



TOWN OF PINCHER CREEK COUNCIL MEETING AGENDA

Monday, August 28, 2023 at 6:00 p.m.

Council Chambers, Town Hall

[Zoom Link](#)

1 **Call to Order**

2 **Scheduled Public Hearing**

2.1 Land Use Bylaw Amendment 1547-AQ ([Page 2](#))

3 **Agenda Approval**

4 **Scheduled Delegations**

4.1 James Van Leeuwen – SASCI ([Page 12](#))

5 **Adoption of Minutes**

- 5.1 Minutes of the Special Meeting of Council held July 4, 2023 ([Page 13](#))
- 5.2 Minutes of the Committee of the Whole held on July 5, 2023 ([Page 16](#))
- 5.3 Minutes of the Special Meeting of Council held July 17, 2023 ([Page 20](#))
- 5.4 Minutes of the Regular Meeting of Council held on July 24, 2023 ([Page 22](#))
- 5.5 Minutes of the Committee of the Whole held on August 2, 2023 ([Page 27](#))
- 5.6 Minutes of the Special Meeting of Council held on August 3, 2023 ([Page 32](#))
- 5.7 Minutes of the Special Meeting of Council held on August 8, 2023 ([Page 34](#))
- 5.8 Minutes of the Special Meeting of Council held on August 16, 2023 ([Page 36](#))

6 **Business Arising from the Minutes**

6.1 Lebel Mansion Solar Installation ([Page 39](#))

7 **Bylaws**

8 **New Business**

- 8.1 2023 Awards of Excellence ([Page 53](#))
- 8.2 Dog Park Irrigation Update ([Page 57](#))

9 **Council Reports**

9.1 Upcoming Committee Meetings and Events

10 **Administration**

- 10.1 Council Information Distribution List ([Page 66](#))
- 10.2 Council Resolution Spreadsheet ([Page 67](#))

11 **Closed Session Discussion**

- 11.1 Offer to Purchase Roll # 08603600, 08603800 & 08604000- FOIP s.16
- 11.2 Land Transfer - Roll 8600600 - FOIP s.16
- 11.3 PC Community Early Learning Centre- FOIP s.24
- 11.4 Administration Transition (No RFD) - FOIP s. 24

12 **Notice of Motion**

13 **Adjournment**

AGENDA
PUBLIC HEARING FOR BYLAW No. 1547-AQ
COUNCIL CHAMBERS, TOWN HALL
6:00 P.M. MONDAY, August 28, 2023

Item No. 2.1

1. **Call to Order - Public Hearing for Bylaw No. 1547 - AQ** (The Mayor).
2. **Adoption of the Agenda** – (Mayor).
3. **Purpose of Public Hearing** -- (Mayor).
The purpose of the public hearing is to present Bylaw No. 1547-AQ, to add Drive-In Restaurant as a Discretionary Use in the Transitional Commercial – C4 land use district, and to add to Schedule 4, Standards of Development, requirements and development standards to apply to Drive-In Restaurant uses.
4. **Confirmation of Notice** -- (Asked for by The Mayor and replied by the CAO).
The Notice of Public Hearing was advertised in the August 9 and 16 editions of the local weekly newspaper Shootin' the Breeze.
5. **Report from Oldman River Regional Services Commission Senior Planner** -- (Asked for by The Mayor). (Read by the ORRSC Senior Planner)
6. **Report from the Town's Management Staff** (Development Services Report) -- (Asked for by The Mayor). (Read by the Legislative Services Manager)
7. **Written Submissions** -- (Asked for by The Mayor – Reply by the CAO)
No written submissions received as of 12:00 Noon, August 23, 2023.
8. **Persons Wishing to be Heard** -- (Asked for by The Mayor - Reply by the CAO)
No persons indicate their wish to be heard as of 12:00 Noon, August 23, 2023
9. (The Mayor to ask ---- are there any persons wishing to be heard) (**First** time)
In the event that there are person(s) wishing to be heard, The Mayor will request the following resolution of Council: That Council for the Town of Pincher Creek approves the presentation of the following at the Public Hearing for Bylaw No. 1547-AQ:
- John Doe of 123 Main Street etc. (State Your Name and Address)

(The Mayor to ask ---- are there any persons wishing to be heard) (**Second** time)
(The Mayor to ask ---- are there any persons wishing to be heard) (**Third** and final time)
10. **Closure of Public Hearing** -- (The Mayor thanks the public for their participation).
The Mayor – **Call for motion declaring the Public Hearing adjourned.**

Bylaw No. 1547-AQ will be presented to Council for consideration of second, third and final reading at the regular Council meeting on September 11, 2023.

**TOWN OF PINCHER CREEK
BYLAW NO. 1547-AQ**

BEING a bylaw of the Town of Pincher Creek in the Province of Alberta, to amend Bylaw No. 1547, being the municipal Land Use Bylaw;

WHEREAS the Council of the Town of Pincher Creek has received a request to accommodate "Drive-In Restaurant" as a use in the Transitional Commercial – C4 land use district;


AND WHEREAS the purpose of the proposed amendment is to add the Use of "Drive-In Restaurant" as a Discretionary Use in the Transitional Commercial – C4 land use district;

AND WHEREAS the municipality must prepare a corresponding bylaw and provide for its consideration at a public hearing;

NOW THEREFORE, under the authority and subject to the provisions of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended, the Council of the Town of Pincher Creek in the Province of Alberta duly assembled does hereby enact the following:

1. That "Drive-In Restaurant" be added as a Discretionary Use to Schedule 2, Transitional Commercial – C4, Section 1.
2. That Schedule 4, Standards of Development, of Land Use Bylaw 1547 is amended as indicated in attached Schedule A to add standards for Drive-In Restaurants.
3. Bylaw No. 1547, being the municipal Land Use Bylaw, is hereby amended and consolidated.
4. This bylaw shall come into effect upon third and final reading thereof.

READ a **first** time this 24 day of July, 2023.



Mayor – Don Anderberg



Chief Administrative Officer – Angie Lucas

READ a **second** time this _____ day of _____, 2023.

Mayor – Don Anderberg

Chief Administrative Officer – Angie Lucas

READ a **third** time and finally passed this _____ day of _____, 2023.

Mayor – Don Anderberg

Chief Administrative Officer – Angie Lucas

Schedule A

Town of Pincher Creek Land Use Bylaw No. 1547 as amended by Bylaw No. 1547-AQ

AMENDMENTS: Add standards for Drive-In Restaurants

Add a section to the land use bylaw Schedule 4, Standards of Development

Section 32 Drive-In Restaurants

- (a) Any drive-in restaurant may be located only:
 - (i) Where it can be shown that it does not inhibit safe traffic movement; and
 - (ii) Where it is provided within a shopping centre site; or
 - (iii) Where it is provided along a highway or main arterial road; or
 - (iv) At the intersection of two or more public roadways, not including lanes.
- (b) The Development Authority shall, where necessary to mitigate the effect on adjacent residential properties, regulate the hours of operation of the drive-thru portion of a restaurant.
- (c) Drive-thru aisles shall be:
 - (i) when adjacent to a residential district, screened or landscaped to the satisfaction of the Development Authority to provide a noise barrier for the adjacent residential properties;
 - (ii) a minimum width of 3.66 m (12 ft.);
 - (iii) fenced, where necessary, to prevent access to a lane or street or to act as a screen;
 - (iv) sited so that pedestrians entering and exiting the building are not required to cross the driving aisle.
 - i. When it is absolutely necessary for pedestrian to have to cross drive-thru aisles, crosswalks shall be clearly demarcated from the parking area to the building entrance;
 - (v) sited so that other vehicles leaving or entering the parking lot won't be impeded by others using the drive-thru.
- (d) Areas required for parking or circulation of vehicles shall be hard surfaced to the satisfaction of the Development Authority.
- (e) Parking shall be provided in accordance with Schedule 9.
- (f) Parking stalls dedicated to mobile order pick-up shall not be included in the computation of parking requirements in Schedule 9.
- (g) Exits and entrances shall be as approved by the Development Authority, and circulation within the lot shall be directional and adequately signed.
- (h) Front, side, and rear yards abutting parking or circulation areas shall be adequately landscaped to the satisfaction of the Development Authority and in accordance with Schedule 10.
- (i) In addition to off-street parking requirements, a drive-thru is required to provide adequate stacking space for vehicles utilizing the drive-thru. The use of laneways or roadways as stacking space is prohibited.
 - (i) For new developments, a drive-thru is required to provide a minimum stacking space of 30.5 m (100 ft.) from order box to pick-up window.
 - (ii) For existing buildings to be retrofitted to a drive-in restaurant, the stacking space shall be at the discretion of the Development Authority and shall ensure vehicle queuing does not hinder vehicle or pedestrian safety or flow.

- (j) Drive-in restaurants may have outdoor speakers (menu order box) provided:
 - (i) The speakers are not located within 30.5 m (100 ft.) of a property line of any parcel designated as a residential district; or
 - (ii) They are separated from a residential district by a non-residential building;
 - (iii) The Development Authority may vary the distance in subsection (i) where adequate buffering has been provided to lessen the impact on adjacent residential properties.
- (k) Waste collection receptacles for the purpose of disposing of rubbish and debris shall be provided on the exterior of the restaurant as required by the Development Authority.
- (l) Applications for drive-in restaurants must be accompanied by a site plan that meets the measurable standards of this section and illustrates the location of site access(es), garbage receptacles, landscaping, etc.

NOTICE OF PUBLIC HEARING



Town of Pincher Creek in the Province of Alberta

Proposed Bylaw No. 1547-AQ to be held at 6 p.m. on Monday, August 28, 2023 Town of Pincher Creek Council Chambers 962 St. John Avenue

PURSUANT to Sections 216.4, 606 and 692 of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended, the Council of the Town of Pincher Creek in the Province of Alberta hereby gives notice of its intention to consider Bylaw No. 1547-AQ, being a bylaw to amend Bylaw No. 1547, being the municipal Land Use Bylaw.

THE PURPOSE of the proposed Bylaw No. 1547-AQ is to add Drive-In Restaurant as a Discretionary Use in the Transitional Commercial – C4 land use district, and to add to Schedule 4, Standards of Development, requirements and development standards to apply to Drive-In Restaurant uses.

THEREFORE, TAKE NOTICE a public hearing to consider proposed Bylaw No. 1547-AQ will be held in the Town of Pincher Creek Council Chambers at 6 p.m. on August 28, 2023.

AND FURTHER TAKE NOTICE THAT anyone wishing to make a presentation regarding the proposed bylaw should contact the Chief Administrative Officer no later than 4 p.m. on the 23rd day of August 2023. Both written and/or verbal presentations may be given at the public hearing.

A copy of the proposed bylaw may be inspected at the Town of Pincher Creek office during normal business hours. If you would like to submit comments or require further information on this proposed bylaw, please email egislative@pinchercreek.ca or call 403-627-3156, during normal business hours.

DATED at the Town of Pincher Creek in the Province of Alberta this 27th day of July, 2023.

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Angie Lucas
Chief Administrative Officer

Memo

To: Lisa Goss – Legislative Services Manager, Town of Pincher Creek
Cc: Angie Lucas – CAO, Town of Pincher Creek
From: Steve Harty Senior Planner **Date:** August 14, 2023
Re: Public Hearing Comments for Proposed Land Use Bylaw Amendment No. 1547-AQ

BACKGROUND

The Town of Pincher Creek Council gave first reading in July 2023 to an amendment to Land Use Bylaw No. 1547 to add Drive-in Restaurant as a Discretionary Use in the Transitional Commercial – C4 land use district. The Subway restaurant on Main St. is completing renovations and desire to offer a drive-thru window service. As the land use district does not have a listed permitted or discretionary use to accommodate a Drive-in Restaurant, the use is currently prohibited, and the use provisions of the bylaw cannot be waived. Council gave first reading to the proposed bylaw “as amended” to consider as a discretionary use (as opposed to a permitted). If Drive-in Restaurant is listed as a discretionary use in the C4 district such a use would be available for any such zoned lot owner to apply for the use. Also, as part of the bylaw amendment, a schedule of proposed Drive-in restaurant requirements and standards of development was included to be incorporated into the land use bylaw to help manage such a use.

An extensive overview of the particular Subway restaurant situation was provided to Council at the time of first reading. The Subway drive-in/pick-up window has been boarded up and not used for more than a decade and it is deemed a discontinued use. Any recommencement of the use requires a new development permit approval which may only be allowed if the use is prescribed in the district. It is noted that the use is presently only allowed in the Highway Commercial - C2 land use district of the bylaw.

COMMENTS

As a refresher for Council, the land use bylaw’s definition of Drive-in restaurant is as follows:

Drive-in restaurant means a restaurant which offers car attendant service or drive-through pickup service.

The intent of the Transitional Commercial – C4 land use district is: *to identify residential areas within the community whereby the commercial expansion of the downtown may be feasible and/or desirable to develop.*

From a planning perspective, adding the Drive-in Restaurant use to the Transitional Commercial – C4 land use district is problematic for several reasons. Typical planning and land use concerns associated with drive-thru type uses that require consideration, especially in proximity or adjacent to residential uses, are:

- a drive-thru generates additional local traffic, and if poorly designed or configured to accommodate such, it can create safety issues due to vehicle back-ups on the adjoining street.

Exiting from the drive-thru lane into the public street also needs to be carefully planned and sited for the lot so there are no blind spots that may cause potential collisions with pedestrians or vehicle traffic;

- odours & air quality - idling vehicles waiting in queue lines lessen the quality of air in the vicinity;
- excessive noise – from menu speaker boxes, patrons shouting orders, vehicle engines idling;
- light pollution – from vehicle headlights, site and building lights; and
- litter and debris issues from blowing food packaging.

Adding the use to the C4 district may be premature as the C4 district's purpose should be carefully considered by Council as part of the forthcoming land use bylaw review process. The district may be revised and could become more focussed on various higher-density residential uses and affordable housing accommodations with mixed commercial uses. Drive-ins could create more conflict with residential uses and many C4 lots are also not appropriately sized for drive-in restaurant stacking que aisles. If proposed Bylaw 1547-AQP is adopted to add Drive-in restaurant as a discretionary use in the C4 district, then a development permit application for the development may be decided on by the Municipal Development and Subdivision Authority (MDSA).

At the conclusion of the public hearing, potential options Council will have available to consider are:

1. Refuse the amendment application if the use in the C4 district is deemed to be not suitable for the reasons as previously outlined.
2. Approve "as amended" the application as applied for (i.e., add as a permitted use rather than discretionary) along with the bylaw standards of development schedule to include and add the drive-in use standards to help regulate the use. Council must be aware that if Drive-in restaurant is added as a permitted use to the C4 district a development permit application could be made for any parcel of land within the C4 district, and the Development Authority is duty bound to issue a permit if the bylaw requirements are met.
3. Approve the amendment as given at first reading (discretionary use) and give second and third reading of the bylaw to allow the use as a discretionary use in the C4 district along with the drive-in use standards of development.

It is recognized it is often difficult for a municipal Council to not support or accommodate an existing business in the community that desires to update/expand their business. The challenging part is weighing such business plans with other competing or conflicting interests. Thus, it is prudent of Council to carefully consider any public comments that may be submitted. There are two issues at play with this bylaw proposal – one is specific for the Subway restaurant itself at their location and how it may impact neighbors – and the other is the broader consideration of how such a use may be applied in the general C4 district. If considering allowing the use, Council should also be satisfied the proposed development standards are suitable to manage the use. It is noted that for some of the standards prepared (if they were incorporated into the bylaw), the Subway parcel would need a waiver by the MDSA as some criteria (e.g., driving aisles, separation distances) could not be met. Council cannot guarantee the MDSA will do so as the MDSA is independent of Council, and there is also an appeal process that would be available.

If the proposed bylaw amendment is defeated, but Council sees merit in the drive-in proposal specifically for the Subway restaurant situation on its own, an alternative option may be that the applicant could be encouraged to apply for an amendment to perhaps Direct Control. This would enable it to be site specific for the Subway restaurant and so that the use is not available to all lands designated as C4. Adopting or refusing to adopt the bylaw amendment as granted first reading is at the sole prerogative of Council, and there is no appeal process of such a decision (except to the Court of Appeal on a question of law).

Town of Pincher Creek

August 28, 2023

Development Services Report

Land Use Bylaw Amendment - Bylaw No. 1547-AQ

Referral comments from management staff are as follows:

Operational Services

See Attached

Fire/Emergency Services

No Comments Received

Legislative

From: Approvals
Sent: August 2, 2023 1:47 PM
To: Legislative
Cc: kattieschlamp; steveharty
Subject: RE: Referral - Land Use Bylaw Amendment 1547-AQ

The Operations Department has reviewed proposed Land Use Bylaw Amendment 1547-AQ and does not support the amendment to include Drive-In Restaurants as a discretionary use to the C4 District.

As C4 is a “transitional” district, it is designed as a buffer zone between commercial and residential. As per the Land Use Bylaw, the C4 district’s intent is to “identify residential areas within the community whereby the commercial expansion of the downtown may be feasible and/or desirable to develop.” Drive-in restaurants are an intensified use which have noise, light, and traffic implications which are more suited for and traditionally accepted in dedicated commercial zones such as C2 and C3 (in which drive-in restaurants are permitted uses in both districts). The Operations Department’s assessment of the C4 district is that allowance of drive-in restaurants in the C4 district introduces unnecessary clashes between residential and commercial properties particularly relating to noise (from ordering and vehicle noise), lights (from headlights and ordering boards), and traffic.

Regards,

Alexa



Alexa Levair, CET, B.Tech.
Director of Operations & Infrastructure

email: alevair@pinchercreek.ca

phone: (403) 627-3156 ex. 303

Town of Pincher Creek, 962 St. John Ave (Box 159) Pincher Creek, AB T0K1W0

www.pinchercreek.ca

From: Legislative <legislative@pinchercreek.ca>
Sent: Tuesday, August 1, 2023 1:37 PM
To: Approvals <Approvals@pinchercreek.ca>; Pat Neumann <pat.neumann@pincherfire.com>; steveharty <steveharty@orrs.com>
Cc: Cao <cao@pinchercreek.ca>; Legislative <legislative@pinchercreek.ca>; kattieschlamp <kattieschlamp@orrs.com>
Subject: Referral - Land Use Bylaw Amendment 1547-AQ

Attention: - Operational Services
 - Fire/Emergency Services
 - Oldman River Regional Services Commission

Town Council passed first reading of Bylaw No 1547-AQ and agreed to hold a Public Hearing. In addition, and for your information, attached please find a copy of the Notice of Public Hearing regarding proposed Bylaw No 1547-AQ for your perusal.

