



TOWN OF PINCHER CREEK COUNCIL MEETING AGENDA

Tuesday, October 11, 2022 at 6:00 p.m.
Council Chambers, Town Hall, 962 St. John Avenue
Via Zoom

1. **Call to Order**
2. **Scheduled Public Hearing**
3. **Agenda Approval**
4. **Scheduled Delegations**
 - 4.1 Tristan Walker - Climate Risk Assessment and Adaptation Plan - Project Overview
5. **Adoption of Minutes**
 - 5.1 Minutes of the Committee of the Whole held on September 12, 2022
 - 5.2 Minutes of the Committee of the Whole held on September 19, 2022
 - 5.3 Minutes of the Committee of the Whole held on September 26, 2022
 - 5.4 Minutes of the Regular Meeting of Council held on September 26, 2022
 - 5.5 Minutes of the Committee of the Whole held September 30, 2022
 - 5.6 Minutes of the Committee of the Whole held October 5, 2022
6. **Business Arising from the Minutes**
7. **Bylaws**
 - 7.1 Land Use Bylaw Amendment 1547-AO - Short-Term Rentals
8. **New Business**
 - 8.1 Grant Application For Advanced Electrical Monitoring at the Multipurpose Facility and Arena
 - 8.2 FortisAlberta Franchise Fee 2023
9. **Council Reports**
10. **Administration**
 - 10.1 Council Information Distribution List
11. **Closed Session Discussion**
 - 11.1 Request to open ICF Intermunicipal Collaboration Framework Agreement
12. **Notice of Motion**
13. **Adjournment**

The next Regular Council Meeting is scheduled for October 24, 2022 AT 6:00 p.m.

Pincher Creek Climate Risk Assessment and Adaptation Plan

Project Overview

September 30, 2022

All One Sky Foundation, in partnership with the Prairie Adaptation Research Collaborative and the Resilience Institute is working with the Town of Pincher Creek and Municipal District (MD) of Pincher Creek to complete a climate risk assessment and adaptation plan. The overall project goal is to prioritize risks and develop a robust plan to adapt to climate change.

1 ORGANIZATION PROFILES

1.1 All One Sky Foundation



All One Sky Foundation is a not-for-profit, charitable organization established in 2010 to help vulnerable populations at the crossroads of energy and climate change. We do this through education, research and community-led programs, focusing our efforts on adaptation to climate change and energy poverty. Our vision is a society in which all people can afford the energy they require to live in warm, comfortable homes, in communities that are resilient and adapted to a changing climate.

1.2 Prairie Adaptation Research Collaborative



The Prairie Adaptation Research Collaborative (PARC) (www.parc.ca) is Canada's first regional climate centre. Established in 2000, it has executed over 100 research projects related to climate change, impacts and adaptation. Highlights include conducting the Climate Change Scenarios, Vulnerability and Impacts Assessment (2004-2008) for the Government of Alberta; producing the Biophysical Impact Assessment / SaskAdapt study (2006-10) for the Government of Saskatchewan; and leading the writing of the Prairies Chapter of the National Assessments (2006-08 and 2017-2020) for Natural Resources Canada. PARC has responded to over 400 requests for climate change information from government agencies, municipalities, industry, professional societies, community organizations, and NGOs. PARC maintains a climate data repository of regional climate model projections for the Prairie Provinces including maps, scatterplots and times series, and daily and monthly data. It also possesses a unique reconstruction of the Prairie paleoclimate based on dendrochronology (tree-ring dating) used to reconstruct past

temperatures, Prairie paleohydrology, and the frequency and severity of drought in the pre-instrumental record.

1.3 Resilience Institute



The Resilience Institute is a national charitable organization based in Alberta, Canada. Since our inception in 2014, our team at the Resilience Institute has focused its efforts on creating climate resilient futures and reducing risks to disasters. Our operating model consists of a small core team and network of diverse knowledge holders which enables us to be nimble and responsive to change while co-creating initiatives that are relevant to our partners. We work locally, nationally and globally with partners in government, local and Indigenous communities, academia, and other organizations on initiatives that build capacity in vulnerable communities and inspire personal, organizational, and community resilience. Unique to our work is that we actively weave Indigenous values with other ways of knowing to advance local change and inspire transformative thinking about the future.

1.4 Team structure

Our team will be coordinated by Jeff Zukiwsky who will serve as the primary contact point for the Pincher Creek project team. Jeff will act as the Project Manager overseeing all aspects of the project. Our core project team includes Richard Boyd (technical lead), Dave Sauchyn (climate science lead), and Laura Lynes (who will lead all First Nations engagement throughout the project). The core project team will be supported by:

- Calvin Kwan, a Climate Adaptation and Resilience Planner with All One Sky Foundation, will support research, planning and analysis;
- Soumik Basu (Prairie Adaptation Research Collaborative) will support the climate modelling and scientific research;
- Jon Belanger (Prairie Adaptation Research Collaborative), our GIS Analyst, will acquire and process the necessary data to produce hazard and vulnerability maps;
- Elliot Fox (The Resilience Institute) will act as the Indigenous Community Liaison; and
- Brooklyn Rushton (The Resilience Institute) will support First Nations engagement.

1.5 Project team bios

Short bios for our project team are provided below.

Jeff Zukiwsky, Director Climate Resilience and Adaptation, All One Sky Foundation



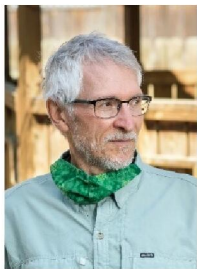
Jeff is a professional planner specializing in climate adaptation and resilience. For the past 14 years he has worked with communities and organizations across Canada to help them develop and implement strategies to reduce climate risk and vulnerability and manage climate change opportunities. Jeff is a strategic thinker with a unique ability to translate complex problems into simple solutions. At the community level, he has worked with over 40 municipalities, primarily in Alberta, supporting climate change risk and vulnerability assessments, adaptation and resilience planning, and implementation. Jeff has successfully managed dozens of climate adaptation and resilience projects. He currently lives in Fernie, BC.

Dr. Richard Boyd, Director Research and Economics, All One Sky Foundation



Richard is a nationally recognized expert on the economics of climate change, with 25 years' experience evaluating the costs of inaction, as well as the costs, benefits and distributional impacts of adaptation and mitigation actions to inform decision-making at all levels of government. His work focuses on climate change (economic) risk assessment and decision-making methodologies, and he has authored several resource guides on these topics, as well as serving as lead author for the "Costs and Benefits of Climate Impacts and Adaptation" chapter of Canada's national climate change knowledge assessment. Richard recently completed economic analyses of the physical risks of climate change for Calgary and Edmonton, and he is currently leading a study of the costs and benefits of adapting Calgary's public infrastructure to climate change. Since 2014 he has supported climate risk assessments and the development of adaptation strategies in over 15 municipalities in Alberta.

Dr. Dave Sauchyn, Director, Prairie Adaptation Research Collaborative (PARC)



David Sauchyn has been in various roles at PARC over the past 20 years, including Director since 2017. Dave is also Professor of Geography and Environmental Studies. He has been with the University of Regina since 1983. His research interests are 1) the climate and hydrology of the past millennium and how this knowledge of the past can inform our understanding of future climate and water supplies, and 2) planned adaptation to minimize the adverse impacts of climate change on the natural capital of western Canada. Dave was the lead author of the Prairies Provinces chapter of the national assessment of climate change released in late 2020. Dave likes to run, frame buildings, and follow the exploits of his adult children.

Laura Lynes, LL.M. – President / CEO, The Resilience Institute

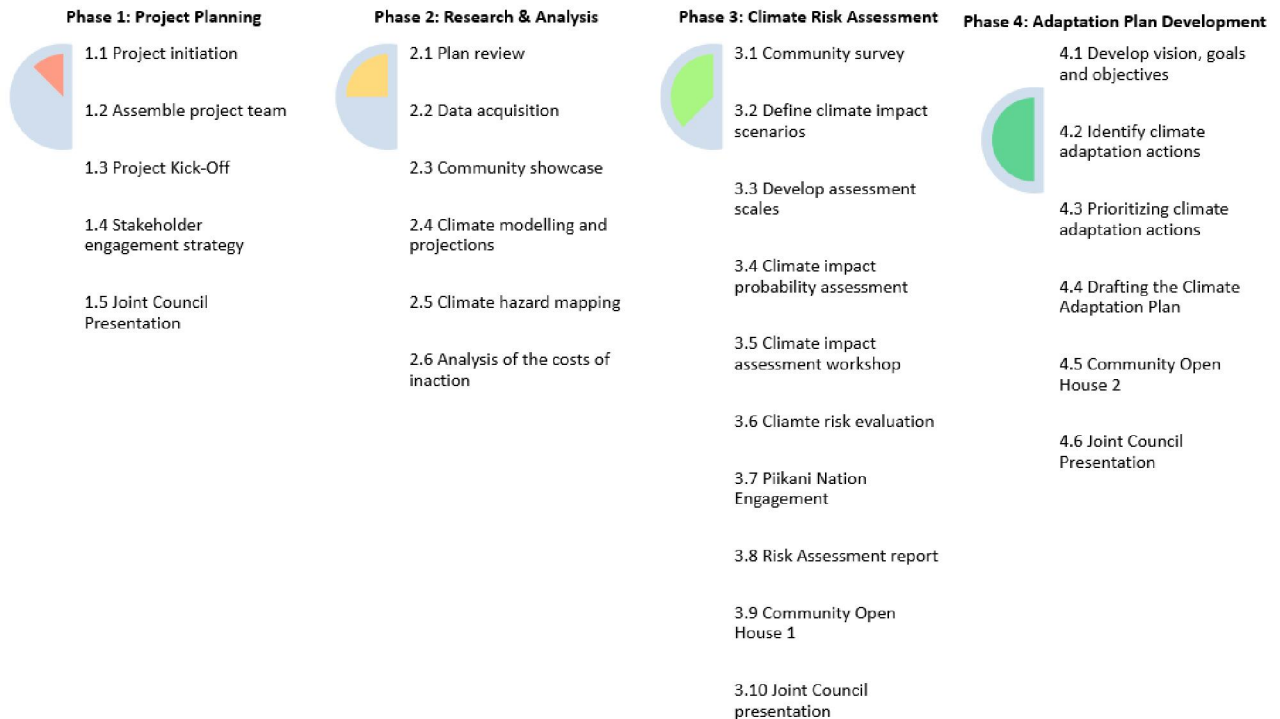


Laura is the co-founder of The Resilience Institute. She holds a Master of Law with distinction in climate change law & policy and a master's degree in intercultural and international communications. She is a Focal Point of the UNFCCC Nairobi Work Programme. Laura received the Dean's Excellence Award at Strathclyde University Law School and prior to that, the American Sociological Association's Jane Goodall Fellowship for her work on perceptions on inclusion of large carnivores in communities. She has an extensive background partnering with Indigenous Peoples throughout Canada as a youth & family worker and a program lead on resilience building initiatives.

2 APPROACH

Our proposed approach to this project comprises four phases as outlined below and in Figure 1.

Figure 1 Proposed Project Approach



2.1 Phase 1: Project planning and onboarding

Task 1.1: Project initiation



[Complete – September 23, 2022]

To initiate the project we held a meeting with the project contact (Tristan Walker) to discuss work planning and project scope. The scope of work for this project considers climate-related impacts affecting both (a) the “corporation” of Pincher Creek and the MD and (b) the broader community. Thus, the project will consider climate change impacts that may, for example:

- Affect the health and well-being of local residents and visitors;
- Cause damage to homes, public and private buildings, and other public and private infrastructure;
- Damage or impair the provision of local ecosystem goods and services; and/or
- Disrupt livelihoods and the local economy.

The geographic scope of the project is defined as the municipal boundaries of the MD, and limited to direct physical impacts of climate change within the Pincher Creek MD.

Actions identified in Phase 4 will include actions that the Town and MD can take to increase the resilience of both “corporations” and the broader community, directly or indirectly, to climate-related risks. When considering future climate change risks, we will look at climate changes under a scenario of 3°C global climate warming from pre-industrial times. Future time periods to be considered (e.g., 2040s, 2050s, 2060s, 2070s, 2080s) will be confirmed in Phase 2.

Task 1.2: Assemble project team [Complete]

The project team is assembled and includes:

- ?
- ?
- ?

We envision meeting with the Project Team on a regular basis throughout the project to support our core project team with ongoing work planning, project management and decision-making, and to address challenges as they arise. We propose to have bi-weekly (every 2 weeks) meetings with the Project Team.

Task 1.3: Project kick-off meeting [Scheduled for October 3, 2022]

Once the Project Team is assembled, we will hold a formal kick-off meeting for the project. The kick-off meeting will be an in-person meeting attended by our Project Manager (Jeff Zukiwsky) with members of the Project Team and other invited stakeholders. The goals of the kick-off meeting are to:

- Review the project goals.
- Review basin climate change and adaptation concepts and terminology
- Discuss the proposed workplan including timelines, key deliverables, and methodology for risk assessment and adaptation planning.
- Agree upon the project scope, including geographic boundaries, timeframe, and climate scenario(s) to be considered.
- Review the stakeholder engagement approach and communications strategy, including key stakeholders to be engaged, and the date, venues and approaches for key events.
- Agree on dates and times for Project Team meetings (bi-weekly)

Based on this meeting, we will update the project workplan and schedule. We will draw on our extensive experience in project management and coordination to ensure an effective flow of information between all project participants.

Task 1.4: Engagement and communications strategy [In progress]

Immediately following the kick-off meeting, we will prepare a draft document outlining the overall approach for engagement throughout the project. Communication and engagement with First Nations, the public and stakeholders are critical to the success of this project – both for information gathering on local climate impacts, adaptations and priorities, and to build long-term community support for recommended climate adaptation and resilience initiatives.

As outlined in the task descriptions below, the key First Nations, community and stakeholder engagement events for this project include:

- The community showcase event (Task 2.3) which is envisioned to include a field tour of the community to review hazardous areas and local vulnerabilities.
- A community survey (Task 3.1) designed to help our team and the project team understand community perceptions of climate risk and adaptation options.
- A series of workshops or meetings with key stakeholders at the Town and M.D. (including Joint Council) to complete the climate risk assessment:
 - Define climate change impact scenarios (Task 3.2);
 - Assess climate change risks (Task 3.5); and
 - Evaluate the results of the climate change risk assessment (Task 3.6).
- An engagement meeting with members of the Piikani Nation to provide an opportunity to give input on the climate risk assessment results and adaptation actions (Task 3.7)
- A community open house event to present results of the climate risk assessment and gather public input on priority risks and climate adaptation actions (Task 3.9)
- A series of climate adaptation action planning sessions, based on the thematic results of the climate risk assessment, with key stakeholders and Joint Council (Task 4.2).
- A community open house to present the results of the project and the Climate Adaptation Plan (Task 4.5).

In addition to the above, there are three presentations to Joint Council covering:

- The project workplan, schedule, deliverables and draft stakeholder engagement strategy (Task 1.5).
- The results of the climate change risk assessment process (Task 3.10).
- The results of the final Climate Adaptation Plan (Task 4.6).

We anticipate a mix of virtual and face-to-face meetings and workshops and will collaborate with the Project Team to finalize the engagement and communications strategy. It is our understanding that Joint Council meetings will be face-to-face, and that Joint Council meetings may not always be feasible. As such, budget has been allocated for individual presentations to the Town and MD Councils respectively as required.

Task 1.5: Presentation to Joint Council [*Scheduled for October 11, 2022*]

Following the kick-off meeting we will update the project workplan, schedule and deliverables to present to Joint Council. Following the presentation, further updates to the workplan, schedule and deliverables will be made to accommodate feedback from the Joint Council.

Phase 1 Key Deliverables:

- 1a) Stakeholder engagement and communications strategy.
- 1b) Updated workplan, schedule and deliverables based on feedback from the Project Team and the Joint Council.

2.2 Phase 2: Research and Analysis

The goal of Phase 2 is to gather and analyze all available data and information to support the project. This includes:

- Existing reports, plans, actions, strategies, and commitments which relate—directly or indirectly—to climate impacts and adaptation.
- Climate (observed) trends and future projection climate projections for the Pincher Creek MD (Task 2.4).
- Data and analysis to support hazard and exposure mapping and visualizations (Task 2.5).
- Data and analysis to estimate the “costs of inaction” for the Pincher Creek MD (Task 2.6).

This review will provide a summary of available climate trends and projections, and the overall state of climate impacts adaptation in the region and provide insights into the Town and MD’s existing exposure and vulnerability to climate change, as well as the associated economic consequences.

Task 2.1: Document review

To develop a complete understanding of potential climate risks and vulnerabilities, and adaptation requirements, we will conduct a thorough review of existing reports, plans, actions, strategies, and commitments which relate—directly or indirectly—to climate impacts and adaptation.

This review will provide a summary of the overall state of climate impacts and adaptation in the region and provide insights into the Town and MD’s existing vulnerability and preparedness to climate change.

Task 2.2: Data acquisition

The goal of this task is to acquire all data necessary and accessible to support and complete the climate change risk and adaptation action assessments:

- Data to support analysis of the “cost of inaction” (i.e., the economic consequences for the area that result from allowing climate change to continue unabated and without further planned

adaptation) in the face of further climate change – e.g., Census data, asset/infrastructure inventories, natural area/habitat inventories, tourism data, property tax assessment data, growth studies, etc.

- Data to support the creation of climate hazard mapping and related visualizations of priority risks.
- Data, reports or information on the consequences of historical climate-related events and impacts, such as flooding, wildfires, droughts, storms, etc.

For each of these areas, we will prepare a data request to discuss with the Project Team. The scope of the analysis and mapping will depend on the accessibility of locally held data—acknowledging that we will still be able to obtain a large volume of the required data from other public sources (e.g., Statistics Canada).

Task 2.3: Community showcase

We are proposing a community showcase event as a means of information gathering, sharing perspectives and building trust and cohesion amongst the Project Team, consulting team and others involved in the project. The event will start with a morning session focused on learning about the Pincher Creek area, and an afternoon field site visit to look at areas around the Town and MD focusing on important hazard or vulnerability areas or resilience initiative.

