



TOWN OF PINCHER CREEK COUNCIL MEETING AGENDA

Tuesday, October 10, 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**
 - 4.1 Mike Peters - Sunrise Solar Project
5. **Adoption of Minutes**
 - 5.1 Minutes of the Regular Meeting of Council held on September 25, 2023 ([Page 2](#))
6. **Business Arising from the Minutes**
 - 6.1 2024 Joint Funding and Joint Budget Amounts ([Page 6](#))
7. **Bylaws**
8. **New Business**
 - 8.1 2023 Budget Adjustment – Consultant for Asset Retirement Obligation ([Page 9](#))
9. **Council Reports**
 - 9.1 Upcoming Committee Meetings and Events
10. **Administration**
 - 10.1 Council Information Distribution List ([Page 11](#))
11. **Closed Session Discussion**
 - 11.1 Revised Recreation Agreement - FOIP s. 21
 - 11.2 **Arena Concession Agreement - FOIP s. 16**
 - 11.3 Administration Transition (No RFD) - FOIP s. 24
12. **Notice of Motion**
13. **Adjournment**

The next Regular Council Meeting is scheduled for October 23, 2023 AT 6:00 p.m.



REGULAR MEETING OF COUNCIL
Held on Monday September 25, 2023
In Person & Virtually,
Commencing at 6:00 p.m.

IN ATTENDANCE:

- Mayor: D. Anderberg
- Councillors: M. Barber, D. Green, W. Oliver, S. Nodge, and B. Wright
- With Regrets: G. Cleland
- Staff: A. Lucas, Chief Administrative Officer; W. Catonio, Director of Finance and Human Resources; L. Goss, Legislative Services Manager and A. Levair, Director of Operations

1. CALL TO ORDER

Councillor Nodge called the meeting to order at 6:00 pm.

2. SCHEDULED PUBLIC HEARING

3. AGENDA APPROVAL
WRIGHT:

That Council for the Town of Pincher Creek approve the September 25, 2023 Regular Council meeting agenda as presented.

CARRIED 23-431

4. DELEGATIONS

5. ADOPTION OF MINUTES

5.1 Minutes of the Joint Meeting of Council held on September 7, 2023
GREEN:

That Council for the Town of Pincher Creek approves the minutes of the Joint Meeting of Council held on September 7, 2023 as amended to include the attendance of Councillor Wright.

CARRIED 23-432

5.2 Minutes of the Special Meeting of Council held on September 11, 2023
ANDERBERG:

That Council for the Town of Pincher Creek approves the minutes of the Special Meeting of Council held on September 11, 2023 as presented.

CARRIED 23-433

5.3 Minutes of the Regular Meeting of Council held on September 11, 2023

OLIVER:

That Council for the Town of Pincher Creek approves the minutes of the Regular Meeting of Council held on September 11, 2023 as presented.

CARRIED 23-434

5.4 Minutes of the Special Meeting of Council held on September 12, 2023

GREEN:

That Council for the Town of Pincher Creek approves the minutes of the Special Meeting of Council held on September 12, 2023 as presented.

CARRIED 23-435

6. BUSINESS ARISING FROM THE MINUTES

6.1 Property Assessment Proposal

GREEN:

That Council for the Town of Pincher Creek approve \$35,000 from the General Contingency Reserve for Property Condition Assessments at 840 Main Street and 670 Main Street.

CARRIED 23-436

A. Levair left the meeting at 6:10 pm.

7. BYLAWS

8. NEW BUSINESS

8.1 2024 Franchise Fees – APEX Utilities

BARBER:

That Council for the Town of Pincher Creek agree to defer the 2024 Franchise Fees – APEX Utilities item to the October 23, 2023 Regular Meeting pending budget deliberations.

CARRIED 23-437

8.2 Fortis Alberta Franchise Fee 2024

BARBER:

That Council for the Town of Pincher Creek agree to defer the Fortis Alberta Franchise Fee 2024 item to the October 23, 2023 Regular Meeting pending budget deliberations.

CARRIED 23-438

8.3 Library Board Appointment

BARBER:

That Council for the Town of Pincher Creek agree that Kassandra Chancey be appointed to serve for a three year term on the Library Board.

CARRIED 23-439

9. COUNCIL REPORTS

9.1 Upcoming Committee Meetings and Events

WRIGHT:

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

CARRIED 23-440

10. ADMINISTRATION

10.1 Council Information Distribution List

OLIVER:

That Council for the Town of Pincher Creek accepts the September 25, 2023 Council Information Distribution List as information.

