



**TOWN OF PINCHER CREEK COUNCIL  
MEETING AGENDA  
Monday, February 14, 2022 at 6:00 p.m.  
[Virtual via Zoom](#)**

1. **Call to Order**
2. **Scheduled Public Hearing**
3. **Agenda Approval**
4. **Scheduled Delegations**
  - 4.1 Pincher Creek & District Historical Society
5. **Adoption of Minutes**
  - 5.1 Minutes of the Regular Meeting of Council held January 24, 2022
  - 5.2 Minutes of the Committee of the Whole Meeting held February 2, 2022
6. **Business Arising from the Minutes**
  - 6.1 Stars Funding For 2022
  - 6.2 Alberta Municipalities - Municipal Leaders Caucus
  - 6.3 Sgt. Ryan Hodge – RCMP
    - a) Community Policing Report
    - b) Provincial Transition Proposal Discussion
  - 6.4 Cabin Ridge Coal Project Update
7. **Bylaws**
  - 7.1 Municipal Borrowing Bylaw #1570-22
8. **New Business**
  - 8.1 Letter of Notice To Bargain CUPE Local 927
  - 8.2 MCCAC Clean Energy Improvement Program
  - 8.3 Proposed Library Expansion - Letter of Support
  - 8.4 Pincher Creek & District Historical Society - Development Application 22-D0002
9. **Council Reports**

**10. Administration**

10.1 Council Information Distribution List

**11. Closed Session Discussion**

11.1 Offer to Purchase Roll# 4200200 – FOIP S. 16 & 24

11.2 Eco Waste Cost Projections FOIP S. 16 & 21

11.3 Proposed Development Funding Consideration FOIP S. 16 & 25

**12. Notice of Motion**

**13. Adjournment**

*The next Regular Council Meeting is scheduled for February 28, 2022 at 6:00 p.m.*



**REGULAR MEETING OF COUNCIL**  
**Held on Monday January 24, 2022**  
**Virtually, commencing at 6:00 p.m.**

**IN ATTENDANCE:**

Mayor: D. Anderberg

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

Absent with Regrets: W. Elliott

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

**1. CALL TO ORDER**

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

**2. SCHEDULED PUBLIC HEARING**

**3. AGENDA APPROVAL**

**BARBER:**

The Council for the Town of Pincher Creek agrees to add Pincher Planters to the January 24, 2022 agenda.

**CARRIED 22-019**

**GREEN:**

The Council for the Town of Pincher Creek approves the January 24, 2022 agenda as amended.

**CARRIED 22-020**

**4. DELEGATIONS**

**4.1 Stars – Glenda Farnden**

Glenda Farnden attended the meeting to provide information to Council regarding Stars in the community. Stars also requests that council make a standing motion to include Stars in their yearly budgets.

**4.2 Cabin Ridge Coal – Project Update Brad Johnson**

Brad Johnson attended the meeting to provide information to Council regarding their current and upcoming projects.

**4.3 RCMP – Sergeant Ryan Hodge**

Sergeant Hodge attended the meeting to ask council to gather more information on the new proposed Alberta Provincial Police.

**4.4 Kootenai Brown Pioneer Village – Colleen Cyr**

Colleen Cyr attended the meeting to ask council for a letter and funding to support a Canada reopening celebration.

**4.5 Pincher Planters – Jo Baker**

Jo Baker attended the meeting to provide information to Council on what they have been doing in and around the community.

**5 ADOPTION OF MINUTES**

**5.1 Minutes of the Regular Meeting of Council held on January 10, 2022**

**OLIVER:**

That Council for the Town of Pincher Creek approve the minutes of the Regular Meeting of Council held on January 10, 2022 as presented.

**CARRIED 22-021**

**6 BUSINESS ARISING FROM THE MINUTES**

**6.1 Disposition of Delegation - Oldman Watershed**

**Barber:**

That Council for the Town of Pincher Creek accepts the Oldman Watershed presentation as information.

**CARRIED 22-022**

**6.2 Community Transportation Committee Terms of Reference**

**GREEN:**

That council for the Town of Pincher Creek approves the updated Terms of Reference for the Community Transportation Committee.

**CARRIED 22-023**

**6.3 Disposition of Delegation – BJ Scott**

**OLIVER:**

That Council for the Town of Pincher Creek accepts the presentation by the Communities in Bloom Committee as information and appoint Councillor Wayne Elliott and alternative Councillor David Green to sit on the Pincher Creek Communities in Bloom Committee, and have this Committee added to the Annual Organizational Council Committee Appointments list.

**CARRIED 22-024**

**7. BYLAWS**

**8. NEW BUSINESS**

**8.1 Economic Developers of Alberta AGM and Conference**

**OLIVER:**

That Council for the Town of Pincher Creek authorizes a Councillor to attend the Economic Developers Alberta AGM and Conference on April 6 -8, 2022 and for the attendance to be funded from general ledger account 11-00-00-2210, Council training and travel.

**CARRIED 22-025**

**8.2 Pincher Creek and District Historical Society request for support**

**BARBER:**

That Council for the Town of Pincher Creek approves \$2500 funding to Pincher Creek and District Historical Society for their Commemorate Canada Reopening Celebration on August 6th, 2022, with funding to come from the Community Contingency Fund.

**CARRIED 22-026**

**NODGE:**

That Council for the Town of Pincher Creek provide a letter of support to the Pincher Creek and District Historical Society for their Commemorate Canada Reopening Celebration on August 6th, 2022.

**CARRIED 22-027**

**9. REPORTS**

**9.1 Upcoming Committee Meetings and Events**

RCMP Transition  
Mayor to meet with MLA  
Committee of the Whole

**10. ADMINISTRATION**

**10.1 Council Information Distribution List**

**BARBER:**

That Council for the Town of Pincher Creek accepts the January 24, 2022 Council Information Distribution List as information.

**CARRIED 22-028**

**10.2 Legislative Services 4<sup>th</sup> Quarter Report**

**BARBER:**

That Council for the Town of Pincher Creek accepts the Legislative Services 4th Quarter Report as information and directs administration to look into the status of the Land Sale for Plan 0613747, Block 5, Lot 6

**CARRIED 22-029**

**10.3 Operations Department 4<sup>th</sup> Quarter Report**

**BARBER:**

That Council for the Town of Pincher Creek accepts the Operations Department's 4th Quarter Report as information.

**CARRIED 22-030**

*Mayor Anderberg called a recess at 8:03 pm*

*Mayor Anderberg called the meeting back to order at 8:13 pm*

**11. CLOSED MEETING DISCUSSION**

**OLIVER:**

That Council for the Town of Pincher Creek agree to move to a closed session of Council on Monday, January 24, 2022 at 8:13 pm in accordance with section 16 & 24 of the Freedom of Information and Protection of Privacy Act, with the Chief Administrative Officer, Director of Community Services, Recreation Manager, Marketing & Economic Development Officer and Executive Assistant in attendance.

**CARRIED 22-031**

**OLIVER:**

That Council for the Town of Pincher Creek agree to move out of a closed session of Council on Monday, January 24, 2022 at 9:34 pm in accordance with section 19 & 24 of the Freedom of Information and Protection of Privacy Act, with the Chief Administrative Officer, Director of Community Services, Recreation Manager, Marketing & Economic Development Officer and Executive Assistant in attendance

**CARRIED 22-032**

*A. Grose left the meeting at 9:35 pm*

**11.1 Council Strategic Plan – FOIP s. 16 & 19**

**GREEN:**

That Council for the Town of Pincher Creek direct administration to advise InnoVisions and Associates that they approve the Strategic Plan proposal opt 3 but allow for 2 full days of discussion.

**CARRIED 22-033**

**11.2 Airport Advisory Committee Request – FOIP s. 21 & 25**

**GREEN:**

That Council for the Town of Pincher Creek request a regional meeting be held with the Municipal District of Pincher Creek Council, the Crownsnest Pass Council, the Town of Pincher Creek Council and the Village of Cowley Council to review the Airport Master Plan and Feasibility Study, in order for all Councils to have a clear understanding of the goals, options, anticipated costs and governance model, and to include any other partner organizations.

**CARRIED 22-034**

**11.3 2022 Pincher Planters Agreement – FOIP s. 16**

**OLIVER:**

That Council for the Town of Pincher Creek agrees to enter into the 2022 agreement between the Town of Pincher Creek and the Pincher Planters, and to thank and commend the Pincher Planters for their continued service.

**CARRIED 22-035**

**12. NOTICE OF MOTION**

**13. ADJOURNMENT**

*Regular Council Meeting  
January 24, 2022*

**OLIVER:**

That this meeting of Council on January 24, 2022 be hereby adjourned at 9:42 pm.

**CARRIED 22-036**

\_\_\_\_\_  
MAYOR, D. Anderberg

\_\_\_\_\_  
CAO, L. Wilgosh

**APPROVED BY RESOLUTION  
OF THE COUNCIL OF THE  
TOWN OF PINCHER CREEK,  
THIS 24<sup>th</sup> DAY OF JANUARY 2022**

**S E A L**

**NEXT REGULAR MEETING OF COUNCIL TO BE HELD ON MONDAY FEBRUARY 14,  
2022 AT 6:00 P.M.**

**DRAFT**



Town of Pincher Creek  
COMMITTEE OF THE WHOLE MINUTES  
February 2, 2022 – 9:00 AM  
Virtually via Zoom

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ATTENDANCE:

Mayor: D. Anderberg

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

Absent with Regret: W. Elliott

Staff: L. Wilgosh, Chief Administrative Officer; W. Catonio, Director of Finance and Human Resources; L. Rideout, Director of Community Services; M. Everts, Events, Director of Operations; A Roth, Director of Operations; A. Levair, Operations Manager; D. Desabrais Municipal Energy Project Lead; L. Johnson, Administrative Assistant – Operations and K. Green, Executive Assistant

**1. Call to Order**

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

**2. Agenda Approval**

**WRIGHT:**

That the Committee of the Whole for the Town of Pincher Creek agrees to add item 5.3 Alberta Municipal Leaders Caucus to February 2, 2022 agenda.

**CARRIED COTW 2022-012**

**WRIGHT:**

That the Committee of the Whole for the Town of Pincher Creek approves the February 2, 2022 agenda as amended.

**CARRIED COTW 2022-013**



**3. Scheduled Delegations**

**3.1 Alberta Health Services – COVID Update – Kristen Dykstra**

Alberta Health Services Representative Kristen Dykstra had technical issues and emailed a copy of her report.

**4. Committee Reports**

**Green:** January 5 Committee of the Whole  
January 6 Emergency Management Training  
January 10 Regular Council  
January 17 Economic Development Strategy  
January 18 AHS Elected Officials & PCCELC  
January 19 Police Summit  
January 24 Pincher Creek Foundation & Regular Council  
January 25 RCMP Policing Transition  
January 26 Pincher Creek Foundation

**Barber:** January 5 Committee of the Whole  
January 6 Emergency Management Training  
January 10 Regular Council  
January 14 Community Futures AGM  
January 18 PCCELC  
January 19 Landfill & Library  
January 25 RCMP Policing Transition  
January 27 Chinook Arch  
January 31 Library

**Wright:** January 5 Committee of the Whole  
January 6 Emergency Management Training  
January 10 Regular Council  
January 19 MDSA  
January 24 Regular Council  
January 26 Recreation Advisory Board

**Oliver:** January 10 Regular Council  
January 19 MDSA  
January 24 Pincher Creek Foundation & Regular Council  
January 26 Pincher Creek Foundation

**Nodge:** January 5 Committee of the Whole  
January 6 Emergency Management Training  
January 10 Regular Council  
January 17 FCSS & Economic Development Strategy

January 18	AHS Elected Officials
January 19	Police Summit
January 24	Regular Council
January 25	RCMP Policing Transition

**Mayors Report**

<b>ANDERBERG:</b> January 5	Committee of the Whole
January 6	Emergency Management Training
January 7	Mayor and Reeves
January 10	Regular Council
January 13	PCEMS
January 18	PCCELC
January 19	Police Summit
January 24	Regular Council
January 26	Roger Reed
January 27	PCCELC

**OLIVER:**

That Committee of the Whole for the Town of Pincher Creek receives the committee reports information as presented.

**CARRIED COTW 2022-014**

**5. Administration**

**5.1 MSDAB- Lay People**

MSDAB requires more lay people for the regional board

**5.2 Council – Business Cards**

Discussed who needs business cards and what Council wants on them.

**5.3 Municipal Leaders Caucus**

To discuss Council attendance at the February 14<sup>th</sup>, Council meeting.

**6. Business Arising from the Minutes**

**7. Policy**

**8. New Business**

**8.1 Water Treatment Plant Operator Position**

**GREEN:**

That Committee of the Whole for the Town of Pincher Creek to receive the update to re-purpose a Maintenance Operator position to a Water Treatment Plant Operator position as information

**CARRIED COTW 2022-015**

- L. Rideout joined the meeting at 9:44 am*
- A. Grose joined the meeting at 9:50am*

**8.2 Utility Rate and Mill Rate Analysis**

**NODGE:**

That Committee of the Whole for the Town of Pincher Creek directs administration to bring back utility rate analysis to another meeting to be determined

**CARRIED COTW 2022-016**

**8.3 ASAA 1A Senior Boy Provincial Basketball Tournament**

**OLIVER:**

That Committee of the Whole for the Town of Pincher Creek become a Three Pointer Sponsor (\$500) for the ASAA 1A Senior Boys provincial tournament.

**CARRIED COTW 2022-017**

**8.4 Community Information Night**

**GREEN:**

That Committee of the Whole for the Town of Pincher Creek direct administration to move forward with the plan as discussed and schedule community information night to late April/Early May.

**CARRIED COTW 2022-018**

- Mayor Anderberg called a recess at 10:50 am*
- L. Johnson & A. Roth left the meeting at 10:50 am*
- Mayor Anderberg called the meeting back to order at 11:02 am*
- D. Desabrais left the meeting at 11:30 am*
- M. Everts, A. Levair, L. Rideout left the meeting at 11:55am*

**9 Closed Session**

**BARBER:**

That Committee of the Whole for the Town of Pincher Creek agree to move to a closed session of the Committee on Wednesday February 2, 2022 at 11:02 am in accordance with sections 16, 18, 21 and 24 of the Freedom of Information and Protection of Privacy Act, with the Chief Administrative Officer, Director of Finance and Human Resources, Executive Assistant, Director of Operations, and Director of Community Services in attendance.

**CARRIED COTW 2022-019**

**GREEN:**

That Committee of the Whole for the Town of Pincher Creek agrees to move out of a closed session of the Committee on Wednesday, February 2, 2022 at 12:04 pm.

**CARRIED COTW 2022-020**

**9.1 Stephenson Engineering - Lebel Mansion Building Assessment**

**BARBER:**

That Committee of the Whole for the Town of Pincher Creek receives Stephenson Engineering's building assessment as information.

**CARRIED COTW 2022-021**

**9.2 Pincher Creek Community Early Learning Centre**

**Nodge:**

That Committee of the Whole for the Town of Pincher Creek directs administration to bring this matter back to another meeting in the future.

**CARRIED COTW 2022-022**

**10 Adjournment**

**NODGE:**

That this session of Committee of the Whole be adjourned at 10:54 am.

**CARRIED COTW 2022-023**

**APPROVED BY RESOLUTION OF  
COUNCIL FOR THE TOWN OF PINCHER CREEK  
THIS 14<sup>th</sup> DAY OF FEBRUARY 2022**

\_\_\_\_\_  
Mayor, D. Anderberg

\_\_\_\_\_  
CAO, L. Wilgosh

# TOWN OF PINCHER CREEK

## REQUEST FOR DECISION

*Council*

<b>SUBJECT:</b> STARS Funding for 2022	
<b>PRESENTED BY:</b> Wendy Catonio, Director of Finance and Human Resources	<b>DATE OF MEETING:</b> 2/14/2022

**PURPOSE:**

To round the Town of Pincher Creek's Grant to STARS from \$7,284 to \$7,300 for 2022 and make the STARS donation a standing budget item.

**RECOMMENDATION:**

That Council for the Town of Pincher Creek approve the increase of \$16 to the STARS grant for 2022.

That Council for the Town of Pincher Creek agree to make a standing motion to include STARS in their yearly budgets in the amount of \$7,300.

**BACKGROUND/HISTORY:**

Glenda Farnden presented to Council on behalf of STARS on January 24, 2022 to provide information to Council regarding STARS in the Community. STARS also requests that Council make a standing motion to include STARS in their yearly budgets.

**ALTERNATIVES:**

That Council for the Town of Pincher Creek accept the presentation by Glenda Farnden on behalf of STARS as information.

**IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:**

Council for Town of Pincher Creek agrees that quality health care is necessary for the community to thrive. STARS has been an integral part of emergency health care in Pincher Creek.

**FINANCIAL IMPLICATIONS:**

Increase in the budget of \$16.

**PUBLIC RELATIONS IMPLICATIONS:**

The public is very supportive of STARS providing service to Pincher Creek.

