



TOWN OF PINCHER CREEK COUNCIL MEETING AGENDA

Monday, March 11, 2024 at 6:00 p.m.

Council Chambers, Town Hall
Teams Link

1. **Call to Order**
2. **Scheduled Public Hearing**
3. **Agenda Approval**
4. **Scheduled Delegations**
5. **Adoption of Minutes**
 - 5.1 Minutes of the Regular Meeting of Council held on February 26, 2024 (Page 2)
6. **Business Arising from the Minutes**
7. **Bylaws**
8. **New Business**
 - 8.1 Volunteer Appreciation Event (Page 7)
 - 8.2 Sunrise Solar Project, Evolgen by Brookfield Renewables, Solar Power Plant Proposal - Objection Letter (Page 9)
 - 8.3 Pincher Creek & District Chamber of Commerce Trade Show (Page 17)
 - 8.4 Proclamation request: Purple Day on March 26 for Epilepsy Awareness (Page 19)
 - 8.5 5 Pin Bowlers Association – Lease Agreement (Page 26)
 - 8.6 Fred Huddlestun Senior Centre Society Lease Agreement (Page 55)
 - 8.7 Community Recreation and Event Centre Public Information Event (Page 64)
9. **Council Reports**
10. **Administration**
 - 10.1 Distribution List (Page 66)
11. **Closed Session Discussion**
12. **Notice of Motion**
13. **Adjournment**

The next Regular Council Meeting is scheduled for March 25, 2024 AT 6:00 p.m.



REGULAR MEETING OF COUNCIL
Held on Monday February 26, 2024
In Person & Virtually,
Commencing at 6:00 p.m.

IN ATTENDANCE:

Mayor: D. Anderberg

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

With Regrets: B. Wright

Staff: D. Henderson, Chief Administrative Officer; W. Catonio, Director of Finance and Human Resources; S. Burnell, Director of Operations; A. Hlady, FCSS; K. Kozak, Planning and Development Officer, and K. Green, Executive Assistant

1. CALL TO ORDER

Mayor Anderberg called the meeting to order at 6:02 pm.

2. SCHEDULED PUBLIC HEARING

3. AGENDA APPROVAL
CLELAND:

That Council for the Town of Pincher Creek agree to add 8.2 CAO Recruitment Update to the February 26, 2024 Regular Council meeting agenda.

CARRIED 24-084

GREEN:

That Council for the Town of Pincher Creek accept the February 26, 2024 Regular Council meeting agenda as amended.

CARRIED 24-085

4. DELEGATIONS

5. ADOPTION OF MINUTES

5.1 Minutes of the Regular Meeting of Council held on February 12, 2024

GREEN:

That Council for the Town of Pincher Creek approves the Minutes of the Regular Meeting of Council held on February 12, 2024 as presented.

CARRIED 24-086

6. BUSINESS ARISING FROM THE MINUTES

6.1 Disposition of Delegation - STARS Air Ambulance

BARBER:

That Council for the Town of Pincher Creek receive the STARS delegation report as information.

CARRIED 24-087

6.2 Disposition of Delegation - Allied Arts Society – Stacey McRae

NODGE:

That Council for the Town of Pincher Creek encourage the Allied Arts Council to apply for Community Facility Enhancement Program and other grants to support improvements to the Historic Lebel Mansion.

CARRIED 24-088

OLIVER:

That Council for the Town of Pincher Creek review deer fencing and other control options at the March 25 Council Meeting.

CARRIED 24-089

7. BYLAWS

7.1 Land Use Bylaw Amendment 1547-AS

BARBER:

That Council for the Town of Pincher Creek agree and give second reading to Land Use Bylaw Amendment 1547-AS amending the Land Use Bylaw to redesignate lands located at 655 and 659 Main Street and 656 Charlotte Street, and legally described as Lot 13, Plan 552LK and Lot 103, Plan 460B from "Transitional Commercial - C4" to "Direct Control - DC", and Lot 14, Plan 552LK and Lot 102, Plan 552LK from "Downtown/Retail Commercial - CI" to "Direct Control - DC".

CARRIED 24-090

NODGE:

That Council for the Town of Pincher Creek agree and give third and final reading to Land Use Bylaw Amendment 1547-AS amending the Land Use Bylaw to redesignate lands located at 655 and 659 Main Street and 656 Charlotte Street, and legally described as Lot 13, Plan 552LK and Lot 103, Plan 460B from "Transitional Commercial - C4" to "Direct Control - DC", and Lot 14, Plan 552LK and Lot 102, Plan 552LK from "Downtown/Retail Commercial - CI" to "Direct Control - DC", and that a copy of which be attached hereto forming part of the minutes.

CARRIED 24-091

8. NEW BUSINESS

8.1 Property Taxes Late Payment Penalty

GREEN:

That Council for the Town of Pincher Creek receive the request for tax payment penalty refund on Roll #800800 as information.

CARRIED 24-092

8.2 CAO Recruitment

BARBER:

That Council for the Town of Pincher Creek agrees to hold a Special Council meeting on March 25 at 3:30 pm to review CAO applications for prospective candidates.

CARRIED 24-093

9. COUNCIL REPORTS

9.1 Upcoming Committee Meetings and Events

CLELAND:

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

CARRIED 24-094

10. ADMINISTRATION

10.1 Council Information Distribution List

CLELAND:

That Council for the Town of Pincher Creek accepts the February 26, 2024 Council Information Distribution List as information.

CARRIED 24-095

BARBER:

That Council for the Town of Pincher Creek direct administration to present the prebudget submission letter from the National Police Federation to the police advisory committee to achieve a letter of support.

CARRIED 24-096

Mayor Anderberg called a recess at 6:42pm

Mayor Anderberg called the meeting back at 6:46pm

11. CLOSED MEETING DISCUSSION

NODGE:

That Council for the Town of Pincher Creek agree to move into closed session of Council on February 26, 2024 at 6:46 pm in accordance with section 24 of the Freedom of Information and Protection of Privacy Act, with the Chief Administrative Officer, Executive Assistant, Director of Finance and Human Resources in attendance.

CARRIED 24-097

OLIVER:

That Council for the Town of Pincher Creek agrees to move out of closed session of Council on February 26, 2024 at 7:55 pm in accordance with sections 24 of the Freedom of Information and Protection of Privacy Act.

CARRIED 24-098

Mayor Anderberg recused himself at 7:41pm

11.1 Priority Action Items Update – FOIP S. 24

BARBER:

That Council for the Town of Pincher Creek direct administration to pursue a supplemental water source for the golf course.

CARRIED 24-099

Mayor Anderberg rejoined meeting at 7:47pm

11.2 Council Code of Conduct – FOIP S. 24

GREEN:

That Council for the Town of Pincher Creek receive for information the two Councillor Code of Conduct Complaint final reports.

CARRIED 24-100

12. NOTICE OF MOTION

GREEN:

That Council for the Town of Pincher Creek agree to provide, to the public, information illustrating complete Concept, Engineering, Geotechnical details, construction cost analysis, facility ownership, lease, partnership and proposed operating and management projections related to the proposed Community Recreation and Event Centre to be located at the Golf Course and that the above-described information be made available in total, in a public information event to be scheduled not later than April 17, 2024

13. ADJOURNMENT

CLELAND:

That this meeting of Council on February 26, 2024 be hereby adjourned at 8:00 pm.

CARRIED 24-101

MAYOR, D. Anderberg

CAO, D. Henderson

*Regular Council Meeting
February 26, 2024*

**APPROVED BY RESOLUTION
OF THE COUNCIL OF THE
TOWN OF PINCHER CREEK,
THIS 11th DAY OF MARCH 2024**

S E A L

**NEXT REGULAR MEETING OF COUNCIL TO BE HELD ON
MONDAY MARCH 11, 2024 AT 6:00 P.M.**

DRAFT



Town of Pincher Creek

REQUEST FOR DECISION

Council or Committee of the Whole

SUBJECT: Volunteer Appreciation Event	
PRESENTED BY: D. Henderson, Chief Administrative Officer	DATE OF MEETING: 3/11/2024

PURPOSE:

To invite Council members to the Volunteer Appreciation Event to be held April 18 from 5-7pm at the Community Hall. This invite includes a request for the Mayor or designate to bring greetings and acknowledgement on behalf of the Town of Pincher Creek.

RECOMMENDATION:

That Council for the Town of Pincher Creek accepts the invitation to the 2024 Volunteer Appreciation Event on April 18 and commits to providing a representative to speak and bring greetings on behalf of the Town.

BACKGROUND/HISTORY:

National Volunteer Week is April 14 - 20. The Town annually recognizes volunteers and holds an event in conjunction with the MD of Pincher Creek. Volunteers from all sectors and programs are invited.

ALTERNATIVES:

That Council for the Town of Pincher Creek accept the invitation to the Volunteer Appreciation Event for information.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

Council Strategic Priorities Initiative 1.A. External Communication (collaboration with stakeholders and community engagement) and 2.A. Promote and Support Community Sustainability through Partnerships (collaboration with MD of Pincher Creek)

FINANCIAL IMPLICATIONS:

This is a no-cost event for the volunteers, with the cost being split between the Town of Pincher Creek and the MD of Pincher Creek. Approved in the budget process.

PUBLIC RELATIONS IMPLICATIONS:

National Volunteer Week is a significant nation-wide event that celebrates the volunteers in our communities that help support local initiatives and organizations. The community will appreciate Council's acknowledgement of their efforts.

ATTACHMENTS:

None at this time.

CONCLUSION/SUMMARY:

Administration supports elected officials attending the booth at the 2024 Volunteer Appreciation Event.

Signatures:

Department Head:

Doug Henderson

CAO:

Doug Henderson



Town of Pincher Creek

REQUEST FOR DECISION

Council or Committee of the Whole

SUBJECT: Sunrise Solar Project, Evolgen by Brookfield Renewables, Solar Power Plant Proposal - Objection Letter	
PRESENTED BY: Lisa Goss, Legislative Service Manager	DATE OF MEETING: 3/11/2024

PURPOSE:

For Council to consider a second objection letter to a proposed solar project located in the Municipal District of Pincher Creek.

RECOMMENDATION:

That Council for the Town of Pincher Creek agree and approve the second objection letter to Evolgen regarding a proposed Solar Power Plant Proposal in the Municipal District of Pincher Creek.

BACKGROUND/HISTORY:

On May 16, 2023, at the request of the Municipal District of Pincher Creek, the Intermunicipal Development Plan Committee met regarding a Sunrise Solar Project proposed by Evolgen within the Urban Fringe land use district in the Municipal District. The committee recommended that direction be given to the Oldman River Regional Services Commission to formulate a joint (Town/MD) letter of opposition regarding the project for Council(s) consideration. The first objection letter was approved by Council at the June 26, 2023 regular meeting of Council.

Representatives of the Sunrise Solar Project attended the January 22, 2024 regular Council meeting as a delegation providing an update on the project. A similar presentation was made to the MD Council on January 23, 2024.

On January 29, 2024 the Intermunicipal Development Plan Committee met and directed the Oldman River Regional Services Commission to formulate a secondary letter of opposition joint with the Town of Pincher Creek and the Municipal District of Pincher Creek to be presented to the respective Councils for consideration.

ALTERNATIVES:

That Council for the Town of Pincher Creek receives the information regarding the Evolgen Proposed Solar Project - Objection Letter as presented.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

The IMDP committee members instructed the ORRSC planning advisors to draft on both municipalities behalf a pre-emptive response to Evolgen, that would also be sent to the Alberta Utilities Commission (AUC), to advise that both municipalities object to the proposal on the proposed subject lands. The intent is to give notice that if this application were to be made to the AUC that both the Town of Pincher Creek and the Municipal District of Pincher Creek would object and seek AUC acknowledgement of the land planning issues stated. The IMDP committee members felt that a joint letter submitted together from both municipalities under the signatures of the Reeve and Mayor would illustrate the collaboration and serious concerns of the two municipalities.

FINANCIAL IMPLICATIONS:

None at this time.

PUBLIC RELATIONS IMPLICATIONS:

None at this time.

ATTACHMENTS:

24.01.29 Intermunicipal Development Plan Committee Notes - 3354

PC letter of Objections 2 to Evolgen application to Alberta Utilities Commission - 3354

CONCLUSION/SUMMARY:

Administration supports that Council for the Town of Pincher Creek agree and approve the objection letter to Evolgen regarding a proposed Solar Power Plant Proposal in the Municipal District of Pincher Creek.

Signatures:

Department Head:

Lisa Goss

CAO:

Doug Henderson



**Intermunicipal Development Plan Committee
Town of Pincher Creek
And
Municipal District of Pincher Creek No. 9
Meeting Notes
Town Council Chambers
January 29, 2024**



Attendance:

Town of Pincher Creek: Councillor Garry Cleland, Councillor Mark Barber, Legislative Services Manager Lisa Goss, Planning and Development Officer Kim Kozak and Chief Administrative Officer Doug Henderson

Municipal District of Pincher Creek No. 9: Councillor Rick Lemire, Councillor Tony Bruder and Development Officer Laura McKinnon

Oldman River Regional Services Commission Senior Planner Gavin Scott and Senior Planner Steve Harty

1. Call to Order:

Chairperson Councillor Mark Barber called the meeting to order at 10:00 a.m.

2. Adoption of Agenda:

Councillor Garry Cleland moved to adopt the January 29, 2024 agenda as presented.

Carried

3. Applications:

3.1 24-D0002 – 300 Pineridge Way; Residential – R1; Home Occupation – Class 2 (Aesthetics (Facials/Lashes))

Councillor Tony Bruder moved that the Intermunicipal Development Plan Committee advises that they have no concerns with Development Permit Application 24-D0002 and recommends approval.

Carried

4. Round Table:

4.1 Sunrise Solar Project, Evolgen by Brookfield Renewables Solar Power Plant Proposal (75MWac/~98MWdc) in the Municipal District of Pincher Creek.

Councillor Garry Cleland moved that the Intermunicipal Development Plan Committee direct the Oldman River Regional Services Commission to formulate a secondary letter of opposition joint with the Town of Pincher Creek and the Municipal District of Pincher Creek to be presented to the respective Councils for consideration.

Carried

5. Adjournment:

Councillor Tony Bruder moved to adjourn the meeting at 10:32 am.

Carried



Municipal District of Pincher Creek No. 9
PO Box 279
1037 Herron Ave
Pincher Creek, AB
T0K 1W0



Town of Pincher Creek
PO Box 159
962 St. John Ave
Pincher Creek, AB
T0K 1W0

Evolugen

41 Victoria Street
Gatineau, Quebec
J8X 2A1

RE: Sunrise Solar Project, Evolgen by Brookfield Renewables, Solar Power Plant Proposal

Dear Sir or Madam:

As a response to your latest information including a new proposed layout, public engagement on January 16 and independent meetings with Town and MD Councils, the following letter summarizes the latest meeting of the Intermunicipal Development Plan Committee. This meeting was held January 29, 2024 at the Town of Pincher Creek offices. Council Representatives of both the Town and MD were in attendance with support staff from both municipalities also in attendance.

The result of the meeting was that both municipalities agreed to provide an addendum to the committee's original letter that you received on July 18, 2023. This addendum acknowledges the removal of the project from lands within SW27 6-30 W4M and the southern portion of NW27 6-30 W4M and its effect on the completed draft Town of Pincher Creek Area Structure Plan for the SE27 6-30 W4M.

The documents of importance here are the **Intermunicipal Development Plan** (Town of Pincher Creek Bylaw 2010-11 and MD of Pincher Creek Bylaw 1200-10), the **Town of Pincher Creek Municipal Development Plan** Bylaw 1518-13, **MD of Pincher Creek Municipal Development Plan** Bylaw 1330-21, and **MD of Pincher Creek Land Use Bylaw** 1289-18 (LUB).

The changes provided may have alleviated impact on Town growth within the SE27 6-30 W4M, but the alternate site is, as had been previously quoted and cited below is still on the best quality agricultural land that can be found in the MD.

Within Part VIII Section 59.9 of the LUB, the proposal shall consider using the least productive lands when selecting sites. A simple check of the Canadian Land Inventory (CLI) shows the proposed lands are described as Class 2 soils. Unlike other regions of Alberta where good soils are more abundant, the MD has only 0.1% of its land designated as Class 2 soils. In support of the local agricultural economy, a conversion of any soils designated this highly cannot be

accepted. The proponent during its open house with the public claimed the potential for co-benefits of grazing livestock within the panels to maintain the agricultural use as well as the commitment to ensuring the longevity of soil quality and native grass species. The reality is that the value of current field crops is not equivalent to intermittent grazing post solar farm construction. It has also been seen that when the solar farms are built considerable wind erosion during construction damages the land beyond any acceptable land management practices. This wind erosion will introduce unwanted silt into the adjacent waterways.

A 13% reduction in project size may seem a reasonable reduction of impact on agricultural land loss to the solar proponent, however the MD disagrees given that the solar proponent has shown no attempt to negotiate with any other landowner on marginal lands and thus support the protection of agriculture in the absolute.

The reconfiguration of the solar project shows direct impacts to seasonal creeks as a result of the project being located through the water course with solar array pilings and the internal road access network. These seasonal creeks have direct drainage into the ditch and culvert system of the MD of Pincher Creek. As the entity responsible for the drainage works and its maintenance, the MD objects to the impacting of drainage courses by your project due to impacts on our infrastructure. The importance of natural drainage courses and their protection is provided in IDP Section 10, MD Municipal Development Plan Section 18, and Town Municipal Development Plan section 12.1.

The MD of Pincher Creek is the Airport Authority for TC LID: CZPC. This authority has not received direct notification of this project and requires a copy of the Solar Glare Hazard Analysis report for their own internal analysis of the impact on that facility. This airport is integral to regional firefighting capabilities and any solar project impact will be reviewed for operational life safety of pilots and aircraft.

Please be advised that we the undersigned object to the proposal. We hereby give notice that if this application were to be made that both the Town of Pincher Creek and the MD of Pincher Creek would seek AUC acknowledgement of the land planning issues stated.

Reeve
Dave Cox

Mayor
Don Anderberg

Cc: Alberta Utilities Commission

Enclosures: Municipal Letter of Objection from July 2023

References

The relevant and specific policies of all planning documents are as follows:

Intermunicipal Development Plan (Town of Pincher Creek Bylaw 2010-11 and MD of Pincher Creek Bylaw 1200-10):

10. CREEKS AND HAZARD LANDS

The creeks are the main geographical feature within the Town and the IMDP plan boundary and they provide opportunities as well as some challenges.

- 10.1 Recognizing that works along and modifications to Pincher Creek and Kettles Creek can impact downstream lands (and in some cases upstream lands), both municipalities agree that they will consider potential effects and discuss proposed works with each other before either undertakes works or modifications to either creek within the Town or the lands subject to this plan.
- 10.2 Flood risk maps have been completed along Pincher Creek from the Town's western boundary to a point just east of the bridge on Secondary Road 785 pursuant to the Canada-Alberta Flood Damage Reduction Program. This program endorses non-structural solutions such as land use planning, "zoning", flood proofing and related measures to reduce the risk of flooding. In order to implement this program, the Town and Municipal District should cooperate and actively pursue the preparation of the necessary amendments to their respective land use bylaws, and other planning documents as appropriate. (Appendix A – Flood Damage Reduction Map)
- 10.3 Both municipalities endorse the dedication of Environmental Reserve or an Environmental Reserve Easement within the Town or the lands subject to this plan along creeks and any other major natural drainage course, recognizing that the Act authorizes:
 - (a) the dedication of a minimum 6-metre strip; and
 - (b) the dedication of any lands that are unstable or subject to flooding; and
 - (c) the dedication of lands which consist of a swamp, gully, ravine, coulee or a natural drainage course.
- 10.4 Where either municipality identifies that a development, subdivision or redesignation application may occur on or in potentially hazardous land, the developer shall provide an analysis prepared by a qualified professional showing the approval is appropriate and safe at that location.
- 10.5 With the potential for runoff damage along the courses of Kettles and Pincher Creek (and their tributaries), both municipalities agree to circulate all storm drainage plans to the other municipality.
- 10.6 Both municipalities agree to support low impact development practises as a sustainable means of storm water management.

MD of Pincher Creek Municipal Development Plan Bylaw 1330-21

17. ENVIRONMENT and its NATURAL CAPITAL

Context

The Vision and Mission statements of this document speak directly to the importance the natural assets of the MD of Pincher Creek. Much of the liveability, sustainability, and values of the citizenry is linked to the natural capital of the area. A healthy ecosystem with all that entails in supporting the natural world also supports the longevity of agricultural livelihoods. The language of this section may introduce new terms

such as habitat patch, but the outcome should be clear that it is protecting our prairie grassland and waterways for generations to come.

Objectives

- 1 To protect and conserve the natural scenic attributes of foothills grazing lands and its natural capital.
2. To foster land use patterns that minimize environmental impact and facilitate the development of a healthy, safe and viable municipality and to promote sustainable development and land use patterns.
3. To recognize hazard lands and either avoid development of these lands or, where necessary, utilize mitigative measures to minimize the risk to health and safety and to reduce the risk of property damage.
4. To maintain the water quality in the headwaters and watersheds, recognizing that they are a consumptive resource that affect downstream municipalities, landowners and other consumers.
5. As far as possible, to cooperate with the province in managing non-renewable resources and water resources recognizing that the province has assumed a leadership role in managing these resources.

Policies

Generally

- 17.1 The MD encourages dark sky initiatives through the implementation of responsible outdoor lighting by landowners and businesses. Dark skies promotes ecological integrity, aesthetics and human health.
- 17.2 The MD requires that development should build with the contours of the land and avoid stripping and grading, where possible. And further, the MD requires that construction best practices to reduce wind and water erosion of soils shall be required.

Water

- 17.14 The MD shall enforce setbacks to water bodies in their decision making processes. The setbacks may be guided by the provincial guidelines, Stepping Back from the Water: A Beneficial Management Practices Guide of New Development near Water Bodies in the Alberta's Settled Region, the Alberta Wetland Policy or other recognized method of establishing setbacks.
- 17.15 With regard to the wetland policy, the MD recognizes the goal of the Alberta Wetland Policy is to conserve, restore, protect and manage Alberta's wetlands to sustain the benefits they provide to the environment, society and economy. To achieve this goal the MD recognizes the policy will focus on four outcomes:
 - wetlands of the highest value are protected for the long-term benefit of Albertans;
 - wetlands and their benefits are conserved and restored in areas where losses have been high;
 - wetlands are managed by avoiding, minimizing and if necessary, replacing lost wetland value; and
 - wetland management considers regional context.
- 17.16 The MD acknowledges the work done by the Oldman Watershed Council (OWC) within the municipality and its grassroots approach to working with residents and decision-makers in

pursuing its goals. To that end the MD will reference OWC documents when considering subdivision and development proposals.

- 17.17 Stormwater treatment and storage facilities should avoid the use of natural wetlands and locate away from existing floodways and riparian areas.
- 17.18 The MD will protect ground water and ensure use does not exceed carrying capacity of the land by:
- (a) Supporting long term ground water research and monitoring programs;
 - (b) Mitigating the potential adverse impacts of development on groundwater recharge areas;
 - (c) Adhering to provincial ground water testing requirements, as part of the development approval process; and
 - (d) Encouraging and facilitating the capping of abandoned water wells to protect against ground water leakage and cross contamination.

