



# TOWN OF PINCHER CREEK COUNCIL MEETING AGENDA

Monday, January 11, 2021 at 6:00 p.m.

Council Chambers, Town Hall

962 St. John Avenue

[Virtual via GoToMeeting](#)

1. **Call to Order**
2. **Scheduled Public Hearing**
3. **Agenda Approval**
4. **Scheduled Delegations**
5. **Adoption of Minutes**
  - 5.1 Minutes of the Regular Meeting of Council held on December 14, 2020
  - 5.2 Minutes of the Committee of the Whole Meeting held on January 6, 2021
6. **Business Arising from the Minutes**
  - 6.1 Disposition of Delegation – Provincial Campgrounds – Bob Cameron
  - 6.2 Airport Master Plan – Alberta Community Partnership Grant Application
7. **Bylaws**
8. **New Business**
  - 8.1 Pincher Creek Humane Society Donation In Honor of Councillor O'Rourke
  - 8.2 Vacancy in Position of Councillor
9. **Reports**
  - 9.1 Upcoming Committee Meeting and Events
10. **Administration**
  - 10.1 Council Information Distribution List
  - 10.2 Operations Fourth Quarter Report
11. **Closed Session Discussion**
  - 11.1 Regional Director of Emergency Management – FOIP s. 17
12. **Notice of Motion**
13. **Adjournment**

*The next Regular Council Meeting is scheduled for January 25, 2021 at 6:00 p.m.*



**REGULAR MEETING OF COUNCIL**  
**Held on Monday December 14, 2020 in the**  
**Virtually, commencing at 6:00 p.m.**

**IN ATTENDANCE:**

Mayor: D. Anderberg

Councillors: B. McGillivray, M. Barber, L. Jackson, and S. Korbett

Absent with Regrets: S. O'Rourke and W. Elliott

Staff: L. Wilgosh, Chief Administrative Officer; Services Coordinator; L. Rideout, Director of Community Services; W. Catonio, Director of Finance and Human Resources and L. Goss, Administrative Manager

**1. CALL TO ORDER**

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

**2. SCHEDULED PUBLIC HEARING**

**3. AGENDA APPROVAL**

**McGILLIVRAY:**

That Council for the Town of Pincher Creek approves the December 14, 2020 agenda as amended, the amendment being the addition of item 8.4 Joint Council Meeting Agenda Items, 8.5 Request for Tax Relief and 8.6 Alberta Community Partnership Application.

**CARRIED 20-529**

**4. DELEGATIONS**

**4.1 Provincial Campgrounds – Bob Cameron**

Bob Cameron attended the meeting to provide information regarding Provincial Campgrounds.

**5. ADOPTION OF MINUTES**

**5.1 Minutes of the Regular Meeting of Council held on November 23, 2020**

**JACKSON:**

That Council for the Town of Pincher Creek approve the minutes of the Regular Meeting of Council held on November 23, 2020 as presented.

**CARRIED 20-530**

**5.2 Minutes of the Committee of the Whole Meeting held on December 2, 2020**

**KORBETT:**

That Council for the Town of Pincher Creek approve the minutes of the Committee of the Whole Meeting held on December 2, 2020 as presented.

**CARRIED 20-531**

**5.3 Minutes of the Special Meeting of Council held on December 2, 2020**

**McGILLIVRAY:**

That Council for the Town of Pincher Creek approve the minutes of the Special Meeting of Council held on December 2, 2020 as presented.

**CARRIED 20-532**

**5.4 Minutes of the Special Meeting of Council held on December 4, 2020**

**BARBER:**

That Council for the Town of Pincher Creek approve the minutes of the Special Meeting of Council held on December 4, 2020 as presented.

**CARRIED 20-533**

**6. BUSINESS ARISING FROM THE MINUTES**

**7. BYLAWS**

**8. NEW BUSINESS**

**8.1 Oldman River Regional Services Commission Orthophotography 2021**

**JACKSON:**

That Council for the Town of Pincher Creek authorizes the Town of Pincher Creek to participate in an application for the 2021 Oldman River Region Urban Orthophotography Project under the Intermunicipal Collaboration component of the Alberta Community Partnerships Grant, further that the Town of Pincher Creek, a participant, agrees to abide by the terms of the Conditional Grant Agreement, governing the purpose and use of the grant funds.

**CARRIED 20-534**

**8.2 2021 Operating Budget**

**KORBETT:**

That Council for the Town of Pincher Creek approve the 2021 Operating Budget as presented and that a copy of this budget be attached hereto and form part of the minutes.

**Councillor Barber requested a recorded vote.**

IN FAVOUR

Anderberg

Jackson

Korbett

McGillivray

OPPOSED

Barber

**CARRIED 20-535**



**8.3 2021 Capital Budget**

**JACKSON:**

That Council for the Town of Pincher Creek approve the 2021 Capital Budget as presented and that a copy of this budget be attached hereto and form part of the minutes.

**Councillor Barber requested a recorded vote.**

IN FAVOUR

Anderberg

Jackson

Korbett

McGillivray

OPPOSED

Barber

**CARRIED 20-536**

**8.4 Joint Council Meeting Agenda Items**

**JACKSON:**

That Council for the Town of Pincher Creek agree to hold a Joint Council Meeting on January 14, 2021 and include, Transportation Committee Representative, Review of the Revised Joint Funding Processes, Recycling and Waste Management on the agenda.