**ATTACHMENTS:**

None at this time.

**CONCLUSION/SUMMARY:**

Administration supports Council rounding the donation to STARS to \$7,300 and making this donation a standing motion in the annual budgets

**Signatures:**

**Department Head:**

*Wendy Catonic*

**CAO:**

*Laurie Wilgosh*



# TOWN OF PINCHER CREEK

## REQUEST FOR DECISION

*Council*

<b>SUBJECT:</b> Alberta Municipalities - Municipal Leaders Caucus	
<b>PRESENTED BY:</b> Laurie Wilgosh, Chief Administrative Officer	<b>DATE OF MEETING:</b> 2/14/2022

**PURPOSE:**

To determine which Council members will attend the Municipal Leaders Caucus in Edmonton on March 9 and 10th, both virtually or in person

**RECOMMENDATION:**

That Council for the Town of Pincher Creek direct administration to register the following council members for the Alberta Municipalities Municipal leaders Caucus in Edmonton, on March 9 and 10: .....

**BACKGROUND/HISTORY:**

Alberta Municipalities (former AUMA) host two leader's caucus events per year, one in March and one in June. In the past, the Mayor and one councilor or the CAO usually attend when there are topics of interest being presented.

Education sessions include the following:

**ALTERNATIVES:**

That Council for the Town of Pincher Creek direct administration to register one council member for the Alberta Municipalities Municipal Leaders Caucus on March 9 and 10th in Edmonton, Alberta.

That Council for the Town of Pincher Creek receive the information regarding the Alberta Municipalities Municipal Leaders Caucus as presented.

**IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:**

N/A

**FINANCIAL IMPLICATIONS:**

Registration is \$165.00 per member, plus travel expenses which are included in the annual operating budget.

**PUBLIC RELATIONS IMPLICATIONS:**

Municipal events and training seminars offer opportunities for Council networking, which often provides good value for the community.

**ATTACHMENTS:**

leaders caucus - 2811

**CONCLUSION/SUMMARY:**

Administration supports that Council choose two members to attend the Municipal Leaders Caucus in Edmonton, Alberta in March 2022.

**Signatures:**

**Department Head:**

*Lannie Wilgosh*

**CAO:**

*Lannie Wilgosh*





**Draft Agenda for Spring 2022 Municipal Leaders' Caucus**  
**March 9 and 10, 2022**  
**Edmonton Conference Centre**  
**\*Subject to Change\***

Wednesday, March 9	
8:00 a.m.	Registration and Breakfast
9:00 a.m.	President's Opening Remarks
9:15 a.m.	Minister of Municipal Affairs' Remarks
9:30 a.m.	Ministers' Dialogue Session I
10:10 a.m.	Break
10:30 a.m.	Ministers' Dialogue Session II
11:10 a.m.	Premier's Remarks
11:30 p.m.	Lunch
12:30 p.m.	Education/Engagement Session I – Alberta Provincial Police Service
2:30 p.m.	Break
2:45 p.m.	Requests for Decision
3:15 p.m.	Education/Engagement Session II - EMS
4:15 p.m.	Closing Remarks
4:30 to 6:30 p.m.	Networking session

Thursday, March 10	
7:00 a.m.	Registration and Breakfast
8:00 a.m.	Education/Engagement Session III – Municipal Financial Health and LGFF
9:15 a.m.	Alberta Municipalities President's Report
9:30 a.m.	Executive Committee Dialogue Session
10:00 a.m.	Break
10:15 a.m.	Education/Engagement Session IV – Future of Municipal Governance
11:30 a.m.	Opposition Leader's Remarks
11:45 a.m.	Closing Remarks
12:00 p.m.	Lunch



2022-01-25

Sergeant Ryan Hodge  
NCO i/c Pincher Creek RCMP  
Pincher Creek, AB

Dear Mr. Anderberg,

Please find attached the quarterly Community Policing Report that serves to provide a quarterly snapshot of the human resources, financial data and crime statistics for the Pincher Creek Detachment. This report covers the October 1st to December 31st, 2021 reporting period. As part of our continued commitment to engage with the communities we serve in enhancing service delivery, this report is a key tool to address any questions or concerns you may have.

As we embark on 2022, the safety and security of Albertans remains to be the top priority for the Alberta RCMP. The inclusion of Body Worn Cameras on our front line members supports our long-standing commitment towards enhancing public safety and trust with the communities we serve by increasing the transparency of police interactions with citizens. Later this spring, a number of Body Worn Cameras will be piloted in locations across Alberta to inform the success of the provincial rollout that is aimed to follow in the 2022/23 fiscal year. Front-line officers at detachments in Grande Prairie, Parkland, St. Paul, and Gleichen will take part in the pilot. These locations were strategically chosen given their high volumes of calls and varying line speeds. This pilot will allow us to see how the system performs and make adjustments to ensure it meets our needs before the full roll-out.

We are also getting the process underway for multi-year financial plans for MPSA and PPSA contracts. If you are policed under a MPSA, you will be invited to an information session and I will be working with you to develop the multi-year financial plan for your community. If you are policed under the Provincial Police Service (communities under 5,000), the Alberta RCMP will be working directly with the Province of Alberta to develop the multi-year financial plan.

In addition, the Joint Business Plan is being finalized collaboratively by the Alberta RCMP and the Province of Alberta. The development of this plan has taken into consideration and input from communities as reflected in the Interim Police Advisory Board (PAB) report.

While this broader plan is nearing completion and is reflective of provincial policing priorities – in the coming weeks, detachment commanders will be engaging with communities to identify and discuss local policing priorities as they develop their detachment annual performance plans.

The attached reporting along with your valued feedback and guidance will support the reinforcement of your policing priorities, and help ensure we are meeting your community needs on an ongoing basis. As the Chief of Police for your community, please feel free to contact me if you have any questions or concerns.

*Sgt Ryan Hodge*

Sgt Ryan Hodge



## RCMP Provincial Policing Report

<b>Detachment</b>	Pincher Creek Provincial
<b>Detachment Commander</b>	Sgt Ryan Hodge
<b>Quarter</b>	Q3 2021/22
<b>Date of Report</b>	2022-01-25

### Community Consultations

Date	Attendee(s)	Notes
2021-11-03	Town of Pincher Creek Council	Regular quarterly reporting.
2021-11-22	MD of Pincher Creek Council	Regular Quarterly Reporting
2021-11-25	Beaver Mines Community	Public Meeting with police representation by Cst Dennis



## Community Priorities

<p><b>Priority 1</b></p>	<p>Communicate Effectively - Build and Maintain Positive Relations within the Community</p>
<p><b>Current Status &amp; Results</b></p>	<p>With the start of school, members have been making regular patrols through school areas and when possible visiting inside the schools. There were 72 documented patrols during this period.</p> <p>Rural patrols are still strongly supported through Q3 with 474 documented patrols during this time period.</p> <p>Members have also been actively involved in community events at the Napi Friendship Center including a very successful "Stuff the Cruiser" collecting gifts for those in need.</p> <p>Members of the detachment continue to participate in regular newspaper articles, specifically Coffee With Cops in the Shootin The Breeze publication.</p>
<p><b>Priority 2</b></p>	<p>Enhanced Road Safety</p>
<p><b>Current Status &amp; Results</b></p>	<p>During this quarter the local detachment set up 5 different traffic operations focused on speed and impaired driving. The findings were that impaired driving is not increasing but still needs to be an area of focus going forward. Speed offences are largely focused on the Hwy 3 and Hwy 6 and offenders are persons traveling through the area or coming for recreation. The RCMP Traffic Services from Lethbridge also spent a great amount of time in the area with focus on Hwy 3 and Hwy 22.</p>
<p><b>Priority 3</b></p>	<p>Crime Reduction - Prevent and Reduce Property Crime</p>
<p><b>Current Status &amp; Results</b></p>	<p>Property Crimes in the area remain almost unchanged but officers are having good success in catching the persons responsible. The ability of the RCMP Detachments and the Crime Reduction Unit to share information and intelligence is bolstering the success amongst several detachments across southern Alberta.</p> <p>Break and Enters were targeted on storage units and sheds. Theft of vehicles and theft from vehicles were all entirely preventable and continue to be crimes of opportunity. The Lock It or Lose It program continues to be used in the area with pamphlets handed out to increase public awareness on how they can help prevent property crimes.</p>



## Crime Statistics<sup>1</sup>

The following table provides policing statistics on actual offences within the periods listed. Please see Appendix for additional information and a five-year comparison.

Category	October - December			January - December		
	2020	2021	% Change Year-over-Year	2020	2021	% Change Year-over-Year
<b>Total Criminal Code</b>	129	134	4%	647	637	-2%
<i>Persons Crime</i>	23	35	52%	130	164	26%
<i>Property Crime</i>	65	73	12%	321	341	6%
<i>Other Criminal Code</i>	41	26	-37%	196	132	-33%
<b>Traffic Offences</b>						
<i>Criminal Code Traffic</i>	21	15	-29%	99	60	-39%
<i>Provincial Code Traffic</i>	167	263	57%	261	223	-15%
<i>Other Traffic</i>	3	0	-100%	14	1	-93%
<b>CDSA Offences</b>	5	9	80%	24	18	-25%
<b>Other Federal Acts</b>	11	15	36%	40	26	-35%
<b>Other Provincial Acts</b>	45	41	-9%	261	223	-15%
<b>Municipal By-Laws</b>	2	3	50%	15	22	47%
<b>Motor Vehicle Collisions</b>	86	82	-5%	309	274	-11%

<sup>1</sup> Data extracted from a live database (PROS) and is subject to change over time.

## Trends/Points of Interest

Property crime continues to be closely linked to habitual offenders who are actively involved in the use and trafficking of drugs in the community. Although these persons are well known to police and being focused on there continues to be challenges with collecting the required evidence to lay charges and of our judicial partners to hold these persons in custody.

Police are also being heavily relied upon in dealing with mental health concerns and wellbeing checks which generally have underlying mental health issues as well.



## Provincial Police Service Composition<sup>2</sup>

Staffing Category	Established Positions	Working	Soft Vacancies <sup>3</sup>	Hard Vacancies <sup>4</sup>
Police Officers	11	10	2	0
Detachment Support	3	2	1	0

<sup>2</sup> Data extracted on December 31st, 2021 and is subject to change over time.

<sup>3</sup> Soft Vacancies are positions that are filled but vacant due to maternity/paternity leave, medical leave, etc. and are still included in the overall FTE count.

<sup>4</sup> Hard Vacancies reflect positions that do not have an employee attached and need to be filled.

## Comments

Police Officers - The 11 established positions are currently filled. 1 officer is on medical leave and the position is backfilled to ensure coverage. 1 position has 2 officers assigned to it. One constable recently transferred out and another is due to transfer in March. Both of these positions have been filled with two new recruits arriving in March and April

Detachment Support - The 3 established support positions are currently filled but with one employee off duty sick.

## Quarterly Financial Drivers

Currently the detachment is reporting under budget slightly. All operational expenditures are within normal spending.

**Pincher Creek Provincial Detachment  
Crime Statistics (Actual)  
Q3: 2017 - 2021**

All categories contain "Attempted" and/or "Completed"

January 6, 2022

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Homicides & Offences Related to Death		0	0	0	0	2	N/A	N/A	0.4
Robbery		0	0	1	0	0	N/A	N/A	0.0
Sexual Assaults		2	2	1	0	4	100%	N/A	0.2
Other Sexual Offences		0	2	0	0	2	N/A	N/A	0.2
Assault		19	14	16	8	13	-32%	63%	-1.8
Kidnapping/Hostage/Abduction		1	0	0	0	0	-100%	N/A	-0.2
Extortion		0	0	0	0	0	N/A	N/A	0.0
Criminal Harassment		5	6	5	5	9	80%	80%	0.7
Uttering Threats		13	6	2	10	5	-62%	-50%	-1.2
<b>TOTAL PERSONS</b>		<b>40</b>	<b>30</b>	<b>25</b>	<b>23</b>	<b>35</b>	<b>-13%</b>	<b>52%</b>	<b>-1.7</b>
Break & Enter		15	10	8	12	8	-47%	-33%	-1.2
Theft of Motor Vehicle		10	4	4	5	6	-40%	20%	-0.7
Theft Over \$5,000		3	3	2	1	4	33%	300%	0.0
Theft Under \$5,000		21	22	29	23	14	-33%	-39%	-1.3
Possn Stn Goods		4	5	5	1	5	25%	400%	-0.2
Fraud		11	10	7	7	14	27%	100%	0.3
Arson		1	0	1	0	0	-100%	N/A	-0.2
Mischief - Damage To Property		0	0	15	5	10	N/A	100%	2.5
Mischief - Other		23	21	8	11	12	-48%	9%	-3.2
<b>TOTAL PROPERTY</b>		<b>88</b>	<b>75</b>	<b>79</b>	<b>65</b>	<b>73</b>	<b>-17%</b>	<b>12%</b>	<b>-4.0</b>
Offensive Weapons		1	0	1	3	5	400%	67%	1.1
Disturbing the peace		9	13	16	22	6	-33%	-73%	0.3
Fail to Comply & Breaches		20	42	48	7	9	-55%	29%	-5.7
<b>OTHER CRIMINAL CODE</b>		<b>2</b>	<b>4</b>	<b>5</b>	<b>9</b>	<b>6</b>	<b>200%</b>	<b>-33%</b>	<b>1.3</b>
<b>TOTAL OTHER CRIMINAL CODE</b>		<b>32</b>	<b>59</b>	<b>70</b>	<b>41</b>	<b>26</b>	<b>-19%</b>	<b>-37%</b>	<b>-3.0</b>
<b>TOTAL CRIMINAL CODE</b>		<b>160</b>	<b>164</b>	<b>174</b>	<b>129</b>	<b>134</b>	<b>-16%</b>	<b>4%</b>	<b>-8.7</b>

**Pincher Creek Provincial Detachment  
Crime Statistics (Actual)  
Q3: 2017 - 2021**

All categories contain "Attempted" and/or "Completed"

January 6, 2022

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		2	1	3	4	5	150%	25%	0.9
Drug Enforcement - Trafficking		0	0	1	1	4	N/A	300%	0.9
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
<b>Total Drugs</b>		<b>2</b>	<b>1</b>	<b>4</b>	<b>5</b>	<b>9</b>	<b>350%</b>	<b>80%</b>	<b>1.8</b>
Cannabis Enforcement		0	0	1	0	2	N/A	N/A	0.4
Federal - General		1	1	1	6	4	300%	-33%	1.1
<b>TOTAL FEDERAL</b>		<b>3</b>	<b>2</b>	<b>6</b>	<b>11</b>	<b>15</b>	<b>400%</b>	<b>36%</b>	<b>3.3</b>
Liquor Act		15	37	50	20	18	20%	-10%	-1.1
Cannabis Act		0	2	1	0	1	N/A	N/A	0.0
Mental Health Act		3	7	12	9	11	267%	22%	1.8
Other Provincial Stats		16	14	24	16	11	-31%	-31%	-0.8
<b>Total Provincial Stats</b>		<b>34</b>	<b>60</b>	<b>87</b>	<b>45</b>	<b>41</b>	<b>21%</b>	<b>-9%</b>	<b>-0.1</b>
Municipal By-laws Traffic		0	0	0	0	0	N/A	N/A	0.0
Municipal By-laws		1	1	7	2	3	200%	50%	0.5
<b>Total Municipal</b>		<b>1</b>	<b>1</b>	<b>7</b>	<b>2</b>	<b>3</b>	<b>200%</b>	<b>50%</b>	<b>0.5</b>
Fatals		0	0	0	1	0	N/A	-100%	0.1
Injury MVC		6	1	3	4	5	-17%	25%	0.1
Property Damage MVC (Reportable)		67	69	76	72	67	0%	-7%	0.3
Property Damage MVC (Non Reportable)		13	6	7	9	10	-23%	11%	-0.3
<b>TOTAL MVC</b>		<b>86</b>	<b>76</b>	<b>86</b>	<b>86</b>	<b>82</b>	<b>-5%</b>	<b>-5%</b>	<b>0.2</b>
Roadside Suspension - Alcohol (Prov)		0	0	0	1	0	N/A	-100%	0.1
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
<b>Total Provincial Traffic</b>		<b>164</b>	<b>315</b>	<b>226</b>	<b>167</b>	<b>263</b>	<b>60%</b>	<b>57%</b>	<b>5.0</b>
<b>Other Traffic</b>		<b>1</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>-100%</b>	<b>-100%</b>	<b>0.0</b>
<b>Criminal Code Traffic</b>		<b>16</b>	<b>24</b>	<b>15</b>	<b>21</b>	<b>15</b>	<b>-6%</b>	<b>-29%</b>	<b>-0.5</b>
<b>Common Police Activities</b>									
False Alarms		39	7	7	8	16	-59%	100%	-4.5
False/Abandoned 911 Call and 911 Act		12	14	12	14	17	42%	21%	1.0
Suspicious Person/Vehicle/Property		13	21	21	24	17	31%	-29%	1.1
Persons Reported Missing		3	4	5	4	0	-100%	-100%	-0.6
Search Warrants		0	0	0	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		6	2	6	11	8	33%	-27%	1.3
Form 10 (MHA) (Reported)		0	0	0	0	0	N/A	N/A	0.0



# TOWN OF PINCHER CREEK

## REQUEST FOR DECISION

*Council*

<b>SUBJECT:</b> Cabin Ridge Coal Project Update	
<b>PRESENTED BY:</b> Laurie Wilgosh, Chief Administrative Officer	<b>DATE OF MEETING:</b> 2/14/2022

**PURPOSE:**

Brad Johnson Margwyn Zacaruk from Cabin Ridge Coal attended the meeting to provide information to Council regarding their current and upcoming projects.

