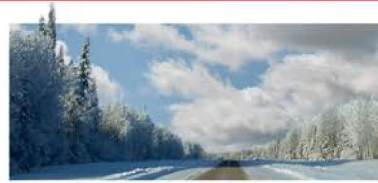




AGENDA
TOWN OF PINCHER CREEK
COMMITTEE OF THE WHOLE
Wednesday, November 3, 2021 AT 9:00 A.M.
[Virtual via Zoom](#)

1. **Call to Order**
2. **Agenda Approval**
3. **Scheduled Delegations**
 - 3.1 Sergeant Ryan Hodge – RCMP Quarterly Update
 - 3.2 Alberta Health Services – COVID Update – Kristin Dykstra
4. **Committee Reports**
5. **Administration**
 - 5.1 Upcoming Meetings
6. **Business Arising from the Minutes**
 - 6.1 Golf/Curling Club Steering Committee (No RFD)
 - 6.2 Piikani Liaison (No RFD)
7. **Policy**
8. **New Business**
 - 8.1 Council Code of Conduct Review (No RFD)
 - 8.2 Fort Macleod Parade Invitation
 - 8.3 Municipal Elected Officials Course – Emergency Management
 - 8.4 Strategic Planning/Economic Development Strategy (No RFD)
 - 8.5 Electronic Devices (No RFD)
 - 8.6 AUMA Convention Questions (No RFD)
 - 8.7 Department Overview/Responsibilities (No RFD)
9. **Closed Session**
10. **Adjournment**



2021-10-19

Sgt Ryan Hodge
Detachment Commander
Pincher Creek, AB

Dear Mayor Anderberg,

The Alberta RCMP remains committed to strengthening partnerships with the communities it serves. In light of municipal elections that took place on October 18th in communities across Alberta, I offer my sincerest congratulations to you and your elected council. Whether or not there are new faces within your executive council, my commitment to you and your team remains unwavering. As the Chief of Police for your community, please reach out to me directly if you require anything to bring your team up to speed.

Please find attached the quarterly Community Policing Report that covers the July 1st to September 30th, 2021 reporting period. The attached report serves to provide a quarterly snapshot of the human resources, financial data and crime statistics for the Pincher Creek Detachment. As part of maintaining engagement with the Albertans we serve, this quarterly report reinforces our commitment to communicate the work we do to ensure community safety. This reporting along with your valued feedback will allow us to assess and enhance our policing service to ensure we are meeting your needs on an ongoing basis.

In addition to sharing quarterly updates on community-identified policing priorities through this reporting, I remain available to discuss business and program planning processes to further optimize our services to address the priorities that are important to you.

Congratulations once again, and please feel free to contact me if you have any questions or concerns.

Regards,

Sgt Ryan Hodge

Sgt Ryan Hodge



Pincher Creek Provincial Detachment Crime Statistics (Actual) Q2: 2017 - 2021

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

October 6, 2021

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	0	N/A	N/A	0.0
Robbery		0	0	0	0	1	N/A	N/A	0.2
Sexual Assaults		0	0	3	1	1	N/A	0%	0.3
Other Sexual Offences		1	2	2	1	0	-100%	-100%	-0.3
Assault		27	10	13	22	30	11%	36%	1.8
Kidnapping/Hostage/Abduction		0	0	0	0	0	N/A	N/A	0.0
Extortion		0	0	0	0	0	N/A	N/A	0.0
Criminal Harassment		4	1	1	7	9	125%	29%	1.6
Uttering Threats		4	7	6	8	12	200%	50%	1.7
TOTAL PERSONS		36	20	25	39	53	47%	36%	5.3
Break & Enter		12	8	8	10	18	50%	80%	1.4
Theft of Motor Vehicle		4	10	9	3	12	200%	300%	0.9
Theft Over \$5,000		3	2	1	0	1	-67%	N/A	-0.6
Theft Under \$5,000		49	36	21	33	34	-31%	3%	-3.3
Possn Stn Goods		2	3	2	2	3	50%	50%	0.1
Fraud		20	16	11	7	9	-55%	29%	-3.1
Arson		2	0	0	0	0	-100%	N/A	-0.4
Mischief - Damage To Property		0	0	8	24	18	N/A	-25%	6.0
Mischief - Other		49	26	7	18	22	-55%	22%	-6.2
TOTAL PROPERTY		141	101	67	97	117	-17%	21%	-5.2
Offensive Weapons		1	2	1	3	4	300%	33%	0.7
Disturbing the peace		40	41	25	30	27	-33%	-10%	-3.7
Fail to Comply & Breaches		22	48	45	7	12	-45%	71%	-6.1
OTHER CRIMINAL CODE		12	5	6	7	12	0%	71%	0.2
TOTAL OTHER CRIMINAL CODE		75	96	77	47	55	-27%	17%	-8.9
TOTAL CRIMINAL CODE		252	217	169	183	225	-11%	23%	-8.8



