



**REGULAR MEETING OF COUNCIL**  
**Held on Monday December 13, 2021**  
**Virtually, commencing at 6:00 p.m.**

**IN ATTENDANCE:**

Mayor: D. Anderberg

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

Absent with Regrets: B. Wright

Staff: L. Wilgosh, Chief Administrative Officer; W. Catonio, Director of Finance and Human Resources; L. Rideout, Director of Community Services; A. Grose, Recreation Manager; D. Desabrais, Municipal Energy Project Lead 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**

**NODGE:**

That Council for the Town of Pincher Creek agree to move item 11.2 Tax Incentive Bylaw 1629-21 to item 7.2 on the December 13, 2021 agenda.

**CARRIED 21-461**

**NODGE:**

That Council for the Town of Pincher Creek agree to move item 11.5 Covid Vaccination Policy to item 8.6 on the December 13, 2021 agenda.

**CARRIED 21-462**

**GREEN:**

That Council for the Town of Pincher Creek approves the December 13, 2021 agenda as amended.

**CARRIED 21-463**

**4. DELEGATIONS**

**4.1 Pincher Creek and District Agricultural Society – Request for Support – Hilary Matheson**

Hilary Matheson attended the meeting representing the Pincher Creek and District Agricultural Society requesting support for an arena roof repair project and request additional Dog Park signage at the West end.

Handwritten initials in black ink, appearing to be "D" or "A", written over a horizontal line.

**4.2 Energy Management Report – David Desabrais**

David Desabrais, Municipal Energy Project Lead, attended the meeting to provide an Energy Management Report.

**4.3 Golf/Curling Club Steering Committee – Garry Cleland**

Garry Cleland attended the meeting representing the Golf/Curling Club Steering Committee to provide an update and request support in order to move forward with a new facility.

*D. Desabrais left the meeting at 7:22 pm.*

**5. ADOPTION OF MINUTES**

**5.1 Minutes of the Regular Meeting of Council held on November 22, 2021**

**BARBER:**

That Council for the Town of Pincher Creek approve the minutes of the Regular Meeting of Council held on November 22, 2021 as presented.

**CARRIED 21-464**

**5.2 Minutes of the Committee of the Whole Meeting held on November 23, 2021**

**OLIVER:**

That Council for the Town of Pincher Creek approve the minutes of the Committee of the Whole Meeting held on November 23, 2021 as presented.

**CARRIED 21-465**

**5.3 Minutes of the Committee of the Whole Meeting held on December 1, 2021**

**ELLIOTT:**

That Council for the Town of Pincher Creek approve the minutes of the Regular Meeting of Council held on November 8, 2021 as amended, the amendment being the deletion of the friendly amendment in item 11.1 and incorporate the wording in the main resolution of Council.

**CARRIED 21-466**

**6. BUSINESS ARISING FROM THE MINUTES**

**6.1 Community Recreation Centre Council Liaison – Terms of Reference**

**OLIVER:**

That Council for the Town of Pincher Creek approve the Terms of Reference - for a Council appointed Liaison position as presented and that administration be directed to include the definition Council Appointed Boards, Commissions and Committees Policy 101-93.

**CARRIED 21-467**

**7. BYLAWS**

**7.1 Water and Sewer Bylaw 1607-21**

**OLIVER:**

That Council for the Town of Pincher Creek agree to give the Water and Sewer Utility Bylaw #1607-21, first reading.

**CARRIED 21-468**

**ELLIOTT:**

That Council for the Town of Pincher Creek agree to give the Water and Sewer Utility Bylaw #1607-21, second reading.

**CARRIED 21-469**

**GREEN:**

That Council for the Town of Pincher Creek unanimously agree to present Bylaw No. 1607-21, Water and Sewer Utility Bylaw, for third reading at the December 13, 2021 regular meeting of Council.

**UNANIMOUSLY CARRIED 21-470**

**OLIVER:**

That Council for the Town of Pincher Creek agree to give the Water and Sewer Utility Bylaw #1607-21, third and final reading and that a copy of which be attached hereto and form part of the minutes.

**CARRIED 21-471**

**7.2 Tax Incentive Bylaw 1629-12 – FOIP s. 23 & 24**

**NODGE:**

That Council for the Town of Pincher Creek direct administration to bring the proposed Tax Incentive Bylaw No 1629-21 to the Committee of the Whole for their review and recommendations.

