



**TOWN OF PINCHER CREEK COUNCIL  
MEETING AGENDA  
Monday, September 12, 2022 at 6:00 p.m.  
Council Chambers, Town Hall  
962 St. John Avenue**

1. **Call to Order**
2. **Scheduled Public Hearing**
3. **Agenda Approval**
4. **Scheduled Delegations**
  - 4.1 Bonnie Gaetz -Simpson – Traffic Concerns
  - 4.2 Patty Richards - Y2Y Report
5. **Adoption of Minutes**
  - 5.1 Minutes of the Committee of the Whole held on September 7, 2022
6. **Business Arising from the Minutes**
  - 6.1 Disposition of Delegation - South Canadian Rockies
  - 6.2 Disposition of Delegation Chantel Laliberte – Short Term Rental Concerns
7. **Bylaws**
  - 7.1 Chief Administrative Officer Bylaw 1573-22
8. **New Business**
  - 8.1 Waterline Creek Crossing - Capital Project Award
  - 8.2 Awards Of Excellence
  - 8.3 Town Office Facility Usage Policy 153-22
  - 8.4 Multi-Purpose Facility Hydrochloric Acid Room Funding Re-Allocation
9. **Council Reports**
10. **Administration**
  - 10.1 Council Information Distribution List
  - 10.2 Community Services Quarterly Report
11. **Closed Session Discussion**
  - 11.1 Concession Operator Agreement – s.16
  - 11.2 North East Area Structure Plan – s.23
  - 11.3 Update on Pincher Creek Community Early Learning Centre – s.23 & 24
  - 11.4 Climate Resiliency grant funding acceptance - s.23
12. **Notice of Motion**

13. **Adjournment**

*The next Regular Council Meeting is scheduled for September 26, 2022 AT 6:00 p.m.*

August 23 2022,

On August 22 2022, Pincher Creek Municipal Enforcement conducted a traffic speed survey on Broadview Street in the Town of Pincher Creek, following resident complaints of speeding. The survey started at 1345hrs. Using a stalker dual DSR Radar mounted on the dash board of the Peace Officer Patrol truck. Municipal Enforcement positioned between Evergreen ave and Gould AVE, facing WEST bound in front of #611 Broadview. It was a sunny, +29, with no wind. 74 vehicles were surveyed traveling east and west. The survey recording ended at 1600hrs. The lowest speed recorded was 19km, and the highest was 68km, with an average speed of 46km. Vehicle speeds are listed below. Residents on the street, have stated the worse times for speeding are in the morning first thing, and after school around 1530hrs to 1700hrs during the school year. Municipal enforcement, will continue to patrol the area, have a higher focus on speed and traffic enforcement until another survey can be completed.

1. West 43km
2. West 43km
3. West 48km
4. 42km west
5. 59km west
6. 47km west
7. 68km east
8. 55km east
9. 54km west
10. 50km west
11. 52km west
12. 43km east
13. 31 km east
14. 46km west
15. 39km east
16. 40km east
17. 43km east
18. 47km east
19. 38km west
20. 54km east

21. 40km east
22. 44km east
23. 19km west
24. West 38km
25. 44km east
26. 48km west
27. 48km west
28. 47km west
29. 48km west
30. 45km west
31. 44km east
32. 50km west
33. 43km west
34. 51km east
35. 49km east
36. 29km east
37. 41km west
38. 45km west
39. 42km west
40. 51 west
41. 42 west
42. 54 east
43. 48km east
44. 42 east
45. 45km east
46. 42km west
47. 43km west
48. 38km west
49. 31km west

50. 48km east
51. 41km west
52. 41km west
53. 42km east
54. 49km west
55. 38km west
56. 41km east
57. 38km west
58. 57km west
59. 44km east
60. 34km east
61. 43km east
62. 53km west
63. 35km east
64. 49km east
65. 55km east
66. 45km west
67. 44km west
68. 45kmwest
69. 40km east
70. 31km east
71. 39km east
72. 47km east
73. 43km east
74. 42km east
75. End of survey

# Nature Positive Economic Development for SW Alberta

Sept. 12, 2022

**STORMY  
LAKE  
CONSULTING**



# THE PROJECT

The work was centered around exploring Nature Positive Economic Diversification in SW Alberta.

Our goal is to help local and provincial governments identify and quantify emerging economic opportunities that work with the significant natural assets in the region, including the Castle Parks, and surrounding public lands.

- Started by forming two advisory groups (community & economic)
- Looked closely at the data (regional socio-economic assessment)
- Captured work already underway (review of existing provincial & municipal plans)
- Talked to people - workshops, interviews (65 engaged and representative stakeholders)
- Communicate findings, implications, and recommendations within region (report & recommendations)

# COMMUNITY ADVISORY PANEL

- Kainai First Nation - Mike Oka, Consultation Manager
- Pincher Creek MD - Roland Milligan, Director of Development and Community Services
- Town of Pincher - Marie Everts, Marketing, Events & Economic Development Officer
- Crowsnest MD - Patrick Thomas, CAO
- REDA's - Bev Thornton, Executive Director, Alberta SW
- Chambers - Sam Schofield, Pincher Creek Chamber President (past)
- Alberta Parks - Brad Tucker
- Business
  - Kelley and Aynsley Baker, Outdoor Outlet and Harvest Café
  - Heather Davis, Owner & Guide, Uplift Adventures
- Medical - Dr. Cathy Scrimshaw
- Recreation - Jason Crawford, Castle Mountain Resort Sales and Marketing Manager
- Real Estate:
  - Scott Korbett, real estate broker and was on town council
  - Randall Whiteside, real estate broker
- Education - Greg Long, Livingstone Range School Division
- SASCI - James Van Leeuwen, SASCI Chairperson



## ORGANIZATIONS INTERVIEWED

- › Alberta SouthWest Regional Alliance
- › Blood Tribe Economic Development
- › Buffalo Rock Tipi Camp
- › Cardston County
- › Castle Mountain Resort
- › Family and Community Support Services (FCSS)
- › Community Futures Crowsnest Pass
- › Government of Alberta, Environment & Parks
- › Headwaters Economics
- › Individual residents
- › Mikai'sto Foundation
- › Municipality of Crowsnest Pass
- › Piikani Travel Centre
- › SouthGrow
- › Southern Alberta Renewable Energy Co-op (SABRE)
- › Southwest Alberta Sustainable Communities Initiative (SASCI)
- › Tamarack Outdoors
- › Tourism Industry Association of Alberta
- › Town of Pincher Creek
- › TransAlta
- › Travel Alberta
- › United Riders of Crowsnest
- › Vestas

## NUMBER OF PEOPLE ENGAGED

Sector	Workshop	Interview	Total
Government – municipal	5	3	7
Government – provincial	4	-	4
Business and hospitality	2	2	3
Economic development	1	1	2
Tourism	4	3	6
Resident	7	3	9
Resource extraction	2	2	4
Renewable energy	-	1	1
Construction	-	1	1
Recreation	-	1	1
Environmental	7	1	8
Agriculture, fishing, hunting	3	2	5
Health care	2	1	2
Social services	-	1	1
Community-based organizations & associations	-	1	1
Consulting	2	1	2
Media	1	-	1
Education	1	-	1
Indigenous	3	5	8
<b>Total participants</b>	<b>44</b>	<b>27</b>	<b>65</b>



# So what's in the report?

The path forward includes 2 overarching categories of strategy: **primary and enabling**



3 primary sectors have been identified as key economic drivers for the region: **tourism, renewable energy, and agriculture**



5 enabling initiative areas could lay the groundwork required to achieve success in the primary economic sectors: **housing, education, broadband, business development, and communications**

# So what's next?

## **Community Identified Opportunities:**

- Affordable housing
- Increased workforce
- Government collaboration
- Job creation
- Funding access
- Depolarized opinions

## **Project Next Steps:**

- Continue to share final report
- Engage on the intersection of the report's findings with needs local, indigenous, and provincial governments
- Activate recommendations

# EXAMPLE RECOMMENDATIONS

## General:

- Identify and share best practices and collaboration opportunities

## Tourism:

- Continue to work with local DMO's to identify synergies and support tourism initiatives (e.g. Clusters and Corridors model)

## Renewable Energy:

- Support Opportunity Development Cooperatives
- Raise awareness of various regional waste to energy projects
- Offer an alternative energy tax credit available to municipal/municipal district jurisdictions as well as First Nations

# EXAMPLE RECOMMENDATIONS

## Housing:

- Support municipal efforts towards adequate land use zoning and tax structures for incentivizing and managing non-permanent residential development
- Help advance provincial inclusionary zoning policy

## Education:

- Support regional planning and collaboration for the incentivization of post-secondary institutions to create satellite campuses & distributed learning in the area
- Support fledgling regional initiatives in education and skills-training

## Broadband:

- Support 'last mile' broadband connection - along with regional efforts such as community-owned high-speed Internet
- Work with Alberta SouthWest Regional Alliance to refresh the existing broadband strategy from an equity and accessibility lens and tie to recent Government of Alberta broadband commitment

# ALIGNMENT WITH ALBERTA GOVERNMENT RURAL ECONOMIC DEVELOPMENT ENGAGEMENT

## Ongoing Rural Economic Development Initiatives

Alberta Indigenous Opportunities Corporation	Aboriginal Business Investment Fund	Alberta Advantage Immigration Strategy	Rural Health Professions Action Plan
Nursing Initiatives	U of C Veterinary School Expansion	Innovation Employment Grant	Alberta at Work
	Alberta Broadband Strategy 2022	Tourism	

## Emerging Themes and Proposed Focus Areas

<b>Critical Infrastructure</b> <ul style="list-style-type: none"> <li>Identify and address regional critical infrastructure that will support investment and growth in rural Alberta.</li> </ul>	<b>Red Tape Reduction</b> <ul style="list-style-type: none"> <li>Further the Government of Alberta's emphasis on reducing red tape by focusing on municipal efforts to improve efficiencies.</li> </ul>	<b>Workforce Strategies</b> <ul style="list-style-type: none"> <li>Support workforce development, training, attraction and retention that will meet demand in the existing and emerging economy.</li> </ul>	<b>Rural Investment Attraction</b> <ul style="list-style-type: none"> <li>Support the development, growth, retention and sustainability of rural business investment and innovation.</li> </ul>
<b>Rural Tourism</b> <ul style="list-style-type: none"> <li>To enhance rural Alberta's reputation as a diversified tourism destination.</li> </ul>	<b>Rural Business Supports</b> <ul style="list-style-type: none"> <li>Enable business supports in rural communities that will support economic development</li> </ul>	<b>Collaboration</b> <ul style="list-style-type: none"> <li>Enable planning, communication, service delivery, investment and growth through a coordinated and collaborative approach across government and with rural economic development players.</li> </ul>	

## MEETINGS TO DATE

- Ministry of Culture and Status of Women - March 16
- Ministry of Agriculture, Forestry and Rural Economic Development - March 18
- Waterton Biosphere Reserve - April 14
- Town of PC - May 4
- MD of Crowsnest- May 17
- Kainai First Nation - May 18
- Ministry of Jobs, Economy and Innovation (also ADM Round Table) - May 25
- Castle Crown Wilderness Coalition - May 27
- MD Pincher Creek - June 14
- Economic Developers Of Alberta - July 6
- Alberta SW (REDA) - Sept. 7

## MEETINGS UPCOMING

- SASCI - Sept. 20
- Castle Mountain Resort - Sept. 29
- Kainai - end of September
- MD of Crowsnest - TBD
- Southgrow - TBD
- Community Futures - TBD
- Various ADMs and EDs within provincial government (Scott Long, Chad Willms, Tom Davis)





*"This place is spiritual.  
I walk out my back door  
and I feel good."*

*"More visitors will be joining  
a larger local population and  
supporting a larger economic  
base which will all exert  
continued pressure on  
primary attractions."*

# Where's the next opportunity?





# How can you help?

- Provide critical feedback
- Continue to support those working on solutions
- Identify additional partners to advance this work
- Identify work underway that has synergy with this work
- Provide support for recommendations



# How can we help?

- Convene meetings with potential cross-sector partners
- Provide research & information
- Amplify work by the Town of PC currently has underway
- Provide intergovernmental relations on nature-positive development
- Fundraise for and manage pilot projects

# Thank you!

Patty Richards - [patty@y2y.net](mailto:patty@y2y.net), 403-807-6948

Josh Welsh - [josh@y2y.net](mailto:josh@y2y.net), 403-609-2666 x148



Town of Pincher Creek  
COMMITTEE OF THE WHOLE MINUTES  
September 7, 2022 – 9:00 AM  
In Person & Virtually

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ATTENDANCE:

Mayor: D. Anderberg

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

Staff: W. Catonio, Director of Finances and Human Resources, A. Levair, Operations Manager; M. Everts, Events, Marketing & Economic Development; A. Hlady, FCSS Coordinator; L. Goss, Legislative Services Manager; A Grose, Recreation Manager; L. Rideout, Director of Community Services; and K. Green, Executive Assistant

**1. CALL TO ORDER**

Deputy Mayor Green called the meeting to order at 9:00 am.

**2. AGENDA APPROVAL**

**BARBER:**

That the Committee of the Whole for the Town of Pincher Creek agrees to move agenda item 4 Committee Reports to the end of the meeting for the September 7, 2022 agenda.

**CARRIED COTW 2022-101**

**WRIGHT:**

That the Committee of the Whole for the Town of Pincher Creek agrees to the September 7, 2022 agenda as amended.

**CARRIED COTW 2022-102**

**3. DELEGATIONS**

**3.1 Communities in Bloom Judging – Betty Jean Scott**

**4. COMMITTEE REPORTS**

**OLIVER:** Aug 3 - Committee of the Whole  
Aug 8 – Intermunicipal Development  
Aug 15 – Operations Committee  
Aug 15 – Policy Advisory Committee  
Aug 16 – MDSA  
Aug 22 – Regular Council  
Aug 24 - Pincher Creek Foundation  
Aug 25 – Intermunicipal Development  
Aug 30 – Special Council

**GREEN:** July 4 – Policy and Bylaw  
July 5 – Pincher Creek Early Learning Centre  
July 6 – Environment and Prosperity Webinar  
July 7 – Crestview Lodge  
July 12 - Pincher Creek Foundation  
July 13 – Minister Shandro Meeting  
July 20 – Police Advisory  
July 23 – Heritage Acres Pancakes  
July 25 – Travis Tows UCP Leadership Council  
July 26 – Pincher Creek Early Learning Centre  
July 27 - Pincher Creek Foundation

5. Administration

6. Business Arising from the Minutes

7. Policy

8. New Business

8.1 Strategic Plan Review – Natalie Gibson (No RFD)

8.2 ICF Meeting – Agenda Items (No RFD)

**NODGE:**

That the Committee of the Whole for the Town of Pincher Creek forward agenda items; Joint Funding Review, RCMP Detachment & ECO Centre for the next ICF meeting.

