



Town of Pincher Creek
COMMITTEE OF THE WHOLE MINUTES
October 4, 2023 – 8:30 AM
962 St. John Avenue
In Person & Virtually

ATTENDANCE:

- Mayor: D. Anderberg
- Councillors: M. Barber, S. Nodge, G. Cleland, D. Green, and W. Oliver
- With Regrets: B. Wright
- Staff: A. Lucas, Chief Administrative Officer; W. Catonio, Director of Finance and Human Resources; K. Green, Executive Assistant; A. Levair, Director of Operations; A. Grose, Recreation Manager; A. Maund, Bylaw Officer; and L. Goss, Legislative Services Manager

1. **CALL TO ORDER**

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

2. **AGENDA APPROVAL**

GREEN:

That the Committee of the Whole for the Town of Pincher Creek agrees to add 8.5 Holiday Train and 9.5 Property Purchase Proposal to the October 4, 2023 Committee of the Whole Agenda.

CARRIED COTW 2023-154

CLELAND:

That the Committee of the Whole for the Town of Pincher Creek accepts the October 4, 2023 Committee of the Whole Agenda as amended.

CARRIED COTW 2023-155

3. **DELEGATIONS**

3.1 Years of Service - Margaret Fisher

3.2 Bylaw Officer Introduction

A. Maund left meeting at 8:40am

 **Initial**

4. COMMITTEE REPORTS

BARBER: Sept 6 – Committee of the Whole
Sept 7 – Joint Council Meeting
Sept 11 – PCCELC AGM & Regular Council
Sept 12 – Special Council Meeting
Sept 19 – Joint Council – Grant Funding
Sept 25 – Regular Council Meeting
Sept 25 – 29 AUMA

CLELAND: Sept 6 – Committee of the Whole
Sept 7 – Joint Council Meeting

GREEN: Sept 6 – Committee of the Whole
Sept 6 – Joint Funding
Sept 7 – Joint Council Meeting
Sept 11 – Huddlestun Seniors Executive Meeting
Sept 11 - PCCELC AGM & Regular Council Meeting
Sept 12 – Special Council Meeting
Sept 18 – PCCELC Board Meeting
Sept 19 – Joint Council – Grant Funding Meeting
Sept 20 – Pincher Creek Foundation Board Meeting
Sept 25 – Regular Council Meeting
Sept 25 – 29 AUMA

OLIVER: Sept 6 – Committee of the Whole
Sept 11 – PCCELC AGM & Regular Council
Sept 12 – Special Council Meeting
Sept 19 – Joint Council – Grant Funding
Sept 20 – MDSA
Sept 25 – Regular Council Meeting

WRIGHT: Sept 6 – Joint Funding
Sept 7 – Joint Council Meeting
Sept 11 – PCCELC AGM & Regular Council
Sept 12 – Special Council Meeting
Sept 14 - PCREMO
Sept 19 – Joint Council – Grant Funding
Sept 20 – MDSA
Sept 25 – Regular Council Meeting
Sept 25 – 29 AUMA

S. Nodge joined meeting at 8:55 am

NODGE: Sept 6 – Committee of the Whole

 **Initial**

Sept 6 – Joint Funding
Sept 7 – Joint Council Meeting

Sept 11 – PCCELC AGM & Regular Council
Sept 12 – Special Council Meeting
Sept 14 - PCREMO
Sept 19 – Joint Council – Grant Funding
Sept 20 – MDSA
Sept 25 – Regular Council Meeting

CLELAND:

That the Committee of the Whole for the Town of Pincher Creek accept the committee reports as presented.

CARRIED COTW 2023-156

5. ADMINISTRATION

5.1 Recreation Programmer Quarterly Report April - June 2023

BARBER:

That the Committee of the Whole for the Town of Pincher Creek accepts the Recreation Programmer Quarterly Report April - June 2023 report as information with thanks.

CARRIED COTW 2023-157

5.2 Recreation Programmer Quarterly Report July - August 2023

OLIVER:

That the Committee of the Whole for the Town of Pincher Creek accepts the Recreation Programmer Quarterly Report July - August 2023 report as information with thanks.

CARRIED COTW 2023-158

5.3 Community Services Quarterly Report January - March 2023

OLIVER:

That the Committee of the Whole for the Town of Pincher Creek accepts the Community Services Quarterly Report January - March 2023 report as information with thanks.

CARRIED COTW 2023-159

5.4 Parks Quarterly Report April - June 2023

CLELAND:

That the Committee of the Whole for the Town of Pincher Creek accepts the Parks Quarterly Report April - June 2023 report as information with thanks.