**RECOMMENDATION:**

That Council for the Town of Pincher Creek accepts the Cabin Ridge Coal Project Update presentation as information.

**BACKGROUND/HISTORY:**

The project for coal development approximately 50 km. north of Coleman would employ approximately 550 workers and has an anticipated supply of excellent metallurgical coal for up to 25 yrs.

Brad explained that the company has a plan being tested for selenium extraction or capture that appears to show very good results.

**ALTERNATIVES:**

That Council request more information from Cabin Ridge Coal regarding the proposed coal mining project on the eastern slopes, particularly related to selenium extraction.

**IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:**

N/A

**FINANCIAL IMPLICATIONS:**

N/A

**PUBLIC RELATIONS IMPLICATIONS:**

Selenium content in the downstream water resources as a result of open pit mining appears to be a very significant concern. Finding options to reduce the water content could be a positive solution for the coal industry.

**ATTACHMENTS:**

None at this time.

**CONCLUSION/SUMMARY:**

Administration supports that Council receive the presentation from Brad Johnson of Cabin Ridge Coal as information.

**Signatures:**  
**Department Head:**

*Laurie Wilgosh*

**CAO:**

*Laurie Wilgosh*



# TOWN OF PINCHER CREEK

## REQUEST FOR DECISION

*Council*

<b>SUBJECT:</b> Municipal Borrowing Bylaw #1570-22	
<b>PRESENTED BY:</b> Wendy Catonio, Director of Finance and Human Resources	<b>DATE OF MEETING:</b> 2/14/2022

**PURPOSE:**

For Council to annually approve the Municipal Borrowing Bylaw #1570-22 for the purpose of \$1,000,000 revolving line of credit and \$50,000 Mastercard as per ATB Financial requirements.

**RECOMMENDATION:**

That Council for the Town of Pincher Creek agree to give first reading to the Municipal Borrowing Bylaw #1570-22.

That Council for the Town of Pincher Creek agree to give second reading to the Municipal Borrowing Bylaw #1570-22.

That Council for the Town of Pincher Creek upon unanimous consent, agree to present the Municipal Borrowing Bylaw #1570-22 for third and final reading.

That Council for the Town of Pincher Creek agree to give third and final reading to the Municipal Borrowing Bylaw #1570-22, and that a copy be attached hereto and form part of the minutes.

**BACKGROUND/HISTORY:**

Although the Town of Pincher Creek had a duly authorized borrowing bylaw with no termination date, ATB Financial requires a new borrowing bylaw EVERY year.

**ALTERNATIVES:**

That Council for the Town of Pincher Creek direct administration to provide further information.

That Council for the Town of Pincher Creek accept the Municipal Borrowing Bylaw #1570-22 as information.

**IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:**

None at this time

**FINANCIAL IMPLICATIONS:**

The line of credit interest rate is Prime plus 1.00%. Currently, Prime is 2.45% so the line of credit interest rate is 3.45%.

Interest will only be payable on the Mastercard if the account is not paid in full by the due date. Administration has authorized ATB Financial to pay the Mastercard account automatically on the due date so an interest charge will never be paid.

**PUBLIC RELATIONS IMPLICATIONS:**

None at this time

**ATTACHMENTS:**

Municipal Borrowing Bylaw (1570-22) - 2809

**CONCLUSION/SUMMARY:**

Administration supports Council for the Town of Pincher Creek approving the Municipal Borrowing Bylaw #1570-22 in order to help regulate cash flow if required.

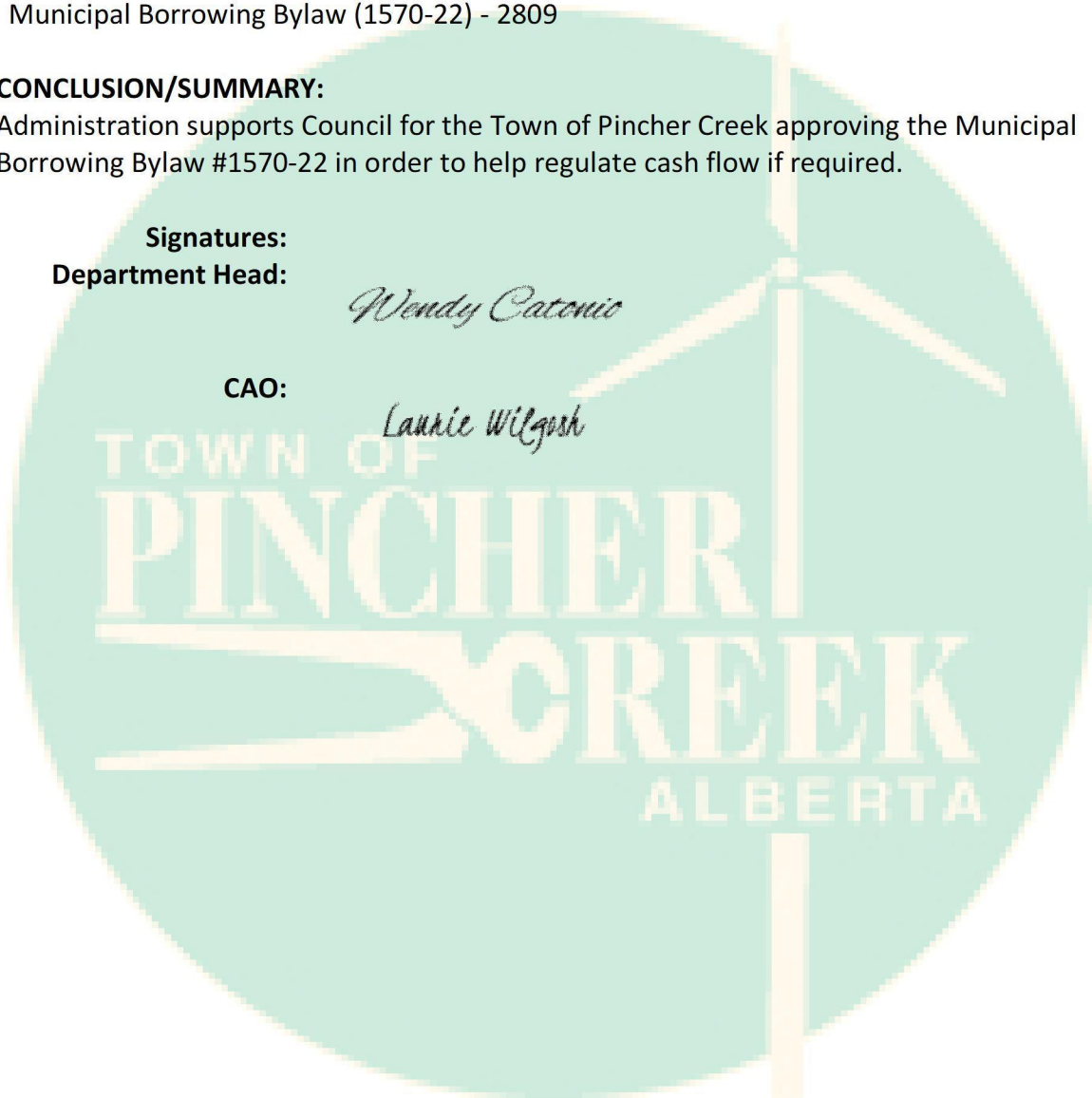
**Signatures:**

**Department Head:**

*Wendy Catonio*

**CAO:**

*Laurie Wilgosh*





Bylaw No. 1570-22

**BYLAW NO. 1570-22  
MUNICIPAL BORROWING BYLAW**

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

**This bylaw authorizes the Council for the Town of Pincher Creek to borrow for the purpose of financing operating expenditures as specified in Section 256 of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26.**

**WHEREAS** the Council for the Town of Pincher Creek (hereinafter called the "Corporation") in the Province of Alberta, considers it necessary to borrow certain sums of money for the purpose of:

Revolving line of credit for short-term financial purposes (under 1 year) and:

Mastercard for short-term financial purposes (under 1 year)

**NOW THEREFORE** pursuant to the provisions of the Municipal Government Act, it is hereby enacted by the Council of the Corporation as a By-law that:

1. The Corporation borrow from ATB Financial up to the principal sum of **\$1,000,000.00 (ONE MILLION DOLLARS AND 00/100 CENTS)** repayable upon demand at a rate of interest per annum not to exceed the Prime Lending Rate from time to time established by ATB Financial plus 1.00%, and such interest will be calculated daily and due and payable monthly on the last day of each and every month.
  - (a) Pursuant to Section 251 (2) (b) of the Municipal Government Act, the interest rate in respect of such direct revolving advances shall not in any event exceed a maximum rate of 5% per annum.
2. The Corporation borrow from ATB Financial (Mastercard) sums of money from time to time to complete operating expenditures for convenience purposes and where required by suppliers. Provided that the principal sum owed to ATB Financial at one time not exceed the sum of **\$50,000 (FIFTY THOUSAND DOLLARS AND 00/100 CENTS)**.
3. The Chief Elected Officer and the Chief Administrative Officer are authorized for and on behalf of the Corporation:
  - (a) to apply to ATB Financial for the aforesaid loans to the Corporation and to arrange with ATB Financial the amount, terms and



Bylaw No. 1570-22

conditions of the loan and security or securities to be given to ATB Financial;

- (b) as security for any money borrowed from ATB Financial
  - (i) to execute promissory notes and other negotiable instruments or evidences of debt for such loans and renewals of all such promissory notes and other negotiable instruments or evidences of debts;
  - (ii) to give or furnish to ATB Financial all such securities and promises as ATB Financial may require to secure repayment of such loans and interest thereon; and
  - (iii) to execute all security agreements, hypothecations, debentures, charges, pledges, conveyances, assignments and transfers to and in favour of ATB Financial of all or any property, real or personal, moveable or immovable, now or hereafter owned by the Corporation or in which the Corporation may have any interest, and any other documents or contracts necessary to give or to furnish to ATB Financial the security or securities required by it.

4. The source or sources of money to be used to repay the principal and interest owing under the borrowing from ATB are: Property Taxation
5. The amount to be borrowed and the term of the loan will not exceed any restrictions set forth in the Municipal Government Act.
5. In the event that the Municipal Government Act permits extension of the term of the loan and in the event the Council of the Corporation decides to extend the loan and ATB Financial is prepared to extend the loan, any renewal or extension, bill, debenture, promissory note, or other obligation executed by the officers designated in paragraph 3 hereof and delivered to ATB Financial will be valid and conclusive proof as against the Corporation of the decision of the Council to extend the loan in accordance with the terms of such renewal or extension, bill, debenture, promissory note, or other obligation, and ATB Financial will not be bound to inquire into the authority of such officers to execute and deliver any such renewal, extension document or security.
6. That Bylaw #1570-21 be repealed.
7. This Bylaw comes into force on the final passing thereof.



Bylaw No. 1570-22

**READ A FIRST TIME** this 14<sup>th</sup> day of February, 2022

\_\_\_\_\_

MAYOR, Don Anderberg

\_\_\_\_\_

CAO, Laurie Wilgosh

**READ A SECOND TIME** this 14<sup>th</sup> day of February, 2022

\_\_\_\_\_

MAYOR, Don Anderberg

\_\_\_\_\_

CAO, Laurie Wilgosh

**READ A THIRD TIME** this 14<sup>th</sup> day of February, 2022

\_\_\_\_\_

MAYOR, Don Anderberg

\_\_\_\_\_

CAO, Laurie Wilgosh



Bylaw No. 1570-22

**CERTIFICATE**

**WE HEREBY CERTIFY** that the foregoing bylaw was duly passed by the Council of the Corporation therein mentioned at a duly and regularly constituted meeting thereof held on the 14<sup>th</sup> day of February, 2022, at which a quorum was present, as entered in the minutes of the said Council, and that the Bylaw has come into force and is still in full force and effect.

WITNESS our hands and the seal of the Corporation this 14<sup>th</sup> day of February, 2022.

---

Chief Elected Official

Seal

---

Chief Administrative Officer



# TOWN OF PINCHER CREEK

## REQUEST FOR DECISION

*Council*

<b>SUBJECT:</b> Letter of Notice to Bargain CUPE Local 927	
<b>PRESENTED BY:</b> Wendy Catonio, Director of Finance and Human Resources	<b>DATE OF MEETING:</b> 2/14/2022

**PURPOSE:**

To appoint two Council Members to the negotiating committee.

**RECOMMENDATION:**

That Council for the Town of Pincher Creek appoint \_\_\_\_\_ and \_\_\_\_\_ to the Negotiating Committee.

That Council for the Town of Pincher Creek direct administration to research third party negotiators and bring forward prospective candidates for Council approval.

**BACKGROUND/HISTORY:**

The administration members for the Town's negotiating committee will be Laurie Wilgosh, CAO and Wendy Catonio, Director of Finance and Human Resources.

**ALTERNATIVES:**

That Council for the Town of Pincher Creek request further information for a future Council Meeting.

**IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:**

Council values the positive relationship established between CUPE Local 927 and the Town of Pincher Creek.

**FINANCIAL IMPLICATIONS:**

Unknown at this time

**PUBLIC RELATIONS IMPLICATIONS:**

The Town of Pincher Creek is a service industry relying on a good relationship between its employees and the public.

**ATTACHMENTS:**

Letter\_Notice\_Bargain\_L927\_Town\_Pincher\_Creek\_2022\_02\_03 - 2812

**CONCLUSION/SUMMARY:**

Administration supports Council appointing two members to the negotiating Committee and directing administration to find a third party to assist.

**Signatures:**  
**Department Head:**

*Wendy Catonio*

**CAO:**

*Lannie Wilgosh*



**LETHBRIDGE AREA OFFICE**

102, 3305 – 18 Avenue North, Lethbridge, AB T1H 5S1  
Tel.: (403) 329-0266 Fax: (403) 329-0457 / cupe.ca / scfp.ca

February 3, 2022

**[BY EMAIL ONLY]**

Ms. Laurie Wilgosh, Chief Administrative Officer  
Town of Pincher Creek  
P.O. Box 159  
Pincher Creek, AB T0K 1W0

Dear Ms. Wilgosh:

**RE: Local 927 and Town of Pincher Creek – Union’s Negotiating Committee**

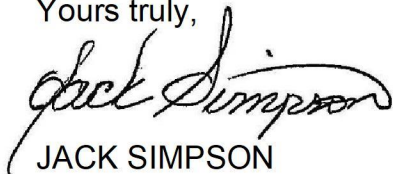
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In accordance with Division 10 of the *Labour Relations Code* and Article 20 of the collective agreement, CUPE Local 927 hereby serves notice to the Employer to enter into negotiations and seek amendments to the Collective Agreement.

The Union shall put forward the names of the Union’s Negotiating Committee at a later date. The National Representative is authorized to bargain and conclude a collective agreement, subject to ratification by the membership. Notice of ratification will be communicated to the Employer in a letter signed by National Representative who is authorized to sign a collective agreement.

The Local looks forward to receiving the names of the Employer’s Negotiating committee. Once we have the names of the Union’s Committee will contact you to set up agreeable dates to exchange bargaining proposals and commence negotiations.

Yours truly,



JACK SIMPSON  
National Representative

JS:LRC/cope#491

Filename: Letter\_Notice\_Bargain\_L927\_Town\_Pincher\_Creek\_2022\_02\_03

cc. Tony Naumczyk, President Local 927

# TOWN OF PINCHER CREEK

## REQUEST FOR DECISION

*Council*

<b>SUBJECT:</b> MCCAC Clean Energy Improvement Program	
<b>PRESENTED BY:</b> Adam, Recreation Manager	<b>DATE OF MEETING:</b> 2/14/2022

**PURPOSE:**

Provide Council with further background information regarding the MCCAC Clean Energy Improvement Program (CEIP) and decide if the Town should pursue any action on the program.

**RECOMMENDATION:**

That Council for the Town of Pincher Creek direct administration to provide brief report on what would be required for the municipality to administer the MCCAC CEIP program.

