



**TOWN OF PINCHER CREEK COUNCIL
MEETING AGENDA
Monday, January 23, 2023 at 6:00 p.m.
Council Chambers, Town Hall
Zoom Link**

1. **Call to Order**
2. **Scheduled Public Hearing**
3. **Agenda Approval**
4. **Scheduled Delegations**
5. **Adoption of Minutes**
 - 5.1 Minutes of the Regular Meeting of Council held on January 9, 2023
6. **Business Arising from the Minutes**
 - 6.1 Disposition of Delegations – Jas Schmirler
7. **Bylaws**
 - 7.1 Northeast Pincher Creek Part 2 Area Structure Plan
 - 7.2 CAO Appointment Bylaw # 1473-23
8. **New Business**
 - 8.1 Increase Cost Of Water Meter Equipment
 - 8.2 Economic Developers Alberta AGM and Conference
 - 8.3 Green and Inclusive Buildings and Community Building (GICB) Retrofit grant request
9. **Council Reports**
 - 9.1 Upcoming Committee Meetings and Events
10. **Administration**
 - 10.1 Council Information Distribution List
 - 10.2 Operations 4th Quarter Report 2022
11. **Closed Session Discussion**
 - 11.1 PCCELC 2022 Rental Fees - 16
12. **Notice of Motion**
13. **Adjournment**

The next Regular Council Meeting is scheduled for February 13, 2023 AT 6:00 p.m.



**REGULAR MEETING OF COUNCIL
Held on Monday January 9, 2023
In Person & Virtually,
Commencing at 6:00 p.m.**

IN ATTENDANCE:

Mayor: D. Anderberg

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

Staff: L. Wilgosh, Chief Administrative Officer; K.
Green, Executive Assistant; L. Rideout,
Director of Community Services; A. Hlady,
FCSS; and A. Lucas, Intern CAO

1. CALL TO ORDER

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

2. SCHEDULED PUBLIC HEARING

3. AGENDA APPROVAL

OLIVER:

The Council for the Town of Pincher Creek accepts the January 9, 2023 agenda as presented.

CARRIED 23-001

4. DELEGATIONS

4.1 Years of Service Awards – Dane Barclay

4.2 Livingstone Range Division – Jas Schmirler

5. ADOPTION OF MINUTES

5.1 Minutes of the Committee of the Whole held on December 7, 2022

GREEN:

That Council for the Town of Pincher Creek approves the minutes of the Committee of the Whole held on December 7, 2022 as presented.

CARRIED 23-002

5.2 Minutes of the Regular Meeting of Council held on December 12, 2022

BARBER:

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

CARRIED 23-003

5.3 Minutes of the Committee of the Whole held on January 4, 2023

NODGE:

That Council for the Town of Pincher Creek amends the minutes of the Committee of the Whole held on January 4, 2023 as discussed and accepts as amended.

CARRIED 23-004

6. BUSINESS ARISING FROM THE MINUTES

6.1 Alberta Emergency Management Agency Field Officer Review

BARBER:

That Council for the Town of Pincher Creek accept the Alberta Emergency Management Agency Field Officer Review as information with thanks.

CARRIED 23-005

6.2 Disposition Of Delegation - Fortis Alberta

GREEN:

That Council for the Town of Pincher Creek accept the Fortis presentation as information.

CARRIED 23-006

6.3 Disposition Of Delegation - Mcmann Agency

OLIVER:

That Council for the Town of Pincher Creek accept the Mcmann Agency presentation as information.

CARRIED 23-007

7. BYLAWS

8. NEW BUSINESS

8.1 Quality Management Plan - Fire Discipline

NODGE:

That Council for the Town of Pincher Creek approve the Town of Pincher Creek and Municipal District of Pincher Creek Quality Management Plan for the Fire Discipline as presented.

CARRIED 23-008

9. COUNCIL COMMITTEE MEETINGS AND EVENTS

10. ADMINISTRATION

10.1 Council Information Distribution List

CLELAND:

That Council for the Town of Pincher Creek accepts the January 9, 2023 Council Information Distribution List as information.

CARRIED 23-009

11. CLOSED MEETING DISCUSSION

CLELAND:

That Council for the Town of Pincher Creek agree to move into closed session of Council on Monday, January 9, 2023 at 6:57 pm in accordance with section 16 & 24 of the Freedom of Information and Protection of Privacy Act, with the Chief Administrative Officer, Executive Assistant, Director of Community Services, Intern CAO and FCSS in attendance.

CARRIED 23-010

CLELAND:

That Council for the Town of Pincher Creek agree to move out of closed session of Council on Monday, January 9, 2023 at 7:40 pm in accordance with section 19 & 24 of the Freedom of Information and Protection of Privacy Act, with the Chief Administrative Officer, Executive Assistant, Director of Community Services, Intern CAO and FCSS in attendance.

CARRIED 23-011

11.1 Development Agreement - Plan 0512718, Block 4, Lot 23 - 16 & 24

OLIVER:

That Council for the Town of Pincher Creek approve and authorize the Development Agreement between the Town of Pincher Creek and Gero Construction and Development Ltd. for parcel Plan 0512718, Block 4, Lot 23, 1366 Dobbie Avenue, the development area.

CARRIED 23-012

11.2 Personnel/Financial - FOIP S. 16

CLELAND:

That Council for the Town of Pincher Creek approve reimbursing intern CAO for her moving expense as presented.

CARRIED 23-013

11.3 Allied Arts Council Lease Agreement - FOIP S. 16

GREEN:

That Council for the Town of Pincher Creek direct administration to prepare an amended lease agreement with the Allied Arts Council as discussed and bring back to Council for Consideration.

CARRIED 23-014

12. NOTICE OF MOTION

13. ADJOURNMENT

CLELAND:

That this meeting of Council on January 9, 2023 be hereby adjourned at 7:43 pm.