In the morning session we will invite representatives from the Town, MD and other stakeholders to ‘tell us about your community’. This is an essential step in information gathering in this project and involves mini presentations by appropriate representatives to help our team, and everyone involved in the project, understand historic impacts, strengths, weaknesses, and future plans that might be related to climate change impacts and adaptation initiatives. We envision this as a fun and informative half-day session with mini-presentations on topics such as:

- The current state of local infrastructure (roads, water supply systems, stormwater, waste management, facilities, etc.) including major systems and potential local vulnerabilities;
- Emergency management capacity and event history;
- Community planning initiatives, including the community’s growth management plan and vision, and major projects anticipated or underway;
- Local culture and quality of life, including recreation, socio-cultural organizations and events, and community social services and programs;
- Local environmental and conservation initiatives; and
- The local economy, it’s drivers and potential vulnerabilities.

Through this session, we would hope to gain a better understanding of the current state of vulnerability and adaptation in Pincher Creek.

Task 2.4: Climate modeling and projections

This task involves compiling detailed projections of climate change for the Pincher Creek area. Numerical climate models are the main tools for making projections of future climate. Modelling centres throughout the world have built one or more climate models. Models are run multiple times because each run

represents a somewhat different future climate; the actual climate cannot possibly be known. Thus, there is range of future climate conditions, although the models agree on certain trends or shifts in climate.

Most climate risk assessments and adaptation plans are based on climate data that are extracted from models that replicate the climate of the entire world, so called Global Climate Models (GCMs). This includes the first set of climate change scenarios for Alberta, which were created by PARC for the Government of Alberta in 2005, and most other climate change studies since then. GCM data has a resolution in the range of 100-250 kilometers; this is the size of grid used to make the calculations. The public web sites¹ that provide climate change projections for Canada are based on GCM data that has been downscaled to 10 km resolution using the statistical relationship between the model output and weather station data. This information is reliable for single locations, for temperature variables and for areas of relatively uniform physiography and climate. For areas where the topography is varied, and for variables related to precipitation and extreme events, the preferred source of data is Regional Climate Models. RCMs solve the model equations on a finer grid (10-25 km). This results in much more data, and thus requires more computing resources, which PARC has the expertise and resources for.

We will develop a new set of high-resolution climate change projections for the MD of Pincher Creek using daily output for more than 20 climate variables from 11 RCMs. Another innovative aspect of our proposal is to derive the regional climate projections according to levels of global warming: 1.5 °C, 2 °C, and 3 °C compared to historical values for the period 1976 to 2005. An increase of 1.5 °C in global temperature (relative to pre-industrial levels) is the target under the Paris agreement (requiring net zero global CO₂ emissions by 2050); +2 °C is considered dangerous global warming; and +3 °C is the “current policies” scenario - the trajectory the world is currently following. For each of these global warming scenarios, we will determine the local changes in specific climate variables (such as maximum and minimum temperatures, precipitation changes, etc.) We can define extremes of temperature and precipitation using standard thresholds or use values that have more meaning for local conditions as defined by local stakeholders. Similarly, we can add other variables (e.g., frost-free and growing degree days) and indices of climate extremes (e.g., drought and excess moisture) as suggested by MD and Town staff or local stakeholders.

The changes in each of the climate variables, for each of the 11 RCMs and three global warming scenarios, will be summarized in a climate projections Technical Memo for the Pincher Creek MD (tables and graphs), which will be provided to stakeholders in advance of the risk assessment workshop (Task 3.5).

Task 2.5: Climate hazard mapping

Based on the climate modelling and projections, and additional information compiled through Task 2.4, (Data acquisition), we will produce a set of customized and detailed maps of climate-related hazards for the Pincher Creek MD. The goal of the climate hazard mapping is to highlight, to the best degree possible local exposure to climate-related hazards, and the vulnerability of the Town and MD to climate change.

¹ For example, The Climate Atlas of Canada - <https://climateatlas.ca/>, and Climate Data Canada - <https://climatedata.ca/>.

We envision the maps to include existing and known hazards (such as results of the Pincher Creek Flood Study) and be overlaid with high-resolution climate projections for the MD of Pincher Creek. We will also overlay the climate hazard maps with layers of geospatial data on infrastructure, land use, elevation and drainage, etc. as a geographic baseline and to show the interaction of climate hazards with the local population and economic activities.

Maps will be produced in the ArcGIS Pro v. 2.9 Geographic Information Systems (GIS) platform and will be used to help local stakeholders understand and evaluate climate risks in Phase 3.

Task 2.6: Analysis of the “costs of inaction”

Given the potential magnitude of climate adaptation investment costs, there is a need to provide decision-makers—who face limited human and financial resources—with defensible economic information on projected costs and associated benefits to support adaptation investment decisions. A key piece of economic information used to persuade senior leadership and Council of the need and urgency to allocate resources to adaptation planning is the “cost of inaction”—i.e., the economic consequences that result from allowing climate change to continue unabated and without further planned adaptation. This information is used to inform the overall scale of investment in adaptation, the selection, timing and sequencing of specific adaptation options, and the distribution of adaptation costs and benefits between members of the community.

The goal of this task is to generate estimates of the economic impacts of climate change to multiple ‘sectors’ in the Town and MD. The sectors we will be able to include in the analysis will depend on the availability data – in particular, for municipal buildings and facilities, utilities (water, wastewater, stormwater and electricity T&D) and transportation (roads and rail) infrastructure, and natural assets. We will be able to determine the scope of the analysis of economic impacts following the data acquisition task.

In the assessment, we will also investigate the potential to include economic consequences for the agricultural sector and tourism sector in the region, integrating local information with the modelling approaches applied in studies reviewed for the “Costs and Benefits of Climate Impacts and Adaptation” chapter of the national climate change knowledge assessment, for which we were the lead author.

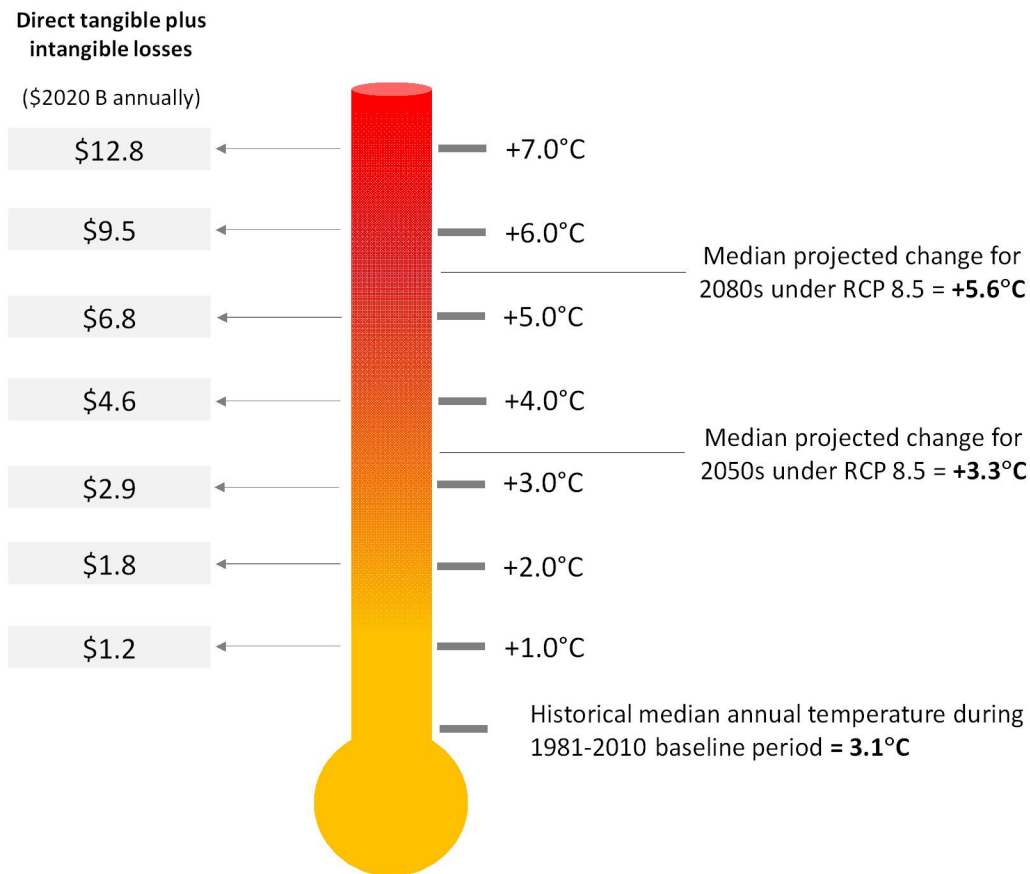
Our proposed methodology for this task—successfully applied in the Calgary and Edmonton studies—is best described as a multi-model, multi-sector approach, since the modelling approach applied to each sector is specific to that sector. In addition to estimating the direct tangible² and direct intangible³ economic consequences of climate change for the Pincher Creek area, we will calibrate our regionalized

² These costs arise from the physical impacts of climate impact-drivers, such as damage or disruption, to (tangible) goods and services that can be traded in a market and thus have an observed price as a basis for monetization (e.g., costs incurred to repair or replace damaged homes, the medical treatment costs for heat stress, etc.).

³ These costs arise from physical impacts to (intangible) items not bought or sold in a traditional market and thus with no readily observable price as a basis for monetization (e.g., ecosystem services, stress or pain levels, travel delays). Economists have developed multiple techniques to ‘shadow price’ these intangible (or non-market) impacts (e.g., the Value of a Statistical Life used to price the risk of premature death in a population).

input-output model of Alberta for the Town of Pincher Creek (Population Centre) and the Pincher Creek No.9 MD (Census Subdivision) so we may also estimate the associated macroeconomic impacts, including direct and indirect output, income, GDP, and tax effects for the regional economy.

The output of this task will be estimates of the economic costs of the status quo for Pincher Creek, in aggregate and by those sectors we are able to include in the analysis, for specific future time periods (e.g., the 2040s, 2050s, 2060s, etc.) relative to a climate baseline period, and for one future climate scenario (e.g., +3.0°C change in global mean temperature by the year 2100). We will summarize the results in tabular and graphical formats—an example from the City of Edmonton Study is shown below:



Phase 2 Key Deliverables:

- 2a) State of Climate Adaptation Report, summarizing results from the Plan Review (Task 2.1), and Community Showcase (Task 2.2), and highlighting historic impacts, key vulnerabilities, and current plans, policies and strategies related to climate adaptation.
- 2b) A report outlining climate trends and projections for the Pincher Creek MD, including maps, figures and tables as needed (Task 2.5).
- 2c) Technical Memo documenting the methods and results of the “costs of inaction” analysis (i.e., the economic impacts of the physical risks of climate change within the Pincher Creek MD) (Task 2.6).

2.3 Phase 3: Climate Risk Assessment

The goal of Phase 3 is to identify, assess, and evaluate climate change risks (and opportunities) facing the MD and Town of Pincher Creek. The assessment will include consideration of all climate change-related impacts, and their effect (either positive or negative) on municipal buildings, facilities and infrastructure, municipal services, the health and well-being of residents and visitors, the natural environment, and the local/regional economy. Our approach to the risk assessment employs a ‘best practice’ methodology, which is based on our “*Climate Resilience Express – Community Climate Adaptation Planning Guide*” (https://mccac.ca/app/uploads/CRE_Planning-Guide_Final.pdf), which we developed for the Municipal Climate Change Action Centre and the Climate Resilience Capacity Building Program. Our work is also aligned with the recently published International Standards Organization (ISO) guideline 14092: Adaptation to Climate Change—Requirements and guidance on adaptation planning for local governments and communities, and with the Intergovernmental Panel on Climate Change’s (IPCC) latest conceptualization of climate risk assessment methods.

This risk assessment includes three key workshops/meetings with the project team and local stakeholders:

- Workshop 1 – defining climate impacts and potential scenarios
- Workshop 2 - assessing the consequences of each climate impact scenario, through a participatory process with stakeholders
- Workshop 3 – evaluation of the risk assessment results

Task 3.1: Community survey

Prior to the risk assessment process, we will conduct a community survey to help us, and the project team elicit community perceptions of climate risk, vulnerability and adaptation.

Through the survey we will ask questions such as:

- How concerned are you about the following climate changes in Pincher Creek (increased precipitation and flooding, hotter and drier summers, water supply issues, more extreme weather, etc.)?
- Which of the following local services do you think will be most impacted by climate change (agriculture and food security, infrastructure, quality of life, the economy, the natural environment, etc.)?
- What are the most important action the MD and Town can take to manage climate change impacts in our region?

Our experience doing similar surveys in other communities shows that this community survey approach provides critical information to inform the climate change risk assessment process. It is assumed that the Town and MD will support the dissemination of the survey through, for example, advertising on the Town and MD website, on social media, and through dissemination of the survey to community contact lists.

Task 3.2: Define climate impact scenarios

The starting point for the risk assessment is a set of impact scenarios that characterize the cause-and-effect relationship, or impact chain, between climate changes, impacts, and the potential consequences of those impacts. To begin the process of defining climate impact scenarios, our team will compile a draft list of impact scenarios, based on information gathered during Phase 2 including the historical occurrence of climate-related events in the region, background research, and our experience working on climate adaptation plans with communities across Canada.

In addition to taking account local exposure to climate hazards, we will also consider the vulnerability (sensitivity and lack of coping capacity) of local services, infrastructure, populations and the natural environment. Vulnerability to a given climate impact influences the magnitude or severity of impacts and consequences. It is therefore important to characterize key vulnerabilities as part of the climate impact scenarios.

We will define the climate impact scenarios using thresholds of temperature, precipitation, or other variables (such as frost-free season length or meteorological drought) that are most relevant to local stakeholders and to the climate conditions of the Pincher Creek area.

Once drafted, we will meet with the project team to update and finalize the climate impact scenarios.

Task 3.3: Develop assessment scales

We will use a semi-quantitative approach to the risk assessment. This involves assigning categorical (very rare to almost certain) and numerical (1 to 5) values to the likelihood and consequence of each climate impact scenario. We will develop tailored rating scales for likelihood and consequence that are aligned with the Town and MD's existing risk management policies and practices. The assessment scales will be reviewed and agreed to by the Project Team at Workshop 1.

Task 3.4: Climate impact probability assessment

The goal of the likelihood assessment is to determine the likelihood of each climate impact scenario occurring, historically and in the future as a result of climate change. The likelihood assessment will be based on specifically defined climate impact thresholds, as determined at Task 3.1 and the development of climate impact scenarios. Where possible, we can utilize climate projection data to quantitatively determine the likelihood of each impact scenario, as an annual exceedance or non-exceedance probability. The estimated probabilities are then transcribed into a 1-5 score using the likelihood scale developed at Task 3.3.

In some cases, it may not be possible to quantify the likelihood of a climate impact scenario. In these cases, the 1-5 likelihood score will be based on best available research, and Pincher Creek's experience with climate impacts in the past, and the professional judgement of our project team.

The likelihood assessment will result in each climate impact scenario (and associated consequences) having an estimated likelihood of occurrence at a defined intensity level (or threshold). The estimated likelihoods will be validated with staff and stakeholders and form one part of the climate risk calculation.

Task 3.5: Climate impact assessment workshop

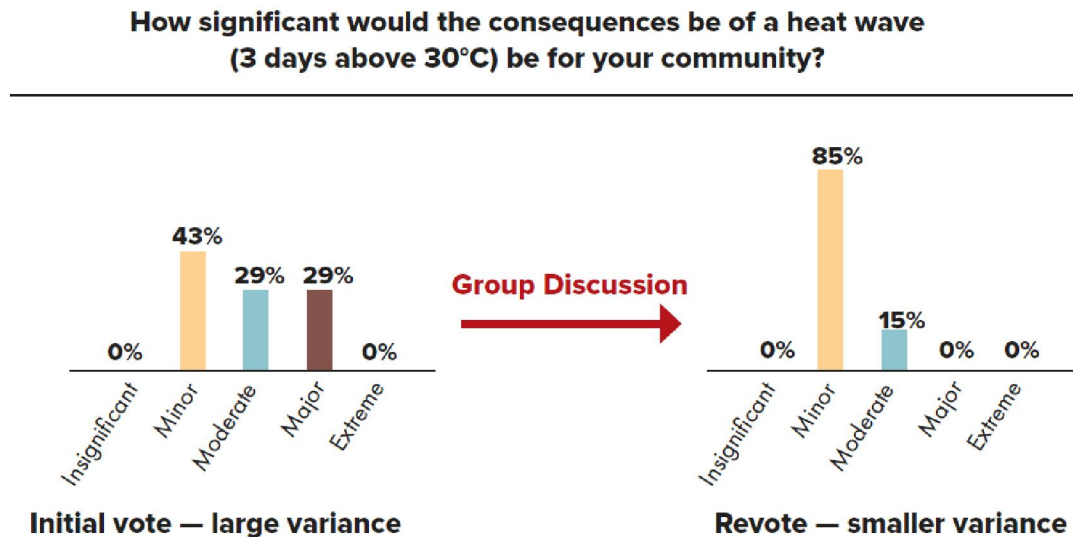
The goal of the climate impact assessment workshop is to determine the severity of all potential consequences of each climate impact scenario. A climate hazard (heat wave for example) or opportunity may have different consequences for public health & safety, municipal assets and services, the economy and natural environment. It is necessary to assess the severity of all potential consequences individually to determine priorities, and develop an adaptation plan that addresses specific, high priority consequences.

To complete the climate change risk assessment, we will facilitate an in-person workshop with municipal staff and stakeholders. Our tested method of engagement involves stakeholders in an evaluation exercise (voting) combined with facilitated dialogue that encourages the sharing of participants' expertise and perspectives to stimulate deeper analysis of climate change impacts. We will utilize digital voting software to assess the consequence of climate change impacts. The software records the scores assigned to each criterion and allows participants to view the collective results in real time. In cases where an initial vote produces a large variance in scores, we facilitate group discussion and participants are invited to re-vote. Group discussions provide critical information to support risk assessment, such as the frequency and severity of historic climate events and their consequences, and the vulnerability (sensitivity) of Municipal activities, assets and services to projected climate stressors.

In our experience, this digital voting approach is extremely effective in both achieving alignment on consequence scores (as illustrated in Figure 2), and more importantly, a shared understanding of local climate change risk and priorities for adaptation action planning.

Following the risk assessment, the likelihood and consequences scores will be combined to generate a numerical risk score for each impact scenario. These scores will be used to prioritize climate change risks, and to generate a heat map, or risk rating matrix, for Pincher Creek.

Figure 2: Example of achieving alignment in a climate change risk assessment through digital voting and discussion



Task 3.6: Climate risk evaluation

The result of the risk assessment process is a climate change risk matrix and/or rank-ordered risk-rating spectrum, which delineates between risks that pose an unacceptable threat to Pincher Creek, and those that do not. Impact scenarios with higher consequence and higher likelihood of occurrence represent larger risks for the region and will inform the selection of the top risks or themes for further assessment. But prior to identifying priorities to take forward, a risk evaluation and verification process will be conducted to verify the results of the risk assessment and the selection of priorities.