**BACKGROUND/HISTORY:**

The Clean Energy Improvement Program (CEIP) is a Property Assessment Clean Energy (PACE) financing Government of Alberta legislated program being delivered by MCCAC/AMSC

Property owners can access flexible, long-term financing through municipality, with repayment facilitated through property tax bill (financing tied to property) for energy efficiency/renewable upgrades

Financing encourages multiple upgrades at once, creating projects for local contractors while decreasing utility bills

Municipalities must “opt-in” to program by adopting a clean energy improvement bylaw

List of eligible projects that can be financed are available at:

<https://www.myceip.ca/residential/>

Funding available to finance the program itself through Federation of Canadian Municipalities (FCM) Community Efficiency (CEF) program (competitive, time sensitive intake)

As part of above stream, grant available to cover program administration costs for up to 4 years (municipal staff time, administrator costs, marketing, etc) covering up to 50% of financing value (ie. if \$4M loan is given up to \$2M grant accessible for admin costs)

CEIP Program is quickly gaining popularity across Alberta. 12+ municipalities have passed bylaws to implement the program, with many others in the consideration phase.

Implemented in Towns such as Rocky Mountain House, Devon

Similar to programs in Toronto, Charlottetown, & throughout Nova Scotia (Halifax, Amherst, Bridgewater, Barrington, etc..)

**ALTERNATIVES:**

Proceed directly with joining a CEIP co-op group & working to pass a bylaw, bypassing any further briefing/reports.

Accept CEIP program for information.  
Consider at a later date.  
Not to enter into the CEIP

**IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:**

None

**FINANCIAL IMPLICATIONS:**

Requires work hours from administration to create report  
FCM combined grant (covers program admin costs for first 4 years of program) & financing available to implement program  
Borrowing for financing clean energy does not count against municipalities debt limit or debt service limit.

**PUBLIC RELATIONS IMPLICATIONS:**

There is a potential for an Increase to local contractors (MCCAC works with local contractors to qualify them, skews work towards locals)  
CEIP Program is property owner/community focused. Will require marketing support if implemented  
Leverage of MCCAC “free” public exposure

**ATTACHMENTS:**

2022.01.12 CEIP 101 - 2815  
CEIP 101 Q&A Log - 20220112 - 2815  
CEIP-Municipality-Handout - 2815

**CONCLUSION/SUMMARY:**

Administration supports that Council consider the implications for the Town of Pincher Creek to implement the MCCAC Clean Energy Improvement Program.

**Signatures:**

**Department Head:**

*Adam Grase*

**CAO:**

*Lannie Wilgosh*



# A DIFFERENT KIND OF FINANCING FOR RENOVATION PROJECTS THAT MAKE A DIFFERENCE

The Clean Energy Improvement Program is Alberta's approach to Property Assessed Clean Energy (PACE) financing. PACE is an innovative financing tool for residential and commercial property owners to pay for energy efficiency upgrades and renewable energy installations.

## CEIP IS A RESILIENCE-BUILDING, INNOVATIVE FINANCING TOOL FOR PROPERTY OWNERS

- With CEIP, property owners can access flexible, long-term financing through their municipality, with repayment facilitated through an added charge to the participant's regular property tax bill. Approval is primarily based on mortgage and property tax payment history, and participants can finance projects with a competitive interest rate and flexible terms.
- This type of financing encourages property owners to make multiple upgrades at once (for example, replacing their furnace or boiler, hot water tank, and insulation), creating more projects for local contractors, upgrading building stock, and decreasing utility bills.
- Although legislative framework is in place to allow the program to exist in the province, local participation is made possible when a municipality decides to "opt-in" to the program by adopting a clean energy improvement bylaw.

## CEIP INCREASES JOB OPPORTUNITIES AND DRIVES ECONOMIC STIMULUS

- CEIP boosts job opportunities in the energy efficiency and renewable energy sector for local Qualified Contractors. Local businesses and professionals that can benefit from the program include, but are not limited to, HVAC contractors, window and insulation installers, solar PV providers, energy advisors, and energy auditors.
- **Benefits for municipalities:** creates local jobs, increases property value, deeper energy savings projects lead to deeper greenhouse gas emissions reductions, and the municipality reaches its sustainability goals quicker.
- **Benefits for property owners:** low-cost financing that can cover up to 100% of the eligible project costs; long, flexible repayment periods; utility bill savings; loan transferability (the Clean Energy Improvement Charge is tied to the property, not the property owner); and increased property value.



## FUNDING OPPORTUNITIES AVAILABLE FOR CEIP

- In 2020, the Federation of Canadian Municipalities (FCM) launched the Community Efficiency Financing (CEF) program. This program provides funding for municipalities to develop and implement efficiency financing programs, such as CEIP.
- The Program Capitalization Stream offering provides a loan for the financing requirements of the program of up to \$10M at a low-interest rate (approximately 2%).
- As part of this stream, a grant is also available to cover program administration costs for up to four years (includes municipal staff time, program administrator costs, marketing costs, etc.). The grant value is up to 50% of the total program financing provided by FCM (e.g., if the loan requirement is \$4M, a grant of up to \$2M is available to cover administration costs).

## CEIP ADMINISTRATIVE SUPPORT

- The Alberta Municipalities Services Corporation (AMSC) is the provincial CEIP program administrator.
- As program administrator, the AMSC serves as the central hub for municipalities, Qualified Contractors, and property owners participating in CEIP.
- The AMSC supports municipalities in the program and bylaw development and manages the majority of the program administration responsibilities (e.g., application processing, Qualified Contractor onboarding and marketing support).

## MUNICIPAL PROGRESS WITH CEIP IN ALBERTA

- The Town of Devon and the Town of Rocky Mountain House passed CEIP bylaws and are preparing to launch CEIP in late summer 2021; both applied for and received funding to capitalize their programs.
- The Town of Canmore, Town of Okotoks, City of St. Albert, City of Lethbridge, and the City of Leduc have passed CEIP bylaws. They are all in the program design process.
- The City of Edmonton applied and was approved for FCM funding, and is expected to pass its CEIP bylaw and launch in late summer 2021.
- An additional twelve communities have participated in the CEIP Community of Practice meetings or have had preliminary discussions with AMSC about CEIP. The CEIP Community of Practice (COP) is a group of municipalities engaged in sharing best practices, co-developing materials and tools, and facilitating connections between municipalities. All municipalities across Alberta are welcome to join the CEIP COP. Please email [hello@myceip.ca](mailto:hello@myceip.ca) to express your interest in joining.

## PACE PROGRAMMING OUTSIDE ALBERTA

- Twelve municipalities in Canada have PACE programs available – all of which are offered to residential property owners only. These include Ontario (City of Toronto), Prince Edward Island (City of Charlottetown and the Towns of Stratford) and Nova Scotia (Halifax, Town of Amherst, Town of Bridgewater, District of Barrington, Municipality of Cumberland, District of Digby, District of Lunenburg, District of Yarmouth and Town of Wolfville).
- FCM's CEF program is providing \$300M in financing to support PACE program adoption in municipalities across Canada. As a result, PACE-type programs will become widely available across Canada over the next 4 years.

## INTERESTED IN LEARNING MORE?

Visit [myCEIP.ca](http://myCEIP.ca) or email us at [hello@myceip.ca](mailto:hello@myceip.ca) to learn more about implementing CEIP in your community.

## **CEIP 101 – January 12, 2022 – Q & A Log**

### **Q: Is there a cost for that home efficiency review?**

A: Yes. CEIP Participants would pay out of pocket for their home energy evaluations (pre- and post-project are required) and can then be reimbursed through other programs such as the Greener Homes Grant (Federal Government), other municipal programs (if available), or financed through CEIP (should the municipality wish to have that cost be eligible for financing).

### **Q: It sounds similar to the Canada Greener Homes grant, I think they quoted up to \$600... but I am still learning as well.**

A: Greener Homes can also be leveraged alongside CEIP to maximize project affordability

### **Q: Oh, I did not realize that was reimbursable by the greener homes grant. I understood the cost of the home energy evaluation was one that the homeowner would cover that, and that the IMPORVEMENTS were then eligible...but it has been a minute since I read the greener homes rules...**

A: Yes, a rebate of up to \$600 for the cost of a home energy evaluation are available to Participants of Greener Homes as well as any eligible upgrades.

### **Q: It is great that this presentation is being recorded and can be shared. Do you know if the meeting chat also gets recorded and can be shared?**

A: The chat is not recorded but I am taking notes so the chat comments can be made available should you want them.

### **Q: You mentioned that for small municipalities, the FCM funding may not be worth applying for. How small a municipality?**

A: The grant available from FCM to cover administrative costs is dependent on the loan provided (the grant max. is 50% of the FCM loan). This means that Villages, Summer Villages, Hamlets, etc. may not have a high enough expected uptake in the program (total financing/loan) to be able to cover all (or much) of the administrative costs with the grant from FCM. The admin burden of submitting the FCM application and completing all FCM reporting requirements may not be worth the grant amount available. This can be discussed further during the onboarding process.

### **Q: Steph mentioned splitting admin fees between CEIP and municipality. How is that split determined?**

A: It all depends on the level of administrative work that AMSC and the municipality would be covering. In the planning stages, this is worked out between the two parties.

### **Q: How onerous (and cost to contractor) is it to be a qualified contractor?**

A: Procedure laid out on website. No additional costs to contractor and process is meant to be very streamlined and easy to progress through. Contractors can become qualified very quickly depending on how fast they complete the quiz and follow-up if needed on any administrative items. See this website for more details: <https://www.myceip.ca/contractor/>





**Q: Are new builds/properties eligible for CEIP?**

A: New builds are currently not eligible. A property needs to be occupied for 6 months or more.

**Q: Is farmland property eligible? As an example, would 5 different buildings require 5 different applications?**

A: Participants applying for farmland properties would apply through the commercial version of CEIP that is currently in development. Everything considered a part of the farm business should be able to be considered under one application.

**Q: Is the list of upgrades from your presentation an exhaustive list?**

A: No it is just a sample. The residential upgrades list is now available at <https://www.myceip.ca/residential/>. More upgrades may become eligible, in the future if we can confirm that the upgrade will increase energy efficiency or the use of renewable energy on the property (a requirement of the legislation).

**Q: Are municipal properties eligible?**

A: No. CEIP is intended for private property financing. Municipal properties may be available for financing/rebates through other funding mechanisms such as MCCAC programs or other offerings through FCM.

**Q: When a participant sells their property to pay off loan, are there any additional charges?**

A: The Participant can pay off the remaining Clean Energy Improvement Tax at any time. Whether a penalty is charged is up to each municipality when they develop their program. This would be specified in the Municipality's Program Terms and Conditions and in the Clean Energy Improvement (or financing) Agreement.

**Q: How large is CEIP team?**

A: We currently have 5 full time staff, with some additional support for marketing and communications, administering the CEIP programs for all of Alberta. We always aim to keep operations as lean as possible to ensure costs are minimal for participants and utilize automated processes whenever possible.

# CLEAN ENERGY IMPROVEMENT PROGRAM

January 12, 2022



## ABOUT THE ALBERTA MUNICIPAL SERVICES CORPORATION

The Alberta Municipal Services Corporation (AMSC) is the program administrator for the Clean Energy Improvement Program as designated under the [Clean Energy Improvements Regulation](#).

The Alberta Municipal Services Corporation (AMSC) is a wholly-owned subsidiary of [Alberta Municipalities](#). Alberta Municipalities is a not-for-profit association founded in 1905. It represents Alberta's 265 urban municipalities including cities, towns, villages, summer villages, and specialized municipalities, as well as Associate and Affiliate members.

# What is the Clean Energy Improvement Program?

- CEIP is a market-based financing tool to increase the uptake of energy efficiency and renewable energy installations that has proven successful in Canada and the US.
- CEIP is different than other financing instruments; financing is tied to the property, not the property owner.
- Participation is voluntary; municipalities can 'opt in' by passing a CEIP bylaw.
- AMSC is the program administrator for the municipality; municipalities contract AMSC to deliver the program as per provincial regulation.

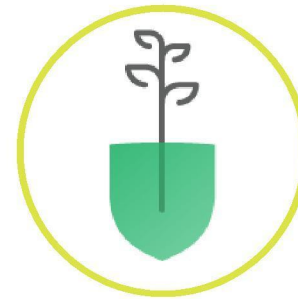
# Benefits of CEIP



Increases  
local jobs



More resilient  
building stock



Achieve sustainability  
goals

# Why will property owners choose CEIP?



## Competitive Terms

- ✓ Long repayment periods (up to 25 years)
- ✓ Competitive interest rates



## Technical Assistance

- ✓ Technical Support from Administrator
- ✓ Contractors trained on the Program



## Loan Transferability

- ✓ Financing stays with the property not the participant
- ✓ Reduced risk of not achieving return on investment

# Consumer Protections

- Only one provincial administrator
- Contractors must adhere to defined regulations and marketing practices
- Project Financing Maximums
- AMSC is required to explain agreements terms to property owners
- Buyer's right to cancel
- Mortgage Lender Consent
- CEIP lender is the municipality

# Role of the Program Administrator

- On Feb. 11, 2021, the Government of Alberta signed a Ministerial Order designating AMSC as the provincial program administrator.
- The program administrator acts as the hub for municipalities, property owners, and Qualified Contractors involved in the program.
- Supports municipalities in the development of CEIP bylaws and program design.
- Leads program administration, including application and payment processing, onboarding contractors, website management, and customer service.



# Role of the Municipality

- Pass a bylaw to establish the program in their community.
  - The Administrator will support the municipality in developing their bylaw to ensure accuracy and compliance with the Regulation.
- Borrow or use internal funds to capitalize the program. Borrowing can be made from a local bank (e.g., ATB) or sourced through other lending organizations.
  - Important Note: Borrowing made for financing clean energy improvements does not count against the municipality's debt limit or debt service limit.

# CEIP Implementation

## Municipality Responsibilities

- Verify applicant is in good standing
- Collaborate on the marketing plan
- Coordinate local marketing efforts and events.
- Execute financing agreement with property owner
- Record and collect Clean Energy Improvement Charge
- Provide funds to pay contractors

## AMSC Responsibilities

- Review bylaw before passing
- Recruit & onboard contractors
- Application processing and technical reviews
- Facilitate agreement executions
- Verify project completion
- Facilitate contractor payments
- Lead marketing plan & program website
- Customer service
- Reporting

# Clean Energy Improvement Projects

## Eligible energy efficiency upgrades and renewable energy installations:

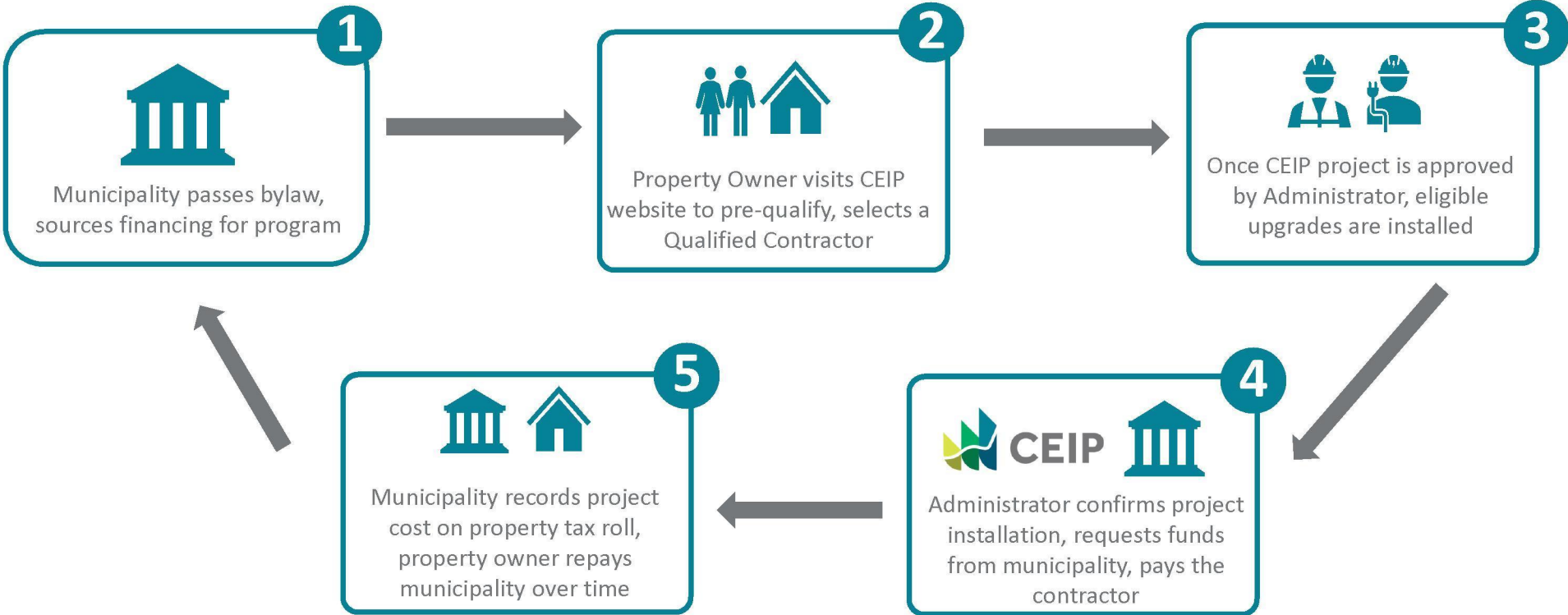
- Furnace
- Windows
- Solar PV
- Combined Heat and Power
- Insulation
- Water Heater

## Legislated Project Capital Cost Maximums:

- \$50K per residential property
- \$1.0M per non-residential property
- \$300K per farmland property



# How does CEIP work?



# FCM: Community Efficiency Financing

- This stream includes a grant that can be used to **cover program administration costs for the first four years of the program**, marketing costs, training incentives, equipment rebates, Home Energy Evaluation rebates, etc.
- Maximum grant is equal to 50% of the loan.
- AMSC will provide guidance on the development and submission of the FCM CEF application.
- Program is on a first-come first-served basis, and demand is high. Alberta municipalities have already begun to submit applications.