CARRIED 23-015

MAYOR, D. Anderberg

CAO, L. Wilgosh

**APPROVED BY RESOLUTION
OF THE COUNCIL OF THE
TOWN OF PINCHER CREEK,
THIS 23 DAY OF JANUARY 2023**

S E A L

**NEXT REGULAR MEETING OF COUNCIL TO BE HELD ON
MONDAY JANUARY 23, 2023 AT 6:00 P.M.**

Town of Pincher Creek

REQUEST FOR DECISION

Council

SUBJECT: Jan. 9, 2023 Presentation by Jas Schmirler - LRSD International Student Coordinator	
PRESENTED BY: Laurie Wilgosh, Chief Administrative Officer	DATE OF MEETING: 2/1/2023

PURPOSE:

Receive the presentation from Jas Schmirler as presented

RECOMMENDATION:

That Council for the Town of Pincher Creek direct administration to contact Jas Schmirler, Livingstone Range School Division International School Programmer and assist her with the best methods to inform Pincher Creek and area residents of the opportunity to host high school international students.

BACKGROUND/HISTORY:

Ms. Schmirler attended the January 9th, 2023 Council meeting to inform council of the Livingstone Range School Division International Student program. In addition she wanted Council's advise on how to inform and encourage the community to consider hosting of international high school students.

ALTERNATIVES:

That Council for the Town of Pincher Creek receive the presentation made by Jas Schmirler of Livingstone Range School Division pertaining to high school international student hosting.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

N/A

FINANCIAL IMPLICATIONS:

N/A

PUBLIC RELATIONS IMPLICATIONS:

Opportunity to house and experience living with students from other countries and cultures.

ATTACHMENTS:

None at this time.

CONCLUSION/SUMMARY:

Administration supports that Council approves working with and assisting Ms. Schmirler with informing the community of this opportunity.

Signatures:

Department Head:

Lannie Wilgosh

CAO:

Lannie Wilgosh





Livingstone Range
SCHOOL DIVISION

INTERNATIONAL
STUDENT PROGRAM

HOMESTAY FAMILY VIRTUAL INFORMATION NIGHT

March 1, 2023 @ 7pm

Register online at lrsd.ca/host



INTERNATIONAL STUDENT PROGRAM



**Livingstone
Range**
SCHOOL DIVISION

BECOME A www.lrsd.ca/host HOMESTAY FAMILY!



Experience a new culture first-hand and increase your international awareness



Share your home, enrich your family life, and make global connections



Share Alberta's natural beauty with a young international student



Receive \$800 monthly payment



VIRTUAL INFORMATION NIGHT

Wednesday, March 1, 2023 at 7pm

- Brief presentation & opportunity to ask questions
- Learn about our homestay family referral program
- Register online at lrsd.ca/host



HOMESTAY REQUIREMENTS:



- Have a separate bedroom in your home
- Provide meals and some transportation
- Have a clear criminal record check

Town of Pincher Creek

REQUEST FOR DECISION

Council

SUBJECT: Northeast Pincher Creek Part 2 Area Structure Plan	
PRESENTED BY: Lisa Goss, Legislative Service Manager	DATE OF MEETING: 1/23/2023

PURPOSE:

For Council to consider first reading of Northeast Pincher Creek Part 2 Area Structure Plan Bylaw 1635-23.

RECOMMENDATION:

That Council for the Town of Pincher Creek agree and give first reading to Northeast Pincher Creek Part 2 Area Structure Plan Bylaw 1635-23.

That Council for the Town of Pincher Creek agree to hold a Public Hearing on Northeast Pincher Creek Part 2 Area Structure Plan Bylaw 1635-23 on February 27, 2023 before consideration of second and/or third reading.

BACKGROUND/HISTORY:

The North East Area Structure Plan has been on the books for several years however experienced delays in implementation due to covid.

At the July 6, 2022 Committee of the Whole meeting the NE ASP was deferred to a Special Committee of the Whole meeting on July 11, 2022 of which was subsequently cancelled. The item was brought forward at the September 7, 2022 Committee of the Whole meeting where it was deferred to the next Council meeting on September 12, 2022 where direction was given to circulate the Plan for referral and prepare a bylaw for adoption.

In addition, as directed, the wetland assessment has commenced for the areas identified in the draft NE ASP as potential wetlands.

ALTERNATIVES:

That Council for the Town of Pincher Creek receives the information regarding Northeast Pincher Creek Part 2 Area Structure Plan Bylaw 1635-23 as presented.

That Council for the Town of Pincher Creek direct administration to amend Northeast Pincher Creek Part 2 Area Structure Plan Bylaw 1635-23 prior to consideration of second reading.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

NE area structure plan, link provided below

FINANCIAL IMPLICATIONS:

Public consultation and bylaw and plan implementation.

PUBLIC RELATIONS IMPLICATIONS:

The North East Area Structure Plan will guide the development of the NE Industrial area of the Town.

<http://www.pinchercreek.ca/docs/files/DRAFT%20North%20East%20Pincher%20Creek%20Area%20Structure%20Plan%282%29.pdf>

ATTACHMENTS:

DRAFT 1635-23 Pincher Creek NE ASP Bylaw 1427 Amendment Part 2 - adopting bylaw - 3025

CONCLUSION/SUMMARY:

Administration supports that Council for the Town of Pincher Creek give first reading to Northeast Pincher Creek Part 2 Area Structure Plan Bylaw 1635-23.

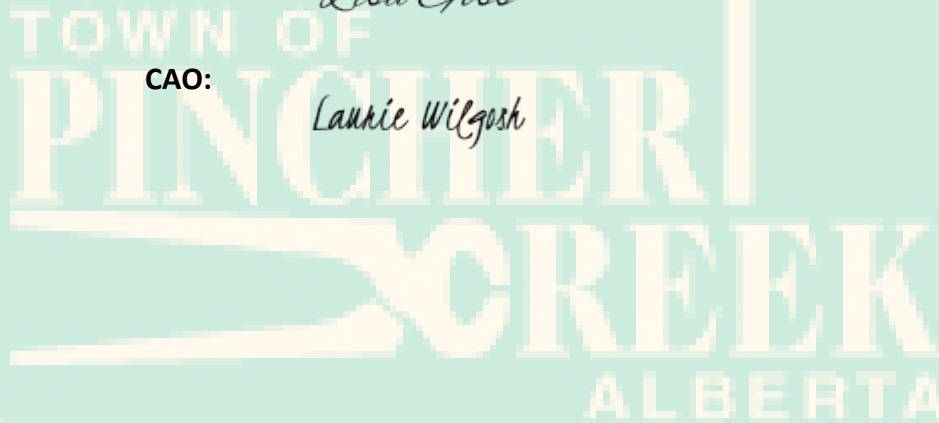
Signatures:

Department Head:

Lisa Goss

CAO:

Lannie Wilgosh





**TOWN OF PINCHER CREEK
IN THE PROVINCE OF ALBERTA**

BYLAW NO. 1635-23

BEING a bylaw of the Town of Pincher Creek in the Province of Alberta, to adopt Bylaw No. 1635, Northeast Pincher Creek Part 2 Area Structure Plan, being a bylaw to amend the 1989 Northeast Pincher Creek Area Structure Plan Bylaw No. 1427 applicable for the lands generally described as:

Portions of the SW 26-6-30-W4M including:

- LOT 1, BLOCK 8, PLAN 0613747
- LOTS 6, 7, 8, 9, 10, 11, 12, 13, 14 & 15, BLOCK 7, PLAN 0613747
- LOT 15, BLOCK 5, PLAN 0613747
- LOT 1, BLOCK 6, PLAN 0512720
- LOTS 24 & 25, BLOCK 4, PLAN 0611417
- LOTS 12, 16 & 17, BLOCK 4, PLAN 0512718
- LOT 2, BLOCK 5, PLAN 0512718

Portion of the SE 26-6-30-W4M including:

- BLOCK 1, PLAN 2060JK

AND WHEREAS the Plan Area encompasses an area of 47.6 Ha (117.7 acres) and includes lands within Bylaw No. 1427 and additional adjacent lands, with the said lands as illustrated on the map in Schedule "A" attached hereto.

AND WHEREAS THE PURPOSE of Northeast Pincher Creek Part 2 Area Structure Plan (ASP) is to provide for the future land use, subdivision layout and design, road networks, servicing guide and engineering support information applicable to the land to allow for orderly and efficient development of the said lands as described in the ASP document, attached as Schedule "B" hereto.

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

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

1. That the Northeast Pincher Creek Part 2 Area Structure Plan attached hereto as Schedule "B" be adopted by Bylaw No. 1635 for the subject lands as described.
2. That the 1989 Northeast Pincher Creek Area Structure Plan Bylaw No. 1427 be amended to include the updates and amendments as described in Bylaw No. 1635
3. Final formatting and consolidation shall take place following the passage of the bylaw.
4. This bylaw comes into effect upon third and final reading hereof.

READ a **first** time this 23rd day of January, 2023.

Mayor – Don Anderberg

Chief Administrative Officer – Laurie Wilgosh

READ a **second** time this 27th day of February, 2023.

Mayor – Don Anderberg

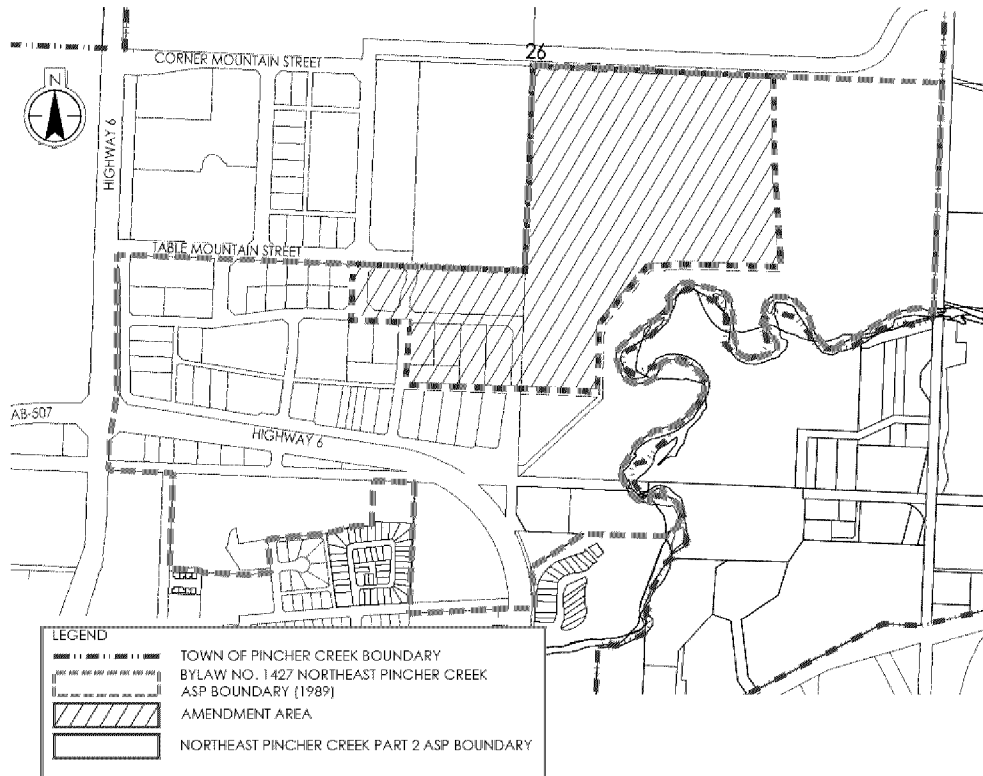
Chief Administrative Officer – Angie Lucas

READ a **third** time and finally PASSED this 27th day of February, 2023.

Mayor – Don Anderberg

Chief Administrative Officer – Angie Lucas

Schedule “A”



Schedule “B” - Northeast Pincher Creek Part 2 Area Structure Plan (ASP document)

Town of Pincher Creek

REQUEST FOR DECISION

Council

SUBJECT: CAO Appointment Bylaw # 1473-23	
PRESENTED BY: Laurie Wilgosh, Chief Administrative Officer	DATE OF MEETING: 1/23/2023

PURPOSE:

For Council to officially appoint Angie Lucas as the Chief Administrative Officer for the Town

RECOMMENDATION:

That Council for the Town of Pincher Creek give the Chief Administrative Officer appointment Bylaw # 1473-23 first reading.

That Council for the Town of Pincher Creek give Bylaw # 1473-23 second reading.

That Council for the Town of Pincher Creek unanimously agree and approve presenting the Chief Administrative Officer Appointment Bylaw # 1473-23 for third and final reading.

That Council for the Town of Pincher Creek give third and final reading to the Chief Administrative Officer appointment bylaw # 1473-23 and that a copy of which be attached hereto and form part of the minutes.

