



TOWN OF PINCHER CREEK COUNCIL MEETING AGENDA

Monday, March 28, 2022 at 6:00 p.m.

Council Chambers, Town Hall

Zoom Link

1. **Call to Order**
2. **Scheduled Public Hearing**
3. **Agenda Approval**
4. **Scheduled Delegations**
 - 4.1 Chinook Arch – Robin Hepher
5. **Adoption of Minutes**
 - 5.1 Minutes of the Committee of the Whole held on Feb 23, 2022
 - 5.2 Minutes of the Regular Meeting of Council held on March 14, 2022
 - 5.3 Minutes of the Committee of the Whole held on March 17, 2022
6. **Business Arising from the Minutes**
 - 6.1 Disposition Of Delegation – MLA Roger Reid – Proposed Police Transition
 - 6.2 Council Committee Meeting Schedules
7. **Bylaws**
8. **New Business**
 - 8.1 Library Board Appointment
 - 8.2 Pincher Planter/Rose Society
 - 8.3 2022 Property Tax Rate and Utility Rates
9. **Council Reports**
10. **Administration**
 - 10.1 Council Information Distribution List
 - 10.2 Council Quarterly by Department
 - 10.3 Council Quarterly by Object
11. **Closed Session Discussion**
 - 11.1 Offer to Purchase Roll # 4102000, 4101000 & 4101800 FOIP s. 16 & 24
 - 11.2 Transportation Contract Review FOIP s. 16
 - 11.3 Land Offer (No RFD) FOIP s. 16 & 24
12. **Notice of Motion**
13. **Adjournment**

The next Regular Council Meeting is scheduled for April 11, 2022 AT 6:00 p.m.



Town of Pincher Creek
COMMITTEE OF THE WHOLE MINUTES
February 23, 2022 – 9:00 AM
Virtually via Zoom

ATTENDANCE:

Mayor: D. Anderberg

Councillors: M. Barber, B. Wright, W. Oliver, S. Nodge, W. Elliott
and D. Green

Staff: L. Wilgosh, Chief Administrative Officer; Legislative Services
Manager, Lisa Goss; W. Catonio, Director of Finance and Human
Resources; L. Rideout, Director of Community Services; M.
Everts, Marketing & Economic Development Officer and K.
Green, Executive Assistant

1. **Call to Order**

Mayor Anderberg called the meeting to order at 9:33 am.

2. **Agenda Approval**

ELLIOTT:

That the Committee of the Whole for the Town of Pincher Creek approves the February
23, 2022 agenda as presented.

CARRIED COTW 2022-034

3. **Business Arising from the Minutes**

a. **Property Tax Incentive Bylaw Review**

i. **Council Philosophy**

ii. **Review of Attachments**

NODGE:

That the Committee of the Whole for the Town of Pincher Creek directs administration
to defer the incentive by-law to the Policy Committee and bring back another draft
within 2 months.

CARRIED COTW 2022-035

W. Oliver left the meeting at 11:28am
Mayor Anderberg called a recess at 11:35 am
Mayor Anderberg called the meeting back to order at 11:41 am
B.Wright left the meeting at 12:03 pm

4. Ajournment

NODGE:

That this session of Committee of the Whole be adjourned at 12:06 am

CARRIED COTW 2022-036

**APPROVED BY RESOLUTION OF
COUNCIL FOR THE TOWN OF PINCHER CREEK
THIS 2 DAY OF MARCH 2022**

Mayor, D. Anderberg

CAO, L. Wilgosh



REGULAR MEETING OF COUNCIL
Held on Monday March 14, 2022
Virtually, commencing at 6:00 p.m.

IN ATTENDANCE:

Councillors: M. Barber, D. Green, S. Nodge, and W. Oliver, B. Wright

Absent with Regrets: W. Elliott and, D. Anderberg

Staff: L. Wilgosh, Chief Administrative Officer; K. Green, Executive Assistant; M. Everts, Events, Marketing & Economic Development; B. Leavins, Public Works Coordinator; A. Grose, Recreation Manager; L. Rideout, Director of Community Services; and L. Goss, Legislative Services Manager

1. CALL TO ORDER

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

2. SCHEDULED PUBLIC HEARING

3. AGENDA APPROVAL

NODGE:

The Council for the Town of Pincher Creek agrees to add 11.3 Personnel to the March 14, 2022 agenda.

CARRIED 22-088

NODGE:

The Council for the Town of Pincher Creek approves the March 14, 2022 agenda as amended.

CARRIED 22-089

4. DELEGATIONS

4.1 MLA Roger Reid - Police Transition Proposal

Mr. Reid gave an update on the police transition proposal.

L. Goss joined the meeting at 6:40 pm

5. ADOPTION OF MINUTES

5.1 Minutes of the Regular Meeting of Council held on February 28, 2022

GREEN:

That Council for the Town of Pincher Creek approve the minutes of the Regular Meeting of Council held on February 28, 2022 as presented.

CARRIED 22-090

5.2 Minutes of the Committee of the Whole held on March 2, 2022

GREEN:

That Council for the Town of Pincher Creek approve the minutes of the Regular Meeting of Council held on March 2, 2022 as presented.

CARRIED 22-091

6. BUSINESS ARISING FROM THE MINUTES

6.1 Disposition of Delegation - Citizens Supportive of Crowsnest Coal

NODGE:

That Council for the Town of Pincher Creek receive the presentation from the Citizen Supportive of Crowsnest Coal as information.

CARRIED 22-092

6.2 Disposition of Delegation – Lightchasers Conference

GREEN:

That Council for the Town of Pincher Creek sponsor the Lightchasers Nature Photography Conference as a "Base Sponsor" of \$500 and for it to be funded from the Public Relations account # 110000235 and further that a welcome from the Town of Pincher Creek is offered to the conference organizer

CARRIED 22-093

6.3 FCM (Federation of Canadian Municipalities) 2022 Conference

GREEN:

That Council for the Town of Pincher Creek approve the in-person attendance of Cllr. Green and Cllr. Wright at the Regina FCM conference from June 2 - 5, 2022.

7. BYLAWS

8. NEW BUSINESS

8.1 Clean Energy Improvement Program (CEIP)

NODGE:

That Council for the Town of Pincher Creek provide formal approval for administration to dedicate time to work on a Clean Energy Improvement Program for the Town of Pincher Creek.