# Program Administration Fees

- Shared fee of up to 5% of project capital costs, charged to participants

Examples: \$20,000 residential solar installation = \$1,000 administration fee

\$500,000 commercial energy efficiency project = \$25,000 administration fee

- Commercial CEIP will be key to a sustainable program

## CEF Program Funding

- Start-up costs and residential CEIP administration costs covered by CEF grant for first 4 years of the program
- Admin fees apply for all commercial projects and for residential projects after the first 4 years

## No CEF Program Funding

- Admin fees apply for all projects from the beginning of the program
- Municipality responsible for start-up costs

# Who are we working with?



## Initial Stages

- City of Grande Prairie
- Sturgeon County
- Town of Drayton Valley
- Town of Cochrane
- Town of Athabasca



## Bylaw Adoption

- Town of Canmore\*
- City of Leduc\*
- City of St. Albert\*
- Town of Okotoks\*
- City of Lethbridge \*
- Town of Athabasca\*
- City of Calgary\*
- Town of Drayton Valley\*



## Program Launch

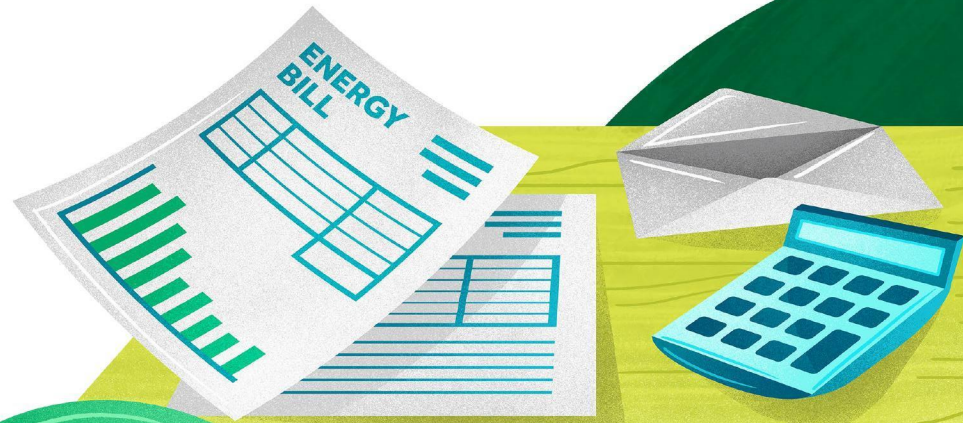
- Town of Rocky Mountain House\*
- Town of Devon\*
- City of Edmonton \*

# Road to Launch

1. Obtain internal approval for municipal staff to dedicate time to work on CEIP
2. Develop and pass CEIP bylaw
3. Apply for FCM funding (if applicable)
4. Develop targeted marketing, communications and engagement materials
5. Finalize detailed program design
6. Complete contractor onboarding and participant and contractor engagement sessions
7. Launch!



# Questions?



# Thank you

Visit [myCEIP.ca](https://myCEIP.ca) for more information.



# TOWN OF PINCHER CREEK

## REQUEST FOR DECISION

*Council*

<b>SUBJECT:</b> Proposed Library Expansion - Letter of Support	
<b>PRESENTED BY:</b> Adam, Recreation Manager	<b>DATE OF MEETING:</b> 2/14/2022

**PURPOSE:**

To review a request from the Pincher Creek and District Library Board for a letter of support to start the planning process of a potential library expansion.

**RECOMMENDATION:**

That Council for the Town of Pincher Creek provide a letter of support to the Pincher Creek and District Library Board to start the planning process for a proposed Library expansion.

**BACKGROUND/HISTORY:**

The Pincher Creek and District Municipal Library has been located in the Multi-Purpose Facility since 1999.

In 2013 the Library completed a major internal upgrade to their facility, however, the footprint of the facility did not change.

Currently the Library Board is seeking support from the Town of Pincher Creek to start in the planning process for a potential future library expansion.

Similar requests for support have also been sent to the Municipal District of Pincher Creek and the Village of Cowley.

**ALTERNATIVES:**

Seek more engagement with the Library Board prior to making a decision.

Not to provide a letter of support at this time.

**IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:**

None

**FINANCIAL IMPLICATIONS:**

No financial implications are required to provide a letter of support.

**PUBLIC RELATIONS IMPLICATIONS:**

The proposed library expansion would enable the library to enhance their current services already provided to the community.

**ATTACHMENTS:**

2017.12.15 Lease Agreement Jan 1, 2018 to Dec 31, 2022 - 2816

Proposed Library Expansion Letter - 2816

**CONCLUSION/SUMMARY:**

Administration supports that a letter of support be provided to the Pincher Creek and District Library Board to start the planning process for a proposed Library expansion.

**Signatures:**

**Department Head:**

*Adam Grose*

**CAO:**

*Lanikie Wilgosh*





Pincher Creek and District Municipal Library  
895 Main St,  
Pincher Creek,  
AB T0K 1W0  
403-627-3813

### **Proposed Library Expansion**

The Library board has for some time been considering the scope of services that the library can offer and supply to the Town and MD of Pincher Creek. The the role of the library in the community has changed over the decades from being a simple book repository to supplying a comprehensive range of services including digital access, online video services, children's activities, guest speaker series, online learning, quiet study spaces, computer facilities, computer loans, reading facilities and the loan of camping and snow related recreation equipment.

The current Library building is part of the recreation complex. The library is also part of the Chinook Arch Regional Library system which is linked to the Alberta Provincial Library organization. Some ten years ago the board initiated an update to the internal layout of the existing space. This has proved to be a success and the additional small community space has been well used. However, the board at the time appreciated that this upgrade would need to be reviewed if we were to continue to provide much used and needed services to the community.

To this end the board would like to begin a process to plan for a physical expansion of the current library. The proposed expansion would enable the library to enhance the services already offered. This new space would be directed towards not only providing new services but a further expansion of the already well appreciated small community space. The new area would be planned to include a venue for small community events, additional meeting rooms, a children's zone, a section for young adults and quiet study spaces for all patrons. These spaces would be flexible to meet a wide range of needs and provide opportunities for new ventures. This whole project would assist in the augmentation of the down-town revitalization, provide a focus centre for tourism and welcome new residents to the whole area.

The board is seeking the support of the Town Council to start the planning process, leading to the engagement of a suitable architectural consultant and the preparation of plans for an expansion. Following this first step, further approvals from the Town and MD will be sought before proceeding with major fund raising and physical works.

Preparation of the plans will be directed by the board in close liaison with the Town of Pincher Creek.

Pincher Creek Library Board.



## AGREEMENT TO ESTABLISH AN INTERMUNICIPAL LIBRARY BOARD

Pursuant to section 12 of the Libraries Act

Memorandum of an agreement made this 19 day of December A.D. 2018

BETWEEN:

Then Municipal District of the Pincher Creek No. 9  
of the first part

and

The Town of Pincher Creek  
of the second part

and

The Village of Cowley  
of the third part

WHEREAS Section 12 of the Libraries Act (part 1.1) makes provisions whereby such Councils may, with the consent of the Minister, enter into agreements relating to the provision of a library service; and

WHEREAS it is deemed expedient and proper by Councils and Parties concerned, that such an agreement be entered into.

NOW THEREFORE, the parties hereto covenant and agree as follows:

1. That the parties hereto agree to establish and operate jointly an intermunicipal library board to be known as The Pincher Creek & District Public Library Board (hereafter referred to as the Board).
2. That the management and operation of the library shall be delegated to the Board constituted as follows:
  - a) 4 members appointed by the Council of the Town of Pincher Creek of which only 1 appointee may be a member of Council;

- b) 4 members appointed by the Council of the Municipal District of Pincher Creek No. 9 of which only 1 appointee may be a member of Council;
  - c) 1 member appointed by the Council of the Village of Cowley;
  - d) All these appointments shall be for a term of one to three years;
  - e) Appointees may serve a maximum of nine years.
3. That the Board so appointed shall exercise all powers and perform all the duties delegated to an Intermunicipal Library Board under Section 12 of the *Libraries Act*.
  4. That the financing of the Board shall be arranged as follows:
    - a) The Board shall submit the annual budget and estimate of funding for the upcoming year by September 15<sup>th</sup> of the current year to the Town of Pincher Creek, Municipal District of Pincher Creek No. 9 and Village for their review and approval;
    - b) The Village of Cowley shall contribute \$1300 annually towards the Board's annual approved budget;
    - c) The Town of Pincher Creek and the Municipal District of Pincher Creek No. 9 shall contribute equally to the remaining balance towards the Board's annual approved budget;
    - d) These monies shall be due to the Intermunicipal Library Board.
  5. That an annual financial report shall be conducted in accordance with the *Libraries Act* by a person appointed by the Board and ratified by Councils and when complete, shall be submitted to each Council that is party to this agreement. The person appointed by the Board shall not be a Library employee, nor a Board Trustee, nor a Councilor of a municipality that is party to this agreement. He or she shall be certified as at least a Registered Public Accountant.
  6. That the Board or any party to this agreement may propose amendments to this agreement. Proposed amendments must be agreed to by at least two parties to this agreement. Amendments will be filed with the Minister responsible for libraries.
  7. Using the following system, it is hoped that any dispute between the parties to This agreement can be settled.

- |               |  |
|---------------|--|
| <b>Step 1</b> | It is important to avoid any dispute by ensuring the plan is adhered to as adopted.  |
| <b>Step 2</b> | Should any party to this agreement identify an issue that it wishes to dispute, that party should inform the other parties, in writing, the reasons for its dispute. |
| <b>Step 3</b> | Each party to the agreement will appoint a representative, all of whom will constitute an ad hoc Dispute Committee.  |
| <b>Step 4</b> | The Committee should discuss the issue with the intent to seek a solution by consensus.  |
| <b>Step 5</b> | Should the Committee be unable to arrive at a consensus, then each Committee representative will contact his or her Chief Elected                                    |

Officer to arrange a joint meeting of the Councils of the municipalities that are parties to this agreement. Councils will then discuss possible solutions.

**Step 6** Should the Councils be unable to reach a solution, any municipality may contact Alberta Municipal Affairs to commence a mediation process under the department's guidance.

**Step 7** In a case where further action under the Act is unavailable, the results of the mediation report will be binding on each municipality.

8. That this agreement shall remain in full effect until December 31, 2023. This agreement may be reopened by any party, with reasons being given to the other parties with 60 days notice in writing.
9. That each party to this agreement contributes as assets and liabilities to the Board those assets and liabilities which each Council and Library Board has invested in the Pincher Creek and District Municipal Library on the day this agreement takes effect.
10. Withdrawal: A party may withdraw from the agreement by giving a one year notice by September 15, one year in advance. If any municipality withdraws from this agreement, it leaves all its assets and liabilities with the Board.
11. If at least two of the three municipalities, parties to this agreement, jointly wish to dissolve the Intermunicipal Library Board they shall proceed in accordance with Section 17.2 of The Libraries Regulations. The final dissolution shall be in accordance to the directions, and the order, of the Minister responsible for libraries.
12. This Agreement comes into effect on the date first written above.

Town of Pincher Creek

  
\_\_\_\_\_  
Mayor


\_\_\_\_\_  
CAO

Municipal District of Pincher Creek No. 9

  
\_\_\_\_\_  
Reeve

\_\_\_\_\_  
CAO

Village of Cowley

  
\_\_\_\_\_  
Mayor

\_\_\_\_\_  
CAO





**BYLAW NO. 1601-18  
OF THE  
TOWN OF PINCHER CREEK  
FOR THE PURPOSE OF AUTHORIZING THE MUNICIPAL COUNCIL  
OF THE TOWN OF PINCHER CREEK TO ENTER INTO AN AGREEMENT  
WITH THE MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9  
AND THE VILLAGE OF COWLEY TO ESTABLISH  
AN INTERMUNICIPAL LIBRARY BOARD**

**WHEREAS** the Municipal Government Act, RSA 2000, chapter M26 and amendments thereto, authorizes the Town of Pincher Creek to pass bylaws to enter into agreements;


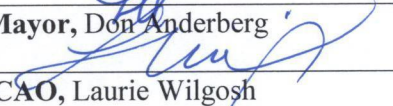
**WHEREAS** the Libraries Act, RSA 2000, Chapter L-11, Part 1.1, authorized Municipal Councils, by bylaw, to enter into agreements respecting the establishment of an intermunicipal library board;

**WHEREAS** the Councils for the town of Pincher Creek, the Municipal District of Pincher Creek No.9 and the Village of Cowley have negotiated an agreement for the establishment of an intermunicipal library board;

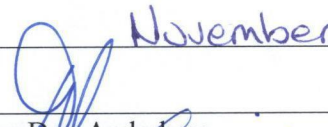
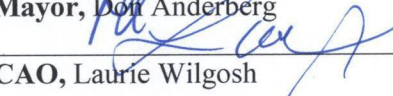
**NOW THEREFORE**, Council of the Town of Pincher Creek, duly assembled, hereto enacts as follows:

1. That the Mayor and CAO of the Town of Pincher Creek be and are hereby empowered to execute an agreement, with the Municipal District of Pincher Creek No. 9, and the Village of Cowley, attached hereto as Appendix A, to establish The Pincher Creek and District Public Library Board.
2. That the said agreement, annexed hereto as Appendix A, is hereby incorporated and made part of this Bylaw.
3. This Bylaw comes into force on the final passing thereof.

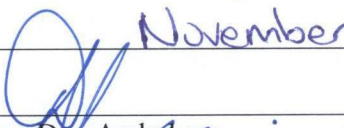
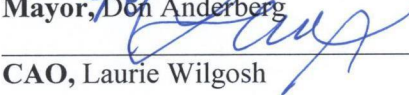
READ A FIRST TIME THIS 13 DAY OF November, 2018 A.D.

  
 \_\_\_\_\_  
 Mayor, Don Anderberg  
  
 \_\_\_\_\_  
 CAO, Laurie Wilgosh

READ A SECOND TIME THIS 13 DAY OF \_\_\_\_\_, 2018 A.D.

  
 \_\_\_\_\_  
 Mayor, Don Anderberg  
  
 \_\_\_\_\_  
 CAO, Laurie Wilgosh

READ A THIRD TIME THIS 13 DAY OF November, 2018 A.D.

  
 \_\_\_\_\_  
 Mayor, Don Anderberg  
  
 \_\_\_\_\_  
 CAO, Laurie Wilgosh

# TOWN OF PINCHER CREEK

## REQUEST FOR DECISION

*Council*

<b>SUBJECT:</b> Pincher Creek & District Historical Society - Development Application 22-D0002	
<b>PRESENTED BY:</b> Gus Kollee, Legislative Service Manager	<b>DATE OF MEETING:</b> 2/14/2022

**PURPOSE:**

To provide Council for the Town of Pincher Creek with Pincher Creek & District Historical Society expansion proposal for a historical exhibit on 1069 James Avenue which is Town-owned property. The proposed development is a pergola addition to the existing deck on the Beere Hall.

**RECOMMENDATION:**

That Council for the Town of Pincher Creek authorize and direct administration to proceed and submit the Application for a Development Permit 22-D0002 for the expansion of the historical exhibits dated January 6, 2022, on Plan 6051JK, Block B, to the Municipal Development and Subdivision Authority (MDSA) for approval in accordance with the Land Use Bylaw No. 1547.

**FURTHER**

That Council for the Town of Pincher Creek agree to waive the development application fee for a discretionary use in the amount of \$150 for Development Application 22-D0002.

**BACKGROUND/HISTORY:**

The current 50 Year term (May 1, 1997 – April 30, 2047) lease agreement with the Pincher Creek and District Historical Society page 3, paragraph 2 requires that the Society obtains written approval from the Town to erect buildings on the lands subject to compliance with all building codes and Municipal By-laws of the Town of Pincher Creek.

**FURTHER**

that Council direct administration to waive the municipal development fees for this project.

Currently, the property consists of 26 buildings with a floor area of approximately 20,929 sq. ft. total, and approximately 18.7% lot coverage.