BACKGROUND/HISTORY:

As per the Municipal Government Act, s.205(1)(2) the Chief Administrative Officer must be appointed by Council.

As the CAO, Laurie Wilgosh is retiring from the role of CAO and a new CAO, Angie Lucas has been hired to assume the position, the official appointment must be made by bylaw.

ALTERNATIVES:

That Council for the Town of Pincher Creek postpone the bylaw appointment until after February 1st, 2023

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

Municipal Government Act

FINANCIAL IMPLICATIONS:

N/A

PUBLIC RELATIONS IMPLICATIONS:

N/A

ATTACHMENTS:

cao appointment - 3076

CONCLUSION/SUMMARY:

Administration supports that Council give all three readings of Bylaw # 1473-23 at the January 23, 2023 Council meeting as presented.

Signatures:

Department Head:

Lisa Goss

CAO:

Lannie Wilgosh





**BYLAW # 1473 - 23
of the
TOWN OF PINCHER CREEK**

**A Bylaw of the Town of Pincher Creek, in the Province
Of Alberta, for the purpose of Appointing the
Chief Administrative Officer**

Whereas, Pursuant to Section 205 (1) (2) of the Municipal Government Act, R.S.A. 2000, Chapter M.26 and amendments thereto, Council must appoint a Chief Administrative Officer,

And Whereas, the Council for the Town of Pincher Creek appoints Angie Lucas as the Chief Administrative Officer for the Town of Pincher Creek.

Now Therefore, the Council of the Town of Pincher Creek hereby enacts as follows:

1. That Bylaw # 1473 – 17 be rescinded on February 1, 2023
2. That this bylaw comes into force and effect on February 1, 2023.

READ A FIRST TIME THIS DAY OF 2023, A.D.

Mayor Don Anderberg

CAO, Laurie Wilgosh

READ A SECOND TIME THIS DAY OF 2023, A.D.

Mayor Don Anderberg

CAO, Laurie Wilgosh

READ A THIRD TIME THIS DAY OF 2023, A.D.

Mayor Don Anderberg

CAO, Laurie Wilgosh

Town of Pincher Creek

REQUEST FOR DECISION

Council

SUBJECT: Increase Cost of Water Meter Equipment	
PRESENTED BY: Wendy Catonio, Director of Finance and Human Resources	DATE OF MEETING: 1/23/2023

PURPOSE:

For Council to approve the increased cost of Water Meter reading equipment

RECOMMENDATION:

That Council for the Town of Pincher Creek approve an additional \$11,000 for the Neptune 360 Software and Hardware Upgrades to be funded from the Utility Reserve account 41-00-00-4760.

That Council for the Town of Pincher Creek approve the reallocation of the total amount of \$36,000 to Capital account 41-00-00-6614.

BACKGROUND/HISTORY:

Accu-Flo notified the Town that the current water meter reading software and equipment would no longer be supported so administration requested a quote for new software and hardware. That quote contained a significant discount for trade-in/exchange of existing equipment, as well as a discount for signing a multi-year contract. In the time between that quote and authorization from budget approval, Accu-Flo has ceased their trade-in program and no longer offers multi-year discounts. This resulted in an increase in their original quote of approximately \$11,000.

ALTERNATIVES:

That Council for the Town of Pincher Creek request more information from administration.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

None

FINANCIAL IMPLICATIONS:

The increased cost of \$11,000 can be funded through the Utility Reserve account.

PUBLIC RELATIONS IMPLICATIONS:

None at this time.

ATTACHMENTS:

None at this time.

CONCLUSION/SUMMARY:

Administration supports Council approving the \$11,000 increase as well as reallocating the project to Capital.

Signatures:

Department Head:

Wendy Catonio

CAO:

Laurie Wilgosh



Town of Pincher Creek

REQUEST FOR DECISION

Council

SUBJECT: Economic Developers Alberta AGM and Conference	
PRESENTED BY: Laurie Wilgosh, Chief Administrative Officer	DATE OF MEETING: 1/23/2023

PURPOSE:

To authorize a member of Council to attend the 2023 Economic Developers Alberta (EDA) AGM and Conference.

RECOMMENDATION:

That Council for the Town of Pincher Creek That Council for the Town of Pincher Creek authorize Councillor _____ to attend the Economic Developers Alberta AGM and Conference on April 11-14, 2023 and for the attendance to be funded from general ledger account 11-00-00-2210, Council training and travel.

BACKGROUND/HISTORY:

The annual EDA annual general meeting and conference is offered in person and virtually. The in-person event is located in Kananaskis, a limited virtual option is available.

EDA Xperience 2023 will attract over 400 local, national, and international experts in the field of economic development, and elected officials from across the province to discuss the current state of Alberta's economy, identify practical ways to move our economy forward, and support each other. Delegates will be provided with information about Alberta's current and emerging sector opportunities, updates on economic development issues and trends, best practices, inspiring keynote addresses, interactive in-person and virtual networking opportunities.

The theme of the 2023 conference is Purpose, Partner, Prosper.

ALTERNATIVES:

That Council for the Town of Pincher Creek receives the information regarding the 2023 Economic Developers Alberta AGM and Conference as presented.

That Council for the Town of Pincher Creek authorize Councillor _____ and Councillor _____ to attend the Economic Developers Alberta AGM and Conference on April 11-14, 2023 and for the attendance to be funded from general ledger account 11-00-00-2210, Council training and travel.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

The community economic development strategy was accepted by Council in January of 2023. Economic Development is one of the 5 priorities identified in the Council Strategic Plan in fall 2022.

FINANCIAL IMPLICATIONS:

Early-bird conference in person registration is \$675 and includes the Presidents Dinner and Ministry Dinner. Travel expenses and accommodation will be required.

Virtual conference registration is \$200 and includes online access to main ballroom sessions live, taped concurrent sessions later.

PUBLIC RELATIONS IMPLICATIONS:

NA

ATTACHMENTS:

None at this time.

CONCLUSION/SUMMARY:

Administration supports that Council for the Town of Pincher Creek authorize Councillor _____ to attend the Economic Developers Alberta AGM and Conference on April 11-14, 2023 and for the attendance to be funded from general ledger account 11-00-00-2210, Council training and travel.