Town of Pincher Creek Municipal Development Plan Bylaw 1518-13

- 12.1 The Council shall demonstrate regional leadership in sustainable development by advocating watershed management, regional partnerships, and the reduction and reuse of resources.



Town of Pincher Creek

REQUEST FOR DECISION

Council or Committee of the Whole

SUBJECT: Pincher Creek & District Chamber of Commerce Trade Show	
PRESENTED BY: D. Henderson, Chief Administrative Officer	DATE OF MEETING: 3/11/2024

PURPOSE:

To determine which council members will attend the Town's booth at the Pincher Creek & District Chamber of Commerce Trade Show on April 26 & 27.

RECOMMENDATION:

That Council for the Town of Pincher Creek appoints members to attend the 2024 Pincher Creek & District Chamber of Commerce Trade Show on April 26 & 27.

BACKGROUND/HISTORY:

Planning is underway for Pincher Creek & District Chamber of Commerce's Annual Trade Show on April 26 and 27. It provides an opportunity for members of Council to engage with community members and businesses and to share accomplishments and future plans of the Town.

The Town of Pincher Creek historically books a booth near the entrance to the show with members of Council filling the time slots to staff the booth. The Trade Show runs Friday, April 26 from 3:00pm - 8:00pm and Saturday, April 27 from 10:00am - 4:00pm.

ALTERNATIVES:

That Council for the Town of Pincher Creek request that administration attend the Chamber of Commerce trade show booth on April 26 & 27.

That Council for the Town of Pincher Creek decline the invitation to attend the 2024 Chamber of Commerce Trade Show. This has the potential to create negative public perception for not supporting the local Chamber of Commerce.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

Council Strategic Priorities Initiative 1.A. External Communication (collaboration with stakeholders and community engagement)

FINANCIAL IMPLICATIONS:

Fee for renting the booth (\$325) and Council remuneration. If administration were to attend the booth, costs may be higher due to paying staff wages, including overtime.

PUBLIC RELATIONS IMPLICATIONS:

Positive interactions with members of the community to share accomplishment's and future plans for the Town. Also, shows support of the Chamber of Commerce and local business.

ATTACHMENTS:

None at this time.

CONCLUSION/SUMMARY:

Administration supports elected officials attending the booth at the 2024 Chamber of Commerce trade show.

Signatures:

Department Head:

Doug Henderson

CAO:

Doug Henderson



Town of Pincher Creek

REQUEST FOR DECISION

Council or Committee of the Whole

SUBJECT: Proclamation Request: Purple Day on March 26 for Epilepsy Awareness	
PRESENTED BY: D. Henderson, Chief Administrative Officer	DATE OF MEETING: 3/11/2024

PURPOSE:

To respond to the Epilepsy Association of Calgary request to proclaim March 26 as Purple Day for Epilepsy awareness.

RECOMMENDATION:

That Council for the Town of Pincher Creek direct administration to add Purple Day (March 26) to support Epilepsy Awareness to the list in the Proclamations Policy 123-21.

BACKGROUND/HISTORY:

The Epilepsy Association of Calgary has requested the Town of Pincher Creek to proclaim March 26th as Purple Day to support Epilepsy awareness.

The Town of Pincher Creek has a Proclamations Policy #123-21. Appendix A in the policy has the list of current proclamations.

As per the policy it is the responsibility of the CAO to:

- 2.1.1 receive all requests for proclamations,
- 2.1.2 Approve in writing to the organization requesting the proclamation, provided the organization is listed on Appendix A,
- 2.2.3 Ensure the proclamation is advertised on Town of Pincher Creek social media accounts,
- 2.2.4 Take any additional proclamations not listed in Appendix A to Council for approval and add those names to Appendix A.

The last time the Proclamation Policy was updated was June 28, 2021 and it is unknown if Appendix A has had any updates since then .

ALTERNATIVES:

That Council for the Town of Pincher Creek accept the proclamation request for Purple Day for Epilepsy Awareness as information.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

The addition of Epilepsy awareness Purple Day may augment the outcome of Strategic Plan 2022-2025 Priority 1.A. External Communication: Develop and implement an updated, integrated communications plan to inform, listen to, and collaborate with our external stakeholders.

Desired Outcome: A better informed and involved community. Improved customer/stakeholder experience with the Town.

FINANCIAL IMPLICATIONS:

Staff time is required to curate information and post messages about the proclamation.

PUBLIC RELATIONS IMPLICATIONS:

Proclamations are a formal declaration, supported by Council and signed by the Mayor, intended to bring public awareness and education for different issues including health and community initiatives. Community members impacted by epilepsy may appreciate the support of the Town.

ATTACHMENTS:

Epilepsy Proclamation request_03042024 - 3352

Proclamations (123-21) - 3352

CONCLUSION/SUMMARY:

An official proclamation made by the Mayor and Council can promote and enhance the credibility of a cause, and affirms the Municipality's support.

Signatures:

Department Head:

Doug Henderson

CAO:

Doug Henderson

Andrea Hlady

To: Doug Henderson
Subject: RE: Follow-up to Request for Proclamation for Purple Day March 26/24 for Epilepsy Awareness

From: Ambassador Program <ambassador@epilepsycalgary.com>
Sent: Wednesday, February 28, 2024 11:42 AM
To: Doug Henderson <cao@pinchercreek.ca>
Subject: Follow-up to Request for Proclamation for Purple Day March 26/24 for Epilepsy Awareness

Hello Laurie,

Hope you are doing well and are having a great Wednesday. I just wanted to follow-up on our Proclamation request for Purple Day on March 26th for Epilepsy Awareness. The request was sent on January 25/24.

Thanks very much.

Warm Regards,
Lena Wilson, Volunteer Ambassador, Epilepsy Association of Calgary
587-899-5845



TOWN OF PINCHER CREEK

Approved by: Council	Date:	Policy Number: 123-21
Reference: Resolution #21-254	Revision Date/by: 2026	
Title:	PROCLAMATIONS	

Policy Statement

The Council provide direction to administration for advertising proclamations within the Town of Pincher Creek.

1. Definitions

- 1.1 ORGANIZATION means any group requesting proclamations from the Town of Pincher Creek Council.
- 1.2 PROCLAMATIONS means those proclamations which have been approved by Council from time to time and is attached as Appendix A.

2. Responsibility

- 2.1 Chief Administrative Officer:
 - 2.1.1 Receive all requests for proclamations
 - 2.1.2 Approve in writing to the organization requesting the proclamation, provided the organization is listed on Appendix A.
 - 2.2.3 Ensure the proclamation is advertised on Town of Pincher Creek social media accounts .
 - 2.2.4 Take any additional proclamations not listed in Appendix A to Council for approval and add those names to Appendix A.

3. End of Policy

POLICY NO. 123-21**APPENDIX 'A'**

Date	Organization	Proclamation
January-20	Alberta Association for Adult Literacy	Family Literacy Day
January 31 - Feb 6 *	Federation of Canadian Municipalities	International Development Week
February-20	Canadian Association of Oilwell Drilling Contractors	Oil and Gas Awareness Day
February-20	Pink Shirt Day	Pink Shirt Day
February	Chinook Health Region	Dental Health Month
Mar-20	Federation of Canadian Municipalities	U.N. International Day for the Elimination of Racial Discrimination
March	Kidney Foundation of Canada	Kidney Month
March	Canadian Red Cross Society	Red Cross Campaign Month
March	Alberta Community Crime Prevention Association	Fraud Prevention Month
March	Cerebral Palsy Association of Alberta	Cerebral Palsy Awareness Month
April 6 - 10 *	Canadian Wildlife Federation	National Wildlife Week
April-20	Canadian Public Health Association	World Health Day
April 18 - 25 *	Pitch-in Canada	Pitch in Week
April 18 - 24 *	Volunteer Alberta	Volunteer Week
April 18 - 24 *	National Victims of Crime	Victims of Crime Awareness Week
April-20	The Writers' Development Trust	Canada Book Day
April-20		Day of Mourning
April 26 - May 3 *	Canadian Public Health Association	National Immunization Week
April	First Student/Cardinal	School Bus Awareness & Safety Month
April	Foundation for Sarcoidosis Research	Sarcoidosis Awareness Month
May 3 - 9 *	Communities in Bloom	Communities in Bloom Week
May 10 - 16 *	Licensed Practical Nurses of Alberta	National Nursing Week
May 9 - 15 *	Alberta Minister of Justice	Crime Prevention Week

May 15 - 22 *	Pincher Creek Watershed Group	Invasive Species Awareness Week
May 16 - 22 *	American Public Works Association Alberta Chapter	National Public Works Week
May	Elks Club and Royal Purple	Hearing and Speech Month
May	Alberta Lung Association	Asthma & Allergy Awareness Month
May	Canadian National Institution for the Blind (CNIB)	Vision Health Month
May	Apparelyzed	Spinal Cord Injury Awareness Month
May 31 - June 6 *	Alberta Senior Advisory Council	Senior Citizen's Week
June	Alberta Recreation and Parks Association (ARPA)	Recreation & Parks Month
June 1 - 6	Safe Kids Pincher Creek	National Safe Kids Week
June-20	Heart & Stroke Foundation	National Health & Fitness Day
June-20	National Kids Day/The Smile Trust	National Kids Day
June-20	Federation of Canadian Municipalities	National Indigenous Peoples Day
July 23 - 24 *	TOPS	All T.O.P.S. Walk Day
July 18 - 25 *	Lifesaving Society	National Drowning Prevention Week
September-20	Alberta Council on Aging	Grandparents Day
September 20 - 25 *	Canadian Institute of Public Health Inspectors	Environmental Public Health Week
September-20	The Society of Safe and Caring Schools	Orange Shirt Day
September	Muscular Dystrophy Association of Canada	Muscular Dystrophy Awareness Month
September	McMan Youth, Family and Community Services Association	Fetal Alcohol Spectrum Disorder Awareness Month
October-20	Government of Canada	National Seniors Day
October 18 - 24 *	Recycling Council of Alberta	Waste Reduction Week
October	Lions	Vision Awareness Month
October	Canadian Breast Cancer Foundation	Breast Cancer Awareness Month
November-20	National Union of Public and General Employees	Community Social Service Workers Appreciation Day
Nov 5 - 11	Secretary of State	Veterans' Week
November 21 - 28 *	Correctional Services Canada	Restorative Justice Week

November-20	F.C.M. Whit Ribbon Campaign	White Ribbon Day
November	Canadian Diabetes Association	Diabetes Month
November	Alberta Centre for Injury Control & Research	Seniors' Falls Prevention Month
November	Alberta Community and Social Services	Family Violence Prevention Month
December-20	Canadian Public Health Association	Worlds AIDS Day
Unknown	Alberta Building Officals Association	Building Safety Week
Unknown	Napi Friendship Association	Napi Friendship Assciation Cross Cultural Days
Unknown	House of Commons	Drink Smart Canada
Unknown	Royal Canadian Legion Br 43	Legion Week



Town of Pincher Creek

REQUEST FOR DECISION

Council or Committee of the Whole

SUBJECT: 5 Pin Bowlers Association - Lease Agreement	
PRESENTED BY: Lisa Goss, Legislative Service Manager	DATE OF MEETING: 3/11/2024

PURPOSE:

To provide Council for the Town of Pincher Creek with the Pincher Creek 5 Pin Bowlers Association proposed new lease agreement for a portion of the Community Recreation Complex (Plan 3380BD, Block1), the area known as the Bowling Lanes, Squash Courts, and Related Foyer, Entrance and Washroom Space.

RECOMMENDATION:

That Council for the Town of Pincher Creek agree and approve the new five (5) year Lease Agreement dated May 1, 2023 with the Pincher Creek 5 Pin Bowlers Association for that portion of the Community Recreation Complex, Plan 3880BD, Block 1, described as the Bowling Lanes, Squash Courts, Foyer, Entrance and Washroom Space for annual payments of \$5,782 and \$300 for snow removal.

BACKGROUND/HISTORY:

The current lease agreement with the Pincher Creek 5 Pin Bowlers Association had a term ending on April 30, 2023. In correspondence with the Manager of Chinook Lanes, the only request for change is the amendment to the annual rent amount to \$5782 (as per Council resolution 22-409). No financial statements were provided to support this decrease in rent compared to the current lease agreement.

"That Council for the Town of Pincher Creek agree and approve the Pincher Creek 5 Pin Bowlers Association request for the proposed rent of \$5782.00 effective January 1, 2023 for that portion of the Community Recreation Centre Plan 3880BD, Block 1, the area known as the Bowling Lanes and Squash Courts."

The proposed new five (5) year Lease Agreement is similar to the previous lease which includes \$300 annually as a share of snow removal costs.

At the February 28, 2022 regular meeting, Council considered and approved a request from the association waiving the rent for the 2021/2022 operating season. (Council Resolution 22-076)

"That Council for the Town of Pincher Creek agree and approve the Pincher Creek 5 Pin Bowlers Association request for support waiving the rent for the 2021/2022 operating

season in the amount of \$11,900 +GST as indicated in Schedule C of the Lease Agreement dated May 1, 2018 for that portion of the Community Recreation Centre Plan 3880BD, Block 1, the area known as the Bowling Lanes and Squash Courts."

ALTERNATIVES:

That Council for the Town of Pincher Creek agree and approve the new five (5) year Lease Agreement dated May 1, 2023 with the Pincher Creek 5 Pin Bowlers Association for that portion of the Community Recreation Complex, Plan 3880BD, Block 1, described as the Bowling Lanes, Squash Courts, Foyer, Entrance and Washroom Space for annual payments of \$11,900 and \$300 for snow removal.

That Council for the Town of Pincher Creek direct administration amend the proposed Lease Agreement with the Pincher Creek 5 Pin Bowlers Association and bring the agreement back to Council for consideration.

That Council for the Town of Pincher Creek receive the proposed five year Lease Agreement with the Pincher Creek 5 Pin Bowlers Association dated May 1, 2023 as information.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

None at this time.

FINANCIAL IMPLICATIONS:

The 2024-2027 approved operating budget includes anticipated revenue for the leased portion of the CRC facility in the amount of \$11,900 annually and \$300 for a portion of the parking lot snow removal.

PUBLIC RELATIONS IMPLICATIONS:

Pincher Creek 5 Pin Bowlers Association is a registered non-profit society providing recreational and related services. The Association has occupied the CRC facility since October 1986.

ATTACHMENTS:

2018.05.01 Signed Lease Agreement May 1, 2018 to April 30, 2023 - 3340
Five Pin Bowling Association 5 Year Lease Agreement 2024 DRAFT - 3340
Pincher Creek 5 Pin Bowling AR transaction 2019-2024 - 3340

CONCLUSION/SUMMARY:

Administration supports that Council for the Town of Pincher Creek agree and approve the new five (5) year Lease Agreement dated May 1, 2023 for that portion of the Community Recreation Complex, Plan 3880BD, Block 1, described as the Bowling Lanes, Squash Courts, Foyer, Entrance and Washroom Space as presented.

Signatures:

Department Head:

Lisa Goss

CAO:

Doug Henderson

INDENTURE made in duplicate this 1st day of May, A.D. 2018.

BETWEEN:



TOWN OF PINCHER CREEK
962 St. John Avenue
P.O. Box 159
Pincher Creek, Alberta, T0K 1W0

(hereinafter referred to as the "Lessor")

-AND-

PINCHER CREEK 5 PIN BOWLERS ASSOCIATION
P.O. Box 1265
Pincher Creek, Alberta. T0K 1W0,

(hereinafter referred to as the "Lessee")

WHEREAS the Lessor is the owner of the land hereinafter set out and described below.

AND WHEREAS the Lessee desires to rent from the Lessor certain of the said lands as herein set forth.

THEREFORE WITNESS THAT in consideration of the rents hereby reserved and the covenants of the Lessee herein contained, the Lessor leases to the Lessee that portion of the Community Recreation Complex situated in the Town of Pincher Creek as set out and more particularly described as:

PORTION OF THE COMMUNITY RECREATION COMPLEX SITUATED ON BLOCK 1, PLAN 3380BD MORE PARTICULARLY DESCRIBED AS THE BOWLING LANES, THE SQUASH COURTS AND RELATED FOYER, ENTRANCE AND WASHROOM SPACE AS SHOWN ON SCHEDULE A ATTACHED HERETO.

(Hereinafter referred to as the "Leased Premise")

1. TERM

- (a) TO HAVE AND TO HOLD the Leased Premises for a term commencing on **May 1, 2018 and ending on April 30, 2023**, (hereinafter referred to as the "term"). The Lessee shall have first right of refusal to further renewals of this lease of additional terms not to exceed FIVE (5) YEARS in total.

2. RENTAL

- (a) ANNUAL RENT shall be in accordance with the attached Schedule C.
- (b) ALL PAYMENTS of rent shall be made to the Lessor in cash or by cheque drawn upon a Canadian Chartered Bank, at the Town Office, 962 St. John Avenue, Pincher Creek, Alberta, T0K 1W0, or at such other address as the Lessor may designate in writing to the Lessee from time to time.
- (c) THE LESSEE shall pay the Lessor interest at the rate of TEN (10%) PER CENT per annum on all payments of rent and other sums required to be made by the Lessee under the provisions of this Lease or which the Lessor has paid on behalf of the Lessee, which are unpaid within THIRTY (30) DAYS from date of receipt, for so long as such payments remain unpaid by the Lessee, which interest shall be recoverable as additional rent.
- (d) ALL SUMS paid or expenses incurred hereunder by the Lessor, which ought to have been paid or incurred by the Lessee or for which the Lessor is entitled to reimbursement from the Lessee, and any interest owing to the Lessor may be recovered by the Lessor as additional rent and by any and all remedies available to it for the recovery of rent in arrears, or by law.

3. USE OF LEASE LAND

- (a) THE LESSEE shall not use the Leased Premise nor allow the Leased Premise to be used for any purpose other than recreational purposes and related detail, confectionary and liquor sales unless the consent for alternative uses is obtained in writing from the Lessor.

4. NO NUISANCE

- (a) THE LESSEE shall not, at any time during the term or any renewal or replacement thereof, use, exercise or carry on or permit or suffer to be used, exercised or carried on, in or upon the Leased Premise or any part thereof any noxious, illegal, immoral or offensive trade, business, occupation or calling, and no act, matter or thing whatsoever shall at any time during the said term be done in or upon the Leased Premise or any

part thereof which shall be or grown to the annoyance, nuisance or damage of the Lessor.

5. COMPLIANCE WITH LAW

- (a) THE LESSEE, where required as Lessee, shall observe, fulfil and comply promptly at his own expense with the requirements of every applicable statute, law ordinance, regulation or bylaw of any federal, provincial or municipal government, agency or authority or of any association of insurance underwriters or agents, and all notices, orders or directions in pursuance of same, whether served upon the Lessor or the Lessee, The Lessee shall indemnify and save the Lessor harmless from all costs, charges or damages which the Lessor may incur or suffer by reason of the Lessee's breach of any such statute, law, ordinance, regulation or bylaw.

6. COMPLIANCE WITH MANAGEMENT GUIDELINES

- (a) THE LESSEE agrees to comply with the guidelines attached hereto as Schedule D.

7. DAMAGE TO LAND BY LESSEE

- (a) THE LESSEE shall reimburse the Lessor for costs incurred by the Lessor in making good any damage caused to the Leased Premise or any part thereof as a result of negligence or wilful act or omission of the Lessee, his invitees, licensees, agents, servants, customers, clients or other persons from time to time in or about the Leased Premise.

8. ASSIGNING OR SUBLETTING

- (a) THE LESSEE shall not assign, sublet, transfer or grant a license over the Leased Premise, or any part thereof, without the consent of the Lessor.

9. INDEMNITY TO LESSOR AND INSURANCE

- a. THE LESSEE shall indemnify and save harmless the Lessor from the negligence of the Lessee, any and all liabilities, damages, costs, claims, suits or actions (except as may arise out of the act, failure to act or negligence of the Lessor the Lessor's agents or employees).
- b. THE LESSEE shall be responsible, at his own cost to maintain a \$1 million public liability insurance policy and have the Lessor named as an "Additional Named Insured" on the policy. The Lessee shall also be responsible for his own insurance for his contents, equipment and inventory. The Town will maintain property insurance on the premises. The Town is to receive annually a copy of the above insurance policies

to retain on file. Lessee shall not cancel said insurance without prior written consent of the Lessor.

10. LIENS AND ENCUMBRANCES

- (a) THE LESSEE covenants to forthwith discharge any liens and other encumbrances at any time filed against the Leased Premise arising by reason of any work done or materials supplied at the direction of the Lessee, and to keep the Leased Premise free from any and all liens and other encumbrances arising as a result of his act or omission, and in the event that the Lessee fails to do so, the Lessor may, but shall be under no obligation to pay into Court the amount required to obtain a discharge of any such lien in the name of the Lessee, and any amount so paid together with all disbursements and costs in respect of such proceedings on a Solicitor and Client basis shall be forthwith due and payable by the Lessee to the Lessor as additional rent. The Lessee shall allow the Lessor to post and keep posted on the Leased Premise any notices that the Lessor may desire to post under the provisions of the "Builder's Lien Act" (R.S.A. 1980, Chapter B-12, and amendments thereto).

11. PEACEFUL SURRENDER

- (a) THE LESSEE shall, at the expiration of sooner determination of the term, or any renewal or replacement thereof, forthwith peaceably surrender and yield up unto the Lessor the Leased Premise and its appurtenances, together with all fixtures or erections which at any time during the term of any renewal or replacement thereof, shall be made therein or thereon, in good and substantial repair and condition without notice from the Lessor and delivery to the Lessor all keys to the Leased Premise which the Lessee has in its possession. Such appurtenances shall exclude items bought by the Five Pin Bowling Association as described in Schedule B of this agreement.

12. QUIET ENJOYMENT.

- (a) UPON THE LESSEE paying the rent hereby reserved at the times and in manner herein provided and performing the covenants on the Lessee's part herein contained, the Lessee shall and may peaceably possess and enjoy the Leased Premise for the term hereby granted and any renewal or replacement thereof without any interruption or disturbance from the Lessor or any person or persons lawfully claiming by, from or under the Lessor.

13. DEFAULT

- (a) THE LESSEE further covenants and agrees with the Lessor that if at any time:
1. The Lessee shall violate or fail to observe, perform, or keep any covenant, agreement or stipulation herein contained on its part to be kept, performed or observed, and such violation or failure continues for SEVEN (7) DAYS after written notice of same is given to the Lessee by the Lessor; or
 2. Any payments or regular and/or additional rent, securities, deposits or costs as provided in paragraphs 2. (a) and 2. (b) hereof, or any part thereof, whether the same are demanded or not, are not paid on the day appointed for payment thereof;

then and in such case the Lessor, in addition to any other remedy now or hereafter provided by law or hereunder, may at its option cancel, terminate this lease forthwith and re-enter and take possession of the Leased Premise by force if necessary without any previous notice of intention to re-enter and may remove all persons and property there from and may use such force and assistance in making such removal as the Lessor may deem advisable to recover at once full and exclusive possession of the Leased Premise and in such case the estate vested in the Lessee and any other rights of the Lessee shall immediately cease and expire. Such re-entry shall not operate as a waiver or satisfaction in whole or in part of any right, claim or demand arising out of or in connection with any breach, violation or failure by the Lessee of any covenant or agreement on this part to be performed hereunder, and rent shall become due and be paid by the Lessee up to the time of another Lessee taking possession of the Leased Premise together with the Lessor's reasonable expenses or retaking possession including legal fees as between Solicitor and Client.