The purpose of Bylaw No. 1547-AQ is to add Drive-In Restaurant as a Discretionary Use in the Transitional Commercial – C4 land use district, and to add to Schedule 4, Standards of Development, requirements and development standards to apply to Drive-in Restaurant uses.

We would appreciate receiving your comments on or before **August 16, 2023** regarding the proposed land use bylaw amendment which is to be included and form part of the Services Report to be presented at the public hearing scheduled for August 28, 2023.

Thanking you, in advance, for your cooperation regarding this matter, and await your reply in due course.

Kind Regards,

Lisa Goss
Legislative Services Manager
Town of Pincher Creek



August 15, 2023

Update on SASCI

Current Status

BRIDGEBuilder Community Development Project, Phase I (January 2019 - December 2023)

A project for building community capacities to capitalize on change, including fundraising, digital transformation and energy transition. BRIDGE = Building Regional Innovation, Development & Governance Excellence. Phase I has focused on building capacities for raising funds to support community development:

A full-time Community Grant Specialist (Ms. Liza Dawber) employed under contract since 2019, whose position will be supported with funding from the Town and M.D. budgets starting in 2024.

A part-time Fund Development Specialist (Ms. Andrea Hlady) employed under contract since 2022, whose scope of work will be completed by the end of 2023. Building on the research and recommendations of the Fund Development Specialist, SASCI will partner with an established Community Foundation to establish a permanent Community Development Fund for the Town and District of Pincher Creek and (possibly) the Piikani First Nation.

Administration

SASCI was turned down for operational funding from FCSS in 2023 because of a change in FCSS funding priorities. SASCI has been unable to find alternative sources of grant funding for operations, and is applying for \$20,000 of operational funding from Joint Council to cover the cost of employing its part-time Administrator (Ms. Carrie Cooley) through 2024. Without its Administrator, SASCI will be unable to operate.

2024 Objectives

BRIDGEBuilder Community Development Project, Phase II (January 2024 - December 2026)

The second phase of the BRIDGE Builder project will focus on building community capacities to capitalize on digital transformation and energy transition. These economically disruptive global trends are driven by accelerating advancements in digital and energy technologies, which require individuals, businesses and communities to develop new competencies.

SASCI is now raising funds to establish two full-time contract positions under BRIDGEBuilder Phase II, namely a Regional Energy Specialist and a Regional Digital/Data Specialist. If sufficient and reliable funding is available, SASCI will also consider establishing a third full-time contract position for a Regional Housing Specialist to address the region's worsening shortage of attainable and affordable housing.

Administration

SASCI intends to raise funds to expand its administrative capacities in 2024, in response to growing demand for administrative support from local non-profit groups and organizations.



**SPECIAL COUNCIL MEETING
Held on July 4, 2023
Commencing at 1:00 p.m.**

IN ATTENDANCE:

Mayor: D. Anderberg

Councillors: M. Barber, G. Cleland, B. Wright, D. Green,
W. Oliver, and S. Nodge

Staff: A. Lucas, Chief Administrative Officer; W.
Catonio, Director of Finance and Human
Resources; and L. Rideout, Director of
Community Services

Also present: PCCCLC Board Members – Michelle Spencer (Online), Brian McGillvray, Bob Spitzig

1. CALL TO ORDER

Mayor Anderberg called the meeting to order at 1:00 pm.

**2. AGENDA APPROVAL
GREEN:**

That Council for the Town of Pincher Creek approve the July 4, 2023 Special Council Meeting Agenda as presented.

CARRIED 23-363

GREEN:

That Council for the Town of Pincher Creek approve all the people in attendance to speak during this meeting.

CARRIED 23-364

3. DELEGATION:

3.1 Lawyer – Victoria Prince

4. NEW BUSINESS

5. CLOSED MEETING DISCUSSION

CLELAND:

That Council for the Town of Pincher Creek agree to move into closed session of Council on July 4, 2023 at 1:10 pm 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 Community Services, Michelle Spencer, Brian McGillvray, Bob Spitzig and Victoria Prince in attendance.

CARRIED 23-365

CLELAND:

That Council for the Town of Pincher Creek agree to move out of closed session of Council on July 4, 2023 at 2:40 pm in accordance with section 24 of the Freedom of Information and Protection of Privacy Act.

CARRIED 23-366

4.1 Pincher Creek Early Learning Centre's - FOIP s. 24

BARBER:

That Council for the Town of Pincher Creek direct administration to add this item to the Committee of the Whole Meeting on Wednesday July 5, 2023 to discuss and determine how to proceed.

CARRIED 23-367

5. ADJOURNMENT

OLIVER:

That this meeting of Council on July 4, 2023 be hereby adjourned at 2:45 pm

CARRIED 23-368

MAYOR, D. Anderberg

CAO, A. Lucas

**APPROVED BY RESOLUTION
OF THE COUNCIL OF THE
TOWN OF PINCHER CREEK,
THIS 28th DAY OF AUGUST 2023**

S E A L

**NEXT REGULAR MEETING OF COUNCIL TO BE HELD ON
MONDAY AUGUST 28, 2023 AT 6:00 P.M.**



Town of Pincher Creek
COMMITTEE OF THE WHOLE MINUTES
July 5, 2023 – 8:30 AM
962 St. John Avenue
In Person & Virtually

ATTENDANCE:

- Mayor: D. Anderberg
- Councillors: M. Barber, S. Nodge, B. Wright, G. Cleland, D. Green, and W. Oliver
- Staff: A. Lucas, Chief Administrative Officer; W. Catonio, Director of Finance and Human Resources; K. Green, Executive Assistant; L. Rideout, Director of Community Services; and A. Levair, Director of Operations

1. CALL TO ORDER

Mayor Anderberg called the meeting to order at 8:30 am.

2. AGENDA APPROVAL

CLELAND:

That the Committee of the Whole for the Town of Pincher Creek agrees to add 9.2 _____ , 9.5 RCMP Property Update, 8.3 Kainai Pancake Breakfast to the July 5, 2023 Committee of the Whole Agenda.

CARRIED COTW 2023-111

GREEN:

That the Committee of the Whole for the Town of Pincher Creek accepts the July 5, 2023 Committee of the Whole Agenda as amended.

CARRIED COTW 2023-112

L. Rideout joined meeting at 8:50 am

3. DELEGATIONS

3.1 Library Board - Kayla Lorenzen, Sandra Baker & Michael Barkwith

W. Oliver joined meeting at 9:14 am

4. COMMITTEE REPORTS

BARBER:

That the Committee of the Whole for the Town of Pincher Creek accept the Committee Reports as presented

CARRIED COTW 2023-113

5. Administration

Mayor Anderberg called a recess at 9:55 am

Mayor Anderberg called the meeting back to order at 10:04 am

6. Business Arising from the Minutes

6.1 Town Snow Management Discussion

GREEN:

That the Committee of the Whole for the Town of Pincher Creek direct administration to draft a Public Engagement Strategy for the purpose of soliciting community feedback on Snow Management to be brought to the August Committee of the Whole for discussion.

CARRIED COTW 2023-114

6.2 Huddleston Coffee with Council (No RFD)

7. Policy

7.1 Policy Training

8. New Business

8.1 Claresholm Parade - Aug 12, 2023

CLELAND:

That the Committee of the Whole for the Town of Pincher Creek will attend the Claresholm Fair Days CANDY Parade on August 12, 2023 and send Councillor's Barber & Cleland

CARRIED COTW 2023-115

8.2 Annual Alberta Fire Training Conference Donation

OLIVER:

That the Committee of the Whole for the Town of Pincher Creek defer the donation request to the commission.

CARRIED COTW 2023-116

8.3 Kainai Pancake Breakfast

BARBER:

That the Committee of the Whole for the Town of Pincher Creek agree to contribute \$200 to the Kainai pancake breakfast as requested and money to come from the community contingency grant

CARRIED COTW 2023-117

9. Closed Session

OLIVER:

That the Committee of the Whole for the Town of Pincher Creek agree to move into a closed session of Council on Wednesday, July 5, 2023 at 10:18 am in accordance with section 16 and 24 of the Freedom of Information and Protection of Privacy Act with the Chief Administrative Officer; Director of Finance & Human Resources; and Executive Assistant and in attendance.

CARRIED COTW 2023-118

CLELAND:

That the Committee of the Whole for the Town of Pincher Creek to move out of a closed session of Council on Wednesday, June 7, 2023 at 1:03 pm.

CARRIED COTW 2023-119

9.1

NODGE:

That the Committee of the Whole for the Town of Pincher Creek agree to call special council meeting on Thursday August 5, 2023 at 1pm to discuss funding.

CARRIED COTW 2023-120

9.2

PCCELC Financial Update - FOIP 16

OLIVER:

That the Committee of the Whole for the Town of Pincher Creek administration to investigate alternative options to create a legal and business framework for the operation and overall viability of the Pincher Creek Early Learning Centre in order that it becomes financially independent from the Town of Pincher Creek and does not rely on monthly tax support to remain viable.

CARRIED COTW 2023-121

B. Wright left meeting at 10:33 am

9.3

Strategic Planning Sessions - FOIP 24

:

That the Committee of the Whole for the Town of Pincher Creek direct administration to look at dates available for a Council Orientation one day workshop course to be conducted by the Bloom Centre in July or August of 2023 for Council training and orientation.

CARRIED COTW 2023-122

9.4

Shared Services Costing Framework Discussion (No RFD) - FOIP 21

:

That the Committee of the Whole for the Town of Pincher Creek accept as information.

CARRIED COTW 2023-123

9.5 RCMP Property Update:

BARBER:

That the Committee of the Whole for the Town of Pincher Creek accept report on the RCMP property as information.

CARRIED COTW 2023-124

10. Adjournment

CLELAND:

That this session of Committee of the Whole be adjourned at 1:18 pm.

CARRIED COTW 2023-125

**APPROVED BY RESOLUTION OF
COUNCIL FOR THE TOWN OF PINCHER CREEK
THIS 28th DAY OF AUGUST 2023**

Mayor, D. Anderberg

CAO, A. Lucas



SPECIAL COUNCIL MEETING
Held on July 17, 2023
Commencing at 6:00 p.m.

IN ATTENDANCE:

Mayor: D. Anderberg
Councillors: M. Barber, D. Green, W. Oliver, G. Cleland,
B. Wright, and S. Nodge
Staff: A. Lucas, Chief Administrative Officer

1. CALL TO ORDER

Mayor Anderberg called the meeting to order at 6:05 pm.

2. AGENDA APPROVAL

OLIVER:

That Council for the Town of Pincher Creek approve the July 17, 2023 Special Council Meeting Agenda as presented.

CARRIED 23-369

3. NEW BUSINESS

4. CLOSED SESSION

CLELAND:

That Council for the Town of Pincher Creek agree to move into closed session of Council on July 17, 2023 at 6:06 pm in accordance with section 16 & 24 of the Freedom of Information and Protection of Privacy Act, with the Chief Administrative Officer in attendance.

CARRIED 23-370

CLELAND:

That Council for the Town of Pincher Creek agree to move out of closed session of Council on July 17, 2023 at 7:43 pm in accordance with section 16 & 24 of the Freedom of Information and Protection of Privacy Act.

CARRIED 23-371

4.1 Administration Transition - FOIP s 24

CLELAND:

That Council for the Town of Pincher Creek approve Administration hiring a Human Resource Consultant to be funded from unfilled budgeted potions for 2023.

CARRIED 23-372

5. ADJOURNMENT

OLIVER

That this meeting of Council on July 17, 2023 be hereby adjourned at 7:42 pm

CARRIED 23-373

MAYOR, D. Anderberg

CAO, A. Lucas

**APPROVED BY RESOLUTION
OF THE COUNCIL OF THE
TOWN OF PINCHER CREEK,
THIS 24th DAY OF JULY 2023**

S E A L

**NEXT REGULAR MEETING OF COUNCIL TO BE HELD ON
MONDAY AUGUST 28, 2023 AT 6:00 P.M.**



REGULAR MEETING OF COUNCIL
Held on Monday July 24, 2023
In Person & Virtually,
Commencing at 6:00 p.m.

IN ATTENDANCE:

Mayor: D. Anderberg

Councillors: M. Barber, D. Green, W. Oliver,
G. Cleland, S. Nodge, and B. Wright

Staff: A. Lucas, Chief Administrative Officer; W. Catonio, Director of Finance and Human Resources; A. Grose, Recreation Manager; L. Goss, Legislative Manager and A. Levair, Director of Operations

1. CALL TO ORDER

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

2. SCHEDULED PUBLIC HEARINGS

3. AGENDA APPROVAL
CLELAND:

That Council for the Town of Pincher Creek agrees to add items 11.5 RCMP Building Update to July 24, 2023 Regular Council meeting agenda.

CARRIED 23-321

GREEN:

That Council for the Town of Pincher Creek approves the July 24, 2023 Regular Council meeting agenda as amended.

CARRIED 23-322

4. DELEGATIONS

4.1 Phoenix Taylor - Skate Boarding Locations

4.2 St Michaels School - Outdoor Basketball Court Project

OLIVER:

That Council for the Town of Pincher Creek add item 8.3 Community Basketball Court located at St. Michaels School added to the July 24, 2023 agenda.

CARRIED 23-323

4.3 Golf Course Board - Irrigation Request

5. ADOPTION OF MINUTES

5.1 Minutes of the Regular Meeting of Council held on June 12, 2023

NODGE:

That Council for the Town of Pincher Creek approves the minutes of the Regular Meeting of Council held on June 12, 2023 as amended

CARRIED 23-324

5.2 Minutes of the Special Meeting of Council held on June 20, 2023

GREEN:

That Council for the Town of Pincher Creek approves the minutes of the Special Meeting of Council held on June 20, 2023 as presented.

CARRIED 23-325

5.3 Minutes of the Regular Meeting of Council held on June 26, 2023

WRIGHT:

That Council for the Town of Pincher Creek approves the minutes of the Regular Meeting of Council held on June 26, 2023 as presented.

CARRIED 23-326

5.4 Minutes of the Special Meeting of Council held on June 26, 2023

WRIGHT:

That Council for the Town of Pincher Creek approves the minutes of the Special Meeting of Council held on June 26, 2023 as presented.

CARRIED 23-327

6. BUSINESS ARISING FROM THE MINUTES

6.1 Disposition of Delegation - Wendy Ryan (Organic Compost Bin at Town Shop)

OLIVER:

That Council for the Town of Pincher Creek direct administration to set up a meeting with the M.D. of Pincher Creek to discuss operating contract amendments for the Eco-Centre.

CARRIED 23-328

A. Grose left meeting at 7:07 pm

6.2 Unsuccessful Green and Inclusive Community Buildings Application

CLELAND:

That Council for the Town of Pincher Creek accept the GICB program's letter regarding the unsuccessful application for the Pincher Creek Recreation and Events Center as information.

CARRIED 23-329

7. BYLAWS

7.1 Land Use Bylaw Amendment 1547-AQ – First Reading

GREEN:

That Council for the Town of Pincher Creek agree and give first reading to Land Use Bylaw Amendment 1547-AQ amending the Land Use Bylaw 1547 to include "Drive-In Restaurant" as a discretionary use in the Transitional Commercial - C4 land use district.

CARRIED 23-330

OLIVER:

That Council for the Town of Pincher Creek agree to hold a Public Hearing on Bylaw 1547-AQ amending the Land Use Bylaw on August 28, 2023 before consideration of second and/or third reading.

CARRIED 23-331

8. NEW BUSINESS

8.1 Schofield Street Drainage Update

NODGE:

That Council for the Town of Pincher Creek direct administration to meet with affected residents regarding encroachments onto Town property adjacent to Schofield Street, and

CARRIED 23-332

OLIVER:

That Council for the Town of Pincher Creek direct administration to investigate a drainage option where by the water drains to the west and down the back alley and onto Schofield Street.

CARRIED 23-333

8.2 Policy and Procedures Standards Policy 102-23

GREEN:

That Council for the Town of Pincher Creek approve Policy and Procedures Standards Policy 102-23 as presented.

CARRIED 23-334

L. Goss left meeting at 7:48 pm

8.3 Community Outdoor Basketball Court Project

GREEN:

That Council for the Town of Pincher Creek direct administration to provide a \$5000 donation to the community outdoor basketball court project to come from Culture & Community Contingency Grants.

CARRIED 23-335

9. COUNCIL REPORTS

9.1 Upcoming Committee Meetings and Events

10. ADMINISTRATION

10.1 Council Information Distribution List

CLELAND:

That Council for the Town of Pincher Creek accepts the July 24, 2023 Council Information Distribution List as information.

CARRIED 23-336

Mayor Anderberg called a recess at 8:01 pm

Mayor Anderberg called the meeting back to order at 8:11 pm

11. CLOSED MEETING DISCUSSION

CLELAND:

That Council for the Town of Pincher Creek agree to move into closed session of Council on Monday July 24, 2023 at 8:11 pm in accordance with section 16 & 24 of the Freedom of Information and Protection of Privacy Act, with the Chief Administrative Officer, Executive Assistant, Director of Operations and Director of Finance and Human Resources in attendance.

CARRIED 23-337

GREEN:

That Council for the Town of Pincher Creek agree to move out of closed session of Council on Monday July 24, 2023 at 9:17 pm in accordance with section 16 & 24 of the Freedom of Information and Protection of Privacy Act.

CARRIED 23-338

11.1 Application of Outstanding Costs to Tax Roll- FOIP s. 16

GREEN:

That Council for the Town of Pincher Creek approve the application of the outstanding balance (and any accrued interest) of Town of Pincher Creek invoice #3114 to the property taxes of Roll Number 0260500.

CARRIED 23-339

**11.2 Pincher Creek Emergency Services Commission Funding Formula-
FOIP s. 21**

NODGE:

That Council for the Town of Pincher Creek agree to call a special council meeting on August 3, 2023 at 1:00pm.

CARRIED 23-340

G. Leland left meeting at 9:02 pm

K. Green, W. Catonio & A Lucas left meeting at 9:15pm

WRIGHT:

That Council for the Town of Pincher Creek agree to move into closed session of Council on Monday July 24, 2023 at 9:22 pm in accordance with section 16 & 24 of the Freedom of Information and Protection of Privacy Act.

CARRIED 23-341

11.3 Increase for CAO - FOIP s. 17 & 19

OLIVER:

That Council for the Town of Pincher Creek agree to call a special council meeting on Aug 8, 2023 at 9am.

CARRIED 23-342

11.4 Administration Transition – FOIP S. 24

11.5 RCMP Building Update – FOIP S. 24

BARBER:

That Council for the Town of Pincher Creek agree to accept the update on the RCMP Building as information.

