



TOWN OF PINCHER CREEK COUNCIL MEETING AGENDA

Monday, April 26, 2021 at 6:00 p.m.

Council Chambers, Town Hall

962 St. John Avenue

[Virtual via Zoom](#)

1. **Call to Order**
2. **Scheduled Public Hearing**
3. **Agenda Approval**
4. **Scheduled Delegations**
5. **Adoption of Minutes**
 - 5.1 Minutes of the Regular Meeting of Council held on April 12, 2021
6. **Business Arising from the Minutes**
 - 6.1 Disposition of Delegation – Golf/Curling Club Steering Committee – Garry Cleland
7. **Bylaws**
 - 7.1 2021 Property Tax Bylaw 1620-21
8. **New Business**
 - 8.1 2020 Audited Consolidated Financial Statements
 - 8.2 STARS Municipal Endeavour - Request for Support
 - 8.3 Economic Developers Alberta - 2021 Community Challenge
 - 8.4 Eastern Slopes Coal Exploration & Public Consultation on the 1976 Coal Development Policy
 - 8.5 Canadian Rural and Remote Housing and Homelessness Symposium
 - 8.6 Pop Up Patios
9. **Reports**
 - 9.1 Upcoming Committee Meeting and Events
10. **Administration**
 - 10.1 Council Information Distribution List
 - 10.2 Operations 2021 First Quarter Report
11. **Closed Session Discussion**
 - 11.1 Environmental Appeals Board - Crowsnest/Pincher Creek Landfill Association Incinerator Application Appeal – FOIP s. 16
 - 11.2 Waste and Recycling Site Proposals – FOIP s. 21
 - 11.3 Municipal Inspection Update – FOIP s. 24 – No RFD
12. **Notice of Motion**
13. **Adjournment**

The next Regular Council Meeting is scheduled for May 10, 2021 at 6:00 p.m.



REGULAR MEETING OF COUNCIL
Held on Monday April 12, 2021
Virtually, commencing at 6:00 p.m.

IN ATTENDANCE:

Mayor: D. Anderberg

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

Absent with Regrets: W. Elliott

Staff: L. Wilgosh, Chief Administrative Officer; W. Catonio, Director of Finance and Human Resources; L. Rideout, Director of Community Services; A. Grose, Recreation Manager; 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 6:00 pm.

2. SCHEDULED PUBLIC HEARING

3. AGENDA APPROVAL

McGILLIVRAY:

That Council for the Town of Pincher Creek approves the April 12 agenda as amended, the amendment being the removal of item 11.2 Offer to Purchase Roll# 8603000.

CARRIED 21-132

4. DELEGATIONS

4.1 10 Years of Service Award – Michael Whittington

Michael Whittington attended the meeting to receive a Years of Service award and gift certificate in accordance with Town Staff and Council Member Recognition Policy 112-95.

4.2 15 Years of Service Award – Wendy Catonio

Wendy Catonio attended the meeting to receive a Years of Service award and gift certificate in accordance with Town Staff and Council Member Recognition Policy 112-95.

4.3 20 Years of Service Award – Hilary Matheson

Hilary Matheson attended the meeting to receive a Years of Service award and gift certificate in accordance with Town Staff and Council Member Recognition Policy 112-95.

4.4 Golf/Curling Club Steering Committee – Garry Cleland

Garry Cleland attended the meeting to provide information to Council regarding the progress and plans of the Golf/Curling Club Steering Committee.

5. ADOPTION OF MINUTES

5.1 Minutes of the Special Meeting of Council held on March 19, 2021

BARBER:

That Council for the Town of Pincher Creek approve the minutes of the Special Meeting of Council held on March 19, 2021 as presented.

CARRIED 21-133

5.2 Minutes of the Regular Meeting of Council held on March 22, 2021

JACKSON:

That Council for the Town of Pincher Creek approve the minutes of the Regular Meeting of Council held on March 22, 2021 as presented.

CARRIED 21-134

5.3 Minutes of the Committee of the Whole Meeting held on April 7, 2021

McGILLIVRAY:

That Council for the Town of Pincher Creek approve the minutes of the Committee of the Whole Meeting held on April 7, 2021 as amended with attachments included.

CARRIED 21-135

6. BUSINESS ARISING FROM THE MINUTES

6.1 Municipal Climate Change Action Centre Energy Manager

KORBETT:

That Council for the Town of Pincher Creek receive the information regarding the Municipal Climate Change Action Centre Energy Manager position and that the Canadian Union of Public Employees be notified accordingly.

CARRIED 21-136

7. BYLAWS

8. NEW BUSINESS

8.1 Church Avenue to Willow Street Storm Upgrades – Contract Award

JACKSON:

That Council for the Town of Pincher Creek agree to award Schedule A of the Church to Willow Storm Upgrades Project to Jenex Contracting Ltd. for a total of \$377,042.20 excluding GST and contingency.

CARRIED 21-137

8.2 RCMP Statistics Report

BARBER:

That Council for the Town of Pincher Creek receive the RCMP information and correspondence dated April 2, 2021 as presented.

CARRIED 21-138

8.3 New Orthophotography

McGILLIVRAY:

That Council for the Town of Pincher Creek accept the New Orthophotography information as presented.

CARRIED 21-139

A. Levair left the meeting at 6:47 pm

8.4 Royal Canadian Legion – Request for Letter of Support

BARBER:

That Council for the Town of Pincher Creek agree to participate as a sponsor for the Royal Canadian Legion Pincher Creek Branch # 43 in their grant application to the Farm Credit Corporation AgriSpirit Fund to assist with replacement of the windows on the second floor of the Legion and to replace the Legion Doors.

CARRIED 21-140

8.5 COVID-19 Funding for Community Groups

McGILLIVRAY:

That Council for the Town of Pincher Creek direct administration to allocate \$130,000 from the Municipal Stabilization Reserve to a COVID-19 Relief Fund for Community Groups and Organizations affected by COVID-19; and further that once the criteria is established as discussed at the Committee of the Whole Meeting on April 7, 2021, administration is to advertise this opportunity to the public.

CARRIED 21-141

8.6 2021 Operating and Capital Budget Adjustments

KORBETT:

That Council for the Town of Pincher Creek approve the attached 2021 Operating and Capital Budget Adjustments and that a copy be attached hereto and form part of the minutes.

CARRIED 21-142

8.7 Alberta Association of Police Governance – Associate Member Advisory Committee

JACKSON:

That Council for the Town of Pincher Creek agree to appoint Councillor Brian McGillivray to the Alberta Association of Police Governance Associate Advisory Committee Member for the remainder of the Council term, and to pay Council remuneration fees as applicable.

CARRIED 21-143

9. REPORTS

9.1 Upcoming Committee Meetings and Events

AUMA Municipal Leaders Caucus
Media Training: The Basics
Transportation Committee
Volunteer Appreciation

10. ADMINISTRATION

10.1 Council Information Distribution List

KORBETT:

That Council for the Town of Pincher Creek accept the April 12, 2021 Council Information Distribution List as information.

CARRIED 21-144

11. CLOSED MEETING DISCUSSION
McGILLIVRAY:

That Council for the Town of Pincher Creek agree to move to a closed session of Council on Monday, April 12, 2021 at 7:07 pm in accordance with section 16 & 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, Director of Community Services, Recreation Manager and Administrative Manager in attendance.

CARRIED 21-145

JACKSON:

That Council for the Town of Pincher Creek agree to move out of a closed session of Council on Monday, April 12, 2021 at 7:39 pm.

CARRIED 21-146

11.1 Landfill Recycling Update – FOIP s. 16

JACKSON:

That Council for the Town of Pincher Creek receive and approve the update for the temporary recycling collection site and proposed expenses as presented.

CARRIED 21-147

11.2 Offer to Purchase Roll# 8603000 – FOIP s. 16 & 24

This item was removed from the agenda.

11.3 Pincher Creek Golf Club Society – Lease Agreement – FOIP s. 16 & 24

KORBETT:

That Council for the Town of Pincher authorize and approve the Pincher Creek Golf Club Society five (5) Year Lease Agreement dated January 1st, 2021 with amendments as discussed.

CARRIED 21-148

11.4 Pincher Creek Golf Club Society – Counter and Sink Development – FOIP s. 16 & 24

BARBER:

That Council for the Town of Pincher Creek grant authorization and approve the Pincher Creek Golf Club Society proposed development of a Counter and Sink installation in the Club House.

CARRIED 21-149

12. NOTICE OF MOTION

13. ADJOURNMENT

McGILLIVRAY:

That this meeting of Council on April 12, 2021 be hereby adjourned at 7:44 pm.

CARRIED 21-150

MAYOR, D. Anderberg

CAO, L. Wilgosh

**APPROVED BY RESOLUTION
OF THE COUNCIL OF THE
TOWN OF PINCHER CREEK,
THIS 26th DAY OF APRIL 2021**

S E A L

**NEXT REGULAR MEETING OF COUNCIL TO BE HELD ON MONDAY APRIL 26, 2021 AT
6:00 P.M.**

DRAFT

TOWN OF PINCHER CREEK

REQUEST FOR DECISION

Council

SUBJECT: Disposition of Delegation - Conceptual Plan for Golf Club/Curling Club	
PRESENTED BY: Adam, Recreation Manager	DATE OF MEETING: 4/26/2021

PURPOSE:

that Council for the Town of Pincher Creek consider the request from the Golf Course/Curling Club steering committee for support and funding towards a conceptual plan at the Golf Course site.

RECOMMENDATION:

That Council for the Town of Pincher Creek advise the golf/curling club steering committee that Town Council needs to take some time and discuss the Rec Master Plan prior to making any budget commitments.

BACKGROUND/HISTORY:

Discussion regarding the replacement of the Pincher Creek Curling Rink has been ongoing since 2007. An AECOM study (2008), a Krystal Engineering Study (2014), a Gibbs Gage Study (2017), a Talbera Study (2017/2018) looked at the construction of a new curling rink at various locations throughout town. Committees such as the Golf/Curling Expansion Committee, Multi-Purpose Facility Steering Committee and the Facilities Planning Steering Committee have reviewed various sites over the years. Sites including the Multi-Purpose Facility site, the Golf Course site, the North-East section of Town, Old Sobey's site and the Ag Grounds.

Money was originally allocated in the 2020 towards a conceptual plan at the golf course site, however, council decided to proceed with a Recreation Master Plan first to gauge the public desire for new and improved recreation and culture facilities in the region.

The Recreation Master Plan was completed in April 2021 and it indicates strong public support for both a new curling rink and upgrades to the Pincher Creek Golf Course.

Once the Final Recreation Master Plan was approved the Golf/Curling Club Steering Committee again started to work with a golf course design consulting company to provide conceptual drawings at the golf course site.

ALTERNATIVES:

To allocate up to \$30,000 towards a conceptual drawing at the Golf Course Site

To allocate 50% of the cost of the conceptual drawing and advise the golf course/curling club steering committee to acquire the remaining funding required.

To support the project in principal, and not provide any funding towards a conceptual design.

Not to provide support for this project at this time.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

The 2021 Pincher Creek Regional Recreation Master Plan indicates strong public support for both a new curling rink and upgrades to the Pincher Creek Golf Course. The 2017 Gibbs Gage report only identified a new golf club house with a combined curling rink. The proposed conceptual plan would include upgrades and expansions to the golf course, and proposed housing options on that site.

FINANCIAL IMPLICATIONS:

Currently no funds have been included in the budget for a conceptual plan at the Golf Course site.

Council has budgeted \$150,000 each year for 5 years for irrigation repairs at the Golf Course.

The Golf/Curling club Steering committee has provided a conceptual planning agreement from Golf Design Services.

PUBLIC RELATIONS IMPLICATIONS:

The Golf/Curling Club Steering committee has been working diligently to provide options for a new Curling Rink location. The Recreation Master Plan indicates there is strong public support for a new Curling Rink and upgrades to the Golf Course.

Residents of Pincher Creek may or may not support the construction of a new curling rink at the golf course site. Will there be a need for further public consultation before a site location is finalized?

ATTACHMENTS:

2014 Krystal Report - 2635

Pincher Creek Golf - Conceptual Planning Agreement 2021 - 2635

CONCLUSION/SUMMARY:

Administration supports that Council for the Town of Pincher Creek take some time and discuss the Rec Master Plan prior to making any budget commitments.

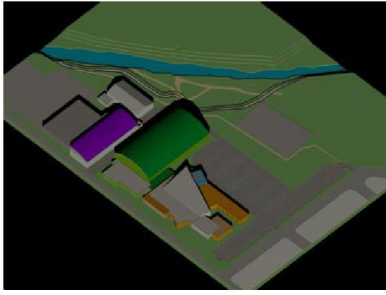
Signatures:

Department Head:

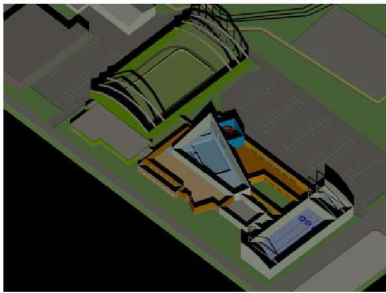
Adam Grose

CAO:

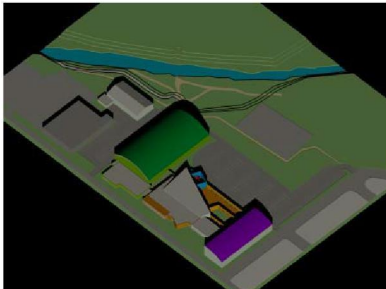
Lanckie Wilgosh



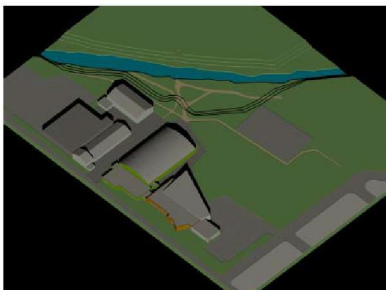
TOWN OF PINCHER CREEK
MULTI-PURPOSE FACILITY
PLANNING STUDY



FINAL REPORT



KRYSTAL ENGINEERING
RKH ARCHITECTURE



MARCH 05, 2014

Pincher Creek Multi-Purpose Facility Planning Study

Introduction

This planning study was conducted to recommend the potential options for expansion and renovation for the Pincher Creek Multi-Purpose Facility to meet current and future needs and programs. The programmatic goals and projections were provided by the Town of Pincher Creek's administration and the Town of Pincher Creek Facility Infrastructure Master Plan (2008 draft and 2009 final report).

The physical master planning and conceptual design for the Pincher Creek Multi-Purpose Centre required a facilities and programmatic plan that would provide valuable resource for Community activities. An open and communicative process with the Town of Pincher Creek and their Departments and Services allowed the plan to support the community's recreational and cultural goals and how they can support the broader goals of the Town of Pincher Creek. The goal for the project was to provide an accurate representation of the plan for the Multi-Purpose Centre and to provide enough detail in the plan for a general assessment into the feasibility of the planned growth.

Location



The area of study included the Pool / Library Multipurpose Centre, Memorial Community Centre Arena, adjacent fields, parks and courts north of the centre to the creek and existing parking areas (see attached aerial plan). The Curling Club was included into the study later because of its location in the study area and building deficiencies.

The project also included the input of facility plans into an electronic drawing format (AutoCad R2012). For presentation and clarity of planning a three dimensional massing model was also created.

Pincher Creek Multi-Purpose Facility Planning Study

Existing Conditions

The following are program areas discussed. The growth expectations and existing deficiencies of each area was discussed.

1. Aquatic Centre

The general consensus was that the pool and support areas were generally meeting the current program and space needs. Family dressing rooms and spectator seating were two deficiencies that were identified. Doorways lacked proper side strike area to allow for full accessibility in the dressings rooms. The conflict of the life guard change room and locker area being shared with other administrative and pool supervising activities was identified as needing correction with a separate guard changing (men's and women's) rooms.

The pool / swim program currently provided is:

- a. Lessons, fitness and training
 - i. Swim Lessons (Red Cross, School Programs, Private)
 - ii. Pool Leadership Programs (Bronze Star, Medallion, Cross and NLS)
 - iii. Water Safety Instructor (AWSI) (WSI)
 - iv. Recreational and Laps
 - v. Laps
 - vi. Aqua rehab
 - vii. Aquafit
 - viii. Scuba and Snorkeling
 - ix. Diving
 - x. Courses (Pleasure Craft Operator), class room, practical)
- b. Clubs and Leagues
 - i. Junior Life Guard
 - ii. Water Polo
 - iii. Kayaking (storage, pool area required, frequency, class size)
 - iv. Masters
- c. Community programs
 - i. Baby Sitting Course (class room, practical)
 - ii. Pool Rentals
 - iii. Pool Parties

Future programs to be added discussed were:

- Waterslide
- Diving
- Warm water therapy pool



Pincher Creek Multi-Purpose Facility Planning Study

2. Ice Arena

There were concerns relating to the lack of electrical capacity, storage, staging area, fire code regulations limiting ice level seating capacity, non-retractable score clock, and non-removable rink boards and rink glass are major limitations to hosting special events and concerts.

The ceiling height was considered to be too low. The ceiling is set by the bottom cord of the roof's arched trusses. The location for the Zamboni parking conflicts with spectator movement during intermissions (crosses the aisle way from the eastern half of the seating into the lobby and concession area). The Zamboni is located as a result of the necessity to drain removed snow into the Town's sewage system.

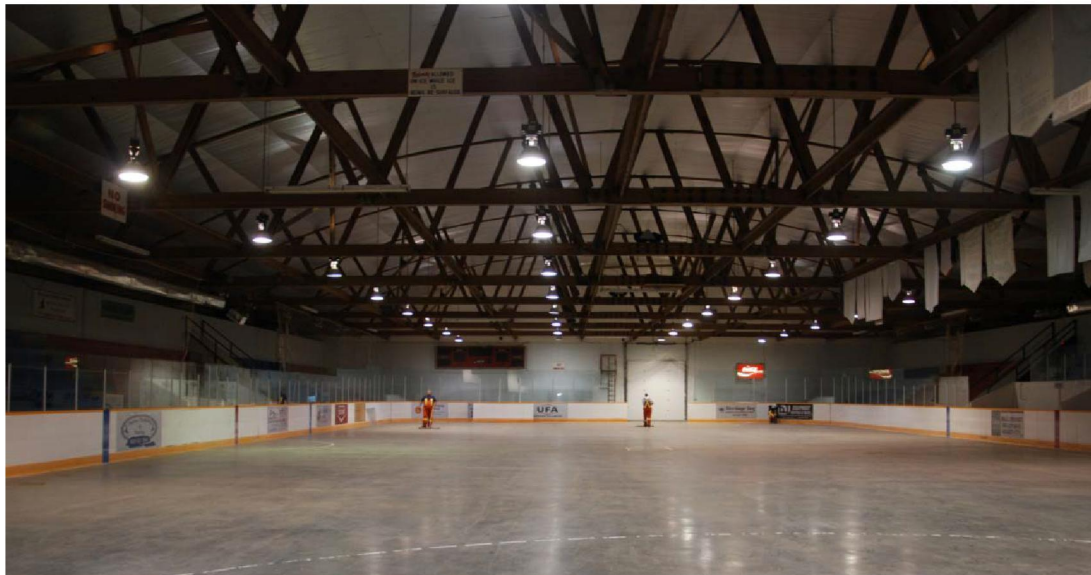
The existing configuration of the dressing rooms and resulting conflicts of flow to and from the ice surface was raised. The overall size of each dressing room was considered to be suitable. Additional dressing rooms would be seen as desirable, particularly for tournament play.

The size and degree of growth for the Ice arena needs to address the current trend of enrollment for the minor hockey programs being less than previous seasons / years.

There is a need for additional space for events held in the arena lobby area as they currently spread into the adjacent connecting entry space between the pool and rink and into the pool lobby/corridor area. The concession area serves these events.

Existing programs currently in the Ice Arena:

- a. Lessons and training
 - i. Public skate
 - ii. Tot n Parent skate
- b. Clubs and Leagues
 - i. Minor League Hockey
 - ii. Adult Hockey League
 - iii. Club Hockey
 - iv. The Farm
 - v. Shinney
 - vi. Figure Skating
- c. Community programs
- d. Special Events
- e. Rentals summer
 - i. No summer ice planned or provided
- f. Rentals winter



Pincher Creek Multi-Purpose Facility Planning Study

3. Curling Club

The Curling Club was included into the planning process because of the impacts that its location would have on the overall site planning for parking, services, emergency services such as ambulance and fire. The facility has had a building report conducted that concluded that significant structural and building envelop remediation was necessary for it to be a warm-dry-safe environment. For this reason the planning considered a new facility to be built on the existing site.



4. Library

The Pincher Creek & District Municipal Library is currently completely a renovation and conference room addition. Beyond these improvements, there is a need for storage and reading/work areas.



Pincher Creek Multi-Purpose Facility Planning Study

5. Parking and Vehicular Circulation

The current facility is under served with available on site parking, and drop-off areas. Currently, most of the parking is accommodated through on-street parking on Main Street.

It was determined that any additions or new buildings should not reduce the ability for firefighting equipment to access the buildings and that service vehicles be accommodated for.

6. Fields and Courts

Continued usage of the existing courts and fields was viewed as important. It was recognized that a regulation sized soccer field was probably not possible to accommodate. But, small sided games could still be accommodated on a reduced size field area.

One of the existing tennis courts has been converted to a “board park” and a “BMX park” has been created into the Creek area. Both are well used are to remain.

Parking was seen as having direct impact to the amount and type of field facilities that could be retain and made available.

7. Site and Services

- a. Fire and emergency access
- b. Infrastructure and Services
 - i. Storm / sewer
 - ii. Creek and environ
 - iii. Main Street

8. Lease Space

The current lease space in the multi-purpose facility was maintained with future discussion regarding the Town's continuation of the leasing facilities needed. One option suggested was the expansion of the lease space as a revenue generator.



Pincher Creek Multi-Purpose Facility Planning Study

Planning Criteria

Expansion of scope

In order to have a complete feasibility study for future growth and expansion, the relationships between the existing programs, potential shared facilities and programmatic scheduled needed to be understood. This was beyond the initial scope of looking at the multi-purpose building only and was expanded to include the ice arena, library, fields and courts, parking and curling rink. A review of the proposed study scope showed that any alteration / expansion of the Multi-Purpose Facility would impact all facilities in the Recreation Complex. This matter was reviewed with the Town of Pincher Creek staff and the scope of the study was expanded to include all facilities in the area.

The Curling Club facility was included at the request of the Town of Pincher CAO. A fully comprehensive site plan would not be complete without consideration for the impacts of its need for parking and services on the rest of the site.

A detailed work plan was prepared and reviewed with the Town of Pincher Creek staff. The work plan included public consultation sessions. The Town of Pincher Creek staff advised that a public consultation was not required at this time.

Site Plan

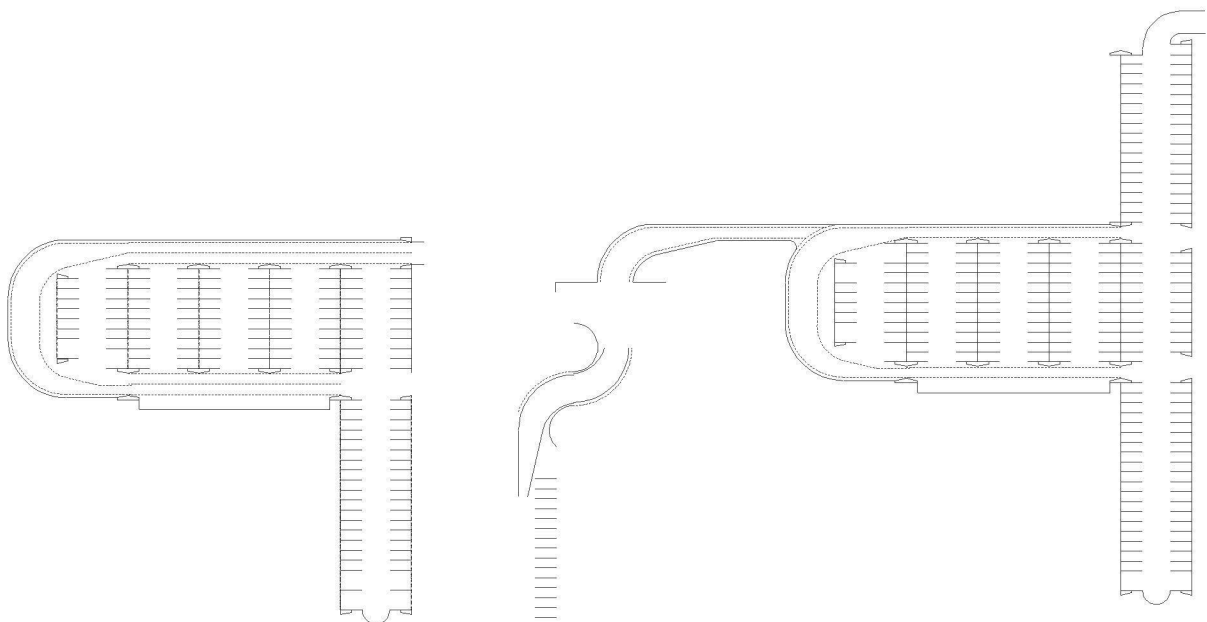
Parking

Retaining usable field space for recreational activities will impact the configuration and amount of parking that can be made available. The current, estimated parking available on the site was 60 vehicles. Various options for parking would indicate that the site could feasibly accommodate 130 to 200 vehicles. A visual buffer of berms and trees would help mitigate the impact to the residential areas across Robertson Avenue should be planned for.

Initial parking planning (prior to the inclusion of the Curling Rink) maintained the parking directly east of the facility which was seen as convenient parking for the Library.

The northern edge of the parking was held to allow for usable field area, protection of the creek environ (banks and flats) and for service and fire access.

Turning radius for full sized buses and semi-trailers were considered and are shown as part of the site planning feasibility.



Pincher Creek Multi-Purpose Facility Planning Study

Entries and Access

New parking on the north side of the facility was planned for with the establishment of a new main facility entrance and connecting corridor to the existing east-west public connecting lobby/corridor. A new wind protected courtyard and entrance for the Ice rink could be established with the expansion of the existing connecting hallway between the pool and rink areas. This area would allow for larger events to be held in the Ice Rink and not conflict with the regular circulation of the rink and adjacent facility.

Common areas and shared spaces

The existing concession area would easily be modified to serve both the existing lobby and the newly created one.

As an overall Town planning element, the plan indicates the potential of creating an “arcade” large enough for small group events, potential lease space or additional public lobby space that could be designed to reinforce the Main Street character of Pincher Creek as it fronts Main Street.

New Ice Rink

The plan is shown to have increased seating provided. The seating shown is retractable seating to provide useable side areas for the area. For example, allows for an indoor running track or larger floor area when the arena boards are removed. The footprint shown in the master plan is approximately 6 metres wider than the existing rink facility. A new rink should be designed to have an increased ceiling height

The new rink could be designed to allow for the Zamboni and ice making to be relocated to the north end of the facility. The ice making room relocation would release space for expansion of the Senior Centre or front lobby area.

One of the existing dressing rooms could be modified to allow for a family “lace up area” for public recreational skating.

New Curling Rink

The plan shows the potential of a new location of the Curling Club to anchor the corner of the site at main Street and Robertson Avenue. The footprint size provides for similar functionality as the existing facility. The potential of shared spaces such as washrooms and vending is also shown.

Post assessment is that it will not be maintained on site,

Internal Circulation

As part of the study, it was requested by the Town of Pincher Creek to develop a first phase plan that would provide the spectator seating and new entrance for the expansion of parking on the site. This plan minimizes the structural impact to the existing facility. The existing lease space area is reduced to accommodate for the new connecting corridor.

Detailed plan here

Conclusion

The existing Pincher Creek Multi-Purpose Facility provides much of the needed space for the Town’s recreational uses. Modification and planned phasing for the facility would increase its usage and overall appeal to the Community. It was indicated during presentation to the Town Council that additional seating in the Ice Rink was probably not necessary but improvement to ceiling height and multi-use was desirable. The same presentation also brought forth the discussion of the correct location for the Curling Club. Further discussion by the Multi-Purpose Planning Committee suggests that a new facility be re-located at an alternate location than the existing Multi-Purpose site. This does not impact the overall planning organization or facility functionality.

The Planning Committee has also suggested that the “arcade” be removed from the final plan (see option ...). This does not impact the circulation flow of the facility with the existing connecting corridor still in place. The Committee’s directive to tighten up spaces such as the

Pincher Creek Multi-Purpose Facility Planning Study

courtyard, meeting rooms, etc. can best be achieved by an exactly defining who the potential users would be and the type of activities that would occur in each.

Modifications to the front end of the arena should take into consideration growth of the seniors' centre and the physical configuration of a new attached arena in order to optimize viewing.

This study, with the numerous options shows that the modifications and additions to existing facility is feasible to attain a valuable asset for the Town of Pincher Creek. And that the site can support the additional functions and future needs as identified by the Town of Pincher Creek.