Pincher Creek Provincial Detachment Crime Statistics (Actual) Q2: 2017 - 2021

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

October 6, 2021

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		4	3	1	3	0	-100%	-100%	-0.8
Drug Enforcement - Trafficking		0	1	1	0	2	N/A	N/A	0.3
Drug Enforcement - Other		1	0	0	2	0	-100%	-100%	0.0
Total Drugs		5	4	2	5	2	-60%	-60%	-0.5
Cannabis Enforcement		0	0	0	1	0	N/A	-100%	0.1
Federal - General		5	0	3	6	2	-60%	-67%	0.0
TOTAL FEDERAL		10	4	5	12	4	-60%	-67%	-0.4
Liquor Act		49	49	74	29	32	-35%	10%	-5.4
Cannabis Act		0	0	0	1	1	N/A	0%	0.3
Mental Health Act		10	12	14	27	20	100%	-26%	3.5
Other Provincial Stats		28	43	27	46	20	-29%	-57%	-1.3
Total Provincial Stats		87	104	115	103	73	-16%	-29%	-2.9
Municipal By-laws Traffic		1	1	1	1	0	-100%	-100%	-0.2
Municipal By-laws		6	5	3	3	6	0%	100%	-0.2
Total Municipal		7	6	4	4	6	-14%	50%	-0.4
Fatals		0	0	1	0	1	N/A	N/A	0.2
Injury MVC		7	7	3	8	9	29%	13%	0.5
Property Damage MVC (Reportable)		86	87	62	87	71	-17%	-18%	-3.0
Property Damage MVC (Non Reportable)		10	12	13	12	3	-70%	-75%	-1.4
TOTAL MVC		103	106	79	107	84	-18%	-21%	-3.7
Roadside Suspension - Alcohol (Prov)		0	0	0	0	3	N/A	N/A	0.6
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
Total Provincial Traffic		388	373	366	462	201	-48%	-56%	-28.5
Other Traffic		3	2	1	3	1	-67%	-67%	-0.3
Criminal Code Traffic		19	28	32	39	19	0%	-51%	1.1
Common Police Activities									
False Alarms		22	26	9	10	10	-55%	0%	-4.0
False/Abandoned 911 Call and 911 Act		26	17	20	26	26	0%	0%	0.9
Suspicious Person/Vehicle/Property		34	24	31	23	36	6%	57%	0.3
Persons Reported Missing		5	9	9	14	9	80%	-36%	1.3
Search Warrants		0	1	0	0	0	N/A	N/A	-0.1
Spousal Abuse - Survey Code (Reported)		9	8	8	20	13	44%	-35%	2.0
Form 10 (MHA) (Reported)		0	0	0	0	0	N/A	N/A	0.0



RCMP Provincial Policing Report

Detachment	Pincher Creek Provincial
Detachment Commander	Sgt Ryan Hodge
Quarter	Q2 2021
Date of Report	2021-10-19

Community Consultations

Date	Attendee(s)	Notes
		<p>Community consultations were limited during this quarter. Regular contact still occurred with both the MD and Town of Pincher Creek but there was no public meeting that occurred.</p> <p>There are planned/scheduled meetings with elected officials and a town hall style meeting for November.</p>



Community Priorities

<p>Priority 1</p>	<p>Communicate effectively - Build and maintain positive relations within the community</p>
<p>Current Status & Results</p>	<p>With the Municipal District Enhanced Position and intelligence based patrols there is a very strong policing presence in the rural Pincher Creek area. School patrols have been a daily focus since the start of September with in school visits occurring again. The Pincher Creek Detachment is regularly using media releases to remain engaged with the community and communicate relevant information. Members of the Pincher Creek Detachment were actively involved in several community events this summer.</p>
<p>Priority 2</p>	<p>Enhanced Road Safety</p>
<p>Current Status & Results</p>	<p>There is a decrease in traffic offences for this quarter partially due to members being focused in other areas of concern. There were several joint enforcement operations involving various partners (Alberta Sheriffs, Alberta Parks Officers, National Parks Wardens, and Community Police Officers). Enforcement is largely focused on speeding and alcohol related offences which continue to be an issue for the area. The majority of serious speeding offences are found on the primary highways in the area.</p>
<p>Priority 3</p>	<p>Crime Reduction - Prevent and Reduce property crimes</p>
<p>Current Status & Results</p>	<p>Investigation clearance rates (solved crime) continue to increase despite seeing an increase in property crime during this quarter. The increase in property offences was due to traveling groups of criminals who committed several crimes in very short periods of time, these people were quickly identified and held responsible. This success is due to intelligence based policing and the continual sharing of information between local detachments, Southern Alberta Crime Reduction Unit and crime analysts. Pincher Creek Detachment continued to work closely with Citizens on Patrol in promoting the Lock It or Lose It program and bringing community awareness to frauds involving pre-paid gift cards.</p>