The risk evaluation allows staff and community working group stakeholders to review the relative ranking of climate change impacts and consequences and make well-reasoned arguments to adjust their scoring and ranking if they are judged—when viewed collectively—to have been either over or under-estimated in comparison to one another. We will conduct the risk evaluation process virtually.

Task 3.7: Piikani Nation engagement

Following the climate risk assessment process, we propose to host an engagement meeting with members of the Piikani Nation. The goal of this engagement is to provide the Piikani Nation with an opportunity to share their perspectives on climate risks facing Pincher Creek and to help identify climate adaptation actions that may involve collaboration with the Town and MD.

Task 3.8: Risk assessment report

The results of Phase 3 (the Climate Risk Assessment) will be compiled into a draft Climate Change Risk Assessment report. The contents of this draft report will be present to the public for comment and feedback at the first community open house (Task 3.9).

Task 3.9: Community open house 1

Following completion of the climate risk assessment, we propose to host a community open house event. The goals of the open house event would be to:

- Provide an overview and rationale for the climate adaptation planning process and answer questions from the public,
- Present the results of the climate modeling and projections (Task 2.4) to help community members understand basic climate science, future climate projections, and local impacts,
- Present results and gather public input on the climate risk assessment results and priority climate change risks facing the Town and MD, and
- Gather public input on potential climate adaptation actions that could be implemented by the Town and MD to address priority risks.

We will work with the Project Team to identify an appropriate venue(s), date(s) and time(s) for the community open house event. It is assumed that the Town and MD will support the advertising and dissemination of information regarding open house to the public.

Task 3.10: Presentation to the Joint Council

Once we hear from the public at the open house, we will update the Climate Change Risk Assessment report and present to Joint Council.

Phase 3 Key Deliverables:

- 3a) Report documenting the methods and results of the Climate Change Risk Assessment
- 3b) Excel file containing the consequence, likelihood and risk scoring.

2.4 Phase 4: Adaptation Plan Development

The goal of Phase 4 is to develop a climate adaptation plan for the Town and MD of Pincher Creek to address the priority risks and outcomes from Phase 3.

Task 4.1: Develop vision, goals and objectives

We will facilitate a meeting with the project team to develop the vision, goals and objectives for the Climate Adaptation Plan. This is one of the most important aspects of the process. It's important that the

project team, and hence the Town and MD “own” the resulting Plan. Collaborative development of the vision, goals and objectives allows stakeholders to see their role in building community resilience.

The vision, goals and objectives should align with existing initiatives and plans in the Town and MD such that the Climate Adaptation Plan can be ‘mainstreamed’ and integrated into existing plans and processes. Where possible, climate adaptation should be aligned with City planning processes, such as business planning, asset management, land use bylaws, municipal development policies, and so forth.

Task 4.2: Identify climate adaptation actions

The goal of this task is to identify actions to manage the priority risks from the climate change risk assessment process. To begin this process, our team will draft an initial list of potential actions drawing on our extensive experience having developed climate adaptation plans for over 40 communities across the country. Our assumption is that the actions will focus on what the Town and MD can implement to directly control risk (for example, Bylaws, policies, infrastructure and building upgrades, etc.) as well as how the Town and MD can support local business, individuals and organizations to adopt climate adaptation measures (for example, through incentives, public education program, local capacity building, etc.).

To identify adaptation actions, we will:

- Consider a variety of actions, including but limited to infrastructure upgrades, nature-based solutions, policies, projects, strategic planning, information gathering, education programs, etc.
- Propose actions under a set of climate adaptation “themes”. In our recent experience, the themes from Canada’s National Adaptation Strategy are a good starting point: 1) Resilient Built and Natural Infrastructure, 2) Thriving Natural Environment, 3) Health and Well-Being, 4) Disaster Resilience, and 5) Strong and Resilient Economy.
- Consider partnerships with local businesses and other organizations, First Nations, nearby communities, and other levels of government.
- Identify actions that also support the reduction of greenhouse gas emissions, including the abatement potential of those actions (low-medium-high).

Once our team has drafted an initial set of climate adaptation actions, we will host a series of climate adaptation planning meetings with the Project Team, as well as other key city staff and stakeholders. We recommend a series of planning sessions based on the themes identified above. The goal of the climate adaptation planning workshops is to identify feasible actions and verify the potentials actions that can be implemented by the Town and MD to manage climate the priority risks from the climate change risk assessment process. These planning sessions may be a mixture of virtual and face-to-face meetings, depending on interest and availability of stakeholders.

We will also, through the thematic workshops and through follow-up meetings, gather detailed information about each potential action, including a detailed description, the estimated cost, the timeline to implement the action, and the municipal department that would implement the action. This detailed information is essential to complete the action prioritization process at Task 4.3

Task 4.3: Prioritizing climate adaptation actions

The team will consolidate actions identified at the action planning workshops and use a multi-criteria cost-benefit framework to prioritize climate adaptation actions for Pincher Creek. Prioritizing climate actions should be based on all potential benefits (i.e., outputs) and all relevant costs (or inputs) needed to deliver those outputs. Our tested multicriteria-based approach to cost-benefit analysis (an example criteria and scoring scheme is shown in Figure 3) will support the prioritization of cost-efficient adaptation actions; this framework is used to calculate a benefit-cost ratio for each action, with those actions with the highest ratio prioritized. The criteria in Figure 3 are based on international best practice, as documented in the “Costs and Benefits” chapter of the national climate change knowledge assessment. Typically, we start with these criteria and adapt the definitions or add additional criteria to align with the decision-making needs of the community we are working with. In this case, we will ensure that any negative or positive impacts of identified adaptation actions for GHG emissions or carbon sinks are accounted for when scoring the “negative side-effects” and “co-benefits” criterion, respectively. Furthermore, we will add an “urgency” criterion that will enable us to assign higher priority to short- and medium-term actions vis-à-vis longer-term actions. We will also break the “lifecycle costs” criterion into OPEX and CAPEX and work with the Town and MD to define dollar levels of expenditure that would be considered “extreme” (score = 5) and “negligible” (score = 1). We will then use exponential interpolation to generate dollar values for intermediate levels (scores = 2, 3 and 4). This will enable us to generate the required cost estimates for the adaptation action plan.

Our team will do an initial scoring of the actions using the evaluation framework and will then host a workshop(s) with the Project Team, as well as other key city and MD staff and stakeholders to verify and update the results.

Figure 3: Example of a multi criteria analysis framework for prioritizing adaptation actions

| Costs | 1 | 2 | 3 | 4 | 5 |
|-----------------------|------------|----------|----------|----------|----------|
| Lifecycle costs | Low | | Moderate | | High |
| Negative side-effects | Negligible | | Moderate | | Major |
| Feasibility | High | | Moderate | | Low |
| Acceptability | High | | Moderate | | Low |
| | | | | | |
| Benefits | | | | | |
| Effectiveness | Low | | Moderate | | High |
| Equity | Poor | | Neutral | | Good |
| Flexibility | Low | | Moderate | | High |
| ● Co-benefits | Negligible | | Moderate | | Major |

The result of task 4.3 is a priority list of climate adaptation actions that will be incorporated into the Climate Adaptation Plan.

Task 4.4: Drafting the Climate Adaptation Plan

Once the climate adaptation actions have been analyzed and prioritized using the multi-criteria cost-benefit framework (Figure 3 in task 4.3), we will begin drafting the Climate Adaptation Plan for Pincher Creek. Our experience with similar projects shows that reaching agreement on the final list actions will require several meetings and engagements with the Project Team.

The Final Climate Adaptation Plan will summarize all project tasks complete and include:

- An introduction section with information about the project scope, impetus for action (including the economic consequences of not adapting) and (high-level) methodology (with details in an Appendix).
- A summary of the community and stakeholder engagement required to develop the plan.
- Climate change projections for Pincher Creek MD and supporting (hazard, exposure and vulnerability) maps and visualizations (with details in an Appendix).
- The climate risk assessment outcomes.
- The recommended list of climate adaptation actions for the Town of Pincher Creek and MD of Pincher Creek. In this regard, we envision one Climate Adaptation Plan for Pincher Creek, under which there may be subsections highlighting specific actions for the Town and MD, if they are different.
- For each recommended climate adaptation action, the Plan will include detailed information such as:
 - The action type, for example, a plan, policy, program, education initiative, resource requirement, etc.
 - The implementation lead - the specific department or agency responsible for implementing the action.
 - Partners to support implementation.
 - The timeline to implement the action, for example ongoing, short-term, medium-term, long-term.
 - A cost estimate, which will be an estimated cost range for implementing the action, as well as potential funding sources.
 - Recommendations for monitoring of progress on achieving the goals of the climate adaptation plan, which could include indicators/metrics for monitoring local climate or environmental changes, the impact of climate hazards, the adoption and effectiveness of implemented climate adaptation actions, etc.

We have included budget in our fee proposal for the professional design of the Climate Adaptation Plan, and also for professional design of a succinct 2-page summary (or pamphlet) of the Climate Adaptation Plan.

Task 4.5: Community Open House 2

Once the Climate Adaptation Plan is drafted, we will host a second community open house event to present the plan to the public, discuss, and receive feedback. We anticipate that feedback could also be gathered through online methods, for example, a survey posted on the Town and MD website.

Task 4.6: Presentation to Joint Council

Once complete, we will present the final Pincher Creek Climate Adaptation Plan to Joint Council.

3 SCHEDULE

Our proposed project schedule is outlined in Table 1. The schedule also includes bi-weekly (every two weeks) meetings with the Project Team to support our team with work planning, project management and decision-making, and to address challenges as they arise.

Table 1 Proposed Project Schedule

| Project Tasks | 2022 | | | | 2023 | | | | |
|---|------|-----|-----|-----|------|-----|-----|-----|-----|
| | Sept | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May |
| Phase 1: Project Planning and Onboarding | | | | | | | | | |
| 1.1 Project initiation | | | | | | | | | |
| 1.2 Assemble project team | | | | | | | | | |
| 1.3 Project Kick-Off | | | | | | | | | |
| 1.4 Stakeholder engagement strategy | | | | | | | | | |
| 1.5 Joint Council Presentation | | | | | | | | | |
| Phase 2: Research and Analysis | | | | | | | | | |
| 2.1 Plan review | | | | | | | | | |
| 2.2 Data acquisition | | | | | | | | | |
| 2.3 Community showcase | | | | | | | | | |
| 2.4 Climate modelling and projections | | | | | | | | | |
| 2.5 Climate hazard mapping | | | | | | | | | |
| 2.6 Analysis of the “costs of inaction” | | | | | | | | | |
| Phase 3: Climate Risk Assessment | | | | | | | | | |
| 3.1 Community survey | | | | | | | | | |
| 3.2 Define climate impact scenarios | | | | | | | | | |
| 3.3 Develop assessment scales | | | | | | | | | |
| 3.4 Climate impact probability assessment | | | | | | | | | |
| 3.5 Climate impact assessment workshop | | | | | | | | | |
| 3.6 Climate risk evaluation | | | | | | | | | |
| 3.7 Piikani Nation Engagement | | | | | | | | | |
| 3.8 Risk Assessment report | | | | | | | | | |
| 3.9 Community open house 1 | | | | | | | | | |
| 3.10 Joint Council presentation | | | | | | | | | |
| Phase 4: Adaptation Plan Development | | | | | | | | | |
| 4.1 Develop vision, goals and objectives | | | | | | | | | |
| 4.2 Identify climate adaptation actions | | | | | | | | | |
| 4.3 Prioritizing climate adaptation actions | | | | | | | | | |
| 4.4 Drafting the Climate Adaptation Plan | | | | | | | | | |
| 4.5 Community Open House 2 | | | | | | | | | |
| 4.6 Joint Council Presentation | | | | | | | | | |



Town of Pincher Creek
COMMITTEE OF THE WHOLE MINUTES
September 12, 2022 – 9:00 AM
In Person & Virtually

ATTENDANCE:

Mayor: D. Anderberg
Councillors: M. Barber, S. Nodge, and D. Green
With Regrets: B. Wright and W. Oliver
Staff:

1. **CALL TO ORDER**

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

2. **AGENDA APPROVAL**

NODGE:

That the Committee of the Whole for the Town of Pincher Creek agrees to approve the September 12, 2022 agenda as presented.

CARRIED COTW 2022-108

3. **Closed Session**

NODGE:

That the Committee of the Whole for the Town of Pincher Creek agree to move into a closed session of Council on Monday, September 12, 2022 at 9:31 am in accordance with section 16 & 24 of the Freedom of Information and Protection of Privacy Act.

BARBER:

That the Committee of the Whole for the Town of Pincher Creek to move out of a closed session of Council on Monday, September 12, 2022 at 11:12 pm in accordance with section 19 & 24 of the Freedom of Information and Protection of Privacy Act.

9.1 **CAO Resume Review**

GREEN:

That the Committee of the Whole for the Town of Pincher Creek defer item 9.1 to the next Committee of the Whole meeting on September 19, 2022 at 9:00am

CARRIED COTW 2022-109

4. Adjournment

GREEN:

That this session of Committee of the Whole be adjourned at 11:31 am.

CARRIED COTW 2022-0110

**APPROVED BY RESOLUTION OF
COUNCIL FOR THE TOWN OF PINCHER CREEK
THIS 11 DAY OF OCTOBER 2022**

Mayor, D. Anderberg

CAO, L. Wilgosh



Town of Pincher Creek
COMMITTEE OF THE WHOLE MINUTES
September 19, 2022 – 9:00 AM
In Person & Virtually

ATTENDANCE:

Mayor: D. Anderberg

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

Staff:

1. **CALL TO ORDER**

Mayor Anderberg called the meeting to order at 9:15 am.

2. **AGENDA APPROVAL**

WRIGHT:

That the Committee of the Whole for the Town of Pincher Creek agrees to approve the September 19, 2022 agenda as presented.

CARRIED COTW 2022-111

3. **Closed Session**

NODGE:

That the Committee of the Whole for the Town of Pincher Creek agree to move into a closed session of Council on Monday, September 19, 2022 at 9:15 am in accordance with section 16 & 24 of the Freedom of Information and Protection of Privacy Act.

NODGE:

That the Committee of the Whole for the Town of Pincher Creek to move out of a closed session of Council on Monday, September 19, 2022 at 10:30 am in accordance with section 19 & 24 of the Freedom of Information and Protection of Privacy Act.

3.1 CAO Resume Review

GREEN:

That the Committee of the Whole for the Town of Pincher Creek defer item 9.1 to the next Committee of the Whole meeting on September 26, 2022 at 10:00am

CARRIED COTW 2022-112

4. Adjournment

GREEN:

That this session of Committee of the Whole be adjourned at 11:31 am.

CARRIED COTW 2022-113

**APPROVED BY RESOLUTION OF
COUNCIL FOR THE TOWN OF PINCHER CREEK
THIS 11th DAY OF OCTOBER 2022**

Mayor, D. Anderberg

CAO, L. Wilgosh



Town of Pincher Creek
COMMITTEE OF THE WHOLE MINUTES
September 26, 2022 – 10:00 AM
In Person & Virtually

ATTENDANCE:

Mayor: D. Anderberg
Councillors: M. Barber, W. Oliver S. Nodge, and D. Green
With Regret: B. Wright
Staff:

1. **CALL TO ORDER**

Mayor Anderberg called the meeting to order at 10:05 am.

2. **AGENDA APPROVAL**

GREEN:

That the Committee of the Whole for the Town of Pincher Creek agrees to add item 8.1 ICF Meeting to the September 26, 2022 agenda.

CARRIED COTW 2022-114

GREEN:

That the Committee of the Whole for the Town of Pincher Creek accept the September 26, 2022 agenda as amended.

CARRIED COTW 2022-115

3. **New Business**

3.1 **ICF Meeting**

NODGE:

That the Committee of the Whole for the Town of Pincher Creek request a joint meeting to discuss Joint Funding

CARRIED COTW 2022-116

4. Closed Session

GREEN:

That the Committee of the Whole for the Town of Pincher Creek agree to move into a closed session of Council on Monday, September 26, 2022 at 11:05 am in accordance with section 16 & 24 of the Freedom of Information and Protection of Privacy Act.

BARBER:

That the Committee of the Whole for the Town of Pincher Creek to move out of a closed session of Council on Monday, September 26, 2022 at 11:40 am in accordance with section 19 & 24 of the Freedom of Information and Protection of Privacy Act.

4.1 CAO Resume Review

GREEN:

That the Committee of the Whole for the Town of Pincher Creek defer item 9.1 to the next Committee of the Whole meeting on September 30, 2022 at 9:00am

CARRIED COTW 2022-117

Councillor Wright left meeting at 11:35 am

5. Adjournment

OLIVER:

That this session of Committee of the Whole be adjourned at 11:41 am.

CARRIED COTW 2022-118

**APPROVED BY RESOLUTION OF
COUNCIL FOR THE TOWN OF PINCHER CREEK
THIS 11th DAY OF OCTOBER 2022**

Mayor, D. Anderberg

CAO, L. Wilgosh



REGULAR MEETING OF COUNCIL
Held on Monday September 26, 2022
In Person & Virtually,
Commencing at 6:00 p.m.

IN ATTENDANCE:

Mayor: D. Anderberg

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

Staff: L. Wilgosh, Chief Administrative Officer; K. Green, Executive Assistant; A. Grose, Recreation Manager; M. Everts, Events, Marketing & Economic Development; T. Walker, Energy Lead; A. Hlady FCSS, and L. Rideout, Director of Community Services

1. CALL TO ORDER

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

2. SCHEDULED PUBLIC HEARING

3. AGENDA APPROVAL
GREEN:

The Council for the Town of Pincher Creek agree to add item 4.1 presentation to Gordon and Lori MacKintosh campground attendants and item 8.4 Dupuy Street Cul De Sac Signage to the September 26, 2022 agenda.

CARRIED 22-341

BARBER:

The Council for the Town of Pincher Creek approve the September 26, 2022 agenda as amended.

CARRIED 22-342

4. DELEGATIONS

4.1 Gordon and Lori MacKintosh campground attendants -Appreciation of 7 years service

5. ADOPTION OF MINUTES

5.1 Minutes of the Special Meeting of Council held on August 30, 2022

OLIVER:

That Council for the Town of Pincher Creek approves the minutes of the Special Meeting of Council held on August 30, 2022.