CARRIED 23-343

WRIGHT:

That Council for the Town of Pincher Creek agree to move into closed session of Council on Monday July 24, 2023 at 9:47 pm in accordance with section 16 & 24 of the Freedom of Information and Protection of Privacy Act.

CARRIED 23-344

12. NOTICE OF MOTION

13. ADJOURNMENT

GREEN:

That this meeting of Council on July 24, 2023 be hereby adjourned at 9:50 pm.

CARRIED 23-345

MAYOR, D. Anderberg

CAO, A. Lucas

**APPROVED BY RESOLUTION
OF THE COUNCIL OF THE
TOWN OF PINCHER CREEK,
THIS 28th DAY OF AUGUST 2023**

S E A L

**NEXT REGULAR MEETING OF COUNCIL TO BE HELD ON
MONDAY AUGUST 28, 2023 AT 6:00 P.M.**



Town of Pincher Creek
COMMITTEE OF THE WHOLE MINUTES
August 2, 2023 – 8:30 AM
962 St. John Avenue
In Person & Virtually

ATTENDANCE:

Mayor: D. Anderberg

Councillors: M. Barber, S. Nodge, B. Wright, G. Cleland, D. Green, and W. Oliver

Staff: A. Lucas, Chief Administrative Officer; K. Green, Executive Assistant; A. Levair, Director of Operations; T. Walker, Energy Lead; A. Grose, Recreation Manager; and L. Goss, Legislative Services Manager

1. **CALL TO ORDER**

Mayor Anderberg called the meeting to order at 8:30 am.

2. **AGENDA APPROVAL**

BARBER:

That the Committee of the Whole for the Town of Pincher Creek agrees to add 8.4 Golf Course Watering Commitment to the August 2, 2023 Committee of the Whole Agenda.

CARRIED COTW 2023-126

CLELAND:

That the Committee of the Whole for the Town of Pincher Creek accepts the August 2, 2023 Committee of the Whole Agenda as amended.

CARRIED COTW 2023-127

3. **DELEGATIONS**

3.1 **Climate Resilience Plan Close Out Presentation – Tristan Walker**

NODGE:

That the Committee of the Whole for the Town of Pincher Creek accepts the presentation as information with thanks.

CARRIED COTW 2023-128

A. Hlady joined meeting at 9:15am

4. COMMITTEE REPORTS

5. ADMINISTRATION

5.1 Municipal Energy Management Year 2 presentation

NODGE:

That the Committee of the Whole for the Town of Pincher Creek accepts the presentation as information with thanks.

CARRIED COTW 2023-129

T. Walker left meeting at 9:20 am

6. BUSINESS ARISING FROM THE MINUTES

6.1 Snow Management Community Engagement Strategy

GREEN:

That the Committee of the Whole for the Town of Pincher Creek approve the Snow Management Community Engagement Strategy as presented

CARRIED COTW 2023-130

6.2 Old RCMP Building Land Rezoning

OLIVER:

That the Committee of the Whole for the Town of Pincher Creek direct administration to prepare a Land Use Bylaw Amendment rezoning the following parcels to Direct Control;

656 Charlotte Street - Lot 14, Plan 552LK - Current Zoning Downtown/Retail Commercial - C1

655 Main Street - Lot 13, Plan 552LK - Current Zoning Transitional Commercial - C4

659 Main Street - Lot 103, Plan 460B - Current Zoning Downtown/Retail Commercial - C1

659 Main Street - Lot 102, Plan 552LK - Current Zoning Downtown/Retail Commercial - C1

CLELAND:

That the Committee of the Whole for the Town of Pincher Creek direct administration to develop a direct control bylaw and bring it back to council for consideration.

CARRIED COTW 2023-131

7. POLICY

7.1 Policy Training

8. New Business

8.1 Council meeting September 25th, 2023

GREEN:

That the Committee of the Whole for the Town of Pincher Creek agree to cancel the September 25, 2023 Council Meeting as quorum will not be met due to Council attendance at the Alberta Municipalities Convention taking place in Edmonton beginning on September 25, 2023.

DEFEATED

CLELAND:

That the Committee of the Whole for the Town of Pincher Creek commit to achieving quorum for the Regular Council meeting on September 25, 2023

CARRIED COTW 2023-132

Mayor Anderberg called a recess at 10:32 am

M. Everts left meeting at 10:32 am

Mayor Anderberg called the meeting back to order at 10:46 am

8.2 Courageous Companions Sponsorship Request

BARBER:

That the Committee of the Whole for the Town of Pincher Creek agree to donate \$ 500.00 to Courageous Companions.

DEFEATED

8.3 Community Recreation Centre - Facility Condition

GREEN:

That the Committee of the Whole for the Town of Pincher Creek agree to donate \$500 as a Silver Level Sponsorship to the Castle Mountain Resort's Huckleberry Festival.

DEFEATED

8.4 Golf Course Watering Commitment

BARBER:

That the Committee of the Whole for the Town of Pincher Creek direct administration to set up a committee in November for water restrictions in the Water Utility Bylaw for the Golf Course.

DEFEATED

CLELAND:

That the Committee of the Whole for the Town of Pincher Creek direct administration to bring back the water usage issue to the next committee of the whole to discuss changes to the policy regarding the golf course.

CARRIED COTW 2023-133

A. Levair left meeting at 11.41 am

A. Grose and L. Goss left meeting at 11:55 am

9. Closed Session

CLELAND:

That the Committee of the Whole for the Town of Pincher Creek agree to move into a closed session of Council on Wednesday, August 2, 2023 at 11:43 am in accordance with

section 16 and 24 of the Freedom of Information and Protection of Privacy Act with the Chief Administrative Officer; Director of Finance & Human Resources; and Executive Assistant and in attendance.

CARRIED COTW 2023-134

WRIGHT:

That the Committee of the Whole for the Town of Pincher Creek to move out of a closed session of Council on Wednesday, August 2, 2023 at 12:22 pm.

CARRIED COTW 2023-135

9.1 Arena Concession Agreement - FOIP s. 16 & 24

OLIVER:

That the Committee of the Whole for the Town of Pincher Creek direct administration to put out the Arena Concession Agreement for a 3-year lease plus a 3-year extension option.

CARRIED COTW 2023-136

9.2 Strategic Planning Sessions Discussion - FOIP s. 24

BARBER:

That the Committee of the Whole for the Town of Pincher Creek direct administration to set up a facilitated meeting for a Strategic Planning Session.

CARRIED COTW 2023-137

10. Adjournment

BARBER:

That this session of Committee of the Whole be adjourned at 12:24 pm.

CARRIED COTW 2023-138

**APPROVED BY RESOLUTION OF
COUNCIL FOR THE TOWN OF PINCHER CREEK
THIS 28th DAY OF AUGUST 2023**

Mayor, D. Anderberg

CAO, A. Lucas

DRAFT



**SPECIAL COUNCIL MEETING
Held on August 3, 2023
Commencing at 1:00 p.m.**

IN ATTENDANCE:

Mayor: D. Anderberg

Councillors: M. Barber, D. Green, W. Oliver, G. Cleland,
B. Wright, and S. Nodge

Staff: A. Lucas, Chief Administrative Officer; K.
Green, Executive Assistant;

1. CALL TO ORDER

Mayor Anderberg called the meeting to order at 1:07 pm.

**2. AGENDA APPROVAL
GREEN:**

That Council for the Town of Pincher Creek approve the August 3, 2023 Special Council Meeting Agenda as presented.

CARRIED 23-345

3. NEW BUSINESS

4. CLOSED MEETING DISCUSSION

OLIVER:

That Council for the Town of Pincher Creek agree to move into closed session of Council on August 3, 2023 at 1:09 pm in accordance with section 21 of the Freedom of Information and Protection of Privacy Act, with the Chief Administrative Officer, and Executive Assistant in attendance.

CARRIED 23-346

OLIVER:

That Council for the Town of Pincher Creek agree to move out of closed session of Council on August 3, 2023 at 3:31 pm in accordance with section 21 of the Freedom of Information and Protection of Privacy Act.

CARRIED 23-347

B. Wright left meeting at 2:54pm

G. Cleland left meeting at 3:23pm

4.1 Pincher Creek Emergency Services Commission Funding Formula-FOIP s. 21

OLIVER:

That Council for the Town of Pincher Creek direct administration to respond to the MD's correspondence on July 18, 2023 as discussed.

CARRIED 23-348

**5. ADJOURNMENT
OLIVER:**

That this meeting of Council on August 3, 2023 be hereby adjourned at 3:35 pm

CARRIED 23-349

MAYOR, D. Anderberg

CAO, A. Lucas

**APPROVED BY RESOLUTION
OF THE COUNCIL OF THE
TOWN OF PINCHER CREEK,
THIS 28th DAY OF AUGUST 2023**

S E A L

**NEXT REGULAR MEETING OF COUNCIL TO BE HELD ON
MONDAY AUGUST 28, 2023 AT 6:00 P.M.**



SPECIAL COUNCIL MEETING
Held on August 8, 2023
Commencing at 9:00 a.m.

IN ATTENDANCE:

Mayor: D. Anderberg
Councillors: M. Barber, D. Green, W. Oliver, G. Cleland,
B. Wright, and S. Nodge
Staff: W. Catonio, Director of Finance and Human
Resources

1. CALL TO ORDER

Mayor Anderberg called the meeting to order at 9:00 am.

2. AGENDA APPROVAL

:
That Council for the Town of Pincher Creek approve the August 8, 2023 Special Council Meeting Agenda as presented.

CARRIED 23-350

3. NEW BUSINESS

4. CLOSED MEETING DISCUSSION

:
That Council for the Town of Pincher Creek agree to move into closed session of Council on August 8, 2023 at 9:05 pm in accordance with section 24 of the Freedom of Information and Protection of Privacy Act, with the Director of Finance and Human Resources in attendance.

CARRIED 23-351

WRIGHT:

That Council for the Town of Pincher Creek agree to move out of closed session of Council on August 8, 2023 at 12:15 pm in accordance with section 24 of the Freedom of Information and Protection of Privacy Act.

CARRIED 23-352

4.1 Personnel - FOIP s. 24

OLIVER:

That Council for the Town of Pincher Creek accept the information as presented.

CARRIED 23-353

BARBER:

That Council for the Town of Pincher Creek agree to adjust the Chief Administrative Officer salary as discussed.

CARRIED 23-354

NODGE:

That Council for the Town of Pincher Creek agree to call a special meeting on September 12, at 12:00 to discuss Personnel.

CARRIED 23-355

5. ADJOURNMENT

WRIGHT:

That this meeting of Council on August 8, 2023 be hereby adjourned at pm

CARRIED 23-356

MAYOR, D. Anderberg

CAO, A. Lucas

**APPROVED BY RESOLUTION
OF THE COUNCIL OF THE
TOWN OF PINCHER CREEK,
THIS 28th DAY OF AUGUST 2023**

S E A L

**NEXT REGULAR MEETING OF COUNCIL TO BE HELD ON
MONDAY AUGUST 28, 2023 AT 6:00 P.M.**



SPECIAL COUNCIL MEETING
Held on August 16, 2023
Commencing at 1:00 p.m.

IN ATTENDANCE:

Mayor: D. Anderberg

Councillors: M. Barber, G. Cleland, B. Wright, and S. Nodge

With Regrets D. Green & W. Oliver

Staff: A. Lucas, Chief Administrative Officer; W. Catonio, Director of Finance and Human Resources; K. Green, Executive Assistant; and A. Levair, Director of Operations

1. CALL TO ORDER

Mayor Anderberg called the meeting to order at 1:07 pm.

2. AGENDA APPROVAL
CLELAND:

That Council for the Town of Pincher Creek approve the August 16, 2023 Special Council Meeting Agenda as presented.

CARRIED 23-357

3. NEW BUSINESS

3.1 Golf Course Water Usage
ANDERBERG:

That Council for the Town of Pincher Creek develop a bylaw amendment for Bylaw 1631 Water Utility Bylaw in regard to the Golf Course request as discussed and bring back to Council.

CARRIED 23-358

Mayor Anderberg called a recess at 2:08 pm

K Green, A. Lucas left meeting at 2:08pm

Mayor Anderberg called the meeting back to order at 2:15 pm

4. CLOSED MEETING DISCUSSION

BARBER:

That Council for the Town of Pincher Creek agree to move into closed session of Council on August 16, 2023 at 2:15 pm in accordance with section 24 of the Freedom of Information and Protection of Privacy Act, with the Director of Finance and Human Resources in attendance.

CARRIED 23-359

*Special Council Meeting
August 16, 2023*

CLELAND:

That Council for the Town of Pincher Creek agree to move out of closed session of Council on August 16, 2023 at 2:40 pm in accordance with section 24 of the Freedom of Information and Protection of Privacy Act.

CARRIED 23-360

W. Catonio left meeting at 2:35pm

4.1 Personnel - FOIP s. 24

NODGE:

That Council for the Town of Pincher Creek respond to the complainant that we consider the investigation complete and the matter concluded, and further direct the Mayor to respond to the complainant to that effect.

CARRIED 23-361

5. ADJOURNMENT

CLELAND:

That this meeting of Council on August 16, 2023 be hereby adjourned at 2:42 pm

CARRIED 23-362

DRAFT

MAYOR, D. Anderberg

CAO, A. Lucas

**APPROVED BY RESOLUTION
OF THE COUNCIL OF THE
TOWN OF PINCHER CREEK,
THIS 28th DAY OF AUGUST 2023**

S E A L

**NEXT REGULAR MEETING OF COUNCIL TO BE HELD ON
MONDAY AUGUST 28, 2023 AT 6:00 P.M.**



Town of Pincher Creek

REQUEST FOR DECISION

Council or Committee of the Whole

SUBJECT: Lebel Mansion Solar Installation	
PRESENTED BY: Alexa Levair, Director of Operations	DATE OF MEETING: 8/28/2023

PURPOSE:

For Council to provide direction on potential solar panel installation at the Lebel Mansion.

RECOMMENDATION:

That Council for the Town of Pincher Creek respectfully decline the grant funding from Enel Green Power and not proceed with the Solar Array Installation at the Lebel Mansion.

BACKGROUND/HISTORY:

Administration presented the Lebel Mansion Solar Installation at the June 26, 2023 regular meeting of Council. Council passed resolution #23-300 "That Council for the Town of Pincher defer indefinitely to the August 28, 2023 Council meeting in consideration with proceeding with the project."

As part of the 2023 budget deliberations, a solar exhibit was proposed at the Lebel Mansion. The exhibit was intended to not only provide solar power generation for a portion of the Lebel Mansion, but also to use it as an opportunity for educational display for the public regarding renewable energy.

The original proposal was for a total project cost of \$35,000 with approximately \$15,000 to be funded through grants and \$20,000 to be municipally funded. During budget deliberations, the project was cut from the 2023 Operating Budget.

In December 2022, Council formally accepted a \$10,000 grant from the Lethbridge Community Foundation to support the development of a renewable energy installation and educational display at the Lebel Mansion (resolution #22-510).

Enel Green Power has generously offered the Town of Pincher Creek a grant in the amount of \$7,000 USD (approximately \$9,000 CAD) towards the solar installation at the Lebel Mansion.

There has been no budgetary funds allocated to this project by the Town of Pincher Creek. Currently, the project has \$19,000 in grant funding

While acknowledging that Council formally accepted the Lethbridge Community Foundation in December 2022, administration does not have any formal approval, resolution, or direction from Council authorizing this project. Administration is seeking Council's direction whether to approve/move forward with the solar array project at the Lebel Mansion, and secondly to formally accept the funding offered by Enel Green Power.

PROJECT SCOPE

Please refer to attached summary of project scope, and how the project will differ based on full project scope (\$35,000 budget) or reduced project scope (\$19,000 in grant funding only).

The educational component of the project would include a television at the Lebel Mansion with real-time solar generation data (see attached proposed screen/slide show). Brochures would also be available.

PROJECT BENEFITS AND CONSEQUENCES

While the solar installation is anticipated to reduce electrical costs at the Lebel Mansion by \$700/year (based on full scope) or \$360/year (based on reduced scope), this means that the project will not recoup the installation costs over the lifespan of the installation.

Regardless of financial component, the introduction of solar energy to partially power the Lebel Mansion will ultimately reduce the greenhouse gas emissions from the facility.

It is difficult to quantify the benefit of an educational display, as this is a social benefit rather than financial.

There is potential social impact of the installation of solar panels on a designated historical building, potentially detracting from the historical nature of the facility.

The electrical system associated with the solar panels has a life expectancy of 15 years, meaning that replacement/maintenance costs would slightly increase the repairs & maintenance budget of the building.

ABOUT THE GRANT PROVIDER

Enel Green Power operates the Castle Rock Ridge wind farm in the M.D. of Pincher Creek and has expressed commitment to supporting community initiatives and education. They have committed \$7,000 USD of funding towards this project.

OVERALL RECOMMENDATION

Administration understands the potential benefits of the solar installation, however, when weighing all pros and cons do not feel this project should proceed. The full scope of the project has a negative financial return on investment, and in order to implement the full scope of the project would require the depletion of all remaining funds in the

Culture Reserve. Proceeding with a reduced scope would result in an even further reduction in energy cost savings, which were already minimal, at only \$360/year.

ALTERNATIVES:

1. That Council for the Town of Pincher Creek provide formal approval to accept \$7,000 USD (approximately \$9,000 CAD) of funding from Enel Green Power to support the installation of a solar array and renewable energy educational display at the Lebel Mansion, and authorize the signing of the Enel Green Power grant agreement; and

That Council for the Town of Pincher Creek direct administration to proceed with the installation of a solar array and renewable energy educational display at the Lebel Mansion for a total of \$35,000 with \$19,000 being funded by grants, and the remaining \$16,000 to be funded from the Culture Reserve 7400004760 - \$14,000 and the remaining \$2,000 from the General Contingency Reserve 0000004710.

2. That Council for the Town of Pincher Creek direct administration to proceed with the installation of a solar array and renewable energy educational display at the Lebel Mansion for a reduced scope and total budget of \$19,000 to be solely grant funded.

3. That Council for the Town of Pincher Creek accepts the Lebel Mansion Solar Array presentation as information.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

Lethbridge Community Foundation has already donated \$10,000 towards this project. Not moving forward with the project would require the Town to return/decline this funding.

FINANCIAL IMPLICATIONS:

The installation of a solar array projected to reduce energy costs at the Lebel Mansion by \$700/year (\$58/month), or at a reduced scope with savings at \$360/year (\$30/month).

The project requires approximately \$16,000 more in funding to meet the full scope budget, proposed to be funded through the Culture Reserve 7400004760 - \$14,000 and the remaining \$2,000 from the General Contingency Reserve 0000004710.