14. RENT REVIEW

- (a) ONCE during the term, or any renewal thereof, either party hereto may request that the rent due and payable hereunder be reviewed by notice in writing delivered to the other party on or before December 31st in the year prior to such review taking place. In the event of such request, the parties shall meet at a time and place mutually agreed upon and by mutual agreement, increase or decrease the rent payable hereunder. In the event that no mutual agreement is made the rental shall remain as before.

15. LESSOR -- -- LESSEE RELATIONSHIP

- (a) ANY INTENTION to create a joint venture or partnership relationship between the parties hereto other than that of the Lessor and Lessee is expressly disclaimed.
- (b) TIME IS OF the essence in matters relating to the lease.

16.IMPROVEMENTS

- (a) IN THE EVENT that the Lessee shall make tenant improvements or alterations to the physical premises described in Schedule A hereto, such improvements or alterations shall become fixtures and shall belong to the Lessor upon expiry or termination of this lease and shall not be removed by the Lessee. The Lessor shall not be required to compensate the Lessee for the value of any such tenant improvements for alterations. The prior consent of the Lessor, in writing, is required for any tenant improvements for alterations. The prior consent of the Lessor, in writing, is required for any tenant improvements, alterations, changes in use or other development from the state of the premises as exists as at the date hereof. The provision of any privately owned development or service on the Leased Premises is expressly denied.

17.TERMINATION

THIS AGREEMENT SHALL be terminated if either party defaults in performing the obligations under this lease or breaches the terms thereof.

IN WITNESS WHEREOF the parties hereto have respectively affixed their corporate seals in the presence of their officers first duly authorized in their behalf or set their hands and seal, (as applicable) as of the day, month and year first above written.

Pincher Creek 5 Pin Bowlers Association

Town of Pincher Creek

Per: Wayne Elliott

Per: [Signature]
Mayor

Per: Denna Jackson

Per: [Signature]
Chief Administrative Officer

[Signature]
Witness as to

SEAL

SCHEDULE B

EQUIPMENT LIST

Amount	Type of Equipment
6	5-Pin Pinsetters - Schmid S/N's 1705, 1706, 1975, 1976 Brunswick S/N's BC5546, BC5547
6	6 Brunswick lane beds and approaches complete with ball returns and gutters
6	Lanes of Brunswick Frameworx computer Scoring System and 1 spare parts kit
1	Front counter management computer system with cash drawer, printer, modem, keyboard and receipt printer
6	Assorted cosmic lights and disco ball and black lighting
2	Regulation squash courts
40	Bowling balls
23	Cosmic bowling balls
139	Pairs of rental shoes (adult and children)
12	Pairs of re-sale shoes
10	House bowling shirts (old style)
42	Foam padded chairs
6	Hard Brunswick chairs
3	Score Desks
3	24 in. x 8 ft. tables
3	White fold-up tables
2	Curved seating benches
3	Straight seating benches
3	Bulletin boards
1	Blackboard
4	Sets of lockers (2 small and 2 large)
1	Leland floor polisher
1	Hunt-Boston NSF 89 water cooler – SNLL12076E
1	Electrolux upright vacuum cleaner
1	Intercom system with two speakers -- #4984-2 – SN H20755-1 (doesn't work)
3	Garbage containers
1	Coffre-Fort Ficobec safe – SN C357769
1	Magnasonic TV
1	Sharp VCR
1	Magnaforce air compressor
1	Storage refrigerator (located in back)
1	20 ft. Aluminium ladder
1	6 ft. aluminium step ladder
1	Section of spare gutter
14	Replacement rubber for pins (new)

Amount	Type of Equipment
30	Bowling pins
1	DSC alarm system
1	First Aid kit
1	Sharp EL-2092 calculator
1	Sharp UX-P105 fax machine
2	Clocks
1	Office desk
1	Office chair
1	Sweda model 2810 cash register – SN E5142
1	Boston electric pencil sharpener
1	Sharp video camera with case
1	Polaroid camera
1	Glenwray hot dog machine
1	GE microwave
1	Perfect Fryze deep fryer
1	Bunn-o-matic coffee machine
1	Westinghouse deep freeze
	Assorted spare belts, cleaners, tools, miscellaneous spare parts, lane mops, approach mops, brooms, shovels, etc.

SCHEDULE C

RENT PAYMENTS

Annual rent shall be paid monthly as follows:

January	\$1,700.00 + GST
February	\$1,700.00 + GST
March	\$1,700.00 + GST
April	
May	
June	
July	
August	
September	\$1,700.00 + GST
October	\$1,700.00 + GST
November	\$1,700.00 + GST
December	<u>\$1,700.00 + GST</u>

For a total annual amount of \$11,900.00+ GST

SCHEDULE D MANAGEMENT GUIDELINES

1. UTILITIES

The Lessee shall be responsible for the payment of all utilities associated with the premises. These are to include:

- . Town Utilities - Water and sewer charges as set by the Town on a commercial business
Garbage will not be assessed in lieu of foyer janitorial.
- . Natural Gas - All charges as set by natural gas provider.
- . Electricity - All charges as set by electrical provider.
- . Telephone - All charges as set by telephone provider.

2. MAINTENANCE

The Lessee shall be responsible for the maintenance and upkeep of the Leased Premise. This shall include, but not be limited to, the following:

- . Includes all janitorial of the premises. It also includes the common foyer area for the bowling season from September 1 to April 30 of each year.
- . Bowling lanes to be maintained for proper use and pin setter machines overhauled annually. The lanes shall have as a minimum over the ten year term of the Agreement, at the cost of the Lessee, one "scrub" job and one "sanding job".
- . The squash courts are to be maintained by the Lessee and the walls are to be cleaned annually.
- . The Lessee is to be responsible for all routine repairs and maintenance to the premises, and shall include but not be limited to lights, plumbing fixtures and equipment.
- . The Town will be responsible for the replacement of HVAC system, plumbing and electrical fixtures as well as the building envelop.

3. OTHER

- . The Lessee shall be responsible for securing access for the squash club patrons to use the washroom/shower facilities in the weight room area.
- . The Lessee shall be responsible for payment, to the Town of Pincher Creek **\$300.00 annually** as a share of **snow removal costs**.
- . The Lessor will make every effort to contact the Pincher Creek 5 Pin Bowlers Association prior to entering the premise of the property for maintenance items and follow agreed upon access procedures.

INDENTURE made in duplicate this 1st day of ????, A.D. 2024.

BETWEEN:



TOWN OF PINCHER CREEK
962 St. John Avenue
P.O. Box 159
Pincher Creek, Alberta, T0K 1W0

(hereinafter referred to as the "Lessor")

-AND-

PINCHER CREEK 5 PIN BOWLERS ASSOCIATION
P.O. Box 1265
Pincher Creek, Alberta. T0K 1W0,

(hereinafter referred to as the "Lessee")

WHEREAS the Lessor is the owner of the land hereinafter set out and described below.

AND WHEREAS the Lessee desires to rent from the Lessor certain of the said lands as herein set forth.

THEREFORE WITNESS THAT in consideration of the rents hereby reserved and the covenants of the Lessee herein contained, the Lessor leases to the Lessee that portion of the Community Recreation Complex situated in the Town of Pincher Creek as set out and more particularly described as:

PORTION OF THE COMMUNITY RECREATION COMPLEX SITUATED ON BLOCK 1, PLAN 3380BD MORE PARTICULARLY DESCRIBED AS THE BOWLING LANES, THE SQUASH COURTS AND RELATED FOYER, ENTRANCE AND WASHROOM SPACE AS SHOWN ON SCHEDULE A ATTACHED HERETO.

(Hereinafter referred to as the "Leased Premise")

1. TERM

- (a) TO HAVE AND TO HOLD the Leased Premises for a term commencing on **May 1, 2023 and ending on April 30, 2028**, (hereinafter referred to as the "term"). The Lessee shall have first right of refusal to further renewals of this lease of additional terms not to exceed FIVE (5) YEARS in total.

2. RENTAL

- (a) ANNUAL RENT shall be in accordance with the attached Schedule C.
- (b) ALL PAYMENTS of rent shall be made to the Lessor in cash or by cheque drawn upon a Canadian Chartered Bank, at the Town Office, 962 St. John Avenue, Pincher Creek, Alberta, T0K 1W0, or at such other address as the Lessor may designate in writing to the Lessee from time to time.
- (c) THE LESSEE shall pay the Lessor interest at the rate of TEN (10%) PER CENT per annum on all payments of rent and other sums required to be made by the Lessee under the provisions of this Lease or which the Lessor has paid on behalf of the Lessee, which are unpaid within THIRTY (30) DAYS from date of receipt, for so long as such payments remain unpaid by the Lessee, which interest shall be recoverable as additional rent.
- (d) ALL SUMS paid or expenses incurred hereunder by the Lessor, which ought to have been paid or incurred by the Lessee or for which the Lessor is entitled to reimbursement from the Lessee, and any interest owing to the Lessor may be recovered by the Lessor as additional rent and by any and all remedies available to it for the recovery of rent in arrears, or by law.

3. USE OF LEASE LAND

- (a) THE LESSEE shall not use the Leased Premise nor allow the Leased Premise to be used for any purpose other than recreational purposes and related detail, confectionary and liquor sales unless the consent for alternative uses is obtained in writing from the Lessor.

4. NO NUISANCE

- (a) THE LESSEE shall not, at any time during the term or any renewal or replacement thereof, use, exercise or carry on or permit or suffer to be used, exercised or carried on, in or upon the Leased Premise or any part thereof any noxious, illegal, immoral or offensive trade, business, occupation or calling, and no act, matter or thing whatsoever shall at any time during the said term be done in or upon the Leased Premise or any

part thereof which shall be or grown to the annoyance, nuisance or damage of the Lessor.

5. COMPLIANCE WITH LAW

- (a) THE LESSEE, where required as Lessee, shall observe, fulfil and comply promptly at his own expense with the requirements of every applicable statute, law ordinance, regulation or bylaw of any federal, provincial or municipal government, agency or authority or of any association of insurance underwriters or agents, and all notices, orders or directions in pursuance of same, whether served upon the Lessor or the Lessee, The Lessee shall indemnify and save the Lessor harmless from all costs, charges or damages which the Lessor may incur or suffer by reason of the Lessee's breach of any such statute, law, ordinance, regulation or bylaw.

6. COMPLIANCE WITH MANAGEMENT GUIDELINES

- (a) THE LESSEE agrees to comply with the guidelines attached hereto as Schedule D.

7. DAMAGE TO LAND BY LESSEE

- (a) THE LESSEE shall reimburse the Lessor for costs incurred by the Lessor in making good any damage caused to the Leased Premise or any part thereof as a result of negligence or wilful act or omission of the Lessee, his invitees, licensees, agents, servants, customers, clients or other persons from time to time in or about the Leased Premise.

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- (a) THE LESSEE shall not assign, sublet, transfer or grant a license over the Leased Premise, or any part thereof, without the consent of the Lessor.

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- a. THE LESSEE shall indemnify and save harmless the Lessor from the negligence of the Lessee, any and all liabilities, damages, costs, claims, suits or actions (except as may arise out of the act, failure to act or negligence of the Lessor the Lessor's agents or employees).
- b. THE LESSEE shall be responsible, at his own cost to maintain a \$1 million public liability insurance policy and have the Lessor named as an "Additional Named Insured" on the policy. The Lessee shall also be responsible for his own insurance for his contents, equipment and inventory. The Town will maintain property insurance on the premises. The Town is to receive annually a copy of the above insurance policies

to retain on file. Lessee shall not cancel said insurance without prior written consent of the Lessor.

10. LIENS AND ENCUMBRANCES

- (a) THE LESSEE covenants to forthwith discharge any liens and other encumbrances at any time filed against the Leased Premise arising by reason of any work done or materials supplied at the direction of the Lessee, and to keep the Leased Premise free from any and all liens and other encumbrances arising as a result of his act or omission, and in the event that the Lessee fails to do so, the Lessor may, but shall be under no obligation to pay into Court the amount required to obtain a discharge of any such lien in the name of the Lessee, and any amount so paid together with all disbursements and costs in respect of such proceedings on a Solicitor and Client basis shall be forthwith due and payable by the Lessee to the Lessor as additional rent. The Lessee shall allow the Lessor to post and keep posted on the Leased Premise any notices that the Lessor may desire to post under the provisions of the "Builder's Lien Act" (R.S.A. 1980, Chapter B-12, and amendments thereto).

11. PEACEFUL SURRENDER

- (a) THE LESSEE shall, at the expiration of sooner determination of the term, or any renewal or replacement thereof, forthwith peaceably surrender and yield up unto the Lessor the Leased Premise and its appurtenances, together with all fixtures or erections which at any time during the term of any renewal or replacement thereof, shall be made therein or thereon, in good and substantial repair and condition without notice from the Lessor and delivery to the Lessor all keys to the Leased Premise which the Lessee has in its possession. Such appurtenances shall exclude items bought by the Five Pin Bowling Association as described in Schedule B of this agreement.

12. QUIET ENJOYMENT.

- (a) UPON THE LESSEE paying the rent hereby reserved at the times and in manner herein provided and performing the covenants on the Lessee's part herein contained, the Lessee shall and may peaceably possess and enjoy the Leased Premise for the term hereby granted and any renewal or replacement thereof without any interruption or disturbance from the Lessor or any person or persons lawfully claiming by, from or under the Lessor.

13. DEFAULT

- (a) THE LESSEE further covenants and agrees with the Lessor that if at any time:
1. The Lessee shall violate or fail to observe, perform, or keep any covenant, agreement or stipulation herein contained on its part to be kept, performed or observed, and such violation or failure continues for SEVEN (7) DAYS after written notice of same is given to the Lessee by the Lessor;
or
 2. Any payments or regular and/or additional rent, securities, deposits or costs as provided in paragraphs 2. (a) and 2. (b) hereof, or any part thereof, whether the same are demanded or not, are not paid on the day appointed for payment thereof;

then and in such case the Lessor, in addition to any other remedy now or hereafter provided by law or hereunder, may at its option cancel, terminate this lease forthwith and re-enter and take possession of the Leased Premise by force if necessary without any previous notice of intention to re-enter and may remove all persons and property there from and may use such force and assistance in making such removal as the Lessor may deem advisable to recover at once full and exclusive possession of the Leased Premise and in such case the estate vested in the Lessee and any other rights of the Lessee shall immediately cease and expire. Such re-entry shall not operate as a waiver or satisfaction in whole or in part of any right, claim or demand arising out of or in connection with any breach, violation or failure by the Lessee of any covenant or agreement on this part to be performed hereunder, and rent shall become due and be paid by the Lessee up to the time of another Lessee taking possession of the Leased Premise together with the Lessor's reasonable expenses or retaking possession including legal fees as between Solicitor and Client.

14. RENT REVIEW

- (a) ONCE during the term, or any renewal thereof, either party hereto may request that the rent due and payable hereunder be reviewed by notice in writing delivered to the other party on or before December 31st in the year prior to such review taking place. In the event of such request, the parties shall meet at a time and place mutually agreed upon and by mutual agreement, increase or decrease the rent payable hereunder. In the event that no mutual agreement is made the rental shall remain as before.

15. LESSOR -- -- LESSEE RELATIONSHIP

- (a) ANY INTENTION to create a joint venture or partnership relationship between the parties hereto other than that of the Lessor and Lessee is expressly disclaimed.
- (b) TIME IS OF the essence in matters relating to the lease.

16.IMPROVEMENTS

- (a) IN THE EVENT that the Lessee shall make tenant improvements or alterations to the physical premises described in Schedule A hereto, such improvements or alterations shall become fixtures and shall belong to the Lessor upon expiry or termination of this lease and shall not be removed by the Lessee. The Lessor shall not be required to compensate the Lessee for the value of any such tenant improvements for alterations. The prior consent of the Lessor, in writing, is required for any tenant improvements for alterations. The prior consent of the Lessor, in writing, is required for any tenant improvements, alterations, changes in use or other development from the state of the premises as exists as at the date hereof. The provision of any privately owned development or service on the Leased Premises is expressly denied.

17.TERMINATION

THIS AGREEMENT SHALL be terminated if either party defaults in performing the obligations under this lease or breaches the terms thereof.

IN WITNESS WHEREOF the parties hereto have respectively affixed their corporate seals in the presence of their officers first duly authorized in their behalf or set their hands and seal, (as applicable) as of the day, month and year first above written.

Pincher Creek 5 Pin Bowlers Association

Town of Pincher Creek

Per: _____

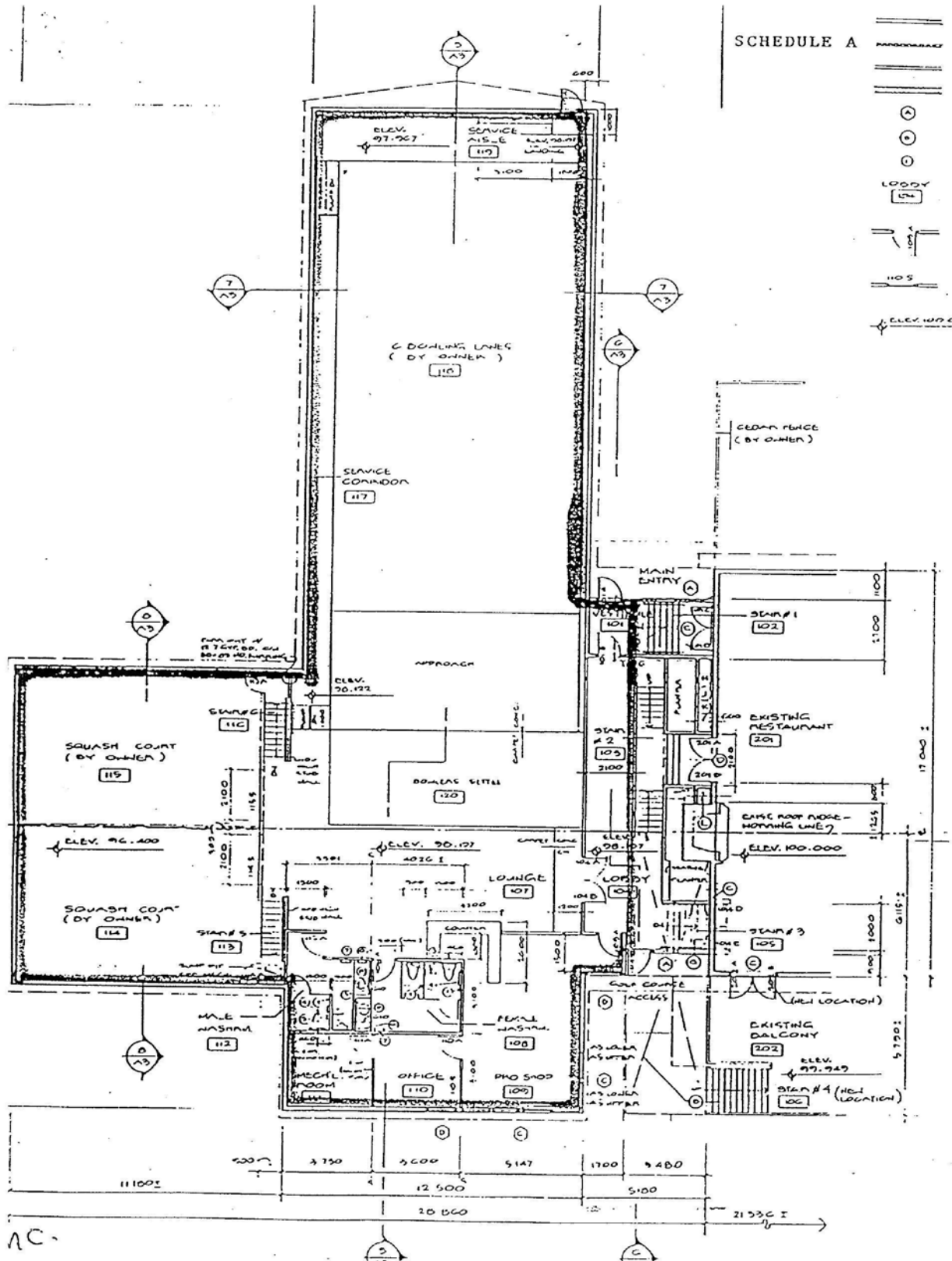
Per: _____
Mayor

Per: _____

Per: _____
Chief Administrative Officer

Witness as to

SEAL



SCHEDULE B

EQUIPMENT LIST

Amount	Type of Equipment
6	5-Pin Pinsetters - Schmid S/N's 1705, 1706, 1975, 1976 Brunswick S/N's BC5546, BC5547
6	6 Brunswick lane beds and approaches complete with ball returns and gutters
6	Lanes of Brunswick Framework computer Scoring System and 1 spare parts kit
1	Front counter management computer system with cash drawer, printer, modem, keyboard and receipt printer
6	Assorted cosmic lights and disco ball and black lighting
2	Regulation squash courts
40	Bowling balls
23	Cosmic bowling balls
139	Pairs of rental shoes (adult and children)
12	Pairs of re-sale shoes
10	House bowling shirts (old style)
42	Foam padded chairs
6	Hard Brunswick chairs
3	Score Desks
3	24 in. x 8 ft. tables
3	White fold-up tables
2	Curved seating benches
3	Straight seating benches
3	Bulletin boards
1	Blackboard
4	Sets of lockers (2 small and 2 large)
1	Leland floor polisher
1	Hunt-Boston NSF 89 water cooler – SNLL12076E
1	Electrolux upright vacuum cleaner
1	Intercom system with two speakers -- #4984-2 – SN H20755-1 (doesn't work)
3	Garbage containers
1	Coffre-Fort Ficobec safe – SN C357769
1	Magnasonic TV
1	Sharp VCR
1	Magnaforce air compressor
1	Storage refrigerator (located in back)
1	20 ft. Aluminium ladder
1	6 ft. aluminium step ladder
1	Section of spare gutter
14	Replacement rubber for pins (new)

Amount	Type of Equipment
30	Bowling pins
1	DSC alarm system
1	First Aid kit
1	Sharp EL-2092 calculator
1	Sharp UX-P105 fax machine
2	Clocks
1	Office desk
1	Office chair
1	Sweda model 2810 cash register – SN E5142
1	Boston electric pencil sharpener
1	Sharp video camera with case
1	Polaroid camera
1	Glenwray hot dog machine
1	GE microwave
1	Perfect Fryze deep fryer
1	Bunn-o-matic coffee machine
1	Westinghouse deep freeze
	Assorted spare belts, cleaners, tools, miscellaneous spare parts, lane mops, approach mops, brooms, shovels, etc.