The proposed development, as per Schedule 2, Public and Institutional - PI land use district, Discretionary Uses – Accessory buildings and uses, requires MDSA approval (LUB sections 17 and 18).

**ALTERNATIVES:**

- That Council for the Town of Pincher Creek direct administration to garner additional information and bring back the Pincher Creek & District Historical Society proposed development dated January 6, 2021, for Town Council consideration.
- That Council for the Town of Pincher Creek receives the Pincher Creek & District Historical Society proposed pergola addition to the existing deck on the Beere Hall dated January 6, 2022, as information.
- That Council for the Town of Pincher Creek direct administration to advise the Pincher Creek & District Historical Society that the proposed development of the pergola addition to the existing deck on the Beere Hall dated January 6, 2022, is held in abeyance until an area structure plan with layout areas for future museum growth has been developed and approved by Council. This is for the benefit to assist in accepting future development applications and would give Emergency Services and other town departments direction accordingly.

**IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:**

None at this time

**FINANCIAL IMPLICATIONS:**

The application fee for a discretionary use is \$150 in accordance with Land Use Bylaw 1547. The Pincher Creek and District Historical Society is requesting that the fee be waived at this time.

**PUBLIC RELATIONS IMPLICATIONS:**

None at this time.

**ATTACHMENTS:**

- Application for a Development Permit 22-D0002
- Application for a Development Permit 22-D0002 - 2804
- Pincher Creek and District Historical Society- Pergola Plans and Drawings - 22-D0002 Pincher Creek and District Historical Society- Pergola - 2804
- Scan\_20220120 (2)
- Site Plan - 1037 Beverley McLachlin Drive - 22-D0002 - 2804

**CONCLUSION/SUMMARY:**

Administration supports that Council for the Town of Pincher Creek authorize and direct administration to proceed and submit the Application for a Development Permit 22-D0002 for the expansion of the historical exhibits dated January 6, 2022, on Plan 6051JK, Block B, to the Municipal Development and Subdivision Authority (MDSA) for approval in accordance with the Land Use Bylaw No. 1547.

**Signatures:**

**Department Head:**

*Lisa Goss*

CAO:

*Laurie Wilgosh*



**APPLICATION FOR A DEVELOPMENT PERMIT**

APPLICATION NO. \_\_\_\_\_

**APPLICANT:**

NAME: Pincher Creek District Historical Society PHONE: 403 627-3684  
ADDRESS: Box 1226

**OWNER OF LAND (if different from applicant):**

NAME: Town of Pincher Creek PHONE: 403 627-3156  
ADDRESS: \_\_\_\_\_

**PROPERTY TO BE DEVELOPED:**

CIVIC ADDRESS: 1037 Bow McLaughlin Drive  
LEGAL FILE #: \_\_\_\_\_  
LEGAL DESCRIPTION: Lot(s) \_\_\_\_\_ Block B Plan 6051 JK  
Quarter \_\_\_\_\_ Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_ West of \_\_\_\_\_ Meridian  
LAND USE DISTRICT: \_\_\_\_\_ EXISTING LAND USE: \_\_\_\_\_

**DETAILS OF DEVELOPMENT:**

PROPOSED USE: Gazebo over deck (deck is existing on Beeret Hall)  
OFF-STREET PARKING SPACES: Number \_\_\_\_\_ (Refer to plan for LOCATION)

**MAIN BUILDING:**

SETBACKS: Front \_\_\_\_\_ Rear \_\_\_\_\_ Side \_\_\_\_\_ Side \_\_\_\_\_  
HEIGHT: \_\_\_\_\_ FLOOR AREA: \_\_\_\_\_ PERCENT OF LOT OCCUPIED: \_\_\_\_\_

**ACCESSORY BUILDING:**

SETBACKS: Front \_\_\_\_\_ Rear \_\_\_\_\_ Side \_\_\_\_\_ Side \_\_\_\_\_  
HEIGHT: \_\_\_\_\_ FLOOR AREA: \_\_\_\_\_ PERCENT OF LOT OCCUPIED: \_\_\_\_\_

PERMIT FEE: \_\_\_\_\_ RECEIPT NO. \_\_\_\_\_ RECEIVED BY: \_\_\_\_\_

PLANS ATTACHED:  Yes  No ESTIMATED VALUE OF CONSTRUCTION (\$): 6000.00

ESTIMATED COMMENCEMENT: May 1, 2022 ESTIMATED COMPLETION: June 30, 2022

**IMPORTANT:** I have read and understand the terms noted on the reverse side of this form and hereby apply for permission to carry out the development described above and/or on the attached plans and specifications. I further certify that the owner of the land described above is aware of this application.

Date: January 6

Signature of APPLICANT: [Signature]

Date: \_\_\_\_\_

Signature of REGISTERED OWNER: \_\_\_\_\_

TERMS: See Reverse

**TERMS:**

1. Every application for a permit shall be submitted in duplicate and be accompanied by the following information:
  - (a) a site plan showing the registered legal boundaries, the location of any proposed development and any existing development, and provisions for off-street loading and parking facilities;
  - (b) floor plans and elevations, and cross-sections;
  - (c) a statement indicating the manner in which the applicant intends to conform to the conditions and standards applicable to the development proposed.
2. Every application for a permit shall be accompanied by a non-returnable processing fee as established in the fee schedule of this bylaw.
3. All plans submitted for the erection, enlargement, or alterations of a building, as specified in the Architects Act, shall be signed by a registered architect or professional engineer.
4. Failure to complete the application fully and/or to supply the required information and/or plans may cause delays in the processing of the application.
5. An application for a permit shall, at the option of the applicant, be deemed to be refused when a decision thereon is not made within 40 days after receipt of the application in its complete and final form by the Designated Officer, and the applicant may appeal as provided for in section 686(1) of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended, as though he had received a refusal at the end of the 40-day period.
6. The developer is also required to obtain a town-approved building permit, where applicable.
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APPLICATION FOR A DEVELOPMENT PERMIT

APPLICATION NO. \_\_\_\_\_

APPLICANT:

NAME: Pincher Creek District Historical Society PHONE: 403 627-3684  
ADDRESS: Box 1226

OWNER OF LAND (if different from applicant):

NAME: Town of Pincher Creek PHONE: 403 627-3156  
ADDRESS: \_\_\_\_\_

PROPERTY TO BE DEVELOPED:

CIVIC ADDRESS: 1037 Bow McLaughlin Drive  
LEGAL FILE #: \_\_\_\_\_  
LEGAL DESCRIPTION: Lot(s) \_\_\_\_\_ Block B Plan 6051 JK  
Quarter \_\_\_\_\_ Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_ West of \_\_\_\_\_ Meridian  
LAND USE DISTRICT: \_\_\_\_\_ EXISTING LAND USE: \_\_\_\_\_

DETAILS OF DEVELOPMENT:

PROPOSED USE: Gazebo over deck (deck is existing on Beerethall)  
OFF-STREET PARKING SPACES: Number \_\_\_\_\_ (Refer to plan for LOCATION)

MAIN BUILDING:

SETBACKS: Front \_\_\_\_\_ Rear \_\_\_\_\_ Side \_\_\_\_\_ Side \_\_\_\_\_  
HEIGHT: \_\_\_\_\_ FLOOR AREA: \_\_\_\_\_ PERCENT OF LOT OCCUPIED: \_\_\_\_\_

ACCESSORY BUILDING:

SETBACKS: Front \_\_\_\_\_ Rear \_\_\_\_\_ Side \_\_\_\_\_ Side \_\_\_\_\_  
HEIGHT: \_\_\_\_\_ FLOOR AREA: \_\_\_\_\_ PERCENT OF LOT OCCUPIED: \_\_\_\_\_

PERMIT FEE: \_\_\_\_\_ RECEIPT NO. \_\_\_\_\_ RECEIVED BY: \_\_\_\_\_

PLANS ATTACHED:  Yes  No ESTIMATED VALUE OF CONSTRUCTION (\$): 6000.00

ESTIMATED COMMENCEMENT: May 1, 2022 ESTIMATED COMPLETION: June 30, 2022

IMPORTANT: I have read and understand the terms noted on the reverse side of this form and hereby apply for permission to carry out the development described above and/or on the attached plans and specifications. I further certify that the owner of the land described above is aware of this application.

Date: January 6

Signature of APPLICANT: [Signature]

Date: \_\_\_\_\_

Signature of REGISTERED OWNER: \_\_\_\_\_

TERMS: See Reverse

**TERMS:**

1. Every application for a permit shall be submitted in duplicate and be accompanied by the following information:
  - (a) a site plan showing the registered legal boundaries, the location of any proposed development and any existing development, and provisions for off-street loading and parking facilities;
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  - (a) following the preliminary layout of the site, but prior to the commencement of actual development thereon, and
  - (b) upon completion of the development.



## PUBLIC AND INSTITUTIONAL – PI

**1. INTENT**

The intent of the Public and Institutional land use district is to:

- (a) identify lands used for, or intended to be used for public and institutional uses and facilitate the development of these areas at suitable locations; and
- (b) accommodate, where appropriate, the development of other identified discretionary uses.

**PERMITTED USES\***

Public and institutional uses

**PROHIBITED USES**

Shipping containers

**DISCRETIONARY USES**

Accessory buildings and uses  
Child care services  
Clubs and fraternal organizations  
Dwelling units as a secondary use to an approved principal use  
Group homes  
Medical and health offices  
Public park and recreation  
Public or private utilities  
Senior citizen housing  
Signs  
Similar uses  
Wind energy conversion systems (WECS)

**2. MINIMUM LOT SIZE**

As required by the Designated Officer.

**3. MINIMUM SETBACK REQUIREMENTS**

As required by the Designated Officer.

**4. MAXIMUM LOT COVERAGE**

As required by the Designated Officer.

**5. MAXIMUM BUILDING HEIGHT**

As required by the Designated Officer.

**6. MINIMUM FLOOR AREA**

69.68 m<sup>2</sup> (750 sq. ft.) or a relaxation of the minimum floor area may be granted by the Municipal Development and Subdivision Authority if deemed appropriate.

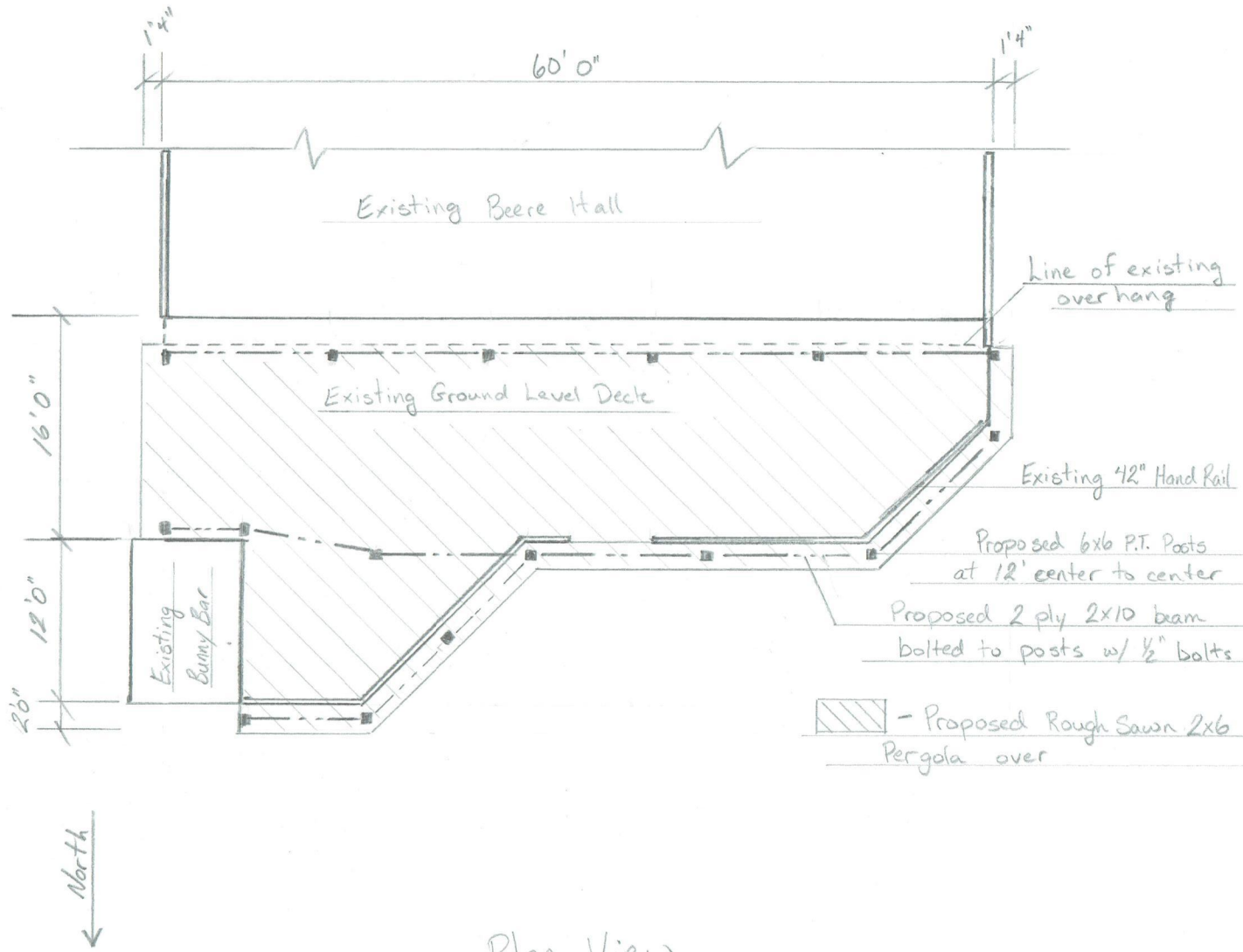
**7. STANDARDS OF DEVELOPMENT – See Schedule 4.**

**8. MOVED-IN BUILDINGS – See Schedule 8.**

---

\* See Schedule 3, Development Not Requiring A Development Permit.

9. **PARKING AND LOADING SPACE REQUIREMENTS** – See Schedule 9.
10. **LANDSCAPING AND SCREENING** – See Schedule 10.
11. **SIGNS** – See Appendix 4.



Plan View

8515 34 Ave NW  
 Calgary Alberta, T3B 1R3  
 (403) 804 4508

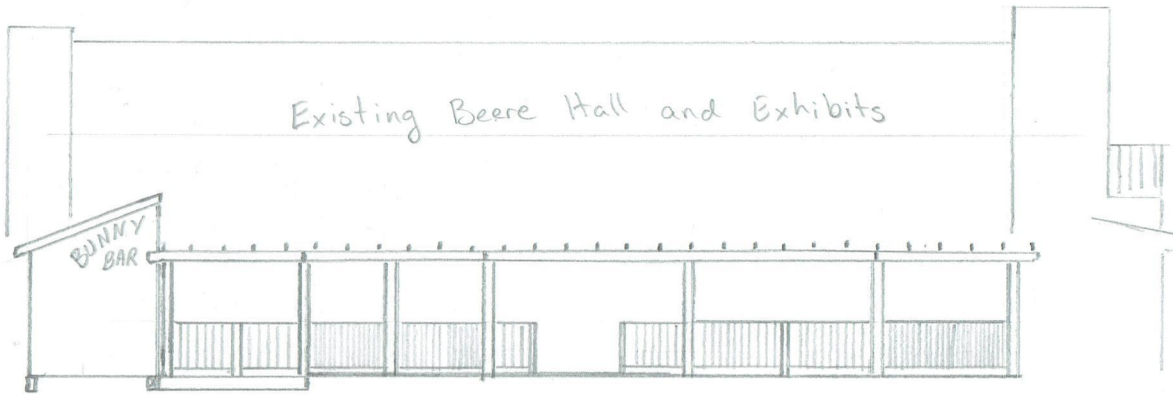
**Client**  
 Pincher Creek and District  
 Historical Society

**Job**  
 Pergola

**Date:**

**Notes**

- Do Not Scale Drawings
- Dimensions to be verified prior to construction



North Elevation

**West Country Carpentry Ltd.**

8515 34 Ave NW  
Calgary Alberta, T3B 1R3  
(403) 804 4508

Client

Pincher Creeke & District  
Historical Society

Job

Pergola

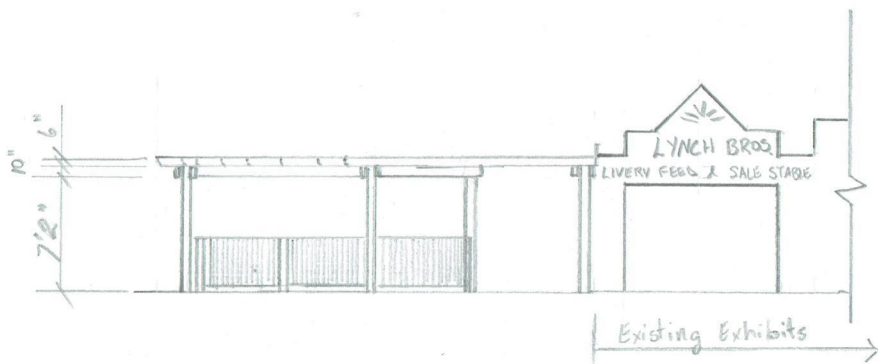
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Notes