1 Site Plan
Scale: 1:1000

Site 1.90 ha (5.0 acres)

Parking - 60 stalls

Library 3400 ft² 316 m²

Multi-Purpose (bldg 1902 m²)

Administration 786 ft² 73 m²

Commons / Support 4585 ft² 426 m²

Lease 3014 ft² 280 m²

Pool 7800 ft² 725 m²

change rms / support 6520 ft² 396 m²

Ice Arena (bldg 3060 m²)

rink 23875 ft² 2218 m²

lobby / concession 3035 ft² 282 m²

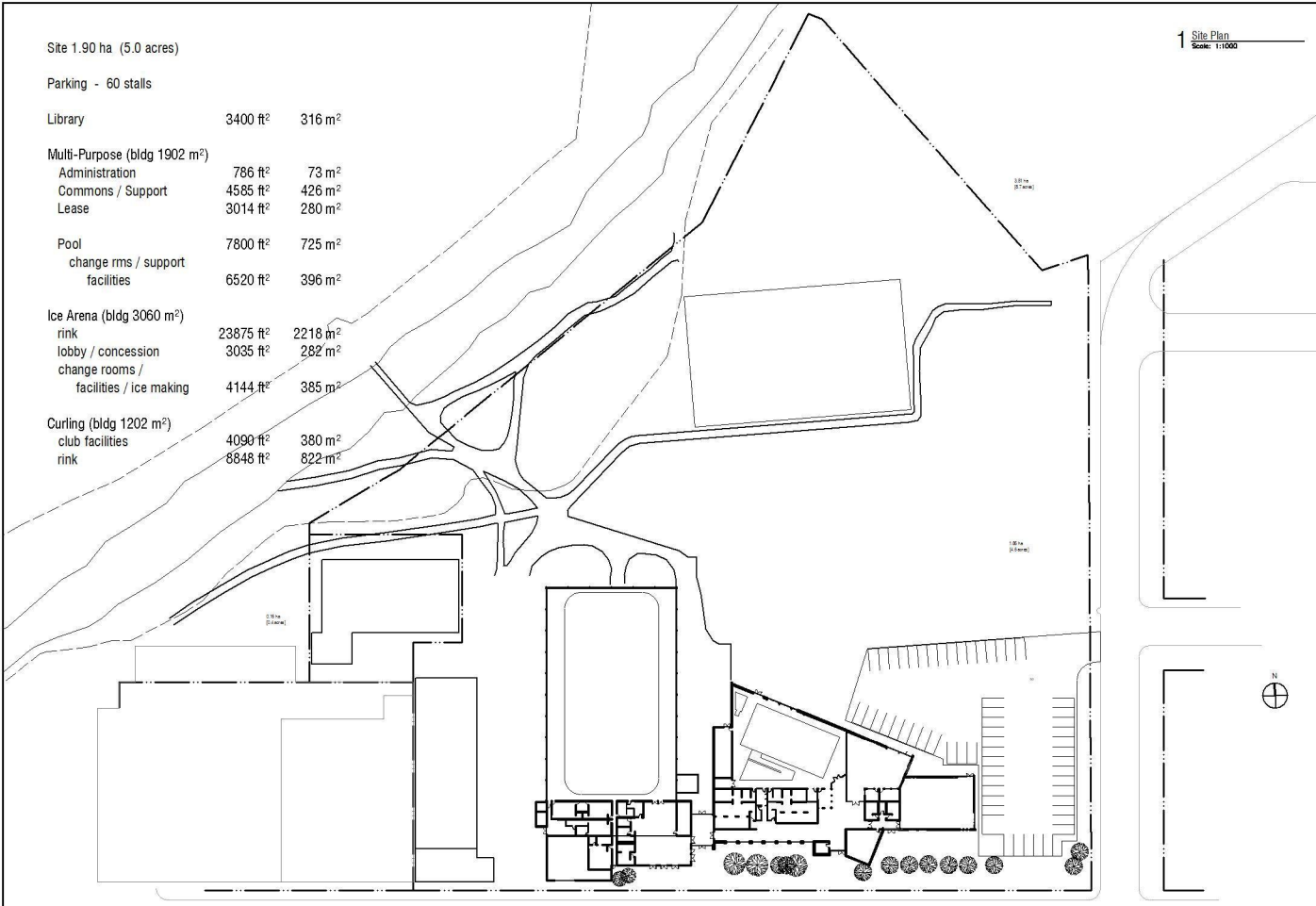
change rooms / 4144 ft² 385 m²

facilities / ice making

Curling (bldg 1202 m²)

club facilities 4090 ft² 380 m²

rink 8848 ft² 822 m²



<p>Koytal Engineering Professional Engineers 1000 ... Pincher Creek, Alberta</p>	
<p>PINCHER CREEK Multi-Purpose Facility Pincher Creek, Alberta</p>	
<p>DATE: May 29, 2012</p>	<p>SCALE: 1/4" = 1'-0"</p>
<p>PROJECT NO: 2012.05</p>	<p>PROJECT BY: JWH</p>
<p>existing - Site Plan</p>	
<p>A1.00</p>	

a Organizational Site Plan
Scale: 1:1000



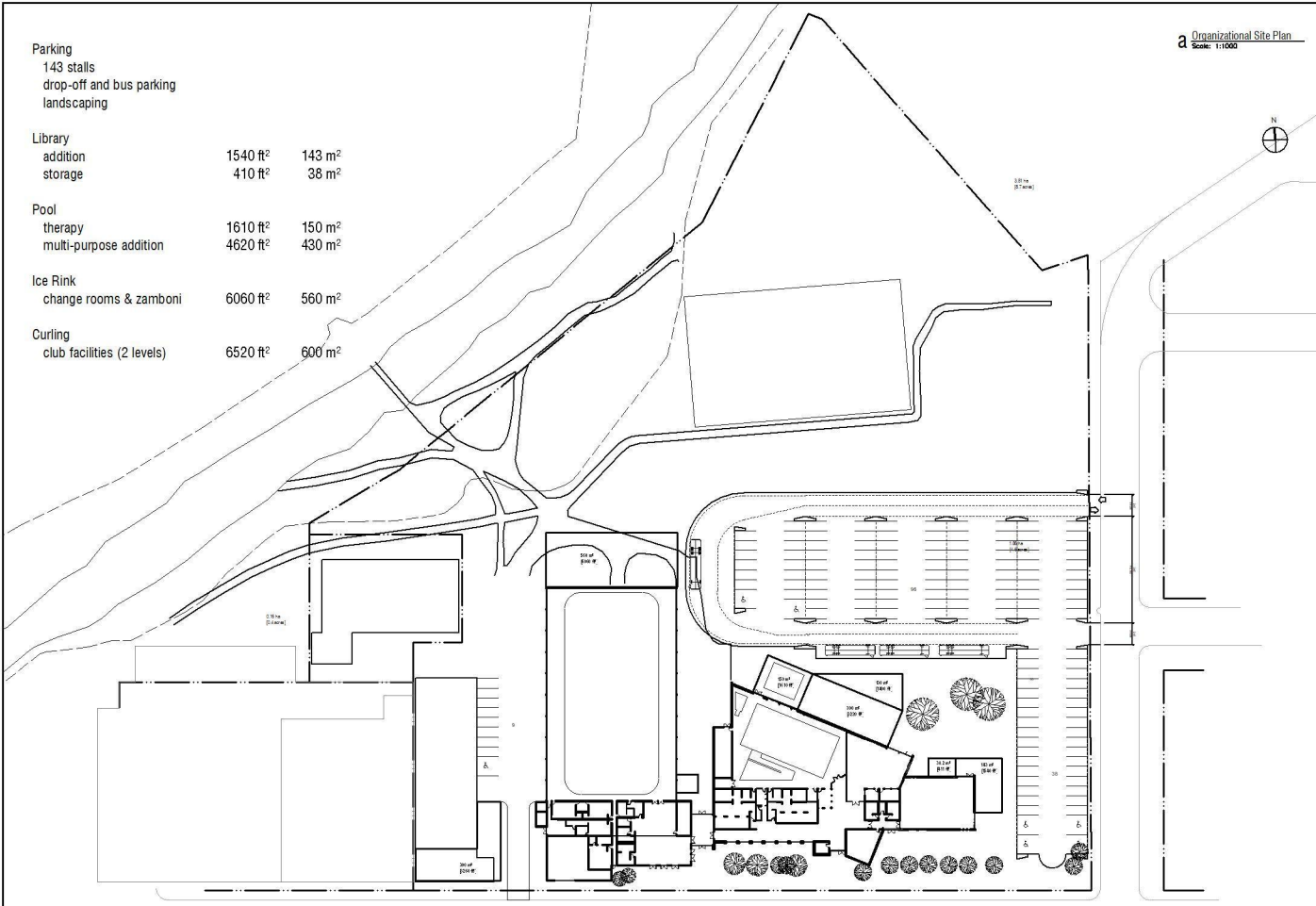
Parking
143 stalls
drop-off and bus parking
landscaping

Library
addition 1540 ft² 143 m²
storage 410 ft² 38 m²

Pool
therapy 1610 ft² 150 m²
multi-purpose addition 4620 ft² 430 m²

Ice Rink
change rooms & zamboni 6060 ft² 560 m²

Curling
club facilities (2 levels) 6520 ft² 600 m²



Koytal Engineering <small>Professional Engineers</small> 1000	
PINCHER CREEK Multi-Purpose Facility <small>Pincher Creek, Alberta</small>	
<small>DATE:</small> MAY 28, 2012 <small>SCALE:</small> 1/4" = 1'-0" <small>PROJECT NO.:</small> 2012.05	<small>DESIGNED BY:</small> [Name] <small>CHECKED BY:</small> [Name] <small>APPROVED BY:</small> [Name]
A1.00a site organization	<small>PROJECT NO.:</small> 2012.05 <small>DATE:</small> MAY 28, 2012 <small>SCALE:</small> 1/4" = 1'-0" <small>PROJECT NO.:</small> 2012.05

Parking
158 stalls
drop-off and bus parking
landscaping

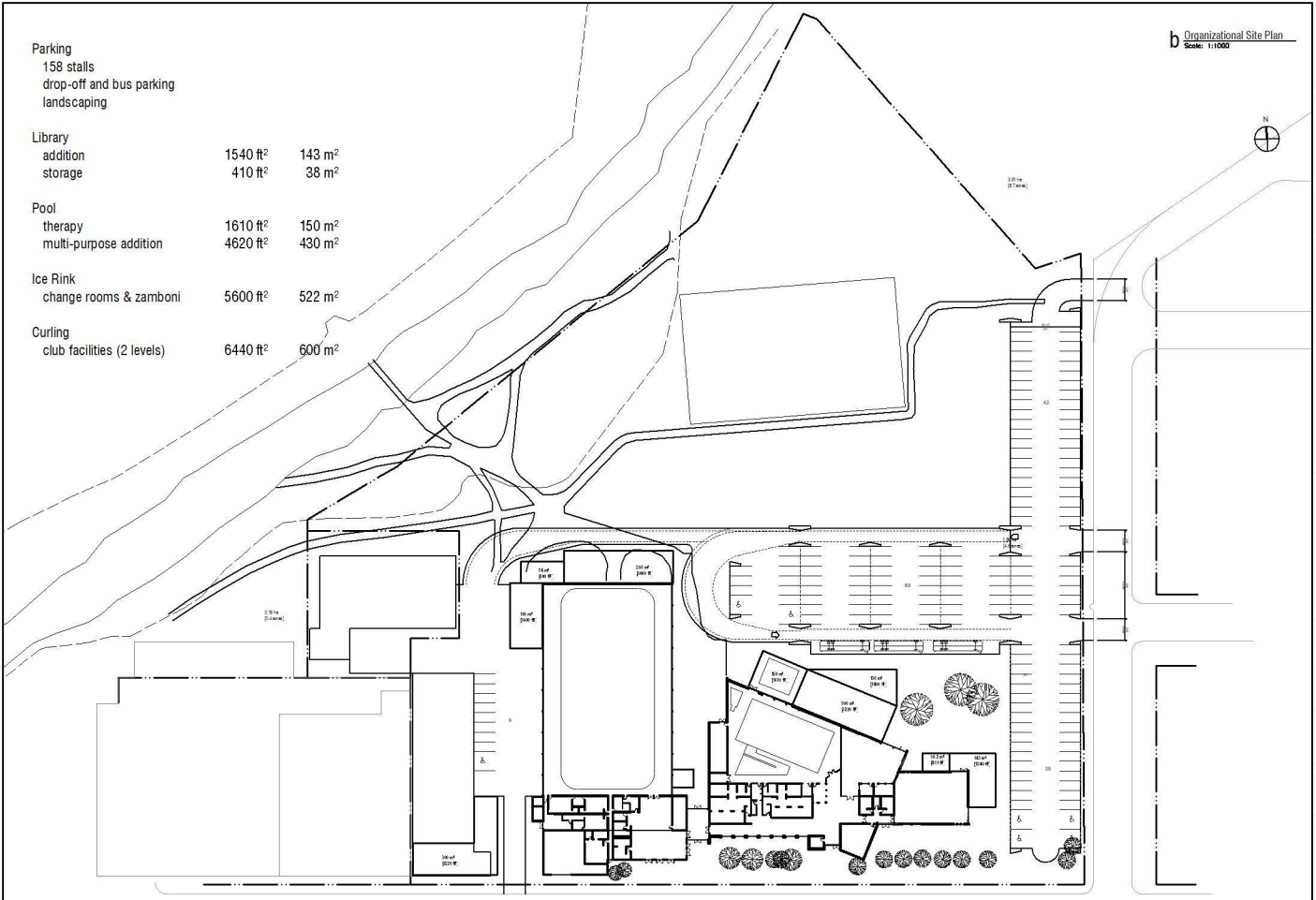
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storage 410 ft² 38 m²

Pool
therapy 1610 ft² 150 m²
multi-purpose addition 4620 ft² 430 m²

Ice Rink
change rooms & zamboni 5600 ft² 522 m²

Curling
club facilities (2 levels) 6440 ft² 600 m²

b Organizational Site Plan
Scale: 1:1000



PROJECT NO. A1.00b

DATE: May 20, 2019
SCALE: 1/4" = 1'-0"
PROJECT NO. 2019.05
DRAWN BY: [Name]
CHECKED BY: [Name]
DATE: [Date]

Pincher Creek Multi-Purpose Facility
Pincher Creek, Alberta

site organization

Pincher Creek Multi-Purpose Facility
Pincher Creek, Alberta

Pincher Creek Multi-Purpose Facility
Pincher Creek, Alberta

Pincher Creek Multi-Purpose Facility
Pincher Creek, Alberta

Pincher Creek Multi-Purpose Facility
Pincher Creek, Alberta

Pincher Creek Multi-Purpose Facility
Pincher Creek, Alberta

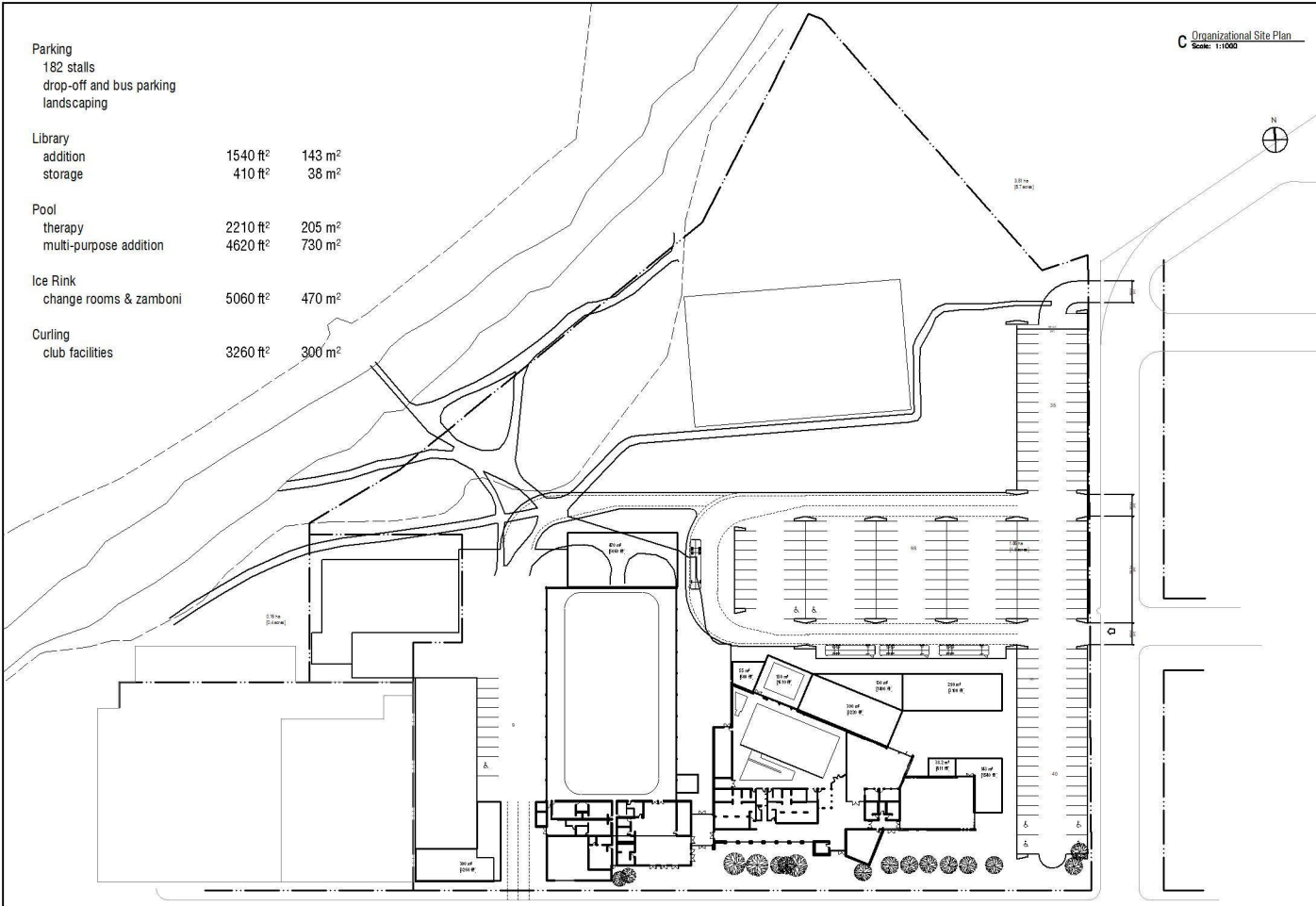
Pincher Creek Multi-Purpose Facility
Pincher Creek, Alberta

Pincher Creek Multi-Purpose Facility
Pincher Creek, Alberta

Pincher Creek Multi-Purpose Facility
Pincher Creek, Alberta

Parking 182 stalls drop-off and bus parking landscaping		
Library addition	1540 ft ²	143 m ²
storage	410 ft ²	38 m ²
Pool therapy	2210 ft ²	205 m ²
multi-purpose addition	4620 ft ²	730 m ²
Ice Rink change rooms & zamboni	5060 ft ²	470 m ²
Curling club facilities	3260 ft ²	300 m ²

C Organizational Site Plan
Scale: 1:1000



 Knydal Engineering	
Registered Professional Engineers Ontario, Canada Registration No. 19900	
PINCHER CREEK Multi-Purpose Facility <small>Pincher Creek, Alberta</small>	
DATE: May 20, 2012 DRAWN BY: [Name] CHECKED BY: [Name]	SCALE: 1/4" = 1'-0" PROJECT NO.: [Number] SHEET NO.: [Number]
A1.00c site organization	PROJECT NO.: [Number] SHEET NO.: [Number]

Parking
198 stalls
drop-off and bus parking
landscaping

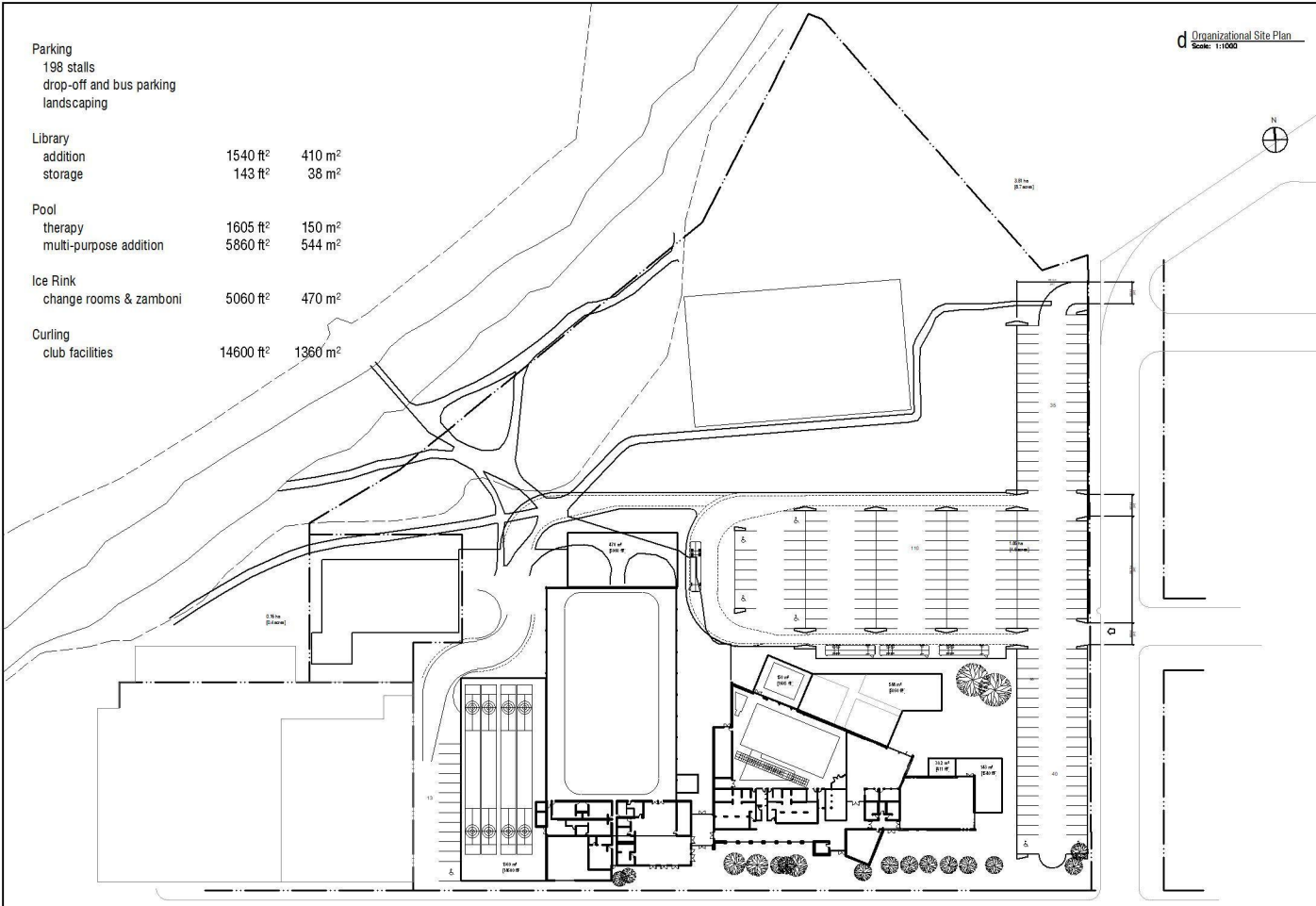
Library
addition 1540 ft² 410 m²
storage 143 ft² 38 m²

Pool
therapy 1605 ft² 150 m²
multi-purpose addition 5860 ft² 544 m²

Ice Rink
change rooms & zamboni 5060 ft² 470 m²

Curling
club facilities 14600 ft² 1360 m²

d Organizational Site Plan
Scale: 1:1000



Koytal Engineering
Professional Engineers
1000 West 10th Street, Suite 200
Winnipeg, Manitoba R2E 1E6
Tel: 204.786.1234
Fax: 204.786.1235
www.koytal.com

PINCHER CREEK
Multi-Purpose Facility
Pincher Creek, Alberta

NO.	REV.	DATE	BY	DESCRIPTION

DATE: May 29, 2012
PROJECT NO.: 2012.05
SCALE: 1/4" = 1'-0"
DRAWN BY: [Name]
CHECKED BY: [Name]
PROJECT ORGANIZATION

A1.00d
site organization

Parking
195 cars
drop-off and bus parking
entry court

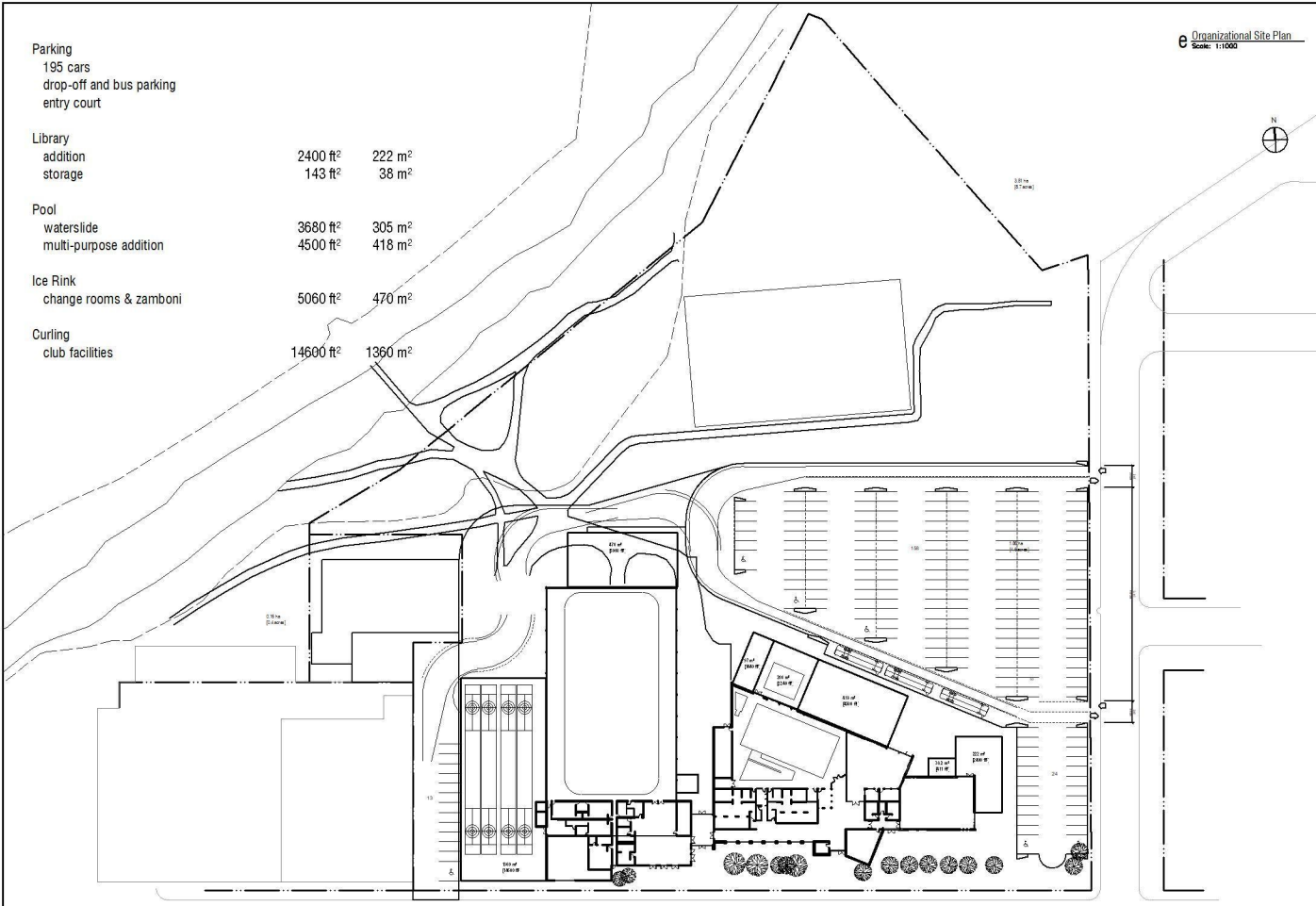
Library addition	2400 ft ²	222 m ²
storage	143 ft ²	38 m ²

Pool waterslide	3680 ft ²	305 m ²
multi-purpose addition	4500 ft ²	418 m ²

Ice Rink change rooms & zamboni	5060 ft ²	470 m ²
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Curling club facilities	14600 ft ²	1360 m ²
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Organizational Site Plan
Scale: 1:1000



Project No. 2015-001

Koyul Engineering
Koyul Engineering Ltd.
100-11000-101, 101st Street, Richmond, BC V6V 2G9, Canada
Phone: (604) 273-8888
Fax: (604) 273-8889
www.koyul.com

PINCHER CREEK
Multi-Purpose Facility
Pincher Creek, Alberta

NO.	DATE	DESCRIPTION

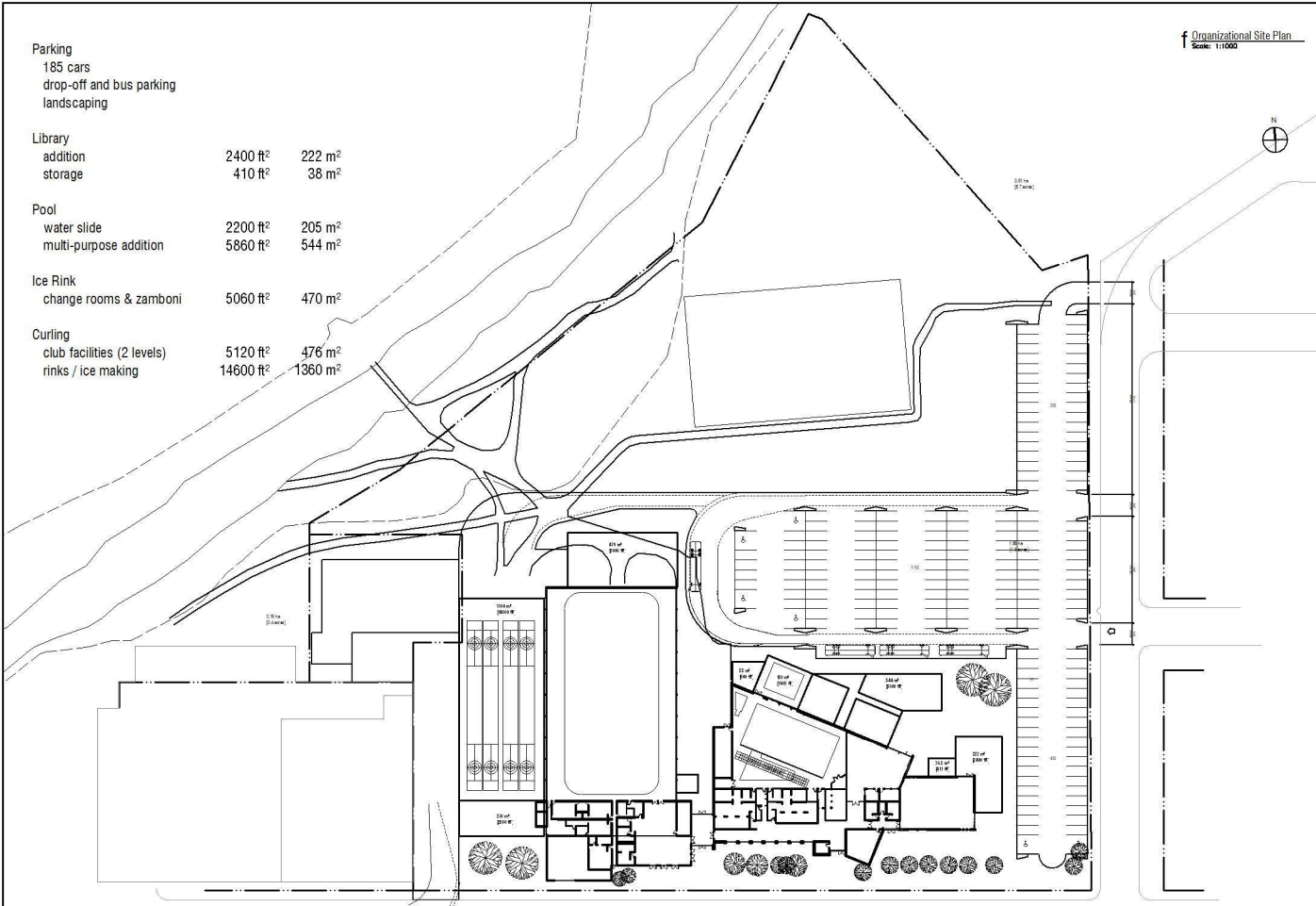
Drawn by: [Name]
Checked by: [Name]
Scale: 1/4" = 1'-0"
Date: May 20, 2015
Project No. 2015-001

A1.00e
site organization



- Parking
185 cars
drop-off and bus parking
landscaping
- Library
addition
storage
- Pool
water slide
multi-purpose addition
- Ice Rink
change rooms & zamboni
- Curling
club facilities (2 levels)
rinks / ice making