**CARRIED COTW 2022-103**

**8.3 Reallocation of Budgeted Dollars**

**BARBER:**

That the Committee of the Whole for the Town of Pincher Creek accept the report as presented.

**CARRIED COTW 2022-104**

*Mayor Anderberg called a recess at 10:25 am*

*Mayor Anderberg called the meeting back to order at 10:35 am*

**9. Closed Session**

**BARBER:**

That the Committee of the Whole for the Town of Pincher Creek agree to move into a closed session of Council on Wednesday, September 7, 2022 at 10:35 am in accordance with section 16 & 24 of the Freedom of Information and Protection of Privacy Act, with the Director of Finances and Human Resources, Operations Manager, FCSS Coordinator, Marketing & Economic Development, Legislative Services Manager, Recreation Manager, Director of Community Services, and Executive Assistant in attendance.

**GREEN:**

That the Committee of the Whole for the Town of Pincher Creek to move out of a closed session of Council on Wednesday, July 6, 2022 at 11:12 pm in accordance with section 19 & 24 of the Freedom of Information and Protection of Privacy Act, with the Director of Finances and Human Resources, Operations Manager, FCSS Coordinator, Marketing & Economic Development, Legislative Services Manager, Recreation Manager, Director of Community Services, and Executive Assistant in attendance.

**9.1 North East Area Structure Plan**

**OLIVER:**

That the Committee of the Whole for the Town of Pincher Creek defer item 9.1 to the next council meeting on September 12, 2022

**CARRIED COTW 2022-105**

*Councillor Wright left the meeting at 11:11am*

*Councillor Wright returned to the meeting at 11:12am*

*L. Goss & A. Grose left the meeting at 10:57 am*

**9.2 Sobey's and Bargain Store (No RFD)**

**OLIVER:**

That the Committee of the Whole for the Town of Pincher Creek direct administration to set up a date for a site visit of the Sobeyes and the Bargain Store

**CARRIED COTW 2022-106**

**10. Adjournment**

**BARBER:**

That this session of Committee of the Whole be adjourned at 11:15 am.

**CARRIED COTW 2022-0107**

**APPROVED BY RESOLUTION OF  
COUNCIL FOR THE TOWN OF PINCHER CREEK  
THIS 12 DAY OF SEPTEMBER 2022**

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

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



# Town of Pincher Creek

## REQUEST FOR DECISION

*Council*

<b>SUBJECT:</b> Disposition of Delegation - South Canadian Rockies	
<b>PRESENTED BY:</b> Wendy Catonio, Director of Finance and Human Resources	<b>DATE OF MEETING:</b> 9/12/2022

**PURPOSE:**

South Canadian Rockies came and spoke about their mission to support the development of a strong tourism sector by providing a framework for operators and the broader community to collaborate in the areas of marketing, tourism infrastructure development, labour attraction, seasonal attraction balance, and more in our region.

**RECOMMENDATION:**

That Council for the Town of Pincher Creek accept the South Canadian Rockies presentation as information.

**BACKGROUND/HISTORY:**

N/A

**ALTERNATIVES:**

N/A

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

NA

**FINANCIAL IMPLICATIONS:**

NA

**PUBLIC RELATIONS IMPLICATIONS:**

NA

**ATTACHMENTS:**

None at this time.

**CONCLUSION/SUMMARY:**

Administration supports Council for the Town of Pincher Creek accepting the presentation by South Canadian Rockies as information.

**Signatures:**

Department Head:

*Wendy Catonio*

CAO:

*Wendy Catonio, For: CAO*



# Town of Pincher Creek

## REQUEST FOR DECISION

*Council*

<b>SUBJECT:</b> Disposition of Delegation Chantel Laliberte – Short Term Rental Concerns	
<b>PRESENTED BY:</b> Wendy Catonio, Director of Finance and Human Resources	<b>DATE OF MEETING:</b> 9/12/2022

**PURPOSE:**

The concerned citizens wanted to come and inform council about the concerns of short term rentals in Pincher Creek.

**RECOMMENDATION:**

That Council for the Town of Pincher Creek accept the presentation made by Chantel as information.

**BACKGROUND/HISTORY:**

NA

**ALTERNATIVES:**

NA

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

NA

**FINANCIAL IMPLICATIONS:**

NA

**PUBLIC RELATIONS IMPLICATIONS:**

NA

**ATTACHMENTS:**

None at this time.

**CONCLUSION/SUMMARY:**

Administration supports that Council receive the presentation by Chantel Laliberte as presented.

**Signatures:**  
**Department Head:**

*Wendy Catonio*

CAO:

*Wendy Calovic, For: CAO*



# Town of Pincher Creek

## REQUEST FOR DECISION

*Council*

<b>SUBJECT:</b> Chief Administrative Officer Bylaw 1573-22	
<b>PRESENTED BY:</b> Lisa Goss, Legislative Service Manager	<b>DATE OF MEETING:</b> 9/12/2022

**PURPOSE:**

For Council to consider first reading of Chief Administrative Officer Bylaw 1573-22.

**RECOMMENDATION:**

That Council for the Town of Pincher Creek agree and give first reading to Chief Administrative Officer Bylaw 1573-22.

**BACKGROUND/HISTORY:**

The addition of item 11.4 "The CAO shall be authorized to consolidate bylaws as per section 69(1) of the MGA" was a recommendation as a result of the Municipal Affairs Municipal Accountability Program review conducted in 2021.

**ALTERNATIVES:**

That Council for the Town of Pincher Creek agree and give second reading to Chief Administrative Officer Bylaw 1573-22.

That Council for the Town of Pincher Creek unanimously agree to present Chief Administrative Officer Bylaw 1573-22 for third reading at the regular meeting on September 12, 2022.

That Council for the Town of Pincher Creek agree and give third and final reading to Chief Administrative Officer Bylaw 1573-22 and that a copy of which be attached hereto forming part of the minutes.

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

see attached pages from Town of Pincher Creek - 2021 Municipal Accountability Program (MAP) Report

**FINANCIAL IMPLICATIONS:**

None at this time.

**PUBLIC RELATIONS IMPLICATIONS:**

None at this time.

**ATTACHMENTS:**

DRAFT Chief Administrative Officer Bylaw 1573-22 - 2987

**CONCLUSION/SUMMARY:**

Administration supports that Council for the Town of Pincher Creek agree and give first reading to Chief Administrative Officer Bylaw 1573-22.

**Signatures:**

**Department Head:**

*Lisa Goss*

**CAO:**

*Wendy Catovic, For: CAO*



**BYLAW NO. 1573-22  
OF THE  
TOWN OF PINCHER CREEK  
IN THE PROVINCE OF ALBERTA  
FOR THE PURPOSE OF**

**Defining the Duties and Powers of the  
Chief Administrative Officer of the Town of Pincher Creek.**

WHEREAS, the Municipal Government Act being Chapter M-26 of the Revised Statutes of Alberta, R.S.A. 2000, and Amendments thereto, a Council may, by Bylaw, delegate any or all of its executive and administrative duties to a Chief Administrative Officer:

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

1. This Bylaw shall be cited as "The Town of Pincher Creek Chief Administrative Officer Bylaw".
2. In this Bylaw, including this section, unless the context otherwise requires:
  - a. "Act" means The Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta, R.S.A. 2000, as amended and any acts substituted therefore.
  - b. "Town" means the corporation of the Town of Pincher Creek, and where the context so requires, means the land included in the boundaries of the Town.
  - c. "Council" means the Mayor and Councillors of the Town of Pincher Creek.
  - d. "CAO" means the Chief Administrative Officer as described in the Act, and further a person selected by Council on the basis of education, training and experience in the field of public administration.
  - e. "Directors" means the principal subordinates as appointed by Council or the Chief Administrative Officer.

**3. QUALIFICATIONS AND POWERS:**

- 3.1** There shall be in and for the Town, a CAO who shall be appointed by reasons of his/her qualifications and training preferably in the field of Public Administration, by the Town Council and who shall carry out any and all of the executive and administrative duties of Council, or others as Council has power to delegate, as set out in the Act and such other executive and administrative duties as may have prior to this Bylaw or hereafter from time to time be vested, conferred or delegated in, upon and to the CAO by Bylaw or Resolution of Council.

4. ACTING CAO:

4.1 The Council may appoint an Acting CAO, in the absence of the CAO due to illness, absence, or other incapacities. The Acting CAO shall perform all the duties of the CAO as prescribed by this Bylaw and the Act during his/her tenor.

5. INVESTIGATION OF ANY TOWN AFFAIRS:

5.1 The Town Council and the CAO have the responsibility to make all necessary investigations into the affairs of the Town for the purpose of safeguarding the individual responsibilities of either of them and to further safeguard the electorates' trust by ensuring integrity in all operations of the Town.

6. SEPARABILITY:

6.1—Except for the purpose of official inquiry, the Town Council and its members shall deal with and control the administrative service solely through the Chief Administrative Officer, and neither the Council nor any members thereof shall give orders to any of the subordinates of the CAO, either publicly or privately.

7. DUTIES OF THE CAO:

~~7.~~ 7.1 In addition to the powers and duties prescribed by the Act and the powers and duties as may from time to time be delegated to him/her by Bylaw or Resolution of Council, the CAO shall:

- a. Enforce all Bylaws and Resolutions of the Town.
- b. Attend all regular and special meetings of Council, and when required, attend or be represented by his/her designate at all meetings of Boards, Committees or Commissions appointed by Council.
- c. Keep the Council advised on all operations of the Town and consider and make recommendations to Council on all matters affecting the security, welfare, and financial condition of the Town and such other measures as he/she may deem necessary and pertinent; keep the Council advised of the financial condition and needs of the Town; cause the Annual, Current and Capital budgets to be prepared including estimates of revenues and expenditures for the following year and in such detail as Council may prescribe.
- d. Provide for the supervision of all departments of the Town.
- e. Provide supervision, care, control and maintenance of all public thoroughfares, sidewalks, public buildings and/or places, owned or controlled by the Town.



- f. Provide for the prosecution of all claims for damage to property owned or controlled by the Town and the judgment of all claims against the Town.

~~87.2.~~ Such directorates as may be in effect at the time of the adoption of this Bylaw, and subsequent hereto, shall act in an advisory capacity to the CAO and shall be subject to the direction of the CAO as prescribed in this Bylaw or the Act.

~~97.3.~~ The Annual, Current and Capital Budget documents and all funds of the Town as approved by Council, shall be managed within the restrictions laid down by this Bylaw or the Act.

~~107.4.~~ No officer, employee or agent of the Town shall place any order to purchase, or make any purchase except for a purpose and in the sum authorized in the Tax Rate Bylaw or any supplementary appropriation or fund unless there are sufficient funds to cover the proposed expenditure.

#### 8. PERSONNEL ADMINISTRATION:

~~118.1.~~ Subject to the provisions of the Act and as hereafter provided, the CAO shall be solely responsible for the supervision, hiring, suspension and discharging of all employees of the Town.

~~128.2.~~ The CAO shall be the Chief Administrative Officer of the Town and all Directors, Officers, employees and Agents of the Town are subject to his/her supervision to the extent allowed by this Bylaw and the Act.

~~13.8.3~~ All Directors, Department Heads, Employees and Agents of the Town shall be appointed or engaged for employment with the Town on the basis of qualification and merit.

~~14.8.4~~ The CAO shall fix all salaries of those non-union employees subject to his/her supervision and within the annual budget allocations.

~~15.8.5~~ The CAO shall coordinate the preparation of the Council Agenda within the terms of reference of Bylaw No. 1596-21, Council Procedural Bylaw.

~~16.8.6~~ The CAO may designate a Town employee, to serve as the Administrative Lead of such other Boards, Commissions, or Committees that he/she deems proper and consistent with the keeping of accurate public records.

~~17.8.7~~ The Director of Finance shall keep the CAO fully advised as to the financial condition of the Town on a monthly basis and more often as deemed necessary. Such reports shall include Current and Capital Budget Statements, periodic analysis of revenue and expenditure accounts, including debt service, invested funds, and all other funds of the Town. The CAO may assign such other administrative duties to the Director of Finance as is deemed necessary and proper.

9. ADMINISTRATIVE ORGANIZATIONS:

~~18.9.1~~ The Town Council may, acting on the advise of the CAO, create and reorganize such administrative departments of the Town as are deemed necessary and proper to fulfill the functional obligations of the government. The CAO will retain the appointing authority over all Directors, Department Heads and Supervisors which may be added to or subtracted from the present organization as prescribed by Council Resolution.

~~19.9.2~~ It shall be the duty and responsibility of the CAO to submit periodic recommendations to Council concerning the administrative organizations/ and such recommendations to be submitted at not less than two year intervals from the date of passage of this Bylaw.

10. —PURCHASING POLICY:

~~20.10.1~~ Refer to Town of Pincher Creek Policy #110-94 and Amendments thereto (Proposal, Tendering and Purchase Policy).

11. GENERAL PROVISIONS:

~~21.11.1~~ It is expressly implied that Council authorizes the CAO to delegate such responsibility as is herein assigned to his/her office, for the purpose of establishing an efficient and workable administrative structure. The delegation of authority shall be to Directors, Department Heads and Officials of the Town provided that it is in keeping with provisions of this Bylaw, and is not inconsistent with the Act, or any other Act of the Province of Alberta.

~~22.11.2~~ To the extent that it is necessary to bring to bear on a given subject several disciplines, the CAO is hereby authorized to establish such limited administrative committees as is deemed necessary to the proper and efficient administration of the Town's business. Such committee or committees may be used for coordination of daily operations as well as for the furnishing of full information of Council upon inquiry.

~~23.11.3~~ It is the responsibility of the CAO to be kept fully informed of the transactions of all Committees, Boards and Commissions authorized by Council and to further provide coordination with Committees outside the scope of Council legislative power but pertinent to the daily operations of the Town's business.

~~24.11.4~~ The CAO shall be authorized to consolidate bylaws as per section 69(1) of the M.G.A.

~~25.11.5~~ THAT Bylaw #1573 and all amendments are hereby repealed.

~~26.11.6~~ THIS Bylaw shall come into force and take effect upon the final reading.

READ A FIRST TIME THIS \_\_\_\_ DAY OF \_\_\_\_\_ 2022, A.D.

\_\_\_\_\_  
MAYOR – Don Anderberg

\_\_\_\_\_  
C.A.O. – Laurie Wilgosh

READ A SECOND TIME THIS \_\_\_\_ DAY OF \_\_\_\_\_ 2022, A.D.