CARRIED 22-343

5.2 Minutes of the Committee of the Whole held September 12, 2022

GREEN:

That Council for the Town of Pincher Creek approves the minutes of the Committee of the Whole held on September 12, 2022.

CARRIED 22-344

5.3 Minutes of the Regular Meeting of Council held on September 12, 2022

WRIGHT:

That Council for the Town of Pincher Creek approves the minutes of the Regular Meeting of Council held on September 12, 2022.

CARRIED 22-345

6. BUSINESS ARISING FROM THE MINUTES

6.1 Disposition of Delegation Yellowstone to Yukon Conservation Initiative

OLIVER:

That Council for the Town of Pincher Creek receive the Yellowstone to Yukon Conservation Initiative Presentation as information.

CARRIED 22-346

6.2 Disposition of Delegation – Traffic Concerns

BARBER:

That Council for the Town of Pincher Creek receive the Traffic Concerns Presentation as information.

CARRIED 22-347

7. BYLAWS

7.1 Chief Administrative Officer Bylaw 1573-22

GREEN:

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

CARRIED 22-348

WRIGHT:

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.

CARRIED 22-349

7.2 Regional Assessment Review Board Bylaw 1633-22

NODGE:

That Council for the Town of Pincher Creek agree and give first reading to Regional Assessment Review Board Bylaw 1633-22.

CARRIED 22-350

NODGE:

That Council for the Town of Pincher Creek request that the Mayor and administration write a letter to Minister McIver summarizing previous conversation and clarification on the Regional Assessment Review Board Bylaw.

CARRIED 22-351

7. NEW BUSINESS

7.1 Speed Sign Locations

BARBER:

That Council for the Town of Pincher Creek direct administration to install additional speed signs at specific locations in the community with recommendations from the Police Advisory Committee and to replace the faded speed sign on Broadview St.

CARRIED 22-352

8.2 October 5th 2022 is Energy Efficiency Day

OLIVER:

That Council for the Town of Pincher Creek in recognition of the role that energy efficiency plays in the progress towards a sustainable and healthy society does hereby designate October 5th, 2022, Energy Efficiency Day for the Town of Pincher Creek.

CARRIED 22-353

8.3 Highway 6 Warning Flashers

GREEN:

That Council for the Town of Pincher Creek formally request that the North warning flashers be removed for energy efficiency purposes, and South flashers remain due to safety concerns, with a request that Alberta Transportation assume the cost for the South flashers.

DEFEATED 22-354

8.4 Dupuy Street Cul De Sac Signage

GREEN:

That Council for the Town of Pincher Creek direct administration to look into the parking problem on Dupuy Street in the cul de sac with recommendations from the CPO's and Fire Chief.

CARRIED 22-355

T. Walker left meeting at 6:40 pm

9. COUNCIL REPORTS

9.1 Upcoming Committee meetings and events

10. ADMINISTRATION

10.1 Council Information Distribution List

NODGE:

That Council for the Town of Pincher Creek accepts the September 26, 2022 Council Information Distribution List as information.

CARRIED 22-356

Mayor Anderberg called a recess at 6:50 pm

Mayor Anderberg called the meeting back to order at 6:57 pm

11. CLOSED MEETING DISCUSSION

WRIGHT:

That Council for the Town of Pincher Creek agree to move into closed session of Council on Monday, September 26, 2022 at 6:57 pm in accordance with section 16 & 24 of the Freedom of Information and Protection of Privacy Act, with the Chief Administrative Officer, Executive Assistant, Recreation Manager, Events, Marketing & Economic Development, FCSS, and Director of Community Services in attendance.

CARRIED 22-357

NODGE:

That Council for the Town of Pincher Creek agree to move out of closed session of Council on Monday, September 26, 2022 at 7:48 pm in accordance with section 19 & 24 of the Freedom of Information and Protection of Privacy Act, with the Chief Administrative Officer, Executive Assistant, Recreation Manager, Events, Marketing & Economic Development, FCSS, and Director of Community Services in attendance

CARRIED 22-358

11.1 Joint Funding Requests - s.16 & 24

GREEN:

That Council for the Town of Pincher Creek approve the 2023 Joint Funding on a per capita basis, at \$30.46 per capita, for a total contribution of \$110,320; and further move that Council agrees to fund the following organizations for 2023:

| | |
|----------------------------------|----------|
| 1. Adaptable Outdoors | \$5,000 |
| 2. Allied Arts | \$20,000 |
| 3. Chamber of Commerce | \$5,000 |
| 4. Communities in Bloom | \$5,000 |
| 5. Early Childhood Coalition | \$5,000 |
| 6. Family Centre | \$5,000 |
| 7. Group Youth | \$3,000 |
| 8. Handi-Bus | \$15,000 |
| 9. Historical Society | \$20,000 |
| 10. Lundbreck citizen's Council | \$3,000 |
| 11. Lundbreck Gardeners | \$1,000 |
| 12. Mustangs Football | \$3,500 |
| 13. NAPI Friendship Assoc. | \$5,000 |
| 14. Oldman River Antique Society | \$20,000 |
| 15. Pincher Planters | \$7,500 |
| 16. Rodeo Club | \$500 |

*Regular Council Meeting
Sep 26, 2022*

| | |
|-----------------------------|----------|
| 17. South Country Trappers | \$2,500 |
| 18. SASCI (Grant Writer) | \$80,000 |
| 19. Syncline Castle Trails | \$1,000 |
| 20. Windsor Heritage Centre | \$2,000 |

CARRIED 22-359

11.2 Event Request (No RFD) - s.17

NODGE:

That Council for the Town of Pincher Creek accept Event Request Presentation as information.

CARRIED 22-360

12. NOTICE OF MOTION

13. ADJOURNMENT

WRIGHT:

That this meeting of Council on September 26, 2022 be hereby adjourned at 7:50 pm.

CARRIED 22-361

MAYOR, D. Anderberg

CAO, L. Wilgosh

**APPROVED BY RESOLUTION
OF THE COUNCIL OF THE**

*Regular Council Meeting
Sep 26, 2022*

**TOWN OF PINCHER CREEK,
THIS 11th DAY OF OCTOBER 2022 S E A L
NEXT REGULAR MEETING OF COUNCIL TO BE HELD ON
MONDAY OCT 11, 2022 AT 6:00 P.M.**

DRAFT



Town of Pincher Creek
COMMITTEE OF THE WHOLE MINUTES
September 30, 2022 – 9:00 AM
In Person & Virtually

ATTENDANCE:

- Mayor: D. Anderberg
- Councillors: W. Oliver, B. Wright, S. Nodge, and D. Green
- With Regret: M. Barber
- Staff:

1. **CALL TO ORDER**

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

2. **AGENDA APPROVAL**

GREEN:

That the Committee of the Whole for the Town of Pincher Creek agrees to approve the September 30, 2022 agenda as presented

CARRIED COTW 2022-119

3. **Closed Session**

OLIVER:

That the Committee of the Whole for the Town of Pincher Creek agree to move into a closed session of Council on Monday, September 30, 2022 at 9:15 am in accordance with section 16 & 24 of the Freedom of Information and Protection of Privacy Act.

BARBER:

That the Committee of the Whole for the Town of Pincher Creek to move out of a closed session of Council on Monday, September 30, 2022 at 10:42 am in accordance with section 19 & 24 of the Freedom of Information and Protection of Privacy Act.

3.1 CAO Resume Review

GREEN:

That the Committee of the Whole for the Town of Pincher Creek close the CAO Search as of September 30, 2022.

CARRIED COTW 2022-120

Councillor Wright left meeting at 11:35 am

4. Adjournment

OLIVER:

That this session of Committee of the Whole be adjourned at 10:43 am.

CARRIED COTW 2022-121

**APPROVED BY RESOLUTION OF
COUNCIL FOR THE TOWN OF PINCHER CREEK
THIS 11th DAY OF OCTOBER 2022**

Mayor, D. Anderberg

CAO, L. Wilgosh



Town of Pincher Creek
COMMITTEE OF THE WHOLE MINUTES
October 5, 2022 – 9:00 AM
In Person & Virtually

ATTENDANCE:

Mayor: D. Anderberg

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

With Regrets: W. Oliver

Staff: L. Wilgosh, Chief Administrative Officer; W. Catonio, Director of Finances and Human Resources, 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 add item 8.3 Downtown Business Concerns to the October 5, 2022 agenda.

CARRIED COTW 2022-122

WRIGHT:

That the Committee of the Whole for the Town of Pincher Creek agrees to the October 5, 2022 agenda as amended.

CARRIED COTW 2022-123

3. **DELEGATIONS**

4. **COMMITTEE REPORTS**

NODGE:

That the Committee of the Whole for the Town of Pincher Creek agree to defer Committee Reports to the next Committee of the Whole.

CARRIED COTW 2022-124

5. Administration

6. Business Arising from the Minutes

6.1 COVID Policy Review

BARBER:

That the Committee of the Whole for the Town of Pincher Creek agree to repeal the town's Employee Covid Vaccination Policy # 502-21 due to the Provincial mandates being discontinued.

CARRIED COTW 2022-125

7. Policy

8. New Business

8.1 Town's Community Calendar (No RFD)

NODGE:

That the Committee of the Whole for the Town of Pincher Creek agree to 3 new meetings to the community calendar, 1: A Conversation around Utility fee structure, 2: Community Information Night, 3: Coffee with Council.

CARRIED COTW 2022-126

8.2 Elected Officials Training Approval (No RFD)

NODGE:

That the Committee of the Whole for the Town of Pincher Creek authorizes the Mayor to participate in the Elected Officials Training for Council's role in Strategic Planning and approve the \$275.00 cost to come from the training fund.

CARRIED COTW 2022-127

Cllr Wright joined meeting at 9:29am

8.3 Downtown Business Concerns

NODGE:

That the Committee of the Whole for the Town of Pincher Creek defer item 8.3 to closed session.

CARRIED COTW 2022-128

9. Closed Session

WRIGHT:

That the Committee of the Whole for the Town of Pincher Creek agree to move into a closed session of Council on Wednesday, October 5, 2022 at 9:56 am in accordance with section 16 & 24 of the Freedom of Information and Protection of Privacy Act.

WRIGHT:

That the Committee of the Whole for the Town of Pincher Creek to move out of a closed session of Council on Wednesday, October 5, 2022 at 10:40 am in accordance with section 19 & 24 of the Freedom of Information and Protection of Privacy Act.

Mayor Anderberg called a recess at 10:40 am

Mayor Anderberg called the meeting back to order at 10:48 am

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, October 5, 2022 at 10:48 am in accordance with section 16 & 24 of the Freedom of Information and Protection of Privacy Act.

GREEN:

That the Committee of the Whole for the Town of Pincher Creek to move out of a closed session of Council on Wednesday, October 5, 2022 at 11:29 am in accordance with section 19 & 24 of the Freedom of Information and Protection of Privacy Act.

9.1 Shared Services Proposal - s. 21

OLIVER:

That the Committee of the Whole for the Town of Pincher Creek direct administration to advise the local Fish and Wildlife biologist that Town Council is supportive of a potential partnership to enhance wildlife education, management and safety in the Southern Alberta Pincher Creek and Waterton region and bring the \$10,000 for 6-month trial request to the budget discussions.

CARRIED COTW 2022-129

9.2 Curling Club Design Build RFP - s. 16

ANDERBERG:

That the Committee of the Whole for the Town of Pincher Creek direct administration to amend the Curling Club Design Build RFP as discussed, and to proceed with the RFP Process.

CARRIED COTW 2022-130

9.3 Downtown Business Concerns

BARBER:

That the Committee of the Whole for the Town of Pincher Creek provide Jacqueline Anderson and the Winter Stroll group with the barricades and necessary equipment required to block off a 1 block portion of main street starting at East Ave going to Bev McLaughlan Drive for the Winter Stroll event on November 4, 2022. Councillor Barber will pick up and drop off the equipment.

CARRIED COTW 2022-131

10. Adjournment

WRIGHT:

That this session of Committee of the Whole be adjourned at 11:46 am.

CARRIED COTW 2022-132

**APPROVED BY RESOLUTION OF
COUNCIL FOR THE TOWN OF PINCHER CREEK
THIS 11th DAY OF OCTOBER 2022**

Mayor, D. Anderberg

CAO, L. Wilgosh

Town of Pincher Creek

REQUEST FOR DECISION

Council

| | |
|---|---------------------------------------|
| SUBJECT: Land Use Bylaw Amendment 1547-AO - Short-term Rentals | |
| PRESENTED BY: Lisa Goss, Legislative Service Manager | DATE OF MEETING: 10/11/2022 |

PURPOSE:

For Council to consider first reading of Land Use Bylaw Amendment 1547-AO - Short-term Rentals.

RECOMMENDATION:

That Council for the Town of Pincher Creek agree and give Bylaw 1547-AO amending the Land Use Bylaw 1547 first reading.

That Council for the Town of Pincher Creek agree to hold a Public Hearing on Bylaw 1547-AO amending the Land Use Bylaw on November 14, 2022 before consideration of second and/or third reading.

BACKGROUND/HISTORY:

At the August 3, 2022 Committee of the Whole meeting, direction was given to administration to prepare a Land Use Bylaw Amendment according to Council discussion and include regulations for short-term rentals in the Town of Pincher Creek.

A delegation of concerned citizens presented to Council at their regular meeting on August 22, 2022 regarding short-term rentals in Pincher Creek.

ALTERNATIVES:

That Council for the Town of Pincher Creek receives Bylaw 1547-AO amending the Land Use Bylaw 1547 as information.

That Council for the Town of Pincher Creek direct administration to bring back Bylaw 1547-AO with amendments for consideration.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

The current Land Use Bylaw 1547 and amendments thereto is silent regarding regulations on tourist homes and/or short-term rentals. There have been several inquiries made recently to establish short-term rental types of uses in private homes.

FINANCIAL IMPLICATIONS:

Advertisement and adjacent property owner notification. In addition, the Land Use Bylaw are to be updated accordingly.

PUBLIC RELATIONS IMPLICATIONS:

In addition to the Towns' Department referral comments, the adjacent property owners are to be notified in accordance with the Land Use Bylaw section 50 and the Municipal Government Act sections 230, 606 and 692. Subsequent to first reading of Bylaw 1547-AO the Notice of Public Hearing on Bylaw 1547-AO is to be published for two consecutive weeks in the local weekly newspaper as per Advertising for Public Hearing Policy 115-95. The suggested dates for advertising are November 2 and 9, 2022 respectively.

ATTACHMENTS:

- 2022.08.22 Council Delegation - Short Term Rentals - 3003
- DRAFT Town Pincher Creek LUB 1547-AO Amendment - Short-term rentals - 3003
- ORRSC Memo - Council direction on short-term vacation rentals (tourist homes) - 3003
- Short-term Rentals bylaw standards - AUGUST REVISED final draft - 3003

CONCLUSION/SUMMARY:

Administration supports that Council for the Town of Pincher Creek agree and give Bylaw 1547-AO amending the Land Use Bylaw 1547 first reading and to hold a Public Hearing on November 14, 2022.

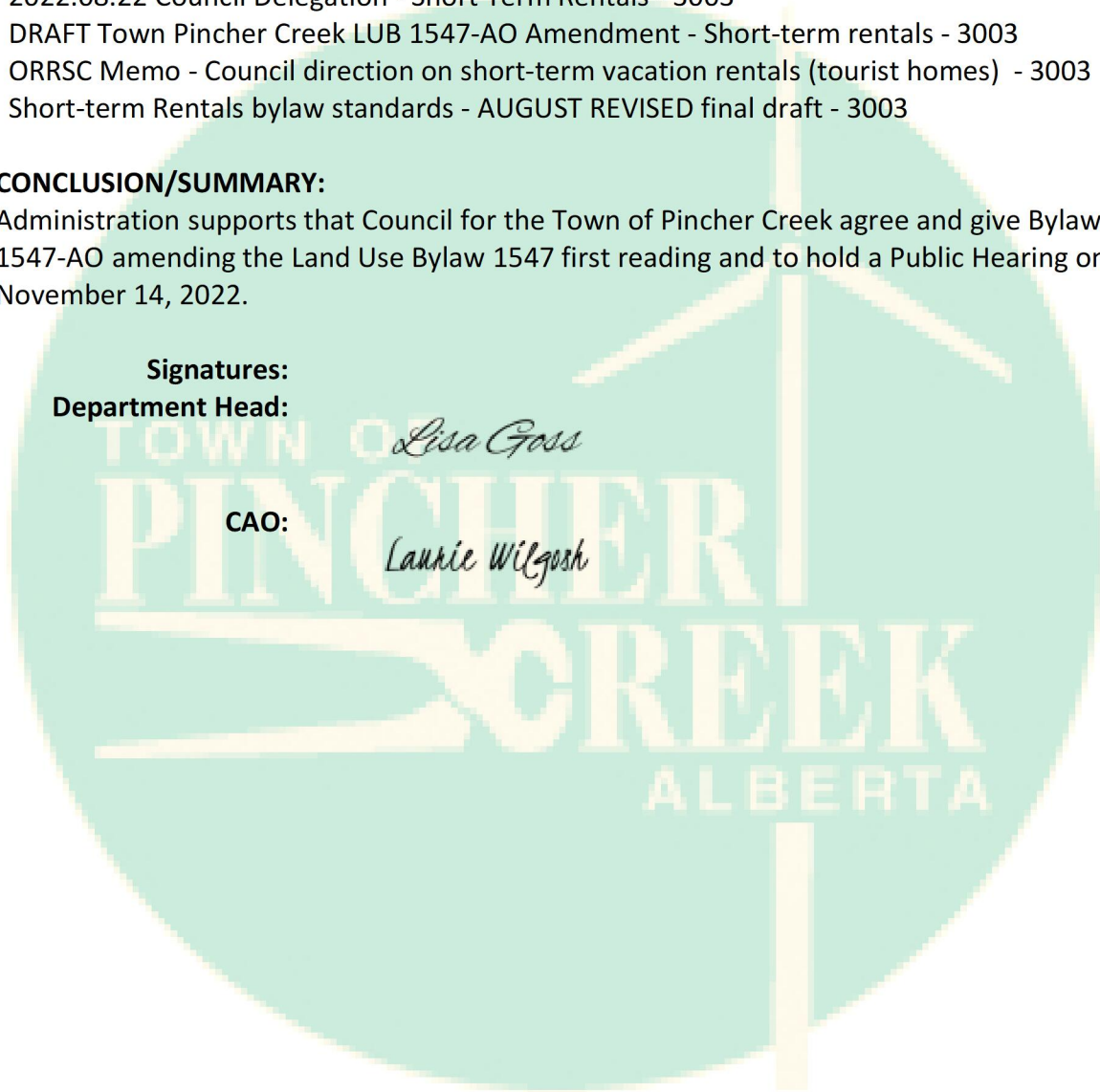
Signatures:

Department Head:

Lisa Goss

CAO:

Laurie Wilgosh



SCHEDULE A

Town of Pincher Creek Land Use Bylaw No. 1547 as amended

AMENDMENTS: Add uses, criteria, standards, and definitions for Short-term Rentals

Add to the 'Residential - R1', 'Manufactured / Mobile home – R2', 'Country Residential – R3' and 'Multi-family Residential – R4' districts '**Short-term Rentals Type 1**' as a permitted use.

