



Town of Pincher Creek  
COMMITTEE OF THE WHOLE MINUTES  
April 7, 2021 – 9:00 AM  
Virtually via Zoom

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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; A. Grose, Recreation Manager; M. Everts, Events, Marketing & Economic Development Officer; D. Green, Family and Community Support Services; A. Levair, Operations Coordinator; L. Johnson, Administrative Assistant and L. Goss, Administrative Manager.

**1. Call to Order**

Deputy Mayor McGillivray called the meeting to order at 9:01 am.

**2. Agenda Approval**

**BARBER:**

That the Committee of the Whole for the Town of Pincher Creek approves the April 7, 2021 as amended, the amendment being the addition of items 5.2(a) Bull Trout Habitat Designation and the removal of item 9.5 Personnel.

**CARRIED COTW 2021-046**

**3. Scheduled Delegations**

**3.1 2020 Financial Statements – KPMG – Derek Taylor – 9:00 am**

Derek Taylor, representing KPMG LLP, attended the meeting to present the 2020 Financial Statements to Committee of the Whole

*A. Grose joined the meeting at 9:15 am.*

*Mayor D. Anderberg joined the meeting at 9:32 am.*

**JACKSON:**

That Committee of the Whole for the Town of Pincher Creek receive the presentation regarding the 2020 Financial Statements as presented by Derek Taylor of KPMG.

**CARRIED COTW 2021-047**

**KORBETT:**

That Committee of the Whole for the Town of Pincher Creek agree to move to a closed session of the Committee on Wednesday April 7, 2021 at 9:37 am in accordance with section 24 of the Freedom of Information and Protection of Privacy Act, with the Chief Administrative Officer, Director of Finance and Human Resources, Director of Operations, Director of Community Services, Recreation Manager, Events, Marketing & Economic Development Officer, Operations Coordinator, Administrative Assistant, Administrative Manager and KPMG representative Derek Taylor in attendance.

**CARRIED COTW 2021-048**

**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, April 7, 2021 at 10:02 am.

**CARRIED COTW 2021-049**

**JACKSON:**

That Committee of the Whole for the Town of Pincher Creek direct administration to include the Recreation Administration Allocation to the next regular Intermunicipal Collaboration Framework meeting as discussed.

**CARRIED COTW 2021-050**

*Deputy Mayor McGillivray designated Mayor Anderberg as chairperson of the meeting at 10:03 am.*

**JACKSON:**

That Committee of the Whole for the Town of Pincher Creek defer the 2020 Financial Statements to the April 12, 2021 regular meeting of Council for consideration.

**CARRIED COTW 2021-051**

**3.2 Recreation Master Plan Review – Expedition Management Consulting Ltd. – Justin Rousseau & Drew Ziegler – 10:00 am**

Justin Rousseau and Drew Ziegler, representing Expedition Management Consulting Ltd., attended the meeting to present the Recreation Master Plan to Committee of the Whole.

**3.3 Main Street Graduation Banners – Lisa Kaupp – 11:00 am**

Lisa Kaupp was unable to attend the meeting.

**4. Committee Reports**

<b>BARBER</b>	March 3	Committee of the Whole
	March 8	Regular Council
	March 16	Golf Club Society
	March 18	Community Futures
	March 18	Chinook Arch Library
	March 19	Special Council
	March 22	Community Information Night Practice
	March 22	Regular Council
	March 24	Police Advisory Committee
	March 24	Community Futures
	March 25	Community Information Night
<b>JACKSON</b>	March 3	Committee of the Whole
	March 8	Regular Council
	March 16	Municipal Development and Subdivision Authority
	March 19	Special Council
	March 22	Community Information Night Practice
	March 22	Regular Council
	March 24	Alberta Housing
	March 24	Pincher Creek Foundation
	March 25	Community Information Night
March 30	Operations Committee	
<b>KORBETT</b>	Submitted a written report, a copy of which is attached hereto and shall form part of the minutes.	
<b>McGILLIVRAY</b>	Submitted a written report, a copy of which is attached hereto and shall form part of the minutes.	