Crime Statistics¹

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	July - September			January - December		
	2020	2021	% Change Year-over-Year	2019	2020	% Change Year-over-Year
Total Criminal Code	183	225	23%	718	650	-9%
<i>Persons Crime</i>	39	53	36%	135	131	-3%
<i>Property Crime</i>	97	117	21%	320	335	5%
<i>Other Criminal Code</i>	47	55	17%	263	184	-30%
Traffic Offences						
<i>Criminal Code Traffic</i>	39	19	-51%	90	97	8%
<i>Provincial Code Traffic</i>	462	201	-56%	1,469	934	-36%
<i>Other Traffic</i>	3	1	-67%	10	15	50%
CDSA Offences	5	2	-60%	14	24	71%
Other Federal Acts	12	4	-67%	29	38	31%
Other Provincial Acts	103	73	-29%	357	264	-26%
Municipal By-Laws	4	6	50%	24	15	-38%
Motor Vehicle Collisions	107	84	-21%	281	309	10%

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

Trends/Points of Interest

There is a notable decrease in the amount of Criminal Code Traffic offences and also Provincial Traffic Offences. This is likely due to officers being required to focus more time on the increases in Criminal Code (persons/property) offences. These increases and decreases fall within norms over a 5 year period.



Provincial Police Service Composition²

Staffing Category	Established Positions	Working	Soft Vacancies ³	Hard Vacancies ⁴
Police Officers	11	11	1	0
Detachment Support	3	2	1	0

² Data extracted on September 30th, 2021 and is subject to change over time.

³ 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.

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

Comments

Police Officers - The eleven established positions are currently filled. The Enhanced Policing position, funded by the Municipal District of Pincher Creek is currently filled. One officer is on medical leave and the position is backfilled to ensure coverage. One officer is due to transfer out in the new year and a replacement has been identified to fill that position.

Detachment Support - The 3 established support positions are currently filled. One support staff is currently off duty.

Quarterly Financial Drivers

The detachment budget is within normal spending compared to forecast budget and year to year spending.



**BYLAW NO. 1622-18
OF THE TOWN OF PINCHER CREEK
IN THE PROVINCE OF ALBERTA**

BEING A BYLAW OF THE TOWN OF PINCHER CREEK IN THE PROVINCE OF ALBERTA, TO ESTABLISH A CODE OF CONDUCT FOR MEMBERS OF COUNCIL, COUNCIL COMMITTEES AND OTHER BODIES ESTABLISHED BY THE COUNCIL;

WHEREAS Section 3 of the Municipal Government Act states the purposes of a municipality.

WHEREAS Section 145(b) of the Municipal Government Act states that “A council may pass bylaws in relation to the procedure and conduct of council, council committees and other bodies established by council, the conduct of councilors and the conduct of members of council committees and other bodies established by the council.”

WHEREAS Section 153(b) of the Municipal Government Act states the general duties of councillors.

WHEREAS the Council for the Town of Pincher Creek wishes to enact a bylaw to provide for a Code of Conduct for Members of Council, Council Committees and other Bodies Established by the Council;


NOW THEREFOR the Council for the Town of Pincher Creek in the Province of Alberta enacts as follows:

1. That the Municipal Council Code of Conduct for Members of Council, Council Committees and Other Bodies Established by the Council, Schedule “A”, attached hereto and forming part of this Bylaw be adopted;
2. That the Procedure for Council Code of Conduct – Breaches and Sanctions, Schedule “B”, attached hereto and forming part of this Bylaw be adopted;
3. This Bylaw may be referred to as the “Council Code of Conduct Bylaw”.
4. This Bylaw comes into full force and effect when it has received third (3rd) reading and has been signed in accordance with the Municipal Government Act.

READ A FIRST TIME THIS 26 DAY OF FEBRUARY, 2018, A.D.



Mayor, Don Anderberg



CAO, Laurie Wilgosh

READ A SECOND TIME THIS 12 DAY OF MARCH, 2018, A.D.



Mayor, Don Anderberg

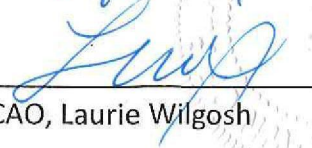


CAO, Laurie Wilgosh

READ A THIRD TIME THIS 12 DAY OF MARCH, 2018, A.D.