CARRIED 22-094

8.2 Matthew Halton Field Irrigation

OLIVER:

That Council for the Town of Pincher Creek direct administration to proceed with repairing the irrigation system and supply line at the Matthew Halton High School Field and bring back to council if costs are to exceed \$2,500.

CARRIED 22-095

9. REPORTS

9.1 Upcoming meetings

Economic development strategy – Health & Wellness Hub
NE Area Structure Plan Meeting

*Regular Council Meeting
March 14, 2022*

Finance & Budge Committee - Utility Rate Review
Police Advisory Committee
Joint Council Meeting – ICF Orientation
ORRSC Orientation

Oliver:

That Council for the Town of Pincher Creek accepts council reports as information.

CARRIED 22-096

B. Leavins left the meeting at 7:22 pm

10. ADMINISTRATION

10.1 Council Information Distribution List

WRIGHT:

That Council for the Town of Pincher Creek accepts the March 14, 2022 Council Information Distribution List as information.

CARRIED 22-097

10.2 Council Meetings (virtual/in person)

NODGE:

That Council for the Town of Pincher Creek agrees to give notice to ending the requirement for council and committee meetings to be held virtually.

CARRIED 22-098

Deputy Mayor Barber called a recess at 7:27 pm

Deputy Mayor Barber called the meeting back to order at 7:39 pm

A. Grose left the meeting at 7:45 pm

11. CLOSED MEETING DISCUSSION

OLIVER:

That Council for the Town of Pincher Creek agree to move to a closed session of Council on Monday, March 14, 2022 at 7:39 pm in accordance with section 16 & 24 of the Freedom of Information and Protection of Privacy Act, with the Chief Administrative Officer, Recreation Manager, Legislative Services Manager, Marketing & Economic Development Officer, Director of Community Services, Public Works Coordinator, and Executive Assistant in attendance.

CARRIED 22-099

GREEN:

That Council for the Town of Pincher Creek agree to move out of a closed session of Council on Monday, March 14, 2022 at 8:33 pm in accordance with section 19 & 24 of the Freedom of Information and Protection of Privacy Act, with the Chief Administrative Officer, Recreation Manager, Legislative Services Manager, Marketing & Economic Development Officer, Director of Community Services, Public Works Coordinator, and Executive Assistant in attendance.

CARRIED 22-100

11.1 Offer to Purchase Roll# 8601000 – FOIP S. 16 & 24

OLIVER:

That Council for the Town of Pincher Creek counter offers the offer to purchase for Plan 0613747, Block 5, Lot 8 dated March 4, 2022 with a new price of \$72,500.

CARRIED 22-101

11.2 Vacant Property Inquiry (No RFD)

GREEN:

That Council for the Town of Pincher Creek give direction to administration to pursue further information from the owners of the buildings discussed.

CARRIED 22-102

11.3 Personnel – Letter of Understanding

NODGE:

That Council for the Town of Pincher Creek agrees to endorse the letter of understanding as presented.

CARRIED 22-103

12. NOTICE OF MOTION

13. ADJOURNMENT

OLIVER:

That this meeting of Council on March 14, 2022 be hereby adjourned at 8:45 pm.

CARRIED 22-104

MAYOR, D. Anderberg

CAO, L. Wilgosh

**APPROVED BY RESOLUTION
OF THE COUNCIL OF THE
TOWN OF PINCHER CREEK,
THIS 28th DAY OF MARCH 2022 S E A L
NEXT REGULAR MEETING OF COUNCIL TO BE HELD ON MONDAY MARCH 28, 2022
AT 6:00 P.M.**



Town of Pincher Creek
COMMITTEE OF THE WHOLE MINUTES
March 17, 2022 – 9:00 AM
Virtually via Zoom

ATTENDANCE:

Mayor: D. Anderberg

Councillors: M. Barber, B. Wright, W. Oliver, S. Nodge, W. Elliott
and D. Green

Staff: L. Wilgosh, Chief Administrative Officer; Legislative Services
Manager, Lisa Goss; M. Everts, Marketing & Economic
Development Officer and K. Green, Executive Assistant

1. **Call to Order**

Councillor Barber called the meeting to order at 9:02 am.

2. **Agenda Approval**

GREEN:

That the Committee of the Whole for the Town of Pincher Creek approves the March 17, 2022 agenda as presented.

CARRIED COTW 2022-030

3. **Scheduled Delegations:**

3.1 Stantec – Brad Schmidtke

3.2 ORRSC – Steve Harty

4. **Committee Reports**

5. **Administration**

6. **Business Arising from the Minutes**

7. **Policy**

8. New Business

8.1 Northeast Area Structure Plan

9. Closed Session

9.1 Northeast Area Structure Plan – Continued

NODGE:

That Committee of the Whole for the Town of Pincher Creek agree to move to a closed session of the Committee on Thursday March 17, 2022 at 10:39 am in accordance with sections 16, 18, 21 and 24 of the Freedom of Information and Protection of Privacy Act, with the Chief Administrative Officer, Marketing & Economic Development Officer, Legislative Services Manager and Executive Assistant in attendance.

CARRIED COTW 2022-031

NODGE:

That Committee of the Whole for the Town of Pincher Creek agrees to move out of a closed session of the Committee on Thursday March 17, 2022 at 10:53 am in accordance with sections 16, 18, 21 and 24 of the Freedom of Information and Protection of Privacy Act, with the Chief Administrative Officer, Marketing & Economic Development Officer Legislative Services Manager and Executive Assistant in attendance.

CARRIED COTW 2022-032

Cllr. Oliver left the meeting at 9:55 am

10. Adjournment

ELLIOTT:

That this session of Committee of the Whole be adjourned at 10:55 am.

CARRIED COTW 2022-033

**APPROVED BY RESOLUTION OF
COUNCIL FOR THE TOWN OF PINCHER CREEK
THIS 28th DAY OF MARCH 2022**

Mayor, D. Anderberg

CAO, L. Wilgosh

TOWN OF PINCHER CREEK

REQUEST FOR DECISION

Council

SUBJECT: Disposition of delegation – MLA Roger Reid – proposed police transition	
PRESENTED BY: Laurie Wilgosh, Chief Administrative Officer	DATE OF MEETING: 3/28/2022

PURPOSE:

MLA Roger Reid came and spoke to council on the proposed police transition

RECOMMENDATION:

That Council for the Town of Pincher Creek accepts the presentation provided by MLA Roger Reid regarding the Province's proposal to transition from the RCMP to a Provincial Police Force as information.