The estimated balance before these transactions for 2023 for the Culture Reserve is \$14,835.88 and for the General Contingency Reserve is \$247,489.52. Proceeding with the project would deplete the Culture Reserve.

PUBLIC RELATIONS IMPLICATIONS:

The renewable energy installation would be visible to the public and the accompanying educational exhibit would provide an opportunity to visitors to learn about the energy transition and history of energy ingenuity within Southern Alberta. It would also provide information for residents about renewable energy and how to undertake an install themselves.

There may be public dissatisfaction for installing solar panels on a historical building.

ATTACHMENTS:

Lebel Mansion Solar Location - 3230

Lebel Solar Scope - 3230

Solar tips brochure (2) - 3230

Solar educational screen (1) - 3230

CONCLUSION/SUMMARY:

Ultimately administration feels that with limited reserve funds available, and the minimal returns from a reduced scope project, the project is not recommended to move forward.

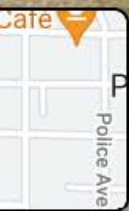
Signatures:

Department Head:

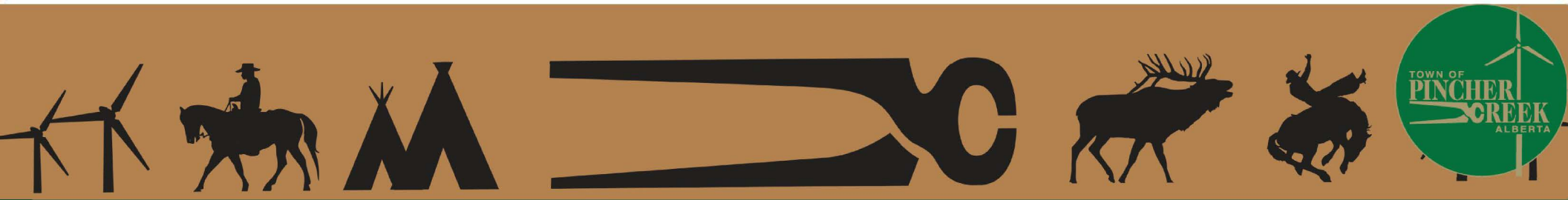


CAO:





	Original Scope	Reduced Scope
Budget	\$35,000	\$19,000
Grant Funded	\$19,000	\$19,000
Municipally Funded	\$16,000	\$0
Solar Capacity	6.9kW	5kW
Annual Energy Generation	8,400 kWh	6,000 kWh
Annual Cost Savings (current contract rate)	\$504/year	\$360/year
Annual Cost Savings (at potential 2024 rate)	\$1,004/year	\$720/year
Annual GHG Emissions Reduction	4.8 tonnes	3.4 tonnes
Educational Display	TV with real-time data Display Booth Posters Brochure	TV with real-time data Brochure



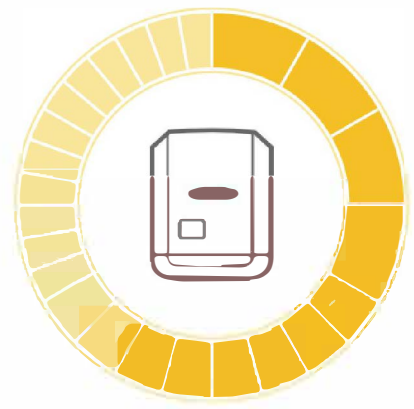
Screen 1 Live generation data



MD PC Eco Center

Product registration   

CURRENT POWER

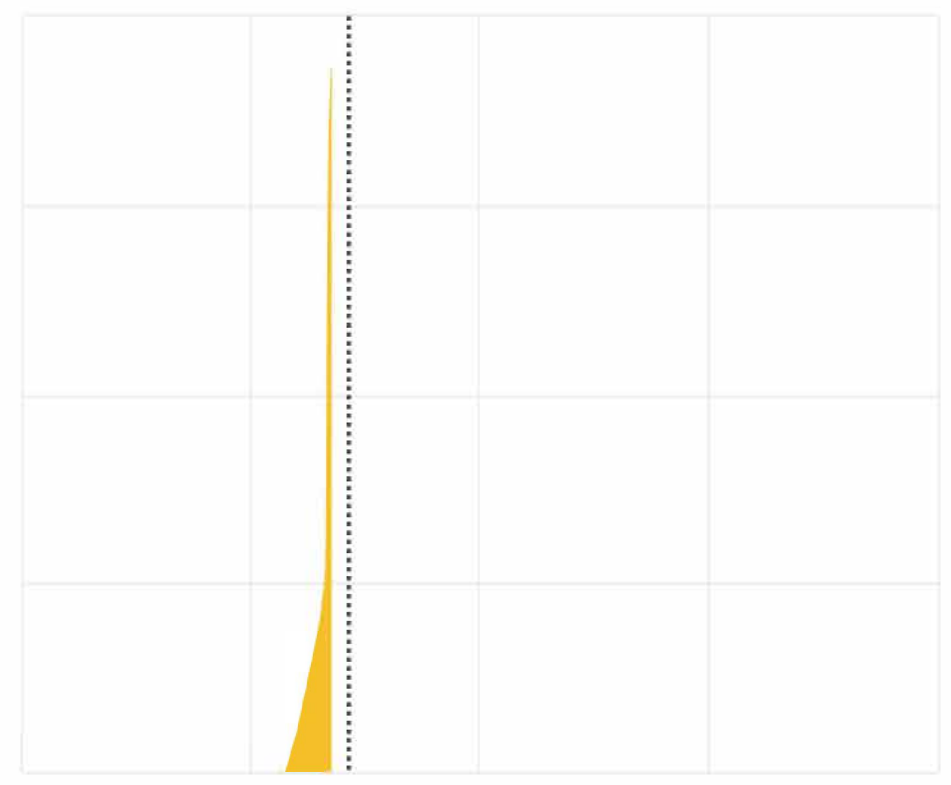


1.03 kW

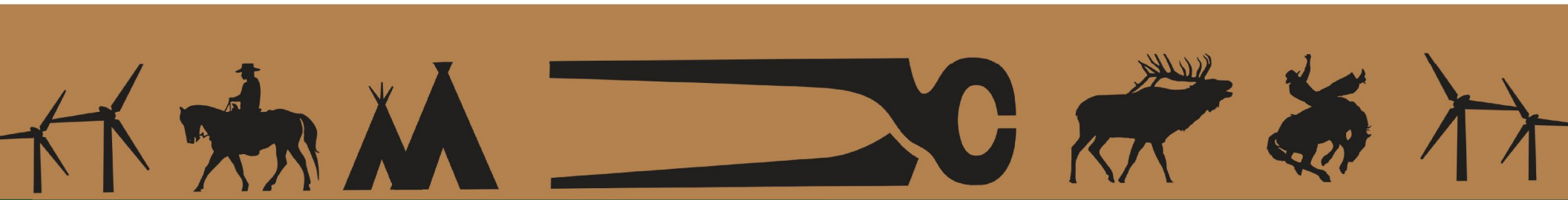
Utilization 43 %

ENERGY BALANCE TODAY

0.23 kWh



00h 06h 12h 18h Page 45 00h



Screen 2

Yearly Generation

Annual values will be provided for the total array and individually for panels at different angles to collect local data that support NRCAN estimations

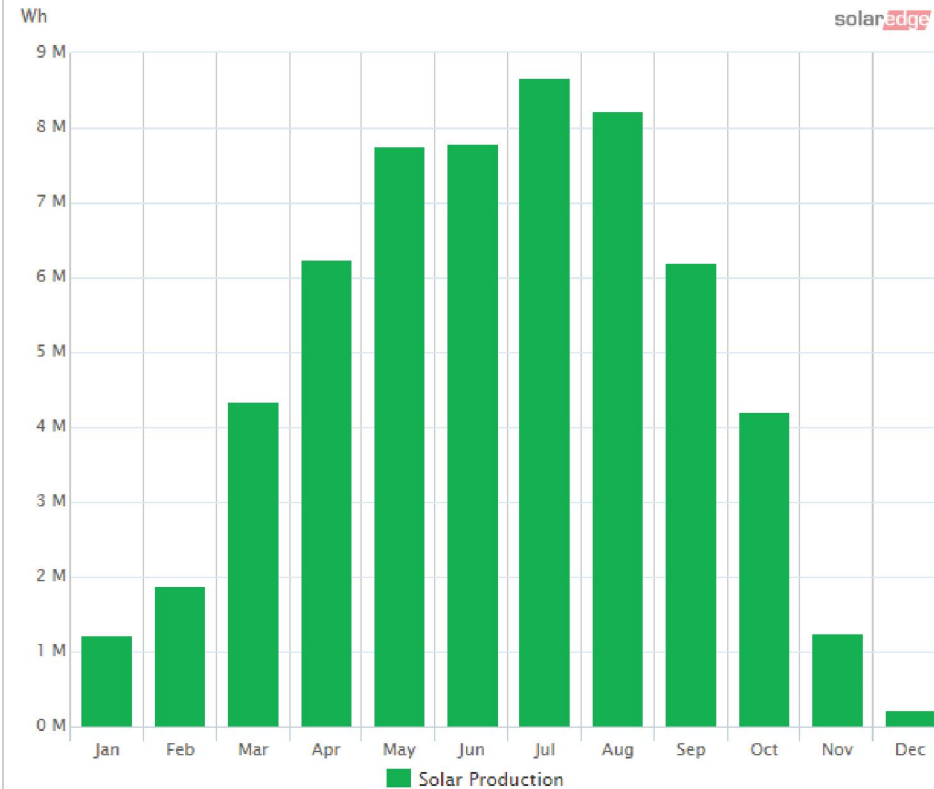


Power and Energy

Day Week Month Billing Cycle Year

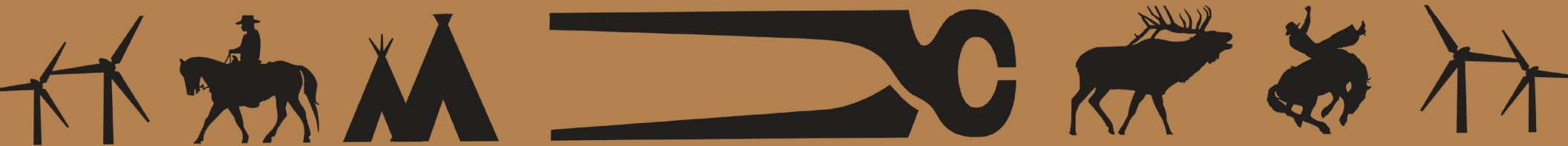
01/01/2022 - 12/31/2022

System Production: **57.99 MWh**



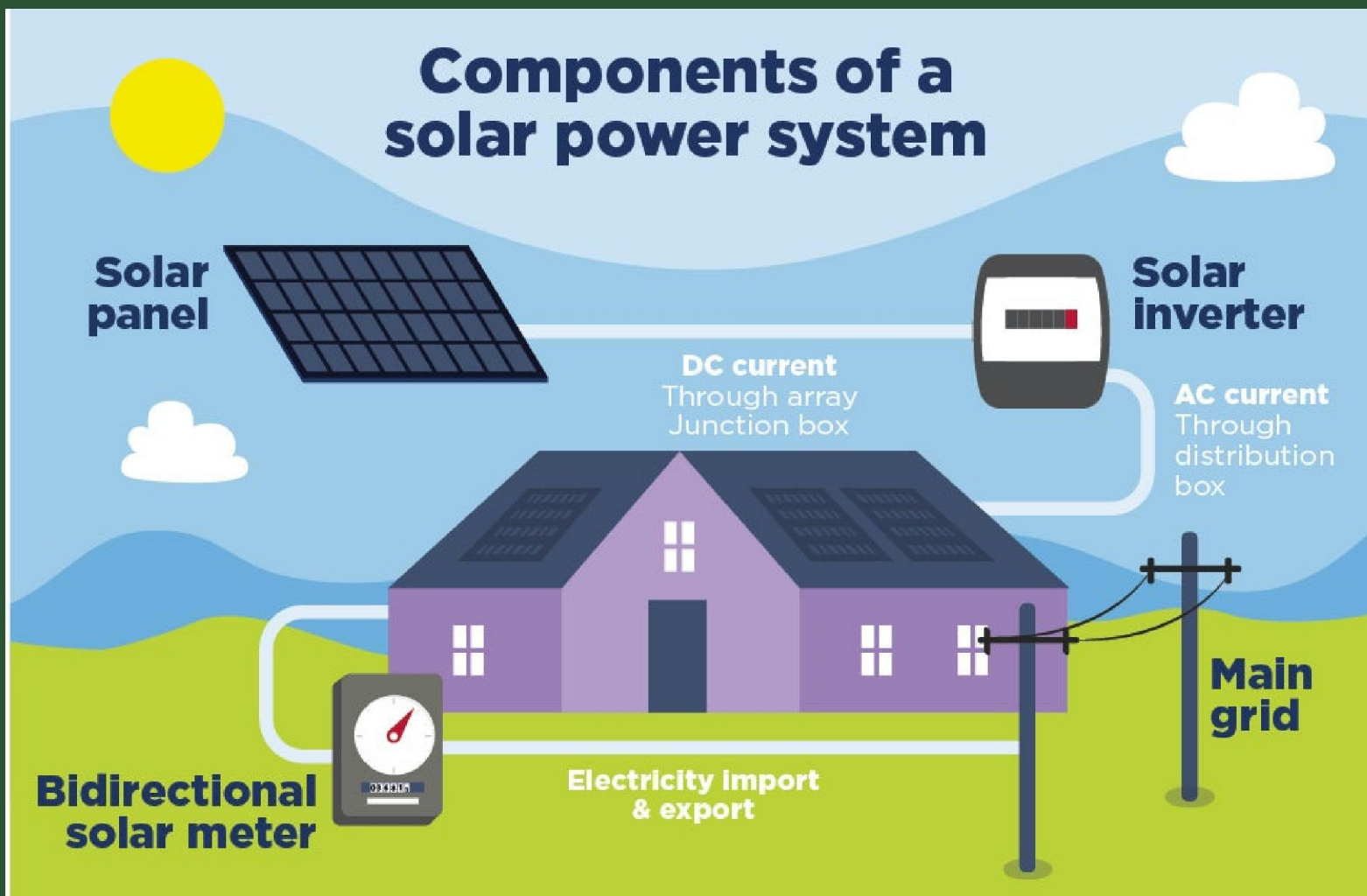
2022

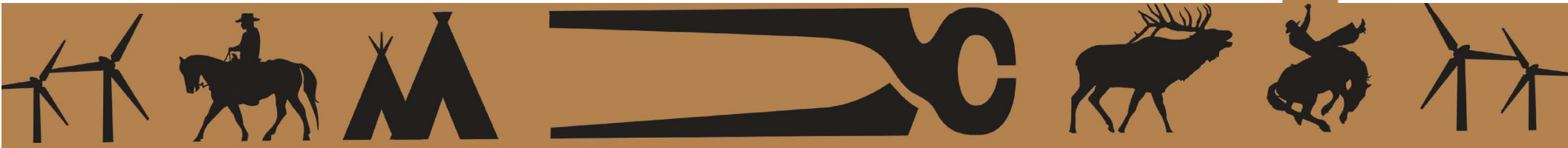
[Previous year](#) | [Next year](#)



Screen 3

Components

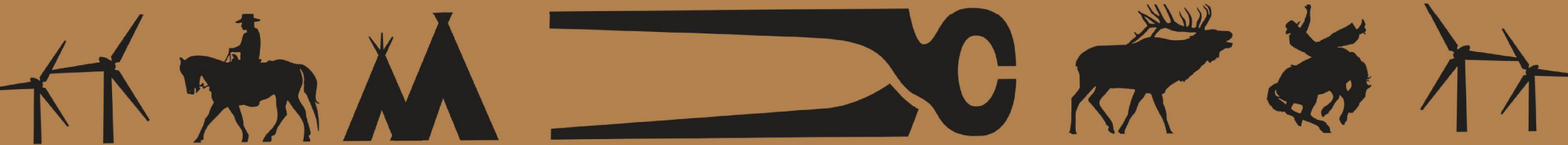




Screen 4

Design considerations

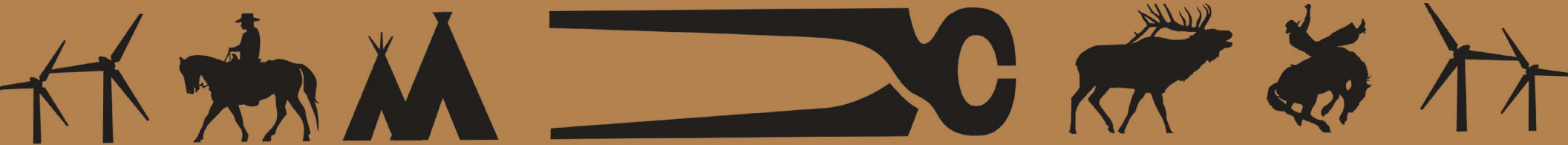
- Do you have unshaded roof space?
- Do you have any South facing roof space?
- Do you need to replace your roof soon?
- Are you adding any electrical equipment like and EV or heatpump?
- Have you had an energy audit conducted?