**CARRIED 20-537**

**8.5 Request for Tax Relief**

**8.6 Alberta Community Partnership Application**

**MCGILLIVRAY:**

That Council for the Town of Pincher Creek direct administration to apply for both funding components of the Alberta Community Partnership Grants.

**CARRIED 20-538**

**9. REPORTS**

**9.1 Upcoming Committee Meetings and Events**

Early Learning Centre Board

Housing Foundation Cancelled

Landfill Cancelled

Emergency Services Commission

Regional Emergency Management Organization

Town Hall

**10. ADMINISTRATION**

**10.1 Council Information Distribution List**

**KORBETT:**

That Council for the Town of Pincher Creek accept the December 14, 2020 Council Information Distribution List as information.

**CARRIED 20-539**

*Mayor Anderberg called a recess at 6:55 pm.*

*Mayor Anderberg called the meeting back to order at 7:01 pm.*



**11. CLOSED MEETING DISCUSSION**  
**McGILLIVRAY:**

That Council for the Town of Pincher Creek agree to move to a closed session of Council on Monday, December 14, 2020 at 7:01 pm in accordance with section 16, 19, 21, 27 and 27 of the Freedom of Information and Protection of Privacy Act, with the Chief Administrative Officer, Director of Finance and Human Resources, Director of Community Services, Administrative Manager and Director of Emergency Management, Brett Wuth in attendance.

**CARRIED 20-540**

*Brett Wuth left the meeting at 7:31 pm*

*Councillor Korbett declared a potential pecuniary interest in item 11.4 and recused himself from the meeting at 7:34 pm*

*Councillor Korbett returned to the meeting at 7:41 pm*

**JACKSON:**

That Council for the Town of Pincher Creek agree to move out of a closed session of Council on Monday, December 14, 2020 at 8:14 pm.

**CARRIED 20-541**

**11.1 Regional Emergency Management Organization Update – FOIP s. 24**

**KORBETT:**

That Council for the Town of Pincher Creek receive the Regional Emergency Management Organization Update information as presented.

**CARRIED 20-542**

**11.2 Library Board Appointment – FOIP s. 19**

**BARBER:**

That Council for the Town of Pincher Creek agree that Bonnie Martin be appointed for another three year term on the Library Board.

**CARRIED 20-543**

**11.3 Early Learning Centre Lease Agreement – FOIP s. 16**

**JACKSON:**

That Council for the Town of Pincher Creek approve the lease agreement between the Town of Pincher Creek and Pincher Creek Community Early Learning Centre Ltd. with the amendment to including the civic address.

**CARRIED 20-544**

*Councillor Korbett declared a potential pecuniary interest in item 11.4 and recused himself from the meeting at 8:16 pm.*

**11.4 Land Offer to Purchase – Roll #08603200 – FOIP s. 16 & 24**

**McGILLIVRAY:**

That Council for the Town of Pincher Creek counter offer the offer to purchase for Roll# 08603200 dated November 25, 2020 in the amount of \$67,000 plus GST.

**CARRIED 20-545**

*Councillor Korbett returned to the meeting at 8:18 pm*

**11.5 Regional Emergency Management Organization – Emergency Services Commission – FOIP s. 21 & 27**

**McGILLIVRAY:**

That Council for the Town of Pincher Creek request and approve that the Pincher Creek Emergency Management Organization be included under the umbrella of the Pincher Creek Emergency Services Commission.

**CARRIED 20-546**

**11.6 Property Tax Arrears Recovery – FOIP s. 16 & 24**

**KORBETT:**

That Council for the Town of Pincher Creek approve the reserve bid amounts for the parcels of lands that may be offered for sale to recovery the tax arrears as follows:

Tax Roll # 0770100 \$12,400.00

Tax Roll # 0254000 \$222,500.00

**CARRIED 20-547**

**12. NOTICE OF MOTION**

**13. ADJOURNMENT**

**JACKSON:**

That this meeting of Council on December 14, 2020 be hereby adjourned at 8:21 pm.

**CARRIED 20-548**

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

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

**APPROVED BY RESOLUTION  
OF THE COUNCIL OF THE  
TOWN OF PINCHER CREEK,  
THIS 11<sup>th</sup> DAY OF JANUARY 2021      S E A L  
NEXT REGULAR MEETING OF COUNCIL TO BE HELD ON MONDAY JANUARY 11, 2021  
AT 6:00 P.M.**



Town of Pincher Creek  
COMMITTEE OF THE WHOLE MINUTES  
January 6, 2021 – 9:00 AM  
Virtually via GoToMeeting

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ATTENDANCE:

- Mayor: D. Anderberg
- Councillors: B. McGillivray, M. Barber, L. Jackson, W. Elliott and S. Korbett
- Staff: L. Wilgosh, Chief Administrative Officer; A Roth, Director of Operations; W. Catonio, Director of Finance and Human Resources; L. Rideout, Director of Community Services; G. Kollee, Legislative Services Manager; M. Everts, Events, Marketing & Economic Development Officer and L. Goss, Administrative Manager.