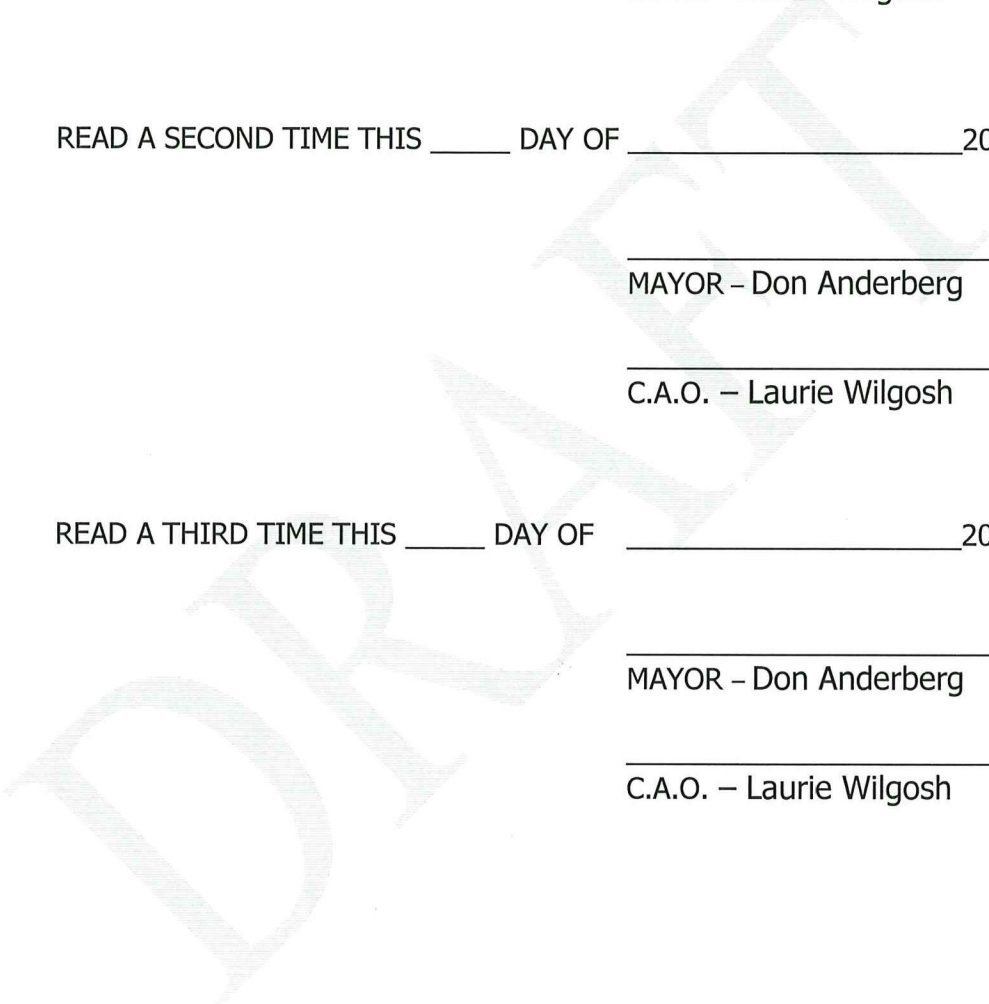
\_\_\_\_\_  
MAYOR – Don Anderberg

\_\_\_\_\_  
C.A.O. – Laurie Wilgosh

READ A THIRD TIME THIS \_\_\_\_ DAY OF \_\_\_\_\_ 2022, A.D.

\_\_\_\_\_  
MAYOR – Don Anderberg

\_\_\_\_\_  
C.A.O. – Laurie Wilgosh



## 2. Bylaw Revisions and Amendments

### **Legislative requirements: MGA 63-69, 191, and 692**

1. Are revision bylaws limited to:
  - consolidation of two or more bylaws;
  - altering citation; and
  - changes that do not materially affect a bylaw (clerical, technical, grammatical, or typographical)?
2. Does the title of the bylaw indicate that it is a revision bylaw?
3. Has the CAO certified in writing the revision prior to the bylaw being given first reading?
4. How are schedules to bylaws amended (e.g., fees charges or rate schedules)?
5. Have there been amendments to a bylaw that initially required advertising?
6. Was the amending bylaw advertised?
7. Are bylaws amended or repealed in the same way as the original bylaw was enacted?

**Comments/Observations:** The town does not use revision bylaws, but instead changes bylaws by repealing and replacing.

The town's land use bylaw (bylaw 1547) has been amended and in each instance, the amendment was advertised and received a public hearing prior to being passed. The bylaw has been consolidated up to and including April 2021 amendments. A designated officer may only make a consolidation of bylaws when council has delegated the authority by bylaw in accordance with section 69(1) of the *MGA*.

**Meets Legislative Requirements:** No

**Recommendations/Action Items:** A bylaw that authorizes the CAO or a designated officer to consolidate one or more bylaws in accordance with section 69(1) of the *MGA* is required.

**Resources:** Municipal Affairs has created a handbook that includes the procedures to pass, amend and revise bylaws: [Basic Principles of Bylaws](#).

**Municipal Response:** Response to the findings, or comments, status or action to be taken including key milestones and deadlines. Where resolutions of council are required please provide the date of approval and resolutions of council and/or bylaw numbers.

# Town of Pincher Creek

## REQUEST FOR DECISION

*Council*

<b>SUBJECT:</b> Waterline Creek Crossing - Capital Project Award	
<b>PRESENTED BY:</b> Al Roth, Director of Operations	<b>DATE OF MEETING:</b> 9/12/2022

**PURPOSE:**

To present Council with options for awarding the contract for capital project "Waterline Creek Crossing".

**RECOMMENDATION:**

That Council for the Town of Pincher Creek approve an additional \$445,000 from the Waterline Replacement Reserve to fund the Waterline Creek Crossing project and award the project to UG Excavating Ltd. for a total of \$1,819,479.20 excluding GST.

**BACKGROUND/HISTORY:**

The Waterline Creek Crossing project is intended to replace 2 waterlines that currently runs under the Pincher Creek. One is a raw water line which brings raw water from the Pincher Creek Raw Water Intake, under the creek and towards the Water Treatment Plant, while the other is a treated water line which runs from the water treatment plant and feeds the downtown area.

These lines are dangerously shallow in the creek bed, as the bed has been eroded from past flood events such as the 1995 flood. These lines are therefore vulnerable if another flood event were to occur.

Council approved a total of \$1,600,000 between the 2021 and 2022 Capital Budgets for the Waterline Creek Crossing project, in which approximately \$225,000 is allocated to Engineering, with the remaining \$1,420,000 for construction & contingency.

This project was originally tendered in June 2022 but due to Bidder feedback and higher than expected bids, the tender was canceled and re-assessed by the Town and our Engineers.

Administration again publicly posted the project for tender on Alberta Purchasing Connection, which closed on September 6, 2022. The Town received 5 bids from the following bidders:

- Jenex Contracting Ltd.
- Option Excavating Inc.
- Pidherney's Inc.
- UG Excavating Ltd.
- Whissel Contracting Ltd.

The tender submissions were evaluated by a 3 member committee including representatives from Stantec Consulting Ltd. Bids were evaluated on multiple criteria including price, business qualifications, business experience, and key personnel experience. According to the criteria laid out in the tender documents, it was determined that the highest scoring bid belonged to UG Excavating Ltd., which coincidentally happened to be the lowest priced bid as well.

Although UG Excavating had the lowest bid, it is over the currently approved budget for this project. In order for the project to proceed, an additional \$445,000 in funding would be required from Council.

As with much of the world, supply chains and inflation has especially wreaked havoc on the construction industry, with pipe costs increasing by 40% in the past two years. This volatility made budgeting this project extremely difficult. As a result of re-tendering the project, the Town reduced costs by approximately \$600,000.

**ALTERNATIVES:**

That Council for the Town of Pincher Creek request additional information from Administration.

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

Replacement of both waterlines is supported by the 2022 Infrastructure Master Plan, as both are considered critical connections to the Water System. While the specific project was discussed with the report authors, it was not included in the 10-year capital plan as it was expected to be completed before the recommended projects began in 2023.

**FINANCIAL IMPLICATIONS:**

Council previously approved \$1,600,000 for this project (\$1,100,000 in 2021 capital budget and additional \$500,000 in 2022 capital budget). Approximately \$730,000 is being funded through the Alberta Community Resiliency Program.

An additional \$445,000 is required for the project to proceed, which would be taken from the Waterline Replacement Reserve 41-00-00-4760 (\$250,000) and the Capital Investment Reserve 00-00-00-4760 (\$195,000).

**PUBLIC RELATIONS IMPLICATIONS:**

Project will require minor inconvenience to the Agricultural Society parking area during the drilling operations. Access will be maintained at all times.

**ATTACHMENTS:**

None at this time.

**CONCLUSION/SUMMARY:**

Administration strongly supports the award of this contract to UG Excavating Ltd., to ensure timely completion of the upgrades to the Town's waterlines crossing the creek.

**Signatures:**

Department Head:

*A. Zerari*

CAO:

*Wendy Catonis, For: CAO*



# Town of Pincher Creek

## REQUEST FOR DECISION

*Council*

<b>SUBJECT:</b> Awards of Excellence	
<b>PRESENTED BY:</b> LaVonne Rideout, Community Services	<b>DATE OF MEETING:</b> 9/12/2022

**PURPOSE:**

For Council to review a sponsorship request for the 2022 Awards of Excellence from the Pincher Creek & District Chamber of Commerce.

**RECOMMENDATION:**

That Council for the Town of Pincher Creek agree to provide a sponsorship of \$1500 as a Diamond Sponsor for the Pincher Creek & District Chamber of Commerce Awards of Excellence to be expensed through the general contingency fund 74-12-00-2770 and funded through the Municipal Sustainability Reserve 00-00-00-4705 if required.

**BACKGROUND/HISTORY:**

This is the 27th annual awards of excellence hosted by the Pincher Creek & District Chamber of Commerce. The Awards is strategically timed with National Small Business Week in Canada to celebrate small businesses in our community.

During 2020 & 2021 the Awards were hosted digitally due to Covid-19. This year the awards will be returning to the Community Hall for the 5th time, approximately 325 people typically attend the awards. When the awards changed to the new location at the Community Hall there was a change in the event style, this event is now a semi-formal business event. There is a focus on using local suppliers and recognizing community and business talent in Pincher Creek.

Nominations for the awards are received from the community, the nomination deadline is tonight- September 12th. An independent volunteer judging panel reviews, scores and rates nominations to determine the winners of each category. The sponsorship deadline is September 30th.

Diamond sponsorship includes presentation of two awards, 8 banquet tickets, preferred seating, a double page advert and the option to present a short video.

**ALTERNATIVES:**

That the Council for the Town of Pincher Creek provide sponsorship in the amount of \$\_\_\_\_\_ to the 2022 Awards of Excellence, to be funded from the general contingency fund account 7412 002 770.

That the Council for the Town of Pincher Creek receive the request as information.



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

N/A

**FINANCIAL IMPLICATIONS:**

During budget deliberations Council removed the \$10,000 General Contingency fund from 74-12-00-2770, so this amount may need to be funded from the Municipal Sustainability Reserve.

**PUBLIC RELATIONS IMPLICATIONS:**

None at this time.

**ATTACHMENTS:**

Town Request for Sponsorship 2022\_Awards - 2990

**CONCLUSION/SUMMARY:**

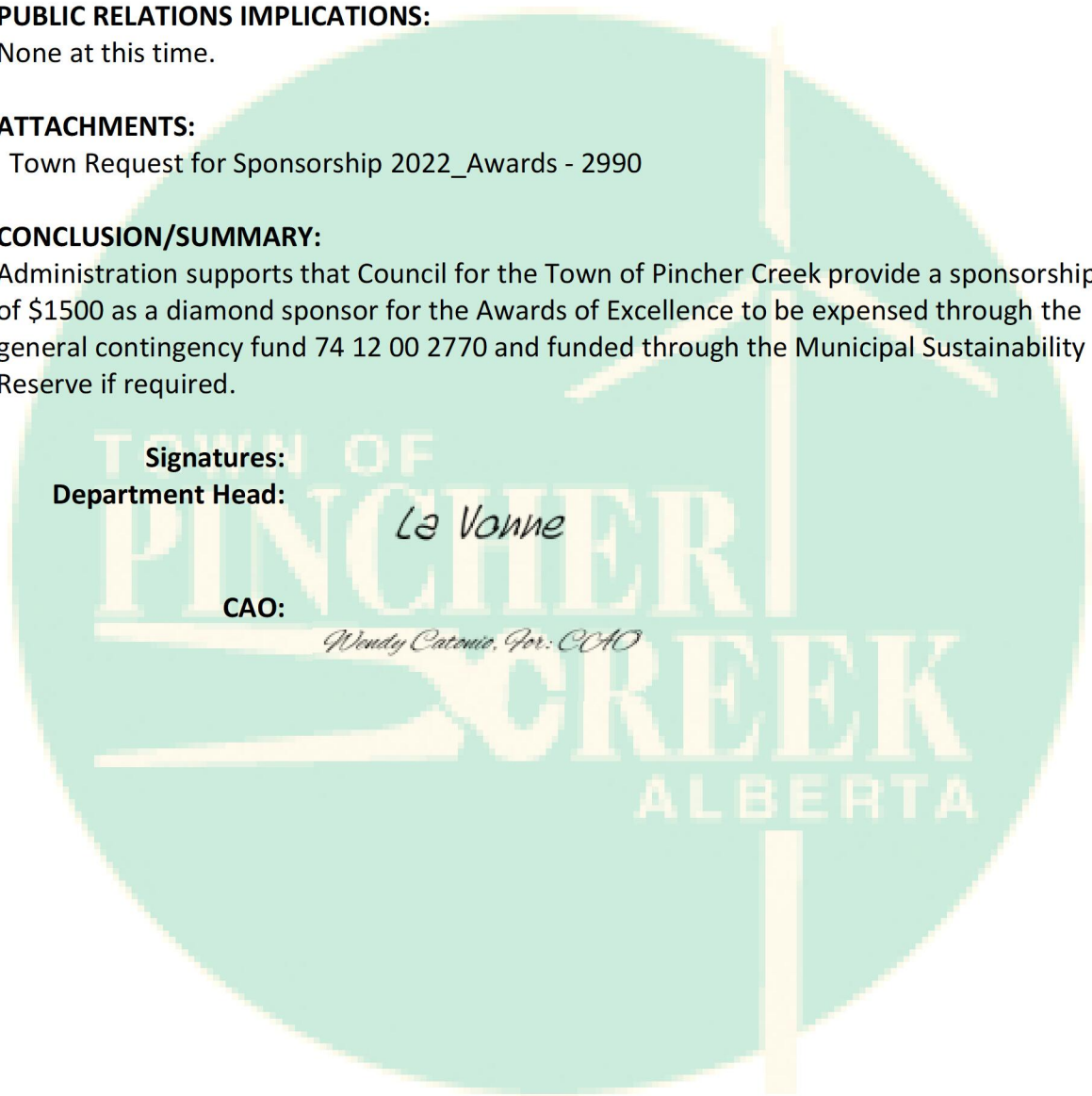
Administration supports that Council for the Town of Pincher Creek provide a sponsorship of \$1500 as a diamond sponsor for the Awards of Excellence to be expensed through the general contingency fund 74 12 00 2770 and funded through the Municipal Sustainability Reserve if required.