Screen 6

Required permits and permissions

1. Development Permit
2. Alert your energy retailer
3. Fortis Microgeneration Approval
4. Electrical Permit



Screen 6

Available Funding support

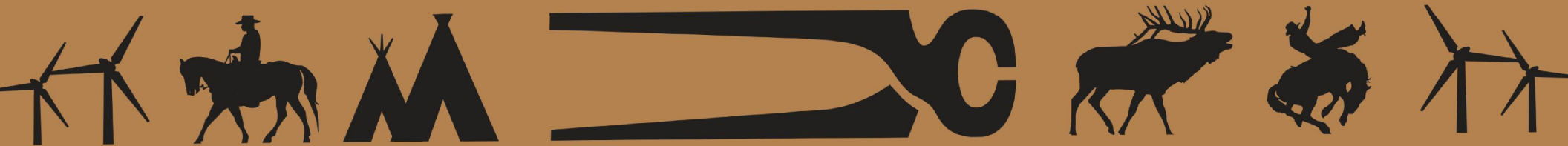
GRANTS

NRCAN Greener homes Grant: Up to \$5,000

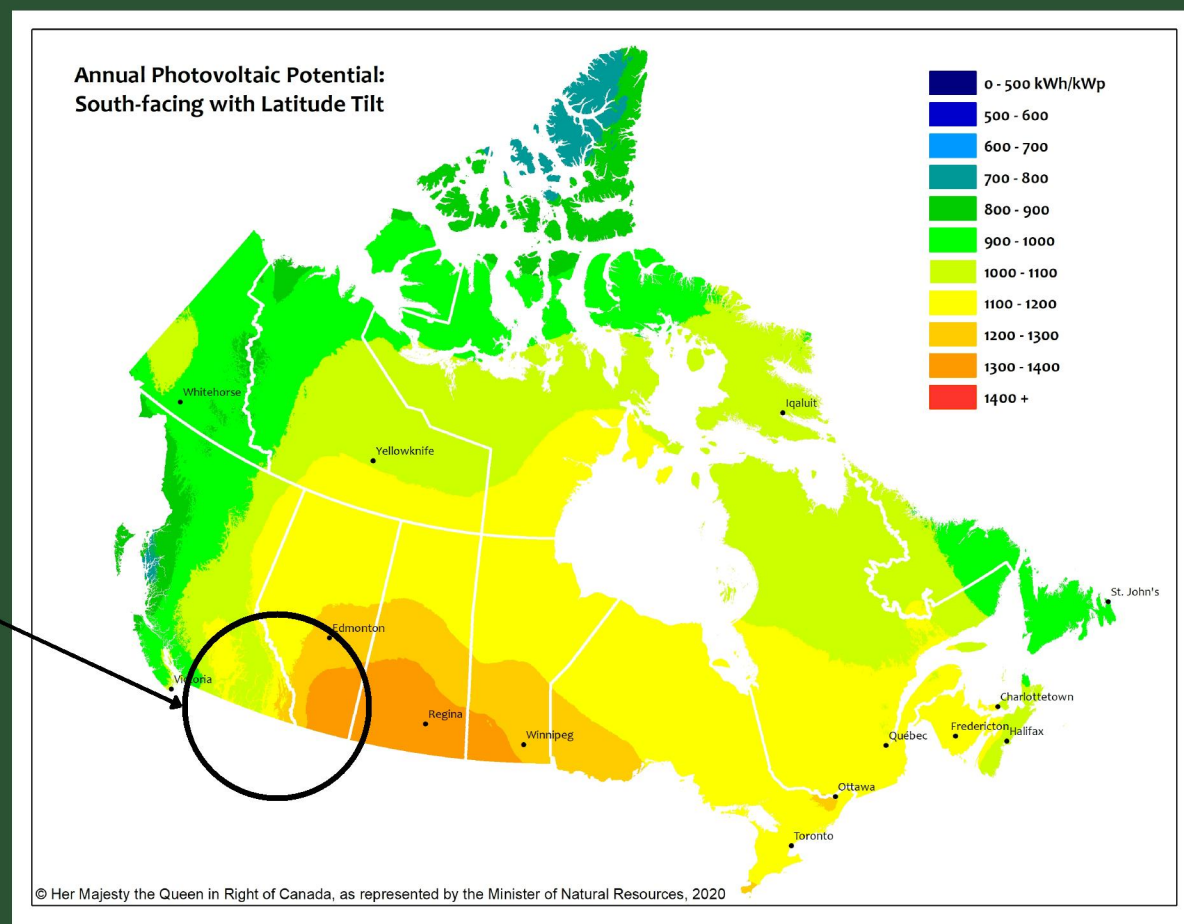
LOANS

NRCAN Greener homes loan: Up to \$40,000 interest free

Clean Energy Improvement Program: Loan up to \$50,000



Screen 7 Resource and expected earnings



1,200 kWh/kW

For 5 kW installed

Cost: \$14,000

At \$0.1/kWh

Savings \$600/y

Expected Costs



\$2.8/ Watt installed

5 kW installation: \$14,000

8 kW installation: \$22,400

12 kW installation: \$33,600

Local installers



greg@indi-solar.com pincherelectric@gmail.com
office@ritelineelectric.com mjurgens@daelectric.ca

Grant Funding

GRANTS

NRCAN Greener homes Grant: Up to \$5,000

LOANS

NRCAN Greener homes loan: Up to \$40,000 interest free

Expected Savings and Payback

For energy rate of \$0.18/kWh and no grant funding

5 kW installation: \$1,080/year

12 kW installation: \$2,592/year

Payback: **13 years**

Solar Club



Peak rate

\$0.3/kWh

Offseason
rate

\$0.125/kWh

SOLAR CLUB™

The NRCAN programs provide the funding retroactively therefore upfront costs will need to be covered.

Certified auditors in Southwest Alberta



mil@3benergy.ca info@greenwaveconsultants.ca

Installation steps

1. Collect 1-2 years of energy bills
2. Decide where you want to mount your panels
3. Request quotes from electrical contractors
4. Apply for a development permit from the Town
5. Alert your energy retailer
6. Submit Microgeneration application to Fortis
7. Conduct installation
8. Submit electrical permit and inspection to Fortis
9. Turn on panels once Fortis installs bi-directional meter

The Solar club is an energy retailer that helps maximize payback for solar panel installations by changing your energy rate to buy and sell electricity. The solar club rate changing should ONLY be used if you are generating the same amount of solar as you use over the course of a year.

The Solar club allows you to change rates twice a year in order to earn more money when your array generates more than you use. It is recommended to switch to the higher rate in April or May, and switch back to the lower rate in September or October. Exact timing is variable based on your usage

Application steps

1. Request an Energy Audit from a certified auditor
2. Collect quotes from electrical contractors
3. Log into Greener Homes Program
4. For loan: submit chosen quote
5. Receive advance
6. Complete project
7. Request closeout inspection from energy auditor
8. Submit closeout inspection, receipts, and quote to Greener Homes portal
9. Receive grant and balance of loan
10. Pay off loan over 10 years



Town of Pincher Creek

REQUEST FOR DECISION

Council or Committee of the Whole

SUBJECT: 2023 Awards of Excellence	
PRESENTED BY: Marie Everts, Economic Development	DATE OF MEETING: 8/28/2023

PURPOSE:

For Council to review a sponsorship request for the 2023 Awards of Excellence from the Pincher Creek & District Chamber of Commerce.

RECOMMENDATION:

That Council for the Town of Pincher Creek That Council for the Town of Pincher Creek agree to provide a sponsorship of \$1500 as a Diamond Sponsor for the Pincher Creek & District Chamber of Commerce Awards of Excellence to be funded from the general contingency fund 7412 002 700.

BACKGROUND/HISTORY:

This is the 28th annual awards of excellence hosted by the Pincher Creek & District Chamber of Commerce. The Awards is strategically timed with National Small Business Week in Canada to celebrate small businesses in our community.

The awards are hosted at the Community Hall with typical attendance of 325-340 residents and business owners. The awards showcases local businesses, organizations, residents and community contributors. There is a focus on using local suppliers and recognizing community and business talent in Pincher Creek.

Nominations for the awards are received from the community, the nomination deadline is September 13, 2023. An independent volunteer judging panel reviews, scores and rates nominations to determine the winners of each category. The sponsorship deadline is September 22nd.

The economic development officer has been an active member of the awards committee since 2016 and provided organizational and event support to the awards.

Diamond sponsorship includes the presentation of two awards, 8 banquet tickets, preferred seating, a double-page advert, and the option to present a short video.

ALTERNATIVES:

That the Council for the Town of Pincher Creek provide sponsorship in the amount of \$_____ to the 2022 Awards of Excellence, to be funded from the general contingency fund account 7412 002 770.

That the Council for the Town of Pincher Creek receives the request as information.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

The Town of Pincher Creek sponsored the awards:

2017 \$1000

2018 \$1500

2019 \$1500

2020 \$1500

2021 \$900

2022 \$1500

FINANCIAL IMPLICATIONS:

Funding for the awards could be provided from the general contingency fund 7412 002 700.

PUBLIC RELATIONS IMPLICATIONS:

This event celebrates and highlights Pincher Creek's business community, residents and community groups.

ATTACHMENTS:

Awards of Excellence Sponsorship 2023 - 3224

CONCLUSION/SUMMARY:

Administration supports that Council for the Town of Pincher Creek provide a sponsorship of \$1500 as a diamond sponsor for the Awards of Excellence to be funded from the general contingency fund 7412 002 700.

Signatures:

Department Head:

Angie Lucas

CAO:

Angie Lucas



28TH ANNUAL AWARDS OF EXCELLENCE ~ OCTOBER 20, 2023

SPONSORSHIP INFORMATION

*The Pincher Creek & District Chamber of Commerce is proud to host the
28th Annual Awards of Excellence on Friday, October 20, 2023*

Location: Pincher Creek Community Hall

Join us in celebrating Alberta Small Business Week!

DIAMOND SPONSOR - \$1500.00 + GST (4 available)

- Includes:**
- opportunity to present a short video
 - roll-up banner on the stage
 - presents 2 awards
 - preferred seating
 - receives 8 tickets to the banquet
 - double-page ad in the program (2 - 8.5" (H) x 5.5" (W))
 - special mention in the script
 - frequent social media mentions leading up to the event

GOLD SPONSOR - \$750.00 + GST (10 available)

- Includes:**
- 8 tickets to the banquet
 - full-page ad in the program (8.5" (H) x 5.5" (W))
 - social media mentions prior to the event

SILVER SPONSOR - \$500.00 + GST (8 available)

- Includes:**
- 4 tickets to the banquet
 - half-page ad in the program (4.25" (H) x 5.5" (W))

BRONZE SPONSOR - \$250.00 + GST

- Includes:**
- 2 tickets to the banquet
 - business card ad in the program (2.125" (H) x 5.5" (W))



The deadline for sponsorship registration is on September 29th, 2023.

2023 Schedule of Events

- 5:30 p.m. Doors open - appetizers, lemonade, and table seating
- 6:30 p.m. Dinner served
- 7:30 p.m. Awards of Excellence
- 9:00 p.m. Live Music by Duelling Pianos
- 9:30 p.m. Doors open to the public for Duelling Pianos
- 12:30 a.m. Last call for alcohol

Individual Tickets

- \$60.00 Chamber Member
- \$70.00 Non-Chamber Member
- \$20.00 Dance Only (after 9:30 p.m.)

Tables of 8:

- \$420.00 Chamber Members only

Location: Pincher Creek Community Hall

Who are we supporting at this event?

- Pincher Creek & District Chamber of Commerce
- Local Pincher Creek business community
- The bar and the clean-up crews are local, not-for-profit organizations.

We thank you in advance for your support, and we look forward to seeing you at the 2023 Awards of Excellence!



Town of Pincher Creek

REQUEST FOR DECISION

Council or Committee of the Whole

SUBJECT: Dog Park Irrigation Update	
PRESENTED BY: Alexa Levair, Director of Operations	DATE OF MEETING: 8/28/2023

PURPOSE:

For Council to review the dog park irrigation project update as presented and provide direction to administration on how to proceed.

RECOMMENDATION:

That Council for the Town of Pincher Creek defer the dog park irrigation project to the 2024 budget deliberations.

BACKGROUND/HISTORY:

In 2018 the Town of Pincher Creek budgeted to build a fence at the Dog Park located at 6330 Range Road 30-1 (East of the Juan Teran Ball Diamonds). This land is owned by the Town of Pincher Creek but is in the M.D. of Pincher Creek's jurisdiction.

It is important to note that there is no mention of the development of a dog park in the Town's municipal development plan, nor has this project been through any process regarding the Intermunicipal Development Plan (the dog park is located within the area identified as the Hamlet of Lowland Heights).

In 2020, a group of volunteers planted several saplings at this Dog Park location with the expectation they could be hand watered by Town staff. Staff attempted to water the saplings but unfortunately, few of them survived. Small plants do best with daily watering, and there was insufficient staff capacity to accommodate this level of dedication.

The local volunteers also installed a personal water tank at the dog park location, so that pet owners could have water on site to water their pets. The expectation was that Town staff would fill the tank for the pet owners.

In the 2022 Budget deliberations, \$40,000 was earmarked to install irrigation at the fenced in dog park. This project originally intended to tie-in to the existing irrigation lines at the cemetery and run over to the the dog park. It was assumed there were 2" irrigation lines running to the west end of the cemetery, however, those lines are only 1" and would have been insufficient pressure to run irrigation at the Dog Park.

In the 2023 Budget deliberations an additional \$20,000 was added to the budget for a total of \$60,000. After consultation with the Operations Department, It was determined that it was inappropriate to provide a dedicated service to a lot through a different legal lot, while crossing an M.D. roadway. A new service would be required at this location with the tie-in to be to a Town operated watermain. The only adjacent waterline to this property is a 6" water line on the south side of Highway 785. Tying into this watermain requires drilling under the highway to create a new water service at the Dog Park.

Due to the complexity of running a water line under the highway, including the increased permitting required with Alberta Transportation, one of the Town's pre-qualified engineering firms were contracted to design and provide construction administration services.

The engineer surveyed the area in March 2023 and provided administration with a preliminary design and cost estimate to have the waterline extended under Highway 785.

The costs of proceeding as planned with this project far exceeds the original budget and administration is seeking Council's direction on moving forward with this project. Administrative discussions have also included the aspect of not only irrigation, but providing water for dogs at the park.

OPTION 1 - PROCEED WITH DOG PARK IRRIGATION

The current estimated costs to provide a water service to the property is \$85,000. This total includes engineering and construction but ****does not**** include irrigation lines after the service valve at property line. It is estimated that the installation of an irrigation system through the property would be an additional \$40,000. Installation of a dedicated line for watering animals would be an additional \$7,500.

OPTION 2 - NON-POTABLE WATER TANK

The Town could install a non-potable watertank for approximately \$1,500 which park users can utilize to water their animals. This tank would not have any ability to provide irrigation. The Town would assume increased liability if an animal were to become sick from drinking water from a Town sanctioned non-potable water source.

OPTION 3 - REFRIGERATED POTABLE WATER TANK

Purchase a portable potable water tank called the Quench Solo to be used at this location. Approximate cost is \$10,000.00 for the unit itself and does not need a water source, It uses five gallon jugs and only requires power to keep the chiller running, The cost to hook up power being a new service would need to be run from across the road to a new power pole and down to the Quench Solo approximate cost for power is \$25,000.00. and would take the time of one staff member 2 hours a week to clean and change bottles. Once finished at the dog park it could alternatively be used for events and and indoor spaces during the winter months.

OPTION 4 - NO IRRIGATION BUT REPLACE TREES

Purchase more established trees for this location and water using tree bags to ensure survival of the trees. Approximate cost to plant 40 trees and shrubs is \$12,000, no additional cost for tree bags. Water filling for the tree bags would take 1 staff member 4-6 hours/week to fill.

OPTION 5 - CANCEL PROJECT

Not to proceed with the addition of any watering solutions, or tree planting at the Dog Park, and have this line item removed from the 2023 capital budget plan.

Administration has discussed that the proposed solutions are a significant investment for an area that does not have any formal plans for development, and adjacent lands that have the potential for annexation in the indeterminate future, which would require watermain extension and make the feasibility of providing irrigation services to the Dog Park much more affordable in the future if the planning work needed was to be undertaken with the MD of Pincher Creek.

ALTERNATIVES:

That Council for the Town of Pincher Creek increase the dog park irrigation project budget from \$60,000 to \$140,000 to be funded from the General Parks Reserve account #7105004760.

That Council for the Town of Pincher Creek amend the dog park irrigation project to a reduced scope of installing a non-potable water tank to be maintained by the community services department.

That Council for the Town of Pincher Creek amend the dog park irrigation project to a reduced scope of installing a refrigerated potable water tank to be maintained by the community services department, including construction of a new power supply to the property.

That Council for the Town of Pincher Creek amend the dog park irrigation project to a reduced scope of installing 40 trees and shrubs with tree bags for watering, to be maintained by the community services department.

That Council for the Town of Pincher Creek remove the dog park irrigation project from the approved capital project list.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

Upgrades to existing outdoor facilities was the #3 priority in the 2020 Regional Recreation Master Plan.

FINANCIAL IMPLICATIONS:

The engineering and project management costs for this project were quoted at \$22,250 and to date \$5,000 has been spent on engineering to have surveying completed

including a drawing locating the future waterline expansion, and an outline of probable construction costs.

The 2023 Estimated Balance in the General Parks Reserve without this additional cost is \$107,849.16.

Of the above outlined potential options, Options 2-5 do not require budget amendments. Option 1 would require a budget increase of \$80,000 to be funded by the General Parks Reserve 7105004760.

The existing budget of \$60,000 is currently funded through the same General Parks Reserve.

PUBLIC RELATIONS IMPLICATIONS:

The fenced in Dog Park is used by residents from in and around the community and is seen as a benefit to the pet owners.

ATTACHMENTS:

- 28289_Pincher Creek Dog Park_Waterline HWY Crossing OPC_2023-03-30 - 3184
- 28289_Pincher Creek Dog Park_Waterline HWY Crossing_Prelim Dwg_2023-03-30 - 3184
- Existing Waterlines and Sewer - Dog Park - 3184
- Solo - specs and info - 3184

CONCLUSION/SUMMARY:

Administration supports reevaluating the scope of the project and Council providing their direction and vision for this project.

Signatures:

Department Head:



CAO:







QUENCH SOLO

SINGLE STATION MOBILE WATER FILLING STATION



ELKAY FILLING STATION

TOUCHLESS FILLER

STAINLESS STEEL CONSTRUCTION FRAME

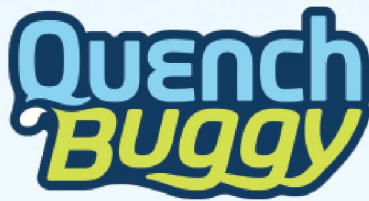
STAINLESS STEEL SIDE SKIRTING

PORTABLE

SPECIFICATIONS

DIMENSIONS - 24" WIDE, 24" DEEP, 54" HIGH
PUBLIC ACCESS - MOBILITY COMPLIANT DESIGN
FRAME - STAINLESS STEEL CONSTRUCTION
CASTORS - LOCKABLE INDUSTRIAL TYPE
WATER COOLER - INCLUDED
SIDE SKIRTING - STAINLESS STEEL

COATINGS - POLYURETHANE PRIMER AND PAINT
GRAPHICS - OPTIONAL CUSTOM PACKAGE
FILLING STATION - ELKAY
FILTRATION - OPTIONAL
FILL CONNECTION - 3/4" WITH OPTIONAL SIZES
GREYWATER - CENTRALIZED 5/8" DRAINAGE PORT



QUENCH SOLO



Centralized Greywater
5/8" Drainage Port

Water Cooler Included

3/4" Fill Connection With
Optional Sizes

Optional Filtration

Lockable Industrial
Type Castors

THE QUENCH SOLO CAN BE UNLOADED AND MOVED BY ONE RELATIVELY STRONG PERSON. IT ALSO FEATURES A COMPLETELY TOUCH-FREE FILLER STATION.