Add to the 'Residential - R1', 'Manufactured / Mobile home – R2', 'Country Residential – R3' '**Short-term Rentals Type 2**' use as a discretionary use.

Add to the 'Multi-family Residential – R4' district '**Short-term Rentals Type 2**' as a Prohibited use.

Add to the land use bylaw Schedule 13, Definitions

Short-term Rentals means a dwelling unit (including a house, apartment, multi-unit dwelling, or individual room), operated as a temporary or short-term rental or lease accommodation unit, occupied by a guest or guests for a period of less than 28 continuance days where the residence owner may or may not be present or residing on site, and includes all temporary or short-term rentals, vacation homes or temporary accommodation for commercial purposes or for compensation. This use does not include Bed and Breakfasts, Home Occupations, Motels, or Hotels which are separately defined uses. It also excludes temporary or short-term billeting of minor or under-20 athletes on sports teams.

Short-term Rentals Type 1 (owner-occupied) means a short-term rental or lease situation where an owner lives/resides (owner-occupied) in the dwelling as their primary abode (residence) but may rent out the house or rooms as accommodation on a temporary or short-term bases for a period of less than 28 continuance days but not to exceed 60 days in a calendar year for financial gain. (*Note: This may apply to situations where an owner rents out their house while they are away on vacation or out of the country for an extended period, etc.*)

Short-term Rentals Type 2 (non-owner-occupied rental) means a short-term rental or lease situation where an owner does not live/reside in the dwelling as their primary residence (non-owner-occupied rental) but rents out the house or rooms as accommodation on temporary or short-term bases for a period of less than 28 continuance days as a rental, vacation home or temporary accommodation for commercial purposes, or a commercial entity uses the home exclusively for short-term rentals. (*Note: This applies to situations where a person or business owns a dwelling(s) that they primarily rent for accommodation for commercial income, etc.*)

Add a clause to the land use bylaw Schedule 3, Development Not Requiring a Permit

No development permit is required for Short-term Rentals Type 1 as defined in this bylaw provided the standards of the bylaw are met and they are listed as a permitted use in the applicable land use district. (Short-term Rentals Type 2 do require a development permit.)

Add a section to the land use bylaw Schedule 4, Standards of Development

SECTION 31 SHORT-TERM RENTALS

Standards

- 31.1 Short-term Rentals are prohibited in residential districts except where they are expressly listed as a permitted or discretionary use.
- 31.2 Short-term Rentals Type 1 listed as a permitted use in any land use district do not require a development permit as prescribed in Schedule 3, Development Not Requiring a Permit. All other types of Short-term Rentals do require a development permit.
- 31.3 Short-term Rentals that are prohibited or are found to be operating without a valid development permit and/or Business Licence are subject to the imposition of fines/penalties by the municipality in accordance with the fee schedule or other applicable bylaw.
- 31.4 Short-term Rentals are characterized by:
 - (a) The advertising or management of a dwelling unit as a Short-term Rental, temporary accommodation, tourist accommodation or vacation rental on social media, the internet or on vacation rental websites, such as but not limited to Airbnb, VRBO, or where the intent is for the occupant to stay for short-term visiting or vacation purposes rather than use the property solely as a permanent residence.
 - (b) The use of a system of reservations, deposits, confirmations, and payments for nightly accommodation at the residence.
 - (c) The active management and commercial nature of the dwelling being used as a Short-term Rental.
- 31.5 The Short-term Rentals use excludes the temporary or short-term billeting of minor or under-20 athletes on sports teams and they are exempt from the permitting and business license requirements.
- 31.6 The number of rental units or bedrooms in the Short-term Rentals and the maximum occupancy of the dwelling shall be stated on the application form and included as a condition of approval in the development permit. The Development Authority may limit the number of rental units and/or the maximum occupancy of a Short-term Rentals on a case-by-case basis having regard for suitability and potential impacts to the town, street, or area neighbors.
- 31.7 The Development Authority may limit the number of dwellings used as short-term rental units on a street or defined area, and no more than 5% of the total number of single-detached dwellings in the R-1 land use district of the Town of Pincher Creek may be approved as a Short-term Rentals Type 2, based on a first come first served basis.
- 31.8 The Development Authority may in its discretion, place any conditions it deems reasonable, on a development permit approved for Short-term Rentals to manage potential impacts to neighbors or ensure the use is operating within the regulations and standards of the bylaw.
- 31.9 Where approved, Short-term Rentals shall be developed and operated in accordance with the following regulations in order to ensure that the impacts of this commercial use do not unduly affect the amenities of the residential neighbourhood in which they are located:
 - (a) Short-term Rentals require a development permit except for those specially listed in Schedule 3, Development Not Requiring a Permit. A permit may be revoked at any

time if, in the opinion of a designated officer, the operator has violated any provision of this bylaw or the conditions of a permit.

- (b) On-site parking stalls shall be provided as required by the Development Authority. For Short-term Rentals Type 2, a parking layout plan must be submitted as part of the application illustrating what is available or proposed. The plan must clearly illustrate the location and size dimensions of the parking stall areas on the property.
- (c) A recreational vehicle (camper trailer) shall not be used as accommodation for the owner/operator, other residents of the property or for the Short-term Rentals guests.
- (d) The exterior appearance of a dwelling approved as a Short-term Rentals shall not be altered, renovated, or changed to make the residential dwelling significantly stand-out or be readily recognized or identified as a commercial accommodation rental unit except where limited signage may be approved as provided for in this bylaw.
- (e) Short-term Rentals shall not interfere with the rights of other neighbours and residents to quiet enjoyment of a residential neighbourhood.
- (f) Approved Short-term Rentals must apply for and maintain a current yearly municipal Business Licence from the municipality.
- (g) The Developmental Authority shall not approve a development permit for both a Short-term Rental and Bed & Breakfast on the same property.
- (h) The Development Authority may place conditions on a development permit to address or mitigate concerns with compatibility to the neighbourhood or to ensure the standards of this bylaw are being met.
- (i) The Development Authority may refuse to approve a development permit for a Short-term Rentals if they determine there are other pre-existing Short-term Rentals established in the vicinity or neighborhood and additional such use would negatively affect the neighborhood, cause traffic or parking concerns, or interfere with the residents right to peaceful enjoyment of their property.

31.10 The owner/operator of the Short-term Rental shall:

- (a) Have a valid business license and disclose their license number in all online postings and advertisements. The business license must also be posted and visible inside the dwelling to rental guests.
- (b) Keep and maintain, or have kept and maintained by a company or individual identified in the development permit application, a guest record/register that shall be reasonably available for inspection by the designated officer.
- (c) Provide personal contact information of the operator to the designated officer that is kept accurate and up to date during the duration of the active operation of the dwelling as a Short-term Rental.
- (d) Provide and maintain the on-site parking as required by the Development Authority.
- (e) Advertising related to the Short-term Rental shall not displayed until after a development permit is issued. Signage shall only be displayed as allowed for in this bylaw and includes:

- (i) one window signage, no larger than 0.4 m² (4 sq. ft.); or
 - (ii) up to one freestanding sign no more than 1.5 m (5 ft.) above ground or sidewalk grade and shall not be more than 0.4 m² (4 ft.²) in area.
 - (iii) For any signage associated with a Short-term Rental, it must be made of a material that is complementary to the principal dwelling; and
 - (iv) not be directly illuminated in any way.
- (f) Be responsible for contacting the municipal Safety Codes officials and complying with requirements applicable to the dwelling or dwelling unit conforming to the *National Building Code – Alberta Edition* as required, particularly regarding fire safety.
 - (g) Be responsible for complying with Alberta Government requirements relating to the provincial tourism levy on accommodation. The owner/operator will be required to show verification of compliance to the the Development Authority when requested.
 - (h) Be required to have valid insurance coverage for the dwelling or dwelling unit being used as a commercial rental accommodation property. The owner/operator will be required to show verification of such when requested by the Development Authority.
 - (i) Comply with any requirements and obligations relating to the *Public Health Act, Housing Regulation* as applicable.

Memo

To: Laurie Wilgosh - CAO, Town of Pincher Creek
Cc: Lisa Goss – Legislative Services Manager, Town of Pincher Creek
From: Steve Harty – ORRSC Senior Planner **Date:** May 10, 2022
Re: Council direction on managing short-term vacation rentals (tourist homes) in the Land Use Bylaw (Proposed Land Use Bylaw Amendments)

There have been several inquires made to the Town recently to establish short-term vacation rental types of uses in private homes. In light of this, it is necessary to obtain direction from Council on how the municipality would like to address these uses (tourist homes) in Pincher Creek. The current Land Use Bylaw is silent on how to regulate (or not regulate) these. Administration and the development officer need some direction on how to process and manage these commercial ventures.

I would offer the following as some background and recommendations for a process and amendments to the Land Use Bylaw (LUB) to address this issue.

Background

The establishment of short-term vacation rentals (or tourist homes) which are listed on vacation rentals websites or managed through Airbnb, VRBO, etc., are becoming a very common means of providing overnight or short-term accommodation. Short-term rentals, often referred to as vacation rentals, are furnished residences generally rented out to travelers looking to stay anywhere from one night to one month (depending on the market). These uses have been flying under the radar but as they become more popular that is starting change. Many municipalities are currently grappling with this issue. There are also several recent events that have shone some light on these activities coming more forward and out of the shadows in operating.

- The Alberta government introduced regulation to apply the provincial tourism levy to short-term rentals offered through online marketplaces (e.g., Airbnb, Vrbo, Expedia, etc.) booked by purchasers on or after April 1, 2021.
- The Federal government has stipulated that short-term housing rentals for periods less than 30 continuous days are taxable for GST/HST purposes (long-term residential rentals are exempt.)
- Federal officials are looking at how to tax and regulate online service providers who rent out multiple homes or units for months on end as part of a larger commercial operation.
- The Alberta Hotel and Lodging Association has requested municipalities address these and enable a level playing field for all who provide commercial accommodation.

Typically, since Airbnb requires active management, it is considered an active trade or business. The Town has recently been receiving inquires and business license applications for Airbnb type operations. Normally, it is understood when the Town receives an application for a business that will be run out of a home it would have them complete a home occupation application and process that, if approved the Town would then follow through with processing the business license application.

However, at issue is the fact a short-term rental is not the same as a home occupation or even a bed & breakfast use as defined in the Land Use Bylaw (which require the homeowner to be present and residing). Home occupations also limit the number of clients/visitors allowed. The Land Use Bylaw is silent on short-term rentals and situations where the owner is absent.

Potential main issues with these uses (for full insight, refer to attachment for more detailed overview on Positive & Negative aspects):

1. Entities purchasing and operating multiple non-owner-occupied homes in town as Airbnb takes already limited housing stock availability options away from residents.
2. Dwellings continually used as rental accommodation may impact neighbors (noise, traffic) or create parking concerns.
3. Too many vacation rentals in one area or on one street may negatively affect the character of the neighborhood due to there being less residents and a more transient population, less neighbors helping or looking out for each other, resulting in a less sense of community.

It is important to understand how short-term vacation rentals may impact the community. The Town of Pincher Creek should consider how it may manage such operations and provide effective and reasonable regulations to protect the town, neighborhood character and housing availability.

Development Considerations

Option 1 - no development permits

If Council is of the opinion this issue is not a concern that requires management from the Town and do not want to require development permits, then a clause should be added to *Schedule 3, Development Not Requiring a Permit*, of the land use bylaw stating that no permit is needed but that the municipal business licence is required. The provincial tourism levy will need to apply. Definitions should also be added to the bylaw of what these are to distinguish it from a home occupation or a bed & breakfast use. This would make it clear for everyone on what is applicable for these operations.

If development permits are requested, I suggest a two-pronged approach to differentiate between the owner who infrequently rents out their own home on a temporary basis, and a commercial entity who uses the home exclusively for short-term rentals to generate income (and there is no owner present). In the bylaw two defined uses can be created:

- a *Tourist Home Type 1 (owner-occupied rental)* applicable to situations where an owner lives/resides in the dwelling as their primary abode (residence) but may rent it out on temporary or short-term bases, and
- a *Tourist Home Type 2 (non-owner-occupied rental)* applicable to where an owner (or a commercial entity) does not live/reside in the dwelling as their primary residence but rents it out as a vacation home strictly for commercial purposes.

Option 2 – require development permits (separate/split process)

Type 1 (owner-occupied rental) - In the R1 land use district list a 'Tourist Home Type 1' as a permitted use. Can stipulate that no development permit is required provided the standards and criteria of the bylaw are met, but a business license must be obtained from the municipality.

Type 2 (non-owner-occupied rental) - In the R1 land use district list a 'Tourist Home Type 2' as a discretionary use. A development permit is required, adjacent landowners will be notified as part of the process, and a business license must be obtained from the municipality.

Option 3 – full development permits (for both types)

In the R1 land use district list 'Tourist Home Type 1' as a permitted use and 'Tourist Home Type 2' as a discretionary use. A development permit will be required for both types of uses, adjacent landowners will be notified as part of the Type 2 process, and a business license must be obtained from the municipality for both types. There will be standards and criteria added to the bylaw that must be met or a request for variances will be needed. (See attachment for draft suggested standards.)

Alternatively for Option 3, both types of uses could be listed as discretionary uses with permits required and the notification process applied for both types.

Standards and Criteria Considerations

Add to the land use bylaw *Schedule 4, Standards of Development*, a section on Tourist Homes (short-term rentals). This can outline minimum parking, no RV use, signage, business license requirements, etc., Additional siting criteria may also be considered, such as if Council wants to limit the number of Type 2 (non-owner-occupied) rentals established within Pincher Creek if there are concerns with housing stock availability.

The municipality could decide to limit any single person, business, or commercial entity to operating no more than a defined maximum (3, 5 or 6?) such Tourist Homes at any one time within the municipality. Council could also decide it may want to limit the number of dwellings used as short-term rental units on a street or defined area, or that no more than a certain overall percentage of the total single-detached housing stock in the R-1 land use district of the town may be approved as a Tourist Home Type 2. (For example, if 5% was the defined limit, the Town has 1,661 private dwellings based on the 2021 census, so 5% equates to approximately 83 houses being eligible for the Type 2 use.)

Recommendation

Council should discuss and provide direction on how the municipality will address this issue. As the current Land Use Bylaw is silent on short-term vacation rentals (tourist homes), administration and the development authority need guidance on how to manage these commercial activities. It is suggested that uses, definitions, and standards be added to Land Use Bylaw No. 1547 to regulate (or make it clear it is not regulated) these types of uses. At a very minimum, it must be made clear that a business license is required.

Hope this information is of assistance to you.

Positive & Negative Impacts of Short-term Vacation Rentals

There are six key ways short-term vacation rentals are impacting communities:

1. Positive Economic Impact

Short-term vacation rentals may bring a positive economic impact to a community in several ways. For example, they can provide additional income through fee and tax revenues. Additionally, the same time short-term vacation rental guests can benefit the community as a whole in terms of economic benefit because guests will spend their money in other visitor related amenities such as restaurants, bars, local recreational activities, shopping, and museums. It can also help local residents make ends meet or enable young families to go on a holiday while others stay in their home.

2. Less Long-Term Rentals Available

The scale on which short-term vacation rentals are operating is growing and the phenomenon is not only in large urban areas anymore. Since short-term vacation rentals are mainly located in residential areas, by renting a short-term vacation accommodation, tourists are using up space that otherwise might be used for resident's living. In some places this is resulting in a decrease of long-term housing availability. This effect is especially strong in large cities that are already facing problems with affordable housing. In some municipalities tenants have been evicted from their rental only later finding out they were making way for permanent short-term vacation rentals in order for the property owner to run a full-time Airbnb rental business. Basically, short-term vacation rentals reduce the available housing stock. The scarcity this creates could eventually contribute to increasing housing and rental prices. The elected officials should consider if this is an issue in Pincher Creek or not, especially regarding local housing stock and availability.

3. Neighborhood Changes

Living next door to a short-term vacation rental can range from benign, to mildly concerning, to completely life altering. Visitors usually rent the accommodation only for a couple of days, thus neighbors see new people coming and going every few days, especially when the density of short-term vacation rentals in the area is high. Some municipalities report continuing complaints about trash, parking issues and noise disturbance. Too many in one area can lead to a loss of sense of neighborhood community and neighbors don't know neighbors. If rental properties are not properly managed, they could potentially impact property values.

Local residents may worry the penetration of short-term vacation rentals in their neighborhood will change the character and transform the quality of life of the area. This leaves local governments with the difficult task of finding ways to regulate short-term vacation rentals in such a way that they protect neighborhoods while balancing a homeowners' interests.

4. Increased Tourism Activity

For some municipalities, Airbnb and other short-term vacation rental platforms are a way to boost the local tourism sector. Because of the price advantage of those rentals, less popular tourist destinations become more attractive with the arrival of short-term vacation rentals. If a municipality currently lacks a good number of hotels, short-term vacation rentals may help accommodate tourists.

5. Unfair Playing Field for Traditional Lodging Partners

Conversely, if there are sufficient hotels rooms available in an area the established tourist hotel industry may suffer, as short-term vacation rentals can be disruptive for the traditional lodging industry. The Town of Pincher Creek's own situation should be considered. Media reports that the hotel industry has claimed that the business models of short-term vacation rental platforms offer unfair economic advantages as short term vacation rentals have do not have to pay for staff and are not regulated like hotels which increases costs substantially. This allows short-term rentals to often offer lower rates compared to traditional tourist accommodations.

6. Missed Tax Revenues

Since short-term vacation rentals have not traditionally been taxed so local governments miss out on such dollars. When allowing but regulating short-term vacation rentals, local governments can somewhat increase their revenue through taxes, permits and business licenses.

Situation Conclusion

It is important to know how short-term vacation rentals may impact the community. Even though this may bring some economic benefit, when unregulated, Airbnb-style rentals can put pressure on communities and the accommodation industry. With the immense growth of short-term vacation rentals everywhere, ignoring the impact, whether positive or negative, does not appear to be an option anymore. A local government needs to work towards effective and enforceable regulations to protect communities, neighborhood character and housing availability. This is what the Town of Pincher Creek needs to consider.