SCHEDULE C

RENT PAYMENTS

Annual rent shall be paid monthly as follows:

January	\$1,700.00 + GST
February	\$1,700.00 + GST
March	\$1,700.00 + GST
April	
May	
June	
July	
August	
September	\$1,700.00 + GST
October	\$1,700.00 + GST
November	\$1,700.00 + GST
December	\$1,700.00 + GST

For a total annual amount of \$11,900.00+ GST

OR

January	\$826.00 + GST
February	\$826.00 + GST
March	\$826.00 + GST
April	
May	
June	
July	
August	
September	\$826.00 + GST
October	\$826.00 + GST
November	\$826.00 + GST
December	\$826.00 + GST

For a total annual amount of \$5,782.00+ GST

SCHEDULE D MANAGEMENT GUIDELINES

1. UTILITIES

The Lessee shall be responsible for the payment of all utilities associated with the premises. These are to include:

- . Town Utilities - Water and sewer charges as set by the Town on a commercial business
Garbage will not be assessed in lieu of foyer janitorial.
- . Natural Gas - All charges as set by natural gas provider.
- . Electricity - All charges as set by electrical provider.
- . Telephone - All charges as set by telephone provider.

2. MAINTENANCE

The Lessee shall be responsible for the maintenance and upkeep of the Leased Premise. This shall include, but not be limited to, the following:

- . Includes all janitorial of the premises. It also includes the common foyer area for the bowling season from September 1 to April 30 of each year.
- . Bowling lanes to be maintained for proper use and pin setter machines overhauled annually. The lanes shall have as a minimum over the ten year term of the Agreement, at the cost of the Lessee, one "scrub" job and one "sanding job".
- . The squash courts are to be maintained by the Lessee and the walls are to be cleaned annually.
- . The Lessee is to be responsible for all routine repairs and maintenance to the premises, and shall include but not be limited to lights, plumbing fixtures and equipment.
- . The Town will be responsible for the replacement of HVAC system, plumbing and electrical fixtures as well as the building envelop.

3. OTHER

- . The Lessee shall be responsible for securing access for the squash club patrons to use the washroom/shower facilities in the weight room area.
- . The Lessee shall be responsible for payment, to the Town of Pincher Creek **\$300.00 annually** as a share of **snow removal costs**.
- . The Lessor will make every effort to contact the Pincher Creek 5 Pin Bowlers Association prior to entering the premise of the property for maintenance items and follow agreed upon access procedures.

Customer Number	Customer Name	Document Number	Document Type	Document Date	Invoice Total	Payment Amount
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	SALES000000000066005	Sales / Invoices	2019-01-01	\$1,785.00	
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	CRREC00000420621-001	Payments	2019-01-03		\$1,785.00
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	CRREC00000421272-001	Payments	2019-01-17		\$1,785.00
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	SALES000000000066006	Sales / Invoices	2019-02-01	\$1,785.00	
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	CRREC00000423354-001	Payments	2019-02-19		\$1,785.00
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	SALES000000000066007	Sales / Invoices	2019-03-01	\$1,785.00	
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	CRREC00000424644-001	Payments	2019-03-19		\$1,785.00
PIN002	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	CRREC00000425651-001	Payments	2019-04-05		\$44.63
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	CRREC00000426771-001	Payments	2019-05-01		\$1,785.00
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	IVC00000000002012	Sales / Invoices	2019-05-02	\$315.00	
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	CRREC00000428243-001	Payments	2019-05-29		\$315.00
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	SALES000000000067001	Sales / Invoices	2019-09-01	\$1,785.00	
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	SALES000000000069001	Sales / Invoices	2019-09-01	\$1,785.00	
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	SALES000000000069002	Sales / Invoices	2019-10-01	\$1,785.00	
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	SALES000000000068001	Sales / Invoices	2019-11-01	\$1,785.00	
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	SALES000000000068002	Sales / Invoices	2019-12-01	\$1,785.00	
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	SALES000000000068003	Sales / Invoices	2020-01-01	\$1,785.00	
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	CRREC00000440455-002	Payments	2020-01-16		\$1,785.00
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	SALES000000000068004	Sales / Invoices	2020-02-01	\$1,785.00	
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	CRREC00000442577-001	Payments	2020-02-20		\$1,785.00
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	SALES000000000068005	Sales / Invoices	2020-03-01	\$1,785.00	
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	IVC00000000002320	Sales / Invoices	2020-05-01	\$315.00	
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	RTN00000000000154	Returns	2020-05-29	-\$892.50	
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	CRREC00000448408-001	Payments	2020-07-24		\$8,347.50
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	SALES000000000072001	Sales / Invoices	2020-08-24	\$1,785.00	
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	RTN00000000000164	Returns	2020-09-30	-\$1,785.00	
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	RTN00000000000165	Returns	2020-10-01	-\$1,785.00	
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	SALES000000000072002	Sales / Invoices	2020-10-01	\$1,785.00	
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	SALES000000000073001	Sales / Invoices	2020-11-01	\$1,785.00	
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	SALES000000000073002	Sales / Invoices	2020-12-01	\$1,785.00	
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	SALES000000000073003	Sales / Invoices	2021-01-01	\$1,785.00	
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	SALES000000000073004	Sales / Invoices	2021-02-01	\$1,785.00	
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	SALES000000000073005	Sales / Invoices	2021-03-01	\$1,785.00	
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	SALES000000000073006	Sales / Invoices	2021-04-01	\$1,785.00	
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	IVC00000000002584	Sales / Invoices	2021-04-15	\$315.00	
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	RTN00000000000179	Returns	2021-10-01	-\$1,785.00	
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	IVC00000000002763	Sales / Invoices	2021-10-01	\$1,785.00	
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	SALES000000000082001	Sales / Invoices	2021-10-01	\$1,785.00	
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	SALES000000000082002	Sales / Invoices	2021-11-01	\$1,785.00	
						2019
						Invoice Total
						Payment Amount
						\$14,595.00
						\$9,284.63
						2020
						Invoice Total
						Payment Amount
						\$8,347.50
						\$11,917.50
						2021
						Invoice Total
						Payment Amount

PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	SALES0000000000082003	Sales / Invoices	2021-12-01	\$1,785.00	\$12,810.00	\$0.00
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	SALES0000000000082004	Sales / Invoices	2022-01-01	\$1,785.00		
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	SALES0000000000082005	Sales / Invoices	2022-02-01	\$1,785.00		
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	SALES0000000000082006	Sales / Invoices	2022-03-01	\$1,785.00		
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	IVC000000000002957	Sales / Invoices	2022-05-17	\$315.00		
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	CRREC00000475268-001	Payments	2022-06-06		\$315.00	
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	SALES0000000000083001	Sales / Invoices	2022-09-01	\$1,785.00		
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	SALES0000000000083002	Sales / Invoices	2022-10-01	\$1,785.00		
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	SALES0000000000083003	Sales / Invoices	2022-11-01	\$1,785.00	2022	
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	SALES0000000000083004	Sales / Invoices	2022-12-01	\$1,785.00	Invoice Total	Payment Amount
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	IVC000000000003261	Sales / Invoices	2022-12-31	\$7,140.00	\$19,950.00	\$315.00
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	SALES0000000000083005	Sales / Invoices	2023-01-01	\$867.30		
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	CRREC00000485565-001	Payments	2023-01-31		\$867.30	
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	SALES0000000000083006	Sales / Invoices	2023-02-01	\$867.30		
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	SALES0000000000083007	Sales / Invoices	2023-03-01	\$867.30		
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	CRREC00000488756-001	Payments	2023-04-05		\$1,734.60	
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	IVC000000000003265	Sales / Invoices	2023-05-01	\$315.00		
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	CRREC00000489844-001	Payments	2023-05-04		\$315.00	
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	SALES0000000000085001	Sales / Invoices	2023-09-01	\$867.30		
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	CRREC00000498188-001	Payments	2023-09-28		\$867.30	
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	CRREC00000498189-001	Payments	2023-09-28		\$867.30	
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	SALES0000000000085002	Sales / Invoices	2023-10-01	\$867.30		
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	SALES0000000000085003	Sales / Invoices	2023-11-01	\$867.30		
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	CRREC00000499576-001	Payments	2023-11-03		\$867.30	2023
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	CRREC00000500696-002	Payments	2023-11-30		\$867.30	Invoice Total
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	SALES0000000000085004	Sales / Invoices	2023-12-01	\$867.30	\$6,386.10	\$6,386.10
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	SALES0000000000085005	Sales / Invoices	2024-01-01	\$867.30		
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	CRREC00000502682-001	Payments	2024-01-26		\$867.30	
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	SALES0000000000085006	Sales / Invoices	2024-02-01	\$867.30		
PIN001	PINCHER CREEK 5 PIN BOWLING ASSOCIATION	SALES0000000000085	Sales / Invoices	2024-03-01	\$867.30		
					\$62,905.50	\$25,200.53	



Town of Pincher Creek

REQUEST FOR DECISION

Council or Committee of the Whole

SUBJECT: Fred Huddlestun Senior Centre Society Lease Agreement	
PRESENTED BY: Lisa Goss, Legislative Service Manager	DATE OF MEETING: 3/11/2024

PURPOSE:

For Council to consider a request from the Fred Huddlestun Senior Citizen Centre Society regarding the lease agreement for a portion of the Memorial Community Centre Arena (Lot 1, Block 5, Plan 9111546).

RECOMMENDATION:

That Council for the Town of Pincher Creek direct administration to prepare an updated lease agreement between the Town of Pincher Creek and the Fred Huddlestun Senior Citizen Centre Society for a portion of the Memorial Community Centre Arena (Lot 1, Block 5, Plan 9111546) including annual rent in the amount of \$1100.

BACKGROUND/HISTORY:

Evidence in the file suggests that initially there was a 20 year lease agreement entered into between the Town of Pincher Creek, the MD of Pincher Creek and the Fred Huddlestun Senior Citizens Centre Society from 1975-1995. Upon renewal in 1996 the annual rent was negotiated and increased from \$100 to \$1000. A new lease agreement was entered into ending in May of 2016.

Representatives of the Huddlestun Senior Centre attended the October 9 and 22, 2012 Council meetings requesting funding to cover pool table repairs. Council at that time agreed to cover the cost in an amount not to exceed \$1200 from the Community Grant Contingency.

The current agreement on file has a term ending on May 1, 2021. While the letter from the Society requests free rent, no financial information was provided to support the request. If Council decides to provide free rent to one not-for-profit society, others may request the same treatment.

ALTERNATIVES:

That Council for the Town of Pincher Creek direct administration to prepare an updated lease agreement between the Town of Pincher Creek and the Fred Huddlestun Senior Citizen Centre Society for a portion of the Memorial Community Centre Arena (Lot 1, Block 5, Plan 9111546) including annual rent in the amount of \$1.

That Council for the Town of Pincher Creek receive the information regarding the Fred Huddlestun Senior Centre Society Lease Agreement as presented and direct administration to advise the Society that the lease agreement will not be renewed at this time.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

A caveat registered on the property by the Memorial Community Centre of Pincher Creek and District, December 31, 1963 states "That the purchasers their successors and assigns, shall not at any time hereafter use the said lands and premises, or any building to be erected thereon, for any purpose other than for the purposes of a park and for recreational, social, athletic, educational and cultural activities and such commercial activities as may be incidental thereto." At that time the property was jointly owned by the Town and the Municipal District of Pincher Creek. In January 1998 the Town and the MD entered into an exchange of property agreement for the Memorial Community Centre and Juan Teran Park, transfer of which was completed later that year.

FINANCIAL IMPLICATIONS:

Currently there is an outstanding invoice in the amount of \$1000 for 2023 Arena Rent in the name of the Fred Huddlestun Senior Centre. Invoices for 2021 and 2022 were voided. During COVID, Council agreed to waive rental income for Community Organizations that could not operate. At the July 6, 2022 Committee of the Whole meeting a resolution was passed waiving the \$1,050 rental income for 2022 for the Fred Huddlestun Senior Centre.

PUBLIC RELATIONS IMPLICATIONS:

The Fred Huddlestun Senior Citizen Centre Society provides invaluable cultural and social services to the community.

ATTACHMENTS:

- 2016.03.29 Agreement Town of Pincher Creek and Fred Huddlestun Senior Citizens' Centre Society - 3353
- 2024.02.16 Correspondence from Fred Huddlestun Senior Citizen Centre Society - 3353

CONCLUSION/SUMMARY:

Administration supports that Council for the Town of Pincher Creek agree to renew the lease agreement between the Town of Pincher Creek and the Fred Huddlestun Senior Citizen Centre Society for a portion of the Memorial Community Centre Arena.

Signatures:
Department Head:



CAO:

Doug Henderson

THIS AGREEMENT OF LEASE made this 29th day of March A.D., 2016.

BETWEEN:

**TOWN OF PINCHER CREEK
in the Province of Alberta
a Municipal Corporation**

OF THE FIRST PART

- and -

**FRED HUDDLESTUN SENIOR CITIZENS' CENTRE SOCIETY
a body corporate with head office at the Town of Pincher Creek
in the Province of Alberta,
hereinafter called "The Lessee"**

OF THE SECOND PART

WITNESSETH THAT in consideration of the rents, hereby reserved and the covenants hereinafter contained and on the part of the Lessee to be paid, observed and performed, the Lessors by these presents doth demise and lease unto the Lessee that portion of the "Memorial Community Centre" described as follows:

being that part of the "Memorial Community Centre Arena" located on Lot 1, Block 5, Plan 9111546, in the Town of Pincher Creek, comprising an area of approximately 1,680.89 square feet, all as laid down and designated as Schedule "A", delineated in red on the floor plan thereof.

- 1 -

.....2

LEASE AGREEMENT - cont'd

1. TO HAVE AND TO HOLD the said premises for a term of 5 years commencing on the 1st day of May, 2016 and ending May 1, 2021 (hereinafter referred to as the "term". At the end of the term, this Agreement of Lease may be renewed for a further 5 years upon the consent of both parties.

2. ANNUAL RENT of \$1,000.00 plus G.S.T. is due and payable by May 1 of each year.

Payments shall be made to the Town of Pincher Creek. The rent shall be reviewed after five years of the lease.

Payments shall be made to the Town of Pincher Creek.

3. THE LESSEE AGREES that it will pay the rent above reserved and that it will not assign the Lessors in writing.

4. IT IS UNDERSTOOD AND AGREED that the Lessee will not use the said premises for any purposes, other than a Senior Citizens' Centre and related activities.

5. THE LESSEE AGREES that it will at all times keep and have the said premises:

a. neat and tidy and in good condition;

b. free and clear of loose material and debris;

c. that in its use of the said premises it will not do or permit anything to be done which shall or may be deemed to be a nuisance or be improper, noisesome or contrary to any bylaw of the Town of Pincher Creek, or to any of the laws of the Province of Alberta or of Canada applicable to the said premises and the purposes for which the said premises are used by the Lessee.

6. THE LESSEE AGREES to maintain the Senior Citizens' Centre including all equipment, furniture, flooring, plumbing, pipes/fixtures, light bulbs/fixtures (but not wiring), and other requirements to operate the facility. The Lessor may, upon prior approval, agree to cover the cost of all or part of major repairs.

7. THE LESSORS AGREE to maintain the exterior of the Centre including the roof as well as the furnaces. The Lessor will pay all utilities associated with the Centre excepting the telephone.

8. THIS AGREEMENT SHALL be terminated if either party defaults in performing the obligations under this lease or breaches the terms thereof, or upon ninety (90) days notice of termination given to the other party by registered mail posted to the other party's address set forth herein.

.....3

LEASE AGREEMENT - cont'd


9. THE LESSEE AGREES to insure its operation by a policy of Public Liability Insurance with an Insurer approved by the Lessors and with such limits as may be required by the Lessors from time to time.
10. IT IS UNDERSTOOD AND AGREED that at the termination of this Lease, all additions, alterations and improvements made to the premises at the expense of the Lessee shall be the absolute property of the Lessors without payment therefore, and shall remain upon and be surrendered with the premises as a party thereof.
11. IT IS UNDERSTOOD AND AGREED if there be default, breach or non-observance by the Lessee at any time in respect of any covenant, proviso, condition or reservation herein which, on the part of the Lessee, ought to be observed or performed:
 - a. the Lessor or its agents may re-enter the said premises and thereafter have, possess and enjoy them as if this indenture had not been made;
 - b. such right of re-entry shall become exercisable immediately upon such default or breach;
 - c. no acceptance of rent subsequent to any default or breach other an non-payment or rent;
 - d. any condoning, excusing or overlooking by the Lessor on previous occasions of any breach or default similar to that for which re-entry is made, shall be taken to operate as a waiver of this condition, or in any way to defeat or affect the rights of the lessor hereunder.
11. THE LESSEE ALSO AGREES that it will indemnify and save harmless the lessors from and against all damages or costs which the Lessors may be liable for on account of the occupation or use of the said premises by the Lessee under this Lease and agrees to pay forthwith to the Lessors any such costs and damages which the Lessors may be obliged to pay.
12. IT IS FURTHER UNDERSTOOD AND AGREED that the Lessors shall have special usage privileges for holding functions of the Lessors in the said premises by mutual agreement between the parties of this Lease.
13. IT IS UNDERSTOOD AND AGREED that amendments, alterations and conditions may be added to or deleted from this Lease from time to time subject to the Agreement of the Lessee and the Lessors.

.....4

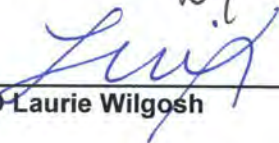
LEASE AGREEMENT - cont'd

IN WITNESS WHEREOF the parties hereto have caused to be affixed their respective corporate seals attested by the signatures of their respective duly authorized officers as of the day and year first above written.

TOWN OF PINCHER CREEK




Mayor Don Anderberg



CAO Laurie Wilgosh

FRED HUDDLESTUN SENIOR CITIZENS' CENTRE SOCIETY



President ~~John Hancock~~ Joseph LeBlanc



Treasurer

.....5

LEASE AGREEMENT - cont'd

SCHEDULE "A"



Fred Huddlestun Senior Citizen Centre Society
Box 2481
Pincher Creek, Alberta
TOK 1W0

RECEIVED
FEB 16 2024
Town of Pincher Creek

February 12, 2024

Mayor and Council
Town of Pincher Creek
Box 159
Pincher Creek, Alberta
TOK 1W0

Dear Mayor and Council

The Fred Huddlestun Senior Citizen Centre Society is a society incorporated under the Alberta Society Act and is a non-profit organization that provides a meeting place for the senior citizens of Pincher Creek and District. The building where we hold our activities is owned by the Town of Pincher Creek. We are requesting that the Town renew our lease and waive annually the rent charged to our organization for the use of the building. Please consider this request and reply to the President, Mrs. Marie Suchla at the above address.

Thank you for your consideration of this request.

Yours truly,



Edna Nelson
Secretary
Fred Huddlestun Senior Citizen Centre Society



Town of Pincher Creek

REQUEST FOR DECISION

Council or Committee of the Whole

SUBJECT: Community Recreation and Event Centre Public Information Event	
PRESENTED BY: D. Henderson, Chief Administrative Officer	DATE OF MEETING: 3/11/2024

PURPOSE:

To discuss a Notice of Motion regarding the proposed Community Recreation & Event Centre with all related details to be made available at a public information event.

RECOMMENDATION:

That Council for the Town of Pincher Creek agrees to provide, to the public, information illustrating complete Concept, Engineering, Geotechnical details, construction cost analysis, facility ownership, lease, partnership and proposed operating and management projections related to the proposed Community Recreation and Event Centre to be located at the Golf Course and that the above-described information be made available in total, in a public information event to be scheduled not later than April 17, 2024

BACKGROUND/HISTORY:

At the regular meeting of Council on February 26, 2024, Councillor Green brought forward a Notice of Motion. The motion requests that the Town provide, to the public, information illustrating complete Concept, Engineering, Geotechnical details, construction cost analysis, facility ownership, lease, partnership and proposed operating and management projections related to the proposed Community Recreation and Event Centre to be located at the Golf Course and that the above-described information be made available in total, in a public information event to be scheduled not later than April 17, 2024.

The Centre is more commonly known as the new Curling Rink project. The curling club has been approved for a \$1 million CFEP grant for construction of a new facility, attached to the golf course clubhouse.

ALTERNATIVES:

That Council for the Town of Pincher Creek receives for information the notice of motion regarding the proposed Community Recreation and Event Centre public information event.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

Public Participation Policy will apply, specifically section 2.1.3 Large scale project with major budget implications.

FINANCIAL IMPLICATIONS:

Council has committed \$1.25 million to the new curling rink construction. However the funds are not listed in the 2024 budget.

PUBLIC RELATIONS IMPLICATIONS:

A public participation plan may need to be created for this project.

ATTACHMENTS:

None at this time.

CONCLUSION/SUMMARY:

Administration agrees that Council and the community needs information on this significant capital construction project.

Signatures:

Department Head:

Doug Henderson

CAO:

Doug Henderson



**Town of Pincher Creek
COUNCIL DISTRIBUTION LIST
March 11, 2024**

<u>Item No.</u>	<u>Date</u>	<u>Received From</u>	<u>Information</u>
1.	Feb 22, 2024	Alberta Municipalities	Join the Call to Keep Political Parties Out of Local Elections
2.	Feb 23, 2024	MD Pincher Creek	Council Appointments
3.	Feb 23, 2024	Town of Okotoks	ABMunis Town South Director Update
4.	Feb 23, 2024	Town of Westlock	Town of Westlock Vote
5.	Feb 26, 2024	Melissa McKinley, Executive Director Policy, Planning and Analytics Branch Housing Division	2023 Apartment Vacancy and Rental Cost Survey Report
6.	Feb 27, 2024	MD Pincher Creek	Municipal District of Pincher Creek No. 9 and Village of Cowley - Water Crisis Mitigation Solution - Regulatory Expediting
7.	Feb 26, 2024	Alberta Municipalities	Register today! Spring MLC is around the corner
8.	Feb 29, 2024	Municipal Services	Letter from Minister McIver - Budget 2024
9.	Feb 27, 2024	Pincher Creek & District Municipal Library	Pincher Creek Municipal Library Annual Report and Statistics Infographic
10.	Feb 29, 2024	AMEA	AMEA bylaw session invite
11.	Mar 1, 2024	Minister McIver	Letter from Minister McIver - Intermunicipal Collaboration Framework Review
12.	Mar 1, 2024	Lieutenant Governor	Lieutenant Governor of Alberta's September 2023-February 2024 Update
13.	Mar 1, 2024	Minister McIver	Letter from Minister McIver - Budget 2024
14.	Feb 29, 2024	Citizen	Letter
15.	Mar 1, 2024	Alberta Municipalities	ABmunis' Preliminary Report on Alberta's 2024 Budget
16.	Mar 7, 2024	Municipal Services	2024 Minister's Awards for Municipal and Public Library Excellence
17.	Mar 7, 2024	Alberta Health Services	Share your Insights Developing a Collective Community Health Framework

FW: Join the Call to Keep Political Parties Out of Local Elections

Doug Henderson <cao@pinchercreek.ca>

Thu 2/22/2024 5:31 PM

To: Kristie Green <payroll@pinchercreek.ca>

📎 3 attachments (223 KB)

2023-02-22 Key Messages on Political Parties for MLAs citizens etc.docx; Political Parties - Media Event - Social Post Examples.docx; Government of Alberta Survey Results.png;

Distribution List please.