A moment of silence was observed in honor of Councillor O'Rourke.

**1. Call to Order**

The meeting was called to order at 9:04 am.

**2. Agenda Approval**

**ELLIOTT:**

That the Committee of the Whole for the Town of Pincher Creek approves the January 6, 2021 agenda as amended, the amendment being the addition of item 8.3 March Community Information Night

**CARRIED COTW 2021-001**

**3. Scheduled Delegations**

**3.1 Livingstone Landowners Group – Norma Dougall & Bobbi Lambright – 9:00 am**

Livingstone Landowners Group representatives Norma Dougall and Bobbi Lambright attended the meeting to provide information to Committee of the Whole regarding the Grassy Mountain Coal Mine project and potential effects to water rights and quality for the Town of Pincher Creek.



**3.2 Yellowstone to Yukon Conservation Initiative – Patty Richards, Connie Simmons & Hilary Young – 9:15 am**

Yellowstone to Yukon Conservation Initiative representatives Patty Richards attended the meeting to provide information regarding exploring nature-based economic opportunities for Southwest Alberta.

**3.3 Cabin Ridge Coal Exploration – Linda Jefferson & Brad Johnston – 9:30 am**

Cabin Ridge Project Limited representatives Linda Jefferson and Brad Johnston attended the meeting to present information regarding the Cabin Ridge Coal Exploration project North of Coleman.

*Mayor Anderberg called a recess at 10:05 am*

*A. Roth left the meeting at 10:10 am*

*Mayor Anderberg called the meeting back to order at 10:17 am*

**4. Committee Reports**

**McGILLIVRAY**

December 2	Committee of the Whole
December 2	Special Council
December 2	RCMP K Division
December 3	Finance and Budget Committee
December 3	Minister of Health Meeting Preparation
December 3	Elected Officials Education Program
December 4	Finance and Budget Committee
December 4	Special Council
December 5	RCMP K Division
December 14	Regular Council
December 17	Community Early Learning Centre
December 15	Municipal Development and Subdivision Authority
January 4	Operations Committee

**ELLIOTT**

December 2	Committee of the Whole
December 3	Finance and Budget Committee
December 4	Finance and Budget Committee
December 4	Special Council
December 15	Municipal Development and Subdivision Authority
January 4	Operations Committee

<b>KORBETT</b>	December 2	Committee of the Whole
	December 2	Special Council
	December 3	Finance and Budget Committee
	December 3	Minister of Health Meeting Preparation
	December 4	Special Council
	December 4	Finance and Budget Committee
	December 7	Finance and Budget Committee
	December 10	Elected Officials Education Program
	December 14	Regular Council
	December 16	Regional Emergency Management Organization
	December 17	Emergency Services Commission
	December 17	Community Early Learning Centre
January 4	Operations Committee	
<b>BARBER</b>	December 2	Committee of the Whole
	December 2	Special Council
	December 3	Finance and Budget Committee
	December 3	Chinook Arch Library Board
	December 4	Finance and Budget Committee
	December 4	Special Council
	December 7	Finance and Budget Committee
	December 9	RCMP K Division
	December 14	Regular Council
	December 16	Community Futures
<b>JACKSON</b>	December 2	Committee of the Whole
	December 2	Special Council
	December 3	Finance and Budget Committee
	December 3	Oldman River Regional Services Commission
	December 4	Finance and Budget Committee
	December 4	Special Council
	December 7	Finance and Budget Committee
	December 14	Regular Council
	December 15	Municipal Development and Subdivision Authority
	December 17	Emergency Services Commission
January 4	Operations Committee	

**Mayors Report**

**ANDERBERG**

December 2	Committee of the Whole
December 2	Special Council
December 3	Budget
December 3	Oldman River Regional Services Commission
December 4	Budget
December 4	Special Council
December 7	Budget
December 9	RCMP K Division
December 14	Regular Council
December 15	Community Early Learning Centre
December 16	Regional Emergency Management Organization
December 17	Community Early Learning Centre
December 24	Public Announcement
January 4	Operations Committee

**ELLIOTT:**

That Committee of the Whole for the Town of Pincher Creek receives the January 6, 2021 Committee Reports as information.

**CARRIED COTW 2021-002**

**5. Administration**

**5.1 Upcoming Meetings**

- Regular Council
- Joint Council
- Intermunicipal Collaboration Framework

**6. Business Arising from the Minutes**

**7. Policy**

**8. New Business**

**8.1 Golf Club – Community Facility Enhancement Program Request for Support**

**McGILLIVRAY:**

That Committee of the Whole for the Town of Pincher Creek write a letter of support for the CFEP application of the Pincher Creek Golf Course.

**CARRIED COTW 2020-003**



**8.2 Community Flood Risk Assessment – National Disaster Mitigation Program – Letter of Support**

**ELLIOTT:**

That Committee of the Whole for the Town of Pincher Creek support Alberta Environment and Parks' grant application for a Community Flood Risk Assessment in Pincher Creek through the National Disaster Mitigation Program and further agree to provide a letter of support for the project.