**TOWN OF PINCHER CREEK
BYLAW NO. 1547-AO**

BEING a bylaw of the Town of Pincher Creek in the Province of Alberta, to amend Bylaw No. 1547, being the municipal Land Use Bylaw.

WHEREAS the Council of the Town of Pincher Creek has deemed it necessary to regulate the use, standards, siting, and operational criteria of Short-term rental accommodation within the various residential land use districts of the municipality, as described in Schedule A.

AND WHEREAS the general purpose of the proposed amendment is to address the following:

- Add 'Short-term Rentals Type 1' and 'Short-term Rentals Type 2' to the 'Residential - R1', 'Manufactured / Mobile home – R2', 'Country Residential – R3' and 'Multi-family Residential – R4' districts as either a permitted, discretionary, or prohibited use as categorized and defined as attached Schedule A.
- Add new definitions to the land use bylaw Schedule 13, Definitions, for 'Short-term Rentals', 'Short-term Rentals Type 1' and 'Short-term Rentals Type 2'.
- Add to Schedule 4, Standards of Development a section on 'Short-term Rentals' which outlines the criteria, application requirements, and standards for the potential of a residential property owner to establish and operate a Short-term Rental accommodation with the Town of Pincher Creek, as described in the attached Schedule A.

AND WHEREAS the municipality must prepare a corresponding bylaw and provide for its consideration at a public hearing.

NOW THEREFORE, under the authority and subject to the provisions of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended, the Council of the Town of Pincher Creek in the Province of Alberta duly assembled does hereby enact the following:

1. Bylaw No. 1547, being the municipal Land Use Bylaw, is hereby amended by Bylaw 1547-AO to include Short-term rentals in the land use bylaw as prescribed in Schedule A attached.
2. Bylaw No. 1547-AO shall come into effect upon third and final reading thereof.
3. Bylaw No. 1547-AO is hereby adopted.

READ a **first** time this 11th day of October 2022.

Mayor – Don Anderberg

Chief Administrative Officer – Laurie Wilgosh

READ a **second** time this 14th day of November 2022.

Mayor – Don Anderberg

Chief Administrative Officer – Laurie Wilgosh

READ a **third** time and finally passed this 14th day of November 2022.

Mayor – Don Anderberg

Chief Administrative Officer – Laurie Wilgosh

RECEIVED

AUG 12 2022

Town of Pincher Creek

August 9, 2022

Mayor and Council
962 St. John Avenue
Pincher Creek, AB
T0K1W0

We, the undersigned citizens of the Town of Pincher Creek, Alberta, wish to inform you of our concerns regarding the proliferation of short-term rentals such as AirBnB and Vrbo (Vacation Rentals By Owner) in Pincher Creek and the lack of municipal regulations concerning them.

The Situation:

Twenty (20) short-term rentals are presently being offered in Pincher Creek using short-term rental platforms such as AirBnB and Vrbo. And more are to come. This number represents strictly those located in the town of Pincher Creek.

We are skeptical that all of these short-term rentals possess the proper town licensing.

Some of these units used to be long-term rentals in Pincher Creek but have been converted to short-term rentals by their landlords.

According to the AirBnB website, these rentals presently range in price between \$88.00 to \$1,217.00 / per night and can sleep anywhere between one to fifteen guests.

Short-term could mean anything from day use to several months as opposed to a much longer rental term such as a year lease but usually short-term means less than 30 days.

Types of properties are varied such as the rental of one or more rooms in the owner's house to the rental of full houses where the owner is not living on the premises and sometimes not even in the community.

Such short-term rental platforms as AirBnB and Vrbo have given rise to commercial landlords who own multiple properties.

Concerns:

AirbnB and Vrbo are having a detrimental impact on housing stocks as it encourages landlords to move their properties out of the long-term rental and for sale markets and into the short-term rental market. This results in:

Loss of much needed long-term rentals and affordable housing for residents and local workforce.

Renters are being forced to move because their landlords have decided to turn their housing into more lucrative short-term rentals.

As the long-term rental stock dwindles, rent prices for the shrinking long-term rental market are skyrocketing.

These short-term rentals enter in direct competition with well established and regulated hotels/motels.

Problems occur when homes in residential neighborhoods are rented out for a night or weekend. Problems such as increased traffic, increased possibility of noise and parties, increased problems with parking, and the presence of an increased number of transients.

Neighbors have no say in the establishment of these units next to them.

Because of privacy issues, short-term rental platforms like AirBnB and Vrbo, make it difficult to know who the owner is in case of problems.

More and more short-term rentals are created by absentee, non-voting owners who have no allegiance to, nor interest in, the welfare of the community.

In conclusion:

Short-term rental platforms like AirBnB and Vrbo have made it more profitable to rent out whole houses or apartments to tourists for short periods of time rather than rent the same properties for longer periods of time to people who actually need to live here.

There is a need to regulate these short-term rentals as soon as possible. There is also a need to provide residents with affordable housing and long-term rentals which are key to permit our community to grow.

Thank you for your consideration in this matter

Sincerely,

| Name | Address | Signature |
|--------------------|----------------------|--------------------|
| Ghanta Haliberte | 1235 Tumbleweed Ave | Ghanta Haliberte |
| Dennis Zalesky | 1235 Tumbleweed Ave | Dennis Zalesky |
| Ashley Butler | 1239 Tumbleweed Ave | Ashley Butler |
| Emilie Boudreau | 596 Tumbleweed Ave | Emilie Boudreau |
| Glendyne Zerr | 594 Tumbleweed Ave | Glendyne Zerr |
| Neil Wetherill | 594 Tumbleweed Ave | Neil Wetherill |
| Sandy May | 1002 Livingstone Way | Sandy May |
| Mark Kaye | 1002 Livingstone Way | Mark Kaye |
| Isabelle Thurston | 1018 Livingstone Way | Isabelle Thurston |
| Greg Thurston | 1018 Livingstone Way | Greg Thurston |
| Frika Morning Bull | 1038 Livingstone Way | Frika Morning Bull |

Jess Craig 1135 Briar Rd. Jess Craig

Joyce Pittman 1143 Briar Rd. Joyce Pittman

Brenda Sorge 1036 Livingstone Way Brenda Sorge

Lucas Sorge 1036 Livingstone Way Lucas Sorge

MAURICE MITCHELL 1145 BRIAR RD Maurice Mitchell

Robert Mitchell 1145 BRIAR RD Robert Mitchell

M. JOAN BRES 1128 BRIAR RD M. Joan Bres

HUGO BRES 1128 BRIAR RD Hugo Bres

Monday, August 22, 2022

Town of Pincher Creek Council Meeting Delegation

Short- and Long-Term Tourist Rentals

We have spoken to a number of residents in regards to the impact from the number of short- and long-term tourist rentals dotted throughout the town. We have conducted research of how other communities are focussing and moving forward to address this situation.

There are many pros and cons that impact the community with the welcomed introduction of a bylaw to address this growing trend.

We believe the situation must be fair and equitable to the commercial accommodation sector who provide lodging and amenities for visitors and employment for our citizens.

We understand that the solution must provide relief for the community's housing and rental community, as lowering the supply of affordable housing drives rental prices higher, necessitating the residents to leave for a better quality of life in another community.

Solution

We would encourage the Town to host a public meeting for the residents to engage in transparent and open dialogue, to explore the effects of this diversity on our community, such as the impact on safety, zoning, affordable housing, traffic, parking, noise, taxes, development permits, absentee landlords, residential services and 24/7 enforcement.

After the gathering of information from the community on a prescribed timeline, we would encourage the Council to strike an ad hoc committee consisting of Council member(s), Town administration personnel and 2-3 citizens-at-large to research, follow process, and develop the framework for an all inclusive working bylaw.

No copy of letter!

JOAN BEEBES

Town of Pincher Creek

REQUEST FOR DECISION

Council

| | |
|---|---------------------------------------|
| SUBJECT: Grant application for advanced electrical monitoring at the Multipurpose facility and Arena | |
| PRESENTED BY: Adam, Recreation Manager | DATE OF MEETING: 10/11/2022 |

PURPOSE:

To review the grant application for advanced electrical monitoring at the MPF.

RECOMMENDATION:

That Council for the Town of Pincher Creek provide formal approval to move forward with a grant application for advanced electricity tracking in our MPF and Arena.

BACKGROUND/HISTORY:

There is a grant available from the Federation of Canadian Municipalities (FCM) to fund 80% of the costs to upgrade buildings to smart facilities. This is done through tracking the electrical usage on each individual circuit which allows the building operator to monitor several things such as overall energy usage, timing of energy use, health of equipment. The Multi-purpose facility and Arena are the largest electricity users within the Town and MD. Adding this smart system to our building allows us to monitor and identify deep energy efficiency opportunities as well as suitable replacement timelines for the extensive amount of electrical equipment in the building.

The addition of this system does not save energy directly but allows us to identify electrical savings that are projected to pay back the cost this system within 6 months to 2 years.

The company supporting us in the process is an Albertan company working to push the boundaries of smart technologies within buildings. The grant process is assumed to take about 8 months to complete, meaning the installation of the equipment would be in the summer of 2023, however, to start the process we need to commit our end of the funding which is approximately \$5,500.

ALTERNATIVES:

- Receive this proposal as information
- Defer the decision to budget deliberations

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

None

FINANCIAL IMPLICATIONS:

The total project will cost approximately \$27,500 however with a successful grant application the cost to the Town would be just \$5,500.

This system will help identify electricity conservation measures, which high level estimations indicate adding up to between 1 and 3% savings. On these facilities that means between \$1,000 and \$3,000 per year on top of any demand savings leading to a pay back between 6 months and 2 years.

PUBLIC RELATIONS IMPLICATIONS:

Pincher Creek continues to set an example of sustainability and offering high quality services, while lowering energy costs so the money can be shifted to community benefits such as improved programming. Additionally, we are supporting cutting edge technology development and local Alberta companies.

ATTACHMENTS:

BM&A Grant- Smart Facilities
Energy Usage tracking RFD

CONCLUSION/SUMMARY:

Administration supports proceeding with the grant application for this project.

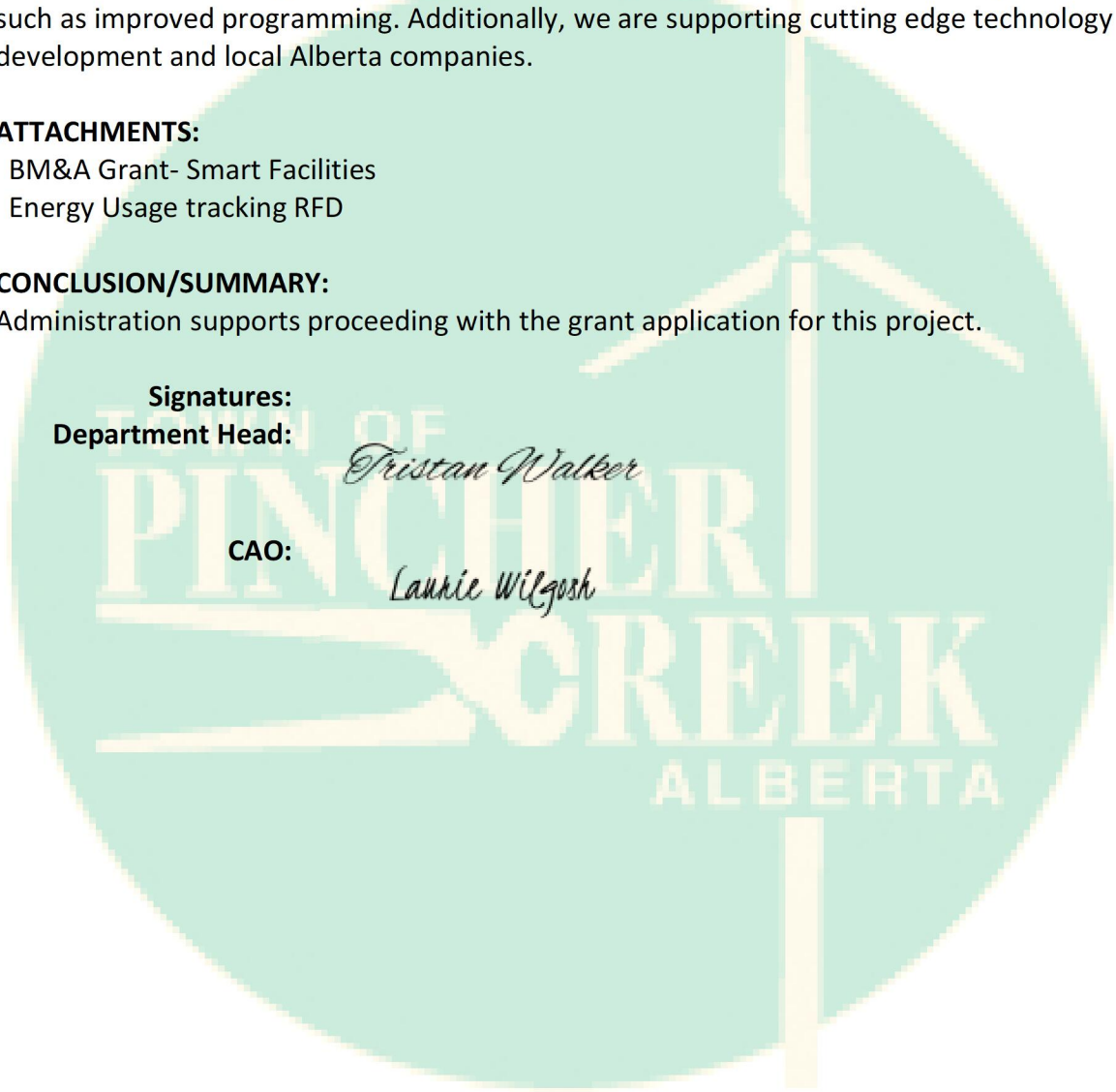
Signatures:

Department Head:

Tristan Walker


CAO:

Lannie Wilgosh



Recommendation to Council

If this is for Closed Meeting Session – indicate here

| | | | |
|---|-------------|---|-------------|
| TITLE: Grant application for advanced electrical monitoring at the Multipurpose facility and Arena | |  | |
| PREPARED BY: Tristan Walker | | DATE: October 11th, 2022 | |
| DEPARTMENT: Municipal Energy Projects | | | |
| | | ATTACHMENTS: | |
| Department Supervisor | Date | 1. Technical Brochure | |
| APPROVALS: | | | |
| | | | |
| Department Director | Date | CAO | Date |

RECOMMENDATION: That the Council for the Town of Pincher Creek provide formal approval to move forward with a grant application for advanced electricity tracking in our MPF and Arena

BACKGROUND:

There is a grant available from the Federation of Canadian Municipalities (FCM) to fund 80% of the costs to upgrade buildings to smart facilities. This is done through tracking the electrical usage on each individual circuit which allows the building operator to monitor several things such as overall energy usage, timing of energy use, health of equipment. The Multi-purpose facility and Arena are the largest electricity users within the Town and MD. Adding this smart system to our building allows us to monitor and identify deep energy efficiency opportunities as well as suitable replacement timelines for the extensive amount of electrical equipment in the building.

The addition of this system does not save energy directly but allows us to identify electrical savings that are projected to pay back the cost this system within 6 months to 2 years.

The company supporting us in the process is an Albertan company working to push the boundaries of smart technologies within buildings. The grant process is assumed to take about 8 months to complete, meaning the installation of the equipment would be in the summer of 2023, however, to start the process we need to commit our end of the funding which is approximately \$5,500.

FINANCIAL IMPLICATIONS:

The total project will cost approximately \$27,500 however with a successful grant application the cost to the Town would be just \$5,500.

Recommendation to Council

If this is for Closed Meeting Session – indicate here

This system will help identify electricity conservation measures, which high level estimations indicate adding up to between 1 and 3% savings. On these facilities that means between \$1,000 and \$3,000 per year on top of any demand savings leading to a pay back between 6 months and 2 years.

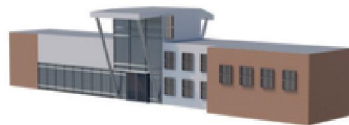
PUBLIC RELATIONS IMPLICATIONS:

Pincher Creek continues to set an example of sustainability and offering high quality services, while lowering energy costs so the money can be shifted to community benefits such as improved programming. Additionally, we are supporting cutting edge technology development and local Alberta companies.

OPTIONS:

1. Receive this proposal as information
2. Defer the decision to budget deliberations

"making municipal facilities smart"



convert your facility into a smart facility

Building Monitoring & Analysis Grant

FCM FEDERATION OF CANADIAN MUNICIPALITIES FÉDÉRATION CANADIENNE DES MUNICIPALITÉS

Overview

What is a smart facility?

A smart facility helps you measure what is happening and look for continuous improvement.