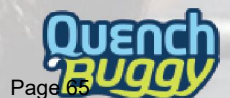


CONTACT US FOR MORE INFORMATION



519-377-7369
1-866-342-9882

www.quenchbuggy.com
info@quenchbuggy.com





**Town of Pincher Creek
COUNCIL DISTRIBUTION LIST
August 28, 2023**

<u>Item No.</u>	<u>Date</u>	<u>Received From</u>	<u>Information</u>
1.	7/21/23	The Municipal Climate Change Action Centre	Completion Letter
2.	7/24/23	Pincher Creek Community Hall	Letter
3.	7/25/23	Canada Climate Council	Letter
4.	7/25/23	Alberta Municipal Affairs	Letter
5.	7/27/23	Citizen	Letter
6.	8/2/23	Councillor Garry Cleland	Housing Committee Update
7.	8/11/23	Lindsey Patterson	Animal Control Quarterly Report
8.	8/11/23	Evolugen	Response to July 18 2023 Letter and Update on Project Engagement
9.	8/23/23	Alberta Municipal Affairs	Fire Services Training Program Grant
10.	8/23/23	Government Relations and Advocacy Coordinator	World CP Day Proclamation
11.			
12.			
13.			
14.			
15.			
16.			
17.			



Town of Pincher Creek

REQUEST FOR DECISION

Council or Committee of the Whole

SUBJECT: Council Resolution Spreadsheet	
PRESENTED BY: Angie Lucas, Chief Administrative Officer	DATE OF MEETING: 8/28/2023

PURPOSE:

To provide council with the 2023 resolution spreadsheets to show the current status of Council decisions as at the end of June 2023

RECOMMENDATION:

That Council for the Town of Pincher Creek accept the resolution spreadsheets as information.

BACKGROUND/HISTORY:

The resolution spreadsheets document the Council resolutions provided at the various Council meetings, including Regular Council meetings, the Committee of the Whole meetings, Special Council meetings and Public Hearing meetings.

ALTERNATIVES:

Council request further information on the current status of Resolution number _____ that is not yet complete.

IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:

Provides clear and current information with regards to the status of resolutions of council.

FINANCIAL IMPLICATIONS:

N/A

PUBLIC RELATIONS IMPLICATIONS:

N/A

ATTACHMENTS:

None at this time.

CONCLUSION/SUMMARY:

The resolution spreadsheets will be updated so that all completed resolutions will be removed from the current spreadsheet and placed on an archived spreadsheet for clear

records management purposes. All resolutions still being worked on will be kept on the current spreadsheets.

Signatures:

Department Head:

Angie Lucas

CAO:

Angie Lucas

**TOWN OF PINCHER CREEK
POST- REGULAR COUNCIL MEETING ASSIGNMENTS**

Date	Motion #	Resolutions	Assigned to	Status
January 9, 2023	23-008	That Council for the Town of Pincher Creek approve the Town of Pincher Creek and Municipal District of Pincher Creek Quality Management Plan for the Fire Discipline as presented.	Manager of Legislative Services	Complete
January 9, 2023	23-012	That Council for the Town of Pincher Creek approve and authorize the Development Agreement between the Town of Pincher Creek and Gero Construction and Development Ltd. for parcel Plan 0512718, Block 4, Lot 23, 1366 Dobbie Avenue, the development area.	Manager of Legislative Services	Complete
January 9, 2023	23-013	That Council for the Town of Pincher Creek approve reimbursing intern CAO for her moving expense as presented.		Complete
January 9, 2023	23-014	That Council for the Town of Pincher Creek direct administration to prepare an amended lease agreement with the Allied Arts Council as discussed and bring back to Council for Consideration.	Director of Community Services	Complete
January 23, 2023	23-020	That Council for the Town of Pincher Creek agree and give first reading to Northeast Pincher Creek Part 2 Area Structure Plan Bylaw 1635-23.	Manager of Legislative Services	Complete
January 23, 2023	23-021	That Council for the Town of Pincher Creek agree to hold a Public Hearing on Northeast Pincher Creek Part 2 Area Structure Plan Bylaw 1635-23 on February 27, 2023 before consideration of second and/or third reading.	Manager of Legislative Services	Complete
January 23, 2023	23-022	That Council for the Town of Pincher Creek give the Chief Administrative Officer appointment Bylaw # 1473-23 first reading.		Complete
January 23, 2023	23-023	That Council for the Town of Pincher Creek give Bylaw # 1473-23 second reading.		Complete

January 23, 2023	23-024	That Council for the Town of Pincher Creek unanimously agree and approve presenting the Chief Administrative Officer Appointment Bylaw # 1473-23 for third and final reading.		Complete
January 23, 2023	23-025	That Council for the Town of Pincher Creek give third and final reading to the Chief Administrative Officer appointment bylaw # 1473-23 and that a copy of which will be attached hereto and form part of the minutes.		Complete
January 23, 2023	23-026	That Council for the Town of Pincher Creek approve an additional \$11,000 for the Neptune 360 Software and Hardware Upgrades to be funded from the Utility Reserve account 41-00-00-4760.		Complete
January 23, 2023	23-027	That Council for the Town of Pincher Creek approve the reallocation of the total amount of \$36,000 to Capital account 41-00-00-6614.		Complete
January 23, 2023	23-028	That Council for the Town of Pincher Creek authorizes Councillors _Nodge & Barber to attend the Economic Developers Alberta AGM and Conference on April 11-14, 2023 and for the attendance to be funded from general ledger account 11-00-00-2210, Council training and travel.		Complete
January 23, 2023	23-029	That Council for the Town of Pincher Creek provide formal approval to apply for the Green and Inclusive Buildings grant and Community Buildings Retrofit (CBR) grant to fully fund upgrades to the Multipurpose facility and Arena, while committing to adding \$240,000 to the budget for 2024 and 2025 should the CBR application fail.	Energy Lead - Tristan	Complete
January 23, 2023	23-031	That Council for the Town of Pincher Creek bring the concerned citizen letter on deer and fence height to the March Committee of the Whole.	Manager of Legislative Services	In Progress

January 23, 2023	23-035	That Council for the Town of Pincher Creek agrees to waive the rental income from Sage Early Learning Centre for May, June and July 2022 in the amount of \$6,300.	Director of Community Services	Complete
January 23, 2023	23-036	That Council for the Town of Pincher Creek agrees to waive the rental income from the Canyon Creek Early Learning Centre for June and July 2022 in the amount of \$4,200.	Director of Community Services	Complete
January 23, 2023	23-037	That Council for the Town of Pincher Creek agree to waive the PCCELC rental income from January to June 2023.	Director of Community Services	Complete
January 23, 2023	23-038	That Council for the Town of Pincher Creek will have a special council meeting February 2, 2023 at 6:00pm on the curling rink proposal.		Complete
January 23, 2023	23-039	That Council for the Town of Pincher Creek direct administration to respond to the email received.	CAO	??
February 2, 2023	23-045	That Council for the Town of Pincher Creek agree to postpone indefinitely the Curling Rink Facility to the February 13th, 2023 Council Meeting.		Complete
February 13, 2023	23-052	That Council for the Town of Pincher Creek approve the proposal to construct a new Town owned curling rink facility on the land described as Plan 3880BD, Block 1 and Plan 3562GP, Block E, Roll # 0440000 as discussed		Complete
February 13, 2023	23-053	That Council for the Town of Pincher Creek direct administration to amend the 2023 Capital Budget Plan to include an additional \$2,750,000 for the curling rink facility project to be funded through long term financing.	Director of Finance and HR	Complete
February 13, 2023	23-054	That Council for the Town of Pincher Creek direct administration to prepare a Borrowing Bylaw for \$4,000,000 to be brought back to the February 27, 2023 Council meeting.	Director of Finance and HR	Complete

February 13, 2023	23-055	That Council for the Town of Pincher Creek direct administration to prepare a Borrowing Bylaw for \$4,000,000 to be brought back to the February 27, 2023 Council meeting		Complete
February 13, 2023	23-056	That Council for the Town of Pincher Creek direct administration to proceed with demolition of the Old RCMP Building located at 659 Main Street.	Director of Operations	In Progress
February 13, 2023	23-057	That Council for the Town of Pincher Creek agrees that Jennifer Carpenter be appointed for a three-year term on the Library Board.		Complete
February 13, 2023	23-058	That Council for the Town of Pincher Creek direct administration to meet with Broadview concerned citizens to discuss the best location for the speed sentry.	Director of Operations	Complete
February 13, 2023	23-062	That Council for the Town of Pincher direct Administration to proceed with obtaining commercial property appraisals for the two properties as discussed and to fund up to \$10 000 from Professional Services 110 000 2230.	Economic Development Officer	In Progress
February 13, 2023	23-063	That Council for the Town of Pincher accepts the union negotiations update as information		Complete
February 27, 2023	23-069	That Council for the Town of Pincher Creek give first reading to Municipal Borrowing Bylaw No. 1636-23 with regards to incurring indebtedness by the issuance of a loan or authorized debt instrument in an amount up to \$4,000,000.		Complete
February 27, 2023	23-070	That Council for the Town of Pincher Creek direct administration to advertise Bylaw No. 1636-23 for two weeks; the week of March 8, 2023 and March 15, 2023. The 15-day petition period would start March 16, 2023 and end March 30, 2023.	Director of Finance and HR	Complete

February 27, 2023	23-071	That Council for the Town of Pincher Creek direct administration to provide information on the borrowing capacity of the town	Director of Finance and HR	Complete
February 27, 2023	23-072	That Council for the Town of Pincher Creek agree to give first reading to the Municipal Borrowing Bylaw #1570-23.		Complete
February 27, 2023	23-073	That Council for the Town of Pincher Creek agree to give second reading to the Municipal Borrowing Bylaw #1570-23.		Cancelled
February 27, 2023	23-074	That Council for the Town of Pincher Creek upon unanimous consent, agree to present the Municipal Borrowing Bylaw #1570-23 for third and final reading.		Cancelled
February 27, 2023	23-075	That Council for the Town of Pincher Creek agree to give third and final reading to the Municipal Borrowing Bylaw #1570-23, and that a copy be attached hereto and form part of the minutes.		Cancelled
February 27, 2023	23-076	That Council for the Town of Pincher Creek agree to proclaim March 26, 2023 as Purple Day in honor of Epilepsy Calgary		Complete
February 27, 2023	23-077	That Council for the Town of Pincher Creek directs the Mayor as required by bylaw 1622-18 and investigate code of conduct and administration respond to the author of the letter.		Complete
February 27, 2023	23-078	That Council for the Town of Pincher Creek receive the letter from the Oldman Watershed Council as information.		Complete
February 27, 2023	23-079	That Council for the Town of Pincher Creek provide direction and approval for additions to the curling rink design build to meet standards necessary for the Green and Inclusive Buildings Grant		Cancelled

February 27, 2023	23-080	<p>That Council for the Town of Pincher Creek agree to meet the grant criteria and the applicants design must be built to net zero standards (Zero Carbon Building (ZCB) Design Standard V3)</p> <p>-Be built to highest accessibility standards (Canadian Standards Association's Technical Standard Accessible Design for the Built Environment)</p> <p>-Be built as an economic driver and for the benefit of multiple user groups, with weight put on underserved populations. Additions to the existing request to meet these standards have been identified in the Recreation Master Plan as priorities including:</p> <ul style="list-style-type: none"> - A climbing/bouldering wall to provide an accessible space for diverse recreation (Priority 6) - And an exhibition or conference space to provide capacity to gather and share in a variety of formats to create a destination to drive the local economy. 		Cancelled
February 27, 2023	23-081	That Council for the Town of Pincher Creek accepts the update as information.		Complete
February 27, 2023	23-083	That Council for the Town of Pincher Creek move that Councillor Green attend the Public Agriculture Literacy Program training.		Complete
February 27, 2023	23-088	That Council for the Town of Pincher direct administration to share the draft lease agreement with the Allied Arts Council of Pincher Creek for consideration and if agreeable prepare and execute same.	Director of Community Services	Complete

February 27, 2023	23-089	That Council for the Town of Pincher accept the Memorandum of Agreement and that the Mayor be authorized to sign the Memorandum of Agreement between the Town of Pincher Creek and Local 927 of the Canadian Union of Public Employees for the period of April 1, 2022 to March 31, 2026		Complete
February 27, 2023	23-090	That Council for the Town of Pincher accepts the debrief update as information		Complete
February 27, 2023	23-091	That Council for the Town of Pincher accepts the personnel update as information		Complete
March 13, 2023	23-097	That Council for the Town of Pincher Creek direct administration to investigate the possibility of amending the Land Use Bylaw for temporary fencing.	Manager of Legislative Services	In Progress
March 13, 2023	23-098	That Council for the Town of Pincher Creek support Councillor Nodge attending the Pincher Creek & District Chamber of Commerce AGM on March 15th, 2023.		Complete
March 13, 2023	23-099	That Council for the Town of Pincher Creek Administration recommends that Council direct Administration to prepare a Letter of Support for the Vertical Church to accompany their grant proposal to the Community Foundation of Lethbridge and Southwestern Alberta.		Complete
March 13, 2023	23-100	That Council for the Town of Pincher Creek agree that Councillor Green will attend the Southern Alberta Economic Development Forum on March 30th, 2023 in Lethbridge		Complete
March 13, 2023	23-103	That Council for the Town of Pincher Creek direct administration to draft letters responding to items 15 & 17 from the March 13, 2023 Council Distribution List.		Complete

March 13, 2023	23-106	That Council for the Town of Pincher Creek direct administration to follow up with a letter of response to the MD with outstanding issues and to establish 2023 as the base year.	Director of Finance and HR	Complete
March 13, 2023	23-107	That Council for the Town of Pincher Creek direct administration to communicate to the MD that the cost of operating the Recreation Facilities is reduced by removing the CAO and director of community services salaries and keeping the rolls of finance, safety, payroll, accounts receivable and accounts payable as they are key contributors for the safe and effective operations of the recreation services.	Director of Finance and HR	Complete
March 13, 2023	23-108	That Council for the Town of Pincher Creek direct administration to bring the amendments of the recreation agreement to council for approval.	Manager of Legislative Services	In Progress
March 13, 2023	23-109	That Council for the Town of Pincher expresses our support for the Rhapsody Physician Award and the Rhapsody Health-care Heroes Award for nominated doctors		Complete
March 13, 2023	23-110	That Council for the Town of Pincher Creek provide additional funding to support the staffing of a full-time permanent Planner/Development Officer position in 2023 to provide planning and development functions and services for the community.		Complete
March 13, 2023	23-111	That Council for the Town of Pincher receive the Pincher Creek Foundation Letter as information.		Complete

March 27, 2023	23-116	That Council for the Town of Pincher Creek receive the information regarding the information regarding the process and options available if the Town receives a petition in opposition to the Borrowing Bylaw 1635-23.		Complete
March 27, 2023	23-117	That Council for the Town of Pincher Creek agree to amend the approved capital budget for the sander/snow plow from \$300,000 to \$350,000 and that the funding source be amended from a loan to funding from the Equipment Reserve account number 3100004760 and the Capital Investment Reserve account number 0000004760.	Director of Finance and HR	Complete
March 27, 2023	23-118	That Council for the Town of Pincher Creek award the sander/snow plow contract to New West Freightliner Inc. (Lethbridge) for a total of \$328,897.00 (excluding GST).	Director of Operations	Complete
March 27, 2023	23-119	That Council for the Town of Pincher Creek provide feedback on the climate risk assessment results and commit to attending the public Open House on April 13th, 2023 at the Heritage Inn.		Complete
March 27, 2023	23-120	That Council for the Town of Pincher Creek provide formal approval to accept \$5,000 of funding from Evolugen to purchase solar photovoltaic equipment in support of developing a renewable energy installation and educational display the Lebel Mansion.		Complete
March 27, 2023	23-121	That Council for the Town of Pincher Creek receive the Energy Management Update as information.	Energy Lead - Tristan	Complete
March 27, 2023	23-122	That Council for the Town of Pincher Creek provides an in-kind sponsorship of 600 bags, lanyards, and frisbees to the Alberta Trappers Convention Rendezvous by the Creek.	Economic Development Officer	Complete

March 27, 2023	23-123	That Council for the Town of Pincher Creek agree to sponsor the 2023 Lightchasers Nature Photography Conference as a "Rise and Shine Sponsor" (\$750) and for it to be funded from the Community Contingency Grant account# 7412 00 2770, and further that Mayor Anderberg provides a welcome from the Town of Pincher Creek at the opening of the conference.	Economic Development Officer	Complete
March 27, 2023	23-124	That Council for the Town of Pincher Creek direct administration to look into the Windscreen at the Tennis Courts for pickleball and bring back to Council.	Manager of Recreation Services	Complete
March 27, 2023	23-127	That Council for the Town of Pincher Creek accepts the FCM Funding Decision letter as information.		Complete
March 27, 2023	23-130	That Council for the Town of Pincher Creek direct administration to enter into a temporary 6-month extension of the current 2017-2022 Safety Codes Services Agreement and advertise request for proposals for Safety Codes Services for the Town of Pincher Creek in due course.	Manager of Legislative Services	In Progress
March 27, 2023	23-131	That Council for the Town of Pincher receive the update on the RCMP building insurance claim as information.		Complete
March 27, 2023	23-132	That Council for the Town of Pincher Creek direct administration to respectfully decline signing a marketing agreement with Service Line Warranties of Canada.		Complete

March 27, 2023	23-133	That Council for the Town of Pincher direct administration to invite Dr. Parker to a joint council meeting with the MD to talk about health care worker recruitment in Pincher Creek.	CAO	In Progress
March 27, 2023	23-134	That Council for the Town of Pincher direct administration to place Administration Transition on the agenda as a standing item in closed session.		Complete
April 11, 2023	23-140	That Council for the Town of Pincher Creek accept the Coal Miner Days Parade invite and send Councillor Barber and Councillor Cleland to attend on June 10, 2023.		Complete
April 11, 2023	23-141	That Council for the Town of Pincher Creek approve the Terms of Reference for the Policy Review Committee as presented.	Manager of Legislative Services	Complete
April 11, 2023	23-142	That Council for the Town of Pincher Creek direct administration to prepare and amendment to the Committee of the Whole Bylaw 1608-18 to include a Policy Discussion section on the agenda for presentation to the Policy Review Committee for review and recommendation to Council.	Manager of Legislative Services	Complete
April 11, 2023	23-143	That Council for the Town of Pincher Creek amend the 2023 Capital Budget to reallocate \$250,000 from the combined budget of \$810,000 for water/sewer upgrades on Canyon Drive to Pump Replacements at the Water Treatment Plant to be funded through the Utility Reserve.	Director of Operations	Complete
April 11, 2023	23-144	That Council for the Town of Pincher Creek approve the purchase of additional office furniture and information technology equipment for new and existing employees in the amount of \$25,000; and further that these purchases be funded through the General Contingency Reserve if required.	Director of Finance and HR	Complete