**CARRIED 21-472**

**8. NEW BUSINESS**

**8.1 Alberta Municipal Water/Wastewater Partnership Program Grant Application**

**BARBER:**

That Council for the Town of Pincher Creek direct administration to apply for the Alberta Municipal Water/Wastewater Partnership grant for Sodium Hypochlorite upgrades at the Water Treatment Plant.

**CARRIED 21-473**

**8.2 Royal Canadian Legion – Request for Support**

**ELLIOTT:**

That Council for the Town of Pincher Creek support the Pincher Creek Legion in their application to upgrade the downstairs flooring and approve the letter of support as presented and direct administration to forward same to the Pincher Creek Legion for inclusion in their grant application.

**CARRIED 21-474**

**8.3 2022 Operating Budget**

**NODGE:**

That Council for the Town of Pincher Creek approve the 2022 Operating Budget as presented and that a copy of this budget be attached hereto and form part of the minutes.

**CARRIED 21-475**



**8.4 2022 Capital Budget**

**OLIVER:**

That Council for the Town of Pincher Creek approve the 2022 Capital Budget as presented and that a copy of this budget be attached hereto and form part of the minutes.

**CARRIED 21-476**

**8.5 Request to Waive Penalties on Property Taxes**

**OLIVER:**

That Council for the Town of Pincher Creek accept the requests to waive the penalties on property taxes for roll numbers 00361400, 01350400 and 00256500 as information.

**CARRIED 21-477**

*Mayor Anderberg called a recess at 8:04 pm.*

*Mayor Anderberg called the meeting back to order at 8:14 pm.*

**8.6 Covid Vaccination Policy**

**NODGE:**

That Council for the Town of Pincher Creek receive the proposed COVID Vaccination Policy 502-21 as amended, the amendments being removing "as much as possible" and include "as determined by the CAO" in section 3.3, change the reference in item 1.4 from 3.3 to 3.4, include the date of January 17, 2022 in item 3.2 and monitor the local case rates for future consideration.

**CARRIED 21-478**

**9. REPORTS**

**9.1 Upcoming Committee Meetings and Events**

Oldman River Regional Services Commission Development Training  
Pincher Creek Community Early Learning Centre

**10. ADMINISTRATION**

**10.1 Council Information Distribution List**

**ELLIOTT:**

That Council for the Town of Pincher Creek accept the December 13, 2021 Council Information Distribution List as information.

**CARRIED 21-479**

**10.2 Legislative Services Third Quarter Report**

**NODGE:**

That Council for the Town of Pincher Creek accept the Legislative Services Third Quarter Report as information.

**CARRIED 21-480**



**11. CLOSED MEETING DISCUSSION**

**OLIVER:**

That Council for the Town of Pincher Creek agree to move to a closed session of Council on Monday, December 13, 2021 at 9:26 pm in accordance with section 16, 17, 18, 19, 23 & 24 of the Freedom of Information and Protection of Privacy Act, with the Chief Administrative Officer, Director of Community Services, Director of Finance and Human Resources, Recreation Manager and Administrative Manager in attendance.

**CARRIED 21-481**

*A. Grose left the meeting at 9:58 pm.*

*L. Rideout, W. Catonio and L. Goss left the meeting at 10:19 pm.*

*L. Goss returned to the meeting at 10:38 pm.*

**OLIVER:**

That Council for the Town of Pincher Creek agree to move out of a closed session of Council on Monday, December 13, 2021 at 10:40 pm.

**CARRIED 21-482**

**11.3 Recreation Programmer Proposed Position – FOIP s. 24**

**ELLIOTT:**

That Council for the Town of Pincher Creek approve the hiring of a recreation programmer into a temporary project position.

**CARRIED 21-483**

**11.4 Development – Plan 0614431, Block 1, Lot 4 – FOIP s. 16 & 24**

**BARBER:**

That Council for the Town of Pincher Creek direct administration to garner additional information regarding the total estimated costs for utility services for Plan 0614431, Block 1, Lot 4 and bring back the information to the next Town Council meeting for further discussion and/or direction.

**CARRIED 21-484**

**11.6 Personnel – FOIP s. 17**

**OLIVER:**

That Council for the Town of Pincher Creek approve the payment for management overtime hours required in service to Pincher Creek Community Early Learning Centre as presented,

**FURTHER**

To request reimbursement from the Pincher Creek Early Learning Centre organization for the hours required providing management and child care services.