Signatures:

Department Head:

Laurie Wilgosh

CAO:

Laurie Wilgosh

Town of Pincher Creek

REQUEST FOR DECISION

Council

SUBJECT: Green and Inclusive Buildings and Community Building (GICB) Retrofit grant request	
PRESENTED BY: LaVonne Rideout, Community Services	DATE OF MEETING: 1/23/2023

PURPOSE:

To review and provide formal approval to apply for the Green and Inclusive Buildings grant and Community Buildings Retrofit (CBR) grant to fully fund upgrades to the Multipurpose facility and Arena

RECOMMENDATION:

That Council for the Town of Pincher Creek provide formal approval to apply for the Green and Inclusive Buildings grant and Community Buildings Retrofit (CBR) grant to fully fund upgrades to the Multipurpose facility and Arena, while committing to adding \$240,000 to the budget for 2024 and 2025 should the CBR application fail.

BACKGROUND/HISTORY:

The Green and Inclusive Community Buildings (GICB) grant funds 80% of project costs for facility upgrades incurred between April 2021, and March 2026. The Community Buildings Retrofit (CBR) grant funds 25% of projects that reduce facility green house gas emissions by 30% or more. The deadline to apply for GICB is February 28, 2023.

The Town has already spent \$57,000 on energy upgrades since April 2021, with grant funding of \$107,000. There is currently \$96,000 in the budget for additional energy projects. In the future there will be requirements for more projects as equipment fails due to age such as 3 roof top HVAC, the heating and ventilation in the arena, and the ice plant. Many of these upgrades have been identified in the Engineering study done by Stephenson Engineering in 2020. These upgrades alone are projected to cost \$1.4 million just to keep the facilities operational.

Applying to the GICB and CBR grants would allow the Town to complete these necessary upgrades as well as additional energy savings upgrades at zero cost, while getting rebated for the costs already incurred. Should the GICB application succeed and CBR application fail, the cost to the Town between now and 2026 would be \$332,000. This is a savings of \$1 million compared to completing the retrofits without any grants.

Additionally, with the Energy Project Lead position, the Town has capacity for dedicated project management and will not have to outsource to a contractor for substantially higher cost.

The Multipurpose Facility and Memorial Arena in Pincher Creek provides recreation facilities for multiple user groups in the community and also brings in business from out of town through tournaments and events. It is a fixture of the downtown core and a major cultural positive for the community.

Currently the Town spends approximately \$225,000 per year in energy costs on these facilities, along with thousands in regular maintenance on its equipment to run the facility for its users. These costs can be reduced by upwards of \$50,000 per year by completing a large-scale overhaul of the facility.

Upgrading the arena and pool equipment will allow for us to create a better experience for the users, increase accessibility, lower operating costs, and reduce emissions from the facility. It will also extend the lifetime of the current facilities. Many of the upgrades being considered are projected to be modular and capable of moving facilities should a new arena be built within their operational lifetime. The exception to this would be a new floor and any new facilities that get built.

ALTERNATIVES:

Not to approve and apply for the grant at this time.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

None

FINANCIAL IMPLICATIONS:

Grants not approved and projects do not go forward: Extra \$50,000/year in energy costs and no rebate on sunk costs (approx. \$150,000)

GICB approved but no CBR: Costs the Town \$330,000 over 3 years, saves \$50,000 annually for a payback of approximately 6 years and return on investment (ROI) of 15% (5-10% is viewed as a good return). Extended operational life of major equipment.

GICB and CBR approved: \$0 cost to town, \$153,000 rebate on costs already incurred or budgeted for 2023.

\$50,000 per year in energy savings. Extended operational life of major equipment.

PUBLIC RELATIONS IMPLICATIONS:

This will give the public a more accessible facility and allow the opportunity to bring in higher level teams and events. It will also ensure that the facility remains operational with less risk of major breakdowns ending the season early.

The arena will have to be closed for a summer in order to complete the retrofits.

ATTACHMENTS:

GICB application justification - 3081

CONCLUSION/SUMMARY:

Administration supports that the Council for the Town of Pincher Creek provide formal approval to apply for the Green and Inclusive Buildings grant and Community Buildings Retrofit (CBR) grant to fully fund upgrades to the Multipurpose facility and Arena, while committing to adding \$240,000 to the budget for 2024 and 2025 should the CBR application fail.

Signatures:

Department Head:

Fristan Walker

CAO:

Lannie Wilgosh



Projects completed	Cost	Grants received
REALice	39,512.55	28,223.25
Pool BMS	56,538.00	42,403.50
Pool eq room insulation	6,805.00	4,377.57
Arena Furnaces	23,069.00	17,301.75
Endotherm	8,680.00	-
MPF lights	19,744.00	14,808.00
Gym lights	2,425.00	
Outdoor lighting	2,100.00	
Huddleston AC	6,015.00	
Proposed projects	Cost	Notes
RTU (x3)	110,000.00	All 3 units are 20+ years old and require replacement ASAP
Pool VFDs	19,006.00	
Library lights	1,100.00	
Arena lights	6,200.00	Potential to complete under maintenance budget
Huddleston lights	2,750.00	Potential to complete under maintenance budget
Header routing and melting pit	80,000.00	Required for new ice plant location and reduces melt water used
New ice plant	1,300,000.00	Current ice plant is undersized and original to the arena. New plant would reduce run time by 12 hours per day. New plant will be on a skid.
Solar	300,000.00	
Solar thermal	23,000.00	
Project management	50,000.00	
Wind turbines	50,000.00	
Contingency	378,411.20	
Total	\$ 2,485,355.75	\$ 107,114.07

Approximate annual energy savings: **\$52,000**

Approximate annual GHG emissions savings: **407 tonnes** (35% of 2019 baseline)

Cost breakdown without Community Building Retrofit (CBR) funding

Expected GICB Contribution	\$ 1,988,284.60
Town share of project cost	\$ 497,071.15
Total spent on past projects (including grant funding)	\$ 164,888.55
Future project cost requirements	\$ 332,182.60
Existing budget for projects in 2023	\$ 96,000.00
2024 budget requirement with no CBR	\$ 236,182.60

