Water	engineering summer	various	remove (transfer from reserves)	-	Nov 20/20 administration suggestion; no effect on net deficit as amount is transferred from reserves
62 - Economic	transfer from reserves	61-00-00-1920	economic development strategy	30,000	Nov 20/20 administration suggestion
various	maintenance 2 new bldg	various	remove new position	81,152	Nov 20/20 administration suggestion
11- Legislative	fees and per diems		remove \$100/mth council increase ????? (move to 2022)	8,400	Nov 20/20 administration suggestion
various	gas & oil	various	reduce gas and oil by 13000 based on actuals	13,000	2019 budget 89,400; 2019 Actual 71,429; budget 2020 \$95,200; actual 2020 to Oct 31 \$42,087; 2021 Budget \$98,000; increased budget due to unknown carbon tax
11- Legislative	fees & per diems	11-00-00-2150	remove FCM conference	2,350	Council removed in 2020 but was not carried forward to 2021
11- Legislative	training & travel	11-00-00-2210	remove FCM conference	6,000	Council removed in 2020 but was not carried forward to 2021
11- Legislative	fees & per diems	11-00-00-2150	remove RMA conference	2,350	Council removed in 2020 but was not carried forward to 2021
11- Legislative	training & travel	11-00-00-2210	remove RMA conference	4,450	Council removed in 2020 but was not carried forward to 2021
32-14 - Transportation	Professional services	32-14-00-2230	contract to clean bus shelter	5,600	Council removed in 2020 but was not carried forward to 2021
74-12 - Culture	Transfer from Reserves	74-12-00-1920	heritage signs	2,800	Nov 20/20 administration suggestion
43 - Waste	Transfer from reserves	43-00-00-1920	adjust transfer from reserves for net deficit	8,759	

Mayor Don Anderberg

CAO/Director of Finance HR



**TOWN OF PINCHER CREEK
2021
MEMO OF CHANGES #1**

4:01 PM
12/9/2020

				BUDGET PRESENTED 2021	
DEPARTMENT	REV/EXP	G/L ACCOUNT #	DESCRIPTION		
42 - Wastewater	Transfer from reserves	42-00-00-1920	adjust transfer from reserves for net deficit	(4,066)	
41 - Water	Transfer from reserves	41-00-00-1920	adjust transfer from reserves for net deficit	(85,826)	
12 - Administration	Transfer from reserves	12-00-00-1950	Transfer from reserves for generator switch	7,450	Nov 20/20 administration suggestion
00 - Municipal	Municipal Taxes	various	increase taxes due to growth based on anticipated growth	20,000	Nov 20/20 administration suggestion
00 - Municipal	Taxes and Requisitions	various	remove change to P.C Foundation Requisition	-	
56 - Cemetery	Local Government Trsfers	56-00-00-1850	MD % change due to changes in expenses	(270)	
12 - Administration	Provincial	12-00-00-1840	MOST Grant	34,000	
various	Salaries & Benefits	various	move hire date for new legislative position to July	24,353	
			Net Surplus	24,746	

Mayor Don Anderberg

CAO/Director of Finance HR



**TOWN OF PINCHER CREEK
2021
MEMO OF CHANGES #2**

4:02 PM
12/9/2020

				BUDGET PRESENTED 2021
DEPARTMENT	REV/EXP	G/L ACCOUNT #	DESCRIPTION	
Net Deficit	without amortization		Net Surplus as at November 24, 2020	24,746
Administration	Trsfr from Res & Professional fees	various	remove design for SW Wing of Town Office \$40,000 funded through reserves no impact on budget	-
Streets	Trsfr from Res & Professional fees	various	remove SE Commercial area upgrade design and local improvement development \$150,000; funded through reserves no impact on bottom line	-
Legislative	Grant	11-00-00-1840	apply for a grant rather than reserves; no impact on bottom line	
Land use planning	trsfr from res and prof fes	various	remove annexation fees 53,750	-
General Municipal	tax revenue	various	remove police requisition from taxes	(108,717.00)
PCCELC	Rental	7414001560	Recovery of utilities from PCCELC	18,580.00
General Municipal	transfer from reserves	00-00-00-1920	Council decided to use reserves to fund police requisition	65,500
Parks	trsfr from reserves & R&M	various	Dec 4/20 Council agreed to upgrade camp kitchen \$7,500 through reserves; no net effect on budget	
Net Surplus				109