**CARRIED COTW 2020-004**

**8.3 March Community Information Night**

Scheduled for March 25, 2021

**9. Closed Session**

**McGILLIVRAY:**

That Committee of the Whole for the Town of Pincher Creek agree to move to a closed session of the Committee on Wednesday January 6, 2021 at 10:54 am in accordance with sections 16, 23 & 24 of the Freedom of Information and Protection of Privacy Act, with the Chief Administrative Officer, Director of Finance and Human Resources, Director of Community Services, Legislative Services Manager, Events, Marketing & Economic Development Officer and Administrative Manager in attendance.

**CARRIED COTW 2020-005**

**KORBETT:**

That Committee of the Whole for the Town of Pincher Creek agree to move out of a closed session of the Committee on Wednesday, January 6, 2021 at 11:17 am.

**CARRIED COTW 2020-006**

**9.1 Enel Alberta Wind Inc. – Decommission One (1) Wind Turbine – FOIP s. 16 & 24**

**McGILLIVRAY:**

That Committee of the Whole for the Town of Pincher Creek authorize and direct administration to agree to the proposal to the decommission of the Wind Turbine located on the approximately 40 acres parcel in the Pincher Creek Municipal District No.9 East of the Town's wastewater lagoons North of Highway 3 known as the Optimist Wind Energy wind turbine and advise Enel Alberta Wind Inc. accordingly.

**CARRIED COTW 2020-007**

**9.2 Property Tax Incentives – Non-residential Properties – FOIP s. 23 & 24**

**JACKSON:**

That Committee of the Whole for the Town of Pincher Creek direct administration to prepare and draft a tax incentive bylaw for non-residential properties for Council consideration.

**CARRIED COTW 2020-008**

**KORBETT:**

That Committee of the Whole for the Town of Pincher Creek direct administration to explore a vacant properties tax bylaw for non-residential properties for Council consideration.

**CARRIED COTW 2020-009**

**10. Adjournment**

**ELLIOTT:**

That this session of Committee of the Whole be adjourned at 11:21 am.

**CARRIED COTW 2020-010**

**APPROVED BY RESOLUTION OF  
COUNCIL FOR THE TOWN OF PINCHER CREEK  
THIS 11<sup>th</sup> DAY OF JANUARY 2021**

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

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

# TOWN OF PINCHER CREEK

## REQUEST FOR DECISION

*Council*

<b>SUBJECT:</b> Disposition of Delegation - Provincial Campgrounds - Bob Cameron	
<b>PRESENTED BY:</b> Lisa Goss, Administrative Manager	<b>DATE OF MEETING:</b> 1/11/2021

**PURPOSE:**

To dispose of a delegation that attended the December 14, 2020 regular Council meeting in accordance with Procedural Bylaw 1596-20.

**RECOMMENDATION:**

That Council for the Town of Pincher Creek receive the presentation provided by Bob Cameron regarding Provincial Campgrounds at the December 14, 2020 regular Council meeting as information.

**BACKGROUND/HISTORY:**

Bob Cameron attended the December 14, 2020 regular Council meeting as a scheduled delegation to provide information regarding Provincial Campgrounds.

**ALTERNATIVES:**

That Council for the Town of Pincher Creek direct administration to garner further information regarding Provincial Campgrounds and refer the item to a future Council meeting for consideration.

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

None at this time.

**FINANCIAL IMPLICATIONS:**

None at this time.

**PUBLIC RELATIONS IMPLICATIONS:**

None at this time.

**ATTACHMENTS:**

Letter of Understanding Dec 10 – 550 (provided in confidential package)

**CONCLUSION/SUMMARY:**

Administration supports that Council for the Town of Pincher Creek receive the presentation provided by Bob Cameron regarding Provincial Campgrounds at the December 14, 2020 regular Council meeting as information.

**Signatures:**



Department Head:

*Lisa Goss*

CAO:

*Laurie Wilgosh*



# TOWN OF PINCHER CREEK

## REQUEST FOR DECISION

*Council*

<b>SUBJECT:</b> Airport Master Plan ACP grant application	
<b>PRESENTED BY:</b> Laurie Wilgosh, Chief Administrative Officer	<b>DATE OF MEETING:</b> 1/11/2021

**PURPOSE:**

For Council to agree that the Town of Pincher Creek be the designated managing municipal partner for the Airport Master Plan ACP grant application.

**RECOMMENDATION:**

That Council for the Town of Pincher Creek agree to be the managing partner for the Alberta Community Partnership grant program to pursue the Pincher Creek Airport Master Plan development for the communities of Municipal District of Pincher Creek # 9, the Municipality of Crowsnest Pass and the Town of Pincher Creek.

**BACKGROUND/HISTORY:**

Town Council approved that administration move forward with an application for the ACP grant program to help fund the development of the Airport Master Plan at the December 14th Council meeting. Missing from the resolution on Dec. 14th was the designation of the Town as the managing partner for the grant application and accounting of same. The request has been made to the two other municipal partners to designate the Town as grant manager on their behalf.

The grant application has been submitted to Municipal Affairs.

**ALTERNATIVES:**

That Council for the Town of Pincher Creek receive the information regarding the Alberta Community Partnership grant program to help fund the proposed Airport Master Plan.

