



REGULAR MEETING OF COUNCIL
Held on Monday December 11, 2023
In Person & Virtually,
Commencing at 6:00 p.m.

IN ATTENDANCE:

Mayor: D. Anderberg

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

Staff: A. Lucas, Chief Administrative Officer; W. Catonio, Director of Finance and Human Resources; L. Goss, Legislative Services Manager; and K. Green, Executive Assistant

1. CALL TO ORDER

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

2. SCHEDULED PUBLIC HEARING

3. AGENDA APPROVAL
GREEN:

That Council for the Town of Pincher Creek agrees to add item 8.3 Holiday Train, 11.3 Offer to Purchase RCMP Building Update, 11.4 Pincher Creek Emergency Services Update to the December 11, 2023 Regular Council meeting agenda.

CARRIED 23-609

CLELAND:

That Council for the Town of Pincher Creek approves the December 11, 2023, Regular Council meeting agenda as amended.

CARRIED 23-610

4. DELEGATIONS

4.1 Ag Society - Renita

5. ADOPTION OF MINUTES

5.1 Minutes of the Regular Meeting of Council held on November 27, 2023
BARBER:

That Council for the Town of Pincher Creek approves the Minutes of the Regular Meeting of Council held on November 27, 2023 as amended.

CARRIED 23-611

6. BUSINESS ARISING FROM THE MINUTES

7. BYLAWS

8. NEW BUSINESS

8.1 2024 Operating Budget

OLIVER:

That Council for the Town of Pincher Creek approve the 2024 Operating Budget as presented and that a copy of this budget be attached hereto and form part of the minutes.

CARRIED 23-612

8.2 2024 Capital Budget

NODGE:

That Council for the Town of Pincher Creek approve the 2024 Capital Budget as presented and that a copy of this budget be attached hereto and form part of the minutes.

CARRIED 23-613

Councillor Cleland Request Recorded Vote:

For:
Anderberg
Oliver
Wright
Green
Nodge

Against:
Barber
Cleland

8.3 Holiday Train

9. COUNCIL REPORTS

9.1 Upcoming Committee Meetings and Events

WRIGHT:

That Council for the Town of Pincher Creek accept the Upcoming Committee Meetings and Events as information.

CARRIED 23-614

10. ADMINISTRATION

10.1 Council Information Distribution List

GREEN:

That Council for the Town of Pincher Creek accepts the December 11, 2023 Council Information Distribution List as information.

CARRIED 23-615

OLIVER:

That Council for the Town of Pincher Creek bring forward the funding request letter from the Community Hall Society to the January Committee of the Whole.

CARRIED 23-616

*Mayor Anderberg called a recess at 6:57pm
Mayor Anderberg called the meeting back at 7:03pm*



11. CLOSED MEETING DISCUSSION

OLIVER:

That Council for the Town of Pincher Creek agree to move into closed session of Council on December 11, 2023 at 7:04 pm in accordance with section 16 & 24 of the Freedom of Information and Protection of Privacy Act, with the Chief Administrative Officer, Executive Assistant, Director of Finance and Human Resources, Keliesha Roth, Amanda Elliott, Mackenzie Hengerer and Stephanie Smith in attendance.

CARRIED 23-617

WRIGHT:

That Council for the Town of Pincher Creek agrees to move out of closed session of Council on December 11, 2023 at 8:34 pm in accordance with sections 16 & 24 of the Freedom of Information and Protection of Privacy Act.

CARRIED 23-618

11.1 Sage Facility Lease Request Presentation - FOIP s. 16

NODGE:

That Council for the Town of Pincher Creek accepts the Sage Facility Lease Request Presentation as information.

CARRIED 23-619

Keliesha Roth, Amanda Elliott, Mackenzie Hengerer and Stephanie Smith left meeting at 8:20pm

NODGE:

That Council for the Town of Pincher Creek direct administration to seek legal advice relating to the Town of Pincher Creeks dual status as member of PCCELC and landlord to PCCELC.

CARRIED 23-620

NODGE:

That Council for the Town of Pincher Creek invite a presentation from the PCCELEC Chair or designate updating the Town on their intended plan and timeline to reopen the Sage Learning Centre to the next council meeting in January.

CARRIED 23-621

11.2 Land Transfer – Roll No. 8600600 - FOIP s. 24

OLIVER:

That Council for the Town of Pincher Creek direct Administration to continue negotiations for the land transfer of Roll No. 8600600 by proceeding with Option 1, as attached, but with a total maximum value to be offered as discussed.