BACKGROUND/HISTORY:

Province has been studying the implications of transitioning the Province's police force from the RCMP to a Provincial Police Force. Public consultation is coming soon. The majority of Alberta municipalities have written to the province to express their opposition to the proposal. Most municipalities seem relatively satisfied with the RCMP service and have serious concerns as to the cost of a Provincial force and the availability of trained officers.

ALTERNATIVES:

That Council send a letter to the Minister of Justice and Solicitor General requesting a complete explanation as to the concerns that the Province has with the RCMP.

That a schedule for public consultation be provided by the Minister of Justice and Solicitor General regarding the proposal to transition from the RCMP to a Provincial police force.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

N/A

FINANCIAL IMPLICATIONS:

Unknown

PUBLIC RELATIONS IMPLICATIONS:

Alberta residents will want to know the why for changing from RCMP to Provincial Police, in addition to the anticipated service, availability of officers and personnel, and projected cost estimates.

ATTACHMENTS:

None at this time.

CONCLUSION/SUMMARY:

Administration supports that Council receive the discussion and update provided by MLA Roger Reid regarding the Province's proposal to transition from the RCMP to a Provincial Police force as information.

Signatures:

Department Head:

Lannie Wilgosh

CAO:

Lannie Wilgosh



TOWN OF PINCHER CREEK

REQUEST FOR DECISION

Council

SUBJECT: Council Committee meeting schedules	
PRESENTED BY: Laurie Wilgosh, Chief Administrative Officer	DATE OF MEETING: 3/28/2022

PURPOSE:

To consider maintaining optional virtual meetings

RECOMMENDATION:

That Council for the Town of Pincher Creek agree to provide for Council Committee meetings, including Committee of the Whole in a combination of in person and virtual format to enable both Council members and the public to attend.

BACKGROUND/HISTORY:

Council passed a resolution on March 14th, 2022 to no longer require Council meetings to be held virtually. Consequently the next regular Council meeting on March 28th, 2022 will be held in person in the Town's council chambers. Virtual attendance will still be an option for delegates and guests.

Council would like to maintain the option to hold council committee meetings virtually as required, and some councilors have indicated that it is easier to attend some daytime meetings in this manner, rather than leaving their day jobs to attend a meeting.

MGA s.199(1) A council meeting or council committee meeting may be conducted by means of electronic or other communication facilities if:

- a) notice is given to the public of the meeting, including the way in which it is to be conducted,
- b) the facilities enable the public to watch or listen to the meeting at a place specified in that notice and a designated officer is in attendance at that place, and
- c) the facilities enable all the meeting's participants to watch or hear each other.

ALTERNATIVES:

That Council agree to hold all daytime Committee of the whole meetings in a virtual format from now until June 30th, 2022 and to reassess the format at that time.

That Council agree to follow the Procedural Bylaw # 1596-21 and the Committee of the Whole Bylaw # 1608-20, and hold in person meetings in the Town Council Chambers unless advertised otherwise.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

N/A

FINANCIAL IMPLICATIONS:

N/A

PUBLIC RELATIONS IMPLICATIONS:

The public appreciate the opportunity of attending Council and Committee of the Whole meetings in the virtual format.

ATTACHMENTS:

None at this time.

CONCLUSION/SUMMARY:

Administration supports that Council hold Council meetings in person in the Town Council Chambers, and that Committee of the Whole meetings be held as a hybrid model both in person and virtually.

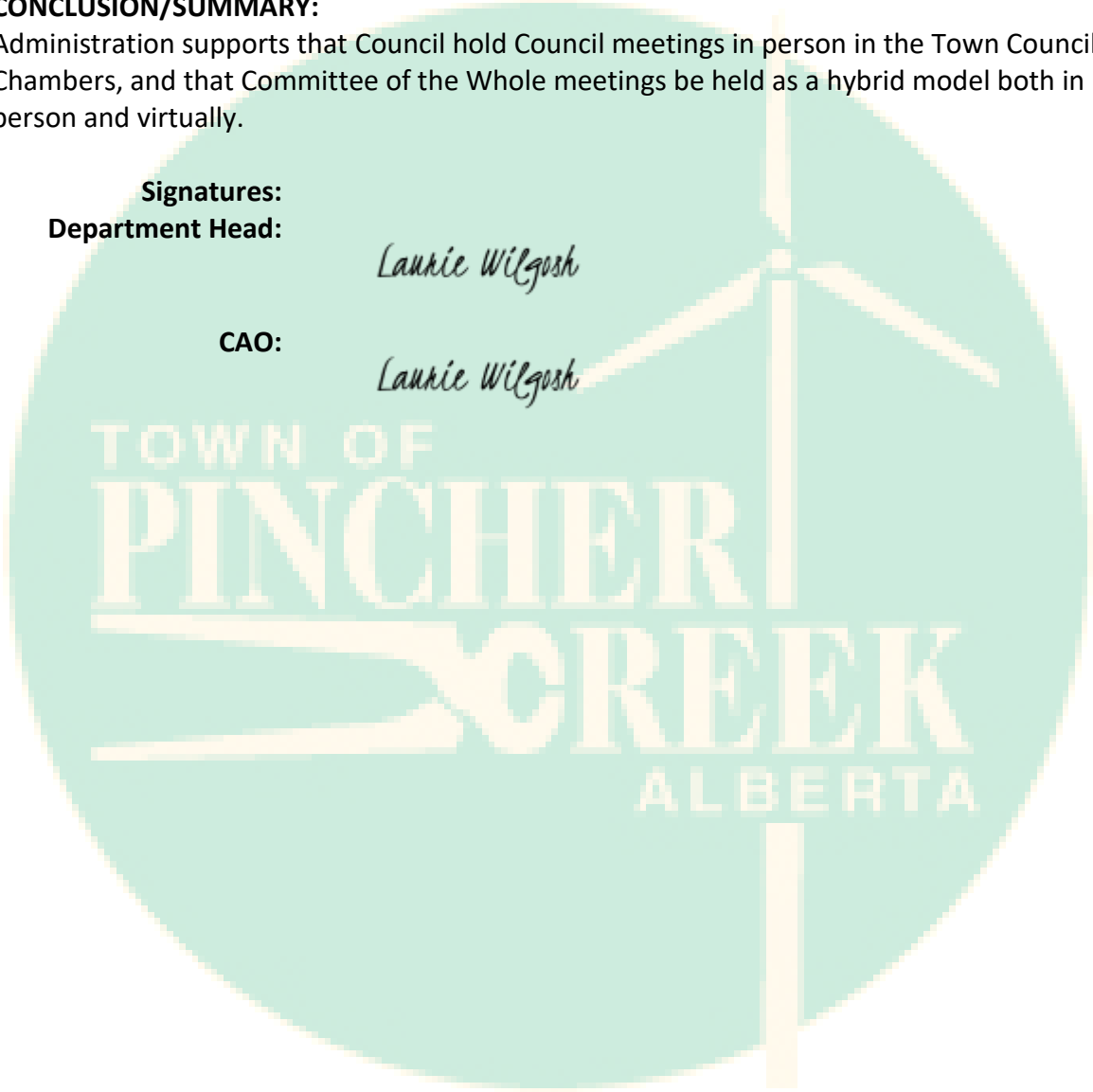
Signatures:

Department Head:

Laurie Wilgosh

CAO:

Laurie Wilgosh



TOWN OF PINCHER CREEK

REQUEST FOR DECISION

Council

SUBJECT: Library Board Appointment	
PRESENTED BY: LaVonne Rideout, Community Services	DATE OF MEETING: 3/28/2022

PURPOSE:

To review the recommendation that Jonathan Clark be appointed to serve for another three year term on the Library *Board*.

RECOMMENDATION:

That Council for the Town of Pincher Creek That Council for the Town of Pincher Creek agree that Jonathan Clark be appointed for another three year term on the Library Board.

BACKGROUND/HISTORY:

Jonathan Clark’s appointment to the Library Board runs out at the end of this month.

Jonathan has been a contributing member of the board for the past 6 years. His connection to the schools is very valuable to the collaboration between the institutions.

It is the hope of both the board and Jonathan Clark that he be allowed to serve another term.

According to the Intermunicipal Library Agreement an individual can serve terms from 1-3 years up to a maximum of 9 years.

ALTERNATIVES:

That we thank Mr. Clark for his service and start the recruitment of another member.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

N/A

FINANCIAL IMPLICATIONS:

N/A

PUBLIC RELATIONS IMPLICATIONS:

N/A

ATTACHMENTS:

- Agreement to Establish an Intermunicipal Library Board to Dec 31 2023 - 2848
- J Clark Library Board Renewal - 2848

CONCLUSION/SUMMARY:

Administration would like to thank Mr. Clark for his past 6 years of service and is in support of Mr. Clark serving another three year term on the Library Board.

Signatures:

Department Head:

La Vonne

CAO:

Laurie Wilgosh





AGREEMENT TO ESTABLISH AN INTERMUNICIPAL LIBRARY BOARD

Pursuant to section 12 of the Libraries Act

Memorandum of an agreement made this 19 day of December A.D. 2018

BETWEEN:

Then Municipal District of the Pincher Creek No. 9
of the first part

and

The Town of Pincher Creek
of the second part

and

The Village of Cowley
of the third part

WHEREAS Section 12 of the Libraries Act (part 1.1) makes provisions whereby such Councils may, with the consent of the Minister, enter into agreements relating to the provision of a library service; and

WHEREAS it is deemed expedient and proper by Councils and Parties concerned, that such an agreement be entered into.

NOW THEREFORE, the parties hereto covenant and agree as follows:

1. That the parties hereto agree to establish and operate jointly an intermunicipal library board to be known as The Pincher Creek & District Public Library Board (hereafter referred to as the Board).
2. That the management and operation of the library shall be delegated to the Board constituted as follows:
 - a) 4 members appointed by the Council of the Town of Pincher Creek of which only 1 appointee may be a member of Council;

- b) 4 members appointed by the Council of the Municipal District of Pincher Creek No. 9 of which only 1 appointee may be a member of Council;
 - c) 1 member appointed by the Council of the Village of Cowley;
 - d) All these appointments shall be for a term of one to three years;
 - e) Appointees may serve a maximum of nine years.
3. That the Board so appointed shall exercise all powers and perform all the duties delegated to an Intermunicipal Library Board under Section 12 of the *Libraries Act*.
 4. That the financing of the Board shall be arranged as follows:
 - a) The Board shall submit the annual budget and estimate of funding for the upcoming year by September 15th of the current year to the Town of Pincher Creek, Municipal District of Pincher Creek No. 9 and Village for their review and approval;
 - b) The Village of Cowley shall contribute \$1300 annually towards the Board's annual approved budget;
 - c) The Town of Pincher Creek and the Municipal District of Pincher Creek No. 9 shall contribute equally to the remaining balance towards the Board's annual approved budget;
 - d) These monies shall be due to the Intermunicipal Library Board.
 5. That an annual financial report shall be conducted in accordance with the *Libraries Act* by a person appointed by the Board and ratified by Councils and when complete, shall be submitted to each Council that is party to this agreement. The person appointed by the Board shall not be a Library employee, nor a Board Trustee, nor a Councilor of a municipality that is party to this agreement. He or she shall be certified as at least a Registered Public Accountant.
 6. That the Board or any party to this agreement may propose amendments to this agreement. Proposed amendments must be agreed to by at least two parties to this agreement. Amendments will be filed with the Minister responsible for libraries.
 7. Using the following system, it is hoped that any dispute between the parties to This agreement can be settled.

- | | |
|---------------|--|
| Step 1 | It is important to avoid any dispute by ensuring the plan is adhered to as adopted. |
| Step 2 | Should any party to this agreement identify an issue that it wishes to dispute, that party should inform the other parties, in writing, the reasons for its dispute. |
| Step 3 | Each party to the agreement will appoint a representative, all of whom will constitute an ad hoc Dispute Committee. |
| Step 4 | The Committee should discuss the issue with the intent to seek a solution by consensus. |
| Step 5 | Should the Committee be unable to arrive at a consensus, then each Committee representative will contact his or her Chief Elected |

Officer to arrange a joint meeting of the Councils of the municipalities that are parties to this agreement. Councils will then discuss possible solutions.