*Councillor Elliott joined the meeting at 10:32 am.*

<b>ELLIOTT</b>	March 8	Regular Council
	March 16	Municipal Development and Subdivision Authority
	March 19	Special Council
	March 22	Regular Council
	March 30	Operations Committee

**Mayors Report**

<b>ANDERBERG</b>	March 2	Regional Emergency Management Organization
	March 3	Committee of the Whole
	March 5	Mayors and Reeves
	March 8	Regional Emergency Management Organization
	March 8	Regular Council
	March 9	Early Learning Centre
	March 10	Land Development
	March 11	Oldman River Regional Services Commission
	March 15	RCMP K Division – Facility
	March 16	Draft Economic Development Plan
	March 17	Alberta Health Minister Preparation
	March 19	Special Council
	March 22	Community Information Night Practice
	March 22	Regular Council
	March 25	Emergency Services Commission
	March 25	Community Information Night
	March 29	Family and Community Support Services

**McGILLIVRAY:**

That Committee of the Whole for the Town of Pincher Creek receives the April 7, 2021 Committee Reports as information.

**CARRIED COTW 2021-052**

**5. Administration**

**5.1 Upcoming Meetings**

NE Area Structure Plan Open House  
Regular Council  
AUMA Leaders Caucus  
Candidates Workshop  
Volunteer Appreciation  
Highway 3 Association Annual General Meeting

*Mayor Anderberg called a recess at 10:51 am*

*Councillor Barber left the meeting at 10:51 am*

*Mayor Anderberg called the meeting back to order at 10:59 am*

**5.2 Operations Department – Major Project Update**

**KORBETT:**

That Committee of the Whole for the Town of Pincher Creek receive the Operations Department – Major Project Update as presented.

**CARRIED COTW 2021-053**

 **Initial**

**5.2(a) Bull Trout Habitat Designation**

**ELLIOTT:**

That Committee of the Whole for the Town of Pincher Creek direct administration to prepare a letter of request to the Department of Fisheries and Oceans regarding the Bull Trout Habitat Designation on the Pincher Creek.

**CARRIED COTW 2021-054**

**6. Business Arising from the Minutes**

**6.1 Recreation Master Plan**

**KORBETT:**

That Committee of the Whole for the Town of Pincher Creek accept the final Regional Recreation Master Plan as presented.

**CARRIED COTW 2021-055**

**7. Policy**

**8. New Business**

**8.1 Media Training: The Basics**

**ELLIOTT:**

That Committee of the Whole for the Town of Pincher Creek authorize the attendance of Councillor McGillivray and Councillor Korbett at the Media Training: The Basics webinar on April 14, 2021.

**CARRIED COTW 2021-056**

**8.2 RCMP Letter of Support**

**JACKSON:**

That Committee of the Whole for the Town of Pincher Creek direct administration to prepare and send a similar letter to the Minister of Justice and Solicitor General as the one sent by the Municipal District of Pincher Creek dated March 15, 2021 regarding the President's Summit on Policing and support to maintain the RCMP in Alberta.

**CARRIED COTW 2021-057**

**8.3 Alberta Health Services – Covid Update**

**McGILLIVRAY:**

That Committee of the Whole for the Town of Pincher Creek receives the Alberta Health Services – Covid Update as presented.

**CARRIED COTW 2021-058**

*Mayor Anderberg designated Deputy Mayor McGillivray as chairperson of the meeting at 11:34 am.*

*Mayor Anderberg left the meeting at 11:34 am.*

*A. Roth, A. Levair and L. Johnson left the meeting at 11:34 am.*

**9. Closed Session**

**KORBETT:**

That Committee of the Whole for the Town of Pincher Creek agree to move to a closed session of the Committee on Wednesday April 7, 2021 at 11:36 am in accordance with sections 21 and 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, Recreation Manager, Events, Marketing & Economic Development Officer, Administrative Manager in attendance.

**CARRIED COTW 2021-059**

**ELLIOTT:**

That Committee of the Whole for the Town of Pincher Creek agree to move out of a closed session of the Committee on Wednesday, April 7, 2021 at 11:56 am.

**CARRIED COTW 2021-060**

**9.1 Municipal Operating Support Transfer (MOST) Funding Update – FOIP s. 24**

**KORBETT:**

That Committee of the Whole for the Town of Pincher Creek direct administration to include the COVID-19 Relief Funding Allocation on the agenda for the April 12, 2021 Regular Council meeting to create a COVID Relief Fund for groups and organizations and to develop a funding criteria with the assistance of the Southwest Alberta Sustainable Community Initiative (SASCI) community grant writer.