CARRIED 23-622

11.3 Offer to Purchase RCMP Building Update - FOIP s. 24

WRIGHT:

That Council for the Town of Pincher Creek accept the Offer to Purchase RCMP Building Update as information.

CARRIED 23-623

11.4 Pincher Creek Emergency Services Update - FOIP s. 24

WRIGHT:

That Council for the Town of Pincher Creek accept the Pincher Creek Emergency Services Update as information.

CARRIED 23-624

12. NOTICE OF MOTION

13. ADJOURNMENT

WRIGHT:

That this meeting of Council on December 11, 2023 be hereby adjourned at 8:45 pm.

CARRIED 23-625



MAYOR, D. Anderberg

CAO, D. Henderson

**APPROVED BY RESOLUTION
OF THE COUNCIL OF THE
TOWN OF PINCHER CREEK,
THIS 8th DAY OF JANUARY 2024**

S E A L

**NEXT REGULAR MEETING OF COUNCIL TO BE HELD ON
MONDAY JANUARY 8, 2024 AT 6:00 P.M.**



TOWN OF PINCHER CREEK

Operating Statement - By Object

For the Twelve Months Ending Sunday, December 31, 2023

	2022 Actual Audited	2022 Budget	2023 Actual Unaudited	2023 Budget	2024 Budget
Revenues					
Net municipal property taxes	\$4,970,391.98	\$4,970,250.98	\$4,975,453.28	\$4,975,611.61	\$5,094,549.61
User fees and sales of goods	2,564,225.42	1,996,785.00	2,079,018.77	2,351,227.21	2,585,139.76
Government transfers for operating	1,715,135.20	1,085,145.41	791,784.27	1,239,577.32	1,076,082.00
Franchise fees	912,263.86	898,050.00	766,749.73	898,550.00	1,388,000.00
Rentals & Leases	719,722.89	752,808.83	575,484.17	759,024.51	821,463.21
Return on Investments	264,614.89	215,860.00	218,424.99	230,860.00	230,860.00
Penalties and costs of taxes	85,735.87	99,600.00	81,910.67	100,000.00	83,500.00
Licences and permits	169,933.41	112,600.00	127,600.71	112,600.00	112,600.00
Other Revenues & Adjustments	15,966.10	9,689.21	24,572.32	48,689.21	14,689.21
Total Revenue	11,417,989.62	10,140,789.43	9,640,998.91	10,716,139.86	11,406,883.79
Expenses					
Salaries, wages & benefits	4,770,317.74	4,196,430.58	3,663,076.03	4,350,738.58	4,650,372.27
Contracted and general services	859,450.13	852,859.05	769,642.54	1,058,294.38	1,049,167.80
Professional Services	1,074,033.45	1,183,099.83	1,000,510.14	1,317,717.96	998,147.97
R & M and rentals & leases	876,261.08	1,361,306.93	957,591.64	1,663,987.77	1,423,057.76
Insurance	168,594.47	162,645.02	182,787.30	171,288.00	191,820.00
Goods	541,507.12	460,670.03	446,302.76	527,050.01	566,400.01
Utilities	758,963.45	752,430.08	637,887.91	744,150.01	820,300.01
Land Held For Resale - Costs	17,521.50				
Amortization	1,771,335.74	1,671,573.00		1,678,480.00	1,737,244.00
Transfers to Organizations	538,431.25	536,388.00	657,213.42	543,499.50	889,973.48
Bank Charges	12,747.56	7,900.00	10,341.39	9,500.00	10,350.00
Interest on long-term debt	134,530.65	127,799.36	67,299.77	119,964.64	111,805.45
Other Expenditure & Adjustment	51,323.96	35,650.00	39,746.33	37,150.00	37,650.00
Total Expenses	11,575,018.10	11,348,751.88	8,432,399.23	12,221,820.85	12,486,288.75
Excess (Deficiency) revenue over expenses before other	(157,028.48)	(1,207,962.45)	1,208,599.68	(1,505,680.99)	(1,079,404.96)
Other					
Government transfers for capital	2,329,204.03	3,556,680.00		1,626,330.00	1,547,984.63
Contributed assets	146,085.42	387,000.00		115,000.00	
Net Gain (Loss) on sale of tangible capital assets	(15,780.49)	500.00		500.00	500.00
	2,459,508.96	3,944,180.00		1,741,830.00	1,548,484.63
Excess (Deficiency) revenue over expenses	2,302,480.48	2,736,217.55	1,208,599.68	236,149.01	469,079.67
Surplus Funds Allocated Below					
Acquisition of tangible capital assets	3,765,461.23	7,211,428.00	1,691,870.06	5,393,900.00	2,877,338.00
Loan Funding Capital Projects				(1,725,000.00)	
Repayment of debenture principle	197,346.56	197,346.51	126,725.04	203,774.12	210,518.18
Net transfers to/from reserves	193,302.25	(3,001,103.70)	22,678.84	(1,958,182.91)	(881,576.24)
Amortization	(1,768,676.74)	(1,671,573.00)		(1,678,480.00)	(1,737,244.00)
Purchase of Excavator & Loader on Trade In	(73,600.00)	0.00	0.00		0.00
Loss of sale of equipment	(15,780.49)				
	2,298,052.81	2,736,097.81	1,841,273.94	236,011.21	469,035.94
Net surplus (deficit) - Balanced Budget	4,427.67	119.74	(632,674.26)	137.80	43.73