April 11, 2023	23-145	That Council for the Town of Pincher Creek direct administration to research the feasibility of hosting the Elected Officials Meeting in Pincher Creek in the Fall of 2023 and to include the Piikani Nation.	Economic Development Officer	ON HOLD
April 11, 2023	23-147	That Council for the Town of Pincher Creek direct administration to extend an invitation to & Villages to make a presentation to the Community Housing Committee regarding their Regional Solution for Housing Supply project.	FCSS - Andrea	Complete
April 11, 2023	23-151	That Council for the Town of Pincher Creek approve the 2023 Pincher Planters Agreement		Complete
April 11, 2023	23-152	That Council for the Town of Pincher receive the update on Administration Transition as information.		Complete
April 24, 2023	23-157	That Council for the Town of Pincher Creek approve the attached 2023 Operating Budget Adjustments and that a copy of which be attached hereto and form part of the minutes.		Complete
April 24, 2023	23-158	That Council for the Town of Pincher Creek approve the funding changes for the following 2022 Capital Projects: Waterline Replacement to be funded from Municipal Sustainability Initiative Grant rather than reserves for \$30,566.98; Replacement of HVAC/Furnace Main Lift Station to be funded from reserves rather than Municipal Sustainability Initiative Grant for \$22,443.00; Sodium Hypochlorite Generation System to be funded from Alberta Municipal Water/Wastewater Grant rather than reserves for \$14,767.06 and Grants of \$64,100 to Pincher Creek Community Early Learning Centre to be funded through reserve account 414004760 PCCELC Reserve.		Complete

April 24, 2023	23-159	That Council for the Town of Pincher Creek accept the presentation from the Rec Advisory Committee as information with thanks for their contributions to the community.		Complete
April 24, 2023	23-160	That Council for the Town of Pincher Direct administration to research fencing options and pricing for this site and bring back to a future council meeting.	Manager of Recreation Services	Complete
April 24, 2023	23-161	That Council for the Town of Pincher Creek agree to give the 2023 Property Tax Bylaw No. 1620-23, first reading.		Complete
April 24, 2023	23-162	That Council for the Town of Pincher Creek agree to give the 2023 Property Tax Bylaw No. 1620-23, second reading.		Complete
April 24, 2023	23-163	That Council for the Town of Pincher Creek unanimously agree to present the 2023 Property Tax Bylaw No. 1620-23, for third reading.		Complete
April 24, 2023	23-164	That Council for the Town of Pincher Creek agree to give the 2023 Property Tax Bylaw No. 1620-23, third and final reading and that a copy of which be attached hereto and form part of the minutes.	Director of Finance and HR	Complete
April 24, 2023	23-165	That Council for the Town of Pincher Creek agree and give first reading to Clean Energy Improvement Program Bylaw 1634-23, rescinding Clean Energy Improvement Program Bylaw 1634-22.	Manager of Legislative Services	Complete
April 24, 2023	23-166	That Council for the Town of Pincher Creek agree to hold a Public Hearing on Clean Energy Improvement Program Bylaw 1634-23 on May 23, 2023 before consideration of second and/or third reading.	Manager of Legislative Services	Complete

April 24, 2023	23-167	That Council for the Town of Pincher Creek agree and give first reading to Land Use Bylaw Amendment 1547-AP amending Land Use Bylaw 1547 to include "Medical and Dental Office" as a discretionary use in the Highway/Drive-in Commercial - C2 land use district.	Manager of Legislative Services	Complete
April 24, 2023	23-168	That Council for the Town of Pincher Creek agree to hold a Public Hearing on Bylaw 1547-AP amending the Land Use Bylaw on May 23, 2023 before consideration of second and/or third reading.	Manager of Legislative Services	Complete
April 24, 2023	23-169	That Council for the Town of Pincher Creek agree and give second reading to Northeast Pincher Creek Part 2 Area Structure Plan Bylaw 1635-23 as amended.	Manager of Legislative Services	Complete
April 24, 2023	23-170	That Council for the Town of Pincher Creek approve the 2022 Audited Consolidated Financial Statements and Auditor's Report and a copy of these Financial Statements be attached hereto and form part of the minutes; and that the Financial Information Return for the year ended December 31, 2022 be forwarded to Alberta Municipal Affairs; and that the Corporate Tax Return for the year ending December 31, 2022 be forwarded to Canada Revenue Agency; and that the Financial Statements be made available to the public through advertisement.	Director of Finance and HR	Complete
April 24, 2023	23-171	That Council for the Town of Pincher Creek direct administration to apply for an amendment to the Alberta Municipal Water Wastewater Partnership Grant to change project scope from on-site generation of sodium hypochlorite to liquid sodium hypochlorite dosing for disinfection upgrades at the water treatment plant, with results and any anticipated budget changes to be presented at a future council meeting.	Director of Operations	Complete

April 24, 2023	23-172	That Council for the Town of Pincher Creek That Council for the Town of Pincher Creek adopt the following two resolutions: Resolution 1) The Community Housing Committee recommends to Council to adopt the amended Terms of Reference to include in membership category one (1) representative from the Village of Cowley; and, Resolution 2) The Community Housing Committee recommends to Council to direct administration to send invitation to Village of Cowley.	FCSS - Andrea	Complete
April 24, 2023	23-173	That Council for the Town of Pincher Creek receive the request to recognize the 31st anniversary of Falun Dafa in Canada in May and direct administration to send a letter of support to the Falun Dafa Association of Calgary.	Kristie	Complete
April 24, 2023	23-174	That Council for the Town of Pincher Creek Administration send a letter of support for the NRCAN Grant before April 28th, 2023.	Kristie	Complete
April 24, 2023	23-175	That Council for the Town of Pincher Creek direct administration to investigate the reintroduction of the deer hazing program and bring it back to council.	Manager of Legislative Services	In Progress
April 24, 2023	23-176	That Council for the Town of Pincher Creek recognize Marie and her team for the outstanding Volunteer appreciation event.	CAO	Complete
April 24, 2023	23-179	That Council for the Town of Pincher Creek direct administration to research the census numbers and its implications for the town and what the process will be.	Director of Finance and HR and Manager of Legislative Services	In Progress
April 24, 2023	23-182	That Council for the Town of Pincher Creek accept the housing opportunities update as information		Complete
April 24, 2023	23-183	That Council for the Town of Pincher accept the Pincher Creek Emergency Services Commission 2023 report as information		Complete

April 24, 2023	23-184	That Council for the Town of Pincher call a special meeting to conduct an interim probationary review of the CAO.	Director of Finance	Complete
May 1, 2023	23-212	That Council for the Town of Pincher Creek agree to approve Wendy Catonio, Director of Finance and Human Resources as the CAO Designate for the matter as discussed in the closed session.		Complete
May 1, 2023	23-213	That Council for the Town of Pincher Creek give authority to the Mayor, Don Anderberg, to seek legal advice on behalf if Council in the matter as discussed in the Closed Session.		Complete
May 8, 2023	23-187	That Council for the Town of Pincher Creek agrees to add item 8.6 Deer Mitigation Program, 8.7 Volunteer Appreciation Event Follow Up and 11.4 Whispering Winds to the April 24, 2023 Regular Council meeting agenda.		Complete
May 8, 2023	23-191	That Council for the Town of Pincher Creek recommend that administration proceed with a reuse fair in the spring of 2023 and that up to \$10 000 be allocated from the Recycling Trust Refund Reserve 43-00-00-4762 for the event in partnership with the MD of Pincher Creek & the Pincher Creek/Crowsnest Landfill. And further that a grant application is submitted to Alberta Recycling under the Municipal Recycling Roundup Grant Program for event funding and advertising funding.		Complete
May 8, 2023	23-192	That Council for the Town of Pincher Creek receive the information regarding a sufficient petition received to prevent the passage of Municipal Borrowing Bylaw 1636-23		Complete
May 8, 2023	23-193	That Council for the Town of Pincher Creek agree to rescind Municipal Borrowing Bylaw 1636-23's first reading.		Complete

May 8, 2023	23-195	That Council for the Town of Pincher Creek agree and give third and final reading to Northeast Pincher Creek Part 2 Area Structure Plan Bylaw 1635-23 and that a copy of which be attached hereto forming part of the minutes.		Complete
May 8, 2023	23-196	That Council for the Town of Pincher Creek provide a letter of support to the Cowley Lions for electrical upgrades at the Castle River Rodeo and Campground through the Community Facility Enhancement Program		Complete
May 8, 2023	23-197	That Council for the Town of Pincher Creek appoint Brian Millis as Deputy Regional Director of Emergency Management.		Complete
May 8, 2023	23-203	That Council for the Town of Pincher Creek accept the SASCI presentation as information.		Complete
May 8, 2023	23-204	That Council for the Town of Pincher Creek accept the Administration Transition as Information.		Complete
May 8, 2023	23-205	That Council for the Town of Pincher Creek accept the Development Permit Update as information.		Complete
May 8, 2023	23-207	That Council for the Town of Pincher Creek direct administration to prepare a report on deer culling options.	Manager of Legislative Services	In Progress
May 15, 2023	23-215	That Council for the Town of Pincher Creek agree to add item 4.5 Land and Development to the May 15, 2023 Special Council Meeting Agenda.		Complete
May 15, 2023	23-219	That Council for the Town of Pincher Creek as per Management Policy 137-99, 2.1 – Council approves the new Human Resources Officer position as presented.		Complete
May 15, 2023	23-220	That Council for the Town of Pincher Creek direct administration to include the development of two new staff positions in the 2024 Operating Budget to be discussed during budget deliberations		In Progress

May 15, 2023	23-221	That Council for the Town of Pincher Creek receive the Financial Updates as information.	Complete
May 15, 2023	23-222	That Council for the Town of Pincher Creek appoint the Manager of Legislative Services as Chief Administrative Officer designate for human resources file for the duration of the absents of the Director of Finance	Complete
May 15, 2023	23-223	That Council for the Town of Pincher Creek receive the Land and Development information as presented.	Complete
May 15, 2023	23-224	That Council for the Town of Pincher Creek direct administration to schedule a strategic planning session.	In Progress
May 23, 2023	23-226	That Council for the Town of Pincher Creek agrees to add item 8.8 Bylaw Recruitment, 8.9 And Villages Housing Cluster Request, and 4.2 Colleen Cyr to the May 23, 2023 Regular Council meeting agenda.	Complete
May 23, 2023	23-228	That Council for the Town of Pincher Creek approves the minutes of the Committee of the Whole held on May 3, 2023 as amended.	Complete
May 23, 2023	23-229	That Council for the Town of Pincher Creek approves the minutes of the Regular Meeting of Council held on May 8, 2023 as presented.	Complete
May 23, 2023	23-230	That Council for the Town of Pincher Creek approves the minutes of the Committee of the Whole held on May 10, 2023 as presented	Complete
May 23, 2023	23-231	That Council for the Town of Pincher accept the Disposition of Delegation for Kevin Van Tighem as information.	Complete
May 23, 2023	23-232	That Council for the Town of Pincher Creek approves the updated Terms of Reference for the Policy Review Committee as presented.	Complete

May 23, 2023	23-233	That Council for the Town of Pincher Creek agree and give second reading to Land Use Bylaw Amendment 1547-AP amending Land Use Bylaw 1547 to include "Medical and Dental Office" as a discretionary use in the Highway/Drive-in Commercial - C2 land use district.	Complete
May 23, 2023	23-234	That Council for the Town of Pincher Creek agree and give third reading to Land Use Bylaw Amendment 1547-AP amending Land Use Bylaw 1547 to include "Medical and Dental Office" as a discretionary use in the Highway/Drive-in Commercial - C2 land use district and that a copy of which be attached hereto forming part of the minutes.	Complete
May 23, 2023	23-235	That Council for the Town of Pincher Creek authorize Pincher Creek & District Historical Society to proceed with the Application for a Development Permit for the development of a 34 foot diameter open-air gazebo on 1069 James Avenue, Plan 6051JK, Block B, replacing the existing 15 foot diameter gazebo presently on site, to the Municipal Development and Subdivision Authority (MDSA) for approval in accordance with the Land Use Bylaw 1547. Further That Council for the Town of Pincher Creek agree to waive the application fee for Development Permit 23-D0022.	Complete
May 23, 2023	23-236	That Council for the Town of Pincher Creek approve the extension of the Climate Resiliency and Adaptation plan from May 30, 2023 to June 30, 2023 and sign the amended agreement.	Complete

May 23, 2023	23-237	That Council for the Town of Pincher Creek authorize Mayor Anderberg to sign the Alberta Municipal Water Wastewater Partnership grant agreement for the Wastewater Lift Station Solids Removal System and direct administration to bring forward the Wastewater Lift Station Solids Removal System to the 2024 Budget deliberations.	Complete
May 23, 2023	23-238	That Council for the Town of Pincher Creek accept the Coal Miner Days Parade invite and send Councillor Cleland to attend on June 10, 2023.	Complete
May 23, 2023	23-239	That Council for the Town of Pincher Creek support Seniors' Week and delegate Council members to join Coffee with Council on June 5, 2023 at the Huddleston Centre at 10:00 am.	Complete
May 23, 2023	23-240	That Council for the Town of Pincher Creek support the Pride Flag Raising event (June 1, 2023 at 4:15pm) and approve Councillor Nodge to attend the event and speak on behalf of the Town of Pincher Creek.	Complete
May 23, 2023	23-241	That Council for the Town of Pincher Creek accept the resolution spreadsheets as Information with thanks.	Complete
May 23, 2023	23-242	That Council for the Town of Pincher Creek accept the Bylaw Recruitment Report as information.	Complete
May 23, 2023	23-243	That Council for the Town of Pincher Creek accept the And Villages Housing Cluster Request as information.	Complete
May 23, 2023	23-248	That Council for the Town of Pincher Creek make an amount of \$100,000 available to the PCCELC to cover expected operating cash flow shortages.	Complete
May 23, 2023	23-249	That Council for the Town of Pincher Creek direct administration to look into getting a strategic planner and bring back to council.	In Progress

June 12, 2023	23-251	That Council for the Town of Pincher Creek agrees to add items 6.6 And Villages Decision and 8.6 Round Table on Public Open House to the June 12, 2023 Regular Council meeting agenda.		Complete
June 12, 2023	23-255	That Council for the Town of Pincher Creek agree to defer the Disposition of Delegation for the Allied Arts Council to the June 26, 2023 Council Meeting.		In Progress
June 12, 2023	23-256	That Council for the Town of Pincher Creek agree to look at permanent irrigation solutions for the Carriage Garden for the 2024 season and bring it back to the 2024 budget negotiations.	Director of Operations	In Progress
June 12, 2023	23-257	That Council for the Town of Pincher Creek direct administration to schedule a meeting between Council, Administration, Allied Arts Council, and the Oldman Rose Society once we have the fencing costs.	Manager of Recreation Services	In Progress
June 12, 2023	23-258	That Council for the Town of Pincher Creek direct administration to send a letter to Football Canada stating the concerns.	Community Services	Complete
June 12, 2023	23-259	That Council for the Town of Pincher Creek agree to nominate Day on the Creek for the Municipal Environmental Award	Kristie	Complete
June 12, 2023	23-260	That Council for the Town of Pincher Creek agree to nominate Councillor Elliott for the Award of Excellence.	Kristie	Complete
June 12, 2023	23-261	That Council for the Town of Pincher Creek agree to provide the following information to the Community Facility Enhancement Program regarding the construction of a new curling rink in Pincher Creek: 1) that the Town will allow a new Pincher Creek Curling Rink to be constructed at the Pincher Creek CRC building Lot E Block E Plan 3562GP Pincher Creek, being land owned by the Town of Pincher Creek.		Complete

June 12, 2023	23-262	That Council for the Town of Pincher Creek will provide the Pincher Creek Curling Club with access to the described lands for the purpose of carrying out this project. Councillor Nodge requested a recorded vote: For: Barber Cleland Anderberg Oliver Green Wright Against: Nodge	Legislative Services and Community Services and Operations Department	In Progress
June 12, 2023	23-263	That Council for the Town of Pincher Creek is committed to contribute the matching amount of \$1.25 Million financial support as required for this project.	Finance	In Progress
June 12, 2023	23-264	That Council for the Town of Pincher Creek will enter into a 5-year lease agreement with the Pincher Creek Curling Club.	CAO and Director of Finance and Community Services and Legislative Services	In Progress
June 12, 2023	23-265	That Council for the Town of Pincher Creek direct administration to draft a Memorandum of Understanding between the Town and the Curling Club identifying roles and responsibilities and bring it back to Council.	CAO and Manager of Legislative Services	Not Started
June 12, 2023	23-266	That Council for the Town of Pincher Creek declines the invitation to participate in the And Villages regional housing support.	CAO	Complete
June 12, 2023	23-267	That Council for the Town of Pincher accepts the RCMP Quarterly Reporting as information.		Complete

June 12, 2023	23-268	That Council for the Town of Pincher Creek approve \$4,000 from the Municipal Income Stabilization Reserve G/L 00-0000-4705 to proceed with the Net-Zero Communities Accelerator program with QUEST Canada	Director of Finance	Complete
June 12, 2023	23-269	That Council for the Town of Pincher Creek accept the Coaldale Summer Fest invite and send Councillors Barber & Cleland to attend the annual Candy Parade on Saturday, August 12, 2023.	Kristie	Complete
June 12, 2023	23-270	That Council for the Town of Pincher Creek accept the Wildcat Days Parade 2023 invite and send Councillors Barber & Cleland to attend on July 1, 2023	Kristie	Complete
June 12, 2023	23-271	That Council for the Town of Pincher Creek approve an increase to the budget for the SCADA Radio Replacement project from \$40,000 to \$50,000, with additional funding from Utility Reserve G/L 4100004760.	Director of Operations	Complete
June 12, 2023	23-272	That Council for the Town of Pincher Creek accept the Open House Update as information.		Complete
June 12, 2023	23-277	That Council for the Town of Pincher Creek direct administration to present the 2023 draft lease agreement between the Town of Pincher Creek and the Pincher Creek Curling Club to the Pincher Creek Curling Club for consideration.	Manager of Legislative Services	Complete
June 12, 2023	23-278	That Council for the Town of Pincher Creek accept the project update as information.		Complete
June 12, 2023	23-279	That Council for the Town of Pincher Creek authorize and approve entering into a thirty-six (36) month Tax Arrears Payment Agreement for Roll #00254000.0000 for the years 2022 and prior.	Director of Finance	Complete
June 12, 2023	23-280	That Council for the Town of Pincher Creek accepts the Council Time Sheets as information.		Complete