**CARRIED COTW 2021-061**

**9.2 Pincher Creek Golf Club Society – Lease Agreement – FOIP s. 16 & 24**

This item was deferred to the April 12, 2021 regular Council meeting.

**9.3 Pincher Creek Golf Club Society – Counter and Sink Development – FOIP s. 16 & 24**

This item was deferred to the April 12, 2021 regular Council meeting.

**9.4 Terms of Mediation – Emergency Services Commission Funding Formula – FOIP s. 21**

**ELLIOTT:**

That Committee of the Whole for the Town of Pincher Creek receive and approve the Agreement to Mediate between the Town of Pincher Creek and the Municipal District of Pincher Creek # 9 in the matter of the Pincher Creek Emergency Services Commission funding formula.

**CARRIED COTW 2021-062**

**10. Adjournment**

**JACKSON:**

That this session of Committee of the Whole be adjourned at 11:59 am.

**CARRIED COTW 2021-063**

**APPROVED BY RESOLUTION OF  
COUNCIL FOR THE TOWN OF PINCHER CREEK  
THIS 12<sup>th</sup> DAY OF APRIL 2021**

  
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Mayor, D. Anderberg

  
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CAO, L. Wilgosh

Committee of the whole report: April 7, 2021

- March 1 Met at Firehall to go over Accreditation of Ambulance Service
- March 2 EAC/Remo virtual meeting
- March 3 Committee of the Whole
- March 3 Marketing Meeting with PCCELC  
Signage is the order of business for the centres
- March 3 Alberta Southwest  
Still meeting virtually interesting talks about the region and how the covid restrictions are affecting decisions. But everyone is still very busy
- March 4 PCEMS AHS quarterly meeting. We are meeting our contract requirements. Ambulance service is holding its own this year and not in the red.
- March 8 Regular Council Meeting
- March 9 Met with Marie and Natalie to discuss the Economic Development component of our information night
- March 10 PCCELC Board Meeting
- March 11 Advisory Panel Meeting – Exploring emerging economic opportunities in SW Alberta
- March 15 Pincher Creek Health Care Attraction Retention meeting: Working on some appreciation for their efforts and then working on different strategies for our health care workers. With the non ratification of the proposed agreement with our health minister and the doctors – there is intent and hope that they will be at the table still to continue working on a deal.
- March 15 PCEMS Accreditation meeting with the facilitators. Discussion about the commission and how it works in relation with our ambulance service.
- March 17 PCEMS Follow up on the Accreditation of our ambulance. There will be a report presented to the commission on the 29<sup>th</sup> of April
- March 19 Special Council Meeting for Financial Statement Review – Very Helpful
- March 22 Community Information Night run through.
- March 22 Regular Council Meeting
- March 24 Preparation for the Community information night
- March 25 PCEMS Regular Board Meeting. Lots of discussion
- March 25 Community Information Night Virtual
- March 26 PCEMS Cheque Signing
- March 30 PCCELC Cheque Signing



Councillor Monthly Report

Councillor Brian McGillivray

March 2021

March 3, 2021	CotW Meeting
March 8, 2021	Council Meeting
March 9, 2021	ELC PolicySub Committee Meeting
March 10, 2021	ELC Board Meeting
March 15, 2021	RCMP Facility Meeting
March 16, 2021	MDSA Meeting
March 16, 2021	Pincher Creek Foundation Administrative Work
March 17, 2021	Preparatory Meeting for Minister Shandro
March 19, 2021	Special Council Meeting
March 19, 2021	Meeting with Health Minister Shandro
March 22, 2021	Preparatory Meeting for Citizen Information Event
March 22, 2021	Council Meeting
March 24, 2021	CNPC Landfill Annual General Meeting
March 24, 2021	CNPC Landfill Board Meeting
March 24, 2021	Pincher Creek Foundation Board Meeting
March 24, 2021	Police Advisory Committee Meeting
March 25, 2021	Council Citizen Information Event
March 26, 2021	Pincher Creek Foundation Administrative Work
March 29, 2021	Pincher Creek Foundation Administrative Work
March 30, 2021	Operations Committee Meeting
March 30, 2021	Alberta Seniors Covid Webinar