Mayor Don Anderberg

CAO/Director of Finance HR



**TOWN OF PINCHER CREEK
2021
MEMO OF CHANGES**

4:02 PM
12/9/2020

				BUDGET PRESENTED 2021
DEPARTMENT	REV/EXP	G/L ACCOUNT #	DESCRIPTION	
Net Deficit	without amortization		Net Surplus as at December 4, 2020	109
Arena/Pool	various	various	carry forward fire alarm system upgrade \$6,000 each; fund through reserves as expense has already been taxed for; net effect 0	-
General Municipal	Various	various	add back storm water expenses until a decision is made in the spring	151,574.32
stormwater	sales and services	3700001410	remove from utility fees until further discussion in the spring	(151,574.32)
various	wages and benefits	various	remove part time safety officer	52,735
Utilities	transfer from reserves	various	due to removing the safety officer position the transfers from reserves had to be reduced	-7803
General Municipal	transfer from reserves	00-00-00-1920	Reduce transfer from reserves for the removal of the safety officer From \$65,500 to \$20,568	(44,934)
			Net Surplus	107

Mayor Don Anderberg

CAO/Director of Finance HR

TOWN OF PINCHER CREEK

REQUEST FOR DECISION

Council

SUBJECT: 2021 Capital Budget	
PRESENTED BY: Wendy Catonio, Director of Finance and Human Resources	DATE OF MEETING: 12/14/2020

PURPOSE:

Pursuant to Sections 245, 246, 248 and 248.1 of the Municipal Government Act (MGA), an operating budget must be approved by Council to authorize expenditures.

RECOMMENDATION:

That Council for the Town of Pincher Creek approve the 2021 Capital Budget as presented and that a copy of this budget be attached hereto and form part of the minutes.

BACKGROUND/HISTORY:

Administration prepared the capital budget and each department presented their projects to Council. Council, with advice from administration, decided which projects were critical and should remain and which projects could be deferred to another year.

Given the uncertain times, Council and Administration will have further meetings in 2021 to finalize the funding options available once Provincial Grant amounts are known. Budget documents are flexible living documents that reflect the values of the community.

ALTERNATIVES:

As per the MGA, Council must approve an annual capital budget so there is no alternatives.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

The 2021 Capital Budget includes the necessary revenues and expenditures adapted to the uncertain times the town is currently facing.

FINANCIAL IMPLICATIONS:

The total 2021 Capital Budget is \$8,030,000. The Town knows that \$4,321,552 is from Provincial Grants, \$102,000 is grant funds from a third party and the remainder of \$3,606,448 is scheduled to come from reserves. The reserve amount may change once other grant sources have been confirmed or if Council and administration decides to borrow the funds instead given the low interest rate environment.

PUBLIC RELATIONS IMPLICATIONS:

If the situation allows, there will be a public budget information session in early to mid 2021.

ATTACHMENTS:

1. 2021 Capital Budget - 549
2. 2021 Capital Project List - 549

CONCLUSION/SUMMARY:

Administration supports that Council for the Town of Pincher Creek approve the 2021 Capital Budget as presented.