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

The Town and M.D. have long recognized the potential value of the local airport, and pursued a project involving the oil companies of Fort MacMurray and area, and a Air charter company to investigate the opportunity to provide regional transportation in or around 2014. Unfortunately the logistics of scheduling amongst all players proved to be an obstacle, however there was considerable interest shown from both employers and employees.

**FINANCIAL IMPLICATIONS:**

Anticipated cost of approximately \$50,000 to \$65,000 for Master Plan development.

**PUBLIC RELATIONS IMPLICATIONS:**

Potential for increased local air travel.

**ATTACHMENTS:**

None at this time.

**CONCLUSION/SUMMARY:**

Administration supports that the Town assume the management roll for the participating municipal partners in the application process for the ACP grant.

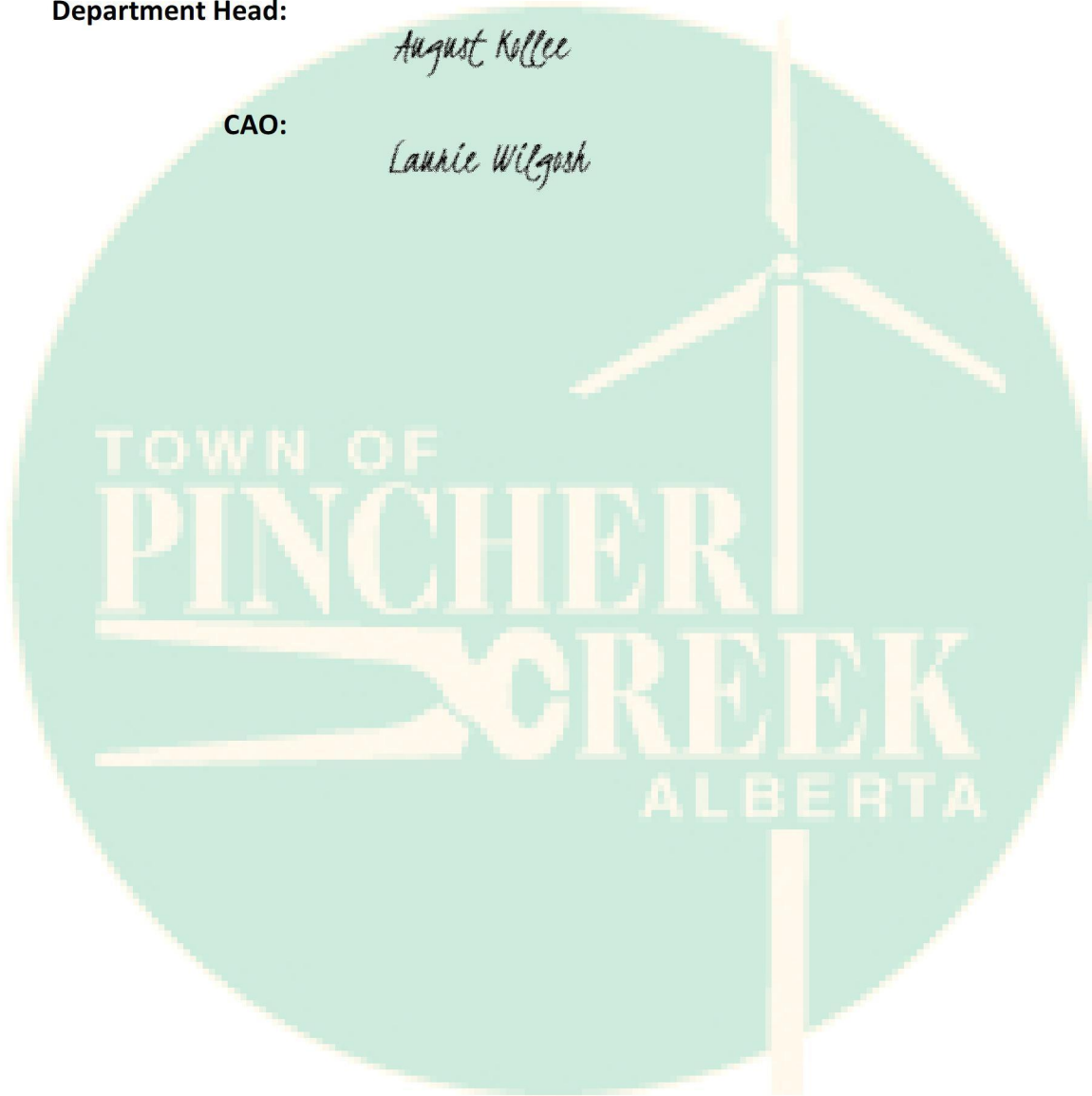
**Signatures:**

**Department Head:**

*August Kollce*

**CAO:**

*Lannie Wilgosh*





# TOWN OF PINCHER CREEK

## REQUEST FOR DECISION

*Council*

<b>SUBJECT:</b> Proposed donation to P.C. Humane society	
<b>PRESENTED BY:</b> Laurie Wilgosh, Chief Administrative Officer	<b>DATE OF MEETING:</b> 1/11/2021

**PURPOSE:**

For Council to consider making a donation to the Pincher Creek Humane Society in memory of Cllr. O'Rourke

**RECOMMENDATION:**

That Council for the Town of Pincher Creek approve a donation of \$1000.00 in memory of Cllr. Sussanne O'Rourke to the Pincher Creek Humane Society.