**Signatures:**  
**Department Head:**

*Le Vonne*

**CAO:**

*Wendy Catonis, For: CAO*



# PINCHER CREEK & DISTRICT CHAMBER of COMMERCE

August 23, 2022

Town of Pincher Creek

On behalf of the Pincher Creek and District Chamber we would like to warmly extend an invitation for you to attend the 27th Annual Awards of Excellence on October 21, 2022. We are excited to be hosting this year's awards in person at the Pincher Creek Community Hall.

You may be aware that nominations are open in the nine award categories. We would like to specifically highlight the New Business of the Year category Category which may be of interest.

The Awards is a time to celebrate excellence within our community and we are pleased to host the Awards during Small Business Week. We have so many businesses, organizations and people that deserve recognition, especially during such a difficult time.

As one of our valued chamber members, we wanted to offer you an opportunity to celebrate with us at the Awards as a Sponsor.

## **DIAMOND SPONSOR - \$1500 +GST (only 4 available)**

### **Includes:**

- - opportunity to present a short video
- - roll-up banner on the stage
- - presents 2 awards
- - preferred seating
- - receives 8 tickets to the banquet
- - receives a double page ad in the program (8"x10")
- - a special mention in the script
- - frequent social media mentions leading up to the event

## **GOLD SPONSOR - \$750 + GST**

### **Includes:**

- - 8 tickets to the banquet
- - a full page ad in the program (8"x5")
- - social media mentions prior to the event

# PINCHER CREEK & DISTRICT CHAMBER of COMMERCE

## SILVER SPONSOR - \$500 +GST

### Includes:

- 4 tickets to the banquet
- a half page ad in the program (4"x5")

## BRONZE SPONSOR - \$250 +GST

### Includes:

- 2 tickets to the banquet
- a business card ad in the program

**Sponsorship is subject to GST. Deadline for sponsorship is September 30th, 2022.**

## 2022 Schedule of Events

- 5:30 p.m. Doors Open; appetizers, lemonade & table seating
- 6:30 p.m. Dinner
- 7:30 p.m. Awards of Excellence
- 9:00 p.m. Live Music by the Chevelles
- 9:30 p.m. Doors open to public for the Chevelles
- 12:30 a.m. Last call for Alcohol
- 

## Who are we supporting at this event?

- Pincher Creek & District Chamber of Commerce
- Local businesses and the Pincher Creek business community
- The Bar & the Aftermath Clean-up Crews are local not-for-profit organizations.

We encourage you to visit our [website](#) and to take time to submit nominations. Thank you for your consideration and we hope that you can join us in October to celebrate our business community!

Linsey Prout  
Volunteer, Awards Chair

Stacy Benson  
Chamber Manager

# Town of Pincher Creek

## REQUEST FOR DECISION

*Council*

<b>SUBJECT:</b> Town Office Facility Usage Policy 153-22	
<b>PRESENTED BY:</b> Lisa Goss, Legislative Service Manager	<b>DATE OF MEETING:</b> 9/12/2022

**PURPOSE:**

For Council to consider updates to the Town Office Facility Usage Policy 153

**RECOMMENDATION:**

That Council for the Town of Pincher Creek agree and approve the Town Office Facility Usage Policy 153-22 as presented with the change to the fees schedule effective January 1, 2023.

**BACKGROUND/HISTORY:**

The last updates made to policy 153 were in 2010 when the policy was implemented.

**ALTERNATIVES:**

That Council for the Town of Pincher Creek receive the information regarding the Town Office Facility Usage Policy 153-22 as presented.

That Council for the Town of Pincher Creek direct administration to further amend Town Office Facility Usage Policy 153.

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

Town Office Facility Usage Policy 153 was reviewed and amended by the Policy and Bylaw Review Committee on August 15, 2022.

**FINANCIAL IMPLICATIONS:**

The current Town Hall Facility Usage Policy 153 sets the rental fees at \$10/hour for Non-Profit Organizations and \$20/hour for For Profit Organizations. The proposed policy updates increase those rates to \$40/hour for Not For Profit Use and \$80/hour for For Profit Use and also includes a Damage and Cleaning Deposit of \$50

**PUBLIC RELATIONS IMPLICATIONS:**

It will be important that we communication this to the public proactively and the reasons why this increase is occurring.

Administration is suggesting the new fee schedule be effective January 1, 2023 to give time to communicate the change to the public.

**ATTACHMENTS:**

153-10 Town Hall Facility Rental Policy - 2993

**CONCLUSION/SUMMARY:**

Administration supports that Council for the Town of Pincher Creek agree and approve the Town Office Facility Usage Policy 153-22 as presented with the fee schedule being effective January 1, 2023.

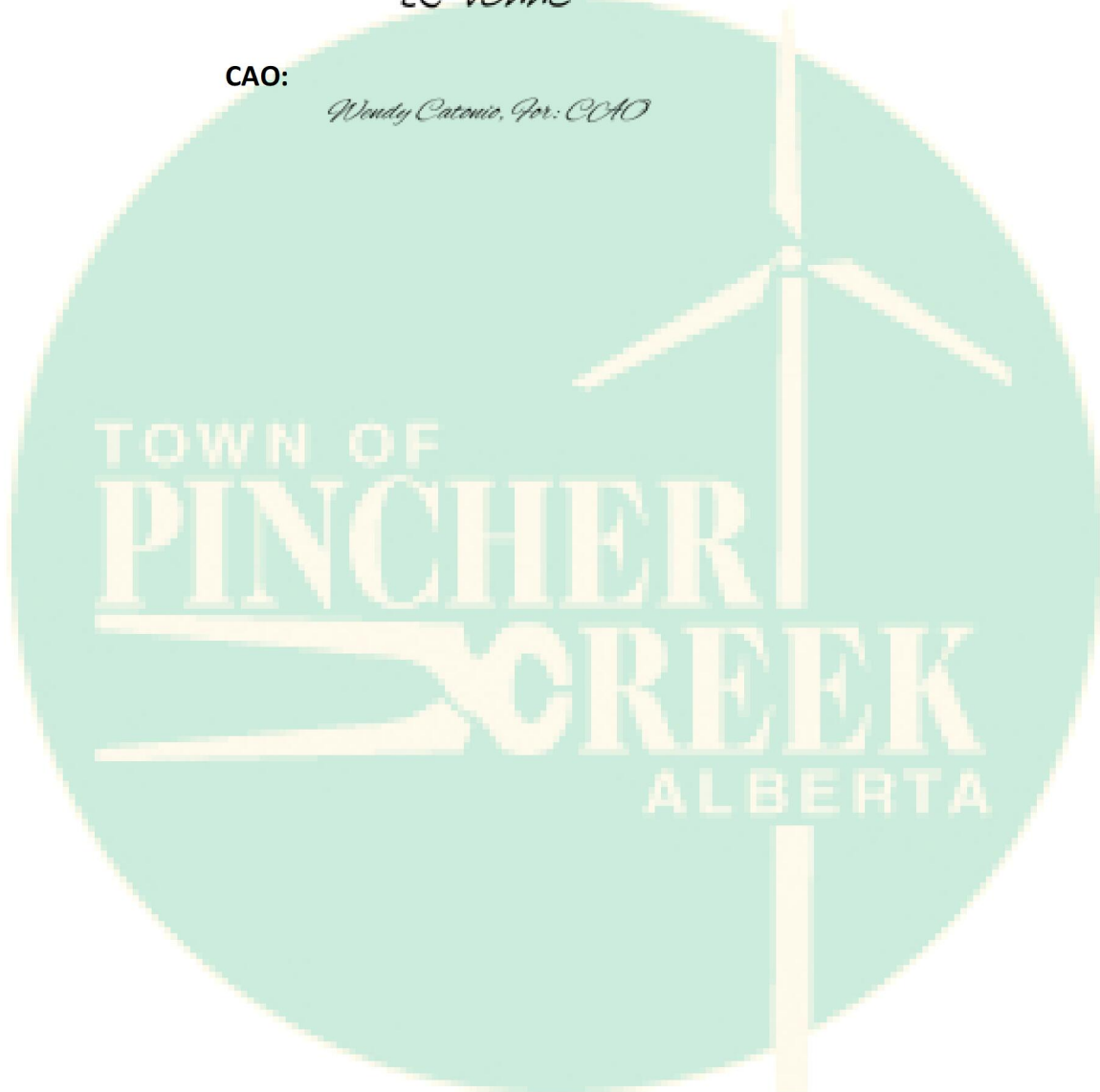
**Signatures:**

**Department Head:**

*La Vonne*

**CAO:**

*Wendy Catonis, For: CAO*



**TOWN OF PINCHER CREEK  
POLICY HANDBOOK**

<b>EFFECTIVE DATE:</b> November 26, 2009	<b>SECTION:</b> 100 <b>POLICY:</b> 153-10
<b>APPROVED BY:</b> COUNCIL	<b>SUBJECT:</b> Town Hall Facility Rental Policy
<b>REVISED DATE</b> August 23, 2010	<b>PAGE NO.:</b> 1 of 4

**PURPOSE AND INTENT**

To establish a standard by which facilities in the Town of Pincher Creek Office will be rented out.

**POLICY**

**1. USE OF TOWN OFFICE FACILITIES**

The Town of Pincher Creek believes that the Town Office's Gym, small Meeting Room and Council Chambers may be reserved for community purposes, provided that such use does not interfere with municipal operations. The Town will permit the use of these Town's facilities when an application has been made on the facility usage form in Schedule A. The CAO reserves the right to withdraw permission after it has been granted.

In weighing competing requests for the use of its facilities, the Town will give priority in the following order:

1. Uses by departments directly related to the municipal government
2. Uses by agencies/boards/committees directly related to the municipal government
3. Non-profit organizations that are based in the Town of Pincher Creek
4. For-profit organizations that are based in the Town of Pincher Creek
5. Other organizations

## **2. RULES FOR USE**

The CAO shall develop procedures for the granting of permission to use the Town's facilities and shall promulgate rules and regulations for such use in accordance with the following guidelines:

1. Each user shall present evidence of the purchase of organizational liability insurance to the limit prescribed by municipal rules (see Section III below).
2. Each user shall agree to indemnification in the event of lawsuit relating to the rental. The agreement of indemnification assures that each user's insurance policy provides the primary coverage.
3. Users shall be financially liable for damage to the facilities and for proper chaperonage.
4. The use of the Town's equipment in conjunction with the use of Town facilities must be specifically requested in writing, and may be granted by the procedure by which permission to use facilities is granted. The users of the Town's equipment must accept liability for any damage or loss to such equipment that occurs while it is in their use. Where rules so specify, no item of equipment may be used except by a qualified operator.
5. Activity participants are to remain within the facility authorized for use and are not to loiter on the facility grounds and areas not a part of the facilities agreement.
6. Renters will be responsible to provide their own garbage bags for cleaning and collection of refuse and will leave the facility in a clean and usable condition.
7. All Town equipments used during the rental period must be returned to its storage location.

## **3. INSURANCE REQUIREMENTS**

- 1) Upon receipt of rental contract and before the activity starts, the renter must upon request submit a "Certificate of Insurance" providing for insurance coverage in the following areas:
  - a. Personal Injury
  - b. Fire Damage
  - c. Host Liquor Liability Insurance
- 2) In addition, the "Town of Pincher Creek" must be named as "additionally insured" on the certificate.

- 3) If insurance coverage is not in place, a waiver relinquishing the Town of any liability will be required.
- 4) Automobile Liability: \$1,000,000  
(If organization and/or contracted vendor has owned vehicles on the Town's property).
- 5) Workers Compensation and Employers Liability  
(If organization and/or contracted vendor has paid employees on the Town's Office site).
- 6) The Town of Pincher Creek reserves the right to increase the above requirements as needed, based on type of rental.

#### 4. SERVING OF LIQUOR

Liquor is not allowed in Town of Pincher Creek owned facilities or park areas except with the permission of the Town of Pincher Creek and a permit by Alberta Gaming and Liquor Commission.

If permitted, the group or organization serving liquor shall:

- (a) Provide proof of insurance prior to the booking for Host Liquor Liability Policy (PAL) with a minimum 2 million dollars (\$2,000,000) coverage which shows the Town of Pincher Creek as an additional insured.
- (b) Secure a Liquor License from the Alberta Gaming and Liquor Control Board and adhere to the regulations. A copy of the license must be provided to the Town prior to the booking.
- (c) Area to be used for the serving of liquor to be portioned off with fencing/dividers.
- (d) Signage should be posted in the fencing/dividers that:
  - (i) it is a private function for members and invited guests only
  - (ii) the name of the sponsor
  - (iii) the liquor license number
  - (iv) minors are not allowed.
- (e) Arrange for the availability of food service during the time of serving.
- (f) Provide a trained and responsible server of the liquor to monitor for intoxication.
- (g) Provide supervision to ensure that alcohol is served only in the designated area.
- (h) Provide alternate safe transportation for those attending the event.



- (i) Ensure that alcoholic beverages are removed from the facility immediately following the booking.

## 5. FACILITIES FEE SCHEDULE

Facilities usage charges will be made as noted below:

### MUNICIPAL BUILDING


	<b>Non-Profit Organizations</b>	<b>For Profit-Organizations</b>
Meeting Room	\$10.00 per hour plus GST	20.00 per hour plus GST
Gym	\$10.00       “	20.00       “
Council Chambers	\$10.00       “	20.00       “

#### NOTE:

- 1) If additional utilization of the rented facilities is required beyond the rental period by reason of an earlier opening or later closing time, the applicant will be billed for the additional time at an hourly rate in accordance with the fee schedule in effect.
- 2) Upon receipt of written application, verification of non-profit status and/or other pertinent information, fees for facility rental may be waived at the discretion of the CAO.
- 3) Fees may be waived at the discretion of the CAO. Waivers will be considered based on user group, for example, profit or non-profit functions (i.e. charity fund raisers).

Adopted by Council:

Resolution No:

  
Deputy  
MAYOR

  
CAO



**SCHEDULE A**

**TOWN OF PINCHER CREEK OFFICE FACILITIES USAGE AGREEMENT**

Name of Organization \_\_\_\_\_

Date (s) of Use \_\_\_\_\_ Time of Use \_\_\_\_\_

Fee: \$ \_\_\_\_\_ per hour X \_\_\_\_\_ hour (s) = \$ \_\_\_\_\_

Purpose of Use: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Insurance Compliant per Facility Usage Policy: \_\_\_\_\_ YES \_\_\_\_\_ NO

**NOTE: If you answered "NO", Please check the Waiver of Insurance below.**

**WAIVER OF INSURANCE**

I (WE) RELINQUISH THE TOWN OF PINCHER CREEK OF ANY LIABILITY  
RESULTING FROM THE USE OF THIS FACILITY.

I (WE) HAVE READ AND UNDERTAND THE FACILITY USAGE POLICY AND  
AGREE TO THE TERMS AND CONDITIONS CONTAINED THEREIN.