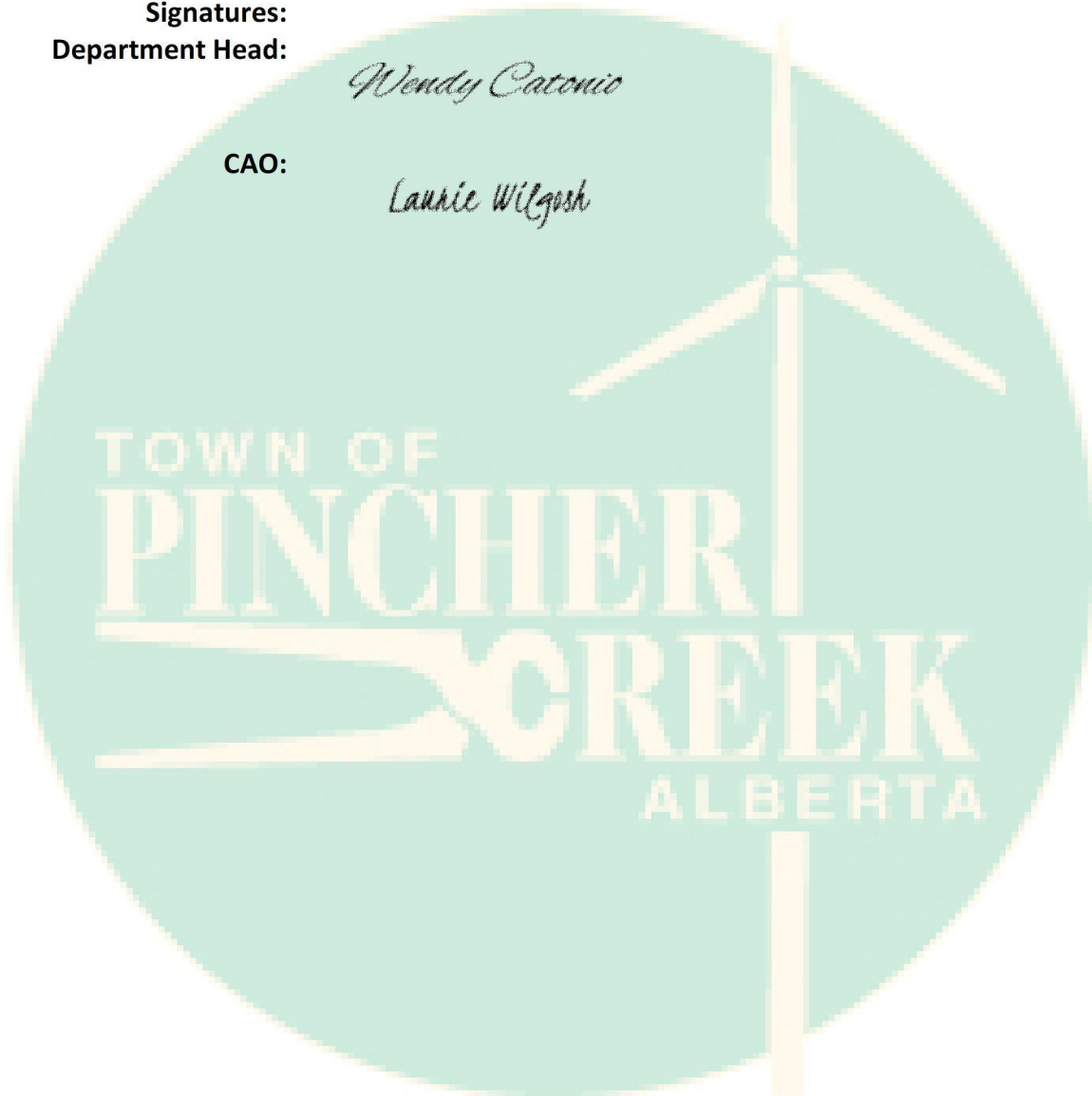
Signatures:

Department Head:

Wendy Catonio

CAO:

Laurie Wilgosh





TOWN OF PINCHER CREEK 2021 CAPITAL BUDGET

11:15 AM
12/11/2020

	2019 Actual Audited	2019 Budget	2020 Actual (Unaudited)	2020 Budget	2021 Budget
Revenues					
Debenture (loan) funding	\$0.00	\$4,093,000.00	\$2,000,000.00	\$1,837,500.00	\$0.00
Federal grants	263,737.68	0.00	0.00	0.00	0.00
Provincial grants	2,285,200.35	5,031,615.00	328,238.81	125,000.00	4,311,552.00
Transfer from reserves	3,049,808.97	5,378,385.00	511,674.16	3,006,415.00	3,616,448.00
Other Revenues & Adjustments	42,502.80	1,780,000.00	26,617.20	65,025.00	102,000.00
Total Revenue	5,641,249.80	16,283,000.00	2,866,530.17	5,033,940.00	8,030,000.00
Expenses					
Legislative	0.00	0.00	0.00	0.00	50,000.00
Administration	9,838.45	200,000.00	0.00	0.00	15,000.00
Emergency Services	53,768.12	40,000.00	14,553.30	35,000.00	35,000.00
Common and equipment pool	580,500.00	430,000.00	40,946.25	45,000.00	0.00
Roads, streets, walks & lighting	264,456.57	2,443,000.00	109,006.98	0.00	80,000.00
Water supply and distribution	1,954,508.22	2,500,000.00	122,437.86	275,000.00	1,745,000.00
Wastewater treatment and disposal	1,061,960.40	1,282,000.00	18,458.13	0.00	5,488,000.00
Waste management	0.00	285,000.00	298,750.00	300,000.00	0.00
Planning and development	127,908.44	217,500.00	69,056.38	180,000.00	70,000.00
Recreation facilities	39,936.25	460,500.00	43,852.45	40,000.00	195,000.00
Culture and community	1,548,373.35	8,425,000.00	2,821,326.51	4,158,940.00	352,000.00
Total Expenses	5,641,249.80	16,283,000.00	3,538,387.86	5,033,940.00	8,030,000.00
Excess of revenue over expenses	0.00	0.00	(671,857.69)	0.00	0.00