**BACKGROUND/HISTORY:**

Cllr. O'Rourke passed away on December 18, 2020, and her family designated the Pincher Creek Humane Society for donations made in her memory. The Humane Society was particularly important to Sussanne due to her love of animals and concern for their welfare.

The Town sent flowers and a meat tray to the family at the time of Sussanne's passing, but a donation in her memory will have a more lasting benefit.

**ALTERNATIVES:**

That Council for the Town of Pincher Creek approve a donation to the Pincher Creek Humane Society in memory of Cllr. Sussanne O'Rourke in the amount of \$.....

That Council receive the proposed donation to the Pincher Creek Humane Society as information.

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

N/A

**FINANCIAL IMPLICATIONS:**

Donation amount ??

**PUBLIC RELATIONS IMPLICATIONS:**

Residents within the community elected and supported Sussanne O'Rourke to represent them on Town Council.

**ATTACHMENTS:**

None at this time.

**CONCLUSION/SUMMARY:**

Administration supports that Council make a monetary donation to the Pincher Creek Humane Society in memory of Cllr. Sussanne O'Rourke

**Signatures:**

**Department Head:**

*Lisa Goss*

**CAO:**

*Laurie Wilgosh*



# TOWN OF PINCHER CREEK

## REQUEST FOR DECISION

*Council*

<b>SUBJECT:</b> Vacancy in position of Councillor	
<b>PRESENTED BY:</b> Gus Kollee, Legislative Service Manager	<b>DATE OF MEETING:</b> 1/11/2021

**PURPOSE:**

Further to the discussion at the January 6, 2021 Committee of the Whole meeting to provide Council with information as to whether or not to hold a by-election to fill the vacancy in position of Councillor.

**RECOMMENDATION:**

That Council for the Town of Pincher Creek receive the information concerning the vacancy in position of Councillor as information.

**BACKGROUND/HISTORY:**

It is with deepest sympathy that we announce the passing of Councillor Sussanne O'Rourke on December 18, 2020 from complications after contracting COVID-19.

Councillor O'Rourke was a valued member of Council, her perspective and humour will be greatly missed at the Council table. Councillor O'Rourke was driven to be a voice for the people and an advocate for low-income families. She was passionate about her community and gave her time not just to council but to many community organizations. The flag at the Town hall was lowered in her honor and a moment of silence shared in her memory at the Committee of the Whole meeting on January 6th, 2021.

Mayor, Council and administration are deeply saddened by her loss and would like extend condolences to Councillor O'Rourke's husband Blaise, her family and all those who are affected by her loss.

Councillor O'Rourke left a vacant position of Councillor and Town Council and as discussed at the COTW meeting Council wishes to review as to whether or not a by-election is the right thing to do considering the 2021 general municipal election process has already started with nominations being accepted as of January 1, 2021 until September 20, 2021.

As per MGA s162 (b)(ii) the current number of councillors (6) is one more than the majority of number of councillors which is five (5) thus suggesting that a by-election is not required.

The MGA allows up to a maximum of 120 from the day the vacancy occurs to hold a by-election, which would be April 16th, 2021.

**ALTERNATIVES:**



That Council for the Town of Pincher Creek direct administration to prepare and hold a by-election and bring back the proposed by-election date, advance vote and institutional vote locations and dates to the next regular Council meeting for consideration.

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

None at this time.

**FINANCIAL IMPLICATIONS:**

The estimated cost to hold a by-election is approximately \$6,000.00 plus management and administrative support.

**PUBLIC RELATIONS IMPLICATIONS:**

None at this time.

**ATTACHMENTS:**

MGA S.162 Vacancy in position of councillor - 560

**CONCLUSION/SUMMARY:**

Administration supports that Town Council receive the information concerning the vacancy in position of Councillor as information.