Name (Please Print) \_\_\_\_\_ Position \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

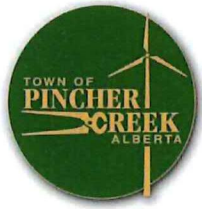
CAO Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

CAO



# TOWN OF PINCHER CREEK POLICY



<b>Approved by:</b> Council	<b>Date:</b> Month XX, 2020	<b>Policy Number:</b> 153-20
<b>Reference:</b> Council	<b>Approval/Revision Date:</b> XXXX	<b>Motion #</b>
<b>Title:</b>	<b>TOWN OFFICE HALL FACILITY USAGE POLICY</b>	

## Policy Statement

The Town of Pincher Creek believes that the Town Office’s Gym, Small Meeting Room, West Wing Meeting Room and Council Chambers may be reserved for community purposes, provided that such use does not interfere with municipal operations. The Town will permit the use of these Town’s facilities when an application has been made on the facility usage form in Schedule A. The Chief Administrative Officer reserves the right to cancel the agreement/withdraw permission after it has been granted.

In weighing competing requests for the use of its facilities, the Town will give priority in the following order:

1. Use by departments directly related to the municipal government
2. Use by agencies/boards/committees directly related to the municipal or provincial government
3. Non-profit organizations that are based in the Town of Pincher Creek
4. For-profit organizations that are based in the Town of Pincher Creek
5. Other organizations and private individuals

## Purpose

To establish a standard by which facilities in the Town of Pincher Creek Office will be rented out.

### 1. Definitions

- 1.1. “Council” means the Council of the Town of Pincher Creek, in the Province of Alberta.

1.2. “Directors” means all Director level management positions.

1.2.1.3. **“Indemnify” means**

1.4. “Policy” means a statement of the Town’s overall intention in certain areas of responsibility. To be used for guidance when action is being taken in those areas, narrow enough to give clear guidance, but broad enough to leave room for administrative discretion.

1.3.1.5. **“Town Office” shall mean the facility located at 962 St. John Avenue not including the green space.**

1.4.1.6. “CAO” means Chief Administrative Officer.

## **1.5. OTHERS AS NEEDED**

## **2. Responsibilities**

~~2.1. Town Council is responsible for:~~

2.1. Chief Administrative Officer or delegate is responsible for reviewing ing and approval of applications received for Town of Pincher Creek Office Facilities Usage.

a **Chief Administrative Officer is responsible for reviewing all external applications for the use of Council Chambers.**

~~2.2. b~~ **Chief Administrative Officer is responsible for reviewing all applications submitted by minors.**

2.3.2.2. Directors is responsible for internal bookings as required.:

2.4.2.3. Staff is responsible for receiving applications ~~received~~ for Town of Pincher Creek Office Facility Usage and providing applicants with a copy of this policy.

## **3. Procedures**

### 3.1 Rules for Use

~~The CAO shall develop procedures for granting of permission to use the Town’s facilities and shall promulgate? rules and regulations for such use in accordance with the following guidelines:~~

~~1. a.~~ Each user shall present evidence of the purchase of organizational liability insurance as described in to the limit prescribed by municipal rules (see Section III.3.2 below).

~~2.~~ Each user shall agree to indemnification in the event of a lawsuit relating to the rental. The agreement of indemnification assures that each user’s insurance policy provides the primary coverage.

- ~~b.~~ Users shall be financially liable for damage to the facilities.
- ~~c.~~ Users shall be responsible for proper supervision of minors which means that a responsible adult over the age of eighteen (18) will be present at all times.
- ~~3.~~ ~~and for proper chaperonage.~~
- ~~d.~~ ~~The use of the Town's equipment in conjunction with the use of the Town facilities must be specifically requested in writing, and may be granted by the procedure by which permission to use facilities is granted. The users of the Town's equipment must accept liability for any damage or loss to such equipment that occurs while it is in their use. Where rules so specify, no item of equipment may be used except by a qualified operator. Rental of the Town Office Gym includes only the Gym itself and the available tables and chairs. No additional equipment is included.~~
- ~~4.e.~~ ~~Use of Council Chambers at the discretion of the CAO and considering the presents and availability of municipal staff and potential cost recovery??~~
- ~~5.f.~~ Activity participants are to remain within the facility authorized for use and are not to ~~interfere with other users in the facility. loiter on the facility grounds and areas not a part of the facilities agreement.~~
- ~~6.g.~~ ~~Renters will be responsible to provide their own garbage bags for cleaning and collection of refuse and will leave~~ing ~~the facility in a clean and usable condition after their use.~~
- ~~7.h.~~ All Town equipment used during the rental period must be returned to its storage location.

### 3.2 Insurance Requirements

- ~~a. 1.~~ Upon receipt of rental contract and before the activity starts, the renter must upon request submit a "Certificate of Insurance" providing for insurance coverage in the following areas:
  - a. Personal Injury
  - b. Fire Damage
  - c. Host Liquor Liability Insurance
- ~~b. 2.~~ In addition, the "Town of Pincher Creek" must be named as "additionally insured" on the certificate.
- ~~c.~~ ~~Each user shall agree to indemnification in the event of a lawsuit relating to the rental. The agreement of indemnification assures that each user's insurance policy provides the primary coverage.~~
- ~~d. 3.~~ In insurance coverage is not in place, a waiver relinquishing the Town of any liability will be required.
- ~~4.~~ ~~Automobile Liability: \$1,000,000~~

~~(If organization and/or contracted vendor has owned vehicles on the Town's property).~~

~~5. Workers Compensation and Employers Liability~~

~~(If organization and/or contracted vendor has paid employees on the Town's Office site).~~

~~6. e.~~ The Town of Pincher Creek reserves the right to increase the above requirements as needed, based on type of rental.

### 3.3 Serving of Liquor

Liquor is not allowed in the Town of Pincher Creek owned facilities or park areas except with the permission of the Town of Pincher Creek and a permit by Alberta Gaming and Liquor Commission.

If permitted, the group or organization serving liquor shall:

(a) Provide proof of insurance prior to the booking for Host Liquor Liability Policy (PAL) (Party Alcohol Liability) with a minimum 2 million dollars (\$2, 000, 000) coverage which shows the Town of Pincher Creek as an additional insured.

(b) Secure a Liquor License from the Alberta Gaming, and Liquor and Cannabis Commission Control Board and adhere to the regulations. A copy of the license must be provided to the Town prior to the booking.

~~(c) Area to be used for the serving of liquor to be portioned off with fencing/dividers.~~

~~(d) Signage should be posed in the fencing/dividers that:~~

- ~~(i) it is a private function for members and invited guests only~~
- ~~(ii) the name of the sponsor~~
- ~~(iii) the liquor license number~~
- ~~(iv) minors are not allowed~~

~~(e) Arrange for the availability of food service during the time of serving.~~

~~(f) Provide trained and responsible server of the liquor to monitor for intoxication.~~

~~(g) Provide supervision to ensure that alcohol is served only in designated area.~~

~~(h) Provide alternate safe transportation for those attending the event.~~

~~(i) Ensure that alcoholic beverages are removed from the facility immediately following the booking.~~

(c) Cannabis use is not permitted in Town of Pincher Creek owned facilities.

## 4. Fee Schedule

Facilities usage charges will be made per hour as noted below plus GST:

**Damage and Cleaning Deposit - \$50**

**West Wing Meeting Room**

	<b><u>Not For-Profit Use Organizations</u></b>	<b><u>For Profit Use- Organizations</u></b>
Small Meeting Room	\$40.00/hour	\$80.00/hour
Gym	\$40.00/hour	\$80.00/hour
Council Chambers	\$40.00/hour	\$80.00/hour
<u>West Wing Meeting Room</u>	\$40.00/hour	\$80.00/hour

Note:

1) a. If additional utilization of the rented facilities is required beyond the rental period by reason of an earlier opening or later closing time, the applicant will be billed for the additional time at an hourly rate in accordance with the fee schedule in effect.

2) b. ~~To receive the Non-Profit Organizations rate Upon receipt of written application, verification of non-profit status must be confirmed. and/or other pertinent information, fees for facility rental may be waived at the discretion of the CAO.~~

3) c. Fees may be waived at the discretion of the CAO based on usage. ~~Waivers will be considered based on user group, for example, profit or non-profit functions (i.e. charity fund raisers).~~

~~4)1) In the event of an emergency or disaster, should the Town require the use of the facilities, the organization/user will be relocated if possible but, the Towns needs shall prevail.~~

**5. End of Policy Cancellation**

~~5.1 In the event of an emergency, or disaster or unanticipated need, should the Town reserves the right to cancel the agreement. Users will be given as much advanced notice as possible. require the use of the facilities, the organization/user will be relocated if possible but, the Towns needs shall prevail.~~

**5.6. End of Policy**

SCHEDULE A

TOWN OF PINCHER CREEK OFFICE FACILITY USAGE AGREEMENT

Name of Organization \_\_\_\_\_

Date(s) of Use \_\_\_\_\_ Time(s) of Use \_\_\_\_\_

Fee \$ \_\_\_\_\_ per hour x \_\_\_\_\_ hour(s) = \$ \_\_\_\_\_

Purpose of Use \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

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Note: Additional equipment requirements are to be arranged with the respective owner of such equipment.

Insurance Compliant per Facility Usage Policy \_\_\_\_\_ YES \_\_\_\_\_ NO

**NOTE: If you answered "NO", Please check the Waiver of Insurance below.**

**WAIVER OF INSURANCE**

**I (WE) RELINQUISH THE TOWN OF PINCHER CREEK OF ANY LIABILITY RESULTING FROM THE USE OF THIS FACILITY.**

**I (WE) HAVE READ AND UNDERSTAND THE FACILITY USAGE POLICY AND AGREE TO THE TERMS AND CONDITIONS CONTAINED THEREIN.**

**FACILITY KEY MUST BE PICKED UP DURING REGULAR BUSINESS HOURS**

Name (Please Print) \_\_\_\_\_ Position \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

CAO Comments: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
CAO Signature



# Town of Pincher Creek

## REQUEST FOR DECISION

*Council*

<b>SUBJECT:</b> Multi-Purpose Facility Hydrochloric Acid Room Funding Re-Allocation	
<b>PRESENTED BY:</b> Adam, Recreation Manager	<b>DATE OF MEETING:</b> 9/12/2022

**PURPOSE:**

To consider a request to re-allocate dollars towards the completion of the Hydrochloric Acid room at the Multi-Purpose Facility.

**RECOMMENDATION:**

That Council for the Town of Pincher Creek re-allocate \$30,000 from the Pool Reserve 71-02-00-4760 to be used for the completion of the new Hydrochloric Acid room at the Multi-Purpose Facility.

**BACKGROUND/HISTORY:**

In the 2021 Capital budget there was \$75,000 allocated towards the construction of a new Hydrochloric acid room at the Multi-Purpose Facility, to be funded from the Pool Reserve 71-02-00-4760. Construction for this project started in late 2021, and is being completed in 2022, however, due to increased construction and material cost, this project is going over-budget. To date a total of \$70,675 has been spent on this project, with an anticipated \$30,000 required to complete the project. (Roof - \$10,000, Stucco, \$10,000, Interior Finishing \$5,000, Electrical \$5,000).

In the 2022 Operating Budget there was \$50,000 allocated from the Pool Reserve 71-02-00-4760 to be used for the demolition of the Old Pool Mechanical Room. This project has now been completed for a total cost of \$19,350, significantly under budget.

**ALTERNATIVES:**

refer the completion of this project to the 2023 budget negotiation process.

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

None

**FINANCIAL IMPLICATIONS:**

The proposed \$30,000 has already been allocated from the Pool reserve, it would be re-allocating these funds from an operating project to a capital project.

By moving the Hydrochloric Acid out of the existing mechanical room we would be extending the life of the equipment in this room by reducing rust and damage. This is also a staff safety issue.

**PUBLIC RELATIONS IMPLICATIONS:**

None

**ATTACHMENTS:**

None at this time.

**CONCLUSION/SUMMARY:**

Administration supports re-allocating \$30,000 towards the completion of the new Hydrochloric Acid room at the Multi-Purpose Facility.