Step 6 Should the Councils be unable to reach a solution, any municipality may contact Alberta Municipal Affairs to commence a mediation process under the department's guidance.

Step 7 In a case where further action under the Act is unavailable, the results of the mediation report will be binding on each municipality.

8. That this agreement shall remain in full effect until December 31, 2023. This agreement may be reopened by any party, with reasons being given to the other parties with 60 days notice in writing.
9. That each party to this agreement contributes as assets and liabilities to the Board those assets and liabilities which each Council and Library Board has invested in the Pincher Creek and District Municipal Library on the day this agreement takes effect.
10. Withdrawal: A party may withdraw from the agreement by giving a one year notice by September 15, one year in advance. If any municipality withdraws from this agreement, it leaves all its assets and liabilities with the Board.
11. If at least two of the three municipalities, parties to this agreement, jointly wish to dissolve the Intermunicipal Library Board they shall proceed in accordance with Section 17.2 of The Libraries Regulations. The final dissolution shall be in accordance to the directions, and the order, of the Minister responsible for libraries.
12. This Agreement comes into effect on the date first written above.

Town of Pincher Creek



Mayor

CAO

Municipal District of Pincher Creek No. 9



Reeve

CAO

Village of Cowley



Mayor

CAO



**BYLAW NO. 1601-18
OF THE
TOWN OF PINCHER CREEK
FOR THE PURPOSE OF AUTHORIZING THE MUNICIPAL COUNCIL
OF THE TOWN OF PINCHER CREEK TO ENTER INTO AN AGREEMENT
WITH THE MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
AND THE VILLAGE OF COWLEY TO ESTABLISH
AN INTERMUNICIPAL LIBRARY BOARD**

WHEREAS the Municipal Government Act, RSA 2000, chapter M26 and amendments thereto, authorizes the Town of Pincher Creek to pass bylaws to enter into agreements;


WHEREAS the Libraries Act, RSA 2000, Chapter L-11, Part 1.1, authorized Municipal Councils, by bylaw, to enter into agreements respecting the establishment of an intermunicipal library board;

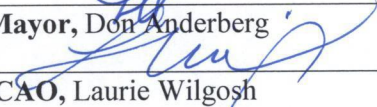
WHEREAS the Councils for the town of Pincher Creek, the Municipal District of Pincher Creek No.9 and the Village of Cowley have negotiated an agreement for the establishment of an intermunicipal library board;

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

1. That the Mayor and CAO of the Town of Pincher Creek be and are hereby empowered to execute an agreement, with the Municipal District of Pincher Creek No. 9, and the Village of Cowley, attached hereto as Appendix A, to establish The Pincher Creek and District Public Library Board.
2. That the said agreement, annexed hereto as Appendix A, is hereby incorporated and made part of this Bylaw.
3. This Bylaw comes into force on the final passing thereof.

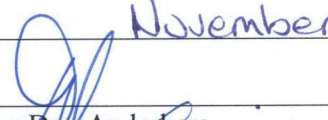
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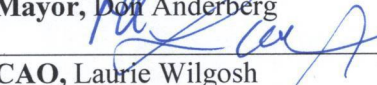


 Mayor, Don Anderberg


 CAO, Laurie Wilgosh

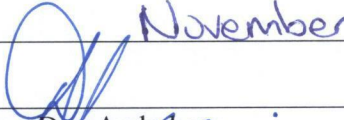
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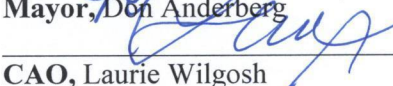


 Mayor, Don Anderberg


 CAO, Laurie Wilgosh

READ A THIRD TIME THIS 13 DAY OF _____, November, 2018 A.D.



 Mayor, Don Anderberg


 CAO, Laurie Wilgosh

March 7, 2022

Pincher Creek Town Office
ATTN: Town Council
962 St. John Avenue
Box 159, Pincher Creek, AB
T0K 1W0

To whom it may concern,

I am writing this letter to express my interest and intent of continuing to be a representative for the town of Pincher Creek with the Pincher Creek Municipal Library Board. It will be six years that I have been on the board at the time of my renewal.

Since I am employed as a Learning Commons Technician at both Matthew Halton High School and Canyon School, I am qualified to continue this position and am able to bring both expertise and a unique perspective to the board. It is also an asset to have someone that works in the library field that can be a liaison between both schools and the town library.

Thank you for your time and consideration,

A handwritten signature in black ink, appearing to read 'J. Clark', with a long horizontal flourish extending to the right.

Jonathan Clark

TOWN OF PINCHER CREEK

REQUEST FOR DECISION

Council

SUBJECT: Pincher Planters/Rose Society	
PRESENTED BY: LaVonne Rideout, Community Services	DATE OF MEETING: 3/28/2022

PURPOSE:

Celebrate the contributions of the Pincher Planters and Rose Society past and present

RECOMMENDATION:

That Council for the Town of Pincher Creek agree to take part in and support financially the celebration of years of service for the Pincher Planters and the Rose Society

BACKGROUND/HISTORY:

This year marks the 25th anniversary of the Pincher Planters and the 15th anniversary for the Rose Society.

Through the hard work of dedicated volunteers, ornamental gardens can be enjoyed throughout the town, beautifying our surroundings and natural landscape.

More than 65 flower beds have been developed and maintained over the years.

300+ trees and shrubs have been planted.

Nearly 50 hanging baskets grace down town posts.

The Town of pincher Creek and the "Pincher Planters" have been featured in Western Canadian Garden magazines

"Rose Garden" was added at the Lebel Mansion (2007)

Administration would like to honour and celebrate these amazing accomplishments by hosting a Thank You Tea on Saturday June 18th at 2pm in Cenotaph Park.

ALTERNATIVES:

The council could direct administration to send a thank you to the two groups.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

N/A

FINANCIAL IMPLICATIONS:

See proposed budget attached

PUBLIC RELATIONS IMPLICATIONS:

2022 was proclaimed the year of the Garden by council.

Communities in Bloom are working in partnership with town administration to celebrate these amazing accomplishments.