Mayor, Don Anderberg



CAO, Laurie Wilgosh

Schedule A

1. Council Representation:
 - a) Municipal Councilors, which include the Mayor are the elected Officials and governing body of the Town of Pincher Creek, whose role and responsibility is to represent the municipality.
 - b) The Mayor is the official voice of the Municipality and all of Council must recognize that they will be called to communicate on behalf of the Town of Pincher Creek.
 - c) Members of Council must at all times respect the decision making process of the municipality as provided in the Procedural Bylaw # 1596-17 and amendments thereto.
 - d) Members of Council must be mindful of and adhere to the approved Policies, Procedures and Bylaws of the Town of Pincher Creek.
 - e) Council member interactions must be respectful at all times with other councilors, municipal staff, members of the public and others.
 - f) Council members will be provided and privy to confidential information which must remain confidential until such time as Council business requires it to be made public, and must otherwise be vigilant to keep the information confidential permanently.
 - g) Council members must be vigilant to avoid any perception or actual activity which may be seen as a Conflict of Interest, with Council business. As a municipal representative, the municipal organization's best interest must always be a councilor's priority.
 - h) Council members must never use their influence as the elected representative for personal advantage.
 - i) Council members must be responsible stewards of the municipal assets and services, and abstain from seeking personal benefit of same.
 - j) Council members will be offered an orientation within 90 days of being elected to municipal council, and will be expected to avail themselves of that opportunity, in order to gain knowledge about the municipality and their respective roles and responsibilities.
 - k) Council members must recognize the role of administration and respect the position of the Chief Administrative Officer as head of the municipal staff.

Schedule B

Council Code of Conduct – Breaches and Sanctions

Complaint process:

Organizations or individuals (including the public, Council Members or Municipal Employees;

- Who have identified or witnessed any prohibited activity by a Town Council member
- Who have witnessed or experienced discriminatory treatment by a Council member
- Who have witnessed or experienced harassment by a Council member, all under this Code of Conduct, may address the behavior or activity as follows:

Provide a letter outlining the complaint, with any witnesses or proof of allegation to the Mayor of Pincher Creek. If the complaint is regarding the Mayor, the complaint should be provided in confidence to the Deputy Mayor. A review and investigation into the allegation of misconduct must take place within 40 days following the initial complaint. If the complaint is found to be valid, the following sanction(s) may be imposed by a resolution of Council:

- a) A letter of reprimand addressed to the Council member, citing the resolution number of council,
- b) A request to the Council member for a verbal or formal letter of apology to be provided to the complainant
- c) A publication of a letter of reprimand or request for apology from Council to the offending member of Council, with a copy of the written apology
- d) A requirement as directed by Council for the offending member of Council to attend appropriate training
- e) A suspension or removal of the appointment of the Council member as the Chief Elected Official under section 150(2) of the M.G.A.
- f) A suspension or removal of the appointment of a councilor as the deputy chief elected official or acting chief elected official of section 152 of the M.G.A,
- g) A suspension or removal of the chief elected official's presiding duties under section 154 of the M.G.A.
- h) A suspension or removal from some or all Council committees and organizations that Council has a right to be appointed
- i) A reduction or suspension of remuneration as per section 275.1 of the M.G.A. corresponding to the reduction in duties, with the exception of remuneration for Council meeting attendance
- j) In addition, Town Council may choose to report the misconduct to Alberta Municipal Affairs
- k) The complainant may choose to file a complaint with Alberta Human Rights

The sanctions above may not include disqualification of the offending Town Council Member. Retaliation against the complainant will not be tolerated and may be subject to further consequences

Bylaw 1622-18

The Code of Conduct will be reviewed by Town Council at a minimum of every four years, following the municipal election.

I have read and fully understand the contents of the Town of Pincher Creek Council Code of Conduct.

Member's Name Don Anderson

Members Signature [Signature]

Date 26 MARCH 2018

Member's Name Sussanne O'Rourke

Members Signature [Signature]

Date 26 March 2018

Member's Name LORNE JACKSON

Members Signature [Signature]

Date 26 MARCH 2018

Member's Name MARC BABER

Members Signature [Signature]

Date March 26, 2018

Member's Name BRIAN MCGILLIVRAY

Members Signature [Signature]

Date March 26, 2018

Member's Name Scott Korbett

Members Signature [Signature]

Date MARCH 26, 2018

Member's Name WAYNE ELLIOTT

Members Signature [Signature]

Date 9 APR 2018

TOWN OF PINCHER CREEK

REQUEST FOR DECISION

Committee of the Whole

SUBJECT: Fort Macleod Santa Claus Parade	
PRESENTED BY: Lisa Goss, Administrative Manager	DATE OF MEETING: 11/3/2021

PURPOSE:

For Committee of the Whole to consider an invitation to the Santa Claus Parade in Fort Macleod on Saturday November 27, 2021.

RECOMMENDATION:

That Committee of the Whole for the Town of Pincher Creek agree to participate in the 2021 Santa Claus Parade in Fort Macleod on Saturday November 27, 2021 and authorize a member of Council to attend.