Note 1: not all revenue sources for 2020 have been recorded

Approval

Presented at the Regular Council Meeting
December 14, 2020

Mayor, Don Anderberg



**TOWN OF PINCHER CREEK
2021
CAPITAL BUDGET**

10:55 AM
12/11/2020

LOCATION/ DESCRIPTION	COMMENTS	2021	RESERVE ACCOUNT #	SUGGESTED FUNDING SOURCES			
				ACCT DESCR	Reserves	Grants	
Council Chambers	Update Audio and Visual equipment	50,000		Municipal Operating Support Transfer		50,000	
RCMP Detachment	Second phase engineering report	35,000	2100004760	RCMP Building Reserve balance at end of 2020 \$116,734.33	35,000		
NE Industrial	Completion of Area Structure Plan 2020; carry fwd \$20,000 to 2021 from \$80,000	20,000	0000004760	Capital Investment Fund balance at the end of 2020 - \$1,127,147.40	20,000		
Trailer	new end dump trailer	20,000	7105004760	General Parks Reserve	20,000		
Town Office	Large Document Plotter/Scanner;	15,000	0000004760	Capital Investment Fund balance at the end of 2020 - \$1,127,147.40	15,000		
Sidewalks	Construction of new sidewalks	80,000		Basic Management Transportation Grant (BMTG)		80,000	
Streets	Main Street to Church via Popular Avenue;	500,000		Federal Gas Tax Fund Grant (FGTF)		500,000	
New Fire hydrants	5 New fire hydrants;	80,000	4100004760	Utility Reserve balance at the end of 2020 - \$2,844,342.97	80,000		
WTP	PLC & Control Panel Upgrade;	150,000	4100004760	Utility Reserve balance at the end of 2020 - \$2,844,342.97	150,000		
P.C. Co-Op	Water line Hydrant support ; Dec 3/20 AI said to reduce from 150,000 to 50,000; this is a 2020 Carry forward project	50,000	4100004760	Utility Reserve balance at the end of 2020 - \$2,844,342.97	50,000		
Water Treatment Plant	Replace WTP Raw Water, Backwash, Distribution and Process pumps;	365,000		Municipal Stimulus Program Grant		365,000	
Water Distribution	High Pressure Zone Waterline Creek Crossing Replacement;	1,100,000	4100004760	Alberta Resiliency Grant \$761,552; remainder from water reserve balance at the end of 2020 - \$2,844,342.97	338,448	761,552	Borrow???



**TOWN OF PINCHER CREEK
2021
CAPITAL BUDGET**

10:55 AM
12/11/2020

LOCATION/ DESCRIPTION	COMMENTS	2021	RESERVE ACCOUNT #	SUGGESTED FUNDING SOURCES			
				ACCT DESCR	Reserves	Grants	
Wastewater treatment lagoons	Sanitary Forcemain Twinning	4,888,000	4100004760	Alberta Water Wastewater Grant \$2,555,000 Remainder from reserves or loan??; Utilities reserve balance at the end of 2020 \$2,844,342.97	2,333,000	2,555,000	Borrow???
Wastewater Collection	Annual Sanitary Sewer Replacements - Locations TBD - - numbers to be revised through Asset Management Plans	100,000	4100004760	Utility Reserve balance at the end of 2020 - \$2,844,342.97	100,000		
Signage	carryforward \$50,000	50,000	0000004705	Mun Income Stab Res	50,000		
Pool	Separate Chemical Storage acid;	75,000	7102004760	Pool reserve balance at the end of 2020 is \$8,300 plus \$80,000 transfer to reserves for 2021	75,000		
CRC	Upgrade air conditioning unit by 2 swamp cooler;	40,000	0000004760	Capital Investment Reserve	40,000		
CRC	Furnaces	30,000	0000004760	Capital Investment Reserve	30,000		
Toddler Park - Town Hall	Build toddler park in the fenced area south of the town hall. Have \$10,000 in matching funds (grant)	20,000	7105004760	General Parks Reserve balance at the end of 202 \$94,424.88	10,000	10,000	
Town Hall Field Fence	Replace the fencing around the town hall field. (do over 2 years)	10,000	7105004760	General Parks Reserve balance at the end of 202 \$94,424.88	10,000		
Lebel Mansion	Repair/replacement of steps, verandahHis	100,000	0000004705	25,000 Historic Resource Grant; 50,000 MSI Grant; or as per Council Motion 20-384 use Municipl Stabilization Reserve	100,000		
Lebel Mansion	Barrier free access (elevator)	102,000		Allied arts 102,000			102,000
Lebel Mansion	Lebel Mansion Roof Replacement;	80,000	0000004760	Capital Investment Reserve	80,000		