2400 ft ²	222 m ²
410 ft ²	38 m ²
2200 ft ²	205 m ²
5860 ft ²	544 m ²
5060 ft ²	470 m ²
5120 ft ²	476 m ²
14600 ft ²	1360 m ²



PINCHER CREEK Multi-Purpose Facility	
<p>Project No. 2015-001</p> <p>Client City of Pincher Creek</p> <p>Project Name Multi-Purpose Facility</p> <p>Project Location Pincher Creek, Alberta</p>	<p>Scale 1/4" = 1'-0"</p> <p>Date May 20, 2015</p> <p>Project No. 2015-001</p> <p>Client City of Pincher Creek</p> <p>Project Name Multi-Purpose Facility</p> <p>Project Location Pincher Creek, Alberta</p>
site organization	
A1.00f	



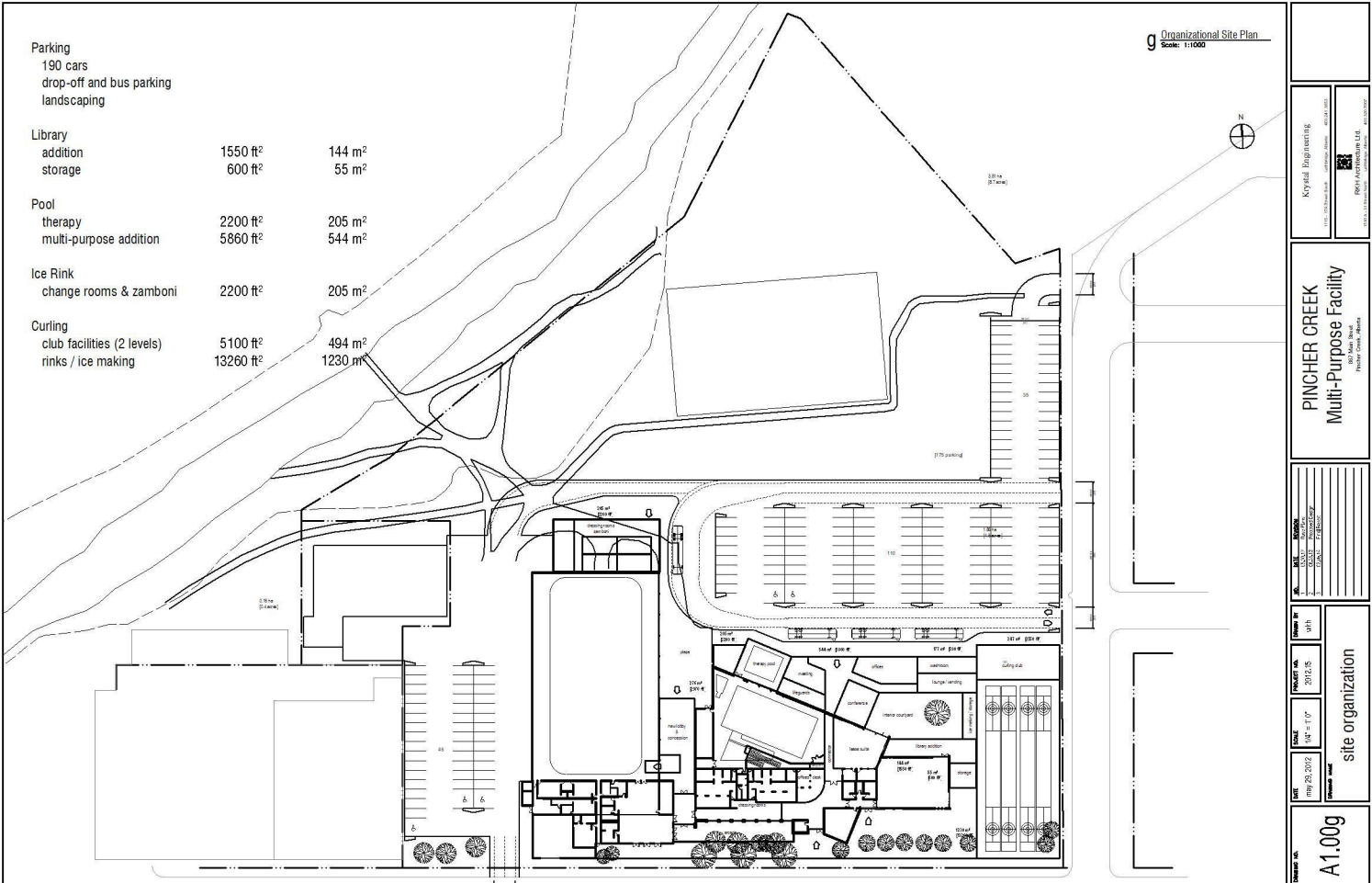
Parking
190 cars
drop-off and bus parking
landscaping

Library addition	1550 ft ²	144 m ²
storage	600 ft ²	55 m ²

Pool therapy	2200 ft ²	205 m ²
multi-purpose addition	5860 ft ²	544 m ²

Ice Rink change rooms & zamboni	2200 ft ²	205 m ²
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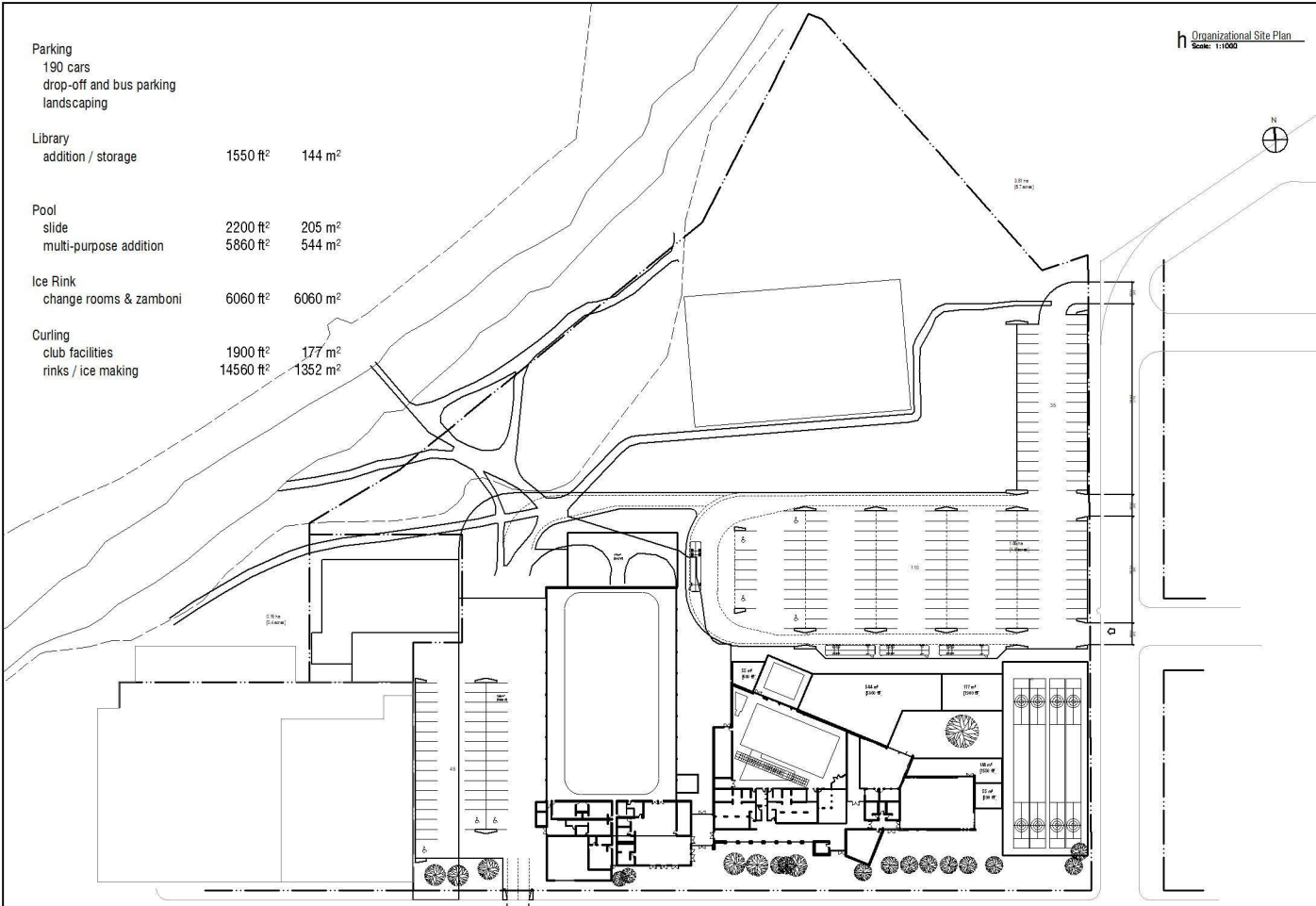
Curling club facilities (2 levels)	5100 ft ²	494 m ²
rinks / ice making	13260 ft ²	1230 m ²



A1.00g	site organization
DATE: May 20, 2012 SCALE: 1/4" = 1'-0" PROJECT NO.: 2012.05 DRAWN BY: [Signature]	CHECKED BY: [Signature] DATE: [Date] PROJECT NO.: [Number] DRAWN BY: [Signature]
PINCHER CREEK Multi-Purpose Facility <small>Pincher Creek, Alberta</small>	
Koytal Engineering <small>Professional Engineers Alberta License No. 44114 Registered Professional Engineer</small>	
Roth Architecture Ltd. <small>Professional Architects Alberta License No. 200000001 Registered Professional Architect</small>	

Parking 190 cars drop-off and bus parking landscaping		
Library addition / storage	1550 ft ²	144 m ²
Pool slide	2200 ft ²	205 m ²
multi-purpose addition	5860 ft ²	544 m ²
Ice Rink change rooms & zamboni	6060 ft ²	6060 m ²
Curling club facilities	1900 ft ²	177 m ²
rinks / ice making	14560 ft ²	1352 m ²

Organizational Site Plan
Scale: 1:1000



 Koyak Engineering <small>1000 Lakeshore Blvd. W. #1000 Richmond Hill, Ontario L4B 1A1 Tel: 905.709.1234 Fax: 905.709.1235</small>	
PINCHER CREEK Multi-Purpose Facility <small>Pincher Creek, Alberta</small>	
<small>NO. 1000</small> <small>DATE</small> <small>SCALE</small> <small>PROJECT</small>	<small>DESIGNED BY</small> <small>DATE</small> <small>SCALE</small> <small>PROJECT</small>
<small>DATE</small> <small>SCALE</small> <small>PROJECT</small>	<small>DATE</small> <small>SCALE</small> <small>PROJECT</small>
A1.00h <small>PROJECT NO.</small> <small>DATE</small> <small>SCALE</small> <small>PROJECT</small>	site organization

Parking
190 stalls
drop-off and bus parking
landscaping

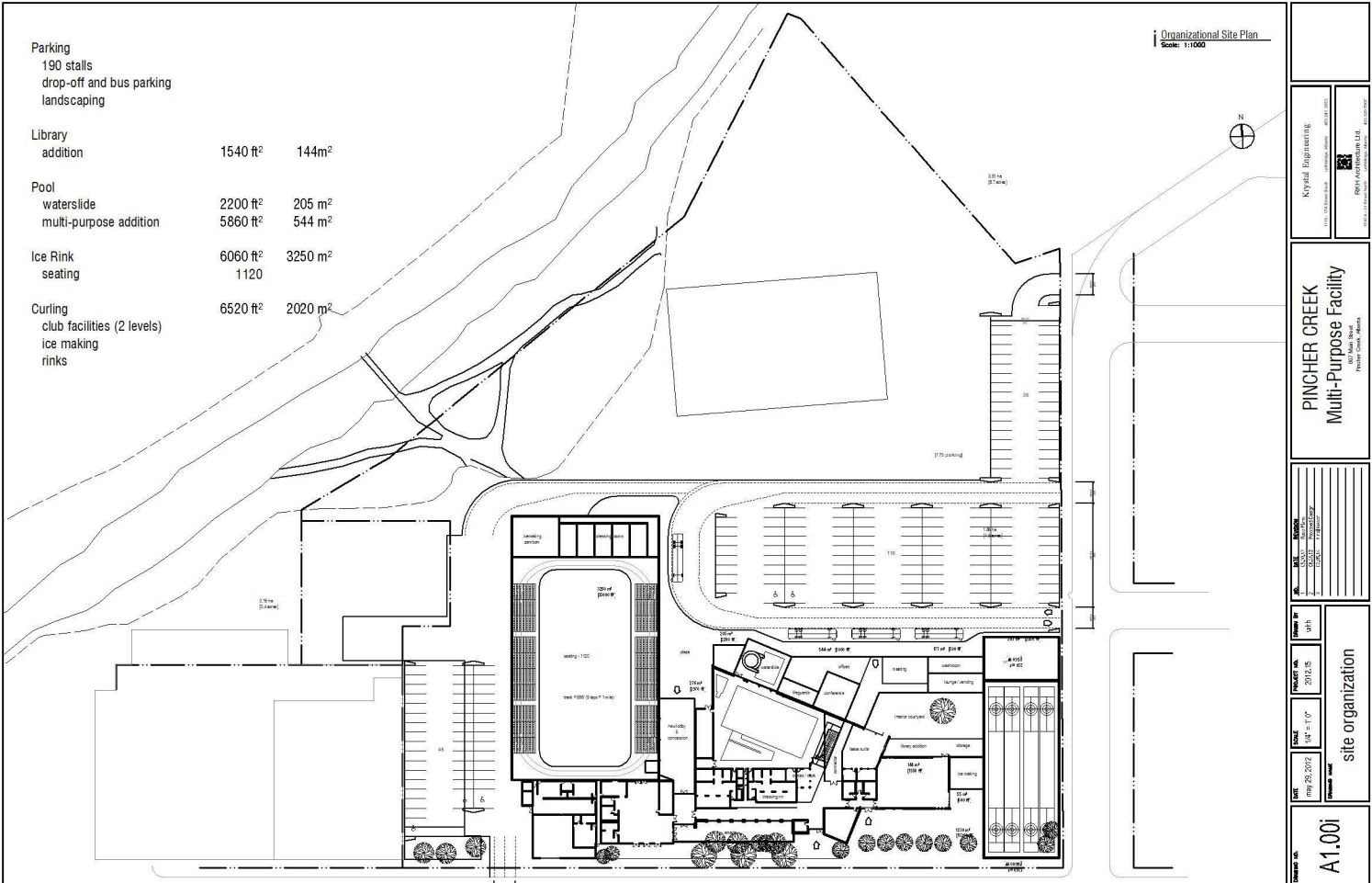
Library
addition 1540 ft² 144m²

Pool
waterslide
multi-purpose addition 2200 ft² 205 m²
5860 ft² 544 m²

Ice Rink
seating 6060 ft² 3250 m²
1120

Curling
club facilities (2 levels)
ice making
rinks 6520 ft² 2020 m²

Organizational Site Plan
Scale: 1:1000



Koyul Engineering
Koyul Engineering Ltd.
100-1111-1111, 100-1111-1111, 100-1111-1111
Pincher Creek, Alberta

PINCHER CREEK
Multi-Purpose Facility
Pincher Creek, Alberta

NO.	REV.	DATE	BY	DESCRIPTION

Drawn by: [Name]
Checked by: [Name]
Project No.: [Number]
Scale: 1/4" = 1'-0"
Date: May 20, 2012
Project Name: site organization

A1.001

Parking
190 stalls
drop-off and bus parking
landscaping

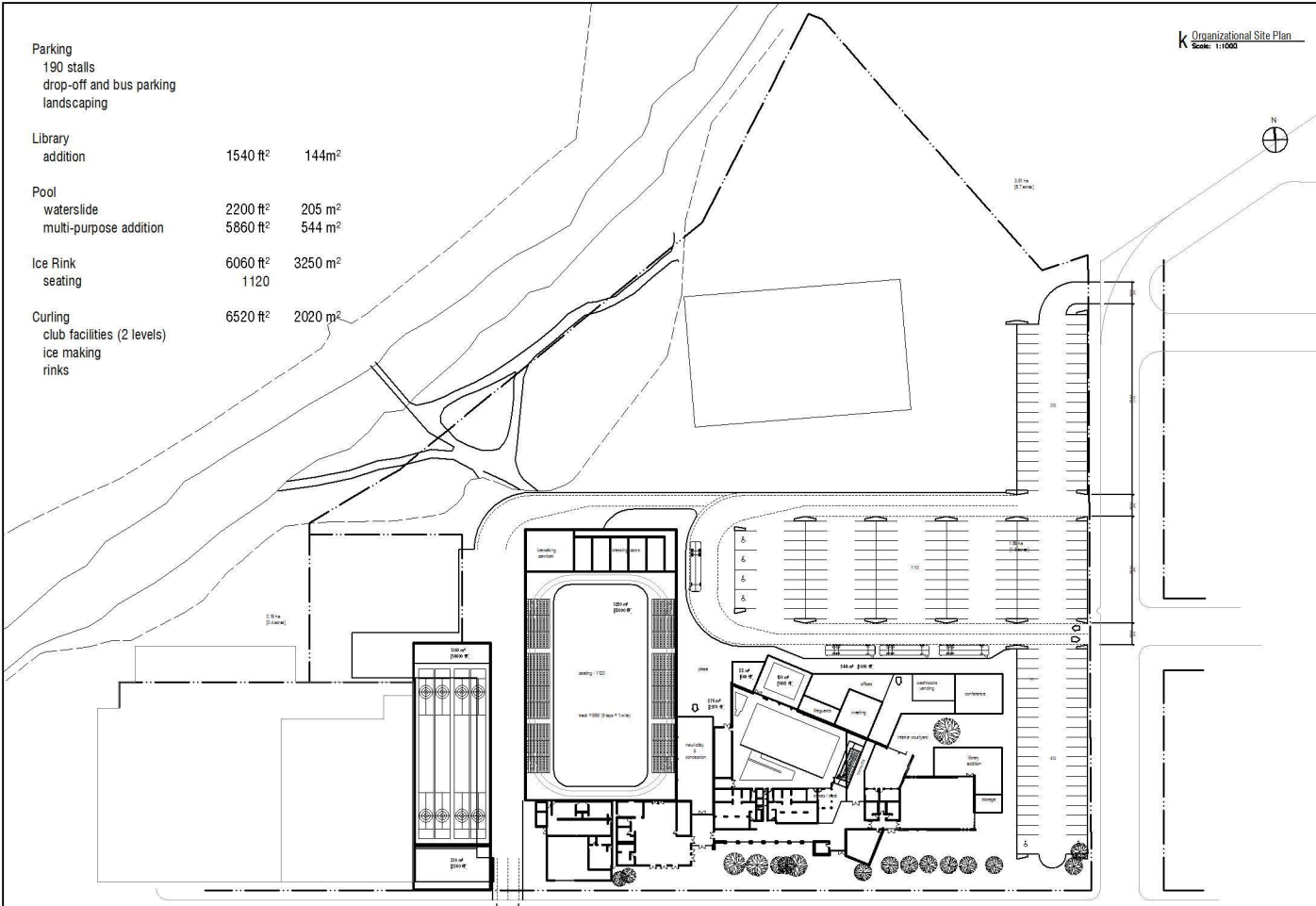
Library
addition 1540 ft² 144m²

Pool
waterslide
multi-purpose addition
2200 ft² 205 m²
5860 ft² 544 m²

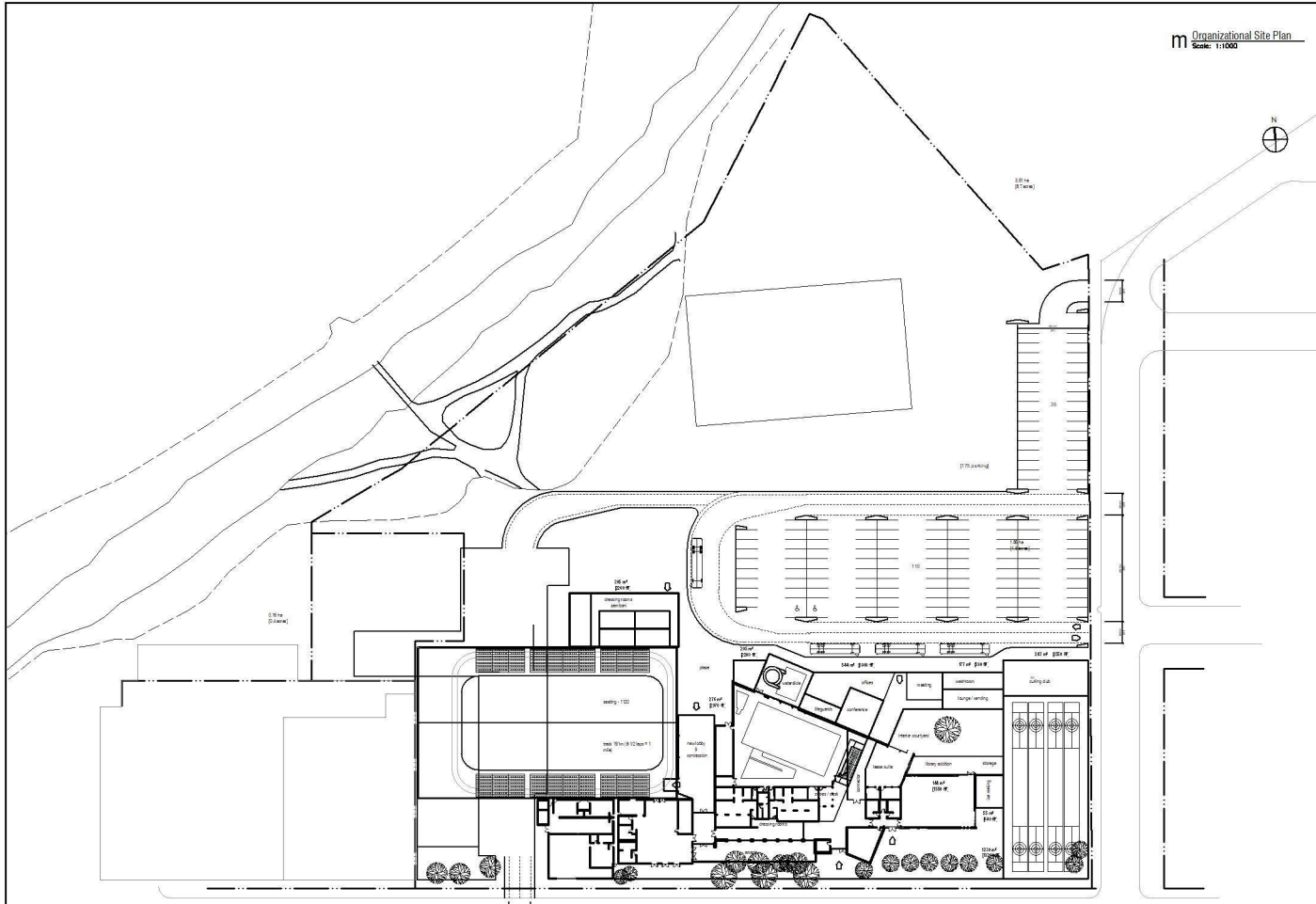
Ice Rink
seating 6060 ft² 3250 m²
1120

Curling
club facilities (2 levels)
ice making
rinks 6520 ft² 2020 m²

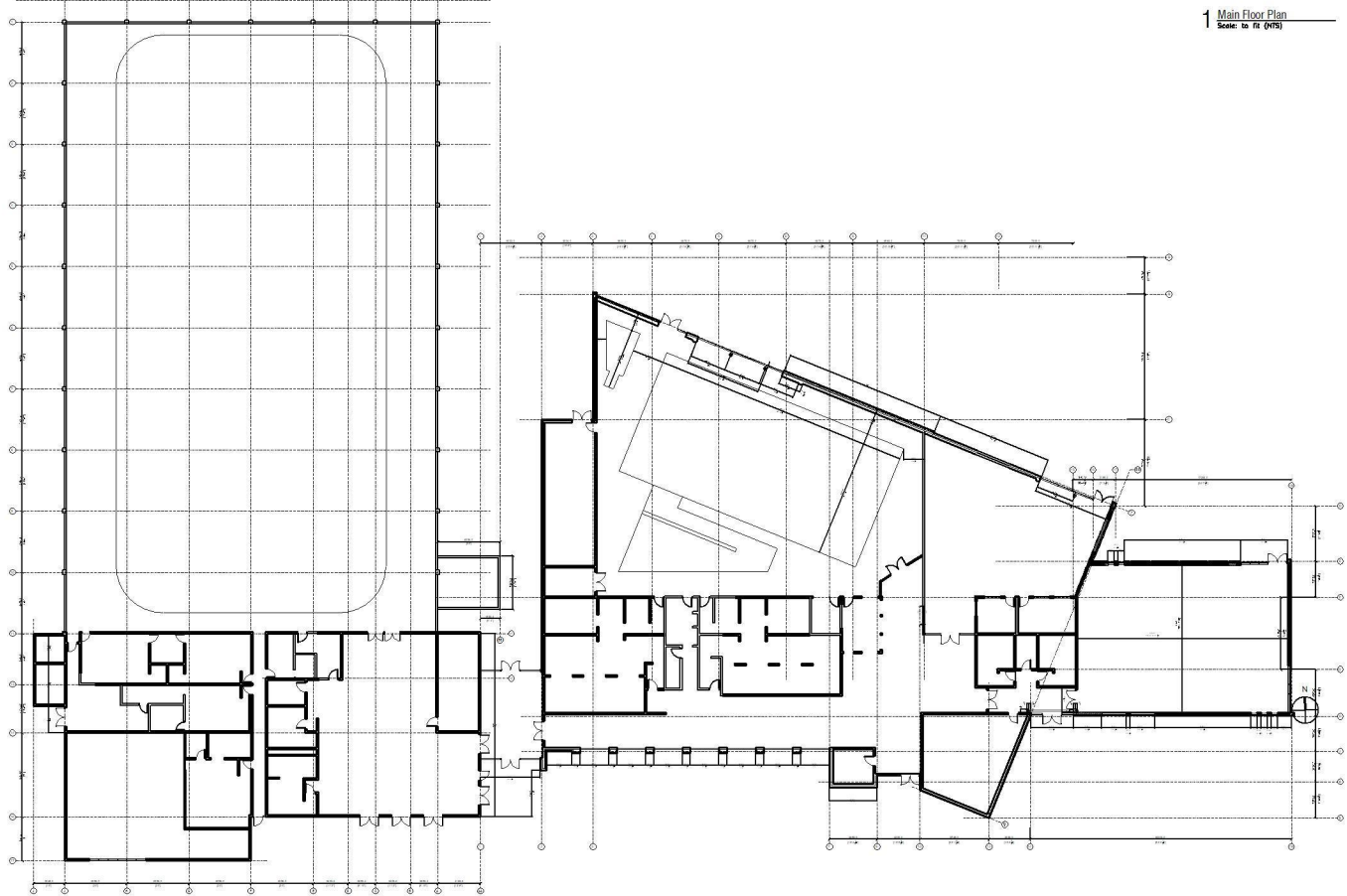
Organizational Site Plan
Scale: 1:1000



<p>K Organizational Site Plan Scale: 1:1000</p>	
<p>North Arrow</p>	
<p>Pincher Creek Multi-Purpose Facility Pincher Creek, Alberta</p>	
<p>Project Name: Pincher Creek Multi-Purpose Facility</p>	
<p>Client: Pincher Creek Multi-Purpose Facility</p>	
<p>Project No: 2015-01</p>	
<p>Scale: 1/4" = 1'-0"</p>	
<p>Date: May 20, 2015</p>	
<p>Drawn by: [Name]</p>	
<p>Checked by: [Name]</p>	
<p>Site organization</p>	
<p>A1.00k</p>	

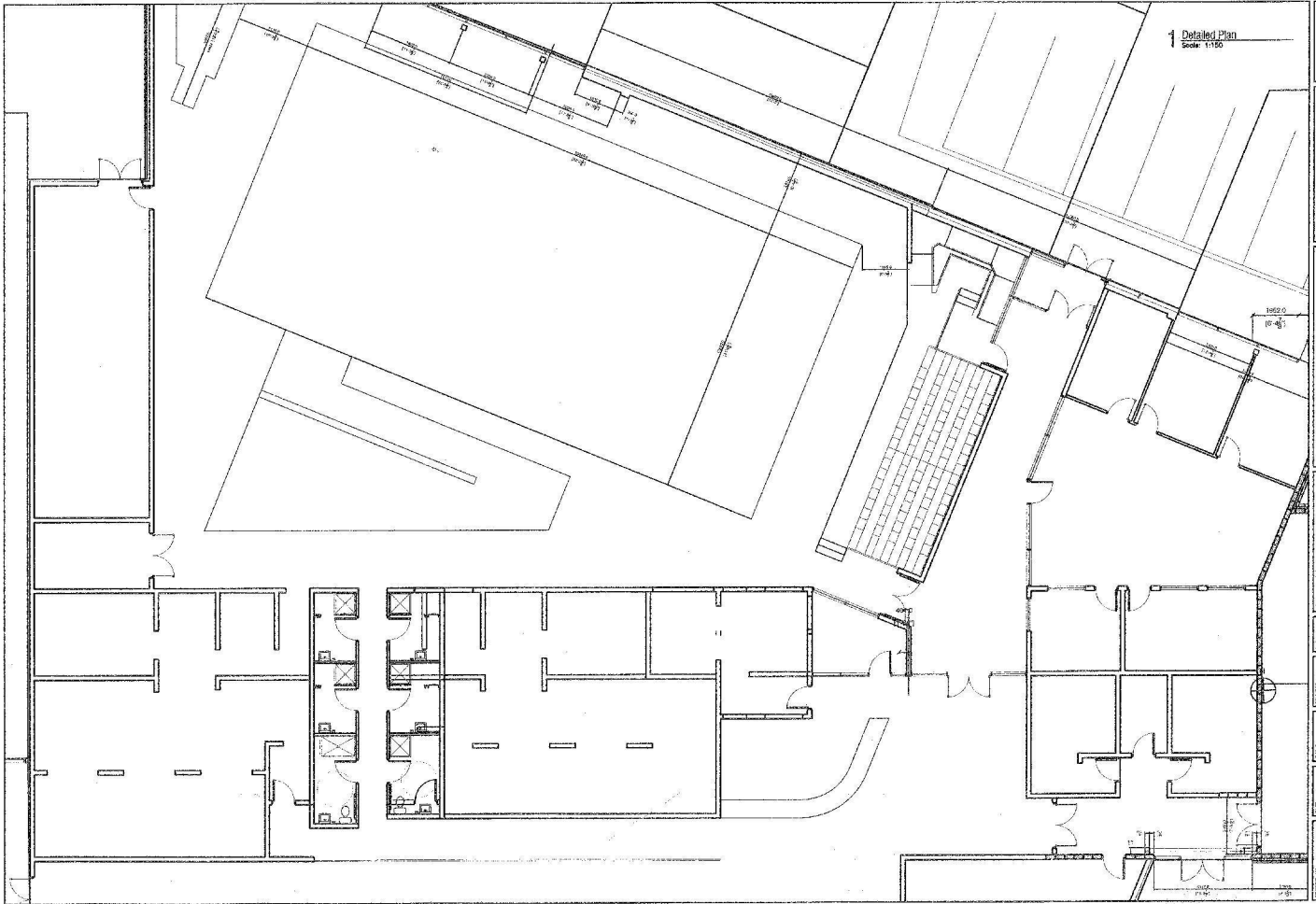


A1.00m site organization		Project No. 2015-01 Date: May 29, 2015 Scale: 1/4" = 1'-0" Drawing No. 01	Drawn by: [Name] Checked by: [Name] Approved by: [Name]	PINCHER CREEK Multi-Purpose Facility Pincher Creek, Alberta	Royal Engineering 10000 14th Avenue S.E. Calgary, Alberta T2C 1L9 Tel: 403.243.8888 Fax: 403.243.8889 www.royaleng.com
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1 Main Floor Plan
Scale: to fit (475)