BACKGROUND/HISTORY:

The Santa Claus Parade will be held November 27, 2021 with several changes to the format to accommodate gathering restrictions and safety guidelines set by Alberta Health Services due to the Covid-19 pandemic.

ALTERNATIVES:

That Committee of the Whole for the Town of Pincher Creek receive the 2021 Santa Claus Parade invitation from the Fort Macleod Santa Claus Parade Committee as information.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

Council has attended and participated in this event in the past.

FINANCIAL IMPLICATIONS:

Travel expenses for Council members to attend various surrounding community events such as this are considered in the current budget.

PUBLIC RELATIONS IMPLICATIONS:

Crowds of up to 12,000 people attend the annual Santa Claus Parade in Fort Macleod.

ATTACHMENTS:

Fort Macleod Santa Claus Parade - 2749

CONCLUSION/SUMMARY:

Administration supports that Committee of the Whole for the Town of Pincher Creek agree to participate in the 2021 Santa Claus Parade in Fort Macleod on Saturday November 27, 2021 and authorize a member of Council to attend.

Signatures:
Department Head:

Lisa Goss

CAO:

Lanick Wilgosh



Good Day,

September 22, 2021

On behalf of the Town of Fort Macleod and the Fort Macleod and District Chamber of Commerce, the Santa Claus Parade Committee would like to invite you to participate in this year's 39th annual Santa Claus Parade. It will take place on Saturday, Nov. 27th at 11:00 a.m. and this year's theme is "**A Hollywood Christmas**".

We encourage you to be creative and have fun incorporating the theme, "A Hollywood Christmas", into your parade entry. **Please remember that Santa Claus is not to be used on any floats in the décor. He has his own float at the end of the parade.**

Typically, our annual Santa Claus Parade is said to be the "Biggest and Best, West of Toronto" with up to 100 entries, including several marching bands. Crowds of around 12,000 people have come from all over Southern Alberta lining our historic Main Street to watch our hour-long parade. Although it may not be the same and could have less (if any) bands this year due to the ongoing global pandemic, we are confident it will still be fun and look forward to spreading some Christmas cheer and community spirit with you!

We were saddened that we had to make the difficult decision to cancel our parade last year due to the gathering restrictions in place at that time to protect our communities from the COVID-19 virus. Although the pandemic continues to affect our Province and we are currently finding ourselves in a 4th wave, we remain optimistic that we will get through this soon and be able to host this event in our traditional manner. However, should the safety guidelines set by Alberta Health Services prevent us from doing so as we draw closer to the parade date, our parade committee will consider holding a reverse style parade (where the floats/registrants will be parked along the parade route and the spectators can remain in their vehicles while they drive by) or implementing any other changes that might be necessary to ensure the safety of our participants and community. Should any such alterations to our traditional parade plan be required, those changes will be communicated to our registrants and spectators.

As you can imagine the costs of hosting this event are quite significant and it is only because of your generosity that our annual parade is successful. We invite and welcome you to participate in our parade and to also become a financial sponsor by contributing an amount with which you are comfortable. We are truly grateful for any and all donations and you will receive a Certificate of Appreciation. If you choose to become a corporate sponsor, you will be fully recognized for your contribution. Donors of \$500 or more will be included in our media coverage. For those who have donated in the past, a large banner with your name on it is available to be carried in the parade by yourself or your staff to celebrate your corporate sponsorship. If you are a new donor and would like a banner to be carried in the parade these are available for an additional fee.

As a valued member of our community, we look forward to your positive response of support. Please help us to continue this wonderful tradition in Fort Macleod. Donations can be dropped off at the Chamber of Commerce, or mailed to: Santa Claus Parade, PO Box 928, Fort Macleod, Alberta, T0L 0Z0. If a tax receipt is required please make cheques payable to the "Town of Fort Macleod", if no tax receipt is required please make cheques payable to the "Santa Claus Parade." Thank you so much and hope to see you on November 27th!

Sincerely,

Santa Claus Parade Committee

RECEIVED

OCT 04 2021

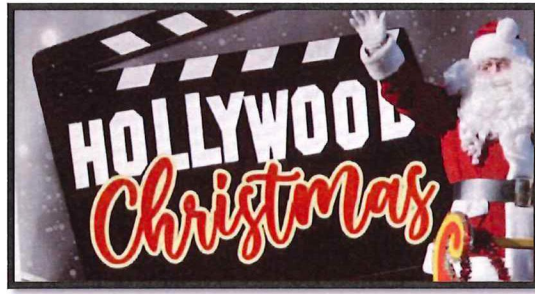
Town of Pincher Creek

P.O. Box 928, Fort Macleod, AB T0L 0Z0

Tel: 403-715-2125

Email: santaclausparade@fortmacleod.com Web: www.facebook.com/FortMacleodSantaClausParade