Expected grant sourcing

Total project costs	\$ 2,485,355.75
MCCAC grants achieved	\$ 107,114.07
Expected GICB Contribution	\$ 1,988,284.60
Expected CBR contribution	\$ 389,957.08
Town contribution	\$ 0

Breakdown of cost/benefit to Town

Town current project spending (sunk cost)	\$ 57,774
Town project budget for 2023	\$ 96,000
Town total spending without GICB projects (already spent or in the budget for 2023)	\$ 153,774
Town total spending with GICB but no CBR grant (already spent + future spending requirements)	\$ 389,956
Town refund value with GICB and CBR (refund for previous projects and projects budgeted for 2023)	\$ 153,774



**Town of Pincher Creek
COUNCIL DISTRIBUTION LIST
Jan 23rd, 2023**

<u>Item No.</u>	<u>Date</u>	<u>Received From</u>	<u>Information</u>
1.	Jan 6, 2023	Matthewson & Co.	Immigration Virtual Summit
2.	Jan 6, 2023	FCSS	Interagency Update January 6, 2023
3.	Jan 6, 2023	Alberta Health Services	You are invited to the Oldman River Health Advisory Council Meeting on January 17, 2023 @ 12:00 - 3:00 pm
4.	Jan 11, 2023	Livingstone-Macleod	News Release: Nominations open for Alberta's highest honour
5.	Jan 13, 2023	ORRSC	Executive Committee Minutes - November 10, 2022
6.	Jan 13, 2023	National Police Federation	The NPF's Recommendations for a Safer Alberta - Budget 2023
7.	Jan 17, 2023	Town Of Bon Accord	Ambulance Crisis
8.	Jan 18, 2023	FCSS	Interagency updates January 18, 2023
9.	Jan 18, 2023	Pembina	Pembina's oil and gas work this year
10.	Jan 10, 2023	It's Logical Strategic Planning Services	Letter
11.	Jan 10, 2023	Citizen	Letter



Operations Department

Fourth Quarter Report, 2022



Asset Management



Lukas Juskowiak
Asset Management
Coordinator

Email: ljuskowiak@pinchercreek.ca
 Phone: (403)627-3156 ex. 141

The Town owns, operates, and maintains various infrastructure assets (such as roads, municipal buildings, water and sewer lines) each with a defined service life. There is risk by not managing community infrastructure and The Asset Management Coordinator position recognizes the importance of protecting those investments. Asset management is the process for making informed decisions to achieve the goal of delivering sustainable services, managing risks, and getting the best value with taxpayers' dollars.

To take on this task, Lukas Juskowiak has joined the Operations team as the new Asset Management Coordinator. Lukas comes to us from Southern Ontario. After earning a Bachelor of Arts in Geographic Analysis from Toronto Metropolitan University, Lukas began his search for where his GIS skills could be applied. This brought him to his first post-grad job at Fugro Inc., which was his introduction into the world of municipal asset management as a third-party consultant tasked with collecting data on the health of road infrastructure assets for different levels of government throughout North America. Before joining the team here at Pincher Creek, Lukas made a stop in the telecom industry by applying his GIS knowledge in the development of fiber broadband networks in Northern Ontario as well as Atlantic Canada. These previous experiences and the drive to learn have provided Lukas with a solid foundation to contribute and continue to grow with the Town of Pincher Creek in his new position.



Administrative Update



Alexa Levair, CET, B.Tech. Director of Operations & Infrastructure. Email: alevair@pinchercreek.ca. Phone: (403)627-3156

After 21 years with the Town of Pincher Creek, Al Roth has retired as the Director of Operations. The entire Operations Department would like to thank Al for his public service contributions to the community and for his integrity and dedication to his staff. The Town is fortunate to be able to rely on Al's expertise in future emergencies as he will still hold the title as Deputy Director of Emergency Management.



To keep the Town moving forward, Alexa Levair has been promoted from Manager of Operations to Director of Operations & Infrastructure. Alexa brings with her a decade of municipal government experience with three southern Alberta municipalities. Specializing in infrastructure and development, her educational background includes two engineering technology diplomas as well as a bachelor's degree in technology management.

Cemetery Updates

Fairview Cemetery
Inurnments (Open Only): 8
Full Burials: 2
Niche Front Installed: 8