Kystal Engineering <small>1000 - 10th Street SW, Pincher Creek, Alberta T0A 1A0</small>	
PINCHER CREEK Multi-Purpose Facility <small>1000 - 10th Street SW, Pincher Creek, Alberta</small>	
Project No. 2012-05	Drawn by JPH
Date May 20, 2012	Project Name Pincher Creek Multi-Purpose Facility
Scale 1/4" = 1'-0"	Sheet No. A1.01
existing - Floor Plan	



1 Detailed Plan
Scale: 1/16"

A1.02 detailed plan		DATE: May 20, 2012 SCALE: 1/16" = 1'-0" DRAWING NO.: 2012.15 PROJECT NAME:	SHEET NO.: TOTAL SHEETS:	PINCHER CREEK Multi-Purpose Facility Project: 2012.15	Kroyal Engineering 10000 15th Street, Suite 100 Denver, CO 80202 303.755.8800 www.kroyaleng.com
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				NEW	RENO	DEMO	\$	area	
								ft ²	m ²
	POOL	1,668,139	767,332	515,852	0				
1	dressing rooms		444,063			150	2960.6	275.0	
	women	0	0	0	0	0	1304.1	121.2	
	men	0	0	0	0	0	1205.0	111.9	
	new family	0	0	0	0	0	451.4	41.9	
2	bleachers		71,768			125	574.1	53.3	
	demolition								
3	waterslide and pool	401,204				250	1604.8	149.1	
4	mechanical and water treatment	182,777				300	609.3	56.6	
5	lifeguards	87,707				130	674.7	62.7	
6	front desk and office	95,644				120	797.0	74.0	
	MULTI-PURPOSE	1,768,849	267,985	197,077					
7	studio-1 / program space	236,247				120	1968.7	182.9	
8	studio-2 / program space	143,115				120	1192.6	110.8	
9	administration offices	212,959				120	1774.7	164.9	
10	washrooms / vending	106,192				130	816.9	75.9	
11	connector		70,908			200	639.4	59.4	
12	studio-3 / lease	197,077	197,077	197,077		120	1642.3	152.6	
	LIBRARY	761,269	292,796	0					
13	reading and research	251,695	251,695			125	2013.6	187.1	
14	storage	41,101	41,101			100	411.0	38.2	
	ICE RINK	14,666,572	399,827	1,791,847					
15	rink	9,090,305				225	28917.0	2686.5	
16	demolition and removal	6,506,320		1,791,847		75	23691.3	2219.6	
17	dressing rms / services	744,925				150	4966.2	461.4	
	ice making	1,500,000							
18	new lobby / north entry	339,090				120	2625.5	262.5	
19	existing dressing rms		399,827			150	2665.5	247.6	
	CURLING RINK	5,588,940	3,635,403	0	663,781				
20	new rink	2,582,001				200	12910.0	1199.4	
	demolition and removal (xst rink)			663,481		75	8846.4	821.9	
	demolition and removal (xst club)					75	2049.1	190.4	
21	ice making / services (west)	387,001		300		300	1290.0	119.8	
21	ice making / services (east)					300	960.3	89.2	
22	curling club (2 storeys)	666,401				120	2776.7	258.0	
	MAIN STREET	549,355	422,581						
23	arcade		422,581			200	2112.9	196.3	
24	landscaping								
	PARKING and ROADWAYS	850,844							
	parking	190 stalls							
	paving	654,495				75	93932.4	8726.6	
	CIVIL	1,500,000							
	TOTAL	27,353,967							

Proposal for
Conceptual Planning

April 2021

Prepared for:

Town of Pincher Creek/
Pincher Creek Golf Club

Pincher Creek, AB

- I. EXECUTIVE SUMMARY
- II. PROPOSAL APPROACH AND SCOPE OF WORK
- III. PROPOSAL COSTS AND SCHEDULE OF WORK
- IV. PROFESSIONAL QUALIFICATIONS



I. EXECUTIVE SUMMARY

Golf Design Services has been asked to submit a proposal to the **Town of Pincher Creek and the Pincher Creek Golf Club** with regard to the possible expansion of the golf course, to include the potential addition of residential lots and/ or relocation of the Town's curling facility on land currently in use by the golf course. Our company has been involved with many such planning initiatives over some 40 years in business, and we feel confident that we can offer the necessary expertise to ensure successful conceptual planning and analysis in this regard.

Our submission includes a proposed approach and scope of work, costs and projected schedule. We have included a past client list and references to help you assess our professional qualifications. We believe that our role would be to assist the Town of Pincher Creek by developing conceptual alternatives, developing order-of-magnitude budgets, and in evaluating the proposed conceptual ideas to best serve the needs of all the involved stakeholders, including:

- Develop proof of layout and order of magnitude cost projections for expansion of the golf club from 9 to 18 holes
- Develop conceptual alternatives of locating a four-sheet curling facility on land currently occupied by the golf course and evaluate the potential impacts on the golf course footprint and the golf course operations
- Develop conceptual alternatives for integrating a residential housing component on land currently used by the golf course and investigate the potential impacts to the golf course footprint and the golf course operations
- Provide conceptual plans which depict three options for the redevelopment of the Pincher Creek Golf Course and include:
 - i. An option for the 9-hole expansion of the golf course, redevelopment of the clubhouse facility, addition of a residential housing component on current golf course lands, and a footprint on which a four (4) sheet curling rink could be located on golf course lands
 - ii. An option for retaining the current 9-hole golf course operation including a footprint on which a four (4) sheet curling rink could be located and serviced by the current golf course food and beverage operations centre.
 - iii. An option which retains the current golf course clubhouse/ food and beverage operation, expands the golf course to 18-holes, and provides a footprint on which a four (4) sheet curling rink could be located on golf course lands and serviced by the current golf course food and beverage operations centre.

In this regard, we are pleased to submit the following proposal to the Town of Pincher Creek and the Pincher Creek Golf Club.

II. PROPOSAL APPROACH AND SCOPE OF WORK

- A. Establish Mapping - upon receiving your authorization to proceed, together with the appropriate contour mapping, we will set up a base map for plan development. Mapping should be in digital form (AutoCAD), and ideally will include accurate elevation data. Mapping will depict aerial photography, location of all golf features, buildings, property boundaries and any physical constraints associated with the property.
- B. Conceptual Alternatives – develop conceptual alternatives with regard to the following:
- i. Conceptual alternatives for the 9-hole expansion of the golf club
 - ii. Conceptual alternatives for location of curling rink on current golf course lands
 - iii. Conceptual alternatives for the potential location of residential housing within the existing golf course footprint
- C. Cost Projections/ Scheduling – evaluation of conceptual alternatives will require order of magnitude cost projections for use in the evaluation of various options as follows:
- Provide Order of Magnitude costing for individual plan elements with respect to the changes to the golf course
 - Develop a proposed construction sequence for use in analysis of various conceptual alternatives
- D. Master Concept Plan – in consultation with all stakeholders, utilize the most desirable elements of the conceptual alternatives to render a Master Concept Plan for the Pincher Creek Golf Club property

- Render Master Plan(s) depicting the consensus based, most appropriate options derived from the conceptual alternatives including the following options:
 - i. Option 1 – 9-hole expansion of the golf course, redevelopment of the clubhouse facility, addition of a residential housing component, and a footprint for a four (4) sheet curling rink
 - ii. Option 2 – Retain 9-hole golf course with the addition of a footprint for a four (4) sheet curling rink
 - iii. Option 3 – Retain the current clubhouse operation, expand the golf course to 18 holes, and provide a footprint on which a four (4) sheet curling rink could be located
- E. Additional GDS Services – Not included in this proposal are the following services that GDS can also provide with regard to implementation:
- Detailed Working (Construction) Drawings
 - Tender Document Preparation & Review/ Selection
 - Architectural Supervision
 - Project Management Services
 - Golf Course Construction Services

III. PROPOSAL COSTS AND SCHEDULE OF WORK

We propose to provide the following professional services described under Section II on the following fixed fee basis:

A. Base Map Creation	\$ [REDACTED]
B. Conceptual Alternatives	\$ [REDACTED]
C. Master Concept Plan	\$ [REDACTED]
E. Cost Projections/ Work Scheduling	\$ [REDACTED]

F. Disbursement Expenses

All expenses incurred by our company in the preparation and presentation of plans (up to **three** site visits) is **included** in the above fee structure. Disbursements and professional fees for other meetings such as environmental reasons, additional golf club e or municipal presentations, etc. will be billed at per diem rates.

G. Invoicing

Invoices will be submitted on a periodic basis for work completed based on the above milestones associated with the following schedule and are payable upon receipt.

H. Project Schedule¹

Base Map Creation	~ Apr/ May 2021
Conceptual Alternatives	~ Jun/Jul 2021
Master Concept Plan	~ Aug 2021
Cost Projections & Renovation Priorities	~ Sep 2021

PROPOSAL TOTAL

\$ [REDACTED]

¹ Suggested timelines only – subject to the direction of Town of Pincher Creek

² GST not included

IV. PROFESSIONAL QUALIFICATIONS

GDS Golf Design Services Ltd. was established in 1980 by partners Les Furber and Jim Eremko. Their design philosophy was influenced in part through their long association with Robert Trent Jones Sr., recognized as the “father” of modern golf course architecture.

GDS has designed and constructed more than sixty golf facilities in Canada, most recently the addition of a 19th ‘practice hole and tee renovations at the Ledgeview golf club in Abbotsford, BC, and the “Rotary Links at Wood Buffalo”, an 18-hole facility in Fort McMurray, AB, (9-holes opened in 2018, back nine currently under construction). GDS also sports a unique international portfolio, including the first modern day course in the Czech Republic (Karlstejn Resort), the first 18-hole course in Cuba (Varadero Golf Club), as well as golf facilities in the USA, Switzerland and Germany.

Additionally, we have planned and executed several nine-hole expansions of existing golf courses in southern Alberta, including the The Bridges at Claresholm (Claresholm, AB), Nanton Golf Club (Nanton, AB), Vulcan Golf Club (Vulcan, AB), and Hanna Golf Club (Hanna, AB). Some of our 18-hole designs in the immediate area include Lee Creek Valley Golf Club (Cardston, AB) and Picture Butte Golf Club (Picture Butte, AB).

Our objective is always to approach each project with a keen eye to assessing the goals of the project and working with the resources and budgets of the organization. This “one-size-does-not-fit-all” approach allows us to create quality golf experiences for a broad range of user groups.

Attached is a listing of GDS Projects. For more information, please visit our web site at www.gdsgolf.ca.

PROJECT LIST

DESIGN & CONSTRUCTION

<u>PROJECT</u>	<u>LOCATION</u>	<u>DESCRIPTION</u>
Balfour Golf Club	Balfour, BC	18 holes
Barrhead Golf Club	Barrhead, AB	18 holes
Belmont Golf Club	Langley, BC	18 holes
Bootleg Gap Golf Course	Kimberley, BC	27 holes
Carmoney Golf & CC	Calgary, AB	18 holes
Christina Lake Golf & CC	Grand Forks, BC	10 holes
Clarseholm Golf Club	Clarseholm, AB	9 holes
Crowsnest Pass Golf Club	Blairmore, AB	9 holes
Elbow Harbour Golf Club	Elbow, SK	18 holes
Evergreen Golf Club	Nipawin, SK	18 holes
Evergreen Golf Center	Lethbridge, AB	9 hole par 3
Fairwinds Golf Resort	Nanoose Bay, BC	18 holes
Fairview Mountain Golf Club	Oliver, BC	18 holes
Gallagher's Canyon (Pinnacle)	Kelowna, BC	9 holes
Garibaldi Springs Golf Course	Squamish, BC	18 holes
Gilwood Golf Club	Slave Lake, AB	9 holes + 9 hole expansion
Golden Golf Club	Golden, BC	9 holes
Glasgow Hills Golf Course	New Glasgow, PEI	18 holes
Gleneagles Golf & CC	Cochrane, AB	18 holes
Whitecourt Golf & Country Club	Whitecourt, AB	18 holes
Hanna Golf Club	Hanna, AB	18 holes
Hirsch Creek Golf Club	Kitimat, BC	9 holes
Hyde Mountain Golf Club	Sicamous, BC	18 holes
Ironhead Golf Club	Wabamum, AB	9 holes
Kelowna Springs	Kelowna, BC	18 holes
Kenogamisis Golf Club	Geraldton, Ont.	9 holes
Kerrobert Golf Club	Kerrobert, SK	9 holes
Land-O-Lakes Golf & CC	Coaldale, AB	18 holes
Lee Creek Valley Golf Club	Cardston, AB	18 holes

DESIGN & CONSTRUCTION (cont.)

<u>PROJECT</u>	<u>LOCATION</u>	<u>DESCRIPTION</u>
Links @ Penn Hills Golf Club	Shubenacadie, N.S.	18 holes
Mabel Lake Golf Resort	Mabel Lake/Enderby, BC	9 holes
Maple Ridge Golf Course	Calgary, AB	9 holes
Mayfair Lakes Golf Club	Richmond, BC	18 holes
Meadow Gardens Golf Club	Pitt Meadows, BC	18 holes
Minnewasta Golf & CC	Morden, MB	18 holes
Moon Lake Golf Club	Saskatoon, SK	27 holes
Morningstar Golf Club	Parksville, BC	18 holes
Myrtle Point Golf Club	Powell River, BC	18 holes
Nanton Golf Club	Nanton, AB	9 holes
Northlands Golf Club	North Vancouver, BC	18 holes
Okanagan Golf Resort (Quail)	Kelowna, BC	18 holes
Oak Island Golf Resort	Virden, MB	18 holes
Picture Butte Golf Club	Picture Butte, AB	18 holes
Predator Ridge Golf Resort	Vernon, BC	18 holes
Redstone Golf Resort	Rossland, BC	18 holes
Riverway Golf Club	Burnaby, BC	18 holes
Salmon Arm Golf Club	Salmon Arm, BC	27 holes
SilverTip Golf Resort	Canmore, AB	18 holes
St. Eugene Golf Resort	Cranbrook, BC	18 holes
Storey Creek Golf Club	Campbell River, BC	18 holes
The Links at Quarry Oaks	Steinbach, MB	27 holes
The Quarry Golf Course	Edmonton, AB	27 holes
Rotary Links @ Wood Buffalo	Ft. McMurray, AB	18 holes – under construction
The Springs at Radium Golf Club	Radium, BC	18 holes
Trickle Creek Golf Club	Kimberley, BC	18 holes
Westlock Golf Club	Westlock, AB	9 holes
Vintage Hills Golf Club	Westbank, BC	18 holes
Vulcan Golf Club	Vulcan, AB	9 holes
York Lake Golf Club	Yorkton, SK	9 holes

REFERENCES:

Mr. Sheldon Reinhart

General Manager

Elmwood Golf Club

2015 Hillcrest Drive

Swift Current, SK

S9H 3V8

Phone: (306) 778-4653

* *Primary Contact during current renovation project 2014-2018*

Mr. Darren Cooke

Director of Golf

Canmore Golf & Curling Club

2000 - 8th Avenue

Canmore, AB, T1W 1Y2

Phone: (403) 678-4785

* *Primary contact during Long Range Planning project 2003-present*

TOWN OF PINCHER CREEK

REQUEST FOR DECISION

Council

SUBJECT: 2021 Property Tax Bylaw #1620-21	
PRESENTED BY: Wendy Catonio, Director of Finance and Human Resources	DATE OF MEETING: 4/26/2021

PURPOSE:

For Council to receive and pass the 2021 Property Tax Bylaw #1620-21, which will authorize administration to process the 2021 property tax levies.

RECOMMENDATION:

That Council for the Town of Pincher Creek That Council for the Town of Pincher Creek agree to give Bylaw No. 1620-21, 2021 Property Tax Bylaw, first reading.

That Council for the Town of Pincher Creek agree to give Bylaw No. 1620-21, 2021 Property Tax Bylaw, second reading.

That Council for the Town of Pincher Creek unanimously agree to present Bylaw No. 1620-21, 2021 Property Tax Bylaw, for third reading.

That Council for the Town of Pincher Creek agree to give Bylaw No. 1620-21, 2021 Property Tax Bylaw, third and final reading and that a copy of which be attached hereto and form part of the minutes.

BACKGROUND/HISTORY:

The Town is required to pass a property tax bylaw each year which determines the revenue necessary to meet the current municipal budget, school requisitions, Crestview Lodge requisition, and the Government of Alberta Requisition for Designated Industrial Properties including linear property. All readings of this bylaw are required in order for the tax notices to be mailed later in April or early May.

ALTERNATIVES:

That Council for the Town of Pincher Creek request further information and direct administration to bring the 2021 Property Tax Bylaw to a future Council Meeting.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

None at this time.

FINANCIAL IMPLICATIONS:

The breakdown of requisitions and municipal revenue is outlined in the attached bylaw. There is NO municipal tax increase for 2021.

The 2021 requisitions for schools and the Crestview Lodge that the Town of Pincher Creek collects on behalf of other organizations increased approximately 2% over the 2020 requisitions:

The Town also has 2021 expenditures for the Pincher Creek Emergency Services Commission \$431,454 and new last year for the RCMP \$108,717..

PUBLIC RELATIONS IMPLICATIONS:

The mill rate bylaw provides information to the Ratepayer's of Pincher Creek regarding the requisitions and municipal requirements of the Town.

ATTACHMENTS:

2021 PROPERTY TAX BYLAW #1620-21 DRAFT - 2638

CONCLUSION/SUMMARY:

Administration recommends the passing of this bylaw as pursuant to Section 353 of the Municipal Government Act, council must pass a property tax bylaw annually.

Signatures:

Department Head:

Wendy Catonio

CAO:

Laurie Wilgosh



**TOWN OF PINCHER CREEK
2021 Property Tax Bylaw # 1620-21**

A BYLAW TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY WITHIN THE TOWN OF PINCHER CREEK FOR THE 2021 TAXATION YEAR

WHEREAS, the Town of Pincher Creek has prepared and adopted detailed estimates of municipal revenue, expenses and expenditures as required, at the Council meeting held on December 14, 2020 and April 12, 2021;

WHEREAS, the estimated municipal revenues from all sources other than property taxation total **5,131,858** and:

WHEREAS, the estimated municipal expenses (excluding non-cash items) set out in the annual budget for the Town of Pincher Creek for 2021 total **9,667,388**; and the balance of **4,535,530** is to be raised by general municipal property taxation

WHEREAS, the estimated amount required to repay principal debt to be raised by general municipal taxation is **191,220** and;

WHEREAS, the estimated amount required for current year capital expenditures to be raised by general municipal taxation is **NIL** and;

WHEREAS, the estimated amount required from future financial plans to be raised by municipal taxation is **1,185,310** and

WHEREAS, the estimated amount transferred from reserves is **1,220,159** and

THEREFORE the total amount to be raised by general municipal taxation is **4,691,901** and

WHEREAS, the requisitions are:

Alberta School Foundation Fund

- Residential & Farmland	652,474
- Non-residential	379,950

Holy Spirit RCSR 4

- Residential & Farmland	226,128
- Non Residential	42,942

Pincher Creek Foundation – Crestview Lodge	97,003
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Designated Industrial Properties	438
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**TOWN OF PINCHER CREEK
2021 Property Tax Bylaw # 1620-21**

WHEREAS, the Council of the Town of Pincher Creek is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property, subject to the Municipal Government Act, Chapter M-26, Revised Status of Alberta; 2000, and

WHEREAS, the assessed value of all property in the Town of Pincher Creek as shown on the assessment roll is:

Residential and Farmland	337,417,180
Non-Residential	<u>110,688,630</u>
 Total Assessment	 <u>448,105,810</u>

NOW THEREFORE, under the authority of the *Municipal Government Act*, the Council of the Town of Pincher Creek, in the Province of Alberta, enacts as follows:

1. That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property as shown on the assessment roll of the Town of Pincher Creek:

	<u>Tax Levy</u>	<u>Assessment</u>	<u>Tax Rate</u>
General Municipal			
Residential & Farmland	3,320,657	337,417,180	0.0098414
Non-residential	<u>1,371,244</u>	<u>110,688,630</u>	0.0123883
Total	<u>4,691,901</u>	<u>448,105,810</u>	
 ASFF (Residential & Farmland)	 654,184	 251,029,792	 0.0026060
ASFF (Non-Residential)	<u>380,934</u>	<u>96,568,610</u>	0.0039447
Totals	<u>1,035,118</u>	<u>347,598,402</u>	
 Holy Spirit RCSR 4			
Residential & Farmland	224,428	86,119,788	0.0026060
Non Residential	<u>41,958</u>	<u>10,636,660</u>	0.0039447
Totals	<u>266,386</u>	<u>96,756,448</u>	
 Pincher Creek Foundation	 <u>96,997</u>	 <u>444,533,540</u>	 0.0002182
 Designated Industrial Properties	 <u>438</u>	 <u>5,720,210</u>	 0.0000766
Grand Totals	<u>6,090,840</u>		

**TOWN OF PINCHER CREEK
2021 Property Tax Bylaw # 1620-21**

2. This Bylaw comes into full force and effect upon the date of third and final reading.

READ A FIRST TIME this 26th day of April, 2021

MAYOR, Don Anderberg

CAO, Laurie Wilgosh

READ A SECOND TIME this 26th day of April, 2021

MAYOR, Don Anderberg

CAO, Laurie Wilgosh

GIVEN UNANIMOUS CONSENT TO GO TO THIRD READING this 26th day of April, 2021

MAYOR, Don Anderberg

CAO, Laurie Wilgosh

READ A THIRD TIME and finally passed this 26th day of April, 2021

MAYOR, Don Anderberg

CAO, Laurie Wilgosh

TOWN OF PINCHER CREEK

REQUEST FOR DECISION

Council

SUBJECT: 2020 Audited Consolidated Financial Statements	
PRESENTED BY: Wendy Catonio, Director of Finance and Human Resources	DATE OF MEETING: 4/26/2021

PURPOSE:

To approve the 2020 Audited Consolidated Financial Statements.

RECOMMENDATION:

That Council for the Town of Pincher Creek That Council for the Town of Pincher Creek approve the 2020 Audited Consolidated Financial Statements and Auditor's Report and a copy of these Financial Statements be attached hereto and form part of the minutes; and that the Financial Information Return for the year ended December 31, 2020 be forwarded to Alberta Municipal Affairs; and that the Corporate Tax Return for the year ending December 31, 2020 be forwarded to Canada Revenue Agency; and that the Financial Statements be made available to the public through advertisement.

BACKGROUND/HISTORY:

As per the Municipal Government Act Revised Statutes of Alberta 2000 Chapter M-26 January 1, 2018, section 276

- (1) "Each municipality must prepare annual financial statements..."
- (3) "Each municipality must make its financial statements, or a summary of them, and the auditor's report of the financial statements available to the public in the manner the council considers appropriate by May 1 of the year following the year for which the financial statements have been prepared."

Derek Taylor CPA, CA from KPMG LLP, the Town's appointed auditors, presented for review the draft December 31, 2020 Consolidated Financial Statements on April 7, 2021.

ALTERNATIVES:

That Council for the Town of Pincher Creek accept the 2020 Audited Consolidated Financial Statements as information.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

As per the 2018 – 2022 Strategic Plan, Council values effective communication. Approving the financial statements prior to May 1 every year, contributes to effective communication with the public.

FINANCIAL IMPLICATIONS:

As per MGA section 276, this is a requirement so the auditor’s fees are included in the budget every year.

PUBLIC RELATIONS IMPLICATIONS:

The 2020 Audited Consolidated Financial Statements will be made available to the public at the Town office and on the Town of Pincher Creek’s website. There will be an advertisement in the local media and Town website explaining their availability.

ATTACHMENTS:

- 2020 Financial Statements - 2619
- Town of Pincher Creek 2020 FS - DRAFT - 2619

CONCLUSION/SUMMARY:

Administration recommends approving the 2020 Audited Year Consolidated Financial Statements.

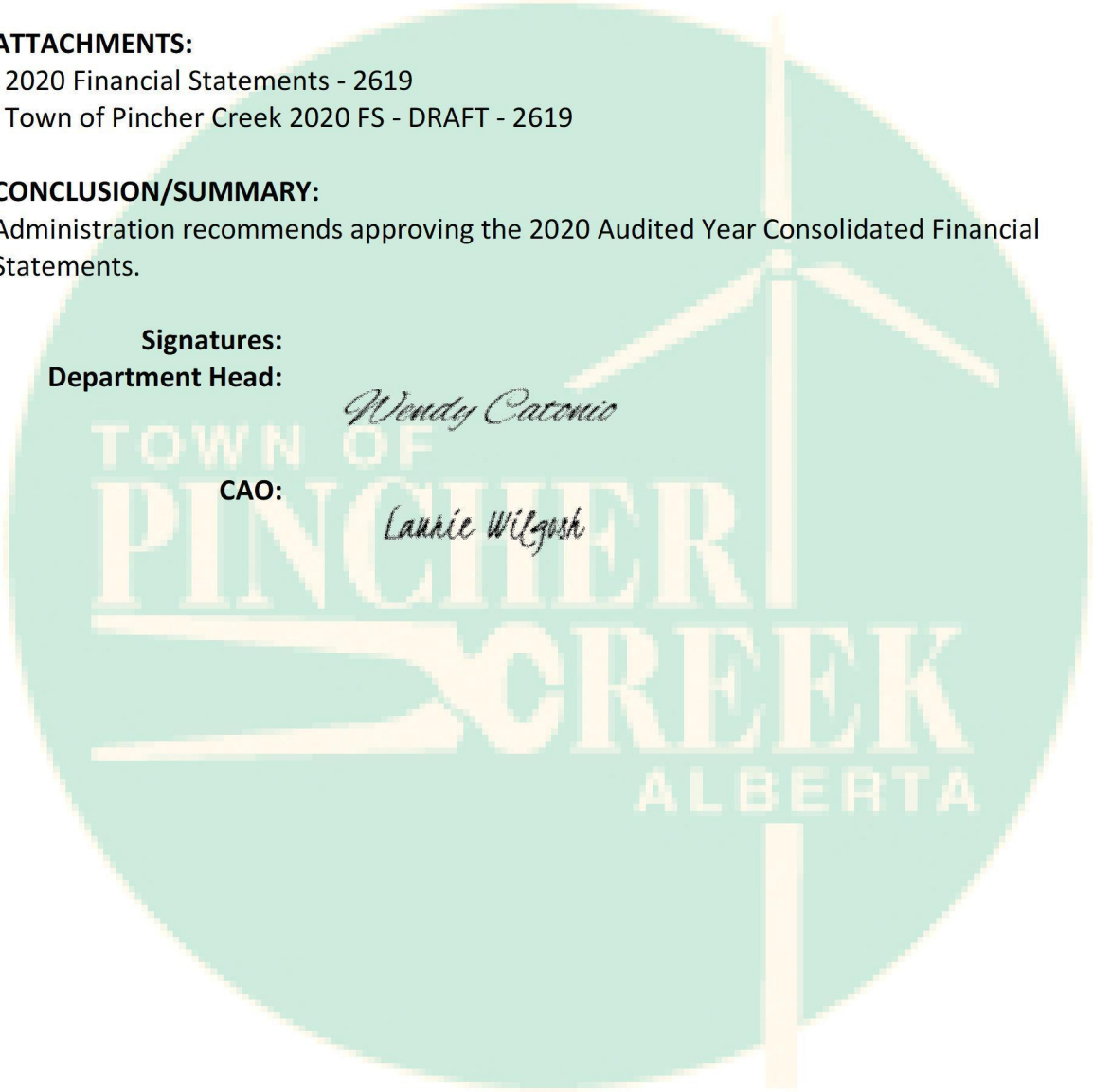
Signatures:

Department Head:

Wendy Catonio

CAO:

Laurie Wilgosh



Consolidated Financial Statements of

**TOWN OF PINCHER
CREEK**

And Independent Auditors' Report thereon

Year ended December 31, 2020



KPMG LLP
3410 Fairway Plaza Road South
Lethbridge AB T1K 7T5
Canada
Tel 403-380-5700
Fax 403-380-5760

INDEPENDENT AUDITORS' REPORT

To the Mayor and Members of Council of the Town of Pincher Creek

Opinion

We have audited the consolidated financial statements of Town of Pincher Creek (the "Town"), which comprise:

- the consolidated statement of financial position as at December 31, 2020
- the consolidated statement of operations for the year then ended
- the consolidated statement of changes in net financial assets for the year then ended
- the consolidated statement of cash flows for the year then ended
- and notes to the consolidated financial statements, including a summary of significant accounting policies

(Hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements present fairly, in all material respects, the consolidated financial position of the Town as at December 31, 2020, and its consolidated results of operations, changes in net financial assets, and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the "***Auditors' Responsibilities for the Audit of the Financial Statements***" section of our auditors' report.

We are independent of the Town in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.



Other Information

Management is responsible for the other information. Other information comprises:

- the information, other than the financial statements and the auditors' report thereon, included in the *Annual Report*. The *Annual Report* is expected to be made available to us after the date of the auditors' report.

Our opinion on the financial statements does not cover the other information and we do not and will not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information identified above and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit and remain alert for indications that the other information appears to be materially misstated.

When we read the *Annual Report*, if we conclude that there is a material misstatement of this other information, we are required to report the matter to those charged with governance.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Town's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Town or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Town's financial reporting process.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.



As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Town's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Town to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represents the underlying transactions and events in a manner that achieves fair presentation.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

A handwritten signature in black ink that reads 'KPMG LLP'. The signature is written in a cursive, slightly slanted style. Below the signature is a horizontal line that starts under the 'K' and ends under the 'P', with a small upward tick at the end.