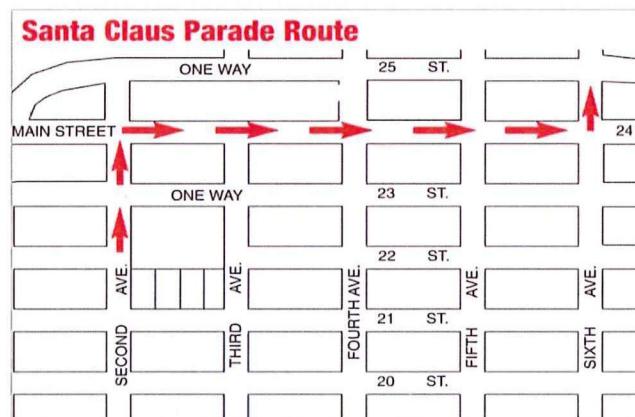
39th Annual Santa Claus Parade:



Information Sheet

Please keep this sheet for the day of the parade!

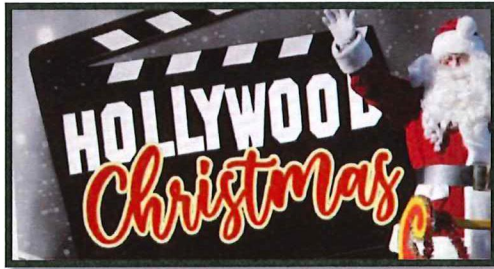
- The parade starts at 11:00 a.m. on Saturday, November 27th, 2021.
- Any parade participants are asked to line-up in their designated spot starting at 10:00 a.m.
- Parade Marshalls are located at the corner of 2nd Ave and 21st Street and will direct any entrants to the location where they are to line up. The Line-up assignments are also printed in the Macleod Gazette on Wednesday, November 24th, 2021.
- If you would like to know the line-up order, please e-mail prior to the parade.
- If your business has donated to the parade and has a banner to be carried, the individuals that are carrying the banner should meet at the corner of 2nd Ave and 21st Street. The banners will be waiting there and the marshal will direct you when it is their turn to enter the parade.
- Please remember to walk alongside your float if you are going to hand out candy. We do not allow candy to be thrown from the floats.
- At this time, we are hopeful that we will be through this 4th wave of the COVID-19 pandemic and able to proceed as normal with our traditional parade. However, we reserve the right to make changes where needed to ensure any safety guidelines the Province has in place as we approach the event date are met. For example, that could mean changing the format to a "Reverse style parade" and/or possibly not allowing candy to be given out. If any such alterations to our parade are required, we will send out communications to you. **If you are feeling unwell or exhibiting symptoms, please stay home.** Thank you in advance for your understanding and cooperation to ensure this is a fun and safe parade!



This map shows the route the Santa Claus Parade will follow on Saturday.

Parade Entry Registration Form

The Town of Fort Macleod & Fort Macleod & District Chamber of Commerce present:



39th Annual Santa Claus Parade on Saturday, November 27th, 2021

Line – Up: 10 a.m. Parade Start: 11 a.m.

Name of Organization: _____

Contact Person: _____

Address: _____

Phone #: (_____) _____ **Fax #:** (_____) _____

Email: _____

Float Category Entered:

- | | |
|---|--|
| <input type="checkbox"/> 1. Float | <input type="checkbox"/> 2. Car/Golf Cart/Bike (please circle) |
| <input type="checkbox"/> 3. Truck & Trailer | <input type="checkbox"/> 4. Antique |
| <input type="checkbox"/> 5. Horse/Rider | <input type="checkbox"/> 6. Horse Drawn |
| <input type="checkbox"/> 7. Walking/Marching (in place) | <input type="checkbox"/> 8. Other, please describe on reverse |

Will you have music? Live _____ Taped _____ None _____

Will Candy be given out? Yes _____ No _____

*Please note that we reserve the right to adjust the format of the parade (ie. to a "Reverse Style Parade") as needed, should restrictions due to the ongoing pandemic require such action. Any changes will be communicated to registrants prior to the event. Thank you for your understanding and flexibility.

Please, **DO NOT use Santa Claus on Floats or other entries.**
He has his own float at the very end of the parade. Thank you!

Floats should be at least 80% decorated

Unless gathering restrictions are removed prior to parade day, we plan to have a reverse parade where registrants remain parked along the parade route and the spectators drive by. Due to this, it will be unnecessary to decorate the passenger side of vehicles.

Insurance: The Town of Fort Macleod strongly encourages participants with motorized vehicle and equestrian entries to have a minimum of \$2 million liability coverage. This request is not compulsory for 2021, but is for your own protection. Please call Kris Holbeck at 403-553-4425 ext. 222 if you require further information.

I agree to the above rules and acknowledge that a minimum \$2 million liability insurance coverage has been recommended to me:

Signature of Applicant

Date

Entries can be dropped off at The Chamber of Commerce, The Macleod Gazette, or mailed according to the information on this form. For further information please call or email Sydney Tobler.