CARRIED 23-441

Councillor Nodge called a recess at 6:30 pm

Councillor Nodge called the meeting back to order at 6:38 pm

11. CLOSED MEETING DISCUSSION

GREEN:

That Council for the Town of Pincher Creek agree to move into closed session of Council on Monday September 25, 2023 at 6:38 pm in accordance with section 16 & 24 of the Freedom of Information and Protection of Privacy Act, with the Chief Administrative Officer, Legislative Services Manager and Director of Finance and Human Resources in attendance.

CARRIED 23-442

W. Catonio and L. Goss left the meeting at 6:42 pm.

L. Goss returned to the meeting at 6:53 pm.

OLIVER:

That Council for the Town of Pincher Creek agree to move out of closed session of Council on Monday September 25, 2023 at 6:53 pm in accordance with section 16 & 24 of the Freedom of Information and Protection of Privacy Act.

CARRIED 23-443

11.1 Offer to Purchase Roll #4102200- FOIP s.16 & 24

ANDERBERG:

That Council for the Town of Pincher Creek agree to the proposed Pincher Creek Mini Storage Inc. offer to purchase in the amount of \$99,740 (GST Exempt) for Plan 0512718, Block 4, Lot 18 dated September 11, 2023 subject to that the purchaser is responsible for all costs associated with the water and sewer connections to the mains and direct administration to provide instruction to North & Company Law Office to act on the Town's behalf regarding the real estate transaction and that all costs associated be borne by the purchaser.

CARRIED 23-444

11.2 Administration Transition - FOIP s.24

WRIGHT:

That Council for the Town of Pincher Creek accept the Administration Transition information as presented.

CARRIED 23-445

12. NOTICE OF MOTION

13. ADJOURNMENT

WRIGHT:

That this meeting of Council on Septewmber 25, 2023 be hereby adjourned at 6:55 pm.

CARRIED 23-446

MAYOR, D. Anderberg

CAO, A. Lucas

**APPROVED BY RESOLUTION
OF THE COUNCIL OF THE
TOWN OF PINCHER CREEK,
THIS 10th DAY OF OCTOBER 2023**

S E A L

**NEXT REGULAR MEETING OF COUNCIL TO BE HELD ON
TUESDAY OCTOBER 10, 2023 AT 6:00 P.M.**



Town of Pincher Creek

REQUEST FOR DECISION

Council or Committee of the Whole

SUBJECT: 2024 Joint Funding and Joint Budget Amounts	
PRESENTED BY: Wendy Catonio, Director of Finance and Human Resources	DATE OF MEETING: 10/10/2023

PURPOSE:

For Council to approve the 2024 Joint Funding and Joint Budget Amounts as agreed to at the meetings with the MD.

RECOMMENDATION:

That Council for the Town of Pincher Creek approve the 2024 Joint Budget amount at 50% with the Municipal District of Pincher Creek, the Town's portion is \$219,127.50;

That Council for the Town of Pincher Creek agrees to fund the following organizations through the 2024 Joint Budget process:

- Southwest Alberta Sustainability Community Initiative (SASCI) - \$80,000
- Southwest Alberta Regional Search and Rescue Society - \$22,255
- Pincher Creek Humane Society - \$36,000
- Pincher Creek and District Municipal Library - \$250,000
- Pincher Creek and District Historical Society (Kootenai Brown) - \$25,000
- Oldman River Antique Equipment & Threshing (Heritage Acres) - \$25,000

That Council for the Town of Pincher Creek approve the 2024 per capita funding, for Joint Funding, at \$19.38, the Town's portion will be \$70,201.98.

That Council for the Town of Pincher Creek agree to fund the organizations through Joint Funding for 2024 as per the attached schedule.

BACKGROUND/HISTORY:

On September 6, 2023, the Joint Funding Committee, comprised of Councilors from the Town of Pincher Creek and the Municipal District of Pincher Creek, met to discuss Joint Funding for 2024.

For 2024 Joint Funding there were 33 separate applications submitted, with a total funding request of \$439,330.00. After careful deliberation, 15 applications were approved. The total Joint Funding contribution will be \$133,000 for 2024. The Town of Pincher Creek's share will be \$70,201.98 based on a population of 3,622.

On September 19, 2023, Councilors from the Town of Pincher Creek and the Municipal District of Pincher Creek, met to discuss Joint Budgets for 2024. Council met with the 6 organizations to discuss their budget requests. Councils agreed to fund the 6 organizations in the amount of \$438,255.00 with the Town's share being 50% or \$219,127.50.

