



**REGULAR MEETING OF COUNCIL**  
**Held on Monday March 27, 2017 in the**  
**Town Hall Council Chambers, commencing at 6:00 p.m.**

**IN ATTENDANCE:**

Mayor: D. Anderberg

Councillors: J. Litkowski, D. Thornton, W. Elliott,  
M. Barber and L. Jackson

Absent with Regrets: D. Filipuzzi

Staff: L. Wilgosh, Chief Administrative Officer;  
W. Catonio, Director of Finance and Human  
Resources; A. Roth, Director of Operations;  
D. Green, Family and Community Support  
Services and L. Goss, Administrative  
Manager

**1. CALL TO ORDER**

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

**2. SCHEDULED PUBLIC HEARING**

**3. AGENDA APPROVAL**

**ELLIOTT:**

That Council for the Town of Pincher Creek approves the March 27, 2017 agenda as presented.

**CARRIED 17-113**

**4. DELEGATIONS**

**5. ADOPTION OF MINUTES**

**5.1 Minutes of the Regular Meeting of Council held on March 13, 2017**

**LITKOWSKI:**

That Council for the Town of Pincher Creek approves the Minutes of the Regular Meeting of Council held on March 13, 2017 as presented.

**CARRIED 17-114**

**6. BUSINESS ARISING FROM THE MINUTES**

**6.1 Day Care Business Plan Update**

**JACKSON:**

That Council for the Town of Pincher Creek accept as information the update regarding the engagement of Motivation to provide consulting services to develop a business plan and assess space requirements for a new child care facility in Pincher Creek.

**CARRIED 17-115**

**7. BYLAWS**

**8. NEW BUSINESS**

**8.1 Bill C-37 Letter of Concern**

**BARBER:**

That Council for the Town of Pincher Creek approves the draft letter of concern regarding Bill C-37 to the Minister of Health as presented.

**CARRIED 17-116**

**8.2 2016 Reserve/Grant Transfers**

**ELLIOTT:**

That Council for the Town of Pincher Creek approve the 2016 transfers to and from reserves, the transfer to capital from operating and the Government Grant transfers as attached and that a copy be attached hereto and form part of the minutes.

**CARRIED 17-117**

**8.3 Wind Energy Workshop**

**BARBER:**

That Council for the Town of Pincher Creek authorize the Mayor to attend the Wind Energy Workshop on April 26, 2017 in Calgary.

**CARRIED 17-118**

**9. REPORTS:**

**9.1 Council**

**ELLIOTT**

March 13  
 March 14  
 March 21

Regular Council  
 Alberta Environment Castle Park Presentation  
 Facilities Committee

**LITKOWSKI**

March 13  
 March 14  
 March 15  
 March 15  
 March 16  
 March 20

Regular Council  
 Alberta Environment Castle Park Presentation  
 Chamber of Commerce Lunch and AGM  
 Transportation Open House  
 Economic Development Committee  
 Housing Committee

**JACKSON**

March 13  
 March 15  
 March 15  
 March 15  
 March 16  
 March 17  
 March 20  
 March 23  
 March 24  
 March 27

Regular Council  
 CNPC Landfill Association AGM  
 Transportation Committee  
 Transportation Open House  
 Economic Development Committee  
 Transportation Committee  
 Transportation Committee  
 Emergency Services Commission  
 Transportation Committee  
 Transportation Committee

**BARBER**

March 13  
 March 14  
 March 16  
 March 16

Regular Council  
 Alberta Environment Castle Park Presentation  
 Fire Smart Presentation  
 Economic Development Committee

*Regular Council Meeting  
March 27, 2017*

	March 18&19	Leadership Conference
	March 21	Facilities Committee
<b>THORNTON</b>	March 13	Regular Council
	March 15	Crestview Lodge Construction Meeting
	March 15	Chamber of Commerce Lunch and AGM
	March 15	Transportation Committee
	March 15	Transportation Open House
	March 16	Economic Development Committee
	March 17	Transportation Committee
	March 20	Housing Committee
	March 20	Transportation Committee
	March 20	Community Hall Board
	March 21-24	Economic Developers of Alberta Conference
	March 27	Transportation Committee

**Mayor's Report**

<b>ANDERBERG</b>	March 13	Regular Council
	March 15	Chamber of Commerce Lunch and AGM
	March 15	Transportation Open House
	March 16	Economic Development Committee
	March 17	Minister of Environment and Parks
	March 20	Housing Committee
	March 21	Facilities Committee
	March 23	Emergency Services Commission

**LITKOWSKI:**

That Council for the Town of Pincher Creek accepts the Mayor and Council reports for March 27, 2017 as information.