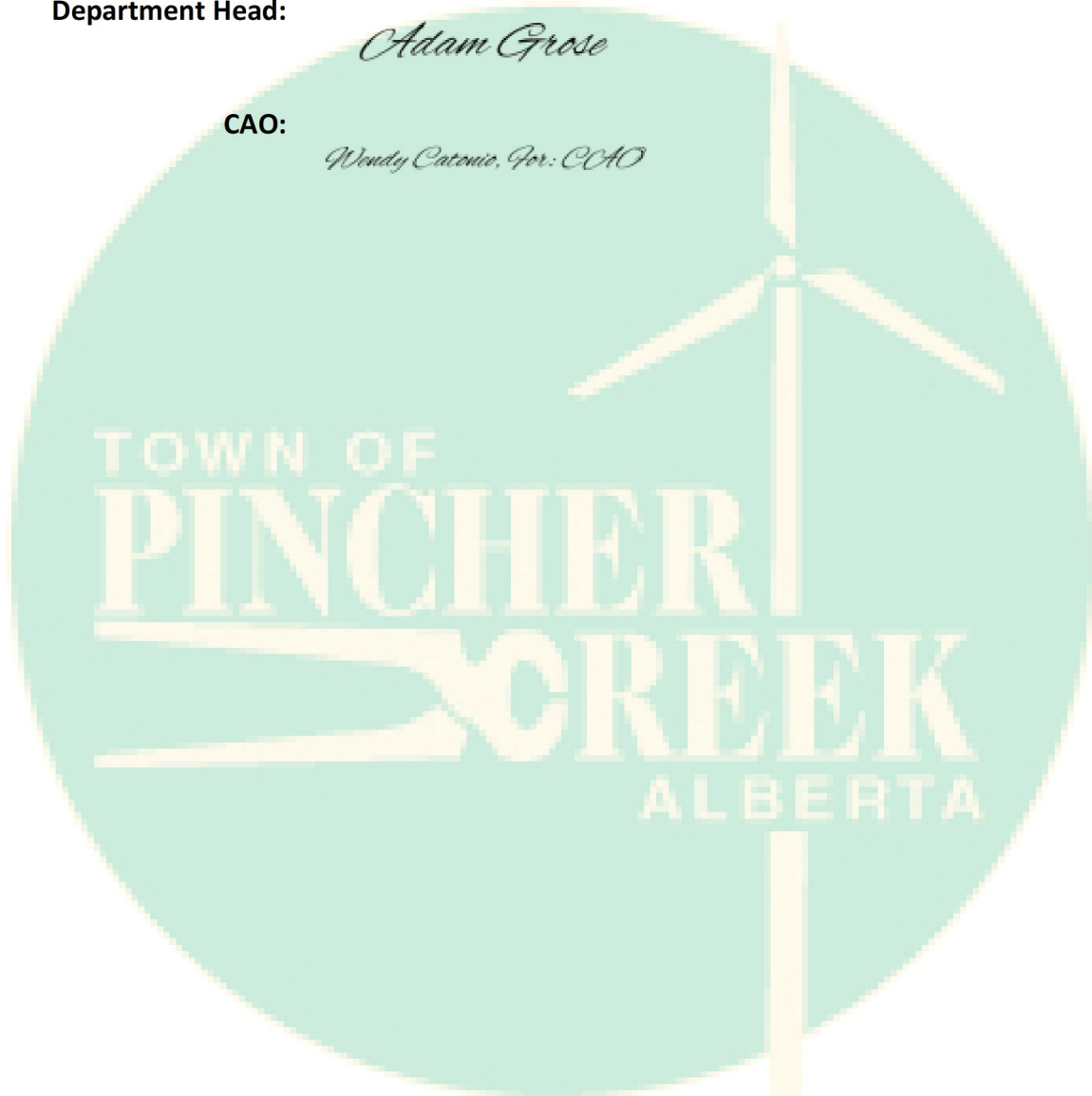
**Signatures:**

**Department Head:**

*Adam Grose*

**CAO:**

*Wendy Catonic, For: CAO*





**Town of Pincher Creek  
COUNCIL DISTRIBUTION LIST  
September 12, 2022**

<b><u>Item No.</u></b>	<b><u>Date</u></b>	<b><u>Received From</u></b>	<b><u>Information</u></b>
1.	August 19, 2022	Stavelly/Claresholm	110 <sup>th</sup> Anniversary Invite & Alberta Air Tour
2.	August 22, 2022	Office of the Superintendent, Waterton Lakes Field Unit	Tabling of the Park Management Plan for Waterton Lakes National Park
3.	August 17, 2022	Alberta Government	Alberta Non-profit Learning Centre
4.	August 23, 2022	Town of Toefield	Victim Services Redesign Letter
5.	August 8, 2022	WALK TO BREATHE	2022 WALK TO BREATHE is OFFICIALLY UNDERWAY!
6.	August 5, 2022	Honourable Tyler Shandro, QC, ECA, Minister	Letter
7.	August 24, 2022	Alberta Counsel	THE NEWS - ISSUE 162
8.	August 25, 2022	Pembina Institute	Peace River regulations reduce methane and maintain oil production
9.	August 25, 2022	Minister of Culture and Status of Women	INVITATION - ALBERTA DAY CELEBRATIONS, SEPTEMBER 1 - 3, 2022
10.	August 25, 2022	Ministry of Justice	Commissioner Brenda Lucki says there have been no RCMP reforms
11.	August 26, 2022	Alberta Association of Police Governance	The Police Governance Post; AAPG Spring- Summer Newsletter
12.	August 30, 2022	Alberta Health	Health Engagement Tour Update - August 2022
13.	August 29, 2022	Economic Developers Alberta	Do You Envision Electric Vehicles in Your Community?
14.	August 29, 2022	Imagine Institute for Learning	August Newsletter
15.	August 26, 2022	Lieutenant Governor	Lieutenant Governor of Alberta's March-August 2022 Update
16.	August 26, 2022	Alberta Municipalities	The Weekly – UPDATE: ABmunis' response to APPS deployment model



**Town of Pincher Creek  
COUNCIL DISTRIBUTION LIST  
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<b><u>Item No.</u></b>	<b><u>Date</u></b>	<b><u>Received From</u></b>	<b><u>Information</u></b>
17.	August 26, 2022	Alberta Counsel	At a Glance - August 26, 2022
18.	August 29, 2022	Municipal Information Network	Municipal Information Network News
19.	August 30, 2022	The Future of Alberta Policing	Your invitation to join An Opportunity for Evolution in Alberta's Policing
20.	August 29, 2022	Health Minister	Health Engagement Tour Update - August 2022
21.	August 30, 2022	Minister Shandro	Letter from Minister Shandro - Victim Services Redesign (AR 52074)
22.	August 31, 2022	Deputy Commissioner Zablocki	Letter
23.	August 31, 2022	Allied Arts Council	Gather- A Culture Days event
24.	September 1, 2022	Alberta Municipalities	Provincial Transfers and Financing Municipal Infrastructure in Alberta - Sept 1-22
25.	September 1, 2022	Alberta Association of Police Governance	StatsCan Report & Draft Recommendations: Police-Reported Indigenous & Racialized Identity Statistics via the UCR
26.	September 7, 2022	Walk to Breathe	2022 WALK TO BREATHE STARTS TODAY
27.	September 8, 2022	Alberta SouthWest	Bulletin September 2022 and Meeting Minutes
28.			
29.			
30.			
31.			
32.			
33.			
34.			
35.			

Community Services Quarterly Report

April – June 2022

## Community Services – La Vonne Rideout



### PCCELC Board

April - June 2022

The Pincher Creek Community Early Learning Centre board welcomed a new advisory board position, Bob Spitzig has joined the board to represent Holy Spirit School Division. Lacey Poytress from Livingstone Range School Division also holds an advisory position on the board. This has been a huge benefit to the board with regards to continuing a good working relationship and exchange of information with both school divisions.

COVID policies and protocols have stayed top of mind for both April and May at both Early Learning Centre's and the board worked diligently to keep open and timely communication with both families and staff. The masking mandate stayed in place until June 1st, upon which time it was lifted for employees and adults entering the centers.

The board submitted a CFEP (Community Facility Enhancement Program) in May as well as a few other grant applications made to support the continued enhancement of our outdoor play spaces at the Sage and Canyon Early Learning Centre's.

The PCCELC Board also attended a group Strategic Planning session facilitated by Bob Dyrda on June 27th to collaborate further as a team on a unified vision and opportunities for our world class childcare centers.

Financially, the Early Learning Centre's have been met with some shortfalls due to the federal affordability grant and timing of disbursement. A new fee schedule was discussed for families in order to meet the provincial childcare fee average. This will need to be approved by the ministry before it can be implemented. Staffing shortages and recruitment/retention of ECE staff have been challenging due wage levels for Early Childhood Educators and considerable lack of housing in the community.

We celebrate the Centre directors and their team for their dedication and incredible fortitude for the youngest citizens in our community.

## Sage Childcare

- Successful Professional Development training for the team in trauma-informed care. This is a significant if not crucial piece for our team in order to better support and understand challenging behaviours, especially as we do care for several children who have had traumatic experiences in their young lives.
- Successful re-Development of a comprehensive orientation process to complement the procedures. This will be provided to the full team during our training week as part of our re-set.
- Successful Recruitment of a fully Qualified Assistant/co-Director who also carries a Bachelor of Education. Support and coaching continues to encourage a long term tenure.
- Staffing challenges - we are/were fortunate to have two stellar summer student educators with us. One is working with toddlers, the other preschool. They both depart in August (with replacements now in place)
- The greatest challenge with staffing is general lack of education and understanding of child development. With this, it has required on average 65% of the Director team to be working on the floor with coaching and modeling. The plans for summer training are vital in order to have the team gain knowledge. Secondary challenge for staff and education is costs - although they can access up to \$1500/year in government funding for courses towards Levels 2 & 3, they must pay upfront, then wait a couple of months for reimbursement. Our board is working out a plan to support the team in this way.
- Finding educators with a background in front line child care is an equal challenge. It can take a significant amount of time to support someone new to the field while working with children and meeting their needs.
- Jumping ahead - successful bridging with parents as an advisory group launched this month (July)!
- Future goals - establishing a nutrition program (a potential cook has been found); progressing towards the Flight curriculum; building bridges in the community (outings have renewed - stalled due to staffing/training and challenging behaviours)
- Parent communication has been re-launched through Storypark, communication books for the youngest children are in development
- We are in the slow process of parent credits being used up. These came about due to the cap being raised on income and subsidized care approvals. Therefore, parents who did not previously qualify now do and had already paid full parent portions. Multiple back claims (adjustment requests) had been processed which resulted in multiple accounts being credited. My estimate is that by the end of September, all credits should be cleared. Due to the same reason, we are issuing refunds to some families who have moved on from care.

## Fred Huddlestun Seniors Centre

The Fred Huddlestun Seniors Centre elected an all-new executive and working together with David Green (Town Council rep) and LaVonne Rideout (Director of Community Services) are developing activities of interest for our 55+ Activity Centre.

The Centre has been painted, purged and regular executive meetings to get things going are being held throughout the summer. Watch for our Parade float!

Bridge and Crib games are on Wednesday and Thursday afternoons.

Music Bingo is Wednesday morning and weekly coffee will begin in September (day to be announced later).

New activities are being planned and will be announced in our monthly calendar, beginning in September. Ideas are always welcome and you can share your ideas by contacting Judy Lane, President at 403-627-6681.

Yoga, dancing, Whist card game, Needlework evening and public speakers are tentative activities the executive are planning.

Notices will be posted on the door at the Centre, on Facebook and in our monthly calendar.

COVID has affected all of us... come out and join in the fun!





## Manager of Recreation Services – Adam Grose

### Arena

- The arena fire alarm project is slated to be completed in early July.
- Trade show took place in the arena on April 29<sup>th</sup>-30<sup>th</sup>, 2022.
- The new score clock was installed on June 17<sup>th</sup>, 2022.
- A brine leak under the concrete was located by our refrigeration repair company and was repaired with minimal disturbance to the concrete pad.
- The CNP Ravens Lacrosse Team hosted their practices at the MCC arena on Tuesday and Thursday evenings, with year-end games taking place on June 18<sup>th</sup>, where several other teams came from across southern Alberta to play here.
- Minor Hockey started hosting Ball hockey in late June.
- Nerf Wars and Boredom Busters will be hosted out of the arena in the summer months during the day.
- Working on getting some more detailed pricing for the potential of hosting a new Junior team out of the MCC Arena. Upgrades would include the addition of a new dressing room, upgrades to the sound system and extending the players benches.

### Pool

- Staffing levels at the Pincher Creek Pool continue to remain low and as such the pool is needing to close in the morning(s) and most of the weekends. This is not isolated to Pincher Creek, and it seems to be an industry wide issue with several pools having lifeguard shortages. The Covid-19 pandemic has partially contributed to this issue as training for lifeguarding virtually stopped for well over a year.
- There is a full bronze cross class starting up in early July, we are currently working with the Lifesaving Society and creating an assistant lifeguard position, these staff members can assist in lifeguarding, slide monitoring and cleaning, to allow for a higher patron to lifeguard ratio. This assists the pool in increasing the number of patrons allowed at one time.
- Hydrochloric Acid room is 75% complete, it is anticipated this project will come in slightly over budget, once final numbers are determined, this will come back to Council for decision.
- The old Pool demolition of the old mechanical room has been completed; this project will be completed under budget.

### Southern Alberta Summer Games

- Pincher Creek is hosting a Disc Golf Tournament July 9<sup>th</sup>, 2022.
- Pincher Creek is assisting in hosting a Kite Boarding Demo on July 23<sup>rd</sup>, 2022.
- Adaptable Outdoors is hosting several events in the Pincher Creek region in the Month of July including adaptive paddling and adaptable fishing.
- The local swim club athletes will also be competing in the Summer Games swim meet in Fort Macleod.

### Irrigation Update

- The MHHS football field leak was located and repaired. Irrigation to the field is now running properly. This is only a short-term solution, and the recommendation is to tie into potable water for the irrigation at this site. This will also affect the MPF facility irrigation, and it will need to be tied into the potable water supplying the Spray Park.
- The Dog Park Irrigation is going to have to be investigated further, as originally there was thought to be a 2" line running to the West of the Cemetery, however, this is only a 1" line and will not have sufficient pressure to run irrigation at the Dog Park.
- Irrigation and landscaping at the Child Care Centre(s) was awarded to a local contractor, and construction is expected to start in Early July.

### Parks and Sportsfields

- Minor Soccer utilized the following fields for their soccer – Sproule Field, Agricultural Grounds, MPF (Pool) Field, and St. Mike's Track.
- The Tennis courts have seemed extremely busy this Spring with both Tennis Players and Pickleball players. The Pickleball group volunteered to paint their own lines on the Tennis Courts to accommodate this.
- There is a growing increase in requests to have a wind screen installed at the Tennis Courts, this will be brought forward in the 2023 budget discussions.
- The swing set at Castlevue Park has been contracted out to a local contractor to repair. The issue was the main post frame for the swing came out of alignment and needs to be dug-up and re-cemented into the ground in the proper position.

### Aquatics Manager – Blake Edwards

- Onboarding of 1 new lifeguard and 1 front desk & assistant lifeguard staff members
- Continued training with new assistant lifeguards to prepare for summer
- Dolphins Swim Club – started up for the 2022 season after 2 years absence due to covid
  - Pincher Creek hosted its first swim meet of the season since covid. Large turn out from clubs in Southern Alberta.
- School Lessons & School Programs – We had 6 schools for swim programs this spring. All of Canyon schools brought all elementary grades to the pool. We had one new school francophone school from the Pass come for the first time.
- Summer Swimming Lessons – registrations opened in May. By the middle of June the majority of classes have been filled. Very few spots left.
- Kayaking program finished up for another season and the Pinch-O-Creekers headed back on the rivers for the summer.
- Spray Park opened for the season with a little later start up and went smoothly.
- Weekly schedule publishing for more flexible utilization of the pool space and time.

- Staff training – held a staff in service in June. We were able to cover lifeguard skills, fitness skills, communications, public relations and team updates.
- Facility energy efficiency project continues, temperature adjustments,

**Goals – next 3 months**

- Prepare for more leadership courses including babysitting, first aid and national lifeguard
- Seek out more lifeguard staff and/or solutions to the shortage
- Continued staff training especially for new staff
- Complete Oxygen Admin training for staff team
- Plan coordinated training with Pincher Creek Emergency Services
- Plan and prepare for the transition from the Red Cross Swim program to the Lifesaving Swim for Life program. Staff have completed certification transition and we will host an instructor trainer to provide in person training in the fall.

**Swim Attendance**

LANE	1115
PNT	172
AQUAFIT	990
OPEN	1624
FAM/FIT	1465
RENTAL	207
THERAPY	49
JLC	0
MASTERS	2
FITNESS	102
KAYAKING	0
DOLPHINS	881

**Registration for Programs and Courses**

BRONZE MEDALLION AND CPR C	12
BLENDED SFA	15

**Private Lesson registration**

12 registered

**Total Private Lesson Attendance**

51 x

**School Lessons**

**Total Lesson Attendance**

**Piikani Nation Secondary School**

21 Students Registered

91 x attended

**Standoff Colony School**

13 Students Registered

52 x attended

**Canyon School**

219 Registered

838 x attended

**Livingstone School**

24 Registered

100 x attended

## School Open Swims School Open Swim Attendance

<b>École Des Grands-Vents</b>	10 Attendances
<b>St. Michaels</b>	57 Attendances
<b>Livingstone School</b>	104 Attendances
<b>Piikani Nation Secondary School</b>	16 Attendances
<b>Canyon School</b>	90 Attendances

## **MPF Coordinator – Alex Shenton**

### **Old Pool Basement Demolition + Change to Expanded Parking**

Moved and disconnected all the unnecessary and abandoned utilities from the old pool basement space. Changed out the inefficient and defunct lighting and switched the fixtures over to LED. The basement building was then disconnected and cut from the existing structure and collapsed. The rubble was trucked away and the hole was filled with clean fill. The site was then capped with recycled asphalt crumb to create an expanded overflow parking area for the arena.