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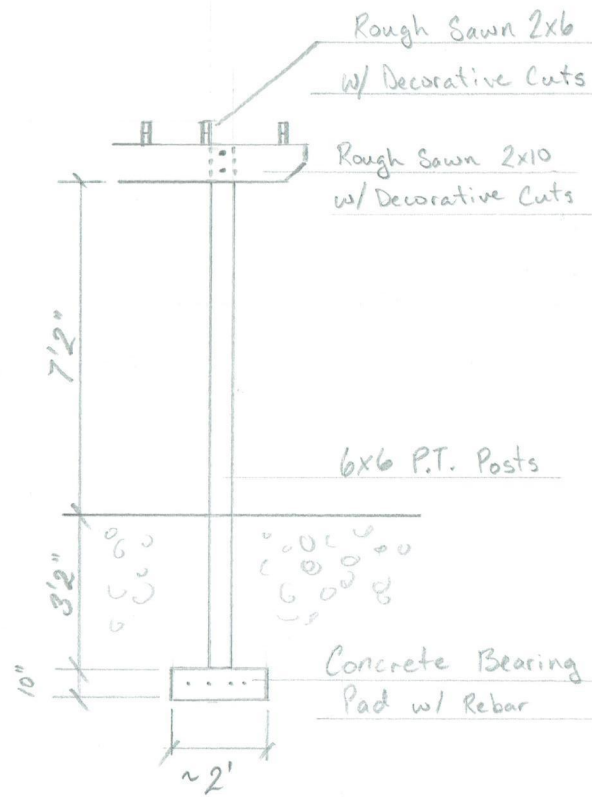
Page:

2 / 3



West Elevation

Scale  $\frac{1}{8}'' = 1'$



Construction Detail

Scale  $\frac{3}{8}'' = 1'$

**West Country Carpentry Ltd.**

8515 34 Ave NW  
 Calgary Alberta, T3B 1R3  
 (403) 804 4508

Client

Pincher Creek & District  
 Historical Society

Job

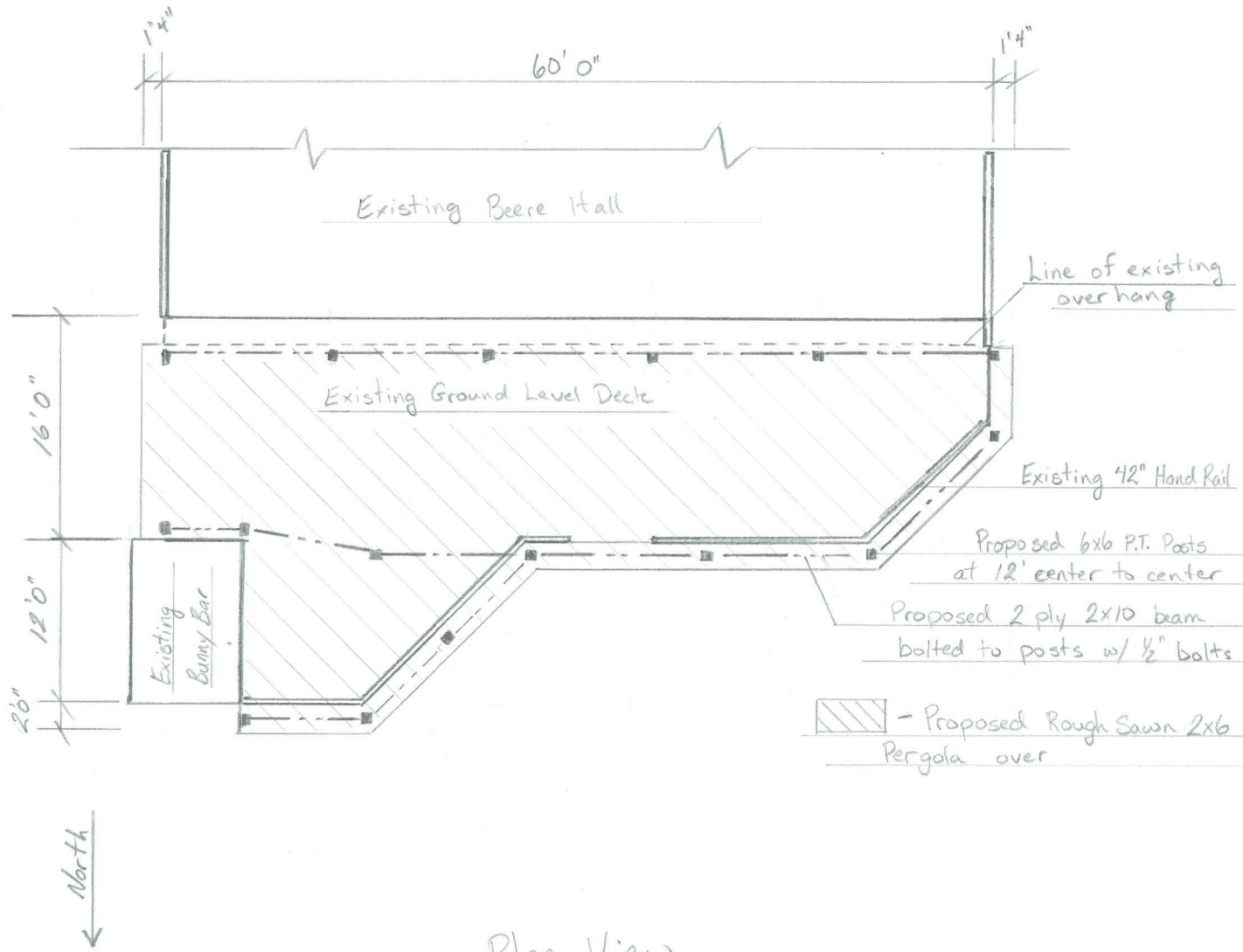
Pergola

Date: January 20, 2022

Notes

Page:

3/3



**West Country Carpentry Ltd.**

8515 34 Ave NW  
 Calgary Alberta, T3B 1R3  
 (403) 804 4508

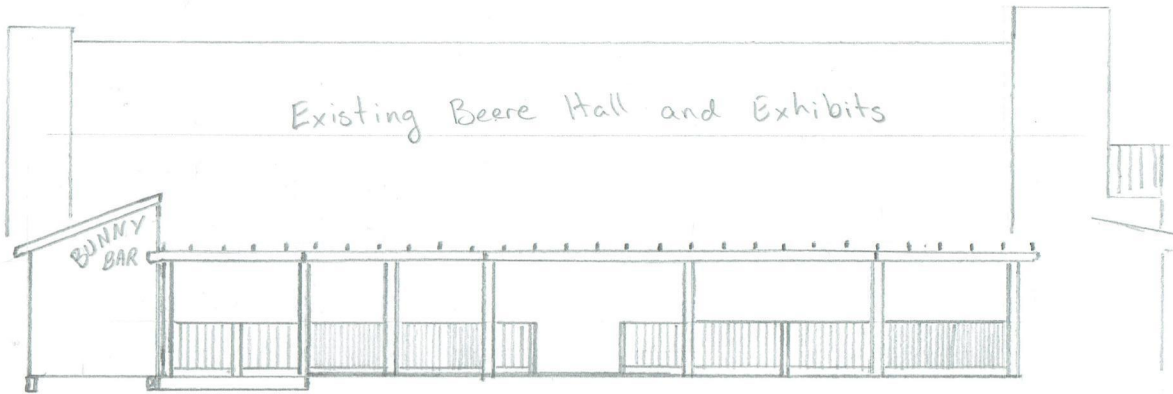
**Client**  
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**Job**  
 Pergola

**Date:**

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North Elevation

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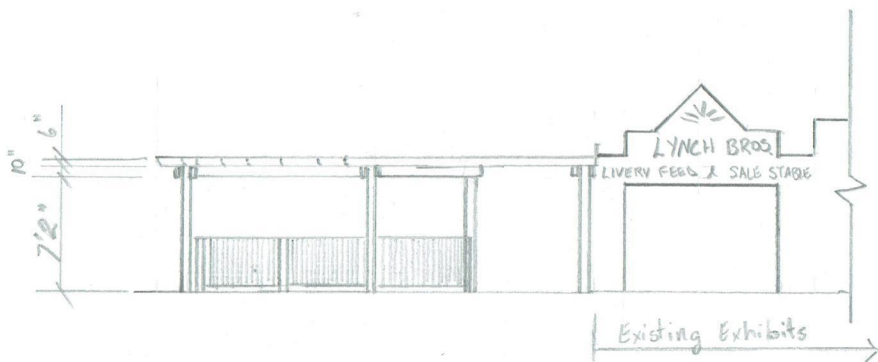
Date:

Notes

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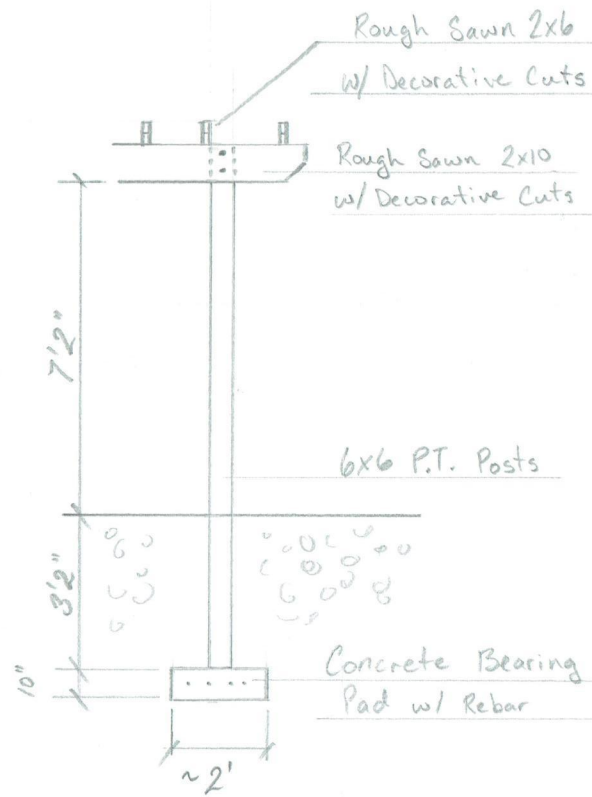
Page:

2 / 3



West Elevation

Scale  $\frac{1}{8}'' = 1'$



Construction Detail

Scale  $\frac{3}{8}'' = 1'$

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Client

Pincher Creek & District  
 Historical Society

Job

Pergola

Date: January 20, 2022

Notes

Page:

3/3



SCHEDULE 11  
Form A

TOWN OF PINCHER CREEK  
Box 159, 962 St. John Avenue, Pincher Creek, AB T0K 1W0  
403-627-3156 fax: 403-627-4784 e-mail: reception@pinchercreek.ca

APPLICATION FOR A DEVELOPMENT PERMIT

APPLICATION NO. \_\_\_\_\_

APPLICANT:

NAME: Pincher Creek District Historical Society PHONE: 403 627-3684  
ADDRESS: Box 1226

OWNER OF LAND (if different from applicant):

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HEIGHT: \_\_\_\_\_ FLOOR AREA: \_\_\_\_\_ PERCENT OF LOT OCCUPIED: \_\_\_\_\_

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SETBACKS: Front \_\_\_\_\_ Rear \_\_\_\_\_ Side \_\_\_\_\_ Side \_\_\_\_\_  
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PERMIT FEE: \_\_\_\_\_ RECEIPT NO. \_\_\_\_\_ RECEIVED BY: \_\_\_\_\_

PLANS ATTACHED:  Yes  No ESTIMATED VALUE OF CONSTRUCTION (\$): 6000.00

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Date: January 6 Signature of APPLICANT: [Signature]

Date: \_\_\_\_\_ Signature of REGISTERED OWNER: \_\_\_\_\_

TERMS: See Reverse

**TERMS:**

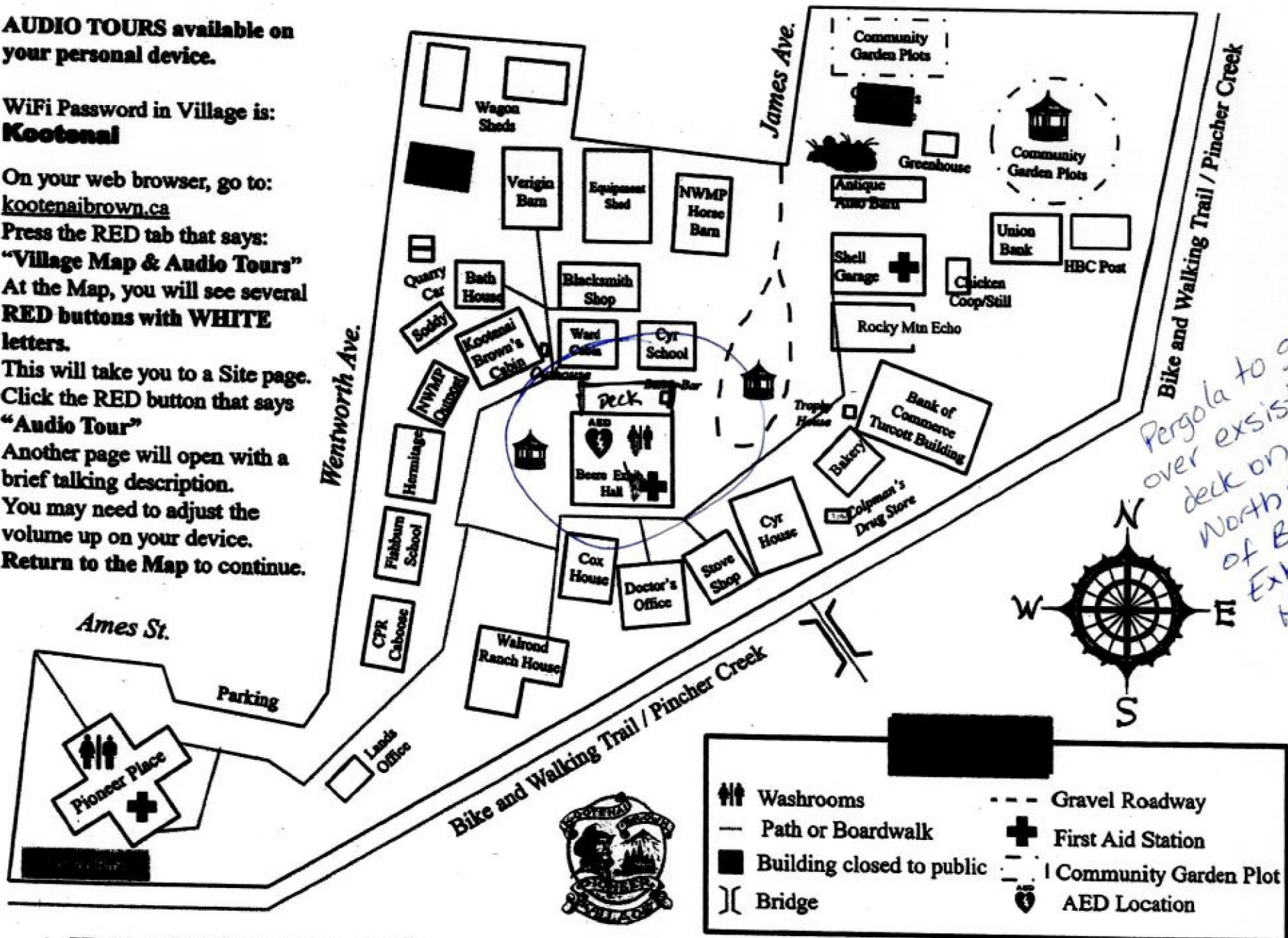
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**AUDIO TOURS** available on your personal device.

WiFi Password in Village is:  
**Kootenai**

On your web browser, go to:  
[kootenaibrown.ca](http://kootenaibrown.ca)  
Press the RED tab that says:  
"Village Map & Audio Tours"  
At the Map, you will see several RED buttons with WHITE letters.  
This will take you to a Site page.  
Click the RED button that says "Audio Tour"  
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You may need to adjust the volume up on your device.  
Return to the Map to continue.

(To Downtown) Bev McLachlin Dr.