**CARRIED 17-119**

**10. ADMINISTRATION**

**10.1 Council Information Distribution List**

**ELLIOTT:**

That Council for the Town of Pincher Creek accept the March 27, 2017 Council Information Distribution List as information.

**CARRIED 17-120**

**10.2 Finance Fourth Quarter Report**

**THORNTON:**

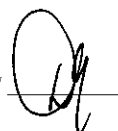
That Council for the Town of Pincher Creek accept the 2016 Finance Fourth Quarter Report as presented.

**CARRIED 17-121**

*Mayor Anderberg called a recess at 7:23 pm.*

*W. Catonio and L. Goss left the meeting at 7:23 pm.*

*Mayor Anderberg called the meeting back to order at 7:34 pm.*



**11. IN CAMERA DISCUSSION**

**JACKSON:**

That Council for the Town of Pincher Creek agree to move to an "In Camera" session of Council on Monday March 27, 2017 at 7:35 pm with the Chief Administrative Officer, Director of Operations and Family and Community Support Services Coordinator in attendance.

**CARRIED 17-122**

**BARBER:**

That Council for the Town of Pincher Creek agree to move out of an "In Camera" session of Council on Monday March 27, 2017 at 9:56 pm.

**CARRIED 17-123**

**11.1 Legal – Alberta Transportation Memorandum of Agreement – Green TRIP Funding**

**THORNTON:**

That Council for the Town of Pincher Creek postpone the Alberta Transportation Memorandum of Agreement – Green TRIP Funding to the April 10, 2017 regular meeting of Council.

**CARRIED 17-124**

**11.2 Land – MARD Pilot Project**

**THORNTON:**

That Council for the Town of Pincher Creek refer the Medically At Risk Drivers Pilot Project to the Transportation Committee for further review.

**CARRIED 17-125**

**11.3 Legal – Housing Authority**

**THORNTON:**

That Council for the Town of Pincher Creek receive the Housing Authority documents as information pending a meeting with the Minister of Seniors and Housing.

**CARRIED 17-126**

**11.4 Land – Allied Arts Council Lease Agreement**

**JACKSON:**

That Council for the Town of Pincher Creek agree and approve the new five (5) year Lease Agreement of the Allied Arts Council of Pincher Creek for the Lebel Mansion Plan 460B, Lots 235-238 dated May 1, 2017 as presented.

**CARRIED 17-127**

**11.5 Legal – 2016 Municipal Emergency Plan**

**LITKOWSKI:**

That Council for the Town of Pincher Creek postpone the 2016 Municipal Emergency Plan to the April 10, 2017 regular Council meeting.

**CARRIED 17-128**

**11.6 Legal – Pincher Creek Humane Society Services Agreement**

**BARBER:**

That Council for the Town of Pincher Creek replace the Harboring of Animals Agreement as approved in resolution #16-335 with the Pincher Creek Humane Society Service Agreement, as provided.

**CARRIED 17-129**

**12. NOTICE OF MOTION**

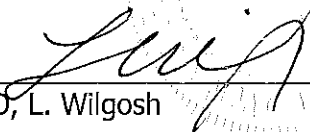
**13. ADJOURNMENT**

**BARBER:**

That this meeting of Council on March 27, 2017 be hereby adjourned at 10:02 pm.