Doug Henderson, CLGM

CAO

email: cao@pinchercreek.ca

phone: (403) 627-3156

Town of Pincher Creek, 962 St. John Ave (Box 159) Pincher Creek, AB T0K1W0

www.pinchercreek.ca

From: Tyler Gandam <president@abmunis.ca>

Sent: Thursday, February 22, 2024 2:24 PM

To: Doug Henderson <cao@pinchercreek.ca>

Subject: Join the Call to Keep Political Parties Out of Local Elections

Dear Mayors, Councillors, and CAOs,

A public survey, an ABmunis resolution, and results of the province's own consultation processes indicate that Albertans do not want to see the encroachment of political parties at the local level. Despite this, the Government of Alberta has not committed to abandoning plans to enable parties to be included on local election ballots.

Today, ABmunis hosted a media availability calling for a commitment from the Government of Alberta to listen to Albertans. We need your help to amplify our call so that all political parties know Albertans' local leaders want local elections to be independent.

Attached for you to adapt and use are:

- Messages you can select from and adapt for local media; for email, letters or conversations with your local MLA; or for conversations with interested Albertans. (There are more messages than you would likely use in one communication so you can select and adapt the ones that will resonate best with your audience)
- Social media post examples and images.

We also encourage you to follow and share ABmunis' social media posts on [LinkedIn](#), [Twitter](#), and [Facebook](#).

Don't hesitate to reach out if you have questions or ideas related to ABmunis' campaign to keep local elections independent.

Thank you,
Page 67

E: president@abmunis.ca

300-8616 51 Ave Edmonton, AB T6E 6E6

Toll Free: 310-MUNI | 877-421-

6644 | www.abmunis.ca



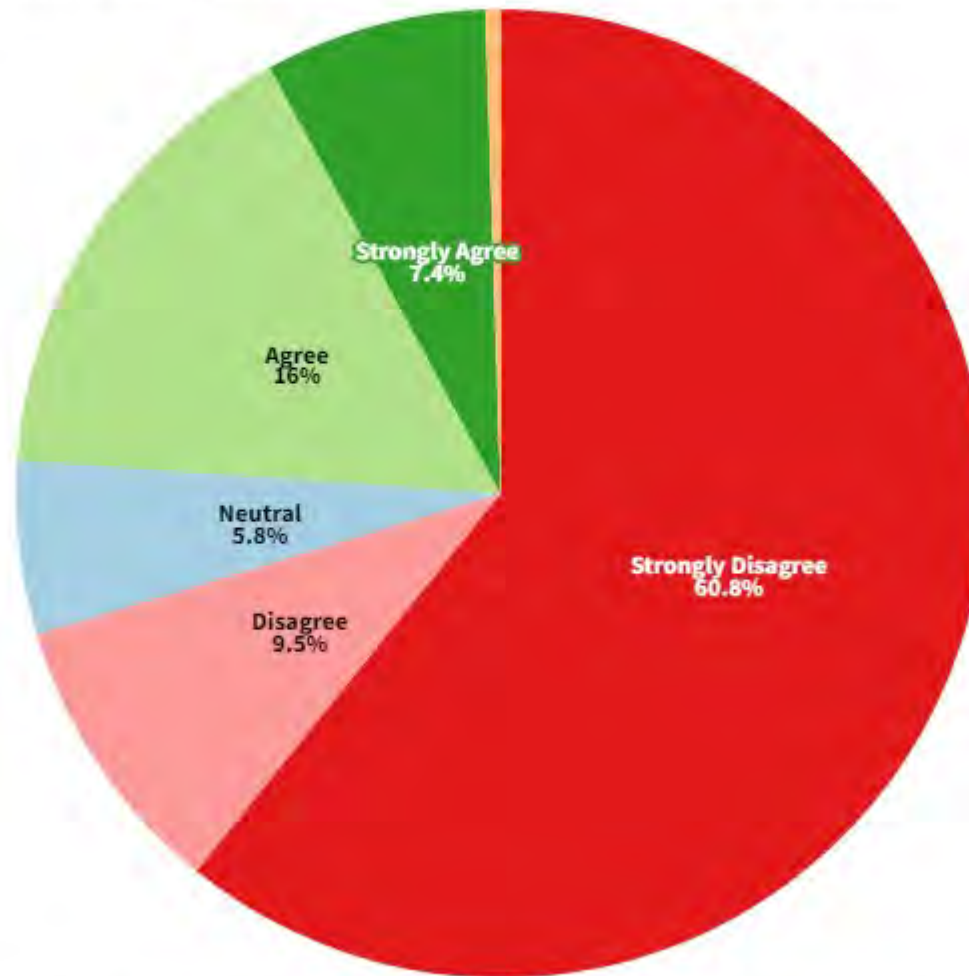
This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the sender. This message contains confidential information and is intended only for the individual named. If you are not the named addressee, you should not disseminate, distribute or copy this email.

We respectfully acknowledge that we live, work, and play on the traditional and ancestral territories of many Indigenous, First Nations, Métis, and Inuit peoples. We acknowledge that what we call Alberta is the traditional and ancestral territory of many peoples, presently subject to Treaties 4, 6, 7, 8 and 10 and Six Regions of the Métis Nation of Alberta.

Survey Shows Little Appetite for Adding Parties to Municipal Election Ballots

Responses to Alberta government's online survey

"The electoral ballot should be amended to allow political parties to be listed by municipal candidates"



Source: Government of Alberta survey - 7,680 responses from Nov. 7, 2023 to Dec. 6, 2023 • [Graphic: Matthew Black/Postmedia](#)

Messages on keeping local elections independent.

The following messages are provided for you to adapt and use in letters, emails or conversations with your MLA or communication with other interested Albertans. The messages are grouped into themes, and you are encouraged to select a couple that are most relevant to your audience.

- We all represent Albertans.
- Given the size of Alberta and Canada, political parties are necessary at the provincial and federal levels.
- However, at the local level, Albertans don't see political parties as adding value.

Survey Results

- Since 2020, Albertans have indicated through three surveys, two of which were conducted by the provincial government, that they do not want to see political parties introduced in local elections.
- Through a 2020 provincial government survey on the *Local Authorities Election Act* (LAEA), Albertans commented that they do not want to see increased partisanship or increased influence of campaign donations at the local level.
- The results of a public survey, conducted by Janet Brown Opinion Research on behalf of ABmunis in early September 2023, indicate that most Albertans do not support the introduction of political parties at the local level. Specifically:
 - Sixty-eight per cent (68%) of respondents indicated that they would prefer to see municipal candidates run as individuals. Only 24 per cent of respondents would prefer to see municipal candidates run as members of a political party.
 - More than 80 per cent (81%) agree that municipal officials who are part of a political party would vote along party lines and not necessarily in the best interest of the community.
 - Sixty-nine per cent (69%) of respondents think that political parties would make municipal governments more divisive and less effective.
- Results from the Government of Alberta's November 2023 survey on proposed changes to the LAEA show that 70 per cent of Albertans are opposed to the introduction of political parties at the local level.

Good Governance

- While political parties are an important part of the parliamentary system at the provincial and federal level, they are not a good fit with local government legislation and processes in Alberta.
- Political parties could contravene the *Municipal Government Act* (MGA) where it requires a councillor to consider the interests of the municipality as a whole and not the interests of the success of the party in decision making.

- Political parties would create an environment where all issues are discussed in private by party members resulting in a whipped vote versus the current system which encourages debate and openness to changing your mind based on public hearings and council discussion.
- In the United Kingdom, local elections are seen as referendums for higher levels of government, and we don't want to create that environment here.
- Parties could also lead to money being raised in one part of the province being used to influence the election in another region. This would again take the focus away from keeping local elections local.
- The Government of Alberta has spent years encouraging municipal governments to collaborate at a regional level to save money for Albertans. Introducing political parties at the local level could make regional collaboration an even more difficult task.
- Some councils have struggled with good governance, but political parties could make problems like split councils worse, not better.

Voter Turnout

- Vancouver and Montreal have political parties but have similar or sometimes lower voter turnout than comparable Canadian cities where political parties are not featured in local elections.

Trust and Integrity

- We recognize there is currently nothing preventing candidates from running on slates or for political parties, other than an historic lack of success.
- However, changes to legislation could be made that might make it easier for political parties or slates of candidates to raise funds. We know from previous reviews of the election rules that Albertans want to see less money involved in local elections, not more.
- The [mandate letter](#) from Premier Danielle Smith to Minister of Municipal Affairs Ric McIver instructed him to collaborate with Minister of Justice Mickey Amery to review the *Local Authorities Election Act* (LAEA) and make recommendations for any necessary amendments to “strengthen public trust in and the integrity of our municipal election laws”.
- We believe the best way to strengthen trust and integrity is to listen to Albertans when they say they do not want political parties at the local level.

Social Media Post Examples

Example 1

The province's survey shows that over 70% of Albertans don't want political parties in municipal elections. To date, no one from the provincial government has explained what real or perceived problems the introduction of political parties to municipal elections would fix.

That is why I encourage you to write to our MLA <<NAME>> and tell <<her or him>> to listen to the majority of voters.

#ABmunis #ABpoli #ABleg

Example 2

70% of Albertans have said they do not want the divisiveness of political parties disrupting their communities. Municipal elected officials need to continue to work on local challenges and not focus on the interests of their parties.

I encourage you to write to our MLA <<NAME>> and tell <<her or him>> to listen to the majority of voters.

#ABmunis #ABpoli #ABleg

Example 3

Albertans don't want political parties in their municipal elections. Elected officials should stay focused on their community's challenges and not on political agendas.

That is why I encourage you to share this information with your network and write to our MLA <<NAME>> and tell <<her or him>> to listen to Albertans.

#ABmunis #ABpoli #ABleg

Example 4

Albertans don't want political parties in their municipal elections. Elected officials should stay focused on their community's challenges and not on political agendas.

Learn more about this topic in this Edmonton Journal article: [Opinion: Albertans don't want party politics in local elections | Edmonton Journal](#)

#ABmunis #ABpoli #ABleg

FW: Council Appointments

Doug Henderson <cao@pinchercreek.ca>

Fri 2/23/2024 4:39 PM

To: Kristie Green <payroll@pinchercreek.ca>

DL please



Doug Henderson, CLGM

CAO

email: cao@pinchercreek.ca

phone: (403) 627-3156

Town of Pincher Creek, 962 St. John Ave (Box 159) Pincher Creek, AB T0K1W0

www.pinchercreek.ca

From: Jessica McClelland <AdminExecAsst@mdpincercreek.ab.ca>

Sent: Wednesday, February 14, 2024 1:55 PM

To: Doug Henderson <cao@pinchercreek.ca>

Subject: Council Appointments

Good Afternoon,

Please note that due to the resignation of Harold Hollingshead, Council appointed Councillor Tony Bruder to the Police Advisory Committee. His contact information is below.

Councillor Tony Bruder

Phone: 403-360-4789

CouncilDiv1@mdpincercreek.ab.ca

Thank you and let me know if you have any further questions.

Jessica McClelland

Executive Assistant

Municipal District of Pincher Creek No. 9

1037 Herron Drive, PO Box 279

Pincher Creek, AB T0K-1W0

Phone: 403-627-3130

Communications@mdpincercreek.ab.ca

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FW: ABMunis Town South Director Update

Doug Henderson

Fri 2/23/2024 4:51 PM

To: Kristie Green <

📎 3 attachments (223 KB)

2023-02-22 Key Messages on Political Parties for MLAs citizens etc.docx; Political Parties - Media Event - Social Post Examples.docx; Government of Alberta Survey Results.png;

DL please



Doug Henderson, CLGM

CAO

email: cao@pinchercreek.ca

phone: (403) 627-3156

Town of Pincher Creek, 962 St. John Ave (Box 159) Pincher Creek, AB T0K1W0

www.pinchercreek.ca

From: Tanya Thorn <tthorn@okotoks.ca>
Sent: Friday, February 23, 2024 11:25 AM
To: Tanya Thorn <tthorn@okotoks.ca>
Cc: ala@abmunis.ca
Subject: ABMunis Town South Director Update

Happy Friday Towns South Mayors, Councillors & CAO's,

It is that time again for my short and sweet Director update 😊 Happy reading. If there is anything I didn't provide information on let me know.

Budget Webinar

On February 29, the Government of Alberta will release its budget for the 2024-25 fiscal year. As usual, our ABmunis team will conduct a comprehensive analysis and release a report the day after that outlines how the 2024-25 provincial budget supports municipalities.

In addition to our report, we will host a webinar on March 1, 2024, at 3:00 – 4:30 p.m. where we will walk through the numbers, share our perspectives, and provide you the opportunity to ask questions. If you aren't free at that time, don't worry, we will record it and share a link to the video in the next edition of our weekly newsletter. Any municipal elected official or municipal employee is welcome to attend the budget webinar. [Register for the webinar today!](#)

Spring Municipal Leaders Caucus Mar 14-15

We have an amazing agenda for this event . [View the MLC agenda](#) There are 43 of us attending so far from Towns South. I am proposing an unofficial Towns South Meet N Greet on the Wednesday night at 7:30pm at Craft Beer for anyone who is in Town by then. This will give us a chance to catch up and talk about impacts of the budget. Let me know if you can make it. If you are still interested we are accepting registrations still.

Municipal Political Parties

It appears that the Government of Alberta is still moving forward on this discussion even though the feedback they have received indicates Albertans do not want this. Yesterday ABMunis hosted a media event on the topic asking GOA to listen to Albertans. We need your help to amplify our call so that all political parties know Albertans' local leaders want local elections to be independent.

Attached for you to adapt and use are:

- Messages you can select from and adapt for local media; for email, letters or conversations with your local MLA; or for conversations with interested Albertans. (There are more messages than you would likely use in one communication so you can select and adapt the ones that will resonate best with your audience)
- Social media post examples and images.

We also encourage you to follow and share ABmunis' social media posts on [LinkedIn](#), [Twitter](#), and [Facebook](#).

Drought Preparations and Water Conservation- 2024

I have been appointed to the Provinces Water Advisory Committee. I am still waiting on details so will share when I have more information. If you have any issues you want raised, or ideas on how to advance water management send them my way. I would love to hear what you are doing in your community for messaging, reductions etc. It is going to be an interest Spring/Summer/Fall ahead and we will need to work together.

ABmunis was invited to the voluntary water-sharing agreement meeting in Calgary on Friday, February 9. The objective of the meetings is to agree to a voluntary, collaborative, reduction in water use in the event of a drought. The primary discussions were between the major water license holders in the Southern tributaries, Bow, Oldman, and Red Deer river basins (irrigation districts, large industrial, large municipalities and Transalta.) Discussions centred on potential demand restrictions, triggers used to drive decisions, forecasts, reservoir storage and low river flows. Further water-sharing agreements are scheduled to take place on March 1 and March 13.

We are hosting a session at the Spring MLC to further discuss this topic. So hope to see many of you in March

Alberta Municipalities and the Rural Municipalities of Alberta (RMA) have worked together to develop a series of online seminars on drought and water management ahead of what is quickly shaping up to be an extremely dry spring and summer in Alberta.

The following webinar is designed for municipalities of ALL sizes and locations:

- [Preparing Southern Municipalities for Drought](#): Friday, March 8, from 1 to 2 p.m.

To register, click on the link. They online seminars will feature speakers from Alberta Environment and municipalities who share their advice on preparing for water shortages.

Helpful drought-related links:

The Government of Alberta offers several helpful online resources for municipalities of all sizes and locations. They include:

- The provincial government's [Drought](#) web page provides updates, including a recorded presentation of the current drought forecast, the preparation plan and specific information for municipalities.
- Regular updates for specific watersheds throughout Alberta. Click [here](#) to sign up.

Access to Healthcare- Medical First Responder (MFR) & EMS

The Alberta government announced two streams of funding for their Medical First Response (MFR) program. An increase of 1.35 million that can go towards equipment and tools for training first medical responders and an additional \$2.5 million in funding to offset costs in providing the MFR programs. This is still not enough to cover our costs but is a move in the right direction.

The province has established a new standing committee, the Alberta EMS Standing Committee (AEMSSC), to inform the ongoing evaluation of the EMS system and provide recommendations for improvement. Taralyn Elmwood, Mayor of the Village of Alberta Beach, was appointed to represent ABmunis on the AEMSSC.

Extended Producer Responsibility—Next Steps Post Registration

The Alberta Recycling Management Authority is the oversight body on EPR. They have been hosting webinars on the transition plan. Here is link to one from last week and the upcoming ones.

- [Current State, February 14: Webinar recording](#).
- Future State: Wednesday, February 28, from noon to 2 p.m.
- Transition Plan: Wednesday, March 13, from noon to 2 p.m.
- Register for these webinars [here](#).
- For municipalities who registered for the transition by December 31, 2023 will be eligible for EPR programs that begin on April 1, 2025.
- Municipalities who register after December 31, 2023 will have their EPR programs come online on October 1, 2026.
- Producer Responsibility Organizations (PROs) will now begin contacting those municipalities who registered to schedule discovery meetings.

Convention Registration & Resolutions

Resolutions – deadline is May 31st. Remember the process for a seconder has changed. Beginning this year, the "mover" municipality and the "seconder" municipality must represent two of the following categories:

- Population of less than 2,500
- Population between 2,500 and 10,000
- Population greater than 10,000.

<https://www.abmunis.ca/news/seek-change-sponsor-resolutions>

Convention will be in Red Deer this year at Westerner Park Sep 25 – 27. Hotel room blocks will be listed on the website and be available for booking April 2nd.

<https://www.abmunis.ca/events/2024-convention-trade-show>

Business Services Highlight: Insurance & Risk Services

Our regional representative for all business services is Ala Lada. Ala is based in Calgary so it is easier for him to come for a visit. I encourage you to reach out to him if you want to understand our business services better and if you have questions on your current products. I have copied him on this email so you all have his email address. As a reminder we can provide services to your municipality, and local non-profits. We are also seeing a growing number of school boards putting money in our High Interest Savings Account so don't be afraid to tell them about it. It is currently paying 5.5% interest. This month I am talking insurance....

In 2024, our insurance reciprocal – MUNIX – offset premiums by providing a rebate of \$3.3M to shield members from market shocks. This is a significant value of using our business services. Not only does it support our advocacy work but we work extremely hard to keep insurance rates down. This rebate directly decreases your costs.

2024 Insurance renewal highlights:

COVERAGE IMPROVEMENTS:

- General Liability Policy: Coverage is now available up to \$50,000,000.
- Property Policy: Loss of Business Income has been expanded to actual business income loss following a covered loss. The business income amount must be declared, and coverage amounts must be agreed by the insurer prior to loss. If no amount is declared, only \$25,000 can be claimed for business income losses per claim.
- Cyber Liability: Any member who does not have its own Cyber insurance policy and participates in the included Cyber program can claim ransomware coverage up to \$100,000. This limit was increased this year from \$50,000 per claim and has been automatically applied to your Program Cyber Liability Policies. No action is required on your part and there is no additional premium for this enhancement.
- In addition to these coverage improvements, an in-depth review of our Property Wordings was completed resulting in further enhancements, coverage clarification, and changes to select sub-limits and deductibles.

Information for participating members:

- Participating members were provided with detailed information about their coverages and premiums in their insurance renewal packages. Also included were three informative documents: Your Property Insurance Policy has Changed, Special Conditions Highlights and What's New in 2024. I encourage participating members to review these documents in detail and reach out to Ala or your Insurance Advisor to discuss your policy details at any time.

Elected Officials Education Program

- Course dates have been announced for most courses for the 2024 year.
- Corporate Planning and Finance Course
 - Online offering in April and October
- Effective Meetings Course
 - In person at ABmunis Convention in Red Deer on September 24
 - In person at RMA's Convention in Edmonton on November 4
- Public Engagement Course
 - In person at ABmunis Convention in Red Deer on September 24
 - In person at RMA's Convention in Edmonton on November 4
- Regional Partnerships and Collaboration Course
 - Online offering is planned for late spring.
- Learn more at eoe.ca.

Okay that wraps it up for me. Have a fabulous weekend everyone and I look forward to seeing you in March. Let me know if you are planning to come to the Towns South Meet N Greet!

Tanya

Tanya Thorn, BA, ICD.D (she/her)

Blackfoot Name: Óóhkotok Aakíí

Mayor, Town of Okotoks | Director Towns South, Alberta Municipalities

O. [403-938-8904](tel:403-938-8904)

E. tthorn@okotoks.ca



www.okotoks.ca

Be kind whenever possible.

It is always possible.

- Dalai Lama

Facebook: [@TanyaThornOkotoksMayor](#)

Instagram: [@tanya.thorn](#)

Twitter: [@Thorn4Okotoks](#)

LinkedIn: [@Tanya-Thorn](#)

Messages on keeping local elections independent.

The following messages are provided for you to adapt and use in letters, emails or conversations with your MLA or communication with other interested Albertans. The messages are grouped into themes, and you are encouraged to select a couple that are most relevant to your audience.

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Survey Results

- Since 2020, Albertans have indicated through three surveys, two of which were conducted by the provincial government, that they do not want to see political parties introduced in local elections.
- Through a 2020 provincial government survey on the *Local Authorities Election Act* (LAEA), Albertans commented that they do not want to see increased partisanship or increased influence of campaign donations at the local level.
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- Parties could also lead to money being raised in one part of the province being used to influence the election in another region. This would again take the focus away from keeping local elections local.
- The Government of Alberta has spent years encouraging municipal governments to collaborate at a regional level to save money for Albertans. Introducing political parties at the local level could make regional collaboration an even more difficult task.
- Some councils have struggled with good governance, but political parties could make problems like split councils worse, not better.

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- Vancouver and Montreal have political parties but have similar or sometimes lower voter turnout than comparable Canadian cities where political parties are not featured in local elections.

Trust and Integrity

- We recognize there is currently nothing preventing candidates from running on slates or for political parties, other than an historic lack of success.
- However, changes to legislation could be made that might make it easier for political parties or slates of candidates to raise funds. We know from previous reviews of the election rules that Albertans want to see less money involved in local elections, not more.
- The [mandate letter](#) from Premier Danielle Smith to Minister of Municipal Affairs Ric McIver instructed him to collaborate with Minister of Justice Mickey Amery to review the *Local Authorities Election Act* (LAEA) and make recommendations for any necessary amendments to “strengthen public trust in and the integrity of our municipal election laws”.
- We believe the best way to strengthen trust and integrity is to listen to Albertans when they say they do not want political parties at the local level.

Social Media Post Examples

Example 1

The province's survey shows that over 70% of Albertans don't want political parties in municipal elections. To date, no one from the provincial government has explained what real or perceived problems the introduction of political parties to municipal elections would fix.

That is why I encourage you to write to our MLA <<NAME>> and tell <<her or him>> to listen to the majority of voters.

#ABmunis #ABpoli #ABleg

Example 2

70% of Albertans have said they do not want the divisiveness of political parties disrupting their communities. Municipal elected officials need to continue to work on local challenges and not focus on the interests of their parties.

I encourage you to write to our MLA <<NAME>> and tell <<her or him>> to listen to the majority of voters.