Town of Pincher Creek
Operating Summary - By Department
For the Twelve Months Ending Sunday, December 31, 2023

	2022 Actual Audited	2022 Budget	2023 Actual Unaudited	2023 Budget	2024 Budget
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User fees and sales of goods	2,564,225.42	1,996,785.00	2,079,018.77	2,351,227.21	2,585,139.76
Government transfers for operating	1,715,135.20	1,085,145.41	791,784.27	1,239,577.32	1,076,082.00
Franchise and concession contracts	912,263.86	898,050.00	766,749.73	898,550.00	1,388,000.00
Rentals	719,722.89	752,808.83	575,484.17	759,024.51	821,463.21
Investment income	264,614.89	215,860.00	218,424.99	230,860.00	230,860.00
Penalties & Costs	85,735.87	99,600.00	81,910.67	100,000.00	83,500.00
Licences & Permits	169,933.41	112,600.00	127,600.71	112,600.00	112,600.00
Other Revenues & Adjustments	15,966.10	9,689.21	24,572.32	48,689.21	14,689.21
Total Revenue	11,417,989.62	10,140,789.43	9,640,998.91	10,716,139.86	11,406,883.79
Expenses					
Legislative	342,288.75	332,169.98	346,904.40	391,278.22	415,046.63
Administration	883,675.53	786,050.60	750,942.18	624,543.72	786,330.09
Communications					115,887.58
Protective Services	1,258,585.82	1,291,074.46	819,140.49	1,433,120.77	1,306,661.50
Roads, streets, walks & lighting	1,206,857.74	1,336,729.21	913,331.52	1,423,805.64	1,392,116.54
Water supply & distribution	1,180,446.72	1,125,994.16	761,829.89	1,267,511.37	1,524,045.94
Wastewater treatment & disposal	757,669.88	910,248.55	576,618.11	1,036,751.09	1,167,709.88
Waste management	467,432.02	499,014.73	437,869.94	585,890.08	604,245.50
Other environmental use & protection	51,647.63	61,020.76	36,479.27	88,736.26	102,778.57
Public health & welfare services	351,619.25	369,648.73	319,787.28	402,509.46	417,853.74
Planning & development	577,549.27	902,572.84	462,227.44	912,375.83	555,553.62
Recreation & Culture	4,497,245.49	3,734,227.86	3,007,268.71	4,055,298.41	4,098,059.16
Total Expenses	11,575,018.10	11,348,751.88	8,432,399.23	12,221,820.85	12,486,288.75
Excess revenue over expenses	(157,028.48)	(1,207,962.45)	1,208,599.68	(1,505,680.99)	(1,079,404.96)
Other					
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Contributed assets	146,085.42	387,000.00		115,000.00	
Gain (loss) on disposal of tangible capital assets	(15,780.49)	500.00		500.00	500.00
	<u>2,459,508.96</u>	<u>3,944,180.00</u>		<u>1,741,830.00</u>	<u>1,548,484.63</u>
Excess (Deficiency) of revenue over expenses	2,302,480.48	2,736,217.55	1,208,599.68	236,149.01	469,079.67
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Net transfers to/from reserves	193,302.25	(3,001,103.70)	22,678.84	(1,958,182.91)	(881,576.24)
Less: Amortization	(1,768,676.74)	(1,671,573.00)		(1,678,480.00)	(1,737,244.00)
Less: Loss on sale of TCA	(15,780.49)				
Less: Purchase of Excavator & Loader on Trade In	(73,600.00)	0.00	0.00		0.00
	<u>2,298,052.81</u>	<u>2,736,097.81</u>	<u>1,841,273.94</u>	<u>236,011.21</u>	<u>469,035.94</u>
Net surplus (deficit) - Balanced Budget	4,427.67	119.74	(632,674.26)	137.80	43.73