CARRIED COTW 2023-160

 **Initial**

5.5 Parks Quarterly Report July- September 2023

GREEN:

That the Committee of the Whole for the Town of Pincher Creek accepts the Parks Quarterly Report July- September 2023 report as information with thanks.

CARRIED COTW 2023-161

6. BUSINESS ARISING FROM THE MINUTES

7. POLICY

7.1 Public Participation Policy 166-23

NODGE:

That the Committee of the Whole for the Town of Pincher Creek direct administration to prepare Public Participation Policy 166-23 for Council consideration.

CARRIED COTW 2023-162

8. New Business

8.1 Presenting the Climate Resiliency and Adaptation Plan at COP 28 in Abu Dhabi

NODGE:

That the Committee of the Whole for the Town of Pincher Creek support the presentation of the Climate Resiliency and Adaptation plan at the Canada Pavilion in Abu Dhabi for COP 28 in December 2023.

CARRIED COTW 2023-164

NODGE:

That the Committee of the Whole for the Town of Pincher Creek agree to approve up to \$1750 from the Municipal Income Stabilization Reserve for travel costs of the Municipal Energy Lead on the acceptance of the Climate Resiliency and Adaptation plan at the Canada Pavilion.

CARRIED COTW 2023-165

A. Levair left meeting at 9:44 am

8.2 Council Committees Review and Discussion

OLIVER

That the Committee of the Whole for the Town of Pincher Creek accept as information ahead of the Organizational meeting in October 2023.

CARRIED COTW 2023-166

L. Goss left meeting at 10:04 am

Mayor Anderberg called a recess at 10:04 am

Mayor Anderberg called the meeting back to order at 10:17 am

8.3 2024 Public Open House Dates

CLELAND:

That the Committee of the Whole for the Town of Pincher agree to the following dates for the two Public Open House sessions for 2024; February 28, and June 12, and provide Administration with the following topics to consider and undertake further research on for the two Public Open House sessions.

CARRIED COTW 2023-167

8.4 Schedule of Special Council Meetings for discussion of 2024 Operating and Capital Budget

CLELAND:

That the Committee of the Whole for the Town of Pincher approve the attached list of Special Council Meetings for 2024 Operating and Capital Budget Discussions.

CARRIED COTW 2023-168

8.5 Holiday Train

OLIVER:

That the Committee of the Whole for the Town of Pincher Creek receive the Holiday train update as information.

CARRIED COTW 2023-169

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, October 4, 2023 at 11:05 am in accordance with section 23 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 2023-170

GREEN:

That the Committee of the Whole for the Town of Pincher Creek to move out of a closed session of Council on Wednesday, October 4, 2023 at 12:10 pm.

CARRIED COTW 2023-171

9.1 PC Remo Budge - FOIP s. 24

GREEN:

That the Committee of the Whole for the Town of Pincher Creek agree to include the Deputy DEMs' time in the budget as these positions may need to be filled by people other than employees of the respective municipalities.

CARRIED COTW 2023-172

A. Levair joined meeting at 11:15 am

9.2 **Land Acquisition - FOIP s. 23**

NODGE:

That the Committee of the Whole for the Town of Pincher Creek direct administration to enter into negotiations with the landowner for potential acquisition of the discussed property

CARRIED COTW 2023-173

A. Levair left meeting at 11:37 am

9.3 **Arena Concession Operator Proposals- FOIP s. 16**

OLIVER:

That the Committee of the Whole for the Town of Pincher Creek administration to bring back the arena concession proposals to the October 10th, 2023 regular meeting of Council for decision.

CARRIED COTW 2023-174

C. Catonio left meeting at 11:40 am

A. Grose left meeting at 11:43 am

9.4 **Proposed Changes to the Town's Organizational Chart- FOIP s. 24**

OLIVER:

That the Committee of the Whole for the Town of Pincher Creek accept for information the proposed changes to the Town's Organizational Chart which includes adding new staff positions in 2024.

CARRIED COTW 2023-175

9.5 **Property Purchase Proposal - FOIP s. 16**

OLIVER:

That the Committee of the Whole for the Town of Pincher Creek receive the property purchase proposal update as information.


CARRIED COTW 2023-176

10. **Adjournment**

OLIVER:

That this session of Committee of the Whole be adjourned at 12:13 pm.

CARRIED COTW 2023-177

 **Initial**

**APPROVED BY RESOLUTION OF
COUNCIL FOR THE TOWN OF PINCHER CREEK
THIS 23rd DAY OF OCTOBER 2023**



Mayor, D. Anderberg



CAO, A. Lucas



Initial