**CARRIED 17-130**

  
\_\_\_\_\_  
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 APRIL, 2017**

**S E A L**

**NEXT REGULAR MEETING OF COUNCIL TO BE HELD ON MONDAY APRIL 10, 2017 AT  
6:00 P.M.**

ADDITIONAL RESERVE TRANSFERS AND GOVERNMENT FUNDING

General Ledger Number	Account Description	Amount	Reason for additional transfer	Explanation
<b>Transfers from Reserves</b>				
4300004761	Revenue Stabilization Reserve	(103,647.49)	To cover deficit in water department	Reason for Deficit - lower revenues due to asking citizens to conserve water; higher repairs and maintenance and good expenditures at water treatment plant after new upgrades complete and project closed; higher power costs; higher costs recorded for Town owned facilities since new water meters installed
4300004761	Revenue Stabilization Reserve	(24,285.95)	To cover deficit in wastewater department	Reason for Deficit - lower revenues from rentals and leases due to leasor not able to irrigate from lagoons; higher sanitary flushing costs due to contracting this service
5600004761	Pioneer Cemetery Reserve	(343.20)	Donation from Pioneer Cemetery Committee was 343.20 more than budgeted	Entire donation expended on repairs and maintenance at Pioneer Cemetery
0000004710	General Contingency Reserve	(12,710.00)	Fence at Operations Shop to secure the site since the new Humane Society Facility was built	
<b>Transfers to Reserves</b>				
0000004705	Municipal Income Stabilization Reserve	190,000.00	2016 Surplus which is 1.5% of budgeted revenues	
4300004761	Revenue Stabilization Reserve	81,502.75	2016 surplus in waste management department	surplus due to lower wages now that the new system is utilized for commercial as well as residential; lower landfill fees due to commercial customers choosing alternate service providers and more recycling
6600004760	Land Development Reserve	5,580.00	transfer to reserve of funds from land sale; Municipal reserve in Pineridge	land sales not budgeted for

420004762	Wastewater line from lagoons reserve	413.00	budgeted 40000; actual 40413.56	
7413004760	Lebel Mansion Reserve	23,600.00	in 2015 reserve funds were used to complete historic fence; grant for the project was received in 2016	
3100004760	Equipment Depreciation Reserve	6,375.00	proceeds for sale of Mack Truck transferred to equipment depreciation reserve	sale of equipment is not budgeted for
1200002762	Transfer to capital from operating	(223.20)	Laserfiche software is purchased from the United States estimate was 7,800	US Exchange more than anticipated
7102002762	Transfer to capital from operating	(5,998.93)	New pool vacuum was required which could be covered under goods in the operating budget but the Tangible Capital Asset Policy indicates equipment over \$5,000 must be capitalized	since there were funds in the operating budget to cover such purchases, it was decided to fund this capital purchase from the operating budget
<b>Government Grants</b>				
4100005830	Wentworth water distribution project	114,414.39	To be funded with Small Communities Fund and MSI instead of MSI only	Total project budget 400,000; actual 343,243.18
4100005840	Wentworth water distribution project	228,828.79	To be funded with Small Communities Fund and MSI instead of MSI only	Total project budget 400,000; actual 343,243.19
4100005830	SCF Water Dist/Water Treatment Plant Project - Federal	154,145.83	Error in budget all SCF grant funding recorded under provincial instead of 1/3 provincial and 1/3 federal	UV Completion at Water Treatment Plant 6991.93; Hewetson Water distribution line 147,153.90
4100005840	SCF Water Dist/Water Treatment Plant Project - Provincial	308,291.68	Error in budget all SCF grant funding recorded under provincial instead of 1/3 provincial and 1/3 federal	UV Completion at Water Treatment Plant 6991.93 SCF; 6991.93 MSI Capital; Hewetson Water distribution line SCF 147,153.91; Town's share of 147153.91 to come from MSI Capital

ADDITIONAL RESERVE TRANSFERS AND GOVERNMENT FUNDING

4200005830	SCF Lagoon Project - Federal	248,917.97	2016 Budgeted 315,000; actual 746,753.92; Overall budget 1,000,000	Expended more funds in 2016 than anticipated but did not exceed total budget of \$1 million
4200005840	SCF Lagoon Project - Provincial	460,585.97	2017 Budgeted 315,000; actual 746,753.92; Overall budget 1,000,000	Expended more funds in 2016 than anticipated but did not exceed total budget of \$1 million
7103005840	Brine Pump Replacement	4,208.97	actual costs higher than budget due to installation costs	
3200001840	Streets Improvement Projects	61,194.45	this project was extended in 2016 as Operations department identified more areas and decided since the company was already mobilized it would be less expensive over the long run to increase the scope of work	all funding through provincial grant called Basic Transportation Management Grant