P.O. Box 928 Fort Macleod AB T0L 0Z0
Email: santaclausparade@fortmacleod.com

Sydney Tobler Tel: 403-715-2125
Web: www.facebook.com/FortMacleodSantaClausParade

TOWN OF PINCHER CREEK

REQUEST FOR DECISION

Committee of the Whole

SUBJECT: Alberta Emergency Management Agency - Elected Officials Course	
PRESENTED BY: Laurie Wilgosh, Chief Administrative Officer	DATE OF MEETING: 11/3/2021

PURPOSE:

To inform council of their responsibilities to receive a course under the Local Authorities Emergency Management Regulation (Section 8).

RECOMMENDATION:

That Committee of the Whole for the Town of Pincher Creek direct administration to advise the DEM, Brett Wuth to request a virtual, live group session for the Municipal Elected Officials Course on Emergency Management to be presented by Field Officer Garry Dzioba.

BACKGROUND/HISTORY:

Various courses will be announced from time to time for Municipal Councils to obtain training and information related to their responsibilities. The DEM (Director of Emergency Management) has provided the email attached and there appears to be two choices: individuals register to take the course on line, and on their own time, or a group course can be arranged, either virtual or in person (allowing for appropriate social distancing) with our AEMA designated officer presenting and available to answer questions.

The Town, Municipal District # 9 and the Village of Cowley are partners in the Regional Emergency Management Organization, which would likely benefit all parties to share in a group virtual format.

ALTERNATIVES:

That Committee of the Whole for the Town of Pincher Creek receive the information regarding the Local Authorities Municipal Elected Officials Course on Emergency Management as provided.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

N/A

FINANCIAL IMPLICATIONS:

Council remuneration rates applicable

PUBLIC RELATIONS IMPLICATIONS:

the local residents anticipate and expect that Municipal Councillors will be informed about their associated duties and responsibilities.

ATTACHMENTS:

AEMA elected officials training - 2748

CONCLUSION/SUMMARY:

Administration recommends that Committee of the Whole request a regional group virtual session with a live instructor, AEMA Field Officer Garry Dzioba

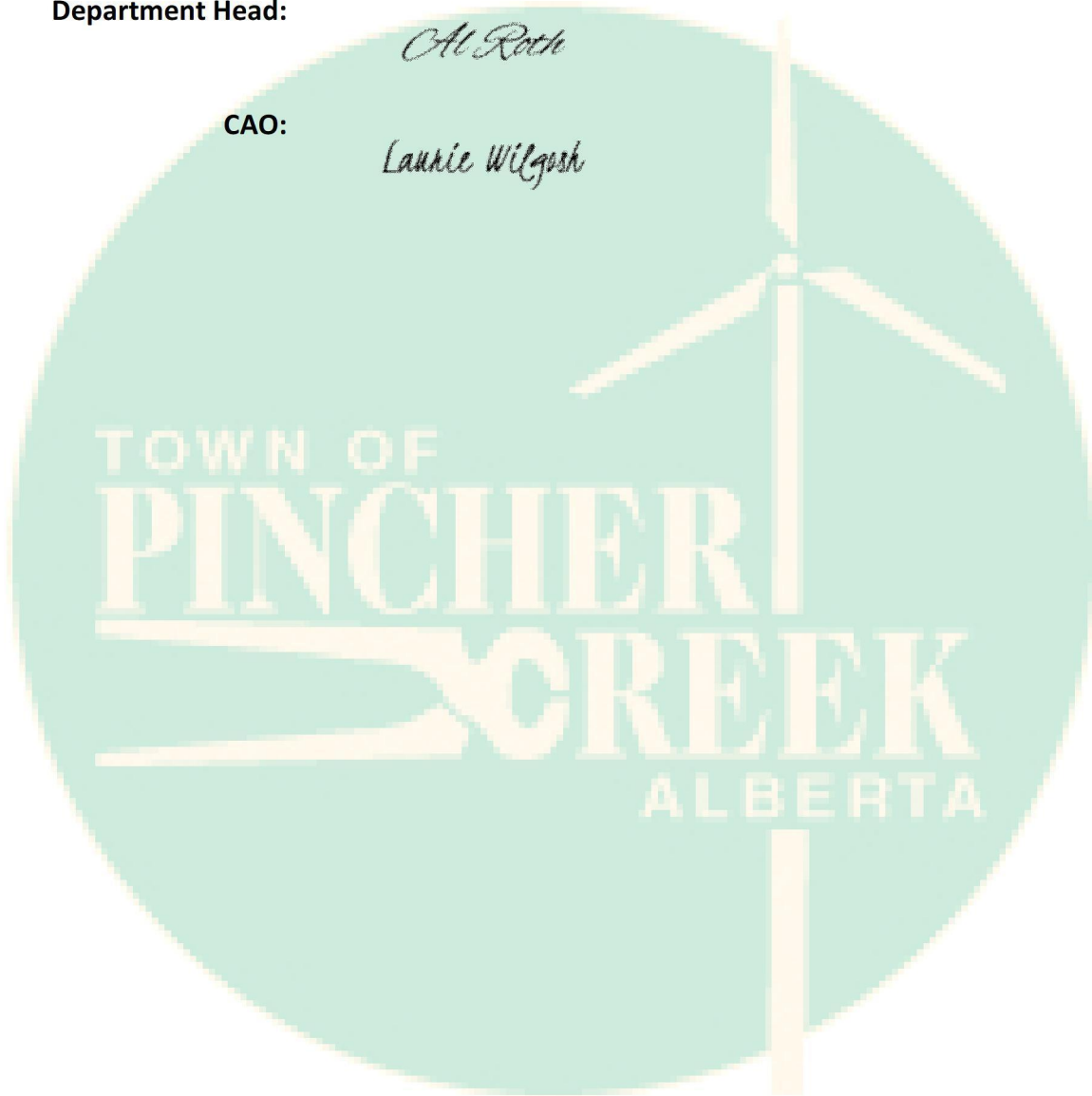
Signatures:

Department Head:

Al Roth

CAO:

Laurie Wilgosh



Nov. 3/21

Cao

From: Brett Wuth <pcremo-dem@mdpincercreek.ab.ca>
Sent: Thursday, October 21, 2021 4:08 PM
To: Cindy Cornish; Cao; Troy MacCulloch
Cc: Garry Dzioba
Subject: AEMA Municipal Elected Officials course

Troy, Cindy, Laurie,

AEMA has announced its options for the required Municipal Elected Officials course on emergency management.

Who Should Take It?

The Local Authorities Emergency Management Regulation (section 8) requires that all newly elected council members take the course. It is strongly recommended that ***all*** council members retake the course even if they took it years ago because the material is updated with changes to the legislation, regulations, and best practices.

How is It Available?

This year the course is available in two formats.

Online:

The course can be taken in an online computer-presented format. Council Members can take the course at their own pace and their own time.

The course is rated as taking from 2 to 4 hours. If you're familiar with the material and hurry, I think 2 hours is possible. But 3 hours is more likely if you're wanting to absorb the material.

The online course presentation is very dry.

Council Members can register by going to:

<https://www.alberta.ca/online-courses-municipal-elected-officials.aspx>

Hosted Virtual:

The course also can be taken online in an shared video system with a live instructor (AEMA Field Officer Garry Dzioba).

This format allows questions and discussion between participants. I would also participate to answer questions about how we've applied the course material in the local context.

For these reasons, this is my recommended format.

There is no exam in this format.

In this format, the course is scheduled for a full 4 hours. It could be 2 hours in the morning, a break for lunch (supplied?), and 2 hours in the afternoon. Or 4 hours in the morning or afternoon.

Hosted virtual courses will combine several municipalities is a single presentation. The three PCREMO Municipalities would qualify for a single joint presentation.

With appropriate COVID precautions for the date (e.g. physical distancing) we all could attend in a large room with a projection screen (e.g. MD Council Chamber, Town Gymnasium, or multiple rooms at once).

Alternatively, participants could join from their own office or home. In such case, all interaction would be through the video platform and there may be technical support requirements.

When is it Needed?

The regulations require that newly elected officials take the course within 90 days of taking their oath. (January 16 is 90 days after the October 18 election.)

The online course format is available now. There is a separate step to register to access the system and that can take up to **5 business days** (1 week) to process. This effectively reduces the last day to start the process to 83 days after taking their oath.

The hosted virtual format is currently available December 13, 14, 16 or 17 or any day in January before the 25th.

Garry has suggested Thursday January 6 (time to be determined), as that's already scheduled for the Municipality of the Crowsnest Pass and would provide opportunities for interaction.

Questions

Which of our newly elected Council Members require the Municipal Elected Officials Course? (I.e. they don't have the course from a previous term or role somewhere.)

Which of the continuing Council Members are willing to take the course again?

Is there preference for a hosted virtual course or will everyone be taking the online course?

Does the January 6 date with the Crowsnest Pass work? If not, can the three Partnering Municipalities propose a date? (Any of the dates above can work for me.)

We'll need answers by about October 28 in order to be likely to get the desired date if we're asking for a hosted virtual course.

Thanks for helping to guide this process. If you have any questions please give me a call.

Take Care,

--

Brett Wuth
+1-403-627-2460 pcremo-dem@mdpincercreek.ab.ca
Director of Emergency Management, PCREMO
Town of Pincher Creek, MD of Pincher Creek, Village of Cowley