#ABmunis #ABpoli #ABleg

Example 3

Albertans don't want political parties in their municipal elections. Elected officials should stay focused on their community's challenges and not on political agendas.

That is why I encourage you to share this information with your network and write to our MLA <<NAME>> and tell <<her or him>> to listen to Albertans.

#ABmunis #ABpoli #ABleg

Example 4

Albertans don't want political parties in their municipal elections. Elected officials should stay focused on their community's challenges and not on political agendas.

Learn more about this topic in this Edmonton Journal article: [Opinion: Albertans don't want party politics in local elections | Edmonton Journal](#)

#ABmunis #ABpoli #ABleg

Town of Westlock Vote

Doug Henderson <cao@pinchercreek.ca>

Fri 2/23/2024 5:37 PM

To:Managers and Directors <ManagersandDirectors@pinchercreek.ca>

Cc:Andrea Hlady <fcss@pinchercreek.ca>;Kim Uhersky <communications@pinchercreek.ca>;Kim Kozak <development@pinchercreek.ca>;Kristie Green <payroll@pinchercreek.ca>

For your information, in case you are curious about Thursday's vote. Could impact what ToPC Council does now.

Crosswalk-Flagpole Vote

In September 2023, the Town received a petition advocating for the implementation of a 'Crosswalk and Flagpole Bylaw.'

Following the legislative procedures, this petition was formally verified on October 30, 2023, in accordance with the guidelines established by the *Municipal Government Act (MGA)*.

In compliance with *MGA* protocols concerning public petitions, a bylaw reflecting the statements made in the petition was drafted and subsequently introduced to the Council during the Regular Meeting of Council on November 27, 2023.

As mandated by the *MGA*, Council was bound to give the bylaw first reading. After this, Council was required to either proceed with the second and third readings of the bylaw or take the decision to ratepayers in a municipal vote.

Ballot question

Do you agree that:

- Only Federal, Provincial and Municipal flags may be flown on flagpoles on Town of Westlock municipal property.
- All crosswalks in the Town of Westlock must be the standard white striped pattern between two parallel white lines.
- The existing rainbow coloured crosswalk in the Town of Westlock be removed.

UPDATE: FEBRUARY 22, 2024 at 9:32 p.m.

Unofficial Results of the Crosswalk and Flagpole Bylaw 2023-14 vote

YES	663
NO	639



Doug Henderson, CLGM

CAO

email: cao@pinchercreek.ca

phone: (403) 627-3156

Town of Pincher Creek, 962 St. John Ave (Box 159) Pincher Creek, AB T0K1W0

www.pinchercreek.ca

Kristie Green

Subject: FW: 2024 Apartment Vacancy and Rental Cost Survey Report

Sent on behalf of Melissa McKinley

Dear Laurie Wilgosh:

On behalf of Seniors, Community and Social Services, I would like to thank you and your staff for participating in the 2023 Apartment Vacancy and Rental Cost Survey (AVS). Your contribution to this initiative ensures the AVS is an accurate reflection of rental information in 63 communities across rural Alberta.

I am pleased to provide you with a link to download your online copy of the 2023 AVS report:
<https://open.alberta.ca/publications/2369-8780>

Printed copies of the 2023 AVS report may also be purchased from the Alberta King's Printer at a cost of \$35.95 plus GST.

Alberta King's Printer
Park Plaza Building
5th Floor, 10611 - 98 Avenue
Edmonton AB T5K 2P7

Telephone: 780-427-4952
Fax: 780-452-0668
E-mail: kings-printer@gov.ab.ca
Internet: www.kings-printer.alberta.ca

If you have any questions or concerns regarding the survey, or the collection and use of the information gathered, please contact Ryan Roth, Data and Reporting Analyst, Housing Division, Seniors, Community and Social Services, at 780-644-2610 (toll-free by first dialing 310-0000) or by e-mail at ryan.roth@gov.ab.ca.

Thank you again for your participation in the 2023 AVS.

Sincerely,

Melissa McKinley, Executive Director
Policy, Planning and Analytics Branch
Housing Division

Classification: Protected A

2023 Apartment Vacancy and Rental Cost Survey



VARIANCE BETWEEN 2022 AND 2023 VACANCY RATES

Tables 4 and 5 depict variances between the 2022 and 2023 vacancy rates by community.

In 2023, seven (7) communities experienced an increase in vacancy rates compared to the previous survey year (2022). Athabasca saw the greatest absolute increase (up 11.6%, to a 21.1 per cent vacancy in 2023, compared to 9.5 per cent in 2022). Nine (9) communities did not have any change in vacancy rates in 2023.

Table 4 - Communities with Increased or Unchanged Vacancy Rates from 2022 to 2023

Community	2022 Vacancy Rate (%)	2023 Vacancy Rate (%)	Change (in %)
Athabasca	9.5	21.1	11.6
Banff	0.3	0.8	0.5
Barrhead	1.4	1.6	0.2
Bassano	0.0	0.0	0.0
Black Diamond	0.0	0.0	0.0
Bow Island	0.0	0.0	0.0
Bowden	0.0	0.0	0.0
Cardston	0.0	10.5	10.5
Carstairs	0.0	0.0	0.0
Didsbury	0.0	2.2	2.2
Jasper	0.0	0.0	0.0
Mayerthorpe	0.0	3.1	3.1
Millet	0.0	0.0	0.0
Penhold	0.0	0.0	0.0
Raymond	0.0	10.5	10.5
Sexsmith	-	0.0	-
Tofield	0.0	0.0	0.0
Whitecourt	-	5.2	-

Vacancy rates decreased in 45 communities, with ten (10) communities having decreases in excess of ten (10) percentage points. Westlock had the greatest absolute reduction in vacancy rates (down 19.6 per cent, to 4.0 per cent in 2023, compared to 23.6 per cent in 2022).

Table 5 - Communities with Decreased Vacancy Rates from 2022 to 2023

Community	2022 Vacancy Rate (%)	2023 Vacancy Rate (%)	Change (in %)
Beaverlodge	17.1	1.0	-16.1
Bonnyville	18.8	6.2	-12.6
Bruderheim	45.0	31.3	-13.7
Claresholm	1.4	1.1	-0.3

Coaldale	8.0	0.0	-8.0
Crowsnest Pass	16.7	6.4	-10.3
Drayton Valley	12.8	3.8	-9.0
Drumheller	5.7	0.8	-4.9
Eckville	6.7	0.0	-6.7
Edson	4.3	1.9	-2.4
Fairview	1.7	0.0	-1.7
Falher	11.3	7.8	-3.5
Fort Macleod	1.8	0.0	-1.7
Fox Creek	57.7	48.9	-8.8
Grande Cache	15.4	7.7	-7.7
Grimshaw	8.3	5.3	-3.0
Hanna	8.3	5.8	-2.5
High Level	4.9	0.8	-4.1
High Prairie	10.8	1.7	-9.2
Hinton	10.5	1.6	-8.9
Innisfail	3.3	0.4	-2.9
McLennan	4.2	3.6	-0.6
Nanton	2.0	0.0	-2.0
Olds	2.6	1.0	-1.6
Peace River	12.8	11.1	-1.7
Pincher Creek	3.3	0.0	-3.3
Ponoka	4.1	1.9	-2.2
Provost	19.2	4.4	-14.8
Rimbey	2.8	0.0	-2.8
Rocky Mtn. House	16.1	10.0	-6.1
Slave Lake	6.8	2.0	-4.8
Smoky Lake	6.1	0.0	-6.1
Spirit River	10.5	7.1	-3.4
St. Paul	17.2	15.6	-1.6
Stettler	14.0	0.9	-13.1
Sundre	2.6	0.0	-2.6
Swan Hills	31.8	20.0	-11.8
Taber	4.4	1.9	-2.5
Two Hills	3.1	0.0	-3.1
Valleyview	11.1	0.0	-11.1
Vegreville	17.5	2.0	-15.5
Vermilion	16.1	14.8	-1.3
Vulcan	6.9	0.0	-6.9

Number of Rental Units Identified	84
Number of Units Accounted for by Survey	78
Response Rate (%)	92.9%

Weighted Average and Rental Range by Type of Unit

	Bachelor	1 - Bedroom	2 - Bedroom	3 - Bedroom	4+ Bedroom
Average	-	791	906	1,210	-
Range	-	675-825	700-1,245	975-1,500	-

Number and Percentage of Vacancies by Age of Building

	< 6 Months	7 - 23 Months	2 - 5 Years	5 - 10 Years	10+ Years	Total
Number of Units	0	0	0	0	78	78
Vacancies	0	0	0	0	0	0
Percentage	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

Number and Percentage of Vacancies by Type of Building

	Four-Plex	Walk-Up	Row-House	Store-Top	Total
Number of Units	48	21	2	7	78
Vacancies	0	0	0	0	0
Percentage	0.0%	0.0%	0.0%	0.0%	0.0%

Number and Percentage of Vacancies by Type of Unit

	Bachelor	1 - Bedroom	2 - Bedroom	3 - Bedroom	4+ Bedroom	Total
Number of Units	0	8	60	10	0	78
Vacancies	0	0	0	0	0	0
Percentage	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%



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February 23rd, 2024

ATTN:

Honourable Rebecca Shulz, Minister of Alberta Environment and Protected Areas

RE: Municipal District of Pincher Creek No. 9 and Village of Cowley - Water Crisis Mitigation Solution – Regulatory Expediting

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The MD has invested a significant amount of resources into investigation of both short and long term solutions to the problem. A geotechnical investigation was done in the base of the reservoir (near our existing intakes) which supported a recently completed hydrogeology study for the construction of alternate intakes in the base of the reservoir. The new intakes would be located sub-surface and would recharge from the rivers aquifer in the base of the reservoir during periods of drought.

Among the various solutions the MD has investigated, this solution is the most promising for securing our immediate water needs and mitigating the effects of drought on our residents going forward. It can be constructed quicker than other solutions, has less infrastructure and cost than total relocation, and has similar environmental considerations as our existing intakes. This will allow us to avoid the need to transfer or purchase water license allocation. We are also working towards a large volume raw water storage reservoir, albeit this is a longer term solution.

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- Historical Resources Act Approval through Alberta Arts, Culture, and Status of Women
- Fisheries and Oceans Canada and Transport Canada Federal approvals

While the MD recognizes the need to follow existing legislative frameworks, we want to highlight the importance of expediting the review processes for these approvals as much as feasible. The biggest risk with building these intakes is that the water levels rise in the Oldman Reservoir before we are able to complete construction

- If a similar melt/fill rate as last year occurs (7,500 dam³/day), **we would lose our construction window in 6-10 days from current levels (in 2023, the “fill” started April 28th)**
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Therefore, **it is critical that all environmental and regulatory review processes are expedited upon submission and that all associated provincial departments continue to assist us in prioritizing this work.** The MD has submitted its approvals to Alberta Environment and Protected Areas. Construction is anticipated to take at least 2 months and the MD currently has license to operate the existing pumping setup until April 15th, 2024, assuming it remains accessible. We are working with very tight timelines.

We appreciate the provincial agencies that are currently supporting our efforts in dealing with this crisis and whom will be a part of this process going forward. The MD feels a great deal of urgency in constructing a solution that will provide a safe and reliable water supply to our residents.

We look forward to your reply and will make ourselves available to discuss in more detail if required.



Dave Cox
Reeve

CC:

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Honourable Ric McIver, Minister of Municipal Affairs

Honourable Tod Loewen, Minister of Forestry and Parks

Honourable RJ Sigurdson, Minister of Agriculture and Irrigation

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February 26th, 2024

ATTN:

Honourable RJ Sigurdson, Minister of Agriculture and Irrigation

RE: Municipal District of Pincher Creek No. 9 and Village of Cowley - Water Crisis Mitigation Solution – Regulatory Expediting

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ATTN:

Honourable Tod Loewen, Minister of Forestry and Parks

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- Water Act Approval through Alberta Environment and Protected Areas
- Disposition through Ministry of Forestry and Parks
- Letter of Authorization through Agriculture and Irrigation
- Roadside Development Permit through Alberta Transportation
- Historical Resources Act Approval through Alberta Arts, Culture, and Status of Women
- Fisheries and Oceans Canada and Transport Canada Federal approvals

While the MD recognizes the need to follow existing legislative frameworks, we want to highlight the importance of expediting the review processes for these approvals as much as feasible. The biggest risk with building these intakes is that the water levels rise in the Oldman Reservoir before we are able to complete construction

- If a similar melt/fill rate as last year occurs (7,500 dam³/day), **we would lose our construction window in 6-10 days from current levels (in 2023, the “fill” started April 28th)**
- After we initially lost our intakes in mid-August, 2023, the reservoir needed to dry out for roughly 30 days before we could gain foot access. It was inaccessible to equipment until December
- If the reservoir levels rise above our intakes this year that is good news (temporarily) for the MD. However, we cannot rely on that occurring based on current snowpack levels. **Finishing construction before there is a risk of full snowpack melt or a large precipitation event is critical from a construction safety and environmental perspective**, among other reasons. Even if the water levels do rise past our existing intakes, it is likely to deplete past them again this year

Therefore, **it is critical that all environmental and regulatory review processes are expedited upon submission and that all associated provincial departments continue to assist us in prioritizing this work**. The MD has submitted its approvals to Fisheries and Oceans Canada along with Transport Canada. Construction is anticipated to take at least 2 months and the MD currently has license to operate the existing pumping setup until April 15th, 2024, assuming it remains accessible. We are working with very tight timelines.

We appreciate the provincial agencies that are currently supporting our efforts in dealing with this crisis and whom will be a part of this process going forward. The MD feels a great deal of urgency in constructing a solution that will provide a safe and reliable water supply to our residents.

We look forward to your reply and will make ourselves available to discuss in more detail if required.



Dave Cox
Reeve

CC:

Mrs. Chelsea Petrovic, MLA Livingstone-Macleod

Honourable Premier Danielle Smith, MLA for Brooks-Medicine Hat

Honourable Ric McIver, Minister of Municipal Affairs

Honourable Tod Loewen, Minister of Forestry and Parks

Honourable Rebecca Shulz, Minister of Alberta Environment and Protected Areas

Honourable RJ Sigurdson, Minister of Agriculture and Irrigation

Honourable Devin Dreeshen, Minister of Transportation and Economic Corridors

Honourable Tanya Fir, Minister of Alberta Arts, Culture, and Status of Women

Village of Cowley

Town of Pincher Creek

Dorothy Lok, Director, Alberta Environment and Protected Areas

Peter Swain, Director, Ministry of Forestry and Parks

Paul Elser, Director, Ministry of Agriculture and Irrigation

Darren Davidson, Director, Alberta Transportation and Economic Corridors

**Draft Agenda for Spring 2024 Municipal Leaders Caucus
March 14 and 15, 2024**

Thursday, March 14	
9:00 a.m.	Registration and Continental Breakfast
10:00 a.m.	President's Opening Remarks
10:15 a.m.	Minister of Municipal Affairs' Remarks
10:30 a.m.	<p>Whiskey's for Drinking; Water's for Fighting: Preparing for Possible Drought in Summer 2024</p> <p>Alberta experienced drought in several parts of the province in 2023. Significant drought was avoided through the effective use of water storage in southern Alberta, but now many water storage reservoirs are very low, with a warm and dry winter forecasted. These factors could lead to a significant drought in 2024.</p> <p>Alberta Environment & Protected Areas will present an update on the current and forecasted situation. The province is also taking steps to prepare to respond and to collaborate with key water license holders and other stakeholders. Alberta Municipalities will present its work to support long term increased water conservation.</p>
11:30 a.m.	President's Report
11:45 p.m.	Lunch
12:45 p.m.	<p>Bridge over Troubled Waters: Fostering Respect in Polarized Communities</p> <p>Healthy debate is central to democracy, but too often political discourse crosses the line into vitriol and personal attacks. The degradation of public discourse is taking its toll on municipal officials' mental health and pushing moderate voices to the sidelines. This session will feature a panel of municipal officials along with legal and communications experts, who will discuss their experiences and highlight opportunities to create space for constructive dialogue on local issues.</p>
2:00 p.m.	Break
2:15 p.m.	<p>Policy Palooza: Crafting Resolutions That Hit the Right Notes</p> <p>ABmunis will spin our top records for adopted resolutions past and present. We will also provide an update on changes to the playbook that governs our resolution process to ensure we're all in harmony, as well as tips to help write a resolution that is a smash hit with other members. You will also have the opportunity to find municipal bandmates interested in jamming on resolutions to address similar issues.</p>
3:00 p.m.	Requests for Decision
3:15 p.m.	Break and transition to breakout rooms
3:30 p.m. – 4:45 p.m.	<p>Mingle in the Municipality: Member-Led Discussions Based on Municipal Type</p> <p>Join your peers from cities, towns, or villages and summer villages to discuss top-of-mind municipal issues; brainstorm solutions; and provide feedback on ABmunis advocacy, events, and communications.</p>
5:00 – 6:30 p.m.	Networking Reception <i>sponsored by Reynolds Mirth Richards and Farmer LLP</i>
6:30 p.m.	Hospitality Suite <i>sponsored by Alberta Counsel (Craft Beer Market)</i>

Friday, March 15	
8:00 a.m.	Registration and Breakfast
9:00 a.m.	Opposition Leader's Remarks
9:15 a.m.	Ministers' Dialogue Session I
10:15 a.m.	Break
10:30 a.m.	Ministers' Dialogue Session II
11:30 a.m.	Premier's Remarks
11:50 a.m.	Closing Remarks
12:00 – 1:00 p.m.	Ministers' Reception and Stand-Up Lunch



ALBERTA
MUNICIPAL AFFAIRS

Office of the Minister
MLA, Calgary-Hays

AR113944

February 29, 2024

Dear Chief Elected Officials:

I am writing to share information with you about *Budget 2024*, which my colleague, the Honourable Nate Horner, President of Treasury Board and Minister of Finance, has tabled in the Alberta Legislature. You will find below some details about *Budget 2024* that are most closely related to Alberta Municipal Affairs.

Budget 2024 is a responsible plan for a growing province that invests more than \$1 billion to build stronger communities across Alberta. Through these important investments, my ministry will continue to support local governments in providing fiscally responsible, collaborative, and accountable services to Albertans.

I am particularly excited about the Local Government Fiscal Framework (LGFF), which will deliver predictable capital infrastructure funding to municipalities and Metis Settlements across Alberta for many years to come. As we are all aware, the LGFF represents years of collaboration between the province and local governments, and the LGFF replaces the Municipal Sustainability Initiative (MSI) with a more sustainable model. We set the initial capital funding baseline for the LGFF at \$722 million to remain consistent with the average amount municipalities have received annually over the last three years of the MSI Capital program.

We now have a true partnership in place through the Revenue Index Factor, which will see municipal funding rise and fall at a one-to-one ratio that is based on changes in provincial revenue from three years prior. Our new framework will deliver the predictability and partnership that municipalities have long been asking for, and I would like to thank you once again for your input to the development of the LGFF to ensure it effectively supports communities and residents provincewide. The MSI Operating program will continue as LGFF Operating funding and will provide \$60 million in 2024/25 to local governments to assist with your operational costs and help to respond to inflationary pressures. More information about the LGFF and the 2024 allocations can be found online.

Additionally, *Budget 2024* includes \$60 million over three years for the Local Growth and Sustainability Grant, a new grant to help relieve some of the pressures facing fast-growing communities. This new grant will help address acute infrastructure priorities and economic development opportunities. More details about the program will be shared with you later this year.

.../2

320 Legislature Building, 10800 - 97 Avenue, Edmonton, Alberta T5K 2B6 Canada Telephone 780-427-3744 Fax 780-422-9550

As with previous years, our budget includes capital support through the federal Canada Community-Building Fund and Investing in Canada Infrastructure Program. We are also pleased to maintain the strong support we have for public libraries with more than \$33 million going towards operating grants for libraries across the province.

Budget 2024 puts Albertans and Alberta families first by investing in strong health care, a modern education system, and supports to keep life affordable. This budget also invests in safe and supportive communities in Alberta by managing our resources wisely.

I look forward to continuing our work together over this next year as we continue to build strong and vibrant communities that contribute to a stronger province and a brighter future for Albertans and their families.

Sincerely,



Ric McIver
Minister



Pincher Creek and District Municipal

Annual Report 2023



The library had **2,500** open hours in 2023!



1,366 people have a card at our library



20,048 people walked through our doors last year



In addition to **34,270** website visits



The library added **1,920** new items last year



Bringing the total collection to **25,263**



Snowshoes were taken out **76** times



Cross-country ski equipment was taken out **352** times



We lent our items to libraries outside of our system **9,445** times



Our service was delivered by **10** dedicated staff



And **25** amazing volunteers



There was a total of **64,441** checkouts!



And brought in **12,437** items upon patron request



We answered **2,250** reference questions



And our meeting spaces were booked **97** times



The library has **4** public computers



We offered **217** in-person programs



And **4** digital literacy programs



4,425 people attended in total!



And our Wi-Fi had **3,754** connections!

AB Library Statistics

Survey Report - This tab contains the Alberta Public Library Survey. It is to be filled in with current information, up to and including the Board Governance - Board Members section. All municipal and intermunicipal library boards are required to complete this report.

Annual Report - This tab contains fields to capture statistical data for the reporting year for each library service point the board operates. If the board does not operate a service point, the Annual Report fields will not be visible. Urban library boards with multiple branches in the same city are excluded from this and can report aggregate data.

Video Resources:

[Completing the Public Library Survey and Annual Report using LibPAS](#)

This webinar provides a brief overview of what the Survey and Annual Report is, and why library boards need to do it. The focus of the training is an examination of each field in the report and what the expectations are for reporting. It also demonstrates some tips and tricks on using LibPAS.

[How to Access and Run Reports in LibPAS](#)

This webinar is an introduction to using the reporting feature in LibPAS. It shows how to access reports, how to run reports, filter information and how to make use of the provided templates.

Survey Report

The Alberta Public Library Survey captures current year information.

This information is used in the *Alberta Public Library Directory*, which is produced by the Public Library Services Branch and is available at <https://www.alberta.ca/alberta-public-library-directory.aspx>.

Approval

The Survey and Annual Report is filed by the library board pursuant to the Libraries Regulation. By approving, the board accepts the report, certifies its essential accuracy and transmits it to Alberta Municipal Affairs, Public Library Services Branch (PLSB), in accordance with the above regulation. Personal information contained in the report will not be disclosed except for use by Alberta Municipal Affairs.

The completed Survey and Annual Report must be approved by the library board via resolution *before* it is submitted to PLSB. PLSB reserves the right to request a copy of the meeting minutes to demonstrate board approval.

	Date report approved by library board
	2024-02-21

Library Board

The legal name of the library board.

	Name of library board
	Pincher Creek and District Public Library Board

Name of Library

Provide the name of the library operated by the library board.

	Name of library
	Pincher Creek and District Municipal Library

Library Phone, Email, Website

Report the current main phone number for the library, the general email address for reaching library staff and the URL for the library's website.

	Library phone	Library email	Library website
	403-627-3813	manager@pinchercreeklibrary.ca	https://pinchercreeklibrary.ca/

Library Address

Report the current address of the library.

	Street address	P.O. box	City/town, etc.	Province	Postal code
	899 Main Street	2020	Pincher Creek	Alberta	T0K 1W0

Contacts

Library Manager: Provide the name and work email of the person charged with the management of the daily operations of the library.