### **HCL Mechanical Addition Walls and Floors**

Current project status – concrete floors poured, doors and hardware installed, walls erected. Currently at roof landing phase. Sourcing roof decking material. Project budget will be able to get us into lockup but will not be sufficient to take it all the way to completion.

### **Lebel Ceramic Studio Repaint Walls and Patch Failing Drywall**

As per the request of the allied arts and the pottery guild we assessed some failing drywall in the Lebel ceramic studio ceiling. We cut out and replaced anything that had water damage or failing tape and replaced it. Following mudding and sanding we applied one coat of primer and two coats of paint to the entire space.

### **Spray Park Repairs**

Worked in conjunction with a water play contractor to develop a strategy to increase spray park utility and efficiency.

Problem 1 – When the spray park water is under high demand, the c02 system is not fast enough to keep up. Solution is to add an inexpensive chemical pump to deliver acid on demand. No instrumentation required – just a pump, tubing, and valve port install required. Currently sourcing materials.

Problem 2 – When left to cycle overnight, the pump would pressure fault, causing circulation to stop. Therefore required a staff to manually start the park everyday as well as correct the chemistry before allowing users in. Solution was to allow the contractor to upload and implement a few software changes to allow for greater pump control through the computer. Has been working much better.

Problem 3 – Pump pressure seemed lacking on some features; they seem to not be working as intended. Problem seems to be the design layout of the pump feed run. Two solutions may be to shorten the length of the inlet pipe to the pump as well. No decision made on this yet.

### Temporary Power Panels for Events

Had the trade fair event panels switched from hard-wired into the arena into mobile units. They are now compatible with 30 amp plugs which are generally the size used for generators. This was an inexpensive solution which gives us the capability to provide easy power for our events without running miles of cord from the buildings.

### Shot Clock Change-Out

In cooperation with minor hockey we took down the tired old shot clock and replaced it with a newer more reliable/ efficient model. At the same time we were able to streamline and increase the efficiency of the wiring allowing us to free up some circuitry for more event plug ins as well.

### Arena Cooling Floor – Brine Leak Repair

Worked with Startec Refrigeration to assess, locate, and repair a leak in the arena cooling floor. By the end of our arena season we had been losing a substantial amount of brine. Working with the technicians we isolated and pressure tested the loops near where we suspected it was leaking. We located a pretty large split in a line. We cut and jackhammered (very carefully) enough room in the concrete to splice and repair the line. Pressure testing revealed that the repair was good and holding, however the true test will be during startup, when things really start cooling down.

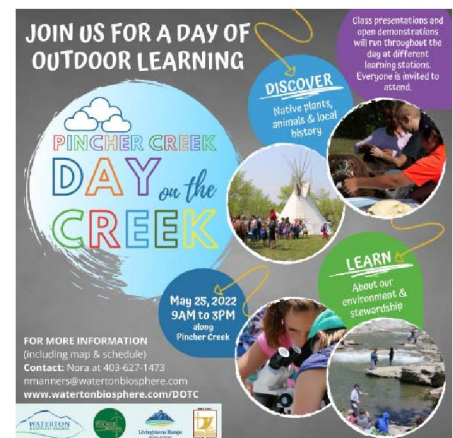
## Recreation Programmer- Rhonda Oczkowski

Recreation Programmer is a new position with a start date on May 6, 2022.

Spring is the busiest time of year in the Recreation Department and coming into the position late saw myself quickly organizing and prepping upcoming events, celebrations, and activities.

**Bike to Work Day – May 20.** Was a rainy day but good piece of awareness for active transportation.

**Day on the Creek – May 25.** Well attended by Canyon School, St Michaels School, Matthew Halton High School, Spring Glen, Home School group and community members. Estimated about 700 people in attendance. 30 learning stations, 78 presenters and volunteers. Stations were school curriculum based and ranged from bugs, trees, history, archeology and much more. Stations were set up at Agriculture Grounds, Dillmer Park and Lions Park.



Seniors Week was well attended with many activities being offered in recognition of their contribution to our community.

## Celebrate Seniors' Week

June 6 - 9

Monday	Tuesday	Wednesday	Thursday	Friday
Line Dancing 10 am Free 55+ Activity Centre Free Sr. Swimming at Pool Pickleball-Town Hall Gym 1-3 pm	Free Ice Cream all day Pick up your coupon for a free cone today at the Pool Free Sr. Swimming at Pool Pickleball-Town Hall Gym 1-3 pm	Coffee with Councilors 10 am 55+ Activity Centre Free Sr. Swimming at Pool Pickleball-Town Hall Gym 1-3 pm	Yoga 10 am 55+ Activity Centre Bring a mat or towel, for a great stretch to your day! FREE Free Sr. Swimming at Pool Pickleball-Town Hall Gym 1-3 pm	MUSIC BINGO 10 am 55+ Activity Centre Can you guess that 50's, 60's, 70's music? Prizes! Free Sr. Swimming at Pool Pickleball-Town Hall Gym 1-3 pm

55+ Activity Centre - 867 Main Street (Huddleston Senior Centre)  
Town Hall Gym - 962 St John Ave  
Swimming Pool - 895 Main Street More info 403 627 4322

- ❖ Seniors Line Dancing at the 55+ Activity Center – 4 in attendance
- ❖ Free Ice Cream cones in partnership with Dairy Queen – 100 cones served
- ❖ Coffee with Council – approx.. 30 in attendance
- ❖ Free Yoga at the 55+ Activity Center – 6 in attendance.
- ❖ Music Bingo at the Activity Center – 6 in attendance.



We will be hosting this event again in July and August as requested by attendee's

- ❖ Free Swimming at the pool for the week and was very well attended and resulted in seniors coming back to access the pool programming for the duration of June.

## June is Parks and Recreation Month.

Beat Summer Boredom

FREE!

Activity Kits Lending Program  
Recreation Office  
403 627 4322

Pets Outside

Take a pic of your pet activity, post it, #Pincherrecreationmonth, tag us to be entered for a great prize!

Recreation & Parks Month

PARKS AND RECREATION MONTH

# SCAVENGER HUNT!

Scan the QR code at the front desk of the pool for your first clue!

Follow all the clues for instructions on how to win a prize!

Available the entire month of June!

# FIND SPRINT!

Let's GO!

This week, Sprint is anxiously waiting for the water to turn on!

Be the first to find Sprint, and bring him back to the Recreation Office (895 Main Street) for a prize!

Check back every week for the month of June for a new location!

Town of Pincher Creek

## PARKS PASSPORT

The Town of Pincher Creek

Visit all the locations listed below to receive a stamp in your passport. Return to the Recreation Office for a prize!

1. Pincher Creek Community Centre  
2. Pincher Creek Library  
3. Pincher Creek Museum  
4. Pincher Creek Golf Course  
5. Pincher Creek Park  
6. Pincher Creek Recreation Centre  
7. Pincher Creek Senior Centre  
8. Pincher Creek Town Hall  
9. Pincher Creek Water Treatment Plant  
10. Pincher Creek Waste Transfer Station

Prize: A \$50.00 gift certificate to the Recreation Office.

Valid from June 1st to June 30th, 2023.

# Bike BINGO

VISIT A BIKE-FRIENDLY BUSINESS	BIKE ALONG THE CREEK TRAILS	HELMET CHECK: MAKE SURE YOUR HELMET FITS CORRECTLY AND THERE'S NO CRACKS	WAIVE HELLO TO A FELLOW CYCLIST	BIKE FROM ONE END OF TOWN TO THE OTHER
GO ONLINE AND BECOME PART OF THE ALBERTA CYCLING COALITION DT'S (FREE)	BIKE TO A PLACE IN TOWN YOU'VE NEVER BEEN BEFORE	CYCLE MORE THAN 80 KM IN ONE DAY!	TAKE A BIKE RIDE WITH A FRIEND	PICK UP THE MAIL BY BIKE
TAKE A PICTURE WITH YOUR BIKE AND POST IT ON SOCIAL MEDIA WITH THE HASHTAG #BIKEPINCHER CREEK	TUNE IT UP: CHECK YOUR TIRES AND ADD CHAIN LUBE TO YOUR BIKE'S DRIVE	RISE YOUR BIKE TO A PARK OF YOUR CHOICE TO PLAY!	USE A HAND SIGNAL TO TURN A CORNER	TAKE A BIKE RIDE TO GO GET ICE CREAM!
GET A BELL YOUR BIKE, IF YOU ALREADY HAVE ONE BELL, IT AT LEAST 5 TIMES IN ONE RIDE!	DROP OFF SOMETHING FREE FOR A FRIENDLY FAMILY MEMBER BY BIKE	BUY A FUN DECORATION FOR YOUR BIKE	RUN AN ERAND WITH YOUR BIKE (FOR YOU, OR FOR YOUR PARENTS)	TAKE A BIKE RIDE WITH A FAMILY MEMBER

albertacyclingcoalition.com

Complete a bike, take a pic send it to [recreation@pincher.cre.k12.ab.ca](mailto:recreation@pincher.cre.k12.ab.ca)



Learn to Play!

June 25 Free Instruction  
9 am

Canyon School  
Pick up disc from Pool  
403 627 4322

## Indigenous Peoples Day – June 21

The swimming pool hosted a free family swim with 19 people in attendance

**Skateboard Day 21** - in celebration of this annual event, we provided hot dogs and drinks at the skate park after school. 35 hot dogs were given out.

**Town Hall gym** wrapped up activities in the gym.

- ❖ Community Keep Fit – actively saw an average of 12 – 15 people on its Monday and Wednesday
- ❖ Afternoon Fitness Break – has a committed participants of 9 people on Monday and Thursday
- ❖ Gym walk continues to be available is utilized by especially during inclement weather.

**Sports Field Usage** by organizations

- Minor Soccer – 158 players
- Minor Baseball – 101 players
- Mustang Football – 42 for the Stamps Camp

## Events and Meetings

### Anniversary Celebrations

Pincher Planters and Old Man Rose Society- Celebration of these 2 groups of volunteers for 25 years for Pincher Planters and 15 years for the Old Man Rose Society. A tea was held on June 18 at Cenotaph Park. 30+ volunteers attended the event.

### Downtown Historical Signage

A committee of community members, Farley Wuth of Kootenai Brown Museum and the Town are working on creating permanent historical signage for significant buildings located on Main Street. Specific buildings have been identified and their history gathered. Grants/funding will be looked at. In the early stages of looking at building agreements, signage types and cost.

### Moonshadow Run

The first meeting was held to discuss the run for September 10. The plan is to have a entire event and go back to the previous run routes including a 10 km, 5 km and 2.5 km. Sponsorship will be sought this year to cover the cost of t-shirts. This allows registration fee's to go towards KidSport



### **Yard of the Week**

The start of selecting the Yard of the Week has begun. The yard is selected by a community member and that winner then selects the next yard. Winners receive a gift pack sponsored by Miracle Grow. This program will run until the end of August.

### **Pincher Planter's Annual Perennial Plant Exchange**

The Pincher Planters volunteers were out in full force on May 27 Providing plants and their extensive gardening knowledge. The Exchange was set up in the Library parking lot with the majority of Plants being picked up to go to new homes.



## **Family and Community Support Services – Andrea Hlady**

### **Highlights:**

FCSS provided support to the following events:

- Volunteer Appreciation Event: April 27, 2022. FCSS worked with Marketing, Events & Economic Development to host the many local people that showed up to received recognition for their contributions to the community!
- National Indigenous Peoples Day: June 21, 2022. FCSS provided \$1,000 in funding to strategies to increase awareness of this community issue. It was a historic day as this was the first time the Blackfoot Confederacy flag has flown in Pincher Creek! Many thanks to both Mayor Anderberg and Reeve Lemire for providing thoughtful messages on behalf of the Town of Pincher Creek and the M.D.
- Kimmapiiyipitassini: The Meaning of Empathy film screening and community dialogue: June 26, 2022. FCSS coordinator was on the organizing committee of this event. The event was financially supported by the Town of Pincher Creek, Windy Slopes Health Foundation, and Pincher Creek Associate Clinic. 58 guests attended the screening, and the community dialogue was facilitated by Abby Morning Bull and included panelists Dr. Esther Tailfeathers, Teddi Ironshirt, Martin Ironshirt, and Dr. Cathy Scrimshaw.

### **Projects (next few months):**

FCSS website work and recruiting FCSS Board members is ongoing; supporting the Chamber of Commerce with Famers Market non-profit table promotion is ongoing as well.

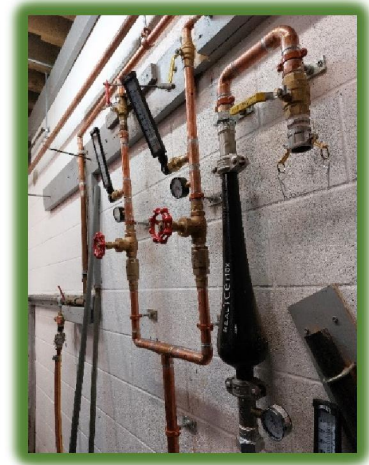
FCSS Applications for the 2023 funding year will be advertised August 2022 with an application deadline of Sept 14, 2022.



### Committee Reports/Updates:

Committees of Council include:

- Police Advisory Committee - working on committee member recruitment;
- Community Housing Committee – updating Terms of Reference and creating a online depository of related documents for all to access;
- Emergency Social Services - organizing ESS Branch. Organizing 2 training sessions for the fall; ESS Basics and ESS Tabletops exercises.



### Municipal Energy Lead – Tristan Walker

April to June was an eventful time for energy efficiency with a projected 76.5 tonnes of greenhouse gasses and \$11,300 saved per year through a variety of upgrades described below! A major reason for the continued energy conservation has been the buy in from staff and excellent work from top to bottom of the organization in being energy conscious, including leaders in our maintenance department going above and beyond.

#### Project Updates

Several projects were closed out this quarter to improve energy efficiency at our facilities, and the wheels have been set in motion to start projects to benefit the community. Energy efficiency measures completed were the installation of a REALice resurfacing device, LED retrofit in the Multipurpose Facility gym, a new score clock in the Arena, and some great work from our maintenance staff in finding and adjusting inefficiencies in mechanical equipment. The savings from these measures are shown below.

*Table 1: Recreation projects, along with their associated annual emissions and cost savings*

Project	Annual emissions savings (tCO2e)	Annual savings (\$)
REALice	41	5,800
LED retrofit	2.6	390
New score clock	1.4	250
Resolving Inefficiencies	31.6	4,868
<b>Totals</b>	<b>76.6</b>	<b>11,308</b>

The community benefit projects include applications for funding to install EV chargers, development of a bylaw to enroll in the Clean Energy Improvement Program, and initial phases of applying for a grant towards a climate risk assessment and adaptation report.