**CARRIED 21-485**

*Mayor Anderberg declared a conflict of interest with item 11.1 as one of the applicants is a relative and left the meeting at 10:44 pm.*

*Deputy Mayor Barber chaired the remainder of the meeting.*

**GREEN:**

That Council for the Town of Pincher Creek agree to move to a closed session of Council on Monday, December 13, 2021 at 10:44 pm in accordance with section 19 & 24 of the Freedom of Information and Protection of Privacy Act, with the Chief Administrative Officer in attendance.

**CARRIED 21-486**

**GREEN:**

That Council for the Town of Pincher Creek agree to move out of a closed session of Council on Monday, December 13, 2021 at 10:45 pm.

**CARRIED 21-487**

**11.1 Municipal Development and Subdivision Authority Committee Appointment – FOIP s. 19 & 24**

**GREEN:**

That Council for the Town of Pincher Creek appoint Brian McGillivray to the Municipal Development and Subdivision Authority for at 3 year term ending December 2024.

**CARRIED 21-488**

**12. NOTICE OF MOTION**

**OLIVER:**

That the Council for the Town of Pincher Creek direct administration to provide options for irrigating the football field at Matthew Halton for the 2022 football season with either raw or treated water and to provide the budget estimates for those options on or before March 14, 2022 council meeting.

**13. ADJOURNMENT**

**ELLIOTT:**

That this meeting of Council on December 13, 2021 be hereby adjourned at 10:47 pm.

**CARRIED 21-489**

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

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

**APPROVED BY RESOLUTION  
OF THE COUNCIL OF THE  
TOWN OF PINCHER CREEK,  
THIS 10<sup>th</sup> DAY OF JANUARY 2022      S E A L  
NEXT REGULAR MEETING OF COUNCIL TO BE HELD ON MONDAY JANUARY 10, 2022  
AT 6:00 P.M.**





# TOWN OF PINCHER CREEK

Date Printed:  
12/9/2021

## 2022 Operating Budget By Department

	<u>2020 Actual Audited</u>	<u>2020 Budget</u>	<u>2021 Actual Unaudited</u>	<u>2021 Budget</u>	<u>2022 Budget</u>
<b>Revenues</b>					
Net municipal property taxes	\$4,679,576	\$4,678,843	\$4,715,680	\$4,715,244	\$4,971,509
User fees and sales of goods	2,068,743	1,993,274	1,596,257	1,965,674	1,996,785
Government transfers for operating	1,747,097	1,052,668	756,730	1,065,530	1,085,145
Franchise and concession contracts	837,684	825,050	732,538	881,050	898,050
Rentals	635,604	752,949	538,165	757,049	752,809
Investment income	249,158	220,860	115,349	218,860	215,860
Penalties & Costs	92,581	92,100	79,312	97,600	99,600
Licences & Permits	106,863	93,600	121,167	112,600	112,600
Other Revenues & Adjustments	113,037	191,289	142,268	111,689	9,689
<b>Total Revenue</b>	<b>10,530,342</b>	<b>9,900,632</b>	<b>8,797,466</b>	<b>9,925,296</b>	<b>10,142,047</b>
<b>Expenses</b>					
Legislative	275,044	311,964	241,897	341,047	332,170
Administration	873,355	878,630	717,657	851,826	786,051
Protective Services	1,190,923	1,183,225	980,123	1,385,691	1,404,929
Roads, streets, walks & lighting	1,261,257	1,255,944	809,146	1,417,499	1,336,729
Water supply & distribution	1,190,188	1,118,328	809,080	1,376,487	1,125,994
Wastewater treatment & disposal	775,209	785,617	532,881	958,477	910,249
Waste management	459,550	552,893	374,789	516,463	499,015
Other environmental use & protection	44,896	74,693	27,087	67,803	61,021
Public health & welfare services (Note 2)	309,053	344,389	279,765	349,938	369,649
Planning & development	581,546	701,172	432,157	640,158	872,573
Recreation & Culture	3,194,354	3,397,779	2,335,421	3,367,449	3,713,778
<b>Total Expenses</b>	<b>10,155,374</b>	<b>10,604,634</b>	<b>7,540,003</b>	<b>11,272,836</b>	<b>11,412,156</b>
<b>Excess revenue over expenses</b>	<b>374,968</b>	<b>(704,002)</b>	<b>1,257,463</b>	<b>(1,347,540)</b>	<b>(1,270,109)</b>
<b>Other</b>					
Government transfers for capital	882,843	125,000	397,858	5,114,378	845,000
Contributed assets					87,000
Gain (loss) on disposal of tangible capital assets	(3,919)	500		500	500
	<u>878,924</u>	<u>125,500</u>	<u>397,858</u>	<u>5,114,878</u>	<u>932,500</u>
Excess of revenue over expenses	<u>1,253,892</u>	<u>(578,502)</u>	<u>1,655,321</u>	<u>3,767,338</u>	<u>(337,609)</u>
<b>Surplus Funds Allocated Below:</b>					
Acquisition of tangible capital assets	4,120,390	5,033,940	1,364,130	7,925,000	2,330,800
Other Funding Capital Projects				(70,000)	
Loan Funding Capital Projects	(1,900,925)	(1,837,500)			(300,000)
Repayment of debenture principle	135,382	227,709	130,854	191,220	197,347
Net transfers to/from reserves	773,072	(2,752,606)	819,576	(2,673,841)	(896,593)
Less: Amortization	(1,671,574)	(1,250,706)		(1,605,448)	(1,671,573)
Less: Loss on sale of TCA	(53,919)				
Less: Purchase of Excavator & Loader on Trade In	(158,300)		(13,800)		
	<u>1,244,127</u>	<u>(579,163)</u>	<u>2,300,760</u>	<u>3,766,931</u>	<u>(340,019)</u>
Balanced Budget	<u>9,765</u>	<u>661</u>	<u>(645,439)</u>	<u>407</u>	<u>2,411</u>