ALTERNATIVES:

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

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

none at this time

FINANCIAL IMPLICATIONS:

A total of \$289,329.48 will be added to the 2024 budget.

PUBLIC RELATIONS IMPLICATIONS:

Once the resolutions are passed by both Councils, letters will be sent to the groups and advertising announcing funding amounts will be produced for the local media.

ATTACHMENTS:

Joint Council applications 2024 Revised - 3263

CONCLUSION/SUMMARY:

Administration supports funding the organizations as presented.

Signatures:

Department Head:

Wendy Catonio

CAO:

Angie Lucas

2024 Joint Funding

#	Organization	Amount Funded 2024
2	Adaptable Outdoors	5,000
4	Agricultural Society, Pincher Creek	2,000
5	Allied Arts	20,000
9	Chamber of Commerce, Pincher Creek	7,000
14	Cowboy Show	2,000
16	Family Centre, Pincher Creek	10,000
18	Group Group Youth	5,000
19	Handi Bus	28,000
25	Pincher Planters	7,500
26	Rodeo Club, Pincher Creek	500
27	Royal Canadian Legion	27,500
28	SASCI	10,000
31	Syncline Trails	500
32	Twin Butte Community Society	7,500
33	Windsor Heritage Drop-In Centre	500
	Total Amount	133,000
	Per Capita	\$19.38
Town	3622	\$70,201.98
MD	3240	\$62,798.02
Total	6862	\$133,000.00



Town of Pincher Creek

REQUEST FOR DECISION

Council or Committee of the Whole

SUBJECT: 2023 Budget Adjustment - Consultant for Asset Retirement Obligation	
PRESENTED BY: Wendy Catonio, Director of Finance and Human Resources	DATE OF MEETING: 10/10/2023

PURPOSE:

For Council to approve a 2023 budget adjustment to enable administration to hire a consultant to assist with meeting the Public Sector Accounting Board (PSAB) 3280 requirement of recognizing the Town's Asset Retirement Obligation in the 2023 financial statements.

RECOMMENDATION:

That Council for the Town of Pincher Creek approve a 2023 budget adjustment of \$49,484 to engage a consultant to assist administration in meeting the PSAB 3280 requirement of recognizing the Town of Pincher Creek's Asset Retirement Obligation in the 2023 audited financial statements; and further that this amount be funded from the Municipal Income Stabilization Reserve if required.

BACKGROUND/HISTORY:

The Public Sector Accounting Board (PSAB) was created to serve the public interest by establishing accounting standards for the public sector. For example, the requirement to start recording tangible capital assets in 2009 was a project initiated and implemented by this Board. PSAB is now requiring municipalities to record as a liability an asset retirement obligation.

Municipalities will now be required to determine what activities they perform that creates the obligation and record the obligation when that activity occurs.

An asset retirement obligation (ARO) is a legal obligation associated with the retirement of a tangible capital asset. Examples of assets that have a retirement obligation would be municipal buildings that contain asbestos. When a municipality wants to demolish a building with asbestos, provincial regulation requires it to be removed in a prescribed manner which will result in added expense to the municipality.

As with the Tangible Capital Asset Project, to record ARO for current Tangible Capital Assets requires more work and expertise than the Town has at its disposal at the present time. Therefore, Administration needs to hire consultants with the expertise and time to prepare this for the 2023 audited financial statements.

ALTERNATIVES:

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

That Council for the Town of Pincher Creek request further information from Administration to be presented at a future Council meeting.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

The MGA requires municipalities to have their financial statements audited annually. If the Town does not follow the requirements as set out in PSAB 3280, the auditor may qualify their audit opinion.

FINANCIAL IMPLICATIONS:

The quote received for the consultant is \$49,484 to be funded from the Municipal Stabilization Reserve if required.

PUBLIC RELATIONS IMPLICATIONS:

None at this time

ATTACHMENTS:

KPMG-3280-aros-en - 3264

CONCLUSION/SUMMARY:

Administration supports the 2023 budget adjustment to hire a consultant to assist in recording the asset retirement obligation for the Town of Pincher Creek for the 2023 audited financial statements.

Signatures:

Department Head:

Wendy Catonio

CAO:

Angie Lucas



**Town of Pincher Creek
COUNCIL DISTRIBUTION LIST
October 10, 2023**

<u>Item No.</u>	<u>Date</u>	<u>Received From</u>	<u>Information</u>
1.	September 28, 2023	ABmunis	ABmunis Backgrounder on Provincial Downloading