Supports and encourages volunteers in our community.

ATTACHMENTS:

Afternoon Tea Concept - 2851

Afternoon Tea Lunch Budget - 2851

CONCLUSION/SUMMARY:

Administration hopes the council for the Town of Pincher Creek will support this both financially as well as by being part of the celebrations

Signatures:

Department Head:

La Vonne

CAO:

Lannie Wilgosh



Event Budget Template

EXPENSES				Actual EXPENSES			
ITEM	#	AMOUNT	TOTAL	#	AMOUNT	TOTAL	
Thank you gift (Rose society)	48	\$16.00	\$768			\$0	
Thank you gift (Pincher Planters)	48	\$16.00	\$768			\$0	
Afternoon Tea	75	\$12.00	\$900			\$0	
Bathroom Trailer	1	\$1,400.00	\$1,400			\$0	
Misc Supplies	1	\$300.00	\$300			\$0	
			\$0			\$0	
			\$0			\$0	
			\$0			\$0	
			\$0			\$0	
Picnic Tables			\$0			\$0	
Garbage/recycling Cans			\$0			\$0	
Music/sound system			\$0			\$0	
			\$0			\$0	
			\$0			\$0	
			\$0			\$0	
			\$0			\$0	
			\$0			\$0	
TOTAL			\$4,136	TOTAL			\$0

INCOME				Actual income			
ITEM	#	AMOUNT	TOTAL	#	AMOUNT	TOTAL	
			\$0			\$0	
			\$0			\$0	
			\$0			\$0	
			\$0			\$0	
			\$0			\$0	
			\$0			\$0	
			\$0			\$0	
			\$0			\$0	
			\$0			\$0	
			\$0			\$0	
			\$0			\$0	
			\$0			\$0	
			\$0			\$0	
TOTAL			\$0	TOTAL			\$0

total expenses	\$4,136
total income	\$0
Total gain/loss	(\$4,136)

Pincher Planter & The Rose Society Thank You, Afternoon Tea Event concept

Why:

- Celebrate the contributions of present and past Pincher Planters & Rose society members who have contributed to the beautification of Pincher Creek
- An invite only afternoon in Cenotaph Park
- Celebrating 25 years of Pincher Planters
- Celebrating 15 years of the Rose society

What:

- An afternoon tea in cenotaph park (back up Town Hall gym)

When & Where:

- Saturday, June 18 at 2 p.m. in Cenotaph Park

Draft Agenda:

- Lunch buffet open
- Welcome and thank you from Mayor (& Council)
- Thank you and brief history – Community Services Director
- Remarks from Pincher Planters
- Remarks from the Rose Society
- Microphone open for comments
- Thank you gifts presented

TOWN OF PINCHER CREEK

REQUEST FOR DECISION

Council

SUBJECT: 2022 Property Tax Rate and Utility Rates	
PRESENTED BY: Wendy Catonio, Director of Finance and Human Resources	DATE OF MEETING: 3/28/2022

PURPOSE:

For Council to decide how to begin implementing increases to the utility rates to ensure utilities are self-sustaining and to establish an EMS capital reserve as a result of recommendations made at the Finance and Budget Committee meeting.

RECOMMENDATION:

That Council for the Town of Pincher Creek agree to maintain the Pincher Creek Emergency Services Commission reserve funding in the 2022 budget in the amount of \$114,437 and to allocate the funds to a dedicated reserve for Pincher Creek Emergency Services Commission capital expenses.

That Council for the Town of Pincher Creek recommend Option _____ as the method to begin increasing utility rates.

BACKGROUND/HISTORY:

At the Finance and Budget Committee meeting held on March 22, 2022, the Committee discussed the fact that the Town of Pincher Creek's utility rates are not keeping pace with increases in utility costs. It was decided to gradually increase utility rates over a period of five to six years to become self-sustaining once again and where possible reduce taxes if the expenditures were being funded through property taxes. Administration indicated to the Committee that the soonest a new bylaw with revised rates for utilities could be ready would be September 1, 2022. The Committee agreed that the Town should continue to budget for the reserve funding required by Pincher Creek Emergency Services Commission and allocate it to a dedicated reserve so it is available when it is required. The Committee requested that Administration prepare some options to bring to the Council Meeting on March 28, 2022.

Administration is recommending that the costs for Storm Water be funded through a utility rate rather than through property taxes. Many municipalities are implementing such a system. One of the advantages of this method is the fact that some properties are exempt from property taxes and therefore do not contribute to this expense. All properties have utility accounts and therefore can contribute to storm water management for the Town. This expense is currently funded through the municipal portion of the property taxes and therefore this amount can be removed from the municipal property tax levy.

Water, Wastewater and Waste Management are being budgeted as self-sustaining by funding any deficits through transfer from the utility reserves not taxes. Any changes to these revenue items cannot be deducted from taxes unless another reserve transfer that is budgeted as funded through taxes is reduced.

All Options reflect the increase in taxes to cover all requisitions and payments to third parties including Education requisition, Pincher Creek Foundation requisition, Designated Industrial Properties requisition, police funding and Pincher Creek Emergency Services Commission funding. Details of the calculations for the Options are attached.

Option 1:

Do not increase utility rates until January 1, 2023 when the Town will have a full year at the new utility rates. This option also gives Administration more time to evaluate other utility rate structures that are more comprehensive than just charging based on line size and consumption. This Option results in a 4.384% increase in total property taxes collected. This increase resulted from increases in third party payments as discussed above.

Option 2:

Introduce a Storm Water Utility Rate effective September 1, 2022 for a total of \$49,657 and reduce property taxes by the same amount. Increase the waterline charge rates by \$2/month; \$4/billing or \$24 per year for all residential and non-residential customers without an offsetting property tax reduction. This Option results in an overall increase to the Town of 4.59%.

Option 3:

Same as Option 2 except that Council could decide to reduce a transfer to reserve funded through taxes and reduce property taxes by the same. This Option results in an overall increase in revenue of 4.384%.

Option 4:

Introduce a Storm Water Utility rate for 4 months; reduce municipal taxes for the entire deficit of \$148,970; transfer the difference of \$99,313 from reserves for 2022 only. Increase water rates with no reduction of taxes. This option results in an overall increase in Town revenue of 2.968% in 2022. Revenue will be higher in 2023 when the Storm Water rate is collected for the entire year.

