



CAO Report

2017 FOURTH QUARTER

Laurie Wilgosh, LGA | February 12, 2018

Highlights

- Municipal Council Election: Incumbents: Mayor Anderberg, Cllrs. Jackson, Elliott and Barber, newly elected: Cllrs. McGillivray, Korbett and O'Rourke
- Council Swearing – In Ceremony and Organizational meeting
- Staff Service Awards – 10 yr award to April McGladdery – Administrative Assistant and Dane Barclay – Operations Maintenance
- Recreation Advisory Committee Appointments – Judith Green and Katelyn David
- Pincher Creek and District Library Board Appointment – Bonnie Martin
- Municipal Subdivision and Development Authority Appointment – Megan Metheral
- Council Deputy Mayor Appointment Listing / Schedule
- Funding Assistance to Children's World Day Care
- Funding Support to Minor Hockey/Livingstone Ski Academy – New Year's Eve Casino
- Lease Renewal – Pincher Creek Humane Society – 5 yr. Term
- Pincher Creek Emergency Services Municipal Inspection Report

Bylaws

- Code of Conduct Bylaw # 1621-17 – defeated, sent back for re-draft
- Appointing an Assessor – 5 yr. Term – Bylaw # 1475-17 – passed
- Fee Structure Bylaw # 1584-17 – passed-amendments to 2018 fees

BYLAWS & POLICIES

Policies

- Correspondence to Mayor and Council – amendments – Policy 139-17 – approved

Council Delegations

- Jeff Brockman – Associate Medical Clinic – Physician Recruitment
- Debbie Reed – Curling Rink CFEP grant support
- Glenda Farnden – STARS update and annual support request
- Matthew Berry – Canadian Mountain Network – Presentation and support request
- Tia Doell – Curling Club, Spray Park and Green Space concerns
- Judith Green – value of green space and parks in community (Multi Purpose Facility region)
- Spray Park Committee – J. Draper, B. Rigaux, and R. Murfin – Curling rink location and green space concerns

CAO Meetings, Webinars and Courses

- Alberta Urban Municipalities Association – annual conference – Highlights: Upcoming Federal/Provincial infrastructure funding announcements, MSI replacement deadline – March 2019, Housing Strategy, Culture and Recreation Funding. CAO session – Leadership Starts with Me, Using Social Media
- New Council Training Sessions – Orientation – George Cuff
 - What’s on First Base – Gordon McIntosh
- Council and Committee of the Whole meetings
- Day Care Committee meetings
- Housing Committee meetings
- Transportation Committee meetings
- Alberta Emergency Management Agency – Annual 2 day Summit – Edmonton
- Joint Health and Safety meetings
- Staff and Management Bi-monthly meetings
- Pincher Creek Emergency Services Commission
- Appointed Assessor – KCL Consulting Inc.
- Fortis – Annual Municipal Service Report
- Emergency Management – Town Evacuation Plan development
- Joint meeting – water license transfer with David Hunt – Alberta Environment
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Staff Safety Topics

The Town had an external safety audit, as required to maintain our COR designation with a passing mark of 84%. This ensures that our Health and Safety program is in good standing with AHMSA. In addition, we received two awards from AHMSA, one for Classroom Training

Award – 2017, and another for Online Training – 2017.

October safety talk – provided by Administration – Reversing Safety

November talk – Recreation Dept. – Emergency Response Planning; (in addition the meeting began with a Moment of Silence) in remembrance of the three people who died from ammonia poisoning in Fernie.

December safety talk – Library – Christmas Quiz

Upcoming Projects and Priorities

- Council/Management Strategic Planning Session – follow-up
- Day Care Project development
- Housing Committee Projects – priority and development
- Transportation Committee – get bus on route
- Modernized Municipal Government Act – begin implementing new regulations
- Training for Council and MDSA/MSDAB members by ORRSC
- Preparation for CUPE Union Contract Negotiations
- Intermunicipal Collaboration Framework – begin process
- REMO – Regional Emergency Management Organization – review



Respectfully submitted by: Laurie Wilgosh – Chief Administrative Officer