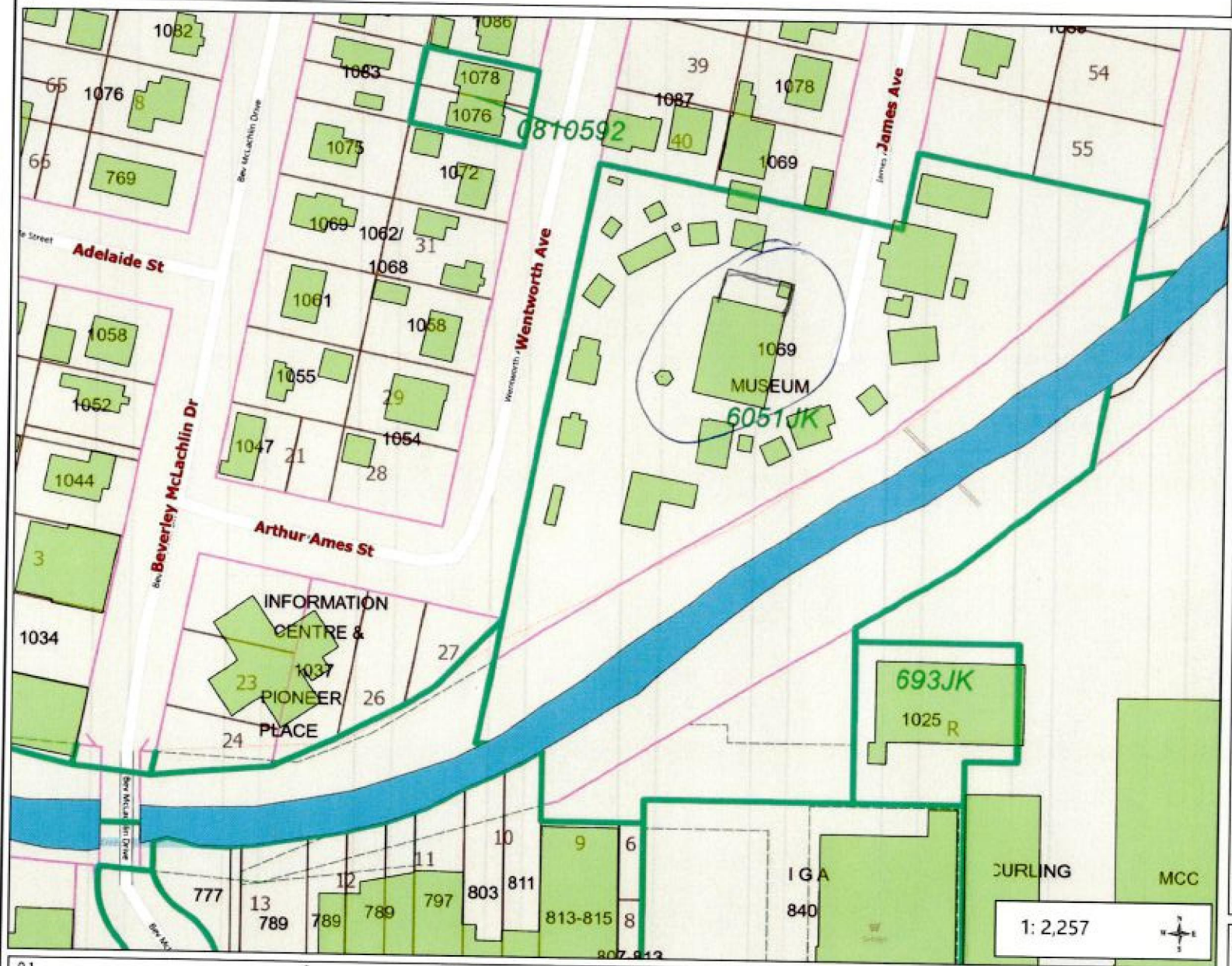


*Pergola to go over existing deck on North side of Beere Exhibition Hall*

# KOOTENAI BROWN PIONEER VILLAGE SITE PLAN

Updated: 06/21 2021

# Town of Pincher Creek



- Legend**
- Power Po
  - Street Lig
  - Power Lin
  - Building F
  - Kettles Cr
  - Pincher C
  - Islands
  - Road Lab
  - Civic Addr
  - Plan Text
  - Plan Text
  - Plan Lines
  - Block Line
  - Lot Text
  - Lot Text Li
  - Lot Lines
  - Easement
  - Section Te
  - Section Lin
  - Modular H
  - Modular H
  - Golf Course
  - Golf Course
  - Dangerous
  - Title Linew
  - Parcel

0.1 0 0.06 0.1 Kilometers  
 WGS\_1984\_Web\_Mercator\_Auxiliary\_Sphere  
 © OpenStreetMap contributors

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.  
**THIS MAP IS NOT TO BE USED FOR NAVIGATION**

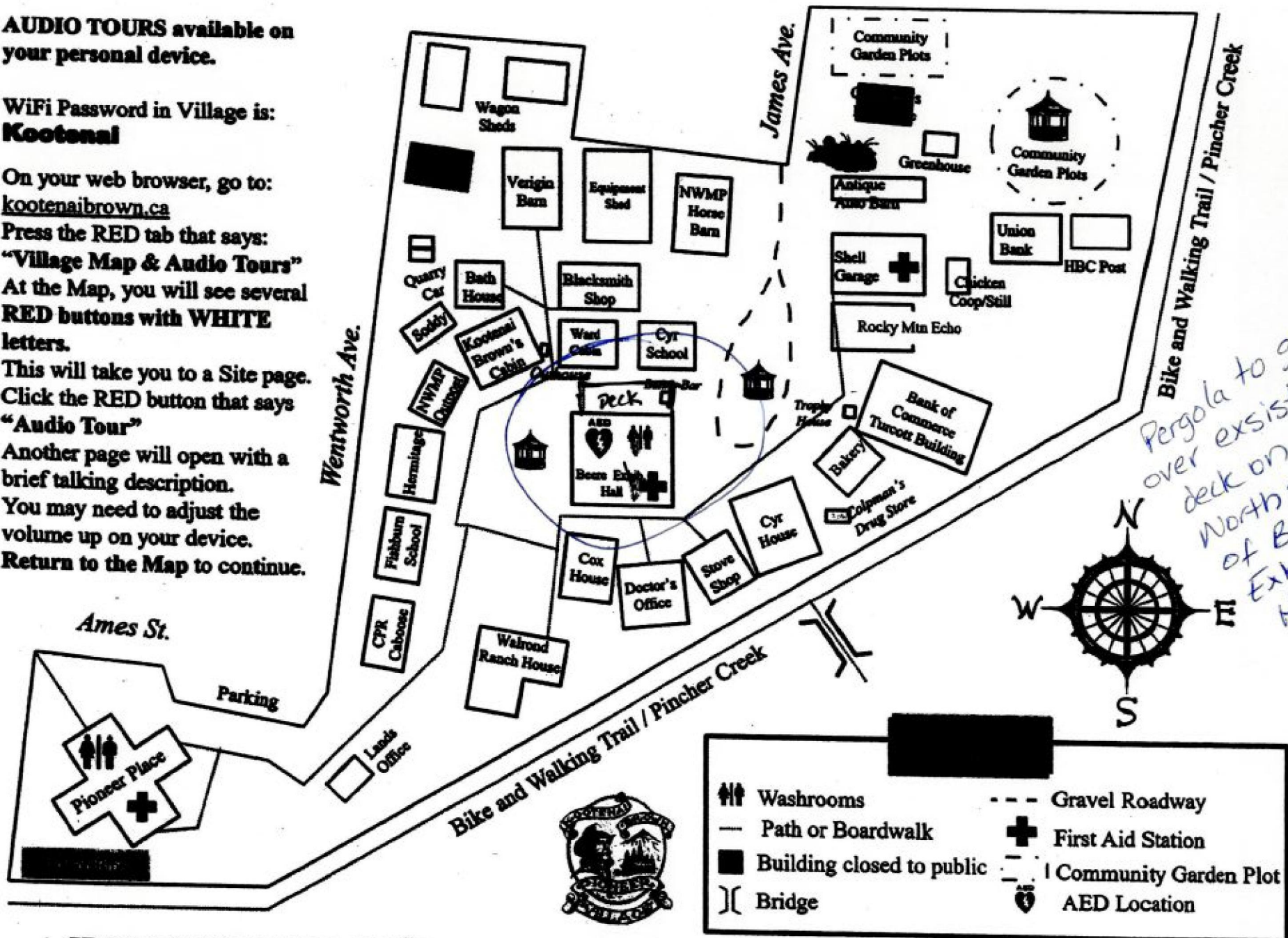
**Notes**  
 © Town of Pincher  
 Regional Services C

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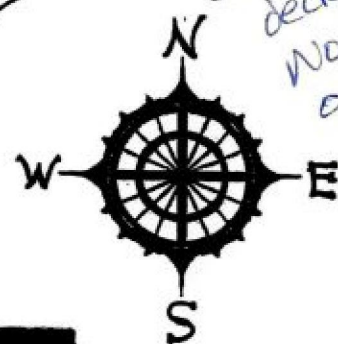
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*Pergola to go over existing deck on north side of Beere Exhibition Hall*

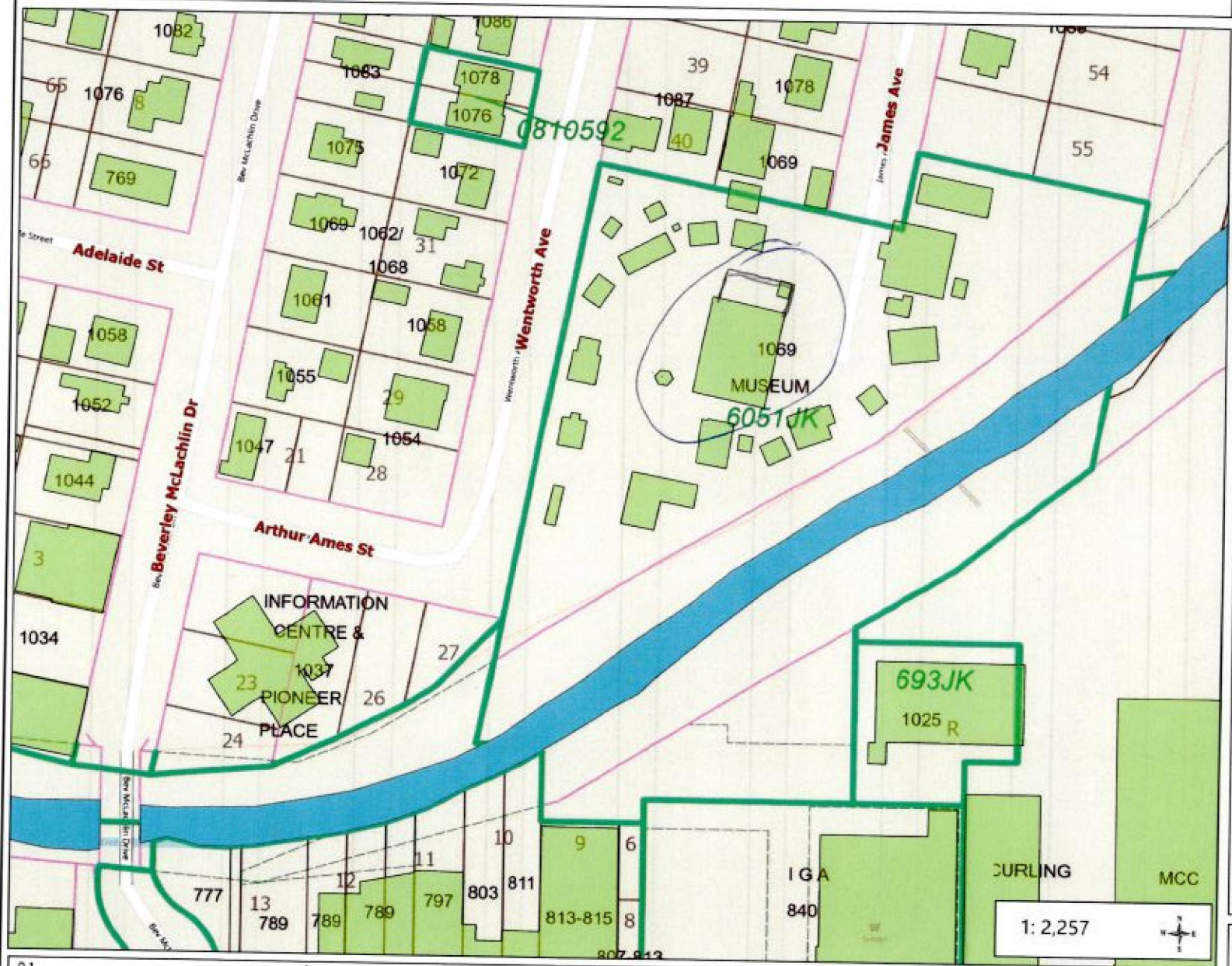


	Washrooms		Gravel Roadway
	Path or Boardwalk		First Aid Station
	Building closed to public		Community Garden Plot
	Bridge		AED Location

# KOOTENAI BROWN PIONEER VILLAGE SITE PLAN

Updated: 06/21 2021

# Town of Pincher Creek



- Legend**
- Power Po
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  - Modular H
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  - Title Linew
  - Parale

1:2,257



WGS\_1984\_Web\_Mercator\_Auxiliary\_Sphere  
© OpenStreetMap contributors

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**Notes**  
© Town of Pincher  
Regional Services C



**Town of Pincher Creek  
COUNCIL DISTRIBUTION LIST  
February 14, 2022**

<b><u>Item No.</u></b>	<b><u>Date</u></b>	<b><u>Received From</u></b>	<b><u>Information</u></b>
1.	January 20, 2022	Municipal Climate Change Action Centre	\$3.4 million to get on the map   The Current Climate
2.	January 21, 2022	Lobby Registry	The Year of the Lobbyist Registry
3.	January 21, 2022	Roundtable on the Crown of the Continent	Register Now for the 11th Annual Roundtable on the Crown of the Continent
4.	January 21, 2022	Citizen	Letter
5.	January 24, 2022	First Nation-Municipal Updates	CEDI's phase 3 has begun!
6.	January 24, 2022	FCM Communiqué	FCM Voice: Factsheets to help achieve your 2050 climate goals   What FCM has achieved for its members   Asset management case study   more
7.	January 25, 2022	Alberta Association of Police Governance	Minister Madu and AB Interim Police Advisory Board communication
8.	January 25, 2022	Southwest Alberta Sustainable Community Initiative	Grant Specialist Report Dec 2021
9.	January 26, 2022	Office of Roger Reid, MLA Livingstone-Macleod	News Release: New public engagement to strengthen draft K-6 curriculum
10.	January 27, 2022	Alberta SouthWest Regional Alliance	Please VOTE for Peaks to Prairies People's Choice Award! Feb 8 deadline
11.	January 27, 2022	Alberta Health Services	DynaLIFE to Begin Providing Community Lab Service Across Alberta
12.	January 27, 2022	Alberta Association of Police Governance	Notice of AGM & Call for Nominations, Alberta Association of Police Governance
13.	January 27, 2022	Office of Roger Reid, MLA Livingstone-Macleod	Bill 21: Provincial Administrative Penalties Act
14.	January 28, 2022	Riversdale Resources	Permission to Appeal Decision
15.	February 3, 2022	Oldman Watershed Council	Thank you
16.	January 31, 2022	Oldman Watershed Council	Coal effluent, reclamation of oil and gas wells



**Town of Pincher Creek  
COUNCIL DISTRIBUTION LIST  
February 14, 2022**

<b><u>Item No.</u></b>	<b><u>Date</u></b>	<b><u>Received From</u></b>	<b><u>Information</u></b>
17.	January 31, 2022	Alberta Electric System Operator (AESO)	Update: Chapel Rock-to-Pincher Creek transmission development
18.	January 31, 2022	Community Engagement	AHS Together4Health Headlines
19.	February 1, 2022	Pieridae Energy	WAG - Pieridae Updates - Strategic Review, Shell License Transfer & Waterton 61 Pipeline
20.	February 1, 2022	Pincher Creek & District Community Food Centre	Thank you
21.	February 1, 2022	Waterton Biosphere Reserve Association	Waterton Biosphere Reserve Coop Plan Forums Feb 15 and 17 REGISTER NOW
22.	February 2, 2022	Town of Gibbons	Bill 21
23.	February 3, 2022	Centre of Excellence for Public Sector Marketing (CEPSM)	Only a few spots left! Strategic Social Media Engagement for Public Sector and Non-Profit Organizations (March 2-3, 2022)
24.	February 4, 2022	Affordable Housing News	Spotlight: It's Black History Month
25.	February 7, 2022	Wind Systems magazine	Wind energy news from Wind Systems magazine – February 2022
26.	February 7, 2022	TC Energy	Project Update: NGTL West Path Delivery 2022 Project Updated EPP and Project Update No 6 Approval
27.	February 2022	Livingstone Sabres	Thank you
28.	February 7, 2022	TC Energy	NGTL West Path Delivery 2022 - ABC Section Clearing
29.	February 9, 2022	Sgt Ryan Hodge	Pincher Creek RCMP Policing Priorities
30.	February 9, 2022	Sustainable Projects Group	Municipal Climate Change Action Centre - EV charging station 100% covered
31.	February 9, 2022	National Police Federation	Letter to Town of Pincher Creek re GoA Consultations
32.	February 10, 2022	North American Clean Energy	North American Clean Energy -- Wind News -- Vol 14; Issue 3