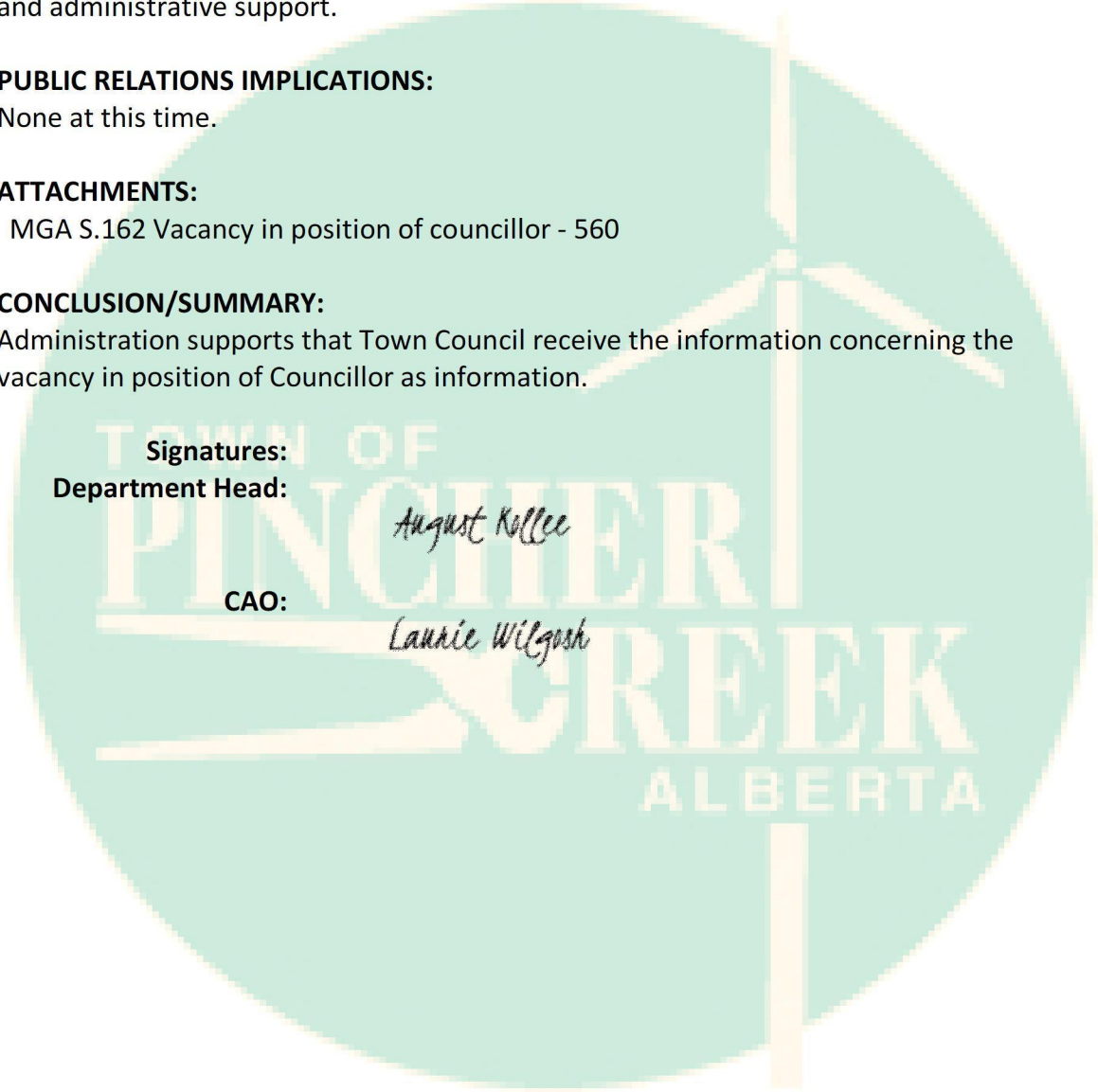
**Signatures:**

**Department Head:**

*August Killee*

**CAO:**

*Laurie Wilgosh*



(3) The resignation is effective on the date it is received by the chief administrative officer even if a later date is set out in the resignation.

(4) The chief administrative officer must report the resignation at the first council meeting after receiving the resignation.

1994 cM-26.1 s161

#### **Vacancy in position of councillor**

**162** A council must hold a by-election to fill a vacancy on council unless

- (a) the vacancy occurs in the 6 months before a general election, or
- (b) the council consists of 6 or more councillors and the vacancy occurs
  - (i) in the 18 months before a general election and there is only one vacancy, or
  - (ii) in the 12 months before a general election and the number of councillors remaining is at least one more than the majority of the number of councillors comprising the council under section 143.

1994 cM-26.1 s162

#### **Chief elected official (elected) vacancy**

**163** If the chief elected official is elected by a vote of the electors of the whole municipality and the office becomes vacant, the vacancy must be filled

- (a) if on the date the vacancy occurs there are 12 months or more before a general election, by a by-election, or
- (b) if on the date the vacancy occurs there are less than 12 months before a general election, either by a by-election or by council appointing at the next council meeting one or more councillors as chief elected official so that
  - (i) only one councillor holds that office at any one time, and
  - (ii) the office is filled all the time.

1994 cM-26.1 s163

#### **Chief elected official (appointed) vacancy**

**164** If, under section 150, the chief elected official is appointed by council from among the councillors and the office becomes vacant, council must at the next council meeting appoint one or more councillors as chief elected official so that