TOWN OF PINCHER CREEK
2021
CAPITAL BUDGET

10:55 AM
12/11/2020

		SUGGESTED FUNDING SOURCES							
LOCATION/ DESCRIPTION	COMMENTS	2021	RESERVE ACCOUNT #	ACCT DESCR	Reserves	Grants	Other		
P.C. Early Learning Centres	Irrigation at Day Cares; \$35,000 at each site	70,000		Reserves	70,000				
		8,030,000			3,606,448	4,321,552	102,000	8,030,000	



**Town of Pincher Creek
COUNCIL DISTRIBUTION LIST
December 14, 2020**

<u>Item No.</u>	<u>Date</u>	<u>Received From</u>	<u>Information</u>
1.	November 20, 2020	Marie Everts, Town of Pincher Creek	Economic Development for Elected Officials Course now online
2.	November 20, 2020	Alberta Health Emergency Operations Centre	ABTraceTogether
3.	November 19, 2020	RMA (Rural Municipalities of Alberta)	Benefits of membership with the RMA
4.	November 23, 2020	Panel Secretariat, Grassy Mountain Coal Project, Impact Assessment Agency of Canada	Update regarding the Grassy Mountain Coal Project
5.	November 23, 2020	Victoria Chester, Alberta Association of Police Governance	AAPG Fall Newsletter; Notes from Senior ADM Sweeney all-member meeting
6.	November 25, 2020	Victoria Senyard, Togetherall	Free online peer-to-peer mental health support now available to Albertans: Togetherall
7.	November 24, 2020	Carrie Cooley, SASCI Administrator	Grant Writer's Report for October 2020
8.	November 25, 2020	David Goldstein, Travel Alberta	Message from CEO David Goldstein – New COVID-19 public health measures
9.	November 26, 2020	Tree Canada	Our tuques are back!
10.	November 26, 2020	Doug Griffiths, 13 Ways Inc.	Reminder: Upcoming Webinar - Ask Me Anything
11.	November 26, 2020	Oldman Watershed Council	Oldman Watershed Council Newsletter November 26, 2020
12.	November 27, 2020	Castle Mountain Resort	SURPRISE! SNEAK PEEK IS ON!
13.	December 1, 2020	Institute of Public Administration of Canada	Message from our Partners - Turbulent Times: Leadership in Government
14.	December 2, 2020	Tony Epp, Process Advisor, Canada Energy Regulator	NGTL West Path Delivery Project 2023 - Notice of Hearing and Registration to Participate
15.	December 3, 2020	Grassy Mountain (IAAC/AEIC)	Update regarding the Grassy Mountain Coal Project



**Town of Pincher Creek
COUNCIL DISTRIBUTION LIST
December 14, 2020**

<u>Item No.</u>	<u>Date</u>	<u>Received From</u>	<u>Information</u>
16.	December 4, 2020	Paul Wynnyk, Deputy Minister	December 4 Issue - Municipal Governance COVID-19
17.	December 4, 2020	Castle Mountain Resort	NOW OPEN FOR THE 2020-2021 SEASON!
18.	December 2, 2020	Citizen	Thank you
19.	December 3, 2020	Tyler Shandro, Minister of Health	Letter
20.	December 10, 2020	Allied Arts Council	Updates from Pincher Creek Allied Arts Council
21.	December 10, 2020	Medically At-Risk Driver Centre	Happy Holidays from the MARD Centre!
22.	December 11, 2020	Victoria Chester, Alberta Association of Police Governance	CACP apology to the LBGTQ2S+ community and Tool Kit