Option 5:

Same as Option 4 but reduces taxes for the Water revenue increase and reduce a tax funded reserve.

ALTERNATIVES:

That Council for the Town of Pincher Creek request more information for the next Council meeting.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

Council's objective is to fund the total amount of requisitions and third party payments through property taxes and maintain a self-sustaining utility program.

FINANCIAL IMPLICATIONS:

Reduced reliance on reserves to fund utility deficits will result in more reserves for future capital expenditures.

PUBLIC RELATIONS IMPLICATIONS:

Council will be hosting an open house to discuss the 2022 budget.

ATTACHMENTS:

2022 03 28 - Property Tax Rate and Utility Rates - 2854

CONCLUSION/SUMMARY:

Administration supports Option 2 which increases taxes to cover the requisitions and payments, introduces a storm water rate with an offsetting property tax reduction for 4 months and increasing waterline charges by \$2/month with no offsetting municipal tax reduction.

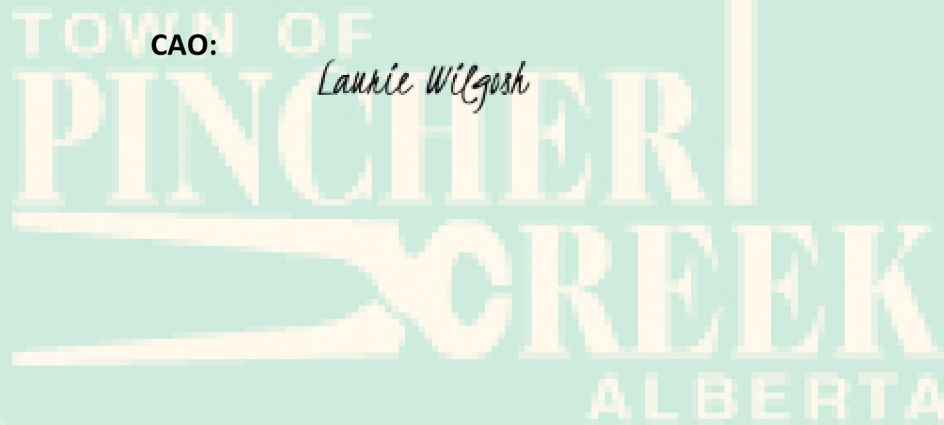
Signatures:

Department Head:

Wendy Catonio

CAO:

Laurie Wilgosh





**Town of Pincher Creek
COUNCIL DISTRIBUTION LIST
March 28, 2022**

<u>Item No.</u>	<u>Date</u>	<u>Received From</u>	<u>Information</u>
1.	March 10, 2022	Livingstone-Macleod	News Release: Recognizing Albertans who make our communities safe
2.	March 11, 2022	Oldman River Regional Services Commission	ORRSC Periodical - Spring 2022 - Confined Feeding Operations
3.	March 11, 2022	Oldman River Regional Services Commission	February 10, 2022 Executive Committee Meeting Minutes
4.	March 14, 2022	Alberta Association of Police Governance	Survey for PCD's and Commission/Committee/Advisory members
5.	March 15, 2022	Southwest Alberta Sustainable Community Initiative	2022-01 Grant Specialist Report
6.	March 16, 2022	Alberta Hemp Alliance (AHA)	You're Invited: Alberta Hemp Industry Conference April 21 & 22
7.	March 17, 2022	Citizen	Hill Spring Fundraiser for Ukraine
8.	March 2022	BLOOM Centre for Municipal Education	12-Part Elected Official On-Demand Webinar Series
9.	March 2022	BLOOM Centre for Municipal Education	2 Day In-Person Municipal Mastery for Elected Officials Course
10.	March 21, 2022	Alberta Counsel	First Annual Non-Profit Day
11.	March 22, 2022	Cenera	FOIP Orientation for Elected Officials Spring 2022 - ADDITIONAL DATE ADDED!
12.	March 22, 2022	The Pincher Creek Community Center Hall Society	Letter
13.	March 24, 2022	13 Ways	2022 Community Leaders Camp

Operating Summary - By Department

For the Year Ending December 31, 2021

	2020 Actual	2021 Actual	2021_BUDGET Budget	Variance	% Variance
Revenues					
Net municipal property taxes (Note 1)	\$4,679,575.76	\$4,715,680.17	\$4,715,243.99	(\$436.18)	100.01%
User fees and sales of goods	2,068,742.70	2,220,118.52	1,965,674.40	(254,444.12)	112.94%
Government transfers for operating	1,747,096.60	1,514,980.55	1,065,529.64	(449,450.91)	142.18%
Franchise and concession contracts	837,684.41	855,437.68	881,050.00	25,612.32	97.09%
Rentals	635,604.13	630,342.68	757,048.64	126,705.96	83.26%
Investment income	249,158.16	228,065.71	218,860.00	(9,205.71)	104.21%
Penalties & Costs	92,581.22	81,730.47	97,600.00	15,869.53	83.74%
Licences & Permits	106,862.50	131,123.15	112,600.00	(18,523.15)	116.45%
Other Revenues & Adjustments	113,036.80	142,955.34	111,689.21	(31,266.13)	127.99%
Total Revenue	10,530,342.28	10,520,434.27	9,925,295.88	(595,138.39)	106.00%
Expenses					
Legislative	275,043.61	307,784.98	341,046.65	33,261.67	90.25%
Administration	873,354.84	852,511.66	851,825.75	(685.91)	100.08%
Protective Services	1,190,922.74	1,264,154.94	1,385,691.09	121,536.15	91.23%
Roads, streets, walks & lighting	1,261,256.50	1,219,335.04	1,417,498.66	198,163.62	86.02%
Water supply & distribution	1,190,187.51	1,266,661.33	1,376,486.53	109,825.20	92.02%
Wastewater treatment & disposal	775,209.37	853,710.98	958,477.12	104,766.14	89.07%
Waste management	459,550.48	510,073.64	516,462.52	6,388.88	98.76%
Other environmental use & protection	44,896.23	50,927.52	67,802.71	16,875.19	75.11%
Public health & welfare services (Note 2)	309,053.09	330,748.86	349,937.61	19,188.75	94.52%
Planning & development	581,546.05	490,472.94	640,158.19	149,685.25	76.62%
Recreation & Culture	3,194,353.69	3,913,445.17	3,367,448.95	(545,996.22)	116.21%
Total Expenses	10,155,374.11	11,059,827.06	11,272,835.78	213,008.72	98.11%
Excess revenue over expenses	374,968.17	(539,392.79)	(1,347,539.90)	(808,147.11)	40.03%
Other					
Government transfers for capital	882,842.76	2,522,383.86	5,114,378.00	2,591,994.14	49.32%
Gain (loss) on disposal of tangible capital assets	(3,919.01)	(6,862.33)	500.00	7,362.33	
	878,923.75	2,515,521.53	5,114,878.00	2,599,356.47	49.18%
Excess of revenue over expenses	1,253,891.92	1,976,128.74	3,767,338.10	1,791,209.36	52.45%
Surplus Funds Allocated Below:					
Acquisition of tangible capital assets	4,120,390.09	3,480,598.78	7,925,000.00	4,444,401.22	43.92%
Loan Funding Capital Projects	(1,900,924.60)				0.00%
Repayment of debenture principle	135,381.94	191,220.54	191,220.49	(0.05)	100.00%
Net transfers to/from reserves	773,071.97	165,436.69	(2,743,841.35)	(2,909,278.04)	(6.03%)
Transfer from operating for Equipment Trade in		13,800.00		(13,800.00)	0.00%
Less: Amortization	(1,671,573.50)	(1,792,372.75)	(1,605,448.00)	186,924.75	111.64%
Less: Loss on sale of TCA	(53,919.01)	(6,862.33)		6,862.33	0.00%
Less: Purchase of Excavator & Loader on Trade In	(158,300.00)	(158,200.00)		158,200.00	0.00%
	1,244,126.89	1,893,620.93	3,766,931.14	1,873,310.21	50.27%
Net surplus (deficit) Actual (Balanced Budget)	9,765.03	82,507.81	406.96	(82,100.85)	