June 12, 2023	23-281	That Council for the Town of Pincher Creek accepts the Administration Transition update as information.		Complete
June 12, 2023	23-284	That Council for the Town of Pincher Creek accepts the Personnel Update as information.		Complete
June 26, 2023	23-287	That Council for the Town of Pincher Creek agrees to add items 11.4 June 14, 2023 Letter from MD on PCEMS and to the June 26, 2023 Regular Council meeting agenda		Complete
June 26, 2023	23-291	That Council for the Town of Pincher Creek accept the snow removal presentation as information and inform the delegation that their comments will be considered in the future drafting of snow management policies.	Director of Operations	Complete
June 26, 2023	23-292	That Council for the Town of Pincher Creek direct administration to add tennis court wind screen fencing to the 2024 budget deliberations.	Community Services	Complete
June 26, 2023	23-293	That Council for the Town of Pincher Creek direct administration to move forward with motion 23-257 from the June 12, 2023 council meeting.		In Progress
June 26, 2023	23-294	That Council for the Town of Pincher Creek receive fencing pricing as information with thanks.		Complete
June 26, 2023	23-295	That Council for the Town of Pincher Creek agree to provide the municipal portion of each residential application under the Clean Energy Improvement Program up to a maximum of \$53,046.75 per year for four years	Director of Operations	In Progress
June 26, 2023	23-296	That Council for the Town of Pincher Creek agree to fund the \$53,046.75 each year from the Municipal Income Stabilization Reserve account #0000004705 and further, that the Municipal Income Stabilization Reserve will be replenished as the loan is paid back through a tax agreement.		Complete

June 26, 2023	23-297	That Council for the Town of Pincher Creek authorizes the Mayor to sign and send the letter of commitment.		Complete
June 26, 2023	23-298	That Council for the Town of Pincher Creek agree and give second reading to the Clean Energy Improvement Program Bylaw 1634-23.		Complete
June 26, 2023	23-299	That Council for the Town of Pincher Creek agree to give third and final reading to the Clean Energy Improvement Program Bylaw 1634-23 and that a copy of which be attached hereto and form part of the minutes.		Complete
June 26, 2023	23-300	That Council for the Town of Pincher defer indefinitely to the August 28, 2023 Council meeting in consideration with proceeding with the project.	Director of Operations	In progress
June 26, 2023	23-301	That Council for the Town of Pincher Creek direct administration to forward the balance in the Food Bank Trust Account of \$182,487.67 to the Pincher Creek and District Community Food Centre.	Director of Finance	Complete
June 26, 2023	23-302	That Council for the Town of Pincher Creek agree and approve the objection letter to Evolgen regarding a proposed Solar Power Plant Proposal in the Urban Fringe land use zone in the Municipal District of Pincher Creek.		Complete
June 26, 2023	23-303	That Council for the Town of Pincher Creek review the information for the Communities in Bloom judging schedule and agenda and commit to participating in key aspects of the program and Council members are encouraged to participate in all aspects as their time commitments allow.	Director of Community Services	Complete
June 26, 2023	23-304	That Council for the Town of Pincher Creek agree that Anja Van Der Heijden be appointed to the Library Board for a term of three years.	Director of Community Services	Complete

June 26, 2023	23-308	That Council for the Town of Pincher Creek That Council for the Town of Pincher Creek direct administration to garner further legal advice on the options to deal with plan 0613747 block 5 lot 6	Manager of Legislative Services	In Progress
June 26, 2023	23-309	That Council for the Town of Pincher direct administration to set up a meeting as discussed.		
June 26, 2023	23-310	That Council for the Town of Pincher Creek accept the Administration Transition as information	CAO	Complete
June 26, 2023	23-311	That Council for the Town of Pincher Creek directs administration to respond to the Letter from MD on PCEMS from June 14, 2023 with thanks.	CAO	Complete
June 26, 2023	23-312	That Council for the Town of Pincher Creek direct administration to prepare an amendment to Land Use Bylaw 1547, to enable short term rental as a discretionary use in the Transitional Commercial Land uses designation C4.	Manager of Legislative Services	In Progress

**TOWN OF PINCHER CREEK
COMMITTEE OF THE WHOLE RESOLUTIONS**

Date	Motion #	Resolutions	Assigned to	Status
January 4, 2023	COTW 2023-003	That Committee of the Whole for the Town of Pincher Creek accept the sentry speed sign locations information as presented.		Complete
January 4, 2023	COTW 2023-004	That Committee of the Whole for the Town of Pincher Creek refer the Disposition of Delegation – Jeff Kaupp, including the ice scheduling policy, to the Recreation Advisory Committee for consideration and recommendation		Complete
January 4, 2023	COTW 2023-006	That Committee of the Whole for the Town of Pincher Creek agree with the 2023 proposed schedule of February 1, June 7 and October 4 at 6:00 pm for the Public Information Sessions.		Complete
January 4, 2023	COTW 2023-007	That Committee of the Whole for the Town of Pincher Creek accept the Town Administration Office – Facility Needs Assessment information as presented.		Complete
January 4, 2023	COTW 2023-008	That the Committee of the Whole for the Town of Pincher Creek direct administration to review the Winter Street Maintenance Policy 302-13A and any additional Council direction regarding Adelaide Street and bring back a recommendation to Council for consideration.	Director of Operations	Complete
January 4, 2023	COTW 2023-011	That the Committee of the Whole for the Town of Pincher Creek direct administration to review the personnel information as discussed in consultation with the Municipal District of Pincher Creek and bring the item back to Council for consideration.	Manager of Legislative Services	Complete
January 4, 2023	COTW 2023-012	That the Committee of the Whole for the Town of Pincher Creek agree to the request from the Municipal District of Pincher Creek to schedule a Joint Council meeting.	Laurie Wilgosh	Complete

January 4, 2023	COTW 2023-013	That the Committee of the Whole for the Town of Pincher Creek accept the correspondence as information.		Complete
January 4, 2023	COTW 2023-014	That the Committee of the Whole for the Town of Pincher Creek respectfully decline the proposed offer to purchase Roll #00433000 as discussed	Manager of Legislative Services	Complete
February 1, 2023	COTW 2023-019	That Committee of the Whole for the Town of Pincher Creek direct administration to monitor and prioritize the accesses to Crestview Lodge, Vista Village, Whispering Winds and Creekside Condo's on Adelaide Street to remain in place until the policy is updated	Director of Operations	In Progress
February 1, 2023	COTW 2023-020	That Committee of the Whole for the Town of Pincher Creek direct administration to schedule three upcoming and facilitated planning sessions to review the Municipal Development Plan and Council's Strategic Priorities 2022-2026, in conjunction with a review and priority setting for facilities, land requirements and building condition assessments.	CAO/Economic Development Officer	Complete
February 1, 2023	COTW 2023-021	That Committee of the Whole for the Town of Pincher Creek approve the expenditure to cover the cost of the Mayor taking the Municipal Corporate Financial Course.		Complete
February 1, 2023	COTW 2023-022	That the Committee of the Whole for the Town of Pincher Creek extend an invitation to the new Piikani Council & Chief for a meet & greet.	CAO	Complete
February 1, 2023	COTW 2023-023	That the Committee of the Whole for the Town of Pincher Creek add to a future Committee of the Whole the discussion of a territorial acknowledgement to follow the meet and greet.	CAO	Complete
February 1, 2023	COTW 2023-026	That the Committee of the Whole for the Town of Pincher Creek as per the Management Policy # 137-99, 2.1 - Council approves the new Bylaw/Safety Coordinator position as presented.		Complete

February 1, 2023	COTW 2023-027	That Committee of the Whole approve a transition from the Community Peace Officer program to a Bylaw Department, with one officer and one Bylaw and Safety Coordinator.		Complete
February 1, 2023	COTW 2023-028	That the Committee of the Whole for the Town of Pincher Creek direct administration to request a joint council meeting with the Municipal District and Village of Cowley and the community doctors as discussed.		Complete
February 1, 2023	COTW 2023-029	That the Committee of the Whole for the Town of Pincher Creek direct administration to schedule a recreation facilities tour.	Director of Community Services	Complete
March 1, 2023	COTW 2023-035	That Committee of the Whole for the Town of Pincher Creek direct administration to draft a letter indicating the towns support in keeping the RCMP as the provincial police force in Alberta.		Complete
March 1, 2023	COTW 2023-036	That Committee of the Whole for the Town of Pincher Creek direct administration to set up a meeting with Sgt Hodge and for him to attend the April Committee of the Whole.		Complete
March 1, 2023	COTW 2023-037	That Committee of the Whole for the Town of Pincher Creek direct administration to set up a meeting with MP John Barlow to advance our advocacy around operating the Chief Mountain Boarder crossing and maintaining the RCMP as the provincial police force.	CAO	Complete
March 1, 2023	COTW 2023-038	That Committee of the Whole for the Town of Pincher Creek receive the recent deer count performed unofficially by local wildlife biologist Maria Didkowsky.		Complete
March 1, 2023	COTW 2023-039	That the Committee of the Whole for the Town of Pincher Creek receive letter as information and direct administration to respond to Mrs Filipuzzi and inform her that the building isn't owned by the town and inform her of the conditions of the building.		Complete

March 1, 2023	COTW 2023-040	That Committee of the Whole for the Town of Pincher Creek direct administration to bring forward a request for decision surrounding a reuse fair in the spring of 2023.	Economic Development Officer	Complete
March 1, 2023	COTW 2023-043	That the Committee of the Whole for the Town of Pincher Creek defer indefinitely the RHPAP request to the March 13, 2023 meeting		Complete
March 1, 2023	COTW 2023-044	That the Committee of the Whole for the Town of Pincher Creek accept Piikani meeting as information.		Complete
March 1, 2023	COTW 2023-045	That the Committee of the Whole for the Town of Pincher Creek direct administration to bring back the Development Office position to the next committee meeting.		Complete
April 5, 2023	COTW 2023-049	That Committee of the Whole for the Town of Pincher Creek accepts the Financial First Quarter Report by Department as information.		Complete
April 5, 2023	COTW 2023-050	That Committee of the Whole for the Town of Pincher Creek accepts the Financial First Quarter Report by Object as information.		Complete
April 5, 2023	COTW 2023-051	That Committee of the Whole for the Town of Pincher Creek direct administration to record meetings for the benefits of the minutes and destroy the recordings once minutes are completed	Manager of Legislative Services	In Progress
April 5, 2023	COTW 2023-052	That Committee of the Whole for the Town of Pincher Creek direct administration to develop a policy on recording of council meetings for the accuracy of minute taking.	Manager of Legislative Services	In Progress
April 5, 2023	COTW 2023-053	That the Committee of the Whole for the Town of Pincher Creek direct administration to move forward with the June 7th Public Open House plan as discussed	Economic Development Officer	Complete
April 5, 2023	COTW 2023-054	That the Committee of the Whole for the Town of Pincher Creek direct administration to include a review of the Council Conduct Bylaw to the next Committee of the Whole Meeting.	Manager of Legislative Services	In Progress

May 3, 2023	COTW 2023-056	That the Committee of the Whole for the Town of Pincher Creek agrees to add 9.2 AHS Update, 9.3 Personnel Update and 9.4 Letter of Concern to the May 3, 2023 Committee of the Whole Agenda		Complete
May 3, 2023	COTW 2023-059	That Committee of the Whole for the Town of Pincher Creek direct administration to talk with the community group and bring back a plan to Council.	Recreation Manager	Complete
May 3, 2023	COTW 2023-060	That Committee of the Whole for the Town of Pincher Creek accept the policy training discussion as information		Complete
May 3, 2023	COTW 2023-061	That Committee of the Whole for the Town of Pincher Creek direct administration to bring back the legislation that is in place for setting up accounts to accept donations.	Director of Finance and HR	Not started
May 3, 2023	COTW 2023-062	That Committee of the Whole for the Town of Pincher Creek direct administration to develop a Trust Account policy.	Director of Finance and HR	Not started
May 3, 2023	COTW 2023-063	That Committee of the Whole for the Town of Pincher Creek Defer the rest of COTW schedule meeting to the rescheduled COTW meeting.		Complete
May 3, 2023	COTW 2023-066	That the Committee of the Whole for the Town of Pincher Creek Defer 9.4 to an upcoming COTW or Council Meeting.		Complete
May 10, 2023	COTW 2023-067	That the Committee of the Whole for the Town of Pincher Creek agrees to add 8.4 Football Canada letter of concern to the May 10, 2023 Committee of the Whole Agenda.	Recreation Manager	Complete
May 10, 2023	COTW 2023-069	That the Committee of the Whole for the Town of Pincher Creek direct administration to register all Councillors & CAO for the Alberta Municipalities Convention to be held at the Edmonton Convention Centre on Sep 27 - 29, 2023.		Complete
May 10, 2023	COTW 2023-070	That the Committee of the Whole for the Town of Pincher Creek direct administration to prepare an amendment to the Committee of the Whole Bylaw 1608-20 for Council consideration.	Manager of Legislative Services	In Progress

May 10, 2023	COTW 2023-071	That the Committee of the Whole for the Town of Pincher Creek defer the information provided by Councillor Barber to the next meeting and to bring back further information from the football association.	Recreation Manager	Complete
May 10, 2023	COTW 2023-075	That the Committee of the Whole for the Town of Pincher Creek receive the Pincher Creek Early Learning Centre Financial Statements as information.		Complete
May 10, 2023	COTW 2023-076	That the Committee of the Whole for the Town of Pincher Creek set up a meeting with the Council and the Early Learning Centre Board to discuss the relationship between the town of Pincher Creek and the Early Learning Centre.		Complete
May 10, 2023	COTW 2023-077	That the Committee of the Whole for the Town of Pincher Creek accept the AHS update as information.		Complete
May 10, 2023	COTW 2023-080	That the Committee of the Whole for the Town of Pincher Creek direct administration to create a process for after receiving a complaint that are guided by concerns of administrative fairness, expediency and appeals that includes a method of yearly review and sign off by Council.	Manager of Legislative Services	Not started
May 10, 2023	COTW 2023-081	That the Committee of the Whole for the Town of Pincher Creek agree the complaint is valid and issue the following sanctions to Councillor Green, that a formal apology letter be provided to the complainant.		Complete
May 10, 2023	COTW 2023-082	That the Committee of the Whole for the Town of Pincher Creek send a letter of acknowledgement to the complainant of the receipt of the complaint and that the compliant has been dealt with by Council by due process		Complete

June 7, 2023	COTW 2023-084	That the Committee of the Whole for the Town of Pincher Creek agrees to add 9.3 Personnel Update, 8.6 Huddleston Coffee with Council, 8.7 Community Facility Enhancement Program Grant Application, 8.8 Highschool Reunion Update, and 8.9 Alberta Municipalities Award Nominations to the June 7, 2023 Committee of the Whole Agenda.		Complete
June 7, 2023	COTW 2023-087	That the Committee of the Whole for the Town of Pincher Creek accept the SE Commercial Area Upgrades update as information.	Director of Operations	Complete
June 7, 2023	COTW 2023-088	That the Committee of the Whole for the Town of Pincher Creek direct administration to bring the rural renewal program back to the July Committee of the Whole for further discussion	CAO	Not started
June 7, 2023	COTW 2023-089	That the Committee of the Whole for the Town of Pincher Creek direct administration to draft a territorial acknowledgement for review at a future Committee of the Whole for further discussion and assign a Councillor or two to provide input.	CAO	Not started
June 7, 2023	COTW 2023-090	That the Committee of the Whole for the Town of Pincher Creek accept the changes proposed to the Joint Funding forms by the Joint Funding Sub Committee pending corrections of the formatting.		Complete
June 7, 2023	COTW 2023-091	That the Committee of the Whole for the Town of Pincher Creek request another Joint Funding Committee meeting for setting up the parameters of who needs to give a presentation for funding above \$5000.		Complete
June 7, 2023	COTW 2023-092	That the Committee of the Whole for the Town of Pincher Creek support National Indigenous Peoples Day and approve the Mayor to represent the Town of Pincher Creek.		Complete
June 7, 2023	COTW 2023-093	That the Committee of the Whole for the Town of Pincher Creek accept the Facility Condition Assessment of the Community Recreation Centre as information.		Complete

June 7, 2023	COTW 2023-094	That the Committee of the Whole for the Town of Pincher Creek rescind resolution 23-056 to proceed with the demolition of the Old RCMP Building located at 659 Main Street, Lot 103, Plan 460B, in order that prospective developers may view the property.		Complete
June 7, 2023	COTW 2023-095	That the Committee of the Whole for the Town of Pincher Creek direct Administration to continue researching costs and drafting procurement documents for the Old RCMP Demolition project and bring the project back to Council prior to any procurement for demolition services, if it is determined these services are needed in the future.	Director of Operations	On Hold
June 7, 2023	COTW 2023-096	That the Committee of the Whole for the Town of Pincher Creek advertise for request for proposals for redevelopment at 659 Main Street (Lot 102, Plan 552LK) 655 Main Street (Lot 13, Plan 522LK) 656 Charlotte Street (Lot 14, Plan 552LK) for housing and mixed use.	CAO	In Progress
June 7, 2023	COTW 2023-097	That the Committee of the Whole for the Town of Pincher Creek defer the Town Snow Management Discussion to the July Committee of the Whole.	Director of Operations	Complete
June 7, 2023	COTW 2023-098	That the Committee of the Whole for the Town of Pincher Creek agree to defer the Huddleston Coffee with Council to the July Committee of the Whole.		Complete
June 7, 2023	COTW 2023-099	That the Committee of the Whole for the Town of Pincher Creek direct administration to bring back the Community Facility Enhancement Program Grant Application criteria required to the June 12, 2023 Council meeting.		Complete
June 7, 2023	COTW 2023-100	That the Committee of the Whole for the Town of Pincher Creek accept the Highschool Reunion Update as information.		Complete
June 7, 2023	COTW 2023-101	That the Committee of the Whole for the Town of Pincher Creek agree to nominate Councillor Elliott for the Alberta Municipalities award.		Complete

June 7, 2023	COTW 2023-102	That the Committee of the Whole for the Town of Pincher Creek agree to nominate the Town of Pincher Creek for the Environmental Stewardship Award for Day on the Creek.	Complete
June 7, 2023	COTW 2023-105	That the Committee of the Whole for the Town of Pincher Creek direct administration to respond to the resident letter of concern and advise that matters that the Town considers closed will not be responded to.	Complete
June 7, 2023	COTW 2023-106	That the Committee of the Whole for the Town of Pincher Creek receive the Property Appraisal Update provided as information.	Complete
June 7, 2023	COTW 2023-109	That the Committee of the Whole for the Town of Pincher Creek accept the Personnel Update as information.	Complete