# TOWN OF PINCHER CREEK

Date Printed:  
12/9/2021

## 2022 Operating Budget By Expenses

	2020 Actual Audited	2020 Budget	2021 Actual Unaudited	2021 Budget	2022 Budget
<b>Revenues</b>					
Net municipal property taxes	\$4,679,576	\$4,678,843	\$4,715,680	\$4,715,244	\$4,971,509
User fees and sales of goods	2,068,743	1,993,274	1,596,257	1,965,674	1,996,785
Penalties and costs of taxes	92,581	92,100	79,312	97,600	99,600
Licences and permits	106,863	93,600	121,167	112,600	112,600
Franchise fees	837,684	825,050	732,538	881,050	898,050
Return on Investments	174,158	220,860	115,349	218,860	215,860
Rentals & Leases	635,604	752,949	538,165	757,049	752,809
Government transfers for operating	1,822,097	1,052,668	756,730	1,065,530	1,085,145
Other Revenues & Adjustments	113,037	191,289	142,268	111,689	9,689
<b>Total Revenue</b>	<b>10,530,342</b>	<b>9,900,632</b>	<b>8,797,466</b>	<b>9,925,296</b>	<b>10,142,047</b>
<b>Expenses</b>					
Salaries, wages & benefits	3,809,897	3,913,724	3,066,428	4,124,031	4,196,431
Contracted and general services	690,839	740,123	889,132	962,926	967,296
Professional Services	1,198,834	1,307,615	976,236	1,255,550	1,153,100
R & M and rentals & leases	818,211	1,172,965	811,629	1,261,457	1,361,307
Insurance	141,869	143,270	164,602	145,300	162,645
Goods	420,692	467,827	397,741	440,235	440,670
Utilities	677,923	729,429	594,561	790,480	752,430
Land Held For Resale - Costs	6,037				
Amortization	1,675,854	1,250,706		1,605,448	1,671,573
Transfers to Organizations	524,056	675,171	514,099	526,541	535,355
Bank Charges	7,954	6,495	8,212	6,650	7,900
Interest on long-term debt	129,499	151,038	82,806	135,567	127,799
Other Expenditure & Adjustment	53,710	46,271	34,558	18,650	35,650
<b>Total Expenses</b>	<b>10,155,374</b>	<b>10,604,634</b>	<b>7,540,003</b>	<b>11,272,836</b>	<b>11,412,156</b>
<b>Excess (Deficiency) revenue over expenses before other</b>	<b>374,968</b>	<b>(704,002)</b>	<b>1,257,463</b>	<b>(1,347,540)</b>	<b>(1,270,109)</b>
<b>Other</b>					
Government transfers for capital	882,843	125,000	397,858	5,114,378	845,000
Contributed assets					87,000
Net Gain (Loss) on sale of tangible capital assets	(3,919)	500		500	500
	878,924	125,500	397,858	5,114,878	932,500
<b>Excess (Deficiency) revenue over expenses</b>	<b>1,253,892</b>	<b>(578,502)</b>	<b>1,655,321</b>	<b>3,767,338</b>	<b>(337,609)</b>
<b>Surplus Funds Allocated Below</b>					
Acquisition of tangible capital assets	4,120,390	5,033,940	1,364,130	7,925,000	2,330,800
Other Funding Capital Projects				(70,000)	
Loan Funding Capital Projects	(1,900,925)	(1,837,500)			(300,000)
Repayment of debenture principle	135,382	227,709	130,854	191,220	197,347
Net transfers to/from reserves	773,072	(2,752,606)	819,576	(2,673,841)	(896,593)
Amortization	(1,671,574)	(1,250,706)		(1,605,448)	(1,671,573)
Purchase of Excavator & Loader on Trade In	(158,300)		(13,800)		
Loss on sale of tangible capital assets	(53,919)				
	1,244,127	(579,163)	2,300,760	3,766,931	(340,019)
<b>Balanced budget</b>	<b>9,765</b>	<b>661</b>	<b>(645,439)</b>	<b>407</b>	<b>2,411</b>