TOWN OF PINCHER CREEK
Operating Statement - By Object
 For the Year Ending December 31, 2021

	2020 Actual	2021 Actual	2021_BUDGET Budget	Variance	% Variance
Revenues					
Net municipal property taxes	\$4,679,575.76	\$4,715,680.17	\$4,715,243.99	(\$436.18)	100.01%
User fees and sales of goods	2,068,742.70	2,220,118.52	1,965,674.40	(254,444.12)	112.94%
Government transfers for operating	1,747,096.60	1,514,980.55	1,065,529.64	(449,450.91)	142.18%
Franchise fees	837,684.41	855,437.68	881,050.00	25,612.32	97.09%
Rentals & Leases	635,604.13	630,342.68	757,048.64	126,705.96	83.26%
Return on Investments	249,158.16	228,065.71	218,860.00	(9,205.71)	104.21%
Penalties and costs of taxes	92,581.22	81,730.47	97,600.00	15,869.53	83.74%
Licences and permits	106,862.50	131,123.15	112,600.00	(18,523.15)	116.45%
Other Revenues & Adjustments	113,036.80	142,955.34	111,689.21	(31,266.13)	127.99%
Total Revenue	10,530,342.28	10,520,434.27	9,925,295.88	(595,138.39)	106.00%
Expenses					
Salaries, wages & benefits	3,809,897.02	4,213,990.62	4,124,031.40	(89,959.22)	102.18%
Contracted and general services	690,838.56	938,476.73	962,926.01	24,449.28	97.46%
Professional Services	1,198,834.14	1,136,523.81	1,255,549.92	119,026.11	90.52%
R & M and rentals & leases	818,210.62	903,463.62	1,261,456.90	357,993.28	71.62%
Insurance	141,868.88	162,810.66	145,300.00	(17,510.66)	112.05%
Goods	420,692.38	480,691.93	440,235.03	(40,456.90)	109.19%
Utilities	677,922.69	734,045.35	790,480.01	56,434.66	92.86%
Land Held For Resale - Costs	6,036.79				0.00%
Amortization	1,675,853.50	1,795,741.75	1,605,448.00	(190,293.75)	111.85%
Transfers to Organizations	524,056.20	513,542.46	526,541.07	12,998.61	97.53%
Bank Charges	7,954.31	10,505.04	6,650.01	(3,855.03)	157.97%
Interest on long-term debt	129,499.40	135,476.92	135,567.43	90.51	99.93%
Other Expenditure & Adjustment	53,709.62	34,558.17	18,650.00	(15,908.17)	185.30%
Total Expenses	10,155,374.11	11,059,827.06	11,272,835.78	213,008.72	98.11%
Excess (Deficiency) revenue over expenses before other	374,968.17	(539,392.79)	(1,347,539.90)	(808,147.11)	40.03%
Other					
Government transfers for capital	882,842.76	2,522,383.86	5,114,378.00	2,591,994.14	49.32%
Net Gain (Loss) on sale of tangible capital assets	(3,919.01)	(6,862.33)	500.00	7,362.33	
	878,923.75	2,515,521.53	5,114,878.00	2,599,356.47	49.18%
Excess (Deficiency) revenue over expenses	1,253,891.92	1,976,128.74	3,767,338.10	1,791,209.36	52.45%
Surplus Funds Allocated Below					
Acquisition of tangible capital assets	4,120,390.09	3,480,598.78	7,925,000.00	4,444,401.22	43.92%
Loan Funding Capital Projects	(1,900,924.60)				0.00%
Repayment of debenture principle	135,381.94	191,220.54	191,220.49	(0.05)	100.00%
Net transfers to/from reserves	773,071.97	165,436.69	(2,743,841.35)	(2,909,278.04)	(6.03%)
Transfer from operating for Equipment Trade In		13,800.00		(13,800.00)	0.00%
Amortization	(1,671,573.50)	(1,792,372.75)	(1,605,448.00)	186,924.75	111.64%
Purchase of Excavator & Loader on Trade In	(158,300.00)	(158,200.00)		158,200.00	0.00%
Loss of sale of equipment	(53,919.01)	(6,862.33)		6,862.33	0.00%
	1,244,126.89	1,893,620.93	3,766,931.14	1,873,310.21	
Balanced budget	9,765.03	82,507.81	406.96	(82,100.85)	