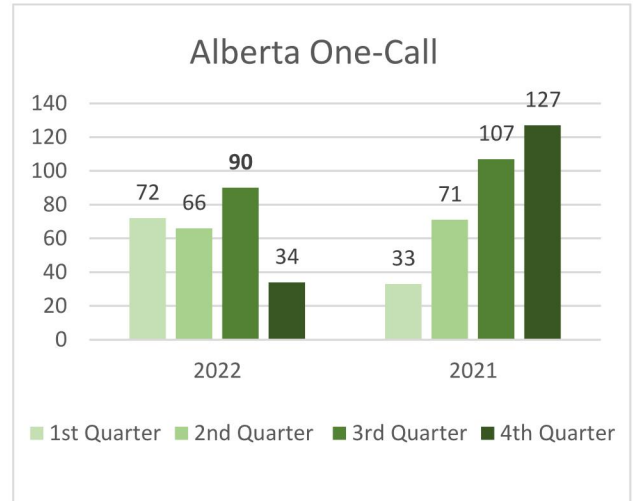


Columbarium
Occupied: 37
Reserved: 28
Available: 9
Total:72

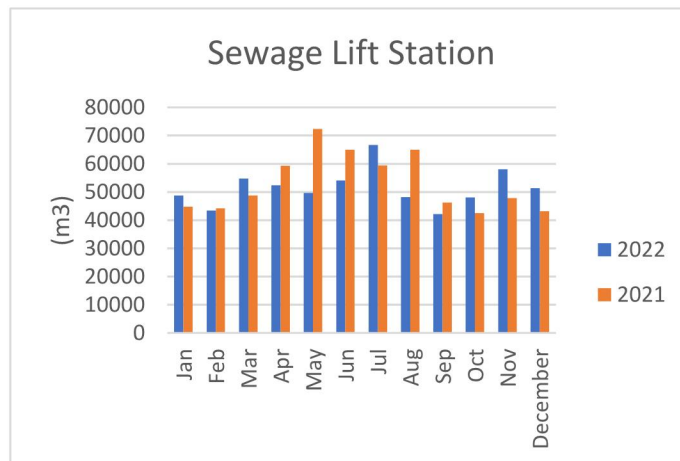
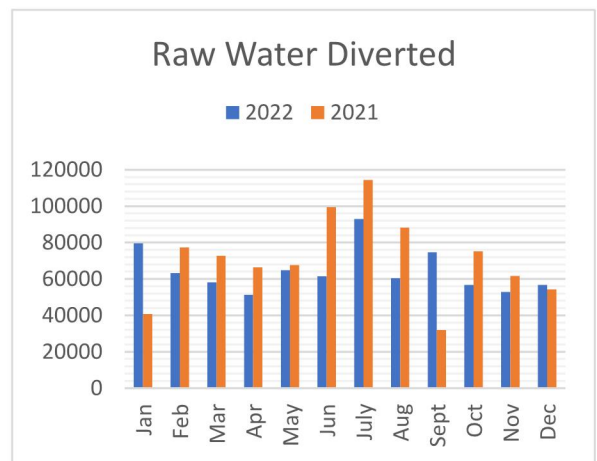
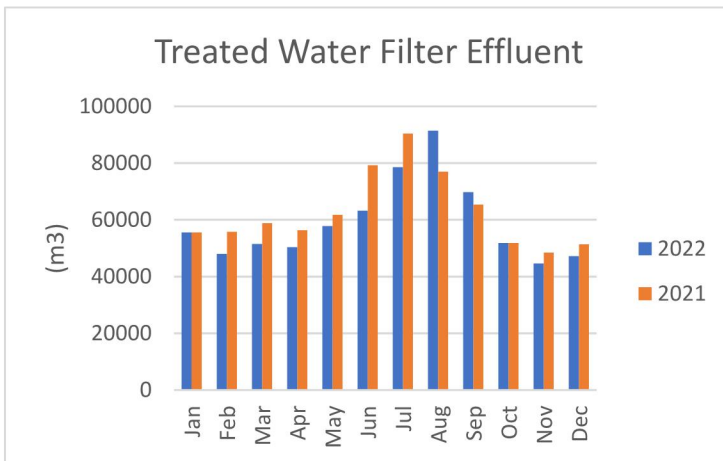


Utility Safety Partners

The Town of Pincher Creek participates in the Utility Safety Partners, a combination of Alberta One-Call, Alberta Common Ground Alliance, and the Joint Utility Safety Team. Keeping people and infrastructure safe, this is a trusted resource for utility safety. The Operations not only received notification when below service work is happening in the community, but the department also calls in our own work, including all emergency locates due to watermain breaks. Staff are able to do emergency repairs once all participating partners have been notified and have submitted their infrastructure locate information.