**Town of Pincher Creek**  
**COUNCIL DISTRIBUTION LIST**  
**January 11, 2021**

<b><u>Item No.</u></b>	<b><u>Date</u></b>	<b><u>Received From</u></b>	<b><u>Information</u></b>
1.	December 7, 2020	M.D. of Pincher Creek	Christmas Card
2.	December 13, 2020	Tree Canada	ICYMI! Planting hope for the holidays
3.	December 14, 2020	Roundtable on the Crown of the Continent	Webinar Recording: Lessons from Altai
4.	December 21, 2020	Wayne Oliver, TransAlta Corp.	Thank-you
5.	December 21, 2020	Meghan Brennan, Town of Taber	Christmas Greetings from the Town of Taber
6.	December 21, 2020	Alberta Seniors and Housing	Newsletter
7.	December 18, 2020	Habitat Systems Inc.	Christmas Card
8.	December 18, 2020	Preston Seier, TC Energy	NGTL West Path Delivery 2022 - Procedural Direction No. 3 Notification
9.	December 18, 2020	Stasha Donahue, Alberta Health Services	Report from Pincher Creek Community Health Needs Assessment
10.	December 18, 2020	Matthew Halton	Yearbook Sponsorship
11.	December 17, 2020	Carrie Cooley, SASCI Administrator	Grant Writer's Report - Nov 30, 2020
12.	December 18, 2020	Leann Hackman Carty, EDA	Season's Greetings from EDA - A Message from Leann Hackman Carty - EDA CEO
13.	December 17, 2020	Panel Secretariat, Grassy Mountain Coal Project	Update regarding the Grassy Mountain Coal Project
14.	December 22, 2020	Glenda Farnden and STARS Crew and Staff	Holiday Greetings From STARS
15.	December 22, 2020	Oldman Watershed Council	Happy Holidays!
16.	December 23, 2020	Oldman Watershed Council	Oldman Watershed Council Newsletter   December 23, 2020
17.	December 24, 2020	Doug Griffiths, 13 Ways	Happy Holidays from 13 Ways





**Town of Pincher Creek  
COUNCIL DISTRIBUTION LIST  
January 11, 2021**

<b><u>Item No.</u></b>	<b><u>Date</u></b>	<b><u>Received From</u></b>	<b><u>Information</u></b>
18.	January 4, 2021	Lauren Calleja, Alberta Emerald Foundation	It's Time to Roll Out the Green Carpet!
19.	January 4, 2021	Victoria Chester, Alberta Association of Police Governance	AAPG shares: Police views as to why new strategy implementation fails
20.	January 6, 2021	Jim Depew, Town of Raymond	Letter
21.	January 6, 2021	Companies for Zero Waste	Newsletter re Do plastic bans actually work? What are your thoughts?
22.	January 5, 2021	Chris Spearman, City of Lethbridge	Letter
23.	January 5, 2021	Doug Kaupp, Oldman Watershed Council	Letter
24.	January 5, 2021	Graeme Feltham, Apex Utilities Inc.	Letter
25.	January 6, 2021	Public Sector Network	Agenda Preview: Delivering Broadband Connectivity - Complementary for Public Sector
26.	January 6, 2021	Oldman River Regional Services Commission	Annual Org Board of Directors' Meeting Jan 7 2021

# TOWN OF PINCHER CREEK

## “OPERATIONS DEPARTMENT”



### **Town of Pincher Creek Operations Department**

### **Streets, Water and Wastewater Distribution**

#### **Ongoing, Completed & Up and Coming Projects:**

- Three major snow events
- Light standard Christmas Decorations went up November 16th
- Willow Street Road Reconstruction has been completed
- Old WTP Watermain Realignment has been completed
- Replacement of 3 Fire Hydrants completed
- Installation of new sidewalk in front of St. Michael's Early Learning Center completed
- Began design of Sanitary Force main Twinning
- Water Treatment Plant Flow Meters installation completed (picture below)



## Water Treatment Numbers

- ✚ Sanitary wastewater approval # 95-MUN-080 July 2020 – Sept 2020  
Total volume flows = 136,733 M3
- ✚ Water treatment filtered and treated water for distribution July 2020 – Sept 2020  
Total volume flows = 157,518 M3

## Fleet Update

- Daily garbage pick-up for residential and commercial properties
- Regular repairs on Public Works and Recreation Department vehicles
- Alberta One Call locates “**40** total for this quarter”
- Garbage can repair and regular scheduling
- Equipment maintenance ongoing
- Extra cleaning COVID and disinfecting on vehicles, equipment and shop
- Ongoing ordering and inventory control
- Year-end stock count started



## **Facilities**

- Lebel Mansion – Elevator Installation (in process - delayed due to COVID 19)
- Regular maintenance on Towns Administration and Operations building, RCMP building and The Lebel Mansion, CCR
- Lebel Mansion Roof Repaired
- RCMP Foundation Repairs project start-up meeting completed, and design has begun
- Regular maintenance at Daycares
- Replaced furnaces and controllers at the Town Office
- Began installation of new Fire Alarm Panel at the Lebel Mansion
- Improved connectivity of SCADA system at the RCMP Facility

## **Cemetery Update**

- ❖ Full Inurnments - 2
- ❖ Full burials - 3
- ❖ Niche Front Installed -2

## **Columbarium Numbers**

- ✓ Occupied - 18
- ✓ Reserved (paid for) - 19
- ✓ Available – 35
- ✓ Total - 72

## **Administration Update**

Administratively, the Operations Department prepared

- 11**- Development Response letters,
- 6** - requests for decisions,
- 2** - Operation Committee Responses,
- 3**– Utility Approval Request Responses
  - 2** - Sewer Camera Requests

## **Citizen Request Update**



In this quarter there was 323 citizen requests logged, 199 of them were Operational – 199 were actioned - 77 of them requiring verbal or written responses to residents.

# 2020 FOURTH QUARTER REPORT