TOWN OF PINCHER CREEK 2024 CAPITAL BUDGET PROJECTS

6:33 PM
12/11/2023

GL ACCT NO.	DESCRIPTION	Project Class	PROJECTS		SOURCES OF FUNDING	
			ACCEPTED		RESERVES	GRANTS
			AS OF NOV 27/23			
Water Distribution						
Water Treatment						
4100006630	Sodium Hypochlorite Generation System (carryover from 2022 & 2023) (52.46% AWMMP to a maximum of \$231,873 based on a cost of 442,000) (accounted for in 2023 reserves)	New (Safety)	\$ 306,851.00	\$ 145,876.97	\$ 160,974.03	Utility Reserves and AWMMP
4100006611	WTP Internal Plumbing Replacement (Council Motion to increase based on contract from 250,000 to 360,000 accounted for in 2023 reserves)	Replacement/Upgrade Existing Assets	\$ 360,000.00	\$ 360,000.00		Utility Reserves
Wastewater Treatment						
Streets						
3200006611	Sidewalk Replacements (carryover from 2022 & 2023 + additional funds) (Southside Main between Victoria & Hill)	Replacement/Upgrade Existing Assets	\$ 138,105.00		\$ 138,105.00	MSI Funding 2023
Fleet						
3200006630	Sander/Snow Plow (carryover from 2022 & 2023) (Council Motion #23-117 revise funding Sources and increase by \$50,000)	Replacement/Upgrade Existing Assets	\$ 350,000.00	\$ 350,000.00		Council Motion 23-117 - 280,000 Equipment reserves; 70,000 Capital Investment Reserve; (or all from equipment reserve in 2024 as there will be enough funds)
Facilities						
3100006630	Storage Seacans at 1068 Kettles Street	New (Growth)	\$ 35,000.00	\$ 35,000.00		Capital Investment Reserve
7412006620	New Curling Rink	Replacement/Upgrade Existing Assets				
7103006620	Arena Barrier Free Upgrades	New (Expanded Service)	\$ 61,600.00	\$ 12,320.00	\$ 49,280.00	no grant; no project; arena reserve
7102006630	Pool Pump Replacement	Replacement/Upgrade Existing Assets	\$ 22,476.00	\$ 4,495.20	\$ 17,980.80	no grant; no project; pool reserve

Approved

Mayor Don Anderberg

TOWN OF PINCHER CREEK 2024 CAPITAL BUDGET PROJECTS

6:33 PM
12/11/2023

GL ACCT NO.	DESCRIPTION	Project Class	PROJECTS		SOURCES OF FUNDING		
			ACCEPTED		RESERVES	GRANTS	
			AS OF NOV 27/23				
7411006630	Library HVAC Proposal Form	Replacement/Upgrade Existing Assets	\$ 56,000.00	\$ 11,200.00	\$ 44,800.00		no grant; no project; culture reserve
Information Technology							
1200006630	Workstation Hardware	Replacement/Upgrade Existing Assets	\$ 15,750.00	\$ 15,750.00			Capital Investment Reserve
Sport Fields							
7107006611	Tennis Court Resurfacing	Replacement/Upgrade Existing Assets	\$ 35,500.00	\$ 35,500.00			sport field reserve
Equipment							
7107006630	Field Line Painter		\$ 10,000.00	\$ 10,000.00			Sport Field Reserve
	Ice Plant Replacement		\$ 1,421,056.00	\$ 284,211.20	\$ 1,136,844.80		no grant; no project; arena reserve
7103006630	Sound System MCC Arena		\$ 65,000.00	\$ 65,000.00			
	TOTAL		\$ 2,877,338.00	\$ 1,329,353.37	\$ 1,547,984.63		


 Approved
 Mayor Don Anderberg