## TOWN OF PINCHER CREEK 2022 CAPITAL BUDGET

12/9/2021  
3:10 PM

	<u>2020 Actual Audited</u>	<u>2020 Budget</u>	<u>2021 Actual Unaudited</u>	<u>2021 Budget</u>	<u>2022 Budget</u>
<b>Revenues</b>					
Debenture (loan) funding	\$1,900,924.60	\$1,837,500.00	\$0.00	\$0.00	\$300,000.00
Provincial grants	882,842.76	125,000.00	397,858.23	5,114,378.00	845,000.00
Transfer from reserves	1,135,819.93	3,006,415.00	270,635.83	2,638,622.00	1,098,800.00
Transfer from operating	0.00	0.00	13,800.00	0.00	0.00
Other Revenues & Adjustments	<u>42,502.80</u>	<u>65,025.00</u>	<u>84,294.11</u>	<u>172,000.00</u>	<u>87,000.00</u>
<b>Total Revenue</b>	<b>3,962,090.09</b>	<b>5,033,940.00</b>	<b>766,588.17</b>	<b>7,925,000.00</b>	<b>2,330,800.00</b>
<b>Expenses</b>					
Legislative	0.00	0.00	44,789.81	50,000.00	0.00
Administration	0.00	0.00	14,763.00	15,000.00	0.00
Emergency Services	0.00	35,000.00	0.00	0.00	0.00
Common and equipment pool	199,246.25	45,000.00	13,800.00	0.00	125,000.00
Roads, streets, walks & lighting	275,144.31	0.00	65,782.30	80,000.00	413,000.00
Water supply and distribution	397,719.44	275,000.00	201,278.70	1,695,000.00	943,800.00
Wastewater treatment and disposal	32,451.04	0.00	741,863.60	5,488,000.00	456,000.00
Waste management	298,750.00	300,000.00	0.00	0.00	0.00
Planning and development	4,666.59	180,000.00	0.00	50,000.00	50,000.00
Recreation facilities	43,852.45	40,000.00	73,972.37	195,000.00	243,000.00
Culture and community	<u>2,868,560.01</u>	<u>4,158,940.00</u>	<u>207,880.00</u>	<u>352,000.00</u>	<u>100,000.00</u>
<b>Total Expenses</b>	<b>4,120,390.09</b>	<b>5,033,940.00</b>	<b>1,364,129.78</b>	<b>7,925,000.00</b>	<b>2,330,800.00</b>
<b>Balanced Budget (Note 1)</b>	<b><u>(158,300.00)</u></b>	<b><u>0.00</u></b>	<b><u>(597,541.61)</u></b>	<b><u>0.00</u></b>	<b><u>0.00</u></b>

Note 1:

In 2020 the Excavator and Bobcat purchase was financed through:

Trade In: \$140,900

Cash: \$ 17,400

Approval

\_\_\_\_\_  
Mayor Don Anderberg