Lethbridge, Canada

April 7, 2021

TOWN OF PINCHER CREEK

Consolidated Statement of Financial Position

December 31, 2020, with comparative information for 2019

	2020	2019
Financial Assets:		
Cash and short-term investments (note 3)	\$ 2,120,958	\$ 1,316,697
Taxes and grants in place of taxes (note 4)	330,227	252,453
Trade and other receivables (note 5)	2,561,032	2,273,834
Land held for resale	401,816	407,853
Investments and marketable securities (note 6)	7,371,902	7,476,688
	<u>12,785,935</u>	<u>11,727,525</u>
Financial Liabilities:		
Accounts payable and accrued liabilities	1,078,764	1,320,990
Deposits	88,984	80,586
Deferred revenue (note 7)	1,314,499	952,789
Debt (note 8)	3,890,035	2,022,086
	<u>6,372,282</u>	<u>4,376,451</u>
Net financial assets	<u>6,413,653</u>	<u>7,351,074</u>
Non-Financial Assets:		
Prepaid expenses	115,552	135,540
Inventory for consumption	290,260	328,674
Tangible capital assets (Schedule 6)	47,565,597	45,315,881
	<u>47,971,409</u>	<u>45,780,095</u>
Commitments (note 14)		
Contingent liabilities (note 16)		
Accumulated surplus (note 10 and Schedule 3)	<u>\$ 54,385,062</u>	<u>\$ 53,131,169</u>

See accompanying notes to consolidated financial statements.

TOWN OF PINCHER CREEK

Consolidated Statement of Operations

Year ended December 31, 2020, with comparative information for 2019

	Budget	2020	2019
Revenue:			
Net municipal property taxes (Schedule 4)	\$ 4,266,176	\$ 4,331,558	\$ 4,392,343
User fees and sales of goods	1,993,274	2,068,743	2,129,054
Government transfers for operating (Schedule 1)	1,192,153	1,747,097	1,120,553
Franchise fees and concession contracts	825,050	837,684	825,133
Rentals	752,948	635,604	651,665
Investment income	220,860	249,158	298,500
Penalties and cost of taxes	92,100	92,581	111,050
Licenses and permits	93,600	106,863	104,633
Other	191,289	113,037	114,591
Total revenue	9,627,450	10,182,325	9,747,522
Expenses (Schedule 5):			
Legislative	297,464	275,044	346,389
Administration	878,045	871,265	960,688
Protective services	830,368	837,424	908,738
Roads, streets, walks and lighting	1,255,944	1,261,257	1,313,247
Water supply and distribution	1,132,828	1,190,188	1,062,981
Wastewater treatment and disposal	785,617	775,209	797,350
Waste management	552,393	459,550	474,545
Public health and welfare services	344,389	309,053	363,531
Planning and development	701,172	581,546	451,129
Recreation and culture	3,403,703	3,201,924	3,454,610
Other	74,693	44,896	39,491
Total expenses	10,256,616	9,807,356	10,172,699
Excess (deficiency) of revenue over expenses from operations	(629,166)	374,969	(425,177)
Government transfers for capital (Schedule 1)	5,031,615	882,844	2,548,937
Gain (loss) on disposal of tangible capital assets	500	(3,920)	43,478
	5,032,115	878,924	2,592,415
Excess of revenues over expenses	4,402,949	1,253,893	2,167,238
Accumulated surplus, beginning of year	53,131,169	53,131,169	50,963,931
Accumulated surplus, end of year	\$ 57,534,118	\$ 54,385,062	\$ 53,131,169

See accompanying notes to consolidated financial statements.

TOWN OF PINCHER CREEK

Consolidated Statement of Changes in Net Financial Assets

Year ended December 31, 2020, with comparative information for 2019

	Budget	2020	2019
Excess of revenue over expenses	\$ 4,402,949	\$ 1,253,893	\$ 2,167,238
Acquisition of tangible capital assets	(7,292,048)	(4,120,390)	(5,684,819)
Amortization of tangible capital assets	1,250,706	1,675,854	1,607,932
Contributed assets	-	-	-
Loss (gain) on sale on tangible capital assets	-	3,920	75,182
Proceeds on sale on tangible capital assets	-	190,900	142,424
Net change in prepaid expense	-	19,988	(6,700)
Net change in inventory for consumption	-	38,414	(36,918)
Assets transferred to land held for resale	-	-	125,000
Change in net financial assets	(1,638,393)	(937,421)	(1,610,661)
Net financial assets, beginning of year	7,351,074	7,351,074	8,961,735
Net financial assets, end of year	\$ 5,712,681	\$ 6,413,653	\$ 7,351,074

See accompanying notes to consolidated financial statements.

TOWN OF PINCHER CREEK

Consolidated Statement of Cash Flows

Year ended December 31, 2020, with comparative information for 2019

	2020	2019
Cash provided by (used in):		
Operating activities:		
Excess of revenue over expenses	\$ 1,253,893	\$ 2,167,238
Non-cash items included in excess of revenue over expenses:		
Amortization of tangible capital assets	1,675,854	1,607,932
Loss (gain) on sale of tangible capital assets	3,920	75,182
	<u>2,933,667</u>	<u>3,850,352</u>
Changes in non-cash assets and liabilities:		
Taxes and grants in place of taxes	(77,774)	(7,347)
Trade and other receivables	(287,198)	(605,822)
Land held for resale	6,037	(125,000)
Prepaid expenses	19,988	(6,700)
Accounts payable and accrued liabilities	(242,226)	184,846
Deferred revenue	361,710	(869,632)
Deposits	8,398	8,965
Inventory for consumption	38,414	(36,918)
	<u>2,761,016</u>	<u>2,392,744</u>
Capital activities:		
Acquisition of tangible capital assets	(4,120,390)	(5,684,819)
Proceeds on disposal of tangible capital assets	190,900	142,424
Asset transferred to land held for resale	-	125,000
	<u>(3,929,490)</u>	<u>(5,417,395)</u>
Investing activities:		
Decrease in investments	104,786	1,198,937
Financing activities:		
Payments on long-term debt	(118,715)	(113,151)
Increase in long term debt	1,986,664	-
	<u>1,867,949</u>	<u>(113,151)</u>
Increase (decrease) in cash and short-term investments	804,261	(1,938,865)
Cash and short-term investments, beginning of year	1,316,697	3,255,562
Cash and short-term investments, end of year	<u>\$ 2,120,958</u>	<u>\$ 1,316,697</u>

See accompanying notes to consolidated financial statements.

TOWN OF PINCHER CREEK

Notes to Consolidated Financial Statements

Year ended December 31, 2020

1. Significant accounting policies:

The consolidated financial statements of the Town of Pincher Creek (the "Town") are the representations of management prepared in accordance with Canadian Public Sector Accounting Standards. Significant aspects of the accounting policies adopted by the Town are as follows:

(a) Reporting entity:

The consolidated financial statements reflect the assets, liabilities, revenue and expenses, changes in accumulated surplus and change in financial position of the reporting entity. This entity is comprised of the municipal operations plus all of the organizations that are owned or controlled by the municipality and are, therefore, accountable to the Council for the administration of their financial affairs and resources. Included with the Town is the Pincher Creek Community Early Learning Centre Ltd.

The schedule of taxes levied also includes requisitions for education, health, social and other external organizations that are not part of the municipal reporting entity.

The statements exclude trust assets that are administered for the benefit of external parties. Interdepartmental and organizational transactions and balances are eliminated.

(b) Basis of accounting:

The financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting records revenue as it is earned and measurable. Expenses are recognized as they are incurred and measurable based upon receipt of goods or services and/or the legal obligation to pay.

Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

Government transfers, contributions and other amounts are received from third parties pursuant to legislation, regulation or agreement and may only be used for certain programs, in the completion of specific work, or for the purchase of tangible capital assets. In addition, certain user charges and fees are collected for which the related services have yet to be performed. Revenue is recognized in the period when the related expenses are incurred, services performed or the tangible capital assets are acquired.

TOWN OF PINCHER CREEK

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2020

1. Significant accounting policies (continued):

(c) Cash and temporary investments:

Cash and temporary investments includes cash on hand and short-term deposits, which are highly liquid with original maturities of less than three months from the date of acquisition.

(d) Investments:

Investments are recorded at amortized cost. Investment premiums and discounts are amortized over the term of the respective investments. When there has been a loss in value that is other than a temporary decline, the respective investment is written down to recognize the loss.

(e) Government transfers:

Government transfers are the transfer of assets from senior levels of government that are not the result of an exchange transaction, are not expected to be repaid in the future, or the result of a direct financial return.

Government transfers are recognized in the financial statements as revenue in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be determined.

(f) Inventories for resale:

Land inventory held for resale is recorded as the lower of cost or net realizable value. Cost includes costs for land acquisition and improvements required to prepare the land for servicing such as clearing, stripping and leveling. Related development costs incurred to provide infrastructure such as water and wastewater services, roads, sidewalks and street lighting are recorded as tangible capital assets under their respective function.

(g) Contaminated sites liability:

Contaminated sites are a result of contamination being introduced into air, soil, water or sediment of a chemical, organic or radioactive or live organism that exceeds an environmental standard. The liability is recorded net of any expected recoveries. A liability for remediation of a contaminated site is recognized when a site is not in productive use and is management's estimate of the cost of post-remediation including operation, maintenance and monitoring.

TOWN OF PINCHER CREEK

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2020

1. Significant accounting policies (continued):

(h) Requisition over-levy and under-levy:

Over-levies and under-levies arise from the difference between the actual property tax levy made to cover each requisition and the actual amount requisitioned.

If the actual levy exceeds the requisition, the over-levy is accrued as a liability and property tax revenue is reduced. Where the actual levy is less than the requisition amount, the under-levy is accrued as a receivable and as property tax revenue.

Requisition tax rates in the subsequent year are adjusted for any over-levies or under-levies of the prior year.

(i) Non-financial assets:

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations.

i. Tangible capital assets:

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets is amortized on a straight-line basis over the estimated useful life as follows:

Assets	Years
Buildings	15 - 50
Land improvements	15 - 60
Engineered structures	20 - 98
Machinery and equipment	5 - 10
Vehicles	10

Assets under construction are not amortized until the asset is available for productive use.

TOWN OF PINCHER CREEK

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2020

1. Significant accounting policies (continued):

(i) Non-financial assets (continued):

ii. Contribution of tangible capital assets:

Tangible capital assets received as contributions are recorded at fair value at the date of receipt and also are recorded as revenue.

iii. Inventories:

Inventories held for consumption are recorded at the lower of cost and replacement cost.

iv. Asset impairment:

Tangible capital assets are written down when conditions indicate that they no longer contribute to the Town's ability to provide goods and services, or when the value of the future economic benefits associated with the tangible capital asset are less than their book value. The net write downs are accounted for as an expense.

(j) Use of estimates:

The preparation of financial statements in conformity with Canadian Public Sector Accounting Standards requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenses during the period. Where measurement uncertainty exists, the financial statements have been prepared within reasonable limits of materiality. Significant areas subject to such estimates and assumptions include the estimated useful life of tangible capital assets, taxes and grants in place of taxes, and land held for resale. Actual results could differ from those estimates.

2. Recent accounting pronouncements:

The following summarizes the upcoming changes to the Public Sector Accounting Standards by the Public Sector Accounting Standards Board (PSAB). In 2020, the Town will continue to assess the impact and prepare for the adoption of these standards. While the timing of standard adoption can vary, certain standards must be adopted concurrently.

TOWN OF PINCHER CREEK

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2020

2. Recent accounting pronouncements (continued):

(a) PS 1201- Financial Statement Presentation:

The implementation of this standard requires a new statement of re-measurement gains and losses separate from the statement of operations. This new statement will include the unrealized gains and losses arising from the re-measurement of financial instruments and items denominated in foreign currency. This standard is effective for fiscal years beginning on or after April 1, 2022.

(b) PS 3450- Financial Instruments:

This section establishes recognition, measurement, and disclosure requirements for derivative and non-derivative instruments. The standard requires fair value measurements of derivative instruments and equity instruments; all other financial instruments can be measured at either cost or fair value depending upon elections made by the government. Unrealized gains and losses will be presented on the new statement of re-measurement gains and losses arising from the adoption of PS 1201. There will also be a requirement to disclose the nature and extent of risks arising from financial instruments and clarification is given for the de-recognition of financial liabilities. As the Town does not invest in derivatives or equity instruments based on its investment policy, it is anticipated that the adoption of this standard will have a minimal impact on the Town. This standard is effective for fiscal years beginning on or after April 1, 2022.

(c) PS 2601 - Foreign Currency Translation:

This section establishes guidance on the recognition, measurement, presentation and disclosure of assets and liabilities denominated in foreign currencies. The section requires monetary assets and liabilities, denominated in a foreign currency and non-monetary items valued at fair value, denominated in a foreign currency to be adjusted to reflect the exchange rates in effect at the financial statement date. The resulting unrealized gains and losses are to be presented in the new statement of re-measurement gains and losses. This standard is effective for fiscal years beginning on or after April 1, 2022.

TOWN OF PINCHER CREEK

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2020

2. Recent accounting pronouncements (continued):

(d) PS 3041 - Portfolio Investments:

This section removes the distinction between temporary and portfolio investments and provides additional guidance on recognition, measurement, presentation and disclosure of these types of investments. Upon adoption of this section and PS 3450, PS 3040 - Portfolio Investments will no longer be applicable. This standard is effective for fiscal years beginning on or after April 1, 2022.

The requirements in PS 1201, PS 3450, PS 2601 and PS 3041 are required to be implemented at the same time.

Management has indicated that the impact of the adoption of this standard is being evaluated and it is not known or reasonably estimable at this time.

(e) PS 3280 - Asset Retirement Obligations:

This section provides guidance on how to account for and report a liability for retirement of a tangible capital asset. This standard is effective for fiscal years beginning on or after April 1, 2022.

(f) PS 3400 - Revenue:

This section provides guidance on how to account for and report on revenue, specifically addressing revenue arising from exchange transactions and unilateral transactions. This standard is effective for fiscal years beginning on or after April 1, 2022.

3. Cash and short-term investments:

	2020	2019
Cash	\$ 1,815,077	\$ 1,316,797
Short-term investments	305,881	-
	<u>\$ 2,120,958</u>	<u>\$ 1,316,797</u>

TOWN OF PINCHER CREEK

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2020

4. Taxes and grants in place of taxes:

	2020	2019
Taxes and grants in place of taxes:		
Current taxes and grants in place of taxes	\$ 224,433	\$ 183,506
Arrears taxes	105,794	68,947
	<u>\$ 330,227</u>	<u>\$ 252,453</u>

5. Trade and other receivables:

	2020	2019
Local improvement levies	\$ 875,474	\$ 916,483
Trade accounts	751,892	680,959
Goods and services tax recoverable	39,242	65,954
Due from provincial government	894,424	289,716
Due from federal government	-	320,722
	<u>\$ 2,561,032</u>	<u>\$ 2,273,834</u>

TOWN OF PINCHER CREEK

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2020

6. Investments and marketable securities:

	2020		2019	
	Cost	Market value	Cost	Market value
CIBC Wood Gundy:				
Fixed income securities (due 2020 - 2031)	\$ 3,380,312	\$ 3,486,444	\$ 2,195,231	\$ 2,234,015
Bank of Nova Scotia - balance protected (due 2022)	-	-	685,400	685,194
Bank of Montreal - balance protected (due 2022)	662,300	651,001	598,500	610,685
National Bank of Canada - balance protected (due 2025)	-	-	720,099	719,689
BMO Wealth Management:				
Fixed income securities (due 2022-2029)	3,101,982	3,429,217	3,101,981	3,266,723
Other:				
Accrued investment interest	227,308	227,308	175,475	175,475
Alberta Municipal Financing Corporation	-	-	20	20
	\$ 7,371,902	\$ 7,793,970	\$ 7,476,688	\$ 7,691,801

TOWN OF PINCHER CREEK

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2020

7. Deferred revenue:

	2020	2019
Deferred revenue, beginning of year	\$ 952,789	\$ 1,822,422
Funds received in the year:		
Operating	810,823	317,922
Capital	4,378	1,157,334
	815,201	1,475,256
Amounts recognized in revenue during the year:		
Operating	(368,797)	(433,639)
Capital	(84,694)	(1,911,250)
	(453,491)	(2,344,889)
Deferred revenue, end of year	\$ 1,314,499	\$ 952,789
Deferred revenue is comprised of:		
Operating:		
Municipal Sustainability Initiative	\$ -	\$ 32,169
MOST grant	115,102	-
Economic Development	47,306	82,777
Prepaid property tax	42,180	29,709
Other	4,520	6,912
Capital:		
Municipal Sustainability Initiative	-	39,669
Alberta Community Resilience	748,877	761,553
Other federal grants	356,514	-
	\$ 1,314,499	\$ 952,789

TOWN OF PINCHER CREEK

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2020

8. Debt:

	2020	2019
Debenture tax supported	\$ 972,875	\$ 1,034,616
Other supported debentures	930,495	987,470
Bankers acceptance loan	1,986,665	-
	3,890,035	2,022,086
Current portion	(124,554)	(118,715)
Bankers acceptance repayable	(1,986,665)	-
	\$ 1,778,816	\$ 1,903,371

Principal and interest repayments are as follows:

	Principal	Interest	Total
2021	\$ 2,111,219	\$ 90,981	\$ 2,202,200
2022	130,680	84,855	215,535
2023	137,107	78,428	215,535
2024	143,852	71,683	215,535
2025	150,928	64,607	215,535
Thereafter	1,216,249	222,580	1,438,829
	\$ 3,890,035	\$ 613,134	\$ 4,503,169

Debenture debt is repayable to Alberta Municipal Financing Corporation and bears interest at the rates of 4.59% to 5% per annum, before Provincial subsidy, and matures in 2032. Debenture debt is issued on the credit and security of the Town at large.

Interest payments on long-term debt amounted to \$96,400 (2018 - \$101,984).

The Town has an authorized demand bankers acceptance loan up to a maximum of \$4,000,000 bearing interest at 2.29%. As at December 31, 2020, the balance outstanding was \$1,986,665.

TOWN OF PINCHER CREEK

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2020

9. Accumulated surplus

Accumulated surplus consist of restricted and unrestricted amounts and equity in tangible capital assets as follows:

	2020	2019
Unrestricted surplus	\$ 856,275	\$ 757,221
Restricted surplus:		
Operating:		
Municipal income stabilization	898,265	673,161
Early learning centre	494,129	494,129
Legislative	41,160	30,660
Disaster services	13,402	7,933
Capital:		
Legislative and administration	1,160,410	1,539,359
Protective services	99,918	109,629
Equipment	92,744	10,775
Streets	85,843	165,636
Utilities	3,098,082	3,019,419
Cemetery	34,407	18,223
Land development	161,341	-
Garbage	-	161,729
Pool	52,680	-
Arena building	2,692,515	2,442,514
General parks	107,815	83,425
Cultural	60,664	61,521
General sportsfield	137,377	134,877
Community recreation centre building	122,473	127,163
PC early learning center	500,000	-
	9,853,225	9,080,153
Equity in tangible capital assets	43,675,562	43,293,795
	\$ 54,385,062	\$ 53,131,169

TOWN OF PINCHER CREEK

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2020

9. Accumulated surplus(continued):

	2020	2019
Equity in tangible capital assets:		
Tangible capital assets (Schedule 6)	\$ 83,959,175	\$ 80,298,197
Accumulated amortization (Schedule 6)	(36,393,578)	(34,982,316)
Loans related to capital assets	(3,890,035)	(2,022,086)
	<u>\$ 43,675,562</u>	<u>\$ 43,293,795</u>

10. Debt limits:

Section 276(2) of the Municipal Government Act requires that debt and debt limits as defined by Alberta Regulation 255/2000 for the Town be disclosed as follows:

	2020	2019
Total debt limit	\$ 15,273,488	\$ 14,621,283
Total debt	(3,890,035)	(2,022,086)
Amount of debt limit unused	<u>11,383,453</u>	<u>12,599,197</u>
Debt servicing limit	2,545,581	2,436,881
Debt servicing	(2,202,200)	(215,535)
Amount of debt servicing unused	<u>\$ 343,381</u>	<u>\$ 2,221,346</u>

The debt limit is calculated at 1.5 times revenue of the Town (as defined in Alberta Regulation 255/2000) and the debt service is calculated at 0.25 times such revenue. Incurring debt beyond these limitations requires approval by the Minister of Municipal Affairs. These thresholds are guidelines used by Alberta Municipal Affairs to identify municipalities that could be at financial risk if further debt is acquired. The calculation taken alone does not represent the financial stability of the Town. Rather, the financial statements must be interpreted as a whole.

TOWN OF PINCHER CREEK

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2020

11. Local Authorities Pension Plan:

The Town participates in a multi-employer defined pension plan. The plan is accounted for as a defined contribution plan.

Employees of the Town participate in the Local Authorities Pension Plan (LAPP), which is one of the plans covered by the Alberta Public Sector Pension Plans Act. The LAPP serves about 274,151 people and about 420 employers. The LAPP is financed by employer and employee contributions and investment earnings of the LAPP Fund.

Contributions for current service are recorded as expenditures in the year in which they become due.

The Town is required to make current service contributions to the LAPP of 9.39% (9.39% in 2019) of pensionable earnings up to the year's maximum pensionable earnings under the Canada Pension Plan and 13.84% (13.84% in 2019) on pensionable earnings above this amount. Employees of the Town are required to make current service contributions of 8.39% (8.39% in 2019) of pensionable salary up to the year's maximum pensionable salary and 12.84% (12.84% in 2019) on pensionable salary above this amount.

Total current service contributions by the Town to the LAPP in 2020 were \$218,545 (2019 - \$218,566). Total current service contributions by the employees of the Town to the LAPP in 2019 were \$197,105 (2019 - \$197,045).

LAPP reported a surplus of \$7.9 billion in 2019.

TOWN OF PINCHER CREEK

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2020

12. Segmented disclosure:

Segmented information has been identified based upon lines of service provided by the Town. Town services are provided by departments and their activities are reported by functional area in the body of the financial statements. The segmented information is presented in Schedule 2. Certain lines of service that have been separately disclosed in the segments information, along with the services they provide, are as follows:

(a) General government:

The mandate of general government includes all taxation, Council and administrative functional activities

(b) Protective services:

The mandate of Protective Services is to provide for the rescue and protection of people and property within the Town through effective and efficient management and coordination of emergency service systems and resources.

(c) Transportation services:

Transportation services is responsible for the delivery of municipal public works services related to the planning, development and maintenance of roadway systems, streets, walks and lighting.

(d) Planning and development:

Planning and development is responsible for the administration of residential, commercial, industrial and agricultural development services within the Town.

(e) Recreation and culture:

The recreation and culture department is responsible for operation and maintenance of parks, sports fields, recreation, community and cultural facilities within the Town.

(f) Environmental services:

Environmental services is responsible for water supply and distribution services within the Town, as well as wastewater treatment and disposal activities and waste management functions.

(g) Public health:

Public health provides funding for programs that support individuals, families, and communities. Programs and services are delivered through Family and Community Support Services.

Certain allocation methodologies are employed in the preparation of segmented financial information. Taxation and payments-in-lieu of taxes are allocated to the segments based on the segment's budgeted net expenditure. User charges and other revenue have been allocated to the segments based upon the segment that generated the revenue. Government transfers have been allocated to the segment based upon the purpose for which the transfer was made.

The accounting policies used in these segments are consistent with those followed in the preparation of the financial statements as disclosed in Note 1.

TOWN OF PINCHER CREEK

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2020

13. Salary and benefits disclosure:

Disclosure of salaries and benefits for elected municipal officials, the chief administrative officer and designated officers as required by Alberta Regulation 313/2000 is as follows:

	Salaries (i)	Benefits and Allowances (ii)	Total 2020	Total 2019
Mayor Anderberg	\$ 39,180	\$ 2,188	\$ 41,368	\$ 46,408
Councillor McGillivray	34,960	2,111	37,071	36,041
Councillor O'Rourke	20,130	3,126	23,256	27,083
Councillor Korbett	29,710	4,556	34,266	35,723
Councillor Jackson	25,325	2,242	27,567	26,723
Councillor Barber	23,375	4,298	27,673	32,177
Councillor Elliott	16,695	913	17,608	17,608
	189,375	19,434	208,809	221,763
Chief Administrative Officer	\$ 123,461	\$ 31,004	\$ 154,465	\$ 153,275

- i) Salary includes regular base pay. For Councillors, salary includes a monthly allowance to attend special events and per diem reimbursement for authorized meetings attended.
- ii) For non-elected officials, employers share of all employee benefits and contributions or payments made on behalf of employees including pension, health care, dental coverage, vision coverage, group life insurance, accidental disability and dismemberment insurance, and long and short-term plans as well as travel allowances.

Benefits and allowances also include the employer's share of the costs of additional taxable benefits including special leave with pay, financial planning services, retirement services, concessionary loans, travel allowances, car allowances, and club memberships.

TOWN OF PINCHER CREEK

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2020

14. Commitment:

The Town has committed up to \$1,250,000 of matching funds towards the construction of a new curling rink. This project had not begun by December 31, 2020.

15. Financial instruments:

The Town as part of its operations carries a number of financial instruments, such as cash and cash equivalents, accounts receivable, investments, accounts payable and accrued liabilities and long term debt. It is management's opinion that the Town is not exposed to significant interest, or currency risks arising from these financial instruments except as otherwise disclosed.

Unless otherwise noted, the fair value of these financial instruments approximates their carrying values.

i. Interest rate risk:

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. In seeking to minimize the risks from interest rate fluctuations, the Town manages exposure through its normal operating and financing activities.

ii. Credit concentration:

The Town is subject to credit risk with respect to taxes and grants in place of taxes receivable and trade and other receivables. Credit risk arises from the possibility that taxpayers and entities to which the Town provides services may experience financial difficulty and be unable to fulfill their obligations. The large number of diversity of taxpayers and customers minimizes the credit risk.

iii. Liquidity risk:

Liquidity risk is the risk that the Town will not be able to meet its financial obligations as they become due. The Town manages liquidity risk by continually monitoring actual and forecasted cash flows from operations and anticipated investing activities to ensure, as far as possible, that it will always have sufficient liquidity to meet its liabilities when due, under both normal and stressed conditions.

TOWN OF PINCHER CREEK

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2020

16. Contingent liabilities:

- i. The Town is a member of the Alberta Municipal Insurance Exchange (MUNIX). Under the terms of the membership, the Town could become liable for its proportionate share of any claim losses in excess of the funds held by exchange. Any liability incurred would be accounted for as a current transaction in the year the losses are determined.
- ii. The Town has been named as a defendant in a legal action surrounding a contract dispute with a construction contractor. The ultimate resolution of the claim is not determinable at this time.

17. Budget:

The budgeted information presented in these financial statements is based upon the 2020 operating and capital budgets. Amortization was not contemplated in development of the budget and, as such, has not been included.

18. Approval of financial statements:

Council and Management approved these financial statements.

19. Comparative information:

The financial statements have been reclassified, where applicable, to conform to the presentation used in the current year. The changes do not affect prior year earnings.

TOWN OF PINCHER CREEK

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2020

20. COVID-19 impact and contingency:

The World Health Organization declared a global pandemic for the COVID-19 disease on March 11, 2020. Consequently, on March 17, 2020, the Government of Alberta declared a state of public health emergency over the COVID-19 pandemic and enacted measures for its citizens and businesses to follow, intended to minimize the impact of the disease.

The current challenging economic climate may lead to adverse changes in cash flows, working capital levels and/or debt balances, which may also have a direct impact on the operating results and financial position of the Town in the future. The Town did not experience any significant financial implications in relation to the COVID-19 pandemic.

COVID-19 relief was provided to the Town in the form of the Municipal Operating Support Transfer ("MOST") grant received from the Province of Alberta in the amount of \$373,785, with \$259,313 being recognized into income in 2020.

There are also other factors which may present uncertainty over future cash flows, may cause significant changes to the assets or liabilities and may have a significant impact on future operations. An estimate of the financial effect of these items is not practicable at this time.