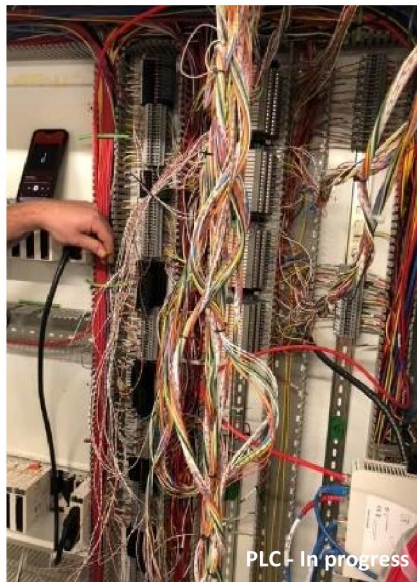


Water Treatment Numbers



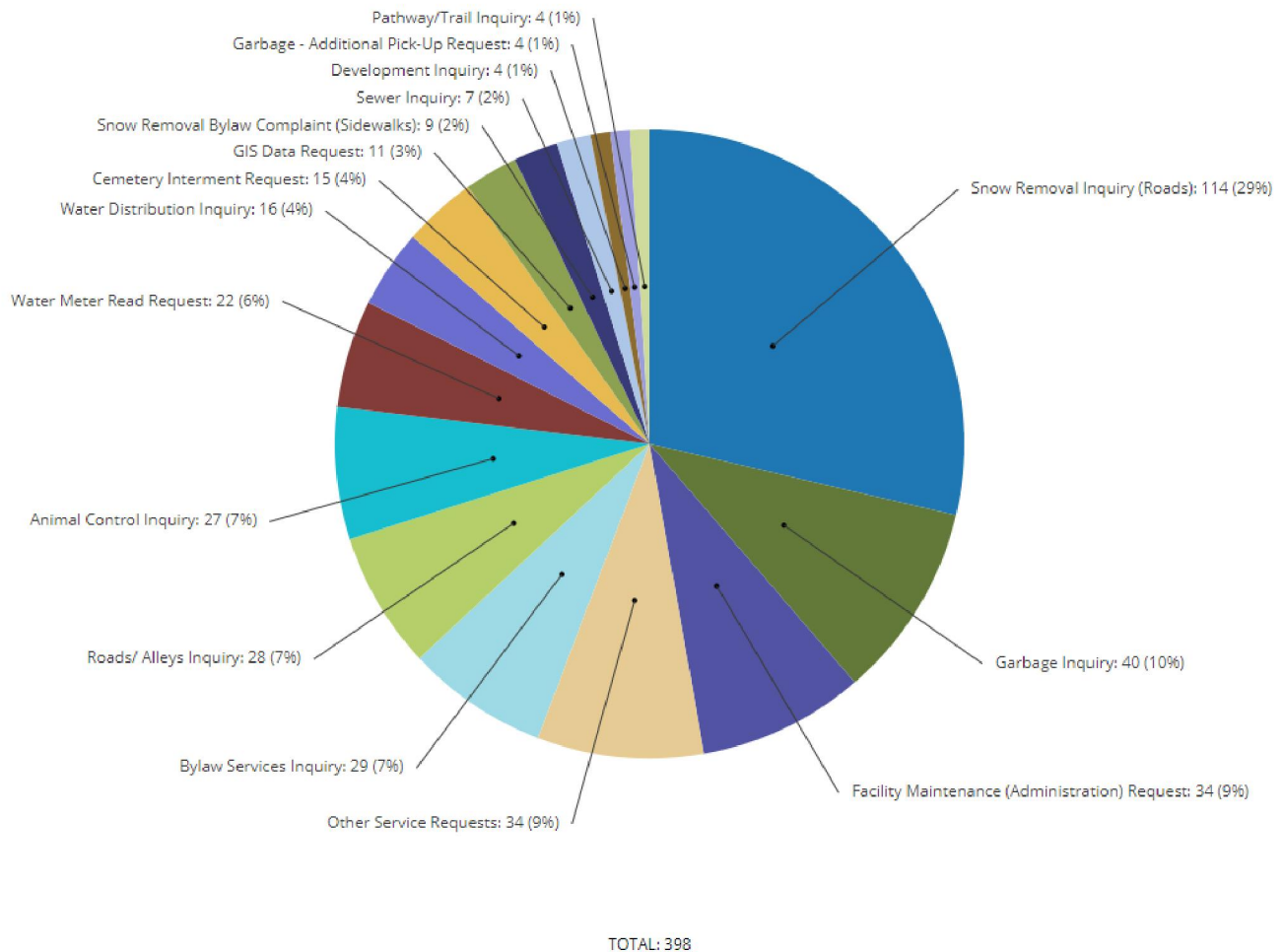
Project Updates

- Water Treatment Plant PLC Replacement - **Completed**
- Lift Station Electrical Upgrades – **Completed**
- Sewer CCTV Inspections Phase 3 – **Completed**
- Waterline Creek Crossing – Both the Raw Water Line & Treated Water Line were successfully drilled under the Pincher Creek, adjacent to the Ag Grounds. Work will pause until spring when construction resumes.
- Main Lift Station HVAC Upgrades – **Completed**



Citizen Request Update

With an unprecedented amount of snow this quarter, 29% of public inquiries to the Town were directed towards snow removal. Most senerios, residents were advised Operations were working within the confines of the Winter Street Maintenance Policy but still encouraged reporting incase there were extenuating circumstances operations could assit with.



Operations & Information Sharing

Town of Pincher Creek Newsletter

November 15, 2022, to January 15, 2023

Winter Maintenance Policy

Pincher Creek is committed to providing efficient services and maintaining safe conditions for residents throughout the winter season. We use a priority approach to manage snow and ice on Town roads. High-volume and high-risk roads are cleared and sanded first in accordance with the Town's Winter Street Maintenance Policy. Plowing is initiated after 10" of accumulated snowfall and is prioritized as follows:

1. Hills and emergency routes
2. Central section of Main Street
3. School zones during regulated hours
4. Stop and yield signs in commercial areas
5. Stop and yield signs in residential areas

Plowing operations may begin in the early morning hours. We understand that equipment can be loud but ask for your understanding as the Town tries to ensure a safe environment for drivers.

Clearing of residential roadways and alleys is only conducted when there is a significant impediment to drivability and is subject to staff availability with other priorities being considered. Individual requests for snow plowing cannot always be accommodated.

Garbage Collection Updates

Remembrance Day

Regular Collection: Friday, November 11th

Holiday Collection: Thursday, November 10th

Christmas

Regular Collection: Monday, December 26th

Holiday Collection: Wednesday, December 28th

Regular Collection: Tuesday, December 27th

Holiday Collection: Wednesday, December 28th

New Year's

Regular Collection: Monday, January 2nd, 2023

Holiday Collection: Tuesday, January 3rd, 2023



Operations & Information Sharing

Town of Pincher Creek
November 2, 2022 · 🌐

All hands have been on deck today clearing snow! Please remember to give equipment and team members space and time to clear. The team will be working through the rest of the week on priority routes as outlined in the Town's Winter Street Maintenance Policy.

You can view those priorities here: <http://www.pinchercreek.ca/.../302-13-A%20Winter%20Street...>

#PincherCreek



Town of Pincher Creek
November 7, 2022 · 🌐

Garbage pick-up changes this week!

REMEMBRANCE DAY GARBAGE PICK UP

If your regularly scheduled day is Friday, November 11, this week your garbage will be picked up **Thursday, November 10.**

www.PincherCreek.ca #PincherCreek

Town of Pincher Creek
November 22, 2022 · 🌐

REMINDER: Please do not approach the garbage truck, snow removal equipment, team members, or other heavy equipment. To submit a request please use www.PincherCreek.ca/request

Thank you for helping us keep you and our team safe.

#PincherCreek



REMINDER:

DO NOT approach the garbage truck or other heavy equipment.

For your safety and ours, please use PincherCreek.ca/request or call 403 627 3156

www.PincherCreek.ca #PincherCreek

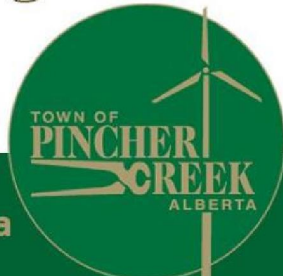
Town of Pincher Creek
November 9, 2022 · 🌐

We are looking for:
Maintenance Operator 1
Peace Officer
Lifeguards
& the Early Learning Team is in search of some new team members too!

Find all the details here: <http://pinchercreek.ca/town/employment.php>

#PincherCreekEmployment

The Town of Pincher Creek is hiring!



www.PincherCreek.ca





Town of Pincher Creek
December 18, 2022 at 12:45 PM · 🌐

Pop this on your fridge so you don't miss a pick up!
#PincherCreek



2022 Holiday Garbage Collection
Town of Pincher Creek

Regular Pick Up: Monday Dec 26
Holiday Pick Up: Wednesday Dec 28

Regular Pick Up: Tuesday Dec 27
Holiday Pick Up: Wednesday Dec 28

Regular Pick Up: Monday Jan 2
Holiday Pick Up: Tuesday Jan 3

403 627 3156 | reception@PincherCreek.ca



Town of Pincher Creek
December 23, 2022 at 12:55 PM · 🌐

It looks like Christmas will be blowing in this year! We have a significant amount of snow on the ground and are anticipating with the forecasted winds that we will see some drifting.

Our operations team are scheduled over the Christmas period and will be conducting snow removal as per the policy. Please be patient as we work with Mother Nature and spend some time with our families as well.

Please use the citizen request system to submit areas of concern www.PincherCreek.ca/request



The winds are coming for Christmas!

Snow removal team members are working, please be patient.

www.PincherCreek.ca #PincherCreek