Its almost like having an expert energy manger and expert facility manager at your fingertips, sorting through whats happening in your facility and helping you with pointers on how to improve . It is done in 2 phases:

Phase 1 - Monitoring



We install non-intrusive clip-on sensors within your facility, which allows us to see what is happening second by second

Phase 2 - On-Going Analysis



The analysis makes sense of the data, providing you valuable insights on improvements and maintenance alerts within your faci



Phase 1 - Monitoring

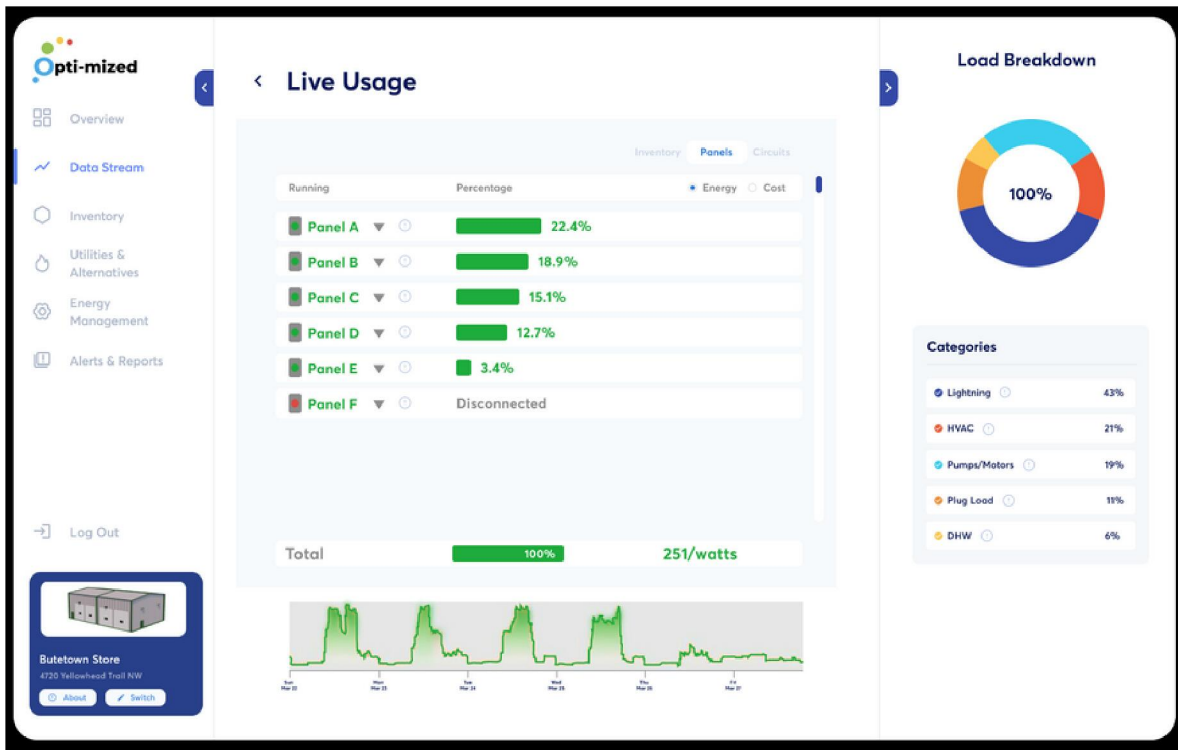
Monitoring a facility gives us full clarity on everything that's happening within your facility , it allows us to watch your assets at a granular level :

what is running,

how long its running for

when its running

how its using energy



What is included in Monitoring?

Monitoring Device(Sensors in the Facility)

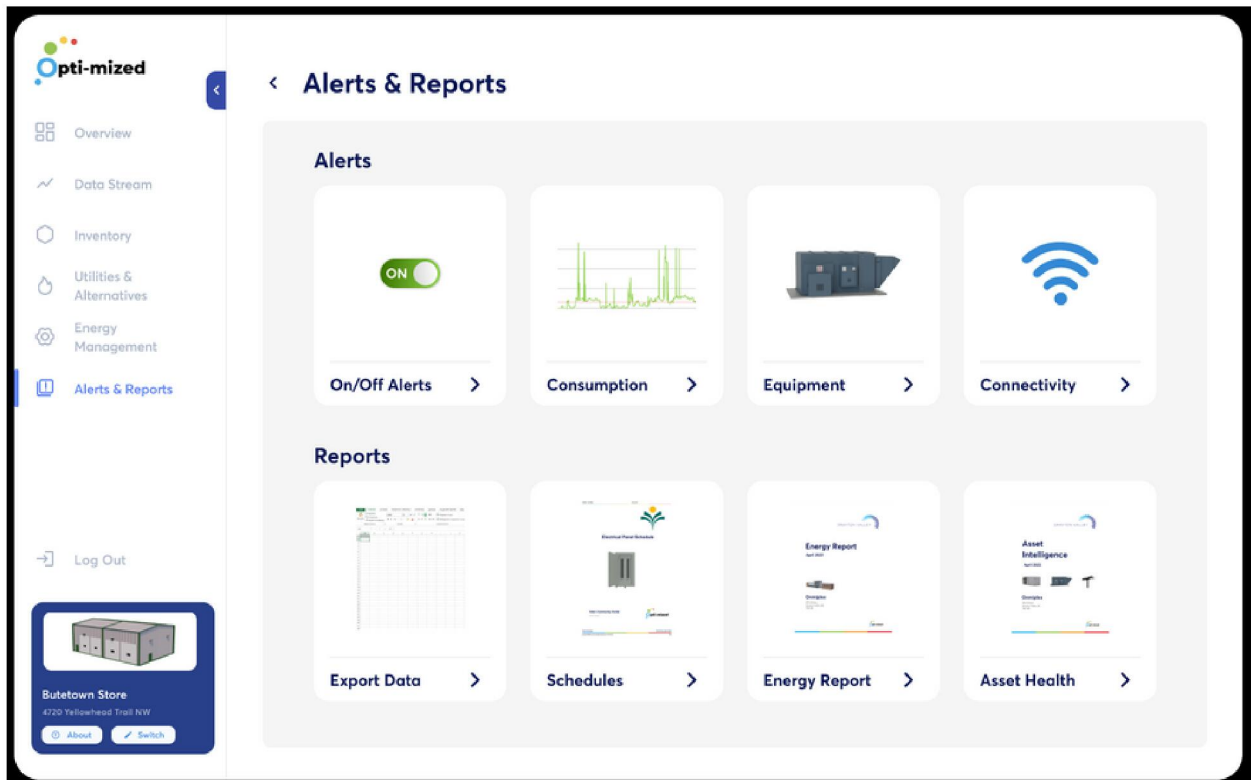
24/7 Dashboard

Custom Automated Reports around energy performance and asset health

Granular insights on where your energy is going

Phase 2 - Analysis

The sensors could bring in over 1 billion data points per day. The analysis sorts through that and brings you analyzed insights about your facility and opportunities to improve



What is included in analysis ?

Deep insights into equipment health and performance

Insights on how your facility is performing and what is happening

Opportunities to reduce energy costs

Custom Automated Alerts on anything happening within the facility

Direct Benefits to the Municipality



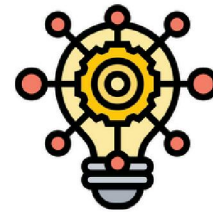
80% of costs covered



**6 months - 2 years
ROI**



**Asset Monitoring
Health & Reporting -**



**Track every penny of
your energy usage**



**Deep granular insights
on your facility**



**The most cost
effective way to a
smart facility**


Contact Us to learn more

To book a demo:

Peter Hart

phart@sustainergy.ca

(780)-863-4723



Town of Pincher Creek

REQUEST FOR DECISION

Council

| | |
|--|---------------------------------------|
| SUBJECT: FortisAlberta Franchise Fee 2023 | |
| PRESENTED BY: Wendy Catonio, Director of Finance and Human Resources | DATE OF MEETING: 10/11/2022 |

PURPOSE:

Pursuant to Section 5 of the Electric Distribution System Franchise Agreement, the Town of Pincher Creek has the option to adjust the franchise fee percentage annually upon written notice to FortisAlberta prior to November 10, 2022.

RECOMMENDATION:

That Council for the Town of Pincher Creek agree that the Electric Distribution Franchise Fee percentage for the year 2023 remain unchanged at 13%.

BACKGROUND/HISTORY:

Council reviews the Electric Distribution Franchise Fee percentage annually. Below is the history of franchise fees received.

| | |
|------------------------------|--------------------|
| Actual Franchise Fee 2014 | \$175,035.00 (8%) |
| Actual Franchise Fee 2015 | \$297,617.00 (13%) |
| Actual Franchise Fee 2016 | \$308,003.00 (13%) |
| Actual Franchise Fee 2017 | \$325,046.73 (13%) |
| Actual Franchise Fee 2018 | \$335,543.47 (13%) |
| Actual Franchise Fee 2019 | \$349,041.44 (13%) |
| Actual Franchise Fee 2020 | \$346,850.62 (13%) |
| Actual Franchise Fee 2021 | \$367,927.33 (13%) |
| Estimated Franchise Fee 2022 | \$393,622.00 (13%) |
| Estimated Franchise Fee 2023 | \$396,212.00 (13%) |
| Estimated Franchise Fee 2023 | \$457,167.00 (15%) |

The 2022 estimated Franchise Fee Revenue is based on anticipated increases in rates for Distribution and Transmission which have not yet been approved by the AUC or AESO at the present time. An increase of 2% will result in \$63,545 in additional franchise fee revenue.

The maximum Electric Distribution Franchise Fee that the Town can charge is 20% which was determined by council during negotiations of the FortisAlberta franchise agreement.

Franchise fees are an additional revenue which is applicable to all organizations even those which are exempt from paying property taxes.

ALTERNATIVES:

That Council for the Town of Pincher Creek agree to increase the Electric Distribution Franchise Fee for the year 2023 to ____%.

That Council for the Town of Pincher Creek agree to decrease the Electric Distribution Franchise Fee for the year 2023 to ____%.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

Franchise Fees are another form of revenue for Municipalities. This fee is collected by Fortis on behalf of the Town of Pincher Creek as a charge to access municipal land to construct, maintain and operate an electric distribution system to service its residents.

FINANCIAL IMPLICATIONS:

Franchise fees are increasing every year due to increase in demand and the rate increases FortisAlberta requests. Franchise fees for 2023 are estimated to increase by \$2,589.00 without increasing the percentage.

If Council increased the Franchise Fee, the estimated revenues for 2023 would be:

- 15% \$457,167 - \$63,545 additional estimated revenue
- 20% \$215,934 - \$215,934 additional estimated revenue

PUBLIC RELATIONS IMPLICATIONS:

With the proposed increases to the Distribution and Transmission rates, the typical residential customer's monthly costs including GST for Franchise Fees will be:

- current Franchise Fee of 13% - \$9.26 per month
- increase Franchise Fee to 15% - \$10.98 per month
- increase Franchise Fee to 20% - \$14.95 per month

If Council decides to increase the Franchise Fee percentage, this increase must be advertised to Pincher Creek residents. This fee is viewed as another form of taxation by some municipal residents. An increase in this fee should be justified as to how the additional revenues will be utilized.

ATTACHMENTS:

1. 2023 FortisAlberta Proposed Rate Letter - 3010
2. FortisAlberta Franchise Fee Documents_Changes - Pincher Creek - 3010
3. Municipal Franchise Fee Riders (Effective April 1 2022) (002) - 3010

CONCLUSION/SUMMARY:

Administration supports that the Council for the Town of Pincher Creek approve the Electric Distribution Franchise Fee remaining unchanged at 13%.

Signatures:

Department Head:

Wendy Catonio

CAO:

Lannie Wilgosh





Sept. 29, 2022

RE: Proposed FortisAlberta 2023 Distribution Rates

As your electrical distribution provider, FortisAlberta appreciates serving you as a customer and we look forward to continuing our partnership. Within this letter, we are sharing the highlights of our 2023 Proposed Distribution Tariff – comprised of Distribution Rates and Transmission Rates, currently filed with the Alberta Utilities Commission (AUC). While these are not yet approved, we recognize that the information contained here may be helpful for Municipal, Industrial, and Commercial customers for budget planning purposes.

We know how important reliability is to our customers, so we prudently design, build and maintain our distribution network to ensure power is there when needed. The investments we make in our system benefit all customers and ensure continued safe and reliable provision of distribution services regardless of where customers reside in our service territory. All transmission charges, whether increases or decreases, from the Alberta Electric System Operator (AESO) are flowed through (i.e., passed on as is) to customers via the transmission rates. Transmission rates will see a decrease on a forecast basis while distribution rates, which are generally not subject to any true-up (i.e., revision or correction), will see an increase in 2023.

Pending approval of our submission on Sept. 26, 2022, from the AUC under proceeding 27671, following is a summary of the proposed 2023 rate changes, which would become effective Jan. 1, 2023:

1. FortisAlberta has submitted proposed changes to our Distribution Rates and the Transmission Rates.
2. FortisAlberta has proposed adjustments to the AUC for the Maximum Investment Levels, and Fees.

Note: 2023 rates may also be impacted by other applications and fees outside of FortisAlberta's control, including the AESO transmission Rider C, the Balancing Pool Allocation Rider, and Municipal Franchise Fee Riders.

The attached Rate chart(s) illustrate the estimated percentage and monetary changes, from your December 2022 to January 2023 bundled bill from your retailer, for each rate class based on estimated consumption. Please note that these bill and change estimates are valid only for the estimated consumption shown. Actual bill and change will depend on the actual consumption as well as other factors specified above.

We thank you for the opportunity to advise you of these pending updates. We'll be sending additional communications once our 2023 Rates are approved. In the meantime, please feel free to contact your Stakeholder Relations Manager should you have any questions or require further information.

Sincerely,

A handwritten signature in blue ink that reads "Dave Hunka".

Dave Hunka
Manager Municipalities

FortisAlberta
2023 Proposed Rates
Average Monthly Bill Impacts by Rate Class
Including Energy, Retail, and DT Rates & Riders

| Rate | Rate Class Description | Consumption Usage | Demand Usage | Monthly/Seasonal Bill | | | |
|---|----------------------------------|--|--------------|-----------------------|---------------|---------------|----------|
| | | | | Dec 2022 Bill | Jan 2023 Bill | \$ Difference | % Change |
| 11 | Residential | 300 kWh | | \$97.89 | \$99.63 | -\$1.74 | 1.8% |
| | | 640 kWh | | \$169.58 | \$171.84 | -\$2.26 | 1.3% |
| | | 1200 kWh | | \$287.68 | \$290.79 | -\$3.11 | 1.1% |
| 21 | Farm (Breaker) (Closed) | 900 kWh | 5 kVA | \$126.95 | \$130.39 | -\$3.45 | 2.7% |
| | | 1,400 kWh | 10 kVA | \$426.39 | \$431.20 | -\$4.81 | 1.1% |
| | | 7,500 kWh | 25 kVA | \$1,851.35 | \$1,858.69 | -\$7.34 | 0.4% |
| 22 | Farm (Demand Metered) | 700 kWh | 10 kVA | \$310.96 | \$317.66 | -\$6.70 | 2.2% |
| | | 3,000 kWh | 20 kVA | \$892.12 | \$901.76 | -\$9.64 | 1.1% |
| | | 15,000 kWh | 60 kVA | \$3,723.88 | \$3,739.73 | -\$15.85 | 0.4% |
| 26 | Irrigation (Seasonal Bill) | 6,000 kWh | 20 kW | \$2,281.39 | \$2,266.11 | \$15.27 | -0.7% |
| | | 14,518 kWh | 33 kW | \$4,765.38 | \$4,685.16 | \$80.22 | -1.7% |
| | | 45,000 kWh | 100 kW | \$14,239.40 | \$13,997.02 | \$239.38 | -1.7% |
| 31 | Street Lighting (Investment) | 5,144 kWh | 12,500 W | \$3,397.32 | \$3,465.94 | -\$68.62 | 2.0% |
| 33 | Street Lighting (Non-Investment) | 7,900 kWh | 12,000 W | \$2,014.22 | \$1,965.81 | \$48.41 | -2.4% |
| 38 | Yard Lighting | 5,000 kWh | 12,000 W | \$2,267.15 | \$2,287.48 | -\$20.34 | 0.9% |
| <i>Rates 31, 33 and 38 is based on 100 HPS Lights in assorted fixture wattages.</i> | | | | | | | |
| 41 | Small General Service | 1,083 kWh | 5 kW | \$298.95 | \$298.80 | \$0.15 | -0.1% |
| | | 2,165 kWh | 10 kW | \$560.07 | \$558.34 | \$1.73 | -0.3% |
| | | 10,825 kWh | 50 kW | \$2,649.04 | \$2,634.70 | \$14.34 | -0.5% |
| 44/45 | Oil and Gas Service | 2,590 kWh | 7.5 kW | \$699.61 | \$703.73 | -\$4.12 | 0.6% |
| | | 5,179 kWh | 15 kW | \$1,334.94 | \$1,342.34 | -\$7.40 | 0.6% |
| | | 25,895 kWh | 75 kW | \$6,417.56 | \$6,451.25 | -\$33.69 | 0.5% |
| 61 | General Service | 32,137 kWh | 100 kW | \$5,838.83 | \$5,747.53 | \$91.30 | -1.6% |
| | | 63,071 kWh | 196 kW | \$11,279.33 | \$11,098.56 | \$180.77 | -1.6% |
| | | 482,055 kWh | 1500 kW | \$85,970.21 | \$84,577.59 | \$1,392.62 | -1.6% |
| 63 | Large General Service | 824,585 kWh | 2500 kW | \$138,408.5 | \$139,949.1 | -\$1,540.56 | 1.1% |
| | | 1,529,869 kWh | 4638 kW | \$242,263.0 | \$244,803.42 | -\$2,540.32 | 1.0% |
| | | 3,298,338 kWh | 10,000 kW | \$513,065.2 | \$518,112.93 | -\$5,047.69 | 1.0% |
| 65 | Transmission Connected Service | <i>The Distribution Component will increase from \$44.38971/day to \$46.761747/per day. The Transmission Component is the applicable rate of the AESO.</i> | | | | | |

Notes:

Seasonal Bills

Rate 65 Customers receive a flow through of AESO DTS costs,

For the purposes of bill comparisons, proposed charges are calculated using the simplified method. Actual charges will be calculated in accordance with the proposed rate schedule.

Riders Included:

- Municipal Franchise Fee (Average by Rate Class)
- Municipal Assessment Rider (0.79% on July 1, 2022)
- 2022 Base TAR & 2023 Base TAR
- 2022 Q4 QTAR
- 2022 BPAR & 2023 BPAR

Retail / Energy Price Assumptions:

Rates 11 thru 45 -- October 2021 to September 2022 Average EEAI RRT Rates

Rates 61 & 63 -- August 2021 to July 2022 Average EPCOR Default Supply Rates

CUSTOMER CONTRIBUTIONS SCHEDULES

Table 1
Maximum Investment Levels for Distribution Facilities
when the Investment Term is 15 years or more

| Type of Service | Proposed 2023 Maximum Investment Level* |
|--|--|
| Rate 11 Residential | \$2,776 per service |
| Rate 11 Residential Development | \$2,776 per service, less FortisAlberta's costs of metering and final connection |
| Rate 21 FortisAlberta Farm and Rate 23 Grain Drying | \$6,297 base investment, plus \$901 per kVA of Peak Demand |
| Rate 26 Irrigation | \$6,297 base investment, plus \$1002 per kW of Peak Demand |
| Rate 38 Yard Lighting | \$896 per fixture |
| Rate 31 Street Lighting (Investment Option) | \$3,241 per fixture |
| Rate 41 Small General Service | \$6,297 base investment, plus \$1002 per kW of Peak Demand |
| Rate 45 Oil and Gas Service | \$6,297 base investment, plus \$1002 per kW of Peak Demand FortisAlberta invests as required per unmetered to metered service conversion program. |
| Rate 61 General Service (less than or equal to 2 MW) | \$6,297 base investment, plus \$1002 per kW for the first 150 kW, plus \$125 for additional kW of Peak Demand |
| Rate 63 Large General Service (over 2 MW) (Distribution Connected) | \$113 per kW of Peak Demand, plus \$124 per metre of Customer Extension |

Notes:

Maximum investment levels are reduced if the expected Investment Term is less than 15 years.