TOWN OF PINCHER CREEK

Schedule 1 - Schedule of Government Transfers

Year ended December 31, 2020, with comparative information for 2019

	Budget	2020	2019
Transfers for operating:			
Provincial government	\$ 728,196	\$ 608,573	\$ 699,244
Other municipal governments	443,457	1,138,524	417,793
Federal government	20,500	-	3,516
	1,192,153	1,747,097	1,120,553
Transfers for capital:			
Provincial government	5,031,615	882,844	2,285,199
Federal government	-	-	263,738
	5,031,615	882,844	2,548,937
Total government transfers	\$ 6,223,768	\$ 2,629,941	\$ 3,669,490

TOWN OF PINCHER CREEK

Schedule 2 - Schedule of Segmented Disclosures

Year ended December 31, 2020, with comparative information for 2019

	General government	Protective services	Transportation services	Environmental services	Public health services	Planning and development	Recreation and culture	Total 2020	Total 2019
Revenue:									
Net municipal taxes	\$ 4,331,558	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,331,558	\$ 4,392,343
User fees and sales of goods	-	-	4,906	1,657,367	10,850	140,150	255,470	2,068,743	2,129,054
Government transfers	14,583	10,500	243,053	18,834	169,393	61,328	2,112,250	2,629,941	3,669,490
Penalties and cost of taxes	70,952	14,854	-	6,775	-	-	-	92,581	111,050
Licenses and permits	57,040	1,823	-	-	-	48,000	-	106,863	104,633
Franchise and concession contracts	837,684	-	-	-	-	-	-	837,684	825,133
Rentals	3,660	272,567	800	92,458	65,556	88,746	111,817	635,604	651,665
Investment income	243,700	-	-	-	5,458	-	-	249,158	298,500
Other	488	58,981	398	4,785	-	-	48,385	113,037	114,591
	5,559,665	358,725	249,157	1,780,219	251,257	338,224	2,527,922	11,065,169	12,296,459
Expenses:									
Salaries, wages and benefits	692,987	250,964	392,046	729,965	120,729	236,488	1,391,328	3,814,507	4,117,915
Contracted and general services	313,509	220,847	312,845	677,491	40,168	318,211	671,846	2,554,917	2,462,920
Materials, goods, and utilities	49,204	46,403	254,764	324,138	9,180	26,848	374,042	1,084,579	1,203,039
Transfers to organizations	-	52,665	-	35,072	158,816	-	277,502	524,055	507,030
Interest on long-term debt	-	96,400	-	-	-	-	-	96,400	101,984
Other expenditures	34,392	-	-	-	-	-	2,981	37,373	44,548
Bank charges and interest	2,146	-	-	11,484	-	-	6,041	19,671	8,672
Amortization	60,627	149,294	299,183	688,722	4,462	-	473,566	1,675,854	1,607,932
Loss on disposal of tangible capital assets	-	-	-	-	-	-	-	-	118,659
	1,152,865	816,573	1,258,838	2,466,872	333,355	581,547	3,197,306	9,807,356	10,172,699
Excess (deficiency) of revenue over expenses before other	4,406,800	(457,848)	(1,009,681)	(686,653)	(82,098)	(243,323)	(669,384)	1,257,813	2,123,760
Other									
Contributed assets	-	-	-	-	-	-	-	-	-
Gain on disposal of tangible capital assets	-	-	(3,920)	-	-	-	-	(3,920)	43,478
	-	-	(3,920)	-	-	-	-	(3,920)	43,478
Excess (deficiency) of revenue over expenses	\$ 4,406,800	\$ (457,848)	\$ (1,013,601)	\$ (686,653)	\$ (82,098)	\$ (243,323)	\$ (669,384)	\$ 1,253,893	\$ 2,167,238

TOWN OF PINCHER CREEK

Schedule 3 - Schedule of Changes in Accumulated Surplus

Year ended December 31, 2020, with comparative information for 2019

	Unrestricted	Restricted surplus	Equity in tangible capital assets	2020	2019
Balance, beginning of year	\$ 757,221	\$ 9,080,153	\$ 43,293,795	\$ 53,131,169	\$ 50,963,931
Excess of revenues over expenses	1,253,893	-	-	1,253,893	2,167,238
Transferred from restricted surplus	1,432,942	(1,432,942)	-	-	-
Transferred to restricted surplus	(2,206,014)	2,206,014	-	-	-
Acquisition of tangible capital assets	(4,120,390)	-	4,120,390	-	-
Increase in debt	1,986,664	-	(1,986,664)	-	-
Net book value of tangible capital assets disposed	194,820	-	(194,820)	-	-
Amortization of tangible capital assets	1,675,854	-	(1,675,854)	-	-
Debt principal paid	(118,715)	-	118,715	-	-
Change in accumulated surplus	99,054	773,072	381,767	1,253,893	2,167,238
Balance, end of year	\$ 856,275	\$ 9,853,225	\$ 43,675,562	\$ 54,385,062	\$ 53,131,169

TOWN OF PINCHER CREEK

Schedule 4 - Schedule of Net Municipal Property Taxes

Year ended December 31, 2020, with comparative information for 2019

	Budget	2020	2019
General taxation:			
Real property tax	\$ 5,903,251	\$ 5,903,257	\$ 5,784,222
Linear property tax	97,819	97,819	98,365
Government grants in place of property taxes	49,493	49,493	50,483
Local improvement/special tax	23,642	23,641	23,935
	6,074,205	6,074,210	5,957,005
Requisitions:			
Alberta School Foundation Fund	1,030,517	1,005,653	946,979
Holy Spirit School Division	268,646	293,509	275,914
Crestview Lodge	95,473	95,473	92,028
Pincher Creek Emergency Services	275,591	275,591	249,263
Designated Industrial Property	455	-	478
Police	-	72,426	-
	1,670,682	1,742,652	1,564,662
Net municipal property tax	\$ 4,403,523	\$ 4,331,558	\$ 4,392,343

TOWN OF PINCHER CREEK

Schedule 5 - Schedule of Expenses by Object

Year ended December 31, 2020, with comparative information for 2019

	Budget	2020	2019
Salaries, wages and benefits	\$ 3,919,226	\$ 3,814,507	\$ 4,117,915
Contracted and general services	3,077,900	2,554,917	2,462,920
Materials, goods and utilities	1,194,135	1,084,579	1,203,039
Transfers to local boards and agencies	675,171	524,055	507,030
Interest on long-term debt	96,820	96,400	101,984
Other expenditures	22,353	37,373	44,548
Bank charges and short-term interest	20,306	19,671	8,672
Amortization	1,250,706	1,675,854	1,607,932
Loss on sale of tangible capital assets	-	-	118,659
Total expenses by object	\$ 10,256,617	\$ 9,807,356	\$ 10,172,699

TOWN OF PINCHER CREEK

Schedule 6 - Schedule of Tangible Capital Assets

Year ended December 31, 2020, with comparative information for 2019

	Land	Land improvements	Buildings	Engineered structures	Machinery and equipment	Vehicles	2020	2019
Cost:								
Balance, beginning of year	\$ 5,113,777	\$ 5,164,447	\$ 14,700,666	\$ 50,366,284	\$ 3,792,875	\$ 1,160,148	\$ 80,298,197	\$ 75,669,363
Acquisition of tangible capital assets	-	41,352	2,541,541	691,582	674,409	171,505	4,120,389	3,296,357
Construction in progress	-	296,308	(296,308)	-	-	-	-	2,388,462
Disposal of tangible capital assets	-	-	(58,004)	(21,922)	(379,485)	-	(459,411)	(1,055,985)
Balance, end of year	5,113,777	5,502,107	16,887,895	51,035,944	4,087,799	1,331,653	83,959,175	80,298,197
Accumulated amortization:								
Balance, beginning of year	-	2,373,367	8,527,759	21,595,125	1,988,088	497,977	34,982,316	34,087,765
Accumulated amortization on disposals	-	-	-	(18,350)	(246,243)	-	(264,592)	(713,381)
Amortization	-	209,997	413,017	733,546	227,590	91,702	1,675,854	1,607,932
Balance, end of year	-	2,583,364	8,940,776	22,310,321	1,969,435	589,679	36,393,578	34,982,316
Net book value of tangible capital assets	5,113,777	2,918,743	7,947,119	28,725,623	2,118,364	741,974	47,565,597	45,315,881
2019 Net book value of tangible capital assets	\$ 5,113,777	\$ 2,791,080	\$ 6,172,907	\$ 28,771,159	\$ 1,804,787	\$ 662,171	\$ 45,315,881	

Consolidated Financial Statements of

**TOWN OF PINCHER
CREEK**

And Independent Auditors' Report thereon

Year ended December 31, 2020

DRAFT

INDEPENDENT AUDITORS' REPORT

To the Mayor and Members of Council of the Town of Pincher Creek

Opinion

We have audited the consolidated financial statements of Town of Pincher Creek (the "Town"), which comprise:

- the consolidated statement of financial position as at December 31, 2020
- the consolidated statement of operations for the year then ended
- the consolidated statement of changes in net financial assets for the year then ended
- the consolidated statement of cash flows for the year then ended
- and notes to the consolidated financial statements, including a summary of significant accounting policies

(Hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements present fairly, in all material respects, the consolidated financial position of the Town as at December 31, 2019, and its consolidated results of operations, changes in net financial assets, and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the "***Auditors' Responsibilities for the Audit of the Financial Statements***" section of our auditors' report.

We are independent of the Town in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other Information

Management is responsible for the other information. Other information comprises:

- the information, other than the financial statements and the auditors' report thereon, included in the *Annual Report*. The *Annual Report* is expected to be made available to us after the date of the auditors' report.

Our opinion on the financial statements does not cover the other information and we do not and will not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information identified above and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit and remain alert for indications that the other information appears to be materially misstated.

When we read the *Annual Report*, if we conclude that there is a material misstatement of this other information, we are required to report the matter to those charged with governance.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Town's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Town or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Town's financial reporting process.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Town's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Town to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represents the underlying transactions and events in a manner that achieves fair presentation.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Lethbridge, Canada

TOWN OF PINCHER CREEK

Consolidated Balance Sheet

December 31, 2020, with comparative information for 2019

	2020	2019
Financial Assets:		
Cash and short-term investments (note 3)	\$ 2,120,958	\$ 1,316,697
Taxes and grants in place of taxes (note 4)	330,227	252,453
Trade and other receivables (note 5)	2,561,032	2,273,834
Land held for resale	401,816	407,853
Investments and marketable securities (note 6)	7,371,902	7,476,688
	<u>12,785,935</u>	<u>11,727,525</u>
Financial Liabilities:		
Accounts payable and accrued liabilities	1,078,764	1,320,990
Deposits	88,984	80,586
Deferred revenue (note 7)	1,314,499	952,789
Debt (note 8)	3,890,035	2,022,086
	<u>6,372,282</u>	<u>4,376,451</u>
Net financial assets	<u>6,413,653</u>	<u>7,351,074</u>
Non-Financial Assets:		
Prepaid expenses	115,552	135,540
Inventory for consumption	290,260	328,674
Tangible capital assets (Schedule 6)	47,565,597	45,315,881
	<u>47,971,409</u>	<u>45,780,095</u>
Commitments (note 14)		
Contingent liabilities (note 16)		
Accumulated surplus (note 10 and Schedule 3)	<u>\$ 54,385,062</u>	<u>\$ 53,131,169</u>

See accompanying notes to consolidated financial statements.

TOWN OF PINCHER CREEK

Consolidated Statement of Operations

Year ended December 31, 2020, with comparative information for 2019

	Budget	2020	2019
Revenue:			
Net municipal property taxes (Schedule 4)	\$ 4,266,176	\$ 4,331,558	\$ 4,392,343
User fees and sales of goods	1,993,274	2,068,743	2,129,054
Government transfers for operating (Schedule 1)	1,192,153	1,796,499	1,120,553
Franchise fees and concession contracts	825,050	837,684	825,133
Rentals	752,948	635,604	651,665
Investment income	220,860	302,550	298,500
Penalties and cost of taxes	92,100	92,581	111,050
Licenses and permits	93,600	106,863	104,633
Other	191,289	59,645	114,591
Total revenue	9,627,450	10,231,727	9,747,522
Expenses (Schedule 5):			
Legislative	297,464	275,044	346,389
Administration	878,045	871,265	960,688
Protective services	830,368	837,424	908,738
Roads, streets, walks and lighting	1,255,944	1,261,257	1,313,247
Water supply and distribution	1,132,828	1,190,188	1,062,981
Wastewater treatment and disposal	785,617	775,209	797,350
Waste management	552,393	459,550	474,545
Public health and welfare services	344,389	309,053	363,531
Planning and development	701,172	581,546	451,129
Recreation and culture	3,403,703	3,276,924	3,454,610
Other	74,693	44,896	39,491
Total expenses	10,256,616	9,882,356	10,172,699
Excess (deficiency) of revenue over expenses from operations	(629,166)	349,371	(619,633)
Government transfers for capital (Schedule 1)	5,031,615	908,442	2,548,937
Gain (loss) on disposal of tangible capital assets	500	(3,920)	43,478
	5,032,115	904,522	2,592,415
Excess of revenues over expenses	4,402,949	1,253,893	1,972,782
Accumulated surplus, beginning of year	52,936,713	52,936,713	50,963,931
Accumulated surplus, end of year	\$ 57,339,662	\$ 54,190,606	\$ 52,936,713

See accompanying notes to consolidated financial statements.

TOWN OF PINCHER CREEK

Consolidated Statement of Changes in Net Financial Assets

Year ended December 31, 2020, with comparative information for 2019

	Budget	2020	2019
Excess of revenue over expenses	\$ 4,402,949	\$ 1,253,893	\$ 2,167,238
Acquisition of tangible capital assets	(7,292,048)	(4,120,390)	(5,684,819)
Amortization of tangible capital assets	1,250,706	1,675,854	1,607,932
Contributed assets	-	-	-
Loss (gain) on sale on tangible capital assets	-	3,920	75,182
Proceeds on sale on tangible capital assets	-	190,900	142,424
Net change in prepaid expense	-	19,988	(6,700)
Net change in inventory for consumption	-	38,414	(36,918)
Assets transferred to land held for resale	-	-	125,000
Change in net financial assets	(1,638,393)	(937,421)	(1,610,661)
Net financial assets, beginning of year	7,351,074	7,351,074	8,961,735
Net financial assets, end of year	\$ 5,712,681	\$ 6,413,653	\$ 7,351,074

See accompanying notes to consolidated financial statements.

TOWN OF PINCHER CREEK

Consolidated Statement of Cash Flows

Year ended December 31, 2020, with comparative information for 2019

	2020	2019
Cash provided by (used in):		
Operating activities:		
Excess of revenue over expenses	\$ 1,253,893	\$ 2,167,238
Non-cash items included in excess of revenue over expenses:		
Amortization of tangible capital assets	1,675,854	1,607,932
Loss (gain) on sale of tangible capital assets	3,920	75,182
	<u>2,933,667</u>	<u>3,850,352</u>
Changes in non-cash assets and liabilities:		
Taxes and grants in place of taxes	(77,774)	(7,347)
Trade and other receivables	(287,198)	(605,822)
Land held for resale	6,037	(125,000)
Prepaid expenses	19,988	(6,700)
Accounts payable and accrued liabilities	(242,226)	184,846
Deferred revenue	361,710	(869,632)
Deposits	8,398	8,965
Inventory for consumption	38,414	(36,918)
	<u>2,761,016</u>	<u>2,392,744</u>
Capital activities:		
Acquisition of tangible capital assets	(4,120,390)	(5,684,819)
Proceeds on disposal of tangible capital assets	190,900	142,424
Asset transferred to land held for resale	-	125,000
	<u>(3,929,490)</u>	<u>(5,417,395)</u>
Investing activities:		
Decrease in investments	104,786	1,198,937
Financing activities:		
Payments on long-term debt	(118,715)	(113,151)
Increase in long term debt	1,986,664	-
	<u>1,867,949</u>	<u>(113,151)</u>
Increase (decrease) in cash and short-term investments	804,261	(1,938,865)
Cash and short-term investments, beginning of year	1,316,697	3,255,562
Cash and short-term investments, end of year	<u>\$ 2,120,958</u>	<u>\$ 1,316,697</u>

See accompanying notes to consolidated financial statements.

TOWN OF PINCHER CREEK

Notes to Consolidated Financial Statements

Year ended December 31, 2020

1. Significant accounting policies:

The consolidated financial statements of the Town of Pincher Creek (the "Town") are the representations of management prepared in accordance with Canadian Public Sector Accounting Standards. Significant aspects of the accounting policies adopted by the Town are as follows:

(a) Reporting entity:

The consolidated financial statements reflect the assets, liabilities, revenue and expenses, changes in accumulated surplus and change in financial position of the reporting entity. This entity is comprised of the municipal operations plus all of the organizations that are owned or controlled by the municipality and are, therefore, accountable to the Council for the administration of their financial affairs and resources. Included with the Town is the Pincher Creek Community Early Learning Centre Ltd.

The schedule of taxes levied also includes requisitions for education, health, social and other external organizations that are not part of the municipal reporting entity.

The statements exclude trust assets that are administered for the benefit of external parties. Interdepartmental and organizational transactions and balances are eliminated.

(b) Basis of accounting:

The financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting records revenue as it is earned and measurable. Expenses are recognized as they are incurred and measurable based upon receipt of goods or services and/or the legal obligation to pay.

Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

Government transfers, contributions and other amounts are received from third parties pursuant to legislation, regulation or agreement and may only be used for certain programs, in the completion of specific work, or for the purchase of tangible capital assets. In addition, certain user charges and fees are collected for which the related services have yet to be performed. Revenue is recognized in the period when the related expenses are incurred, services performed or the tangible capital assets are acquired.

TOWN OF PINCHER CREEK

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2020

1. Significant accounting policies (continued):

(c) Cash and temporary investments:

Cash and temporary investments includes cash on hand and short-term deposits, which are highly liquid with original maturities of less than three months from the date of acquisition.

(d) Investments:

Investments are recorded at amortized cost. Investment premiums and discounts are amortized over the term of the respective investments. When there has been a loss in value that is other than a temporary decline, the respective investment is written down to recognize the loss.

(e) Government transfers:

Government transfers are the transfer of assets from senior levels of government that are not the result of an exchange transaction, are not expected to be repaid in the future, or the result of a direct financial return.

Government transfers are recognized in the financial statements as revenue in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be determined.

(f) Inventories for resale:

Land inventory held for resale is recorded as the lower of cost or net realizable value. Cost includes costs for land acquisition and improvements required to prepare the land for servicing such as clearing, stripping and leveling. Related development costs incurred to provide infrastructure such as water and wastewater services, roads, sidewalks and street lighting are recorded as tangible capital assets under their respective function.

(g) Contaminated sites liability:

Contaminated sites are a result of contamination being introduced into air, soil, water or sediment of a chemical, organic or radioactive or live organism that exceeds an environmental standard. The liability is recorded net of any expected recoveries. A liability for remediation of a contaminated site is recognized when a site is not in productive use and is management's estimate of the cost of post-remediation including operation, maintenance and monitoring.

TOWN OF PINCHER CREEK

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2020

1. Significant accounting policies (continued):

(h) Requisition over-levy and under-levy:

Over-levies and under-levies arise from the difference between the actual property tax levy made to cover each requisition and the actual amount requisitioned.

If the actual levy exceeds the requisition, the over-levy is accrued as a liability and property tax revenue is reduced. Where the actual levy is less than the requisition amount, the under-levy is accrued as a receivable and as property tax revenue.

Requisition tax rates in the subsequent year are adjusted for any over-levies or under-levies of the prior year.

(i) Non-financial assets:

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations.

i. Tangible capital assets:

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets is amortized on a straight-line basis over the estimated useful life as follows:

Assets	Years
Buildings	15 - 50
Land improvements	15 - 60
Engineered structures	20 - 98
Machinery and equipment	5 - 10
Vehicles	10

Assets under construction are not amortized until the asset is available for productive use.

TOWN OF PINCHER CREEK

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2020

1. Significant accounting policies (continued):

(i) Non-financial assets (continued):

ii. Contribution of tangible capital assets:

Tangible capital assets received as contributions are recorded at fair value at the date of receipt and also are recorded as revenue.

iii. Inventories:

Inventories held for consumption are recorded at the lower of cost and replacement cost.

iv. Asset impairment:

Tangible capital assets are written down when conditions indicate that they no longer contribute to the Town's ability to provide goods and services, or when the value of the future economic benefits associated with the tangible capital asset are less than their book value. The net write downs are accounted for as an expense.

(j) Use of estimates:

The preparation of financial statements in conformity with Canadian Public Sector Accounting Standards requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenses during the period. Where measurement uncertainty exists, the financial statements have been prepared within reasonable limits of materiality. Significant areas subject to such estimates and assumptions include the estimated useful life of tangible capital assets, taxes and grants in place of taxes, and land held for resale. Actual results could differ from those estimates.

2. Recent accounting pronouncements:

The following summarizes the upcoming changes to the Public Sector Accounting Standards by the Public Sector Accounting Standards Board (PSAB). In 2020, the Town will continue to assess the impact and prepare for the adoption of these standards. While the timing of standard adoption can vary, certain standards must be adopted concurrently.

TOWN OF PINCHER CREEK

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2020

2. Recent accounting pronouncements (continued):

(a) PS 1201- Financial Statement Presentation:

The implementation of this standard requires a new statement of re-measurement gains and losses separate from the statement of operations. This new statement will include the unrealized gains and losses arising from the re-measurement of financial instruments and items denominated in foreign currency. This standard is effective for fiscal years beginning on or after April 1, 2022.

(b) PS 3450- Financial Instruments:

This section establishes recognition, measurement, and disclosure requirements for derivative and non-derivative instruments. The standard requires fair value measurements of derivative instruments and equity instruments; all other financial instruments can be measured at either cost or fair value depending upon elections made by the government. Unrealized gains and losses will be presented on the new statement of re-measurement gains and losses arising from the adoption of PS 1201. There will also be a requirement to disclose the nature and extent of risks arising from financial instruments and clarification is given for the de-recognition of financial liabilities. As the Town does not invest in derivatives or equity instruments based on its investment policy, it is anticipated that the adoption of this standard will have a minimal impact on the Town. This standard is effective for fiscal years beginning on or after April 1, 2022.

(c) PS 2601 - Foreign Currency Translation:

This section establishes guidance on the recognition, measurement, presentation and disclosure of assets and liabilities denominated in foreign currencies. The section requires monetary assets and liabilities, denominated in a foreign currency and non-monetary items valued at fair value, denominated in a foreign currency to be adjusted to reflect the exchange rates in effect at the financial statement date. The resulting unrealized gains and losses are to be presented in the new statement of re-measurement gains and losses. This standard is effective for fiscal years beginning on or after April 1, 2022.

TOWN OF PINCHER CREEK

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2020

2. Recent accounting pronouncements (continued):

(d) PS 3041 - Portfolio Investments:

This section removes the distinction between temporary and portfolio investments and provides additional guidance on recognition, measurement, presentation and disclosure of these types of investments. Upon adoption of this section and PS 3450, PS 3040 - Portfolio Investments will no longer be applicable. This standard is effective for fiscal years beginning on or after April 1, 2022.

The requirements in PS 1201, PS 3450, PS 2601 and PS 3041 are required to be implemented at the same time.

Management has indicated that the impact of the adoption of this standard is being evaluated and it is not known or reasonably estimable at this time.

(e) PS 3280 - Asset Retirement Obligations:

This section provides guidance on how to account for and report a liability for retirement of a tangible capital asset. This standard is effective for fiscal years beginning on or after April 1, 2022.

(f) PS 3400 - Revenue:

This section provides guidance on how to account for and report on revenue, specifically addressing revenue arising from exchange transactions and unilateral transactions. This standard is effective for fiscal years beginning on or after April 1, 2022.

3. Cash and short-term investments:

	2020	2019
Cash	\$ 1,815,077	\$ 1,316,797
Short-term investments	305,881	-
	<u>\$ 2,120,958</u>	<u>\$ 1,316,797</u>

TOWN OF PINCHER CREEK

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2020

4. Taxes and grants in place of taxes:

	2020	2019
Taxes and grants in place of taxes:		
Current taxes and grants in place of taxes	\$ 224,433	\$ 183,506
Arrears taxes	105,794	68,947
	<u>\$ 330,227</u>	<u>\$ 252,453</u>

5. Trade and other receivables:

	2020	2019
Local improvement levies	\$ 875,474	\$ 916,483
Trade accounts	751,892	680,959
Goods and services tax recoverable	39,242	65,954
Due from provincial government	894,424	289,716
Due from federal government	-	320,722
	<u>\$ 2,561,032</u>	<u>\$ 2,273,834</u>

TOWN OF PINCHER CREEK

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2020

6. Investments and marketable securities:

	2020		2019	
	Cost	Market value	Cost	Market value
CIBC Wood Gundy:				
Fixed income securities (due 2020 - 2031)	\$ 3,380,312	\$ 3,486,444	\$ 2,195,231	\$ 2,234,015
Bank of Nova Scotia - balance protected (due 2022)	-	-	685,400	685,194
Bank of Montreal - balance protected (due 2022)	662,300	651,001	598,500	610,685
National Bank of Canada - balance protected (due 2025)	-	-	720,099	719,689
BMO Wealth Management:				
Fixed income securities (due 2022-2029)	3,101,982	3,429,217	3,101,981	3,266,723
Other:				
Accrued investment interest	227,308	227,308	175,475	175,475
Alberta Municipal Financing Corporation	-	-	20	20
	\$ 7,371,902	\$ 7,793,970	\$ 7,476,688	\$ 7,691,801

TOWN OF PINCHER CREEK

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2020

7. Deferred revenue:

	2020	2019
Deferred revenue, beginning of year	\$ 952,789	\$ 1,822,422
Grants received in the year:		
Operating	810,823	317,922
Capital	4,378	1,157,334
	815,201	1,475,256
Amounts recognized in revenue during the year:		
Operating	(368,797)	(433,639)
Capital	(84,694)	(1,911,250)
	(453,491)	(2,344,889)
Deferred revenue, end of year	\$ 1,314,499	\$ 952,789
Deferred revenue is comprised of:		
Operating:		
Municipal Sustainability Initiative	\$ -	\$ 32,169
MOST grant	115,102	-
Other federal grants	356,514	263,993
Economic Development	47,306	82,777
Prepaid property tax	42,180	29,709
Other	4,520	6,912
Capital:		
Municipal Sustainability Initiative	-	39,669
Alberta Community Resilience	748,877	761,553
	\$ 1,314,499	\$ 952,789

TOWN OF PINCHER CREEK

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2020

8. Debt:

	2020	2019
Debenture tax supported	\$ 972,875	\$ 1,034,616
Other supported debentures	930,495	987,470
Bankers acceptance loan	1,986,665	-
	3,890,035	2,022,086
Current portion	(124,554)	(118,715)
Bankers acceptance repayable	(1,986,665)	-
	\$ 1,778,816	\$ 1,903,371

Principal and interest repayments are as follows:

	Principal	Interest	Total
2021	\$ 2,111,219	\$ 90,981	\$ 2,202,200
2022	130,680	84,855	215,535
2023	137,107	78,428	215,535
2024	143,852	71,683	215,535
2025	150,928	64,607	215,535
Thereafter	1,216,249	222,580	1,438,829
	\$ 3,890,035	\$ 613,134	\$ 4,503,169

Debenture debt is repayable to Alberta Municipal Financing Corporation and bears interest at the rates of 4.59% to 5% per annum, before Provincial subsidy, and matures in 2032. Debenture debt is issued on the credit and security of the Town at large.

Interest payments on long-term debt amounted to \$96,400 (2018 - \$101,984).

The Town has an authorized demand bankers acceptance loan up to a maximum of \$4,000,000 bearing interest at prime rate. Prime rate at December 31, 2020 was 3.95% (2019 - 3.95%). As at December 31, 2020, the balance outstanding was \$1,986,665.

TOWN OF PINCHER CREEK

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2020

9. Accumulated surplus

Accumulated surplus consist of restricted and unrestricted amounts and equity in tangible capital assets as follows:

	2020	2019
Unrestricted surplus	\$ 856,275	\$ 757,221
Restricted surplus:		
Operating:		
Municipal income stabilization	898,265	673,161
Early learning centre	494,129	494,129
Legislative	41,160	30,660
Disaster services	13,402	7,933
Capital:		
Legislative and administration	1,160,410	1,539,359
Protective services	99,918	109,629
Equipment	92,744	10,775
Streets	85,843	165,636
Utilities	3,098,082	3,019,419
Cemetery	34,407	18,223
Land development	161,341	-
Garbage	-	161,729
Pool	52,680	-
Arena building	2,692,515	2,442,514
General parks	107,815	83,425
Cultural	60,664	61,521
General sportsfield	137,377	134,877
Community recreation centre building	122,473	127,163
PC early learning center	500,000	-
	9,853,225	9,080,153
Equity in tangible capital assets	43,675,562	43,293,795
	\$ 54,385,062	\$ 53,131,169

TOWN OF PINCHER CREEK

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2020

(continued):

	2020	2019
Equity in tangible capital assets:		
Tangible capital assets (Schedule 6)	\$ 83,959,175	\$ 80,298,197
Accumulated amortization (Schedule 6)	(36,393,578)	(34,982,316)
Loans related to capital assets	(3,890,035)	(2,022,086)
	\$ 43,675,562	\$ 43,293,795

10. Debt limits:

Section 276(2) of the Municipal Government Act requires that debt and debt limits as defined by Alberta Regulation 255/2000 for the Town be disclosed as follows:

	2020	2019
Total debt limit	\$ 15,347,591	\$ 14,621,283
Total debt	(3,890,035)	(2,022,086)
Amount of debt limit unused	11,457,556	12,599,197
Debt servicing limit	2,557,932	2,436,881
Debt servicing	(2,202,200)	(215,535)
Amount of debt servicing unused	\$ 355,732	\$ 2,221,346

The debt limit is calculated at 1.5 times revenue of the Town (as defined in Alberta Regulation 255/2000) and the debt service is calculated at 0.25 times such revenue. Incurring debt beyond these limitations requires approval by the Minister of Municipal Affairs. These thresholds are guidelines used by Alberta Municipal Affairs to identify municipalities that could be at financial risk if further debt is acquired. The calculation taken alone does not represent the financial stability of the Town. Rather, the financial statements must be interpreted as a whole.

TOWN OF PINCHER CREEK

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2020

11. Local Authorities Pension Plan:

The Town participates in a multi-employer defined pension plan. The plan is accounted for as a defined contribution plan.

Employees of the Town participate in the Local Authorities Pension Plan (LAPP), which is one of the plans covered by the Alberta Public Sector Pension Plans Act. The LAPP serves about 274,151 people and about 420 employers. The LAPP is financed by employer and employee contributions and investment earnings of the LAPP Fund.

Contributions for current service are recorded as expenditures in the year in which they become due.

The Town is required to make current service contributions to the LAPP of 9.39% (9.39% in 2019) of pensionable earnings up to the year's maximum pensionable earnings under the Canada Pension Plan and 13.84% (13.84% in 2019) on pensionable earnings above this amount. Employees of the Town are required to make current service contributions of 8.39% (8.39% in 2019) of pensionable salary up to the year's maximum pensionable salary and 12.84% (12.84% in 2019) on pensionable salary above this amount.

Total current service contributions by the Town to the LAPP in 2020 were \$218,545 (2019 - \$218,566). Total current service contributions by the employees of the Town to the LAPP in 2019 were \$197,105 (2019 - \$197,045).

LAPP reported a surplus of \$7.9 billion in 2019.

TOWN OF PINCHER CREEK

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2020

12. Segmented disclosure:

Segmented information has been identified based upon lines of service provided by the Town. Town services are provided by departments and their activities are reported by functional area in the body of the financial statements. The segmented information is presented in Schedule 2. Certain lines of service that have been separately disclosed in the segments information, along with the services they provide, are as follows:

(a) General government:

The mandate of general government includes all taxation, Council and administrative functional activities

(b) Protective services:

The mandate of Protective Services is to provide for the rescue and protection of people and property within the Town through effective and efficient management and coordination of emergency service systems and resources.

(c) Transportation services:

Transportation services is responsible for the delivery of municipal public works services related to the planning, development and maintenance of roadway systems, streets, walks and lighting.

(d) Planning and development:

Planning and development is responsible for the administration of residential, commercial, industrial and agricultural development services within the Town.

(e) Recreation and culture:

The recreation and culture department is responsible for operation and maintenance of parks, sports fields, recreation, community and cultural facilities within the Town.

(f) Environmental services:

Environmental services is responsible for water supply and distribution services within the Town, as well as wastewater treatment and disposal activities and waste management functions.

(g) Public health:

Public health provides funding for programs that support individuals, families, and communities. Programs and services are delivered through Family and Community Support Services.

Certain allocation methodologies are employed in the preparation of segmented financial information. Taxation and payments-in-lieu of taxes are allocated to the segments based on the segment's budgeted net expenditure. User charges and other revenue have been allocated to the segments based upon the segment that generated the revenue. Government transfers have been allocated to the segment based upon the purpose for which the transfer was made.

The accounting policies used in these segments are consistent with those followed in the preparation of the financial statements as disclosed in Note 1.

TOWN OF PINCHER CREEK

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2020

13. Salary and benefits disclosure:

Disclosure of salaries and benefits for elected municipal officials, the chief administrative officer and designated officers as required by Alberta Regulation 313/2000 is as follows:

	Salaries (i)	Benefits and Allowances (ii)	Total 2020	Total 2019
Mayor Anderberg	\$ 39,180	\$ 2,188	\$ 41,368	\$ 46,408
Councillor McGillvray	34,960	2,111	37,071	36,041
Councillor O'Rourke	20,130	3,126	23,256	27,083
Councillor Korbett	29,710	4,556	34,266	35,723
Councillor Jackson	25,325	2,242	27,567	26,723
Councillor Barber	23,375	4,298	27,673	32,177
Councillor Elliott	16,695	913	17,608	17,608
	189,375	19,434	208,809	221,763
Chief Administrative Officer	\$ 123,461	\$ 31,004	\$ 154,465	\$ 153,275

- i) Salary includes regular base pay. For Councillors, salary includes a monthly allowance to attend special events and per diem reimbursement for authorized meetings attended.
- ii) For non-elected officials, employers share of all employee benefits and contributions or payments made on behalf of employees including pension, health care, dental coverage, vision coverage, group life insurance, accidental disability and dismemberment insurance, and long and short-term plans as well as travel allowances.