Respondent: If a person other than the library manager prepares this report, please provide their name and email. The respondent might be a library staff person, a member of the board, or any person charged with filling in the data. This information is not included in the Directory.

	Name	Email
Library Manager	Kayla Lorenzen	manager@pinchercreeklibrary.ca
Respondent (if different than above)		

Board Governance - Board Members

Provide the full names, contact information, and term expiry date for all current board members (i.e. members at the time of filling in this report). Indicate the board chair by entering their information in the first line of the table. While names of board members are public information, phone numbers and email addresses are strictly for the use of Public Library Services Branch and are not made available to the public.

Please note that the library board term expiry date must reflect the individual's appointment as made by municipal council and must be provided for all board members, including those members who are also councillors. The board term expiry date should not reflect the individual's date of recruitment, the date of their first board meeting, the date they were elected chair (or any other officer position), or any other date.

The *Libraries Act* requires all board members to be appointed by municipal council. Appointments are made by council resolution and therefore will be recorded in council meeting minutes. When an appointment is made, the municipality may also provide documentation (e.g. a letter) that includes the relevant information (i.e. resolution number, date of appointment, and the term length/expiry date).

Please see the *Appointments to the Municipal Library Board* or *Appointments to the Intermunicipal Library Board* fact sheets (<https://www.alberta.ca/public-library-board-development.aspx>) for more information.

If you are unsure about board member appointments and term expiry dates, contact your municipality for more information. If there is no record of appointments by council for some or all board members, please contact Public Library Services Branch at libraries@gov.ab.ca or 780-427-4871 for support.

	Name	Phone	Email	Library board term expiry (year/month/day)	Councillor?
Chair	Sandra Baker	403-628-3355	sandandrand@hotmail.com	2024-12-31	No
Board Member 1	Mark Barber	403-627-5257	gmbarber@outlook.com	2024-10-31	Yes
Board Member 2	Tiare Dewart	403-628-2505	dewartt@gmail.com	2024-10-31	No
Board Member 3	Dave Cox	403-627-8164	councildiv3@mdpincercrek.ab.ca	2024-10-31	Yes
Board Member 4	Michael Barkwith	403-628-3385	mcjb@jrtwave.com	2024-12-31	No
Board Member 5	Jonathan Clark	403-829-6795	jclark2004@gmail.com	2025-03-31	No
Board Member 6	Debbie Reed	403-627-0123	deb.reed2@gmail.com	2024-12-31	No
Board Member 7	Kassandra Chancey	403-632-6345	kassandrajennex@gmail.com	2026-09-30	No
Board Member 8	Gordon Tolton	403-360-3084	rmranger@telusplanet.net	2024-11-30	No
Board Member 9					

Annual Report

This is the Annual Report portion of the report. Please fill in the data for the reporting year (i.e. the previous calendar year) unless otherwise indicated.

Board Governance

Provide the actual dates (e.g. Jan 28, Feb 13) of board meetings held during the reporting year. All library boards are required by the Libraries Act to meet at least once every four months (Part 5, Section 33(1)).

Provide the amount of time board members volunteered on library board business during the reporting year, e.g. board meetings, committee meetings (a 2 hour board meeting with 5 members in attendance would equal 10 volunteer hours).

Any volunteer work *in the library* by board members should be recorded in the *Personnel - Volunteers* section.

	Dates of board meetings held (e.g. Jan 28, Feb 13)	Board volunteer hours
	Jan 18, Feb 15, March 15, April 19, May 3, May 17, June 21, Sept 13, Oct 18, Nov 15	155

Library Hours

Report the total number of hours the library was open to the public for the reporting year. If you are reporting for multiple libraries, please provide the total hours for all locations combined.

Do not include administrative days, where there may be staff in the library but no library users.

There are two possible calculations:

1. Actual count of hours open per year.
2. Estimate:

If the library hours were the same all year: 50 x total hours per week

If summer hours differed from regular hours: [(50 - # summer weeks) x total regular hours per week] + (# summer weeks x total summer hours per week)

	Total hours open during reporting year
	2,500

Personnel

Paid and unpaid staff that worked in the library during the reporting year.

Staff

Report total number of employees and the total hours worked in the reporting year (paid leaves such as vacation or sick days can be included). You may need to get this figure from the individual or agency that does your staff payroll.

Include all paid staff (full- and part-time) who were employed by the library board during the reporting year whether they were paid directly by the board or paid through the municipality.

Do not count the number of positions, count the total number of individual persons that worked in the library during the reporting year. Each person should only be counted once. For those that have multiple credentials (i.e. both an MLIS and Library Technician diploma), please count them by the credential required by the position they are in. Do not include individuals who provided service through a contract, such as custodial staff or bookkeeping.

	Total # of employees	Total hours/year
MLIS or equivalent	1	1,950.00
Library technician	1	1,730.17
All other credentials (e.g. high school, Library Operations Certificate, diploma, other university degree)	8	3,488.60
Total	10	7,168.77

Volunteers

Report the number of volunteers (i.e., those who worked without payment from any agency) that assisted with library activities, and the total number of volunteer hours for the reporting year. If a board member volunteered at the library to provide programming, fundraising, outreach or operations (e.g. shelving books), record those hours here.

Do not include volunteer hours contributed by board members on library business (e.g. board meetings, committee meetings, etc.). Record those hours in *Board Governance > Board volunteer hours*.

Do not include volunteer activities of Friends groups. Friends groups are separate organizations and have their own reporting mechanisms.

	Total # of volunteers	Total volunteer hours contributed
	25	360.00

Collections

Report only items that have been acquired as part of the library collection. Count the total library collection, not just items added during the reporting year.

Collection management

Report the number of print and non-print items acquired and withdrawn during the reporting year. Do not include e-content.

	Items acquired	Items withdrawn
Print items	1,719	1,149
Non-print items	201	81
Total	1,920	1,230

Print and non-print items

Report the total number of print and non-print items in the library collection. Include both catalogued and uncatalogued items. Do not include electronic equipment for loan or e-content as they are captured in the following sections.

Print items: include physical books and issues of periodicals.

Non-print items: include physical items such as audiobooks (e.g. books on CD), music (e.g. CDs), videos/movies (e.g. DVDs), videogames (e.g. Xbox, PlayStation), kits (e.g. CD/book combinations) and objects (e.g. baking pans, tools, snowshoes).

	Total print items (including issues of periodicals)	Total non-print items	Total print and non-print items
	22,205	3,058	25,263

Electronic equipment for loan

Report the number of electronic equipment items available for loan by patrons. These are items that are available for use inside or outside of the library. This may need to be a manual count if the items are not held in the ILS (e.g. Polaris/Workflows).

	Wireless hotspots	Mobile devices (e.g. laptops, chromebooks, e-readers, tablets)	Total electronic equipment
	4	17	21

E-content

If your library board licenses any e-content resources such as e-books, e-audiobooks, online magazine subscriptions, movies, games or databases, include the items in this section.

Only count e-content licensed by your library board. Do not count e-content licensed and purchased by a library system (if applicable) or the Public Library Services Branch (PLSB), as those statistics are captured outside of this report. However, for library boards that are a member of a system and have contributed funding towards system level e-content purchasing (e.g. the system has licensed items paid with money contributed by your board), you may count the items purchased with your contributed funds in the reporting year. Please contact your system for this information.

For library boards that are not part of a library system, include any licenses brokered by The Alberta Library (TAL).

	E-books	E-audiobooks	All other e-content combined	Total e-content items
	n.a.	n.a.	n.a.	0

Pincher Creek and District Public Library Board - Pincher Creek 2023

Total collections

Total library collection.

	Total physical collection	Total e-content collection	Total library collection
	25,284	0	25,284

Library board contributions

If your library board contributed money to your library system for licensing e-content (e.g. e-books, e-audiobooks or e-magazines) during the reporting year, please indicate the dollar amount contributed. This is above and beyond any annual allotment funds that may be required by the library system for purchasing.

	Library board contribution
	n.a.

Circulation

This section captures how many items were circulated (physical and virtually) to library users during the reporting year.

Circulation

Report number of circulations during the reporting year. Include all items that were signed out for use and item renewals.

For electronic equipment and/or objects (e.g. mobile devices, snowshoes): Report the number of circulations captured either through the ILS (e.g. Polaris/Workflows) or manually by staff if the items are not in the ILS.

For e-content (e.g. e-books and e-audio and all others): the numbers may only reflect a portion of total circulations, as it depends on how the e-content platform is configured. Please consult with your library system.

Do not include items that were sent to other libraries (those are captured in the *Interlibrary loan* section).

	Total print	Total non-print	Total electronic equipment	E-books	E-audiobooks	All other e-content combined	Total Circulation
	46,691	8,791	74	5,129	3,756	0	64,441

Interlibrary loan

Interlibrary loan (ILL) is the loan of a library item (or items) from the collection of one library to another library in order to fill a request for a patron. This includes items that are sent to other libraries within your library system. Providing a substitute for the requested item (e.g. a photocopy) is also considered to be an interlibrary loan.

	ILL borrowed	ILL lent
Within Alberta (including within your library system)	12,435	9,421
Outside of Alberta	2	24
Total	12,437	9,445

In library use

Report the number of physical items used within the library during the reporting year, but not circulated.

There are two possible calculations for each:

1. Actual count of items used within the library for an annual total.
2. Typical week estimate: count the number of items used during one week and multiply by 50 to provide an estimated annual total.

A "typical week" is a time that is neither unusually busy nor unusually slow. Avoid holidays, vacation periods, days when unusual events are taking place in the community or in the library. Choose a week in which the library is open regular hours.

	Print and non-print items
	750

Library Access

This section will cover the ways that library users access the library and the range of services available to them.

Cardholders

Report the number of active cardholders during the reporting year.

An active cardholder is a user whose card was used at some point during the reporting year to access physical and/or virtual library resources and services. This includes virtual borrowing activity as well as authentication to access electronic resources. Cardholders can include people who are residents (i.e., people whose municipal taxes directly support the library board operating the library | fund the library) and non-residents. However, do not include ME Libraries users as that data is captured outside of this report.

	Total active cardholders
	1,366

Visits

Report the number of in-person and virtual visits (i.e. website visits) to the library during the reporting year.

There are two possible calculations for each:

1. Actual count of visits for an annual total.
2. Typical week estimate: count the number of visits and multiply by 50 to provide an estimated annual total.

A "typical week" is a time that is neither unusually busy nor unusually slow. Avoid holidays, vacation periods, days when unusual events are taking place in the community or in the library. Choose a week in which the library is open regular hours.

	In-person visits	Website visits
	20,048	34,270

Information Services

Report the number of information technology assistance and reference transactions during the reporting year. Information technology assistance transactions are reported separately from reference transactions.

A reference transaction is an in-person or virtual encounter in which library staff recommend, interpret, evaluate and/or use information resources to help a library user meet particular information needs. It includes readers advisory. It does NOT include directional or administrative questions, such as "Where is the washroom?" or "When does the library close?"

An informal technology assistance transaction is an occasion where library staff help or train a library user on technology in the library. It includes unscheduled individual instruction and assistance in things such as how to use email, demonstrating a URL or how to print a document. Do not include any pre-planned, coordinated events (i.e., library programs) where technology training is delivered. These are captured in Programs > Digital literacy programs.

There are two possible calculations for each:

1. Actual count of transactions for an annual total.
2. Typical week estimate: count the number of transactions during one week and multiply by 50 to provide an estimated annual total.

A "typical week" is a time that is neither unusually busy nor unusually slow. Avoid holidays, vacation periods, days when unusual events are taking place in the community or in the library. Choose a week in which the library is open regular hours.

	Total informal technology assistance transactions	Total reference transactions
	107	2,250

Examination Services

If examination services were provided at the library (e.g., proctoring/invigilating, or exam administration), please report the number of exams held at the library during the reporting year. If an individual sits for more than one exam at the library, count the number of exams taken, not the individual.

	Total number of exams
	16

Meeting space

Meeting space is defined as any area within the library that may be reserved by an individual or group for a use that is not part of the library's regular programming. The space may or may not be physically isolated (e.g., a separate room with a door); however, during the reserved time, the space is solely for the use of the party who made the reservation. The library may or may not charge a fee for use of the space but some form of reservation in advance (e.g., booking through library staff or software) is required.

Do not include regular walk-in use of library facilities.

	Meeting space bookings
	97

Public Workstations

Public workstations are desktop computers owned by the library board available for public use. This can include computers in computer labs used for public instruction. Generally, public workstations are positioned in a static location in the library. Count public workstations with internet access separately from workstations without internet access. Workstations without internet access include those dedicated to games, word processing, children's literacy, etc.

Do not count laptops or other mobile devices made available for public use inside or outside the library. Instead, count those under *Collections > electronic equipment for loan*.

	Public workstations with internet access	Public workstations without internet access	Total public workstations
	4	n.a.	4

Public workstation and wi-fi sessions

Report the number of sessions conducted by users at any of the available public workstations or on the library's wireless connection, regardless of the length of the session. If a user logs on more than once, count each log-on separately.

Count public workstation sessions and public wi-fi sessions separately.

There are two possible calculations for each:

1. Actual count of sessions for an annual total.
2. Typical week estimate: count the number of sessions during one week and multiply by 50 to provide an estimated annual total.

A "typical week" is a time that is neither unusually busy nor unusually slow. Avoid holidays, vacation periods, days when unusual events are taking place in the community or in the library. Choose a week in which the library is open regular hours.

	Number of public workstation sessions	Number of wi-fi sessions
	2,295	3,754

Facility

Provide Information on the building the library was housed in during the reporting year.

Facility ownership

Library facilities can be owned by a variety of agents. Most often, a building that houses a public library is owned by one of the following:

- Municipality
- School board (when a library is housed in a school)
- Library board
- Society or other charitable group
- Private business or company
- Private owner (individual)

Report what category the owner of the facility that houses the library falls under. If there was a change in facility owner during the reporting year, please report the current owner and note the change in the appropriate facility status field below.

	Facility ownership
	Municipality

Facility size

A service point is a physical location where users can directly access library materials and services. This includes mobile libraries (e.g. bookmobiles).

Report the total area in square metres of the library service point(s) being captured in this report for the reporting year. Include all areas used for library purposes, e.g. shelves, workroom, study area, computer labs. Do not include areas used solely for janitorial, custodial, and mechanical storage or service. Do not include auditoria, art gallery space, coffee shops, and commercial space.

In order to convert a measurement of square feet to square metres, multiply square footage by 0.09.

	Library Area (Sq. Meters)
	276.0

Facility status

These fields are to report on the status of the library facility(ies) during the reporting year.

	Yes or no	Please provide a brief explanation (if applicable)
Did the library move locations (temporarily or permanently) during the reporting year?	No	
Did a new service point open or an existing one permanently close during the reporting year?	No	
Did the library close for renovations at any point during the reporting year?	No	

Programs

A library program (in-person or virtual) is a pre-planned, coordinated event that:

- meets a community need;
- is hosted/presented by the public library;
- is set for a designated time and place;
- has a defined purpose;
- has library resources (staff time, money, etc.) dedicated to it - i.e. is budgeted for; and
- may involve a registration process and/or some promotion of the event.

Do not include programs that are delivered by external organizations in the library unless library staff are involved with the planning and development of the program as per above.

For hybrid programs (i.e. participants can choose to attend in-person or virtually) count the program in the category that best reflects how the program was being delivered and report the corresponding total number of participants (whether they attended virtually or in-person). For example, if the program presenter/facilitator delivered the program in-person, count it as an in-person program and include the total number of participants combined, whether they attended in-person or virtually.

In-person programs

Report the total number of in-person program sessions and participants for each age category. Do not include data for digital literacy or outreach programs as they are counted separately in the sections following.

Please note that a session is one instance of a program being offered. A program may consist of multiple sessions offered at different times. If a program consists of multiple sessions, ensure you are counting each session and not just the overall program.

Participants should also be counted on a per session basis. If an individual attends multiple sessions, even in a case where the sessions are connected (e.g. part of a series), they should be counted each time. For example: if a program was offered in 5 sessions, with 20 participants each time, you would count 100 participants.

For public libraries housed in schools, only count class visits if public library staff have planned a program to coincide with the visit.

	Total # of in-person sessions	Total # of participants
Children's	150	1,674
Young adult	21	121
Adult	29	235
Multigenerational	17	1,231
Total	217	3,261

Digital literacy programs

Report the total number of in-person sessions and participants for digital literacy programs (all age categories combined).

A **digital literacy program** is defined as any program where the primary purpose is for participants to build skills related to the use of various forms of technology (e.g. computers, mobile devices), accessing/creating/using information in a digital environment, or communicating via digital means.

Do not count any informal technology assistance or instruction, as this is counted as a type of reference transaction in the Information Services category.

	Total # of digital literacy sessions	Total # of participants
	4	6

Outreach programs

Report the total number of in-person sessions and participants for outreach programs (all age categories combined).

An **outreach program** is a program run by library staff and/or library volunteers that does not take place within the library or on library grounds.

	Total # of outreach sessions	Total # of participants
	45	1,014

Virtual programs

Report the total number of virtual program sessions and participants (all age categories combined). A virtual program is defined as any program that is delivered remotely using technology (e.g. via telephone, video conferencing software, or other digital platforms). Virtual programs may be delivered in either a synchronous (e.g. delivered live via Zoom) or asynchronous (e.g. video hosted on YouTube) format and are counted together for the purpose of this report. Please see the definitions below to ensure virtual program sessions and participants are reported as accurately as possible.

Synchronous virtual programs

Synchronous virtual programs are those where participants access the program at a specified time and the delivery is controlled by the program presenter/host. Some or all of the content may be pre-recorded but the presenter/host is present at the time of delivery and may interact with participants in some way.

Sessions: Count the total number of synchronous virtual program sessions offered across all platforms.

Participants: For each session, count the highest number of participants at any point during the session (i.e. the peak number of participants).

Asynchronous virtual programs

Asynchronous virtual programs are those where participants access the program at any time without the presence of a program presenter/host. Depending on the platform, there may be some interactive elements but access to the content is controlled entirely by the participant.

Sessions: Count each video/module/program once. Only count videos/modules/programs that were accessible during the reporting year.

Participants: Count the total number of times the program was accessed (regardless of whether or not it was completed or accessed multiple times by the same individual). How access is captured will vary by platform. For example, for videos hosted on YouTube or similar, you should count the total number of views during the reporting period. For any programs that have been available across multiple reporting years (e.g. video available in 2021, 2022, and 2023), you may need to use analytics available in the platform (or do your own calculations) to ensure you only count the number of participants during the current reporting year.

	Total # of virtual sessions	Total # of participants
	n.a.	0

Take-home programs

Report the total number of take-home program sessions and participants (all age categories combined).

A **take-home program** is defined as any program that is planned and designed by library staff but is completed independently by the participant(s) at home or off-site. Take-home programs require the distribution of library-compiled "kits" (name may vary by library, e.g., "take and make") which include, at a minimum, the instructions and materials necessary to complete the program. Other library kits (e.g., book club kits) do not count as take-home programs. Take-home programs should demonstrate all elements of a traditional library program—e.g., planned and designed by library staff, has library prepared materials (instructions, worksheets, resource lists, etc.), has a defined purpose/learning objective, is available for a defined period of time.

Take-home program sessions: count each instance of a take-home program being offered. If the same program is offered multiple times (e.g., once a month), count each instance as a session.

Take-home program participants: count only the number of program kits taken by patrons. Do not count the number of kits created or the number of registrations, if registration was required.

	Total # of take-home sessions	Total # of participants
	12	144

Total programs

Total sessions and participants in the reporting year for in-person, digital literacy, outreach, virtual and take-home programs combined.

	Total number of sessions	Total number of participants
	278	4,425

Library Trends

Each year this question will change to capture current trends in Alberta's public libraries.

Does your library board have a current technology plan? A technology plan outlines a library board's goals and strategies for utilizing technology to achieve its overall mission, goals, and objectives. It also addresses the current inventory of technology equipment and software utilized in the library, as well as a plan for the future purchase/replacement/maintenance of equipment and software.

Select the answer from the choices below. If you wish to provide additional information please use the notes field.

	Does your library board have a current technology plan?
	Yes

Accomplishments & Comments

Summarize the major achievements of your library board for the reporting year and/or provide any comments your board has about public library service delivery.

Please do not paste in text from a Word document as LibPAS is not compatible with Word formatting.

	Accomplishments & comments
	<p>We added several more sets of cross-country skis to our collection thanks to a grant from SCAT. We were also able to add several more Victor Readers thanks to a donation from the Pincher Lions and the Roaring Lions clubs. We also were able to expand our graphic novel collection with new shelves purchased by the Friends. We also were able to buy two iPads to start providing better coding programs with a grant from Walmart. We were able to expand our Grade 2 library skills program to several more schools and we now have more and more students learning how to use the library and getting library memberships. We completed our Plan of Service in 2023 and we were very happy to be able to get 162 people to fill out our survey. We also launched our enewsletter this year and we're so happy that over 260 patrons have signed up to receive it. We have had such amazing volunteers this year and they are a big reason why several of our programs have been so successful. After struggling to find board members, we finally have a full roster.</p>



Feb 29/24

CAO's/Managers/Administrators

AMEA Conference 2024

I'm sending out this letter to invite all CAO's/Managers/Administrators to our AMEA 2024 Conference CAO/Managers session on Apr 30th (1:30 pm) at the Red Deer Resort and Casino.

This year we will be having DKR consulting, along with Brownlee LLP, presenting a Q&A and roundtable discussion on the emerging trends in bylaws/bylaw enforcement and the MGA.

At our 2024 AGM being held in the morning prior to this session we will be discussing with our membership on commissioning a study on all aspects of the Bylaw Officer position. If approved we will be compiling a type of Bylaw Officer procedural manual that we can present to all municipalities and the Government.

Your input and feedback in this session and our proposed study will be essential in moving this forward and hopefully we will be able to have some type of a Provincial standard when it comes to employing bylaw officers in general

Later that evening (7 pm) we will be having a vendor trade show at the hotel and you are also invited to attend.

Your continued support is appreciated and we look forward to seeing you at the conference.

Thank You

T Nelson
President
AMEA
275-210A 12A St N
Lethbridge, AB
T1H 2J1
tnelson@amea.ca

Kristie Green

Subject: FW: Letter from Minister Mclver - Intermunicipal Collaboration Framework Review
Attachments: Minister Letter - ICF Engagement.pdf

Subject: Letter from Minister Mclver - Intermunicipal Collaboration Framework Review

Good afternoon,

Please see the attached letter from the Honourable Ric Mclver, Minister of Municipal Affairs, regarding the Intermunicipal Collaboration Framework review.

The survey noted in the attached letter can be accessed at: extranet.gov.ab.ca/opinio6//s?s=ICFReview

Thank you.



UPDATE FROM THE LIEUTENANT GOVERNOR OF ALBERTA

SEPTEMBER 2023 TO FEBRUARY 2024

MESSAGE FROM LT. GOV. LAKHANI

Each Lieutenant Governor has the opportunity to work with the Chief Herald to create a Coat of Arms that is representative of their beliefs and values. Recently I was honoured to receive mine after this process. I am so very pleased to be able to share with you my long-awaited Coat of Arms, with symbols that represent the many facets of my identity incorporated into the design.

