



# CAO Report

2017 SECOND QUARTER

Laurie Wilgosh, LGA | July 24, 2017

## Highlights

- Alberta Transportation MOU for Green Trip Transit Funding – approved
- Municipal Emergency Management Plan – approved
- \$1,300,000 Construction Funding for Crestview Lodge – provided

## Other Pertinent Resolutions

- 2016 Audited Financial Statements – approved
- Pincher Planters Flower Bed Maintenance/Funding Agreement approved
- Community Garden proposal – approved location next to Foodbank
- In Town School Bus Survey to be provided to public
- Signage and Wayfinding Project awarded to Boulder Metal Industries/Associates
- Municipal Subdivision and Development Appeal Board Appointment – Roger McAdam
- Partnership Agreement with Pincher Creek Handi Bus Society approved
- Municipal Development and Subdivision Authority Appointments – Scott Korbett and Dick Burnham
- 2017 Municipal Election Advance Vote set for Wed. October 11, 2017

## Bylaws

- 2017 Mill Rate Bylaw # 1620-17 – passed
- Land Use Bylaw Amendment # 1547-AC – C1-zoning (Downtown retail commercial)  
changed to C4 –  
Transitional  
Commercial – Plan  
7756AL, Lot 30
- Payment of Taxes  
by Instalments –  
Bylaw # 1462-17 –  
change of  
withdrawal date  
from 5th of month  
to the 15th – passed

BYLAWS & POLICES

- Council Procedural Bylaw # 1596-17 – minor housekeeping corrections – passed
- Council Remuneration bylaw # 1578-17 – increase in Mayor’s stipend – effective for new Council – passed
- Hillcrest Meadows Area Structure Plan Bylaw # 1621-17 – first reading

## Policies

- None in this quarter

## Council Delegations

- Mark Barber – Heritage Acres Information Update
- Jeff Wearmouth and Joanne Elves – Optimist Wind Energy
- Mike Burla – Senior Planner – Oldman River Regional Services Commission
- Colleen Cyr – Kootenai Brown Pioneer Village – development proposal
- Isaac Bustard – Blue Weed Blitz
- Jeremy Nelson – Pincher Creek Mustangs/New Sports Field
- Children’s World Day Care – Marie Meckelborg and Clayton Lejan
- Motivention – Launa Clark and Lavonne Rideout
- Talbera Technologies – Albert Tagoe
- Darren Adamson – Avail LLP

## CAO Meetings, Webinars and Courses

- Regular monthly managers and staff meetings
- Joint Health and Safety meetings
- Handi Bus – Partnership/agreement
- Transportation Committee
- MARD committee meetings/project tracking and outcomes
- Housing Committee
- Pincher Creek Emergency Services Commission meetings
- PCESC/Municipal Affairs – inspection review
- Alberta Emergency Management Agency – Emergency Operations Centre training
- Regional Emergency Management Organization – table top exercise
- Martin Geomatics – planning considerations

- AUMA – Mayor’s Caucus – Okotoks
- Alberta Municipal Affairs – MGA review sessions
- Contractor meeting regarding Wayfinding and Signage Project
- Contractor/day care plan review
- Resident/ratepayer meetings



### Staff Safety Topics

**April** – Element 4 – Workplace Inspections – Operations Dept.

**May** – Element 5 – Orientation and Training - Library

**June** – Element 6 – Review of Safety Policy – Bylaw Dept.

External Audit for COR Certification – Sept/Oct. 2017 with High River

### Upcoming Projects and Priorities

- Monitor progress/costing on 2017 Projects
- Purchase Transit Vehicle – Route, scheduling, bus stops, dispatch
- Housing – Determine Housing Authority, proceed with Habitat for Humanity and ARDN proposals
- Day Care – complete business plan, property agreements and site plan
- 2017 Election preparations and Council orientation/training
- Main Street Alley maintenance plan/agreement
- ORRSC – Land Planning



Respectfully submitted by: Laurie Wilgosh – Chief Administrative Officer