Benefits and allowances also include the employer's share of the costs of additional taxable benefits including special leave with pay, financial planning services, retirement services, concessionary loans, travel allowances, car allowances, and club memberships.

TOWN OF PINCHER CREEK

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2020

14. Commitment:

The Town has committed up to \$1,250,000 of matching funds towards the construction of a new curling rink. This project had not begun by December 31, 2020.

15. Financial instruments:

The Town as part of its operations carries a number of financial instruments, such as cash and cash equivalents, accounts receivable, investments, accounts payable and accrued liabilities and long term debt. It is management's opinion that the Town is not exposed to significant interest, or currency risks arising from these financial instruments except as otherwise disclosed.

Unless otherwise noted, the fair value of these financial instruments approximates their carrying values.

i. Interest rate risk:

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. In seeking to minimize the risks from interest rate fluctuations, the Town manages exposure through its normal operating and financing activities.

ii. Credit concentration:

The Town is subject to credit risk with respect to taxes and grants in place of taxes receivable and trade and other receivables. Credit risk arises from the possibility that taxpayers and entities to which the Town provides services may experience financial difficulty and be unable to fulfill their obligations. The large number of diversity of taxpayers and customers minimizes the credit risk.

iii. Liquidity risk:

Liquidity risk is the risk that the Town will not be able to meet its financial obligations as they become due. The Town manages liquidity risk by continually monitoring actual and forecasted cash flows from operations and anticipated investing activities to ensure, as far as possible, that it will always have sufficient liquidity to meet its liabilities when due, under both normal and stressed conditions.

TOWN OF PINCHER CREEK

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2020

16. Contingent liabilities:

- i. The Town is a member of the Alberta Municipal Insurance Exchange (MUNIX). Under the terms of the membership, the Town could become liable for its proportionate share of any claim losses in excess of the funds held by exchange. Any liability incurred would be accounted for as a current transaction in the year the losses are determined.
- ii. The Town has been named as a defendant in a legal action surrounding a contract dispute with a construction contractor. The ultimate resolution of the claim is not determinable at this time.

17. Budget:

The budgeted information presented in these financial statements is based upon the 2019 operating and capital budgets. Amortization was not contemplated in development of the budget and, as such, has not been included.

18. Approval of financial statements:

Council and Management approved these financial statements.

19. Comparative information:

The financial statements have been reclassified, where applicable, to conform to the presentation used in the current year. The changes do not affect prior year earnings.

TOWN OF PINCHER CREEK

Notes to Consolidated Financial Statements (continued)

Year ended December 31, 2020

20. COVID-19 impact and contingency:

The World Health Organization declared a global pandemic for the COVID-19 disease on March 11, 2020. Consequently, on March 17, 2020, the Government of Alberta declared a state of public health emergency over the COVID-19 pandemic and enacted measures for its citizens and businesses to follow, intended to minimize the impact of the disease.

The current challenging economic climate may lead to adverse changes in cash flows, working capital levels and/or debt balances, which may also have a direct impact on the operating results and financial position of the Town in the future. The Town did not experience any significant financial implications in relation to the COVID-19 pandemic.

COVID-19 relief was provided to the Town in the form of the Municipal Operating Support Transfer ("MOST") grant received from the Province of Alberta in the amount of \$373,785, with \$259,313 being recognized into income in 2020.

There are also other factors which may present uncertainty over future cash flows, may cause significant changes to the assets or liabilities and may have a significant impact on future operations. An estimate of the financial effect of these items is not practicable at this time.

DRAFT

TOWN OF PINCHER CREEK

Schedule 1 - Schedule of Government Transfers

Year ended December 31, 2020, with comparative information for 2019

	Budget	2020	2019
Transfers for operating:			
Provincial government	\$ 728,196	\$ 657,975	\$ 699,244
Other municipal governments	443,457	1,138,524	417,793
Federal government	20,500	-	3,516
	1,192,153	1,796,499	1,120,553
Transfers for capital:			
Provincial government	5,031,615	908,442	2,285,199
Federal government	-	-	263,738
	5,031,615	908,442	2,548,937
Total government transfers	\$ 6,223,768	\$ 2,704,941	\$ 3,669,490

DRAFT

TOWN OF PINCHER CREEK

Schedule 2 - Schedule of Segmented Disclosures

Year ended December 31, 2020, with comparative information for 2019

	General government	Protective services	Transportation services	Environmental services	Public health services	Planning and development	Recreation and culture	Total 2020	Total 2019
Revenue:									
Net municipal taxes	\$ 4,331,558	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,331,558	\$ 4,392,343
User fees and sales of goods	-	-	4,906	1,657,367	10,850	140,150	255,470	2,068,743	2,129,054
Government transfers	14,583	10,500	243,053	18,834	169,393	61,328	2,187,250	2,704,941	3,669,490
Penalties and cost of taxes	70,952	14,854	-	6,775	-	-	-	92,581	111,050
Licenses and permits	57,040	1,823	-	-	-	48,000	-	106,863	104,633
Franchise and concession contracts	837,684	-	-	-	-	-	-	837,684	825,133
Rentals	3,660	272,567	800	92,458	65,556	88,746	111,817	635,604	651,665
Investment income	297,092	-	-	-	5,458	-	-	302,550	298,500
Other	488	5,589	398	4,785	-	-	48,385	59,645	114,591
	5,613,057	305,333	249,157	1,780,219	251,257	338,224	2,602,922	11,140,169	12,296,459
Expenses:									
Salaries, wages and benefits	692,987	250,964	392,046	729,965	120,729	236,488	1,391,328	3,814,507	4,117,915
Contracted and general services	313,509	220,847	312,845	677,491	40,168	318,211	746,846	2,629,917	2,462,920
Materials, goods, and utilities	49,204	46,403	254,764	324,138	9,180	26,848	374,042	1,084,579	1,203,039
Transfers to organizations	-	52,665	-	35,072	158,816	-	277,502	524,055	507,030
Interest on long-term debt	-	96,400	-	-	-	-	-	96,400	101,984
Other expenditures	34,392	-	-	-	-	-	2,981	37,373	44,548
Bank charges and interest	2,146	-	-	11,484	-	-	6,041	19,671	8,672
Amortization	60,627	149,294	299,183	688,722	4,462	-	473,566	1,675,854	1,607,932
Loss on disposal of tangible capital assets	-	-	-	-	-	-	-	-	118,659
	1,152,865	816,573	1,258,838	2,466,872	333,355	581,547	3,272,306	9,882,356	10,172,699
Excess (deficiency) of revenue over expenses before other	4,460,192	(511,240)	(1,009,681)	(686,653)	(82,098)	(243,323)	(669,384)	1,257,813	2,123,760
Other									
Contributed assets	-	-	-	-	-	-	-	-	-
Gain on disposal of tangible capital assets	-	-	(3,920)	-	-	-	-	(3,920)	43,478
	-	-	(3,920)	-	-	-	-	(3,920)	43,478
Excess (deficiency) of revenue over expenses	\$ 4,460,192	\$ (511,240)	\$ (1,013,601)	\$ (686,653)	\$ (82,098)	\$ (243,323)	\$ (669,384)	\$ 1,253,893	\$ 2,167,238

TOWN OF PINCHER CREEK

Schedule 3 - Schedule of Changes in Accumulated Surplus

Year ended December 31, 2020, with comparative information for 2019

	Unrestricted	Restricted surplus	Equity in tangible capital assets	2020	2019
Balance, beginning of year	\$ 757,221	\$ 9,080,153	\$ 43,293,795	\$ 53,131,169	\$ 50,963,931
Excess of revenues over expenses	1,253,893	-	-	1,253,893	2,167,238
Transferred to restricted surplus	1,432,942	(1,432,942)	-	-	-
Transferred from restricted surplus	(2,206,014)	2,206,014	-	-	-
Acquisition of tangible capital assets	(4,120,390)	-	4,120,390	-	-
Increase in debt	1,986,664	-	(1,986,664)	-	-
Net book value of tangible capital assets disposed	194,820	-	(194,820)	-	-
Amortization of tangible capital assets	1,675,854	-	(1,675,854)	-	-
Debt principal paid	(118,715)	-	118,715	-	-
Change in accumulated surplus	99,054	773,072	381,767	1,253,893	2,167,238
Balance, end of year	\$ 856,275	\$ 9,853,225	\$ 43,675,562	\$ 54,385,062	\$ 53,131,169

TOWN OF PINCHER CREEK

Schedule 4 - Schedule of Net Municipal Property Taxes

Year ended December 31, 2020, with comparative information for 2019

	Budget	2020	2019
General taxation:			
Real property tax	\$ 5,903,251	\$ 5,903,257	\$ 5,784,222
Linear property tax	97,819	97,819	98,365
Government grants in place of property taxes	49,493	49,493	50,483
Local improvement/special tax	23,642	23,641	23,935
	6,074,205	6,074,210	5,957,005
Requisitions:			
Alberta School Foundation Fund	1,030,517	1,005,653	946,979
Holy Spirit School Division	268,646	293,509	275,914
Crestview Lodge	95,473	95,473	92,028
Pincher Creek Emergency Services	275,591	275,591	249,263
Designated Industrial Property	455	-	478
Police	-	72,426	-
	1,670,682	1,742,652	1,564,662
Net municipal property tax	\$ 4,403,523	\$ 4,331,558	\$ 4,392,343

TOWN OF PINCHER CREEK

Schedule 5 - Schedule of Expenses by Object

Year ended December 31, 2020, with comparative information for 2019

	Budget	2020	2019
Salaries, wages and benefits	\$ 3,919,226	\$ 3,814,507	\$ 4,117,915
Contracted and general services	3,077,900	2,629,917	2,462,920
Materials, goods and utilities	1,194,135	1,084,579	1,203,039
Transfers to local boards and agencies	675,171	524,056	507,030
Interest on long-term debt	96,820	96,400	101,984
Other expenditures	22,353	37,373	44,548
Bank charges and short-term interest	20,306	19,671	8,672
Amortization	1,250,706	1,675,853	1,607,932
Loss on sale of tangible capital assets	-	-	118,659
Total expenses by object	\$ 10,256,617	\$ 9,882,356	\$ 10,172,699

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TOWN OF PINCHER CREEK

Schedule 6 - Schedule of Tangible Capital Assets

Year ended December 31, 2020, with comparative information for 2019

	Land	Land improvements	Buildings	Engineered structures	Machinery and equipment	Vehicles	2020	2019
Cost:								
Balance, beginning of year	\$ 5,113,777	\$ 5,164,447	\$ 14,700,666	\$ 50,366,284	\$ 3,792,875	\$ 1,160,148	\$ 80,298,197	\$ 75,669,363
Acquisition of tangible capital assets	-	41,352	2,541,541	691,582	674,409	171,505	4,120,389	3,296,357
Construction in progress	-	296,308	(296,308)	-	-	-	-	2,388,462
Disposal of tangible capital assets	-	-	(58,004)	(21,922)	(379,485)	-	(459,411)	(1,055,985)
Balance, end of year	5,113,777	5,502,107	16,887,895	51,035,944	4,087,799	1,331,653	83,959,175	80,298,197
Accumulated amortization:								
Balance, beginning of year	-	2,373,367	8,527,759	21,595,125	1,988,088	497,977	34,982,316	34,087,765
Accumulated amortization on disposals	-	-	-	(18,350)	(246,243)	-	(264,592)	(713,381)
Amortization	-	209,997	413,017	733,546	227,590	91,702	1,675,854	1,607,932
Balance, end of year	-	2,583,364	8,940,776	22,310,321	1,969,435	589,679	36,393,578	34,982,316
Net book value of tangible capital assets	5,113,777	2,918,743	7,947,119	28,725,623	2,118,364	741,974	47,565,597	45,315,881
2019 Net book value of tangible capital assets	\$ 5,113,777	\$ 2,791,080	\$ 6,172,907	\$ 28,771,159	\$ 1,804,787	\$ 662,171	\$ 45,315,881	

TOWN OF PINCHER CREEK

REQUEST FOR DECISION

Council

SUBJECT: STARS Municipal Endeavour - Request for Support	
PRESENTED BY: Lisa Goss, Administrative Manager	DATE OF MEETING: 4/26/2021

PURPOSE:

For Council to consider a request for support from STARS.

RECOMMENDATION:

That Council for the Town of Pincher Creek agree to continue to support the STARS Foundation with a two dollar (\$2) per capita contribution for 2021.

BACKGROUND/HISTORY:

Annually the Town of Pincher Creek contributes a per capita donation to the STARS Foundation to support their services in the community.

ALTERNATIVES:

That Council for the Town of Pincher Creek receives the information from the STARS Foundation as presented.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

None at this time.

FINANCIAL IMPLICATIONS:

The per capita contribution to the STARS Foundation is included in the 2021 Budget.

PUBLIC RELATIONS IMPLICATIONS:

The Town Office currently remains open by appointment only to the public.

ATTACHMENTS:

Request to Councils - Partnership with STARS.docx_Town of Pincher Creek - 2631
STARS Email Correspondence dated April 16, 2021 - 2631

CONCLUSION/SUMMARY:

Administration supports that Council for the Town of Pincher Creek agree to continue to support the STARS Foundation with a two dollar (\$2) per capita contribution for 2021.

Signatures:

Department Head:



CAO:

Lanxie Wilgosh





April 15, 2021

Mayor Don Anderberg
Town of Pincher Creek
Attn: Laurie Wilgosh, CAO
Sent via email: cao@pinchercreek.ca

Dear Mayor Anderberg and Council:

Thank you for your continued dedication and support of STARS. You fly with us on every mission bringing hope and a chance for life.

The COVID-19 pandemic has changed all our lives and continues to pose many challenges. Like most organizations, the pandemic has negatively impacted STARS revenues in all funding areas. This has challenged us to be proactive and think outside the box. We mobilized to identify efficiencies to reduce operational and fundraising costs, and pivoted programs and fundraisers to on-line events. We are humbled that Albertans continue to stand by our side in the fight for life.

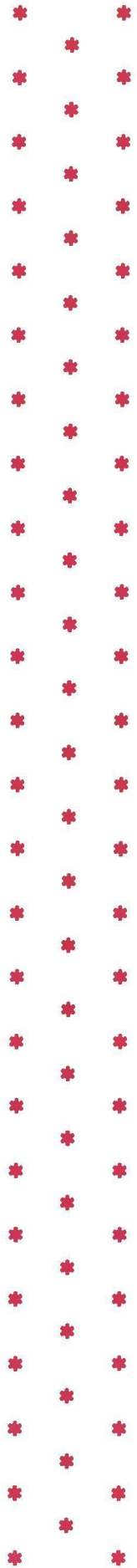
The 2022 STARS calendar (launching in July), will mark 29 years for this highly coveted fundraising program! We are truly grateful to Viterra, "Presenting Print Sponsor" for the calendar campaign, which covers substantial costs to support the success of this major fundraising stream. The calendar features inspirational patient stories that directly connects STARS with many rural communities. Since the pandemic, revenue from calendar sales has significantly decreased and we continue to face multiple challenges to stay connected with rural supporters, due to the inability to travel and maintain a presence within rural communities. We constantly receive phone calls from rural citizens, who want to support STARS by purchasing their annual calendar but, do not have access to the Internet or they are concerned and hesitant to make on-line purchases, and do not want the added expense of postal charges.

During a recent municipal update with the Town of Tofield, Deputy Mayor, Harold Conquest, brought forth a tremendous idea that could instill a positive impact for both rural communities, and STARS.

We kindly request your consideration for:

STARS calendar availability at your Town Office -

1. Town Offices provide an easily accessible, trustworthy option for rural residents
2. The STARS Calendar Campaign runs from July – December
3. In July - STARS will supply a complete package consisting of:
 - a. Box of 50 calendars (up front/without charge)
 - b. Informational posters for Town Office and other prime locations within your community (i.e. grocery store, gas station)
 - c. Contact information sheet (FAQ's and contact information to request additional calendars)



We would like to request:

1. A poster to be on display in the Town Office during July - December
2. Advertisement of STARS calendar availability on your Town website
3. Town Office will track calendar sales
4. Town Office will issue a cheque to STARS at the end of the campaign for the total amount of sales

Also, during the month of December, to make the holiday season a little brighter, many municipalities support a holiday hamper program. By including a STARS calendar in each holiday hamper, you will help raise awareness and highlight the 24/7, emergency health and safety network that you provide for your residents, through your life-saving partnership with STARS.

To give back to the communities that we serve, for the purpose of holiday hampers; STARS will offer to your Town Office, the purchase of STARS calendars at a rate of [REDACTED] per calendar. As a fundraising initiative, the STARS calendars are sold for \$30/each, so we kindly appreciate your understanding and confidentiality of this offer. In turn, this also provides an outlet for any unsold calendars to be utilized and possibly alleviate additional shipping costs for STARS. We believe it's a win – win for all!

If I may be of further assistance, please do not hesitate to contact me directly at (780) 512-6205 or email: gfarnden@stars.ca

Thank you for your consideration and continued support.

We are ALL STARS.



Glenda Farnden
Sr. Municipal Relations Liaison
STARS Foundation



Mayor Debora Dueck
Town of Tofield

Administrative Manager

From: Farnden, Glenda <gfarnden@stars.ca>
Sent: Friday, April 16, 2021 10:21 AM
To: Cao
Cc: Administrative Manager
Subject: Request to Council Re: STARS municipal endeavour
Attachments: Request to Councils - Partnership with STARS.docx_Town of Pincher Creek.pdf

Good Morning Laurie ,

I hope this finds you well and life is good in the Town of Pincher Creek! I have thoroughly enjoyed working with your Council for many years now and I look forward to seeing all of you when life is somewhat normal again.

We are truly grateful to the Town of Pincher Creek for their steadfast support that saves lives everyday. We have a new joint endeavour with municipal partners and we are hopeful that the Town of Pincher Creek will want to be a part of it.

I have attached a formal request letter to Council, asking for their consideration. If you have any questions, please do not hesitate to contact me directly at 780-512-6205. I am happy to help and we sincerely appreciate Council's consideration.

All the best,

Glenda

Glenda Farnden
Sr. Municipal Relations Liaison
STARS Foundation
10911 – 123 St.
Grande Prairie, Alberta T8V 7Z3
Cell: 780-512-6205
Office: 780-830-7006
Fax: 780-830-7009
Email: gfarnden@stars.ca
Website: www.stars.ca

Start each day with a smile 😊

TOWN OF PINCHER CREEK

REQUEST FOR DECISION

Council

SUBJECT: Economic Developers Alberta - 2021 Community Challenge	
PRESENTED BY: Lisa Goss, Administrative Manager	DATE OF MEETING: 4/26/2021

PURPOSE:

For Council to consider a request from the Economic Developers Alberta regarding a 2021 Community Challenge

RECOMMENDATION:

That Council for the Town of Pincher Creek proclaim the week of May 9-15, 2021 as Economic Development Week in Pincher Creek and that this proclamation be placed on the annual proclamation list as per policy #123-96.

BACKGROUND/HISTORY:

Administration received a request from Alberta SouthWest to proclaim the week of May 9-15, 2021 as Economic Development Week in Pincher Creek or alternatively participating in a 'shining a light on economic development' project.

ALTERNATIVES:

That Council for the Town of Pincher Creek agree to participate in a 'shining a light on economic development' project with Alberta SouthWest for the week of May 9-15, 2021.

That Council for the Town of Pincher Creek receives the information from Alberta SouthWest regarding the 2021 Community Challenge-Economic Developers Alberta as presented.

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:

- 2021 Community Challenge - 2632
- 2021 Community Challenge - Economic Developers Alberta - 2632

CONCLUSION/SUMMARY:

Administration supports that Council for the Town of Pincher Creek proclaim the week of May 9-15, 2021 as Economic Development Week in Pincher Creek and that this proclamation be placed on the annual proclamation list as per policy #123-96.

Signatures:

Department Head:

Lisa Goss

CAO:

Laurie Wilgosh



Administrative Manager

From: Cao
Sent: Thursday, April 15, 2021 9:38 AM
To: economic; Administrative Manager
Subject: FW: 2021 Community Challenge-Economic Developers Alberta
Attachments: 2021 Community Challenge.pdf

Importance: High

Marie, please let me know if you had any other ideas for International Economic Development Week. We could get this on the April 26th agenda for council to proclaim.

Lisa, could you please schedule this tentatively on our next agenda, and if we go ahead, please prepare the RFD. This is also Public Works weeks, so we will need two newspaper and website notices.

Thanks, Laurie

From: Bev Thornton [mailto:bev@albertasouthwest.com]
Sent: Wednesday, April 14, 2021 2:42 PM
To: Laurie Wilgosh <Laurie@pinchercreek.ca>; economic <economic@pinchercreek.ca>; Scott Korbett <SKorbett@pinchercreek.ca>
Subject: FW: 2021 Community Challenge-Economic Developers Alberta
Importance: High

Hello Laurie, Marie and Scott,

EDA and AUMA have launched a joint initiative to amplify the importance of economic development during **International Economic Development Week, May 9-15, 2021.**

** EDA-AUMA are seeking 25 communities to officially proclaim Economic Development week; *information and a sample resolution included in the document.*

Not sure if there is time for Council to consider such a proclamation ...

But ... here's the fun part!!

Trevor Lewington advised that City of Lethbridge will not do a declaration, so he has requested that they light up city hall with EDA colours.

And, that made me think of Nanton lighting up its elevator, and that gave me another idea for AlbertaSW:

**What if each of our AlbertaSW communities did some creative version of illuminating the EDA logo, in a big or small way, that also includes a sign or landmark that identifies the community.

(Perhaps the EDA logo projected onto the Lebel? Community Hall? Onto the base of a wind turbine? Or a spot at Kootenay Brown? So many possibilities!)

Then, if everyone takes a photo of their creation and sends it to me, we can put them all together and submit to EDA-AUMA as a photo gallery of

"AlbertaSW: Shining a light on economic development" (or, something like that!)

This could be featured by local papers and also get some extended attention from EDA, AUMA and IEDC.

Is another great way to also talk about the good work of our municipalities.

Let me know what you think! 😊

Bev
AlbertaSW
403-627-0244



International Economic Development Week 2021 Community Challenge in Alberta

We all know that economic development is critical.

It is the foundational work that helps to create jobs, support businesses, and improve the quality of life in communities large and small.

These days everyone is talking about the importance of economic development because we are all feeling the impact the pandemic is having on the Alberta economy, and we recognize how this practice is bolstering municipalities, helping them recover.

AUMA is joining Economic Developers Alberta (EDA) to help amplify this important work by inviting you to take part in the 2021 Community Challenge by having your community officially proclaim May 9 to 15 as International Economic Development Week.

It's easy; here's how:

1. Customize the attached sample resolution
2. Have your Council/Mayor officially proclaim the week in your community and sign the resolution
3. Share the proclamation with local media, and on your social media pages. Don't forget to tag us @edaalberta.
4. Email admin@edaalberta.ca and it will be added to the EDA website.

Our Goal: To have at least 25 Alberta communities, large and small, proclaim May 9 – 15, 2021 International Economic Development Week.

Your involvement in the 2021 Community Challenge gives you a voice. It lets your community know you value the contribution of economic development, and helps you strengthen support for the work your economic development staff does throughout the year.

For more information on International Economic Development Week, visit the EDA website: www.edaalberta.ca/Economic-Development-Week.





Sample City/Town/Village Resolution for Economic Development Week

Resolution

WHEREAS, the International Economic Development Council is the largest professional economic development organization dedicated to serving economic developers; and

WHEREAS, for almost 50 years, Economic Developers Alberta has been Alberta's leading economic development network, committed to advancing the economic development profession by providing resources, professional development and networking opportunities; and

WHEREAS, economic developers promote economic well-being and quality of life for their communities by creating, retaining, and expanding jobs that facilitate growth, enhance wealth, and provide a stable tax base; and

WHEREAS, economic developers stimulate and incubate entrepreneurship in order to help establish the next generation of new businesses, which is the hallmark of Alberta's economy; and

WHEREAS, economic developers are engaged in a wide variety of settings including rural and urban, local, state, provincial, and federal governments, public-private partnerships, chambers of commerce, universities, and a variety of other institutions; and

WHEREAS, economic developers attract and retain high-quality jobs, develop vibrant communities, and improve the quality of life in their regions; and

WHEREAS, economic developers work in the City/Town/Village of _____; and

NOW, THEREFORE, BE IT RESOLVED that the Mayor does hereby recognize May 9-15, 2021 as "Economic Development Week" in _____, and remind individuals of the importance of this community celebration which supports the expansion of career opportunities and improving quality of life.

BE IT FURTHER RESOLVED that the Mayor is authorized and directed to transmit an appropriate copy of this resolution to Economic Developers Alberta in support of these provincial celebrations.

Mayor

TOWN OF PINCHER CREEK

REQUEST FOR DECISION

Council

SUBJECT: Eastern Slopes Coal Exploration & Public Consultation on the 1976 Coal Development Policy	
PRESENTED BY: Lisa Goss, Administrative Manager	DATE OF MEETING: 4/26/2021

PURPOSE:

To consider a request from the Mayor of High River to support the Province and the Alberta Energy Regulator to cease coal development on the Eastern Slopes of the Rockies.

RECOMMENDATION:

That Council for the Town of Pincher Creek receives the request from the Mayor of High River to support the Province and the Alberta Energy Regulator to cease coal development on the Eastern Slopes of the Rockies as information.

BACKGROUND/HISTORY:

Council has heard several delegations in 2021 regarding coal exploration in surrounding communities.

At the February Committee of the Whole meeting direction was given to administration to prepare a letter of support to the Premier requesting reinstatement of the 1976 Coal Development Policy for Alberta (a copy of which is attached).

The Town of Pincher Creek also participated in a hearing regarding the Grassy Mountain Coal Mine in late 2020.

ALTERNATIVES:

That Council for the Town of Pincher Creek direct administration to forward a copy of the February 8, 2021 letter to Premier Jason Kenny regarding Coal Development Policy for Alberta Reinstatement to the Mayor of High River for information.

That Council for the Town of Pincher Creek agree to pass a resolution similar to the resolution passed by the Town of High River at their April 12, 2021 regular meeting.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

None at this time.

FINANCIAL IMPLICATIONS:

None at this time.

PUBLIC RELATIONS IMPLICATIONS:

Council has expressed its opinion to government officials and surrounding communities regarding coal development.

ATTACHMENTS:

21.02.08 Premier Jason Kenney - Coal Development Policy for Alberta Reinstatement - 2634

Eastern Slopes Coal Exploration & Public Consultation on the 1976 Coal Development Policy - 2634

Letter - Eastern Slopes Coal Exploration & Public Consultation on the 1976 Coal Development Policy - 2634

CONCLUSION/SUMMARY:

Administration supports that Council for the Town of Pincher Creek receives the request from the Mayor of High River to support the Province and the Alberta Energy Regulator to cease coal development on the Eastern Slopes of the Rockies as information.

Signatures:

Department Head:

Lisa Goss

CAO:

Lannie Wilgosh





February 8, 2021

Honourable Jason Kenney
Office of the Premier
307 Legislature Building
10800 – 97 Avenue
Edmonton, Alberta T5K 2B6
premier@gov.ab.ca

Re: Coal Development Policy for Alberta Reinstatement

Dear Premier Kenney,
Please be advised that Council for the Town of Pincher Creek passed the following resolution at their February 3, 2021 Committee of the Whole meeting;

That Committee of the Whole for the Town of Pincher Creek direct administration to prepare a letter of support to the Premier and related ministries, similar to the one prepared by the Municipal District of Pincher Creek, requesting reinstatement of the 1976 Coal Development Policy for Alberta.

Accordingly, the Town of Pincher Creek is respectfully requesting the immediate reinstatement of the June 15, 1976 Coal Development Policy for Alberta, which was rescinded on June 1, 2020.

In addition, the Town of Pincher Creek respectfully requests that the Government of Alberta begin public consultation with all stakeholders in Alberta on any proposed revision to this policy.

The Town of Pincher Creek looks forward to the engagement of stakeholders, other municipalities and Provincial Departments as this process moves toward a broader public consultation.

Trusting this information to be satisfactory.

Yours Truly,

Laurie Wilgosh

Laurie Wilgosh LGA, CAO
Town of Pincher Creek
/lg

cc: Minister of Environment & Parks, Honourable Jason Nixon aep.minister@gov.ab.ca
Minister of Energy, Honourable Sonya Savage minister.energy@gov.ab.ca
MLA for Livingstone-Macleod Roger Reid livingstone.macleod@assembly.ab.ca
Municipal District of Pincher Creek #9 info@mdpincercreek.ab.ca
Municipality of the Crowsnest Pass cao@crowsonestpass.com
Municipal District of Ranchland cao@ranchland66.com
Municipal District of Willow Creek md26@mdwillowcreek.com
Cardston County office@cardstoncounty.com
Piikani Nation reception@piikanination.com



TOWN OF PINCHER CREEK

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

Administrative Manager

From: Cao
Sent: Monday, April 19, 2021 10:13 AM
To: Administrative Manager
Subject: FW: Eastern Slopes Coal Exploration & Public Consultation on the 1976 Coal Development Policy
Attachments: Letter - Eastern Slopes Coal Exploration & Public Consultation on the 1976 Coal Development Policy.pdf

Hi Lisa,

Please add this to the April 26th agenda and prepare an RFD accordingly. I think one recommendation could be to copy them on the letters that we have already sent.

Thanks, Laurie

-----Original Message-----

From: Reception <reception@pinchercreek.ca>
Sent: April 19, 2021 10:00 AM
To: Cao <cao@pinchercreek.ca>
Subject: FW: Eastern Slopes Coal Exploration & Public Consultation on the 1976 Coal Development Policy

April McGladdery
Administrative Assistant
Town of Pincher Creek
Ph: 403-627-3156
Fax: 403-627-4784
Email: reception@pinchercreek.ca

-----Original Message-----

From: Louise Albert <LAlbert@highriver.ca>
Sent: Monday, April 19, 2021 9:58 AM
To: Reception <reception@pinchercreek.ca>
Subject: Eastern Slopes Coal Exploration & Public Consultation on the 1976 Coal Development Policy

Good Morning,

Please see the attached letter with respect to the Eastern Slopes Coal Exploration & Public Consultation on the 1976 Coal Development Policy.

If you have any questions please contact our Manager of Legislative Services, Kara Rusk (krusk@highriver.ca or 403.603.3652)

Yours Truly,
Louise Albert on behalf of Mayor Craig Snodgrass

Executive Assistant to the CAO
Town of High River
309B MacLeod Tr SW, High River, AB T1V 1Z5
Direct: 403.603.3434 Fax: 403.652.2396
www.highriver.ca

The contents of this email message and any documents accompanying this transmission contain confidential information intended for a specific individual and purpose. The information is private and is protected by law. If you are not the intended recipient, you are hereby notified that any disclosure, copying, distribution or the taking of any action in reliance on the contents of this electronically transmitted information is strictly prohibited. If you have received this communication in error, please notify the sender immediately at the phone number listed above.