As a nod to my African roots, the colours red, black, and gold, and the grey crowned cranes are reminiscent of the flag of Uganda, where I was born. The birds also symbolize love, fidelity, and longevity. The motto *Ubuntu* is a Bantu expression, meaning "I am because we are," highlighting the values of compassion and humanity which have guided me throughout my life. As a representation of the home I have created here in Alberta with my husband and daughters, you can see mountains, wild roses, and a pronghorn sitting atop the crest with a heart. The pronghorn is native to Alberta and possesses sharp sight and adaptability, while the heart signifies kindness, charity, and my sustained commitment to public service. This Coat of Arms is a melding of the chapters in my life that truly embodies my journey so far.



I hope to, even beyond my time in this role, continue to uphold the values and beliefs represented in this Coat of Arms. Serving as Lieutenant Governor is a genuine privilege, and I feel extremely fortunate to embrace this opportunity. Albertans are an immensely proud and hardworking group of people who so generously and thoughtfully contribute to society. As I continue to grow in my relationships with various communities and deepen my understanding of our province, I look forward to what this upcoming year holds for us all.

The Honourable Salma Lakhani
Lieutenant Governor of Alberta
Page 124



Their Honours with the group of air and sea cadets who assisted at the New Year's Day Levee.

KICKING OFF 2024 AT THE LEVEE

It can be said that the annual signature event of every Lieutenant Governor across Canada is the New Year's Day Levee. On January 1st, Her Honour welcomed over 500 Albertans to Government House at this free event where guests of all ages went through a receiving line to exchange new year's greetings with Their Honours and the vice-regal escort, enjoyed live music and treats, and took in the wonderful art and architecture of the historical building. Members of the Military and Consular Corps were also invited to take part in this tradition. Her Honour is grateful to have a dedicated team of Aides-de-Camp and volunteers who made each and every guest feel welcome as they visited Alberta's ceremonial home.



@LTGovAB



@LGAlberta

www.lieutenantgovernor.ab.ca

www.flickr.com/photos/lieutenantgovernorofalberta



One of the Lieutenant Governor's pillars for her term is education, and she is an ardent supporter of learning in all forms, for people of every age.

Her Honour participates in the School at the Legislature (SATL) program, meeting with Grade 6 students as part of their studies on the Canadian system of government. Over the last six months, students from these schools got to meet and ask Her Honour questions: Florence Hallock School, École Frère Antoine (*top*), Holy Family School, St. Gerard, two classes from Soraya Hafez School, & St. Timothy.



On February 15th, Grade 5 & 6 classes from Holy Child School in Edmonton got to celebrate National Flag Day at SATL with Her Honour, complete with a Q&A session and some Canada flag cookies.

Virtual SATL visits are arranged for schools outside the capital region. Students from Kitscoty School, Nose Creek School & Khalsa School (Calgary) and Isabel Campbell School (Grande Prairie) got to meet and chat with Her Honour over video.

Schools that invited Her Honour to stop by in person to learn from students included New Myrnam School (*middle right*), Bishop Greschuk School, Lynnwood School (*middle left*), and Soraya Hafez for Read-in Week.

Teachers interested in arranging a school visit can email the Office at LTgov@gov.ab.ca

Lt. Gov. Lakhani equally enjoys conversing with the teachers who shape the young minds of tomorrow. In November, Her Honour hosted a special banquet at Government House for teachers from across the province who were attending the Alberta Teachers Institute on Parliamentary Democracy (*bottom*).



FULFILLING CONSTITUTIONAL DUTIES

Vice-Regal representatives play an important role in maintaining Canada's constitutional traditions and continuity of government. As part of her ongoing constitutional duties, Her Honour continues to grant Royal Assent to bills brought forward by the Legislative Assembly and signs Orders in Council. She was busy this fall and winter with the Speech from the Throne opening the First Session of the 31st Legislature in October (*left*), attending events hosted by the Speaker - National Indigenous Veterans Day Remembrance Day Ceremony (*middle*), Louis Riel Commemorative Ceremony, & Black History Month Celebration - and also assisting Speaker Cooper with the Legislature Holiday Light-up (*right*) in December.





Her Honour is always thrilled to present awards to deserving citizens of all ages in a wide range of categories. Over the past six months, various award ceremonies took place across the province, including: LG of Alberta Arts Awards in Medicine Hat (*top*), Order of St. John Investiture, Royal Lifesaving Society Investiture of Lifesaving Honours, AB Newcomer Recognition Awards in Calgary, Alberta's Paramedics & Emergency Medical Services Awards in Red Deer, Recreation for Life Awards in Lake Louise (*bottom left*), Immigrant of Distinction Awards in Calgary, John Humphrey Centre for Peace & Human Rights annual awards (*bottom centre*), AB School Boards Association LG Student Awards, Alberta Order of Excellence Investiture, LG's Circle of Mental Health True Awards, and Stars of Alberta volunteer awards in Calgary (*bottom right*).



HONOURING INDIGENOUS PEOPLES

The Lieutenant Governor is dedicated to engaging with and gaining insights from the diverse First Nations communities in Alberta. She consistently holds meetings with Indigenous leaders, groups, and organizations to understand and appreciate the impactful initiatives they are involved in.

From September 2023 to February 2024, Her Honour attended these events and ceremonies: kihcihkaw askî Sacred Site grand opening in Edmonton, the unveiling of the Reconciliation Garden at the Legislature grounds (*centre*), Truth & Reconciliation Day at Bent Arrow, Empowering Spirit event at Creating Hope Society (*left*), grand opening of the Aboriginal Friendship Centre's Elders Lodge in Calgary (*right*), the National Gathering of Elders, and the First Nations Educators Conference in Edmonton.



ENGAGING WITH THE COMMUNITY

The fall and winter are very busy times for Her Honour, attending several festivals, galas, community celebrations, and conferences across Alberta.

Lt. Gov. Lakhani had the pleasure of attending: Alberta Days, Ukrainian-Canadian Heritage Day flag raising, British Days at Spruce Meadows (*top*), Ismaili CIVIC 'Root for Trees' tree planting, Daughter's Day, Sahakarini reception in Camrose, Jewish Seniors Centre luncheon, Wellington Retirement Residence Coronation tea in Medicine Hat, ARNET Board dinner, Toastmasters 50th anniversary celebration, Love for Humanity's 10th Community Outdoor Food Bank grand opening, Citizenship ceremony to commemorate Remembrance Day, dinner with the Ismaili Council of the Prairies and the MobSquad Holiday reception in Calgary, YWCA Rose Breakfast, serving lunch at Brightview Elementary school, Centenarian Celebration at Colonel Belcher (Calgary), 1000 Women – Inspiring Possibilities at NorQuest College, Governor General's Curling Club annual safari (*centre*), Jr. Achievement AB Business Hall of Fame gala, No Stone Left Alone gala, Lest we Forget...A Musical Tribute (Ft. Saskatchewan), Calgary Homeless Foundation's 25th Anniversary gala, ESO & CPO joint concert 'Alberta in Harmony', Broadway Across Canada's *Hadestown*, Alberta Art Gallery's Holly Ball, Government House's Christmas Tea, Alberta Ballet's *The Nutcracker*, Red Deer Polytechnic's 60th Anniversary Celebration with Chris Hadfield, the Edmonton Burns Club 102nd Anniversary dinner, Edmonton Chamber of Commerce's Chamber Ball, Ethnik Festival's Black History Month event, Black Chamber of Commerce's 2nd Black History Month dinner, and a Lunar New Year celebration hosted by the Calgary Chinese Cultural Centre.



Her Honour was a keynote speaker at: 4th Annual First Responders Suicide Awareness Conference, Women Empowerment Cross-Culture Conference, IPAC (Institute of Public Administration Canada) Edmonton & Calgary Lunch and Learn, Rohit's Baskets of Hope 2023, Ignite Change Global Conference: 75th Anniversary of the UN Universal Declaration of Human Rights, and a luncheon she hosted at Government House for the International Women's Forum.

Military and uniformed services events included: visiting South Alberta Light Horse Regiment in Medicine Hat, Police & Peace Officer Memorial Day, Commemorative Ceremony & Sign Unveiling for Cpl Stephen Gibson in Brooks, 100th Anniversary of the RCN Naval Reserve (Calgary), First Poppy presentation (Calgary), Cadet Coronation Ball (Calgary), No Stone Left Alone ceremony at Beechmount Cemetery, Remembrance Day ceremony (Sherwood Park), tour of Calgary Veterans Food Bank, visiting Military Museums (Calgary), BGen Graham's holiday reception, and Royal Canadian Artillery Band's annual Christmas concert.



Her Honour enjoys taking tours and learning about unique sites across Alberta. The past six months, she visited Dow Chemical (Ft. Saskatchewan), Neubauer Farms and Medalta Pottery Museum in Medicine Hat, the Alberta Old Building Art Exhibit (Kaasa Theatre), Edmonton Food Bank for a donation drop-off (*bottom*), the Red Woman House in Calgary, St. Andrew's Centre, Morning Star Rising Sun Lodge, and Ukraine's Kitchen in Edmonton - the first Ukrainian kitchen in Canada run entirely by newcomers who fled the war in Ukraine.

FOSTERING INTERNATIONAL FRIENDSHIP



Lieutenant Governor Lakhani often welcomes members of the Consular Corps for courtesy calls and also greets international dignitaries as the highest ranking position in the province of Alberta. Recent courtesy calls included meeting the Ambassadors from Qatar, the Philippines (*right*), and Kosovo (*left*), and the Consul General of Vietnam. In November, Her Honour hosted a Consular Corps luncheon in Calgary (*centre*) to get to know those members representing countries all over the world who live and work in Alberta.



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR113898

To All Chief Elected Officials:

I am inviting your municipality to participate in the review of the *Municipal Government Act* requirements related to Intermunicipal Collaboration Frameworks (ICFs). ICFs encourage integrated and strategic planning, delivery, and funding of inter-municipal services.

Municipal Affairs welcomes your insight and feedback to ensure any future legislative changes consider the needs of municipalities. The scope of this engagement covers the following topics:

- required content of ICFs;
- ICF agreement duration;
- cost calculations;
- mediation and arbitration; and
- enforcement.

I encourage you to complete the survey and share your perspectives on these important matters. The survey is available at extranet.gov.ab.ca/opinio6//s?s=ICFReview and should take 15 to 20 minutes to complete. The survey is available until **April 12, 2024**.

Ministry staff will also be seeking input from chief administrative officers through discussion sessions to supplement the survey and focus on practical implementation considerations. The collective outcomes of the engagement will inform future legislative changes targeted for 2025.

If you have any questions about this review or the collection and use of this information, please email ma.engagement@gov.ab.ca.

Thank you for your participation.

Sincerely,

A handwritten signature in blue ink that reads "Ric McIver".

Ric McIver
Minister

cc: All Chief Administrative Officers



ALBERTA
MUNICIPAL AFFAIRS

Office of the Minister
MLA, Calgary-Hays

AR113944

February 29, 2024

Dear Chief Elected Officials:

I am writing to share information with you about *Budget 2024*, which my colleague, the Honourable Nate Horner, President of Treasury Board and Minister of Finance, has tabled in the Alberta Legislature. You will find below some details about *Budget 2024* that are most closely related to Alberta Municipal Affairs.

Budget 2024 is a responsible plan for a growing province that invests more than \$1 billion to build stronger communities across Alberta. Through these important investments, my ministry will continue to support local governments in providing fiscally responsible, collaborative, and accountable services to Albertans.

I am particularly excited about the Local Government Fiscal Framework (LGFF), which will deliver predictable capital infrastructure funding to municipalities and Metis Settlements across Alberta for many years to come. As we are all aware, the LGFF represents years of collaboration between the province and local governments, and the LGFF replaces the Municipal Sustainability Initiative (MSI) with a more sustainable model. We set the initial capital funding baseline for the LGFF at \$722 million to remain consistent with the average amount municipalities have received annually over the last three years of the MSI Capital program.

We now have a true partnership in place through the Revenue Index Factor, which will see municipal funding rise and fall at a one-to-one ratio that is based on changes in provincial revenue from three years prior. Our new framework will deliver the predictability and partnership that municipalities have long been asking for, and I would like to thank you once again for your input to the development of the LGFF to ensure it effectively supports communities and residents provincewide. The MSI Operating program will continue as LGFF Operating funding and will provide \$60 million in 2024/25 to local governments to assist with your operational costs and help to respond to inflationary pressures. More information about the LGFF and the 2024 allocations can be found online.

Additionally, *Budget 2024* includes \$60 million over three years for the Local Growth and Sustainability Grant, a new grant to help relieve some of the pressures facing fast-growing communities. This new grant will help address acute infrastructure priorities and economic development opportunities. More details about the program will be shared with you later this year.

.../2

320 Legislature Building, 10800 - 97 Avenue, Edmonton, Alberta T5K 2B6 Canada Telephone 780-427-3744 Fax 780-422-9550

As with previous years, our budget includes capital support through the federal Canada Community-Building Fund and Investing in Canada Infrastructure Program. We are also pleased to maintain the strong support we have for public libraries with more than \$33 million going towards operating grants for libraries across the province.

Budget 2024 puts Albertans and Alberta families first by investing in strong health care, a modern education system, and supports to keep life affordable. This budget also invests in safe and supportive communities in Alberta by managing our resources wisely.

I look forward to continuing our work together over this next year as we continue to build strong and vibrant communities that contribute to a stronger province and a brighter future for Albertans and their families.

Sincerely,



Ric McIver
Minister

Kristie Green

Subject: FW: Letter to acting CAO, and council

From: Ed Sinnott < >

Sent: Thursday, February 29, 2024 9:18 AM

To: April McGladdery <reception@pinchercreek.ca>

Subject: Letter to acting CAO, and council

Good morning,

I am writing to you this morning, as opposed to submitting a note through citizen request, as I find that is quite often a total waste of my time and effort. Often receiving little, if any satisfactory responses.

I would like you to share this letter with counsel as well, I'm absolutely certain that most of all of them will have the same types of concerns.

I know I will not be the first one that has raised the issue of snow removal, and I also know that the standard answer is every winter is different, and best efforts are being made. However, I don't believe best efforts are being made in regards to the snow removal on streets or sidewalk clearing this year, and nor do I think the appropriate departments are responding as needs are required. There are numerous businesses on Main Street who don't bother to shovel snow as they know no remediation action will be taken against them.

The streets and sidewalks Of Pincher Creek this year in my opinion, have been an absolute disaster. The condition of these streets and sidewalks make it so that you take your life in your hands anytime you attempt to drive them and or negotiate them by walking.

The last time I complained about this matter over a year ago, I was informed that in order to ensure that sidewalks were cleared that it was an expectation that we as citizens report our fellow citizens to the Town office, so that they in turn could pursue that property owner. I have never agreed with this approach as all it does is promote animosity between neighbours. The town has employees On the streets everyday, and they know full well, the offending properties, whether it concerns, snow removal, or general property cleanup. It would only take a very slight effort on their part to make note, and ultimately take action to ensure that the offending properties are dealt with. Again, I know the response is going to be something like we have had issues, fulfilling our bylaw officer position, but again, I find this, as a very feeble excuse, as I find in general with or without bylaw officers, the town doesn't consistently enforce their own bylaws adequately.

I would like to know, and for counsel to consider the demographics of the Town Of Pincher Creek and in particular the amount of taxes that are paid by those that are 50+ years old. This is the group that in large part negotiate a lot of this town on foot 12 months of the year. With the towns inaction As regards cleanup of the streets and sidewalks, they put this very group at great risk for physical harm, and I suggest you even death.

As a matter of fact, this morning, I spoke with two fellow citizens on my walk to work, who have fallen multiple times this year alone, due to the condition of streets and sidewalks.

I like many in this community, have grown up here and spent the largest portion of my life here and know how the weather can be. That does not preclude being able to clear ice and snow in a timely manner and make efforts to ensure the safety and physical well-being of the citizens of this town. What it does take is some protectiveness, and empathy for the citizens.

I am in great hopes as the interm CAO, that you can look at this matter with a completely unbiased eye, and potentially make some changes, or suggest some changes that can positively impact this particular situation, and indeed practises 12 months of the year in regards to the Town and their employees response and reaction to their citizens /rate payers. I look forward to action that will be taken to address and correct these issues for Today and well into the future.

Sincerely

Ed F. Sinnott

Kristie Green

Subject: FW: ABmunis' Preliminary Report on Alberta's 2024 Budget

Subject: ABmunis' Preliminary Report on Alberta's 2024 Budget

Dear Mayors, Councillors, and CAOs:

Yesterday, the Government of Alberta released its budget for the 2024-25 fiscal year. Our ABmunis team dived into the numbers to learn how municipalities will be supported and we are now pleased to share our [Preliminary Report on Alberta's 2024 Budget](#).

If you missed this afternoon's webinar where we went over the numbers, the link to the video recording will be shared in our March 6 issue of The Weekly newsletter. If you aren't subscribed to the newsletter, go to abmunis.ca/news and click "subscribe to a newsletter" at the bottom of the page.

Thank you,
Tyler Gandam | President

E: president@abmunis.ca
300-8616 51 Ave Edmonton, AB T6E 6E6
Toll Free: 310-MUNI | 877-421-6644 | www.abmunis.ca



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We respectfully acknowledge that we live, work, and play on the traditional and ancestral territories of many Indigenous, First Nations, Métis, and Inuit peoples. We acknowledge that what we call Alberta is the traditional and ancestral territory of many peoples, presently subject to Treaties 4, 6, 7, 8 and 10 and Six Regions of the Métis Nation of Alberta.



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR113651

Dear Chief Elected Official or Library Board Chair:

I am pleased to invite your municipality or library board to provide submissions for the 2024 Minister's Awards for Municipal and Public Library Excellence. This program recognizes excellence in municipal government initiatives and provision of library services, and promotes knowledge-sharing to build capacity. These awards offer an opportunity to recognize the truly great work happening in communities across Alberta.

Submissions will be accepted in the following categories:

- **Building Economic Strength (open to all municipalities)** – An award will be given for an innovative initiative that builds the economic capacity and/or resiliency of the community, and/or improves the attractiveness of the community to businesses, investors, and visitors.
- **Enhancing Community Safety (open to all municipalities)** – An award will be given for an innovative initiative that engages the community to address a safety issue. This could involve crime prevention, infrastructure enhancements (for example: lighting, accessibility, traffic calming measures), and community services initiatives.
- **Partnership (open to all municipalities)** – An award will be given for an innovative initiative involving a local or regional partnership that achieves results that could not have otherwise been accomplished by the municipality alone. This could involve cooperation, coordination and collaboration with other municipalities, businesses, Indigenous communities, non-profit organizations, community groups, and other orders of government to achieve a specific outcome.
- **Public Library Services (open to Library Boards serving a population over 10,000)** – Two awards will be given for library service initiatives that demonstrate excellence and/or innovation. The initiatives should demonstrate responsiveness to community needs and provide direct benefit to the public.

...2

- **Public Library Services (open to Library Boards serving a population under 10,000)** – Two awards will be given for library service initiatives that demonstrate excellence and/or innovation. The initiatives should demonstrate responsiveness to community need(s) and provide direct benefit to the public.
- **Red Tape Reduction (open to all municipalities)** – An award will be given for an innovative initiative that improves a municipal program or service by saving time, money, and resources, or impacts municipal operations by reducing regulatory, policy, or process requirements.
- **Service Delivery Enhancement (open to all municipalities)** – An award will be given for an innovative initiative that improves, or presents a new approach to, how a municipality can deliver a program or service.
- **Smaller Municipalities (open to municipalities with populations less than 5,000)** – An award will be given for a municipal initiative that demonstrates leadership, resourcefulness or innovation, or both, to better the community.

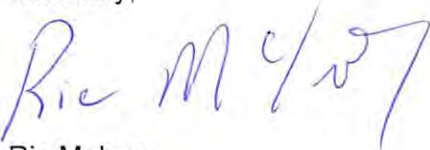
Details regarding eligibility and submission requirements are available on the Minister's Awards for Municipal and Public Library Excellence webpage at www.alberta.ca/ministers-awards-for-municipal-excellence.aspx. The deadline for submission is **April 15, 2024**.

Questions about the program from municipalities can be sent to municipalexcellence@gov.ab.ca or program advisors may be reached at 780-427-2225 (toll-free by first dialing 310-0000).

Questions about the program from library boards can be sent to libraries@gov.ab.ca or program advisors can be reached at 780-427-4871 (toll-free by first dialing 310-0000).

I encourage you to share your stories, and I look forward to celebrating these successes with your communities.

Sincerely,

A handwritten signature in blue ink that reads "Ric McIver".

Ric McIver
Minister

Kristie Green

Subject: FW: Share your Insights | Developing a Collective Community Health Framework

From: Healthier Together <Healthier.Together@albertahealthservices.ca>

Sent: Thursday, March 7, 2024 8:40 AM

Subject: RE: Share your Insights | Developing a Collective Community Health Framework

Hello,

I hope this email finds you well. We're reaching out to remind you of an invitation sent on February 29th to complete a survey sent by the Alberta Health Services Healthier Together team that will inform the development of a community health framework.

The goal of the survey is to better understand the guiding documents used by municipalities in developing, implementing, and evaluating programs, services, or policies that shape community well-being. **Please see the initial email below for more details.**

The survey will remain open until March 15th, 2024, and can be accessed through the following link:

<https://redcap.albertahealthservices.ca/surveys/?s=EML4JCYMEJACADEY>.

If you have any general questions about the survey or information we seek to collect or would like to connect with our teams and explore ways to work together, please email Healthier.Together@ahs.ca.

Thank you for your collaboration and sharing the survey.

Sincerely,

The Healthier Together Team

Healthier Together Team

Healthy Settings, Promoting Health

E-mail: Healthier.Together@ahs.ca



From: Healthier Together <Healthier.Together@albertahealthservices.ca>

Sent: Thursday, February 29, 2024 11:31 AM

Subject: Share your Insights | Developing a Collective Community Health Framework

Greetings!

The Alberta Health Services Healthier Together team is developing a community health framework to strategically align partners behind a common pathway for improving the health and well-being of the population and reducing health inequities. **Healthier Together** is the population health approach endorsed by the Alberta Health Services Executive Leadership Team to grow and build community health and well-being locally with partners in communities like yours. For more information, please visit www.healthiertogether.ca.

To support the framework development, we are conducting a survey to better understand the guiding documents used by municipalities in developing, implementing, and evaluating programs, services, or policies that shape community well-being.

We would be grateful if you could share the survey with anyone in your organization who does work in **community development, social wellness, built environments, community safety and well-being**, and other work that shapes the health and well-being of communities. The survey is open until March 13, 2024, and will take approximately fifteen minutes to complete. Responses will remain confidential unless respondents volunteer to participate in an individual interview.

If you have any general questions about the survey or information we seek to collect or would like to connect with our teams and explore ways to work together, please email Healthier.Together.ahs.ca.

To access the survey, please click on the following link:

<https://redcap.albertahealthservices.ca/surveys/?s=EML4JCYMEJACADEY>.

Thank you for your collaboration and sharing the survey.

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