More information about the projects identified can be found below;

#### REALice

The REALice device allows our arena to be flooded and resurfaced using cold water instead of having to use energy to heat water. Generally, water is heated in order to remove air bubbles and impurities trapped within the molecules. The REALice system uses a proprietary vortex technology that has the same

result. Reports from communities who have already implemented the REALice system say that it provides clearer, and harder ice. We are excited to do our first flood this fall and see the results for ourself!

### **LED Retrofit at the Multipurpose Facility Gym**

The old and failing light fixtures in the gym were replaced by LED equivalent fixtures that have lifetimes up to 3x longer and use less than half the electricity!

### **Score Clock Replacement**

Now, we can't claim that the score clock replacement was solely for energy efficiency, as the old one was at the end of its life and needed to be replaced anyways. But we are always excited to see new installations having a positive effect on sustainability!

### **Resolving Inefficiencies**

As always, we preach making sure existing equipment is being operated properly and not using more energy than is needed. A great example of this was found this quarter as a pump was found to be running too high for the filtration system, and the HVAC systems at the daycares were not optimized. By changing these, and implementing usage as the equipment was intended, we saved huge amounts of energy, and lengthened the life of the equipment at zero cost to us as an organization. Great job!

### **Clean Energy Improvement Program**

This is a program that allows property owners to take out a low interest loan for the purpose of implementing energy efficiency projects on their property. The benefit of this program is the loan is tied to property tax bill and allows the owner to free themselves of responsibility should they decide to sell the property.

### **Planned Work**

As we continue to progress as a team in our work towards sustainability there are some major milestones coming up. One big project we are excited to develop is a renewable energy showcase at the Lebel mansion that will provide an exhibit to see how solar systems are built and what the benefits are! We are also closing out our building management system funding, developing an agreement to move forward with a climate resiliency action plan, working with industrial partners to trial various energy efficiency projects, and moving forward with the Clean Energy Improvement Program. As always, we are continuing to analyze our energy usage and look for potential areas of improvement.

### **Conclusion**

The Municipal Energy Project Lead with huge help from staff has saved an estimated 76.6 tonnes of CO<sub>2</sub>e/year, and \$11,300/year in the recreation department this quarter, with more savings planned for the near future. We are excited to continue increasing accessibility to the community and reducing our impact on climate change as we pursue innovative solutions to energy efficiency! Finally, if you have an idea for how the municipal facilities could save energy don't hesitate to reach out to [energy@pinchercreek.ca](mailto:energy@pinchercreek.ca)!

## Coordinator of Parks and Open Spaces – Brock Leavins

### Highlights

During this period, most of my highlights are grouped towards coordinating, cleaning-up, repairing, and general maintenance for outdoor Spring facilities and activities. Listed below are my top highlights:

- **Irrigation Systems Startup & Repairs**

- While turning on the irrigation systems for the season, it was made obvious that our irrigation systems were in very poor condition. There were major breaks in some systems, and 18 of the 20 irrigation systems were not operational to some varying degree. During this time, our staff was able to get all the systems running, but they are still in need of much attention and repairs.



- **Irrigation Repairs to Matthew Halton Field**

- With direction given from council, our staff was able to make the significant repair of the golf course line at the top of Matthew Halton Hill. Our staff was also able to adjust the instruments for the system to turn on and off correctly, along with the large amount of time to adjust and repair approximately 50% of the 95 sprinkler heads in Matthew Halton Field.

- **Spring Cleanup of Sports Fields**



- With community user groups using the sports fields as early as April 1<sup>st</sup>, it was important for our staff to make sure that the facilities were in a safe and operational condition. During this time, we made repairs to the grass areas and to the baseball infields by using several levelling and conditioning techniques.

- **Spring Cleanup of Parks**

- With the general public being eager to use the parks during the spring for leisure and play, it was important for our staff to make sure that the facilities were in a safe and operational condition. We focussed on tree maintenance in all park areas, as hazardous branches were the main safety concern.



- **Spring Cleanup of the Veterans Memorial Campground**

- With the campground opening on May 16<sup>th</sup>, our staff was able to do maintenance on the grounds during the weeks prior, which included newly painted site posts and numbers, tree cutting, bathroom benches and hangers, along with general opening procedures of the bathrooms and kitchen.



- **Spring Cleanup of Playgrounds**

- With the early favorable weather during the spring, our staff was able to do a full annual inspection of all the playgrounds, along with higher concern repairs and pea gravel conditioning/levelling.

- **Spring Cleanup of Open Spaces**

- With most grass areas within the community beginning to turn green during the first week of May, it was important to get our new summer staff orientated with all the areas of Pincher Creek that they were responsible for cutting. During this time, the staff were able to spend time doing litter cleanup and doing their first cuts of the season.

- **Beach Volleyball Area Upgrade**

- Our beach volleyball pit at Juan Teran was such a huge opportunity for improvement this season. Our staff was able to freshly condition and boarder the sand pit, paint the net posts, and to install a new net.



- **Matthew Halton Field Bleachers Upgrade**

- With the old bleachers being a major safety hazard, our staff was able to safely disassemble the old bleachers, with some materials being used as recycling for other projects, and they were able to replace those bleachers with two sets that were being stored in the Old Pool/MPF Field.



- **Pincher Planters Gardens & Town Gardens Cleanup & Planting**

- With a fresh season starting, our staff were able to get ahead on the gardening preparation and cleanup, along with the planting of various types of annuals and perennials. During this time, I was also able to coordinate with the Pincher Planters to help them out with their needs, and to meet all contractual obligations.

- **Downtown Planter Box Program**

- Going into the 4<sup>th</sup> year of this program, it was important to continue the overall organization of this program both internally and with program stakeholders. I was able to coordinate with local downtown businesses to rent out the planters and services to all the same businesses last year. Hopefully we can grow the program next year with purchasing more planters.



- **Summer Staff Coordination**

- With this being my first year with the Town of Pincher Creek, I felt that it was imperative that I learn very quickly about the facilities, staff, and general ins-and-outs of how the Town operates. During this spring I was able to coordinate with the Arena Staff and our Summer Staff. We focussed on safety, training, task techniques, and overall responsibilities.



- **Tree Caging, Adjustments, Maintenance**

- During the Spring, it is the most important time to do tree maintenance. Our staff were able to make necessary adjustments to the tree caging on young trees that were planted over the past couple of years. As it was set up, the tree caging was damaging the trees more than protecting them.

- **Coordinating with Community Groups & Stakeholders**

- It has been very beneficial and important for me to connect with community groups to help establish and to also improve the relationships between those groups and the Town. Most notably, connecting with Minor Baseball, Minor Soccer, St. Michael's High School, the Mustangs Football Club, Pincher Planters, and Communities in Bloom, have all resulted in continuing a positive communication line going forward.

## Goals

During this period, most goals are grouped towards establishing a good baseline for maintenance of parks, sports fields, and open spaces. Listed below are my top goals:

- **Improving Parks Maintenance**

- With the aging infrastructure within the parks, which include barriers and playground features, my goal is to maintain these areas and features during the next quarter, but to also become very aware of what is needed in priority regarding safety during the next few years.

- **Improving Sports Field Maintenance**

- With regular maintenance scheduled and knowing that challenges will be rising from specifically irrigation difficulties, my goal is to continue with the development of documents and mapping for the infrastructure within the sports fields.

- **Improving Walking Trail Maintenance**

- During this time regular maintenance of tree trimming and improving the ground conditions will be the main focus. My goal for this next quarter is to continue trimming and removing hazards along 25% of the trail system, along with improving the ground conditions along 75% of the shale portion of the trail system, especially the damaged area behind the Old Pool.

- **To Complete the Hibernaculum Project**
  - During the next quarter, the hibernaculum project will be contracted out and completed. This project will provide a secure habitat for the snake dens closest to the walking trail, which have been negatively impacted by the human traffic in the area.
  -
- **To Complete the Lions Park Retaining Wall Project**
  - The replacement of the retaining wall should take place by the end of the next quarter by our parks staff. With this being a relatively new experience project for our staff, my attention to staff detail is very important.
- **Providing a Safe Environment for Parks Staff and to Lead Skill Improvement**
  - With the arena staff crossing over partially to take on more Parks tasks, along with the arrival of mostly non-returning Summer Parks Staff, it is my goal to have all staff trained and certified in WHMIS and First-Aid, a qualitative measurement of 100% rate of feeling safe in the workplace, along with zero to only a few minor incidents experienced and reported.

### **Significant Future Projects**

With the budget and direction passed to me, listed below are the most significant projects of focus during this year, exempt of normal operating and maintenance responsibilities and projects.

- Hibernaculum Fencing Project
- Lions Ball Park Retaining Wall Project
- Matthew Halton Irrigation Project
- New Garbages along Walking Trail & Parks
- Castlevew Swing Repair Project

### **Committee Reports/Updates**

- **Health and Safety Committee**
  - Over the previous months, I have been involved with the Health and Safety Committee. So far, I have found this time to be more of a learning process about the highlights and difficulties of this specific workplace. Over the next quarter I plan to be more involved and to communicate issues and potential resolutions.

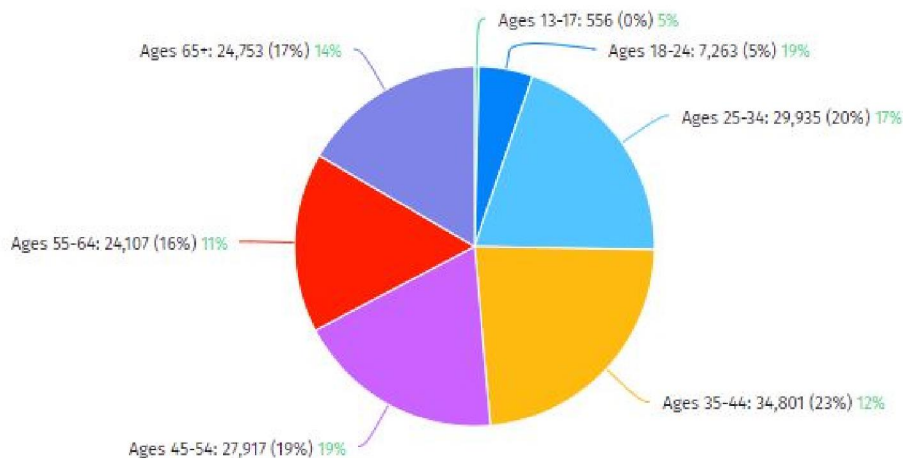
### **Staff Meetings/Trainings**

While my attendance has been recorded at multiple Council Meetings, After Council Meetings, Safety Meetings, and Tailgate Meetings, I feel like I have been successful in the giving and receiving of necessary information and have been able to collaborate in a positive manner with my manager and colleagues. Listed below are mainly training topics of focus for this quarter, and these trainings have taken place in-house for all staff with Parks related duties.

- **Tailgate Meetings Daily**
  - This meeting takes place each morning at 8:05am within the Old Pool, where all Parks Staff meet to coordinate their daily tasks and hazards.
- **WHMIS Training for Staff**
  - This training was provided for all Parks Staff that had not been trained for WHMIS within the Town of Pincher Creek workplace. This training was based online and was offered by worksitesafety.ca.
- **Chainsaw Safety Training for Staff**
  - This training was provided for all Parks Staff that would potentially be working with chainsaw and pole pruner/saw tools. This training was based online and was offered by onlinesafetytraining.ca, as we completed in smaller groups, along with an in-house orientation of all chainsaw and pole pruner/saw tools.

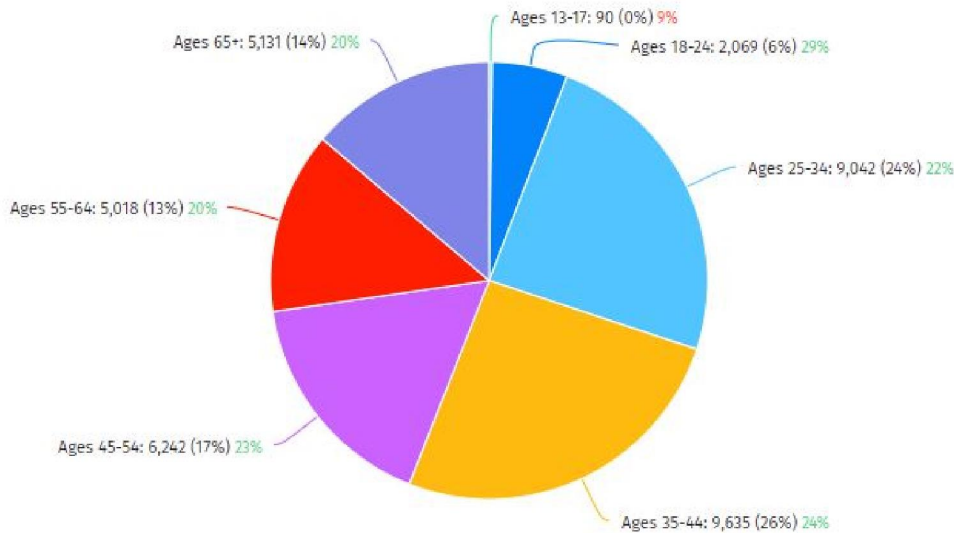
## Marketing, Events & Economic Development – Marie Everts

Social Media Communication:  
**Town of Pincher Creek Facebook Page**  
 Reach: 153K  
 Engaged: 13.5K  
 Impressions: 326K



## Pincher Creek Recreation Facebook Page

Reach: 40.3K  
Engaged: 1698  
Impressions: 62.9K



## Town of Pincher Creek Instagram Account

Reach: 1273  
Profile visits: 498  
Total followers: 1445

## Town of Pincher Creek Twitter Account

Impressions: 1986  
Profile visits: 1040

## Town of Pincher Creek LinkedIn Account

Page views: 115  
Unique visits: 58

## Website Communication:

Pageviews: 36 064  
Users: 13 195  
Average time of page: 1:17  
Top pages: (not including home page)  
1) Multi-purpose facility (pool)  
2) campground  
3) Events  
4) Contact  
5) Employment  
6) Minutes  
7) Bylaws  
8) Business Directory



## EVENTS!

April 27 – Volunteer Appreciation  
April 28 – Day of Mourning Ceremony  
April 29/30 – Pincher Creek Trade Show  
May 1-7- Emergency Preparedness Week give-a-way  
May 15-21 – Public Works Week  
May 20 – Ride to Work day  
May 26- Women in Business event  
May 29-4 – Rural Health Week  
June 5-11 – Seniors Week & Water Safety Week  
June 18 – Afternoon Tea  
June 21 – Go Skateboard Day  
June 21- National Indigenous Peoples Day  
June 22 – First Farmers Market of the season