*Proposed 2023 Maximum Investment Levels as filed with AUC on Sep. 26, 2022

From: [Cao](#)
To: [Finance](#)
Subject: FW: FortisAlberta Franchise Fee Documents/Changes - Pincher Creek
Date: Thursday, September 29, 2022 9:56:56 AM
Attachments: [image001.png](#)
[image004.png](#)
[Municipal Franchise Fee Riders \(Effective April 1, 2022\).pdf](#)
[Franchise Fee Advisement Template.docx](#)
[Franchise Fee Advisement Notification - Please Return via Email by Nov. 10, 2022.doc](#)
[2022-2023 Franchise Calculator - Pincher Creek.xlsx](#)
[image003.png](#)

From: Kelsey Nixon [mailto:kelsey.nixon@fortisalberta.com] **On Behalf Of** Stakeholder Relations Team
Sent: Wednesday, September 28, 2022 12:31 PM
To: Cao <cao@pinchercreek.ca>
Cc: Cody Webster <cody.webster@fortisalberta.com>
Subject: FortisAlberta Franchise Fee Documents/Changes - Pincher Creek

Good afternoon,

RE: Request Confirmation of Electric Distribution Franchise Fee for 2023

As part of your Electrical Distribution System Franchise Agreement with FortisAlberta you have the annual ability to either **increase, decrease, or keep your franchise fee the same, with written notice.**

IMPORTANT TIMELINES TO ENSURE FRANCHISE FEE CHANGES ARE IMPLEMENTED BY JANUARY 1, 2023.

1. **Review** the attached Franchise Fee Calculator and present the recommendations to Council.
2. If Council is proposing an **increase or decrease to your franchise fee**, a resulting impact to the customer's annual billing is **required to be advertised in the local newspaper having the widest circulation within your municipality for two consecutive weeks.**
(Please use the sample advertisement that is attached).
2. If **increasing** your franchise fee, it must stay within the current **Franchise Fee Cap of 20%.**
3. Please **email** clear copies of the following documentation to Kelsey Nixon @ kelsey.nixon@fortisalberta.com. The documentation **must be received no later than November 10, 2022.**

INCLUDE:

- ✓ Copies of **both** advertisements.
 - ✓ **Publication dates** for both advertisements.
 - ✓ Name & location of newspaper.
4. Any late, inaccurate, or incomplete responses may be subject to late Alberta Utilities Commission (AUC) approvals, which may cause your new franchise fee to be in **effect April 1, 2023.**
 5. If Council decides to keep the current franchise fee you do not have to advertise, but please notify Kelsey Nixon @ kelsey.nixon@fortisalberta.com

TIPS FOR USING THE FRANCHISE CALCULATOR

Attached you will find the FortisAlberta Franchise Calculator specific to your municipality. The spreadsheet is intended to assist in determining the **estimated** revenue forecast from your Franchise Fee.

- On the first tab: **Financial Impacts**, you can change the Franchise Fee percentage (**yellow cell**)
By changing this **cell**, the spreadsheet will automatically update to reflect your estimated revenue for 2023.

Franchise Fee Calculator Changes:

Yellow area is to calculate different franchise fee.

2023 Proposed Franchise Percentage

0.00%

- On the second tab: Residential Bill Impacts, you can **view the impact to an Average Residential Bill Impact on the second tab by changing cell F21 & F39.**

(You will need this information for your advertisement if you are changing your current fee)

- **On the third tab:** January 2020 to June 2022 you can see how much revenue your municipality has collected over the last two and a half years.

Please note: All rate increases/decreases are estimated and have not been approved with the AUC. The Distribution Tariff revenues shown are estimates only, and are subject to change dependent on several factors, including but not limited to fluctuations in the amount of electrical services within the municipality, their electrical consumption increasing or decreasing, and/or changes to Transmission or Distribution rates and riders.

If you have any questions or concerns, please contact me or your Stakeholder Relations Manager.

Thank you,

MUNICIPAL FRANCHISE FEE RIDERS

Availability: Effective for all consumption, estimated or actual, on and after the first of the month following Commission approval, the following franchise fee riders apply to each rate class.

Price Adjustment:

A percentage surcharge per the table below will be added to the total distribution tariff, including both the transmission and distribution charges, and excluding any Riders, calculated for every Point of Service within each Municipality and will be billed to the applicable Retailer.

FortisAlberta will pay to each Municipality each month, in accordance with the franchise agreements between FortisAlberta and the Municipalities or an agreement with a non-municipality, the franchise fee revenue collected from the Retailers.

| Muni Code | Municipality | Rider | Effective | Muni Code | Municipality | Rider | Effective |
|------------------|---------------------|--------------|------------------|------------------|---------------------|--------------|------------------|
| 03-0002 | Acme | 3% | 2013/07/01 | 02-0040 | Bowden | 15% | 2017/01/01 |
| 01-0003 | Airdrie | 20% | 2021/04/01 | 03-0041 | Boyle | 20% | 2021/01/01 |
| 03-0005 | Alix | 8.50% | 2019/01/01 | 03-0042 | Breton | 20% | 2015/01/01 |
| 03-0004 | Alberta Beach | 8% | 2021/01/01 | 01-0043 | Brooks | 14% | 2021/01/01 |
| 03-0007 | Amisk | 0% | 2014/01/01 | 02-0044 | Bruderheim | 2% | 2022/01/01 |
| 02-0011 | Athabasca | 14% | 2022/01/01 | 02-0047 | Calmar | 20% | 2013/07/01 |
| 04-0009 | Argentia Beach | 0% | 2017/01/01 | 01-0048 | Camrose | 15% | 2022/04/01 |
| 03-0010 | Arrowwood | 12% | 2015/07/01 | 02-0050 | Canmore | 12% | 2021/01/01 |
| 02-0387 | Banff | 6% | 2020/01/01 | 03-0054 | Carmangay | 15% | 2021/01/01 |
| 07-0164 | Banff Park | 4% | 2019/10/01 | 03-0055 | Caroline | 12% | 2021/01/01 |
| 03-0363 | Barnwell | 5% | 2013/07/01 | 02-0056 | Carstairs | 10% | 2015/01/01 |
| 03-0013 | Barons | 5% | 2015/04/01 | 03-0061 | Champion | 15% | 2015/04/01 |
| 02-0014 | Barrhead | 12% | 2016/04/01 | 03-0062 | Chauvin | 11% | 2016/01/01 |
| 02-0016 | Bashaw | 2% | 2021/01/01 | 01-0356 | Chestermere | 11.50% | 2014/01/01 |
| 02-0017 | Bassano | 14.40% | 2019/01/01 | 03-0064 | Chipman | 0% | 2016/01/01 |
| 03-0018 | Bawlf | 6% | 2016/01/01 | 02-0065 | Claresholm | 5% | 2022/04/01 |
| 01-0019 | Beaumont | 17.25% | 2020/01/01 | 03-0066 | Clive | 10% | 2020/01/01 |
| 03-0022 | Beiseker | 3.50% | 2019/01/01 | 03-0068 | Clyde | 15% | 2017/01/01 |
| 02-0024 | Bentley | 10% | 2019/01/01 | 02-0069 | Coaldale | 13% | 2022/01/01 |
| 04-0026 | Betula Beach | 0% | 2017/01/01 | 02-0360 | Coalhurst | 5% | 2022/04/01 |
| 03-0029 | Bittern Lake | 7% | 2016/01/01 | 02-0070 | Cochrane | 17% | 2020/01/01 |
| 02-0030 | Black Diamond | 10% | 2017/01/01 | 03-0076 | Coutts | 3% | 2017/01/01 |
| 02-0031 | Blackfalds | 20% | 2013/10/01 | 03-0077 | Cowley | 5% | 2016/01/01 |
| 02-0034 | Bon Accord | 19% | 2022/01/01 | 03-0078 | Cremona | 10% | 2016/01/01 |
| 02-0039 | Bow Island | 8.50% | 2018/01/01 | 02-0079 | Crossfield | 0% | 2015/01/01 |

| Muni Code | Municipality | Rider | Effective | Muni | Municipality | Rider | Effective |
|------------------|---------------------|--------------|------------------|-------------|---------------------|--------------|------------------|
| 09-0361 | Crowsnest Pass | 16% | 2016/01/01 | 02-0188 | Killam | 9% | 2021/01/01 |
| 04-0080 | Crystal Springs | 0% | 2016/01/01 | 01-0194 | Lacombe | 17.13% | 2022/01/01 |
| 03-0081 | Czar | 5% | 2013/10/01 | 04-0196 | Lakeview | 2% | 2016/01/01 |
| 02-0082 | Daysland | 7% | 2018/01/01 | 02-0197 | Lamont | 7.50% | 2020/01/01 |
| 02-0086 | Devon | 13% | 2013/01/01 | 04-0378 | Larkspur | 3% | 2020/04/01 |
| 02-0088 | Didsbury | 17% | 2016/01/01 | 01-0200 | Leduc | 16% | 2014/01/01 |
| 02-0091 | Drayton Valley | 10% | 2016/01/01 | 02-0202 | Legal | 15% | 2021/01/01 |
| 03-0093 | Duchess | 15% | 2018/01/01 | 03-0207 | Lomond | 15% | 2017/01/01 |
| 02-0095 | Eckville | 10% | 2015/01/01 | 03-0208 | Longview | 17% | 2017/01/01 |
| 03-0096 | Edberg | 13% | 2021/01/01 | 03-0209 | Lougheed | 5% | 2016/01/01 |
| 03-0097 | Edgerton | 15% | 2022/01/01 | 02-0211 | Magrath | 10% | 2021/01/01 |
| 02-0100 | Edson | 4.75% | 2020/01/01 | 04-0210 | Ma-Me-O Beach | 0% | 2016/01/01 |
| 03-0109 | Ferintosh | 11% | 2016/01/01 | 02-0215 | Mayerthorpe | 11% | 2022/01/01 |
| 03-0112 | Foremost | 7% | 2016/01/01 | 04-0359 | Mewatha Beach | 2% | 2016/10/01 |
| 02-0115 | Fort Macleod | 15% | 2018/10/01 | 02-0218 | Milk River | 12% | 2017/01/01 |
| 01-0117 | Fort Saskatchewan | 0% | 2013/10/01 | 02-0219 | Millet | 16% | 2019/01/01 |
| 02-0124 | Gibbons | 10% | 2013/01/01 | 03-0220 | Milo | 20% | 2017/01/01 |
| 03-0128 | Glenwood | 5% | 2022/04/01 | 02-0224 | Morinville | 20% | 2013/07/01 |
| 04-0129 | Golden Days | 0% | 2017/01/01 | 04-0230 | Nakamun Park | 0% | 2013/10/01 |
| 02-0135 | Granum | 5.50% | 2013/07/01 | 02-0232 | Nanton | 9% | 2019/01/01 |
| 04-0134 | Grandview | 0% | 2016/01/01 | 02-0236 | Nobleford | 0% | 2013/10/01 |
| 04-0138 | Gull Lake | 0% | 2016/01/01 | 03-0233 | New Norway | 6% | 2009/01/01 |
| 04-0358 | Half Moon Bay | 0% | 2021/01/01 | 04-0237 | Norglenwold | 5% | 2015/01/01 |
| 02-0143 | Hardisty | 9.50% | 2021/01/01 | 04-0385 | Norris Beach | 0% | 2016/01/01 |
| 03-0144 | Hay Lakes | 9% | 2021/01/01 | 02-0238 | Okotoks | 20% | 2021/01/01 |
| 02-0148 | High River | 20% | 2015/07/01 | 02-0239 | Olds | 15% | 2019/01/01 |
| 03-0149 | Hill Spring | 5% | 2014/01/01 | 02-0240 | Onoway | 10% | 2022/01/01 |
| 02-0151 | Hinton | 11.73% | 2022/01/01 | 04-0374 | Parkland Beach | 0% | 2015/01/01 |
| 03-0152 | Holden | 4% | 2016/01/01 | 02-0248 | Penhold | 19% | 2014/01/01 |
| 03-0153 | Hughenden | 5% | 2016/01/01 | 02-0249 | Picture Butte | 11% | 2022/01/01 |
| 03-0154 | Hussar | 12.50% | 2017/01/01 | 02-0250 | Pincher Creek | 13% | 2017/01/01 |
| 02-0180 | Innisfail | 15% | 2021/04/01 | 04-0253 | Point Alison | 0% | 2017/01/23 |
| 03-0182 | Irma | 20% | 2015/01/01 | 04-0256 | Poplar Bay | 0% | 2016/01/01 |
| 02-0183 | Irricana | 0% | 2013/10/01 | 02-0257 | Provost | 20% | 2015/01/01 |
| 04-0185 | Island Lake | 0% | 2016/01/01 | 02-0261 | Raymond | 16% | 2022/01/01 |
| 04-0186 | Itaska Beach | 0% | 2017/10/01 | 02-0265 | Redwater | 8% | 2022/04/01 |
| 04-0379 | Jarvis Bay | 0% | 2015/10/08 | 02-0266 | Rimbey | 20% | 2022/01/01 |
| 04-0187 | Kapasiwin | 0% | 2018/04/01 | 02-0268 | Rocky Mtn House | 12% | 2017/01/01 |

| Muni Code | Municipality | Rider | Effective | Muni Code | Municipality | Rider | Effective |
|------------------|---------------------|--------------|------------------|------------------|---------------------|--------------|------------------|
| 03-0270 | Rockyford | 5% | 2015/04/01 | 04-0371 | Whispering Hills | 5% | 2016/10/01 |
| 03-0272 | Rosemary | 14.50% | 2020/01/01 | 02-0350 | Whitecourt | 3.32% | 2021/01/01 |
| 04-0273 | Ross Haven | 0% | 2016/01/01 | 04-0354 | Yellowstone | 3% | 2016/01/01 |
| 03-0276 | Ryley | 3% | 2016/01/01 | | | | |
| 04-0279 | Seba Beach | 4% | 2014/01/01 | | | | |
| 02-0280 | Sedgewick | 9% | 2020/01/01 | | | | |
| 04-0283 | Silver Sands | 3% | 2018/01/01 | | | | |
| 04-0369 | South Baptiste | 0% | 2005/05/01 | | | | |
| 04-0288 | South View | 3% | 2019/01/01 | | | | |
| 01-0291 | Spruce Grove | 20% | 2016/01/01 | | | | |
| 01-0292 | St. Albert | 10% | 2021/01/01 | | | | |
| 03-0295 | Standard | 0% | 2015/01/01 | | | | |
| 02-0297 | Stavely | 6% | 2021/01/01 | | | | |
| 03-0300 | Stirling | 12% | 2019/01/01 | | | | |
| 02-0301 | Stony Plain | 20% | 2013/01/01 | | | | |
| 09-0302 | Strathcona County | 0% | TBD | | | | |
| 02-0303 | Strathmore | 20% | 2020/07/01 | | | | |
| 03-0304 | Strome | 9% | 2022/01/01 | | | | |
| 02-0307 | Sundre | 10% | 2020/01/01 | | | | |
| 04-0386 | Sunrise Beach | 0% | 2018/01/01 | | | | |
| 04-0308 | Sunset Point | 10% | 2017/01/01 | | | | |
| 02-0310 | Sylvan Lake | 15% | 2019/01/01 | | | | |
| 02-0311 | Taber | 18% | 2020/07/01 | | | | |
| 02-0315 | Thorsby | 20% | 2014/01/01 | | | | |
| 02-0318 | Tofield | 5% | 2015/01/01 | | | | |
| 02-0321 | Turner Valley | 10% | 2017/01/01 | | | | |
| 04-0324 | Val Quentin | 0% | 2016/01/01 | | | | |
| 02-0326 | Vauxhall | 8% | 2022/01/01 | | | | |
| 02-0331 | Viking | 8% | 2013/01/01 | | | | |
| 02-0333 | Vulcan | 20% | 2013/10/01 | | | | |
| 03-0364 | Wabamun | 10% | 2017/01/01 | | | | |
| 02-0335 | Wainwright | 11% | 2020/04/01 | | | | |
| 07-0159 | Waterton Park | 8% | 2018/10/01 | | | | |
| 03-0338 | Warburg | 10% | 2015/01/01 | | | | |
| 03-0339 | Warner | 5% | 2021/01/01 | | | | |
| 04-0344 | West Cove | 0% | 2018/01/01 | | | | |
| 02-0345 | Westlock | 14.75% | 2022/01/01 | | | | |
| 01-0347 | Wetaskiwin | 13.80% | 2020/01/01 | | | | |



**Town of Pincher Creek
COUNCIL DISTRIBUTION LIST
October 11, 2022**

| <u>Item No.</u> | <u>Date</u> | <u>Received From</u> | <u>Information</u> |
|------------------------|--------------------|--|--|
| 1. | Sept 26, 2022 | Alberta Health | What matters to you? South Zone Healthcare Planning |
| 2. | Sept 26, 2022 | Alberta Health | AHS Together4Health Headlines |
| 3. | Sep 21, 2022 | Brett With | Cindy Cornish DDEM Resignation |
| 4. | Sep 19, 2022 | Alberta Association of Police Governance | Reminder: Questions to ADM Degrand for the October AAPG all-member virtual address |
| 5. | Sep 28, 2022 | Travel Alberta | INVITATION FROM TRAVEL ALBERTA: Survey on Tourism Industry Challenges and Risks |
| 6. | Sep 23, 2022 | Pembina Institute | New Pembina report calls on oilsands companies to urgently make progress on emissions reductions |
| 7. | Sep 28, 2022 | Alberta Health | Health Engagement Tour Update - September 2022 |
| 8. | Sep 28, 2022 | Ministry of Justice | Letter from Minister Tyler Shandro - Working Definition of Anti-Semitism |
| 9. | Sep 28, 2022 | The Future of Alberta Policing | Opportunity For Evolution In Alberta's Policing Webinar |
| 10. | Oct 3, 2022 | FortisAlberta | 2023 FortisAlberta Proposed Rate Letter |
| 11. | Sep 26, 2022 | MP John Barlow | Newsletter |
| 12. | October 4, 2022 | Alberta Association of Police Governance | Invitation to AAPG Annual All-member Address by ADM Degrand |
| 13. | October 4, 2022 | Chinook Arch Board | Chinook Arch Board Report |
| 14. | | | |
| 15. | | | |
| 16. | | | |