309B Macleod Trail SW
High River, Alberta Canada T1V 1Z5
P: 403.652.2110 F: 403.652.2396
www.highriver.ca

April 19, 2021

VIA E-MAIL

OFFICE OF THE MAYOR

Town of Pincher Creek
Mr. Don Anderberg
PO Box 159
Pincher Creek, AB TOK 1W0
Email: reception@pinchercreek.ca

Attention: Mayor Don Anderberg

RE: Eastern Slopes Coal Exploration & Public Consultation on the 1976 Coal Development Policy

Dear Your Worship & Members of Council:

The Province has initiated the public consultation process for all Albertans to provide their voice as it relates to Coal Development on the Eastern Slopes of the Rockies. However, this iconic landscape remains threatened due to continued exploration activities.

The Town of High River is requesting your support to encourage the Province and the Alberta Energy Regulator to cease all exploration on Category 2 lands within the Eastern Slopes of the Rockies. In addition, we want to encourage all municipalities to actively participate in the public consultation process to ensure our opinions and the voices of our residents are heard. Protection of this valuable landscape and the watersheds that will be impacted by any coal development activity is important to every resident of Alberta.

At the April 12, 2021 Regular Meeting of Council, the following resolution was adopted:

BE IT RESOLVED THAT Council direct Administration to draft a letter to be signed by the Mayor and sent to Premier Jason Kenney and Minister Sonya Savage requesting that the Alberta Energy Regulator stop all activities associated with Coal Exploration Permits on the Category 2 lands that were approved prior to February 8, 2021;

AND THAT given that public consultation that has begun regarding coal mining on the Eastern Slopes, Council requests that these coal exploration projects be put on hold by the Alberta Government until final decisions have been made regarding the extraction of coal on the Eastern Slopes of Alberta or the elimination of the extraction of coal, especially given the destruction that exploration causes and the effects on our landscapes and our watersheds;

AND THAT Council direct Administration to draft a letter to be signed by the Mayor and sent to all municipalities in Alberta encouraging them to also send letters to Premier

Kenney and Minister Savage supporting the stoppage of exploration activities on the Eastern Slopes.

AND FURTHER THAT the Town of High River also encourages all municipalities to participate fully in the ongoing Public Consultation Process, including Phase 1, which is the gathering of information that the committee will use to draft the actual Public Consultation process.

The Town has sent letters to Premier Kenney and Minister Savage requesting that the Alberta Energy Regulator stop all activities associated with Coal Exploration Permits on the Category 2 lands that were approved prior to February 8, 2021. In addition, these letters request that the coal exploration projects be put on hold until final decisions have been made about the extraction or the elimination of extraction of coal from the Eastern Slopes, following a meaningful public consultation process.

The Town of High River is respectfully requesting your continued support and that you consider writing to Premier Kenney and Minister Savage requesting that all exploration activities on the Eastern Slopes of the Rockies be ceased, pending the outcome of a meaningful public consultation process. We are encouraging you and your communities to actively participate in the public consultation process to ensure your views are shared.

It is our responsibility to ensure our communities and our residents have the opportunity to share their views as it relates to resource development along the Eastern Slopes. Thank you for your ongoing support and commitment regarding this important initiative for Alberta.

Sincerely,

A handwritten signature in black ink, appearing to read "Craig Snodgrass". The signature is stylized and somewhat cursive, with the first name "Craig" being more legible than the last name "Snodgrass".

Craig Snodgrass
Mayor

CS/cp/kr

TOWN OF PINCHER CREEK

REQUEST FOR DECISION

Council

SUBJECT: Canadian Rural and Remote Housing and Homelessness Symposium	
PRESENTED BY: Lisa Goss, Administrative Manager	DATE OF MEETING: 4/26/2021

PURPOSE:

To consider attendance at the Canadian Rural and Remote Housing and Homelessness Symposium virtually June 1-3, 2021.

RECOMMENDATION:

That Council for the Town of Pincher Creek authorize the attendance of Councillor McGillivray at the Canadian Rural and Remote Housing and Homelessness Symposium virtually June 1-3, 2021.

BACKGROUND/HISTORY:

This event will be an opportunity to reach and connect with a wider cross-section of housing providers, frontline service agencies, and municipal representatives-- during a time when traditional outreach is on hold.

ALTERNATIVES:

That Council for the Town of Pincher Creek receive the information regarding the Canadian Rural and Remote Housing and Homelessness Symposium virtual event as presented.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

None at this time.

FINANCIAL IMPLICATIONS:

The 2021 budget includes funds for Councillor training and travel. The fee to attend is \$345.

PUBLIC RELATIONS IMPLICATIONS:

Attendance at events such as this provide current education and networking opportunities for Councillors.

ATTACHMENTS:

FW_CRRHH Symposium Early Bird Reminder - 2636

CONCLUSION/SUMMARY:

Administration supports that Council for the Town of Pincher Creek authorize the attendance of Councillor McGillivray at the Canadian Rural and Remote Housing and Homelessness Symposium virtually June 1-3, 2021.

Signatures:

Department Head:

Lisa Goss

CAO:

Laurie Wilgosh



Administrative Manager

From: Cao
Sent: Wednesday, April 21, 2021 3:16 PM
To: Administrative Manager
Subject: FW: CRRHH Symposium Early Bird Reminder

From: Brian McGillivray
Sent: Saturday, March 20, 2021 11:42 AM
To: Cao <cao@pinchercreek.ca>
Subject: FW: CRRHH Symposium Early Bird Reminder

Hi Laurie,

Should someone attend this session?

Thanks,

Brian

From: Kelly Petraschuk <kellyp@ruraldevelopment.ca>
Sent: March 19, 2021 1:16 PM
To: Kelly Petraschuk <kellyp@ruraldevelopment.ca>
Subject: CRRHH Symposium Early Bird Reminder

Good afternoon! Hope you're doing well.

I just wanted to send a quick reminder that early bird registration for the **Canadian Rural and Remote Housing and Homelessness Symposium** is only open for 3 more weeks. This event will be a great opportunity for you to reach and connect with a wider cross-section of housing providers, frontline service agencies, and municipal representatives-- during a time when traditional outreach is on hold. This virtual event will take place June 1-3, 2021.

We hope you take advantage of the \$60 discount before tickets go full price on **April 15, 2021**. We also have discounted rates if registering 3+ people from the same organization. You can take a look at all the ticket prices here: [Registration Page](#)

This year, we are excited to announce our three keynote speakers, including Jesse Thistle, best-selling author and Indigenous-rights activist; Avi Frieman, professor and world-renowned architect; and Margaret Pfoh, the CEO at the Aboriginal Housing Management Association (AHMA).

We hope you will be able to join us to share the ways your team (and your community) have adapted to this "new normal". Looking forward to seeing you there.

Regards,

Kelly Petraschuk

Office Manager &
Executive Assistant to the Executive Director

We've moved! Please note our new address

O: 780-964-2736 – ext.0

C: 780-993-7734

Rural Development Network

11443 - 143 Street, NW

Edmonton AB T5M 1V7

www.ruraldevelopment.ca



We've recently rebranded from the Alberta Rural Development Network. [Check out the announcement here.](#)

The RDN acknowledges that we are located on Treaty 6 territory, and respects the histories, languages, and cultures of First Nations, Métis, Inuit, and all First Peoples of Canada.

Sign up for our biweekly newsletter to get the latest on everything rural-- news, upcoming grants, and events-- delivered straight to your inbox! [Click here to subscribe.](#)

**Canadian
Rural and Remote
Housing and Homelessness
Symposium**

Unique solutions made by rural **for rural.**

JUNE 1 - 3

crrhh.ca
join us for this
virtual event!



TOWN OF PINCHER CREEK

REQUEST FOR DECISION

Council

SUBJECT: Pop Up Patios	
PRESENTED BY: LaVonne Rideout, Community Services	DATE OF MEETING: 4/26/2021

PURPOSE:

to receive support the Pincher Creek Pop-Up Patios and allocate additional funding for supplies.

RECOMMENDATION:

That Council for the Town of Pincher Creek That Council for the Town of Pincher Creek support the Pincher Creek Pop-Up Patios and further that \$10 260.00 is allocated from xx to purchase additional supplies.

BACKGROUND/HISTORY:

In Early April, the Province of Alberta moved back to modified Stage 1 restrictions due to the rising case numbers in the COVID-19 pandemic. These changes include the closure of indoor dining however now allow outdoor dining on patios. The Town of Pincher Creek has a limited supply of plastic folding picnic tables, cones and delineators as part of the Community Services event supplies. These supplies have been offered on a first come first serve bases to our local restaurants to help support the creation of outdoor patio dining spaces. Restaurants are asked to sign the equipment lending contract and provide a damage deposit.

Restaurants are required to follow all guidance set out by the Province of Alberta, AGLC and Alberta Health, with the additional guidance for operating during the COVID-19 pandemic. It is recommended that a temporary permit be applied for with the Town on public properties.

Additionally, in February with the support of Council, the community services department applied to the Healthy Communities Initiative to purchase 8 patio parklets. We are hoping to know the results of this application mid-May.

Patio supplies have been booked by 5 dining locations and as the weather continues to warm up, we anticipate more supplies would be beneficial.

Our current inventory includes 20 folding plastic picnic tables. Additional supplies would be welcomed into the inventory and could be used for additional seating/sunshade around the spray park and farmers market. When gatherings and events are permitted these supplies could be used for multiple events.

ALTERNATIVES:

That Council for the Town of Pincher Creek receive the pop-up patios as information.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

The Province of Alberta and Alberta Health Services continues to support outdoor activities.

FINANCIAL IMPLICATIONS:

Funding could be allocated from the XX

PUBLIC RELATIONS IMPLICATIONS:

The Pop-Up patios have been positively received by the community and restaurateurs.

ATTACHMENTS:

Cost for Pop Up Patios - 2633

CONCLUSION/SUMMARY:

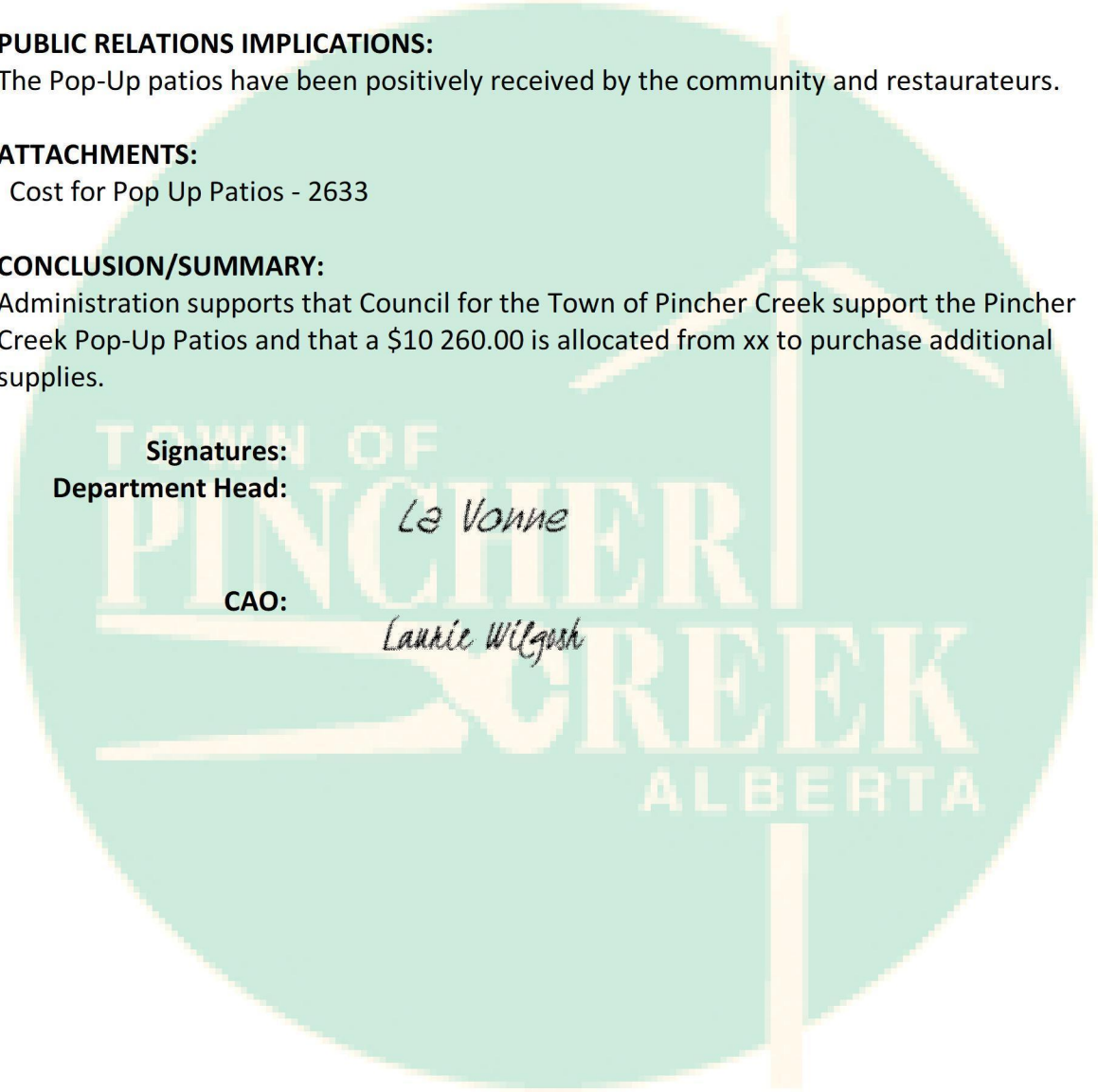
Administration supports that Council for the Town of Pincher Creek support the Pincher Creek Pop-Up Patios and that a \$10 260.00 is allocated from xx to purchase additional supplies.

Signatures:
Department Head:

Le Vonne

CAO:

Laurie Wilgosh



Item	# requested	Cost per item	Total
Folding picnic tables	12	\$480.00	\$5,760.00
Umbrellas	12	\$375.00	\$4,500.00
			\$10,260.00



Town of Pincher Creek
COUNCIL DISTRIBUTION LIST
April 26, 2021

<u>Item No.</u>	<u>Date</u>	<u>Received From</u>	<u>Information</u>
1.	April 12, 2021	Shahnaz Shahtoosi, Government of Alberta	New Webinar Offerings in Spring 2021! Board Development, Grant Writing, The Role of the Board's Chair, and Cybersecurity: What's the Board's Role? - Afternoon and Evening Sessions
2.	April 13, 2021	Linda Erickson, Government of Alberta	News Release: More COVID recovery aid for Alberta's small businesses
3.	April 15, 2021	Preston Seier, TC Energy	NGTL West Path Delivery 2022 Schedule Change
4.	April 16, 2021	Tracy Reaume, town of Morinville	Letter to Minister Madu re: Morinville Support for RCMP
5.	April 16, 2021	Alberta Counsel	Federal Budget Analysis Webinar
6.	March 19, 2021	W. M. (Bill) Sweeney, Director of Law Enforcement	Letter
7.	April 19, 2021	Oldman Watershed Council	Oldman Watershed Council Newsletter April 19/21
8.	April 19, 2021	Leah Blair, Athabasca County	[Internal] Class 1 Mandatory Entry-Level Training (MELT) Program Courses
9.	April 21, 2021	Victoria Chester, Alberta Association of Police Governance	B.C. families push for changes as special committee examines Provincial Police Act
10.	April 21, 2021	Navroop Tehara, Alberta Health	CMOH Update April 21 Summary QA
11.	April 21, 2021	Alberta Seniors & Housing	Age-Friendly Alberta E-News
12.	April 15, 2021	STARS air ambulance	Your Horizons has landed! A thank-you from STARS Alberta
13.	April 22, 2021	Brenda L. Hepp, County of Paintearth No. 18	Letter of Support for RCMP

Operations Department



First Quarter Report, 2021





The start of this new year and new quarter brought plenty of opportunities for the Operations Department to remain busy. Christmas decorations came down, repairs were made to any decorations needing it, we are ready for the 2021 holiday season. Yearend inventory, which began in the fourth quarter of 2020 was completed and new inventory was ordered (example: 198 garbage cans). Staff participate in several online courses through Alberta Water & Wastewater Operators Association to keep certifications current and active. To adhere to the COVID-19 public health restrictions, some of these courses were modified to a virtual platform. Our Capital Projects/Asset Coordinator participated in the Southern Alberta Asset Management Cohort Training with neighboring Municipalities.

Some operational changes happening within the Town is the transferring of duties from the Operations department to the Parks and Recreation Department. Several meetings have happened over this quarter to ensure smooth transition with no disruption of services. Moving forward, the Recreation Department will be maintaining sidewalk and trail snow removal, grass cutting and irrigation of parks, and facility maintenance the two Pincher Creek Community Early Learning Centre's. With this transfer of duties, season summer staff will now fall under Community Services department to assist with these additional responsibilities.

The Operations Department has teamed with Marie; Marketing, Events & Economic Development Officer to increase information sharing with the public. Within this report is the list of social media posts and articles that ran this quarter. The Utility Newsletter provided a great platform to relay project updates. Most recent updates, which have not yet made either platform are; Church Ave to Willow Street Storm Upgrades being awarded to Jenex Contracting Ltd. and the Lebel Mansion fire panel replacement is now completed.

As we move into the warmer months, spring clean up tasks are added to our duties. As weather permits, the street sweeper will be making multiple passes of our roadways and crews will be out cleaning boulevards and areas where sand and gravel have collected from snow removal.



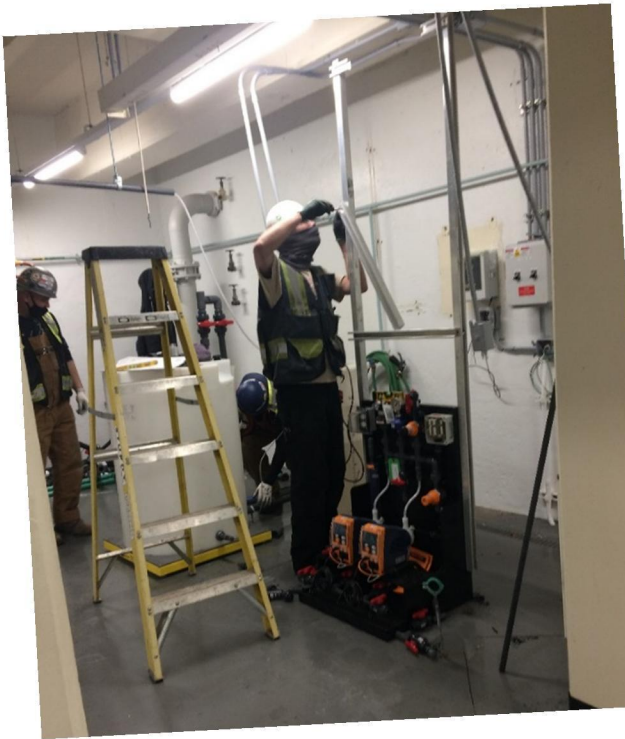
Water Treatment Numbers

Sanitary Waste water approval #95-MUN-080 Jan 2021 – Mar 2021

Total volume flows = 137,601m³

Water treatment filtered and treated water for distribution Jan 2021- Mar 2021

Total Volume Flows = 170,012 m³



Cemetery Updates

Fairview Cemetery

Inurnments (Open Only):1

Full Burials:3

Niche Front Installed: 0



Columbarium

Occupied: 21

Reserved:19

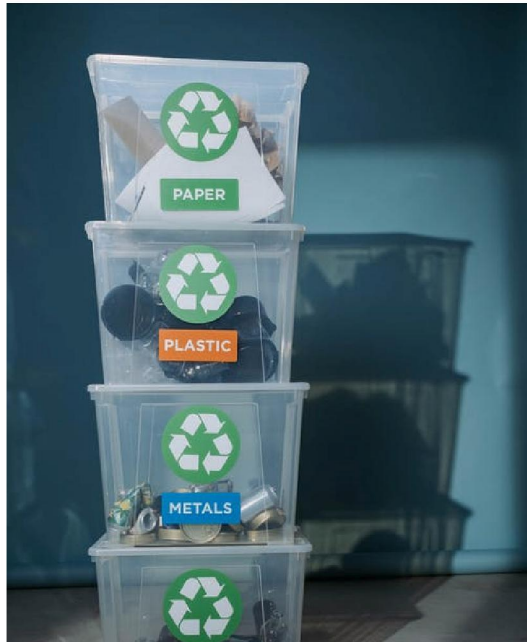
Available:32

Toal:72



Fleet and Administrative Update

Operations Fleet and Solid Waste Coordinator is finalizing mower lease with Cervus Pincher Creek. Spring Stock is being ordered and we are seeing an increase in Alberta One Calls as weather warms. 33 Alberta One Calls were placed this quarter, requesting operation staff to locate underground Town infrastructure. This numbers will likely increase in the warmer months.



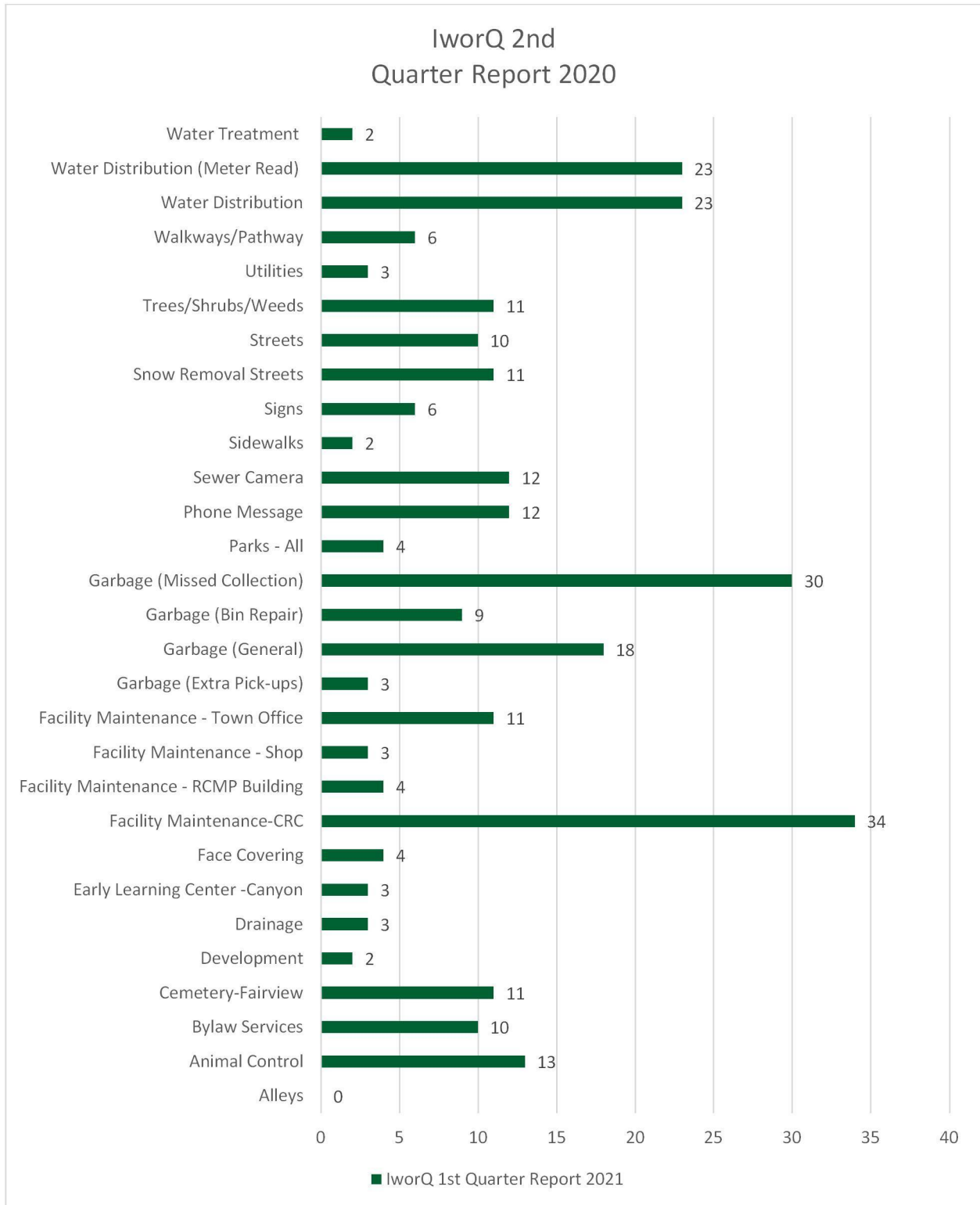
The Operations Department gave 22 written responses ranging from development comments to outcomes of sewer camera requests. Nine (9) Requests for Decisions (RFDs) were prepared by this office and presented to Town Council which included Community Flood Risk Assessment Support, Water Allocating Update and Critical Valve Replacement.

Together with the M.D of Pincher Creek, the Operations Department will be coordinating with them to ensure a smooth transition in addressing our municipalities recycling needs. Staff will be diligently working on the logistics surrounding the selection of a new permanent location and the temporary site.

Citizen Request Update

In this quarter there was 306 citizen requests logged with the Town, with 259 of them directed to Operations (84.6%).





Operations & Information Sharing

Christmas Tree Disposal

December 28th through to January 15th

1086 Kettles Street
(next to the Humane Society)

CHRISTMAS TREES ONLY PLEASE!

www.PincherCreek.ca 403 627 3156

TOWN OF PINCHER CREEK ALBERTA

SAFETY FIRST

Please respect closures and do not take down fences.

Town of Pincher Creek
February 10 at 12:40 PM

We are experiencing some very cold weather, if your residence has a history of freezing lines, here are a few ideas to help keep the water flowing:

- 🔍 Look for cold drafts
Check in unheated areas where water supply lines are located. Usual locations include: basements, crawl spaces, attics, garages, and under kitchen and bathroom cabinets.
- ❗ Open interior doors and cabinets
Allow heat from the house to warm unprotected pipes in cold basements and similar areas.
- 🔥 Keep the heat on
Keep your thermostat set for at least 15°C.
- 🔄 Regularly run water through pipes
Regularly run water in your pipes through everyday use, or by continuously running a steady pencil-width stream of water. You will be responsible for any increase in water charges.
- ❄️ Winterize outside faucets and other water features
Make sure the water line to outside faucets, garden hoses, pools or decorative water features is turned off, disconnected, and drained. If these lines freeze, they can burst which may cause water to drain into your home.
- 🛠️ Check your hot water tank
If your hot water tank is located in a maintenance room outside of your home, make sure the area is adequately heated.
- 👉 Insulate pipes
Both hot and cold water pipes should be insulated in cold areas. Consider installing specific products made to insulate water pipes, like a pipe sleeve, or installing UL-listed heat tape, heat cable or similar materials.

Town of Pincher Creek
March 11 at 2:15 PM

Over the next month, the operations team will be accessing the Town right-of-way at the front of properties to work on town water valves. Any work done by the operations team to make the valves accessible will be repaired. No interruption to water service is anticipated. Thank you for giving our crews time and space to work safely.

#PincherCreek #PincherCreekPublicWorks

Water Valve Work happening March through April 2021

Crews will be accessing via the Town right-of-way

www.PincherCreek.ca #PincherCreek

TIPS TO PREVENT FROZEN PIPES & BURSTS

BIN OPEN NOW OPEN

1086 Kettles Street, Organic Material Transfer Station

Leaves & grass clippings only.

www.PincherCreek.ca 403 627 3156 #PincherCreek



Town of Pincher Creek Newsletter

January to March 2021

Christmas Tree Disposal

Christmas trees can be dropped off at 1086 Kettles Street (next to the SPCA) until January 15th. Please only place Christmas trees in the disposal bin.

March 15 to May 15, 2021

Garbage Pickup Reminder

Garbage pickup occurs between the hours of 8 a.m. – 4 p.m., as per the Garbage Utility Bylaw (No. 1605-13). The fluctuation in pickup time is often a result of routes being varied between operators, how quickly the truck fills (loads must then be emptied at the Crowsnest/Pincher Creek Landfill), and equipment failure/repair.

2021 Capital Project Highlights

Church Avenue/Willow Street Storm Sewer Upgrades

The existing storm sewers under Church Avenue and Willow Street were originally constructed in 1962 and are at the end of their lifecycle. This project involves installing new piping and catch basins (drains) in the area to improve stormwater drainage.

Community Recreation Centre HVAC Upgrades

The Community Recreation Centre includes the golf course club house, bowling alley and fitness club. This project is part of ongoing maintenance of the facility and, in 2021, will include replacement of an air conditioning unit and a furnace.

Concrete Replacement

As part of ongoing maintenance of the Town's sidewalks, this project aims to replace aging/degrading sidewalks based on a variety of factors including condition, location, drainage, accessibility, etc. This project is also utilized to replace curbs and sidewalks that were removed as part of utility repairs throughout the previous year. Specific locations have not yet been selected for 2021.

Fire Hydrant Replacement

Fire hydrants are an important piece of the Town's infrastructure to protect property. Ensuring hydrants

are in good working order is a top priority for the Town. 2021 will see up to four hydrants replaced in the Canyon Drive/Victoria Crescent area.

Lebel Mansion Verandah

The weather has certainly had an impact on the wood verandah structure at the Lebel Mansion. The front verandah and stairs will be replaced and reclaimed where possible with a very similar structure. The Town is working closely with Alberta Historical Resources to ensure the building's historical charm is preserved.

Sanitary Forcemain Twinning

All wastewater from the Town of Pincher Creek is collected at the main lift station and pumped to the wastewater treatment lagoons (located north of Highway 3). The Town received a substantial grant from the Alberta Government to add a second pipeline to increase capacity and ensure service is not disrupted during routine maintenance.

Waterline Creek Crossing

In order to service all areas of Town, treated water is pumped from the water treatment plant via a pipeline which crosses under the Pincher Creek. This pipeline crossing will be replaced to ensure it is sufficiently protected from future high-water events which may impact the existing pipeline. The Town is taking this proactive approach to ensure water service is not compromised in case of a future flooding emergency. Part of this project is being funded through the Alberta Community Resiliency Program which helps municipalities prepare for potential disasters.



2021 Capital Project Highlight cont..

Water Treatment Plant PLC Replacement

The Water Treatment Plant runs 7 days a week to provide safe, treated water to the residents of Pincher Creek. The PLC (Programmable Logic Controller) is the brains of the facility which automates a large portion of the processes necessary to treat water. Keeping this infrastructure updated is vitally important to ensure minimal disruptions in service.

These are only highlights and not an inclusive list of all Town projects for 2021. Directly affected residents will receive more detailed notices from the contractor. For more information, please submit a Citizen Request at www.pinchercreek.ca.

