



**TOWN OF PINCHER CREEK  
COUNCIL MEETING AGENDA  
Monday, June 12, 2017 at 6:00 p.m.  
Council Chambers, Town Hall  
962 St. John Avenue**

1. **Call to Order**
2. **Scheduled Public Hearing**
  - 2.1 Land Use Bylaw Amendment 1547-AC (pg. 2)
3. **Agenda Approval**
4. **Scheduled Delegations**
5. **Adoption of Minutes**
  - 5.1 Minutes of the Regular Meeting of Council held on May 23, 2017 (pg. 4)
  - 5.2 Minutes of the Committee of the Whole Meeting held on June 7, 2017 (pg. 10)
6. **Business Arising from the Minutes**
  - 6.1 Disposition of Delegation – Pincher Creek Mustangs (pg. 14)
  - 6.2 Handi Bus Society Agreement (pg. 16)
  - 6.3 Handi Bus Community Initiatives Program Partnership (pg. 18)
7. **Bylaws**
  - 7.1 Land Use Bylaw Amendment 1547-AC (pg. 37)
  - 7.2 Tax Installment Payment Plan Bylaw 1462-17 (pg. 42)
  - 7.3 Council Procedural Bylaw 1596-17 (pg. 56)
  - 7.4 Council Remuneration Bylaw 1578-17 (pg. 79)
8. **New Business**
  - 8.1 Election Services Agreement (pg. 85)
  - 8.2 Relay for Life – Request for Support (pg. 97)
  - 8.3 2017 Asphalt Projects (pg. 100)
  - 8.4 Assessment Services (pg. 104)
9. **Reports**
  - 9.1 Council and Mayor
10. **Administration**
  - 10.1 Council Information Distribution List (pg. 106)
11. **In Camera Discussion**
  - 11.1 Land – Spray Park Tender Award
  - 11.2 Land – Inventory
  - 11.3 Labor – Municipal Development and Subdivision Authority Appointments
  - 11.4 Land – Historical Exhibit Expansion – Roll #00570000
  - 11.5 Labor – Personnel
  - 11.6 *Legal – Meeting with Housing Representative*
12. **Notice of Motion**
13. **Adjournment**

*The next Regular Council Meeting is scheduled for Monday, June 26, 2017 AT 6:00 p.m.*



**REGULAR MEETING OF COUNCIL**  
**Held on Monday June 12, 2017 in the**  
**Town Hall Council Chambers, commencing at 6:00 p.m.**

**IN ATTENDANCE:**

Mayor: D. Anderberg

Councillors: J. Litkowski, D. Thornton, M. Barber and D. Filipuzzi

Absent with Regrets: W. Elliott and L. Jackson

Staff: L. Wilgosh, Chief Administrative Officer;  
W. Catonio, Director of Finance and Human Resources;  
D. Burt Stuckey, Director of Community Services and L. Goss,  
Administrative Manager

**1. CALL TO ORDER**

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

**2. SCHEDULED PUBLIC HEARING**

**2.1 Land Use Bylaw Amendment 1547-AC**

Present: Mayor Anderberg  
Councillor Barber  
Councillor Filipuzzi  
Councillor Litkowski  
Councillor Thornton

Absent: Councillor Jackson  
Councillor Elliott

Staff: W. Catonio, Director of Finance and Human Resources  
D. Burt Stuckey, Director of Community Services  
L. Goss, Administrative Manager

**1. CALL TO ORDER**

The Mayor called the Public Hearing for Bylaw No. 1547-AC to order at 6:01 p.m.

**2. ADOPTION OF AGENDA**

**FILIPUZZI:**

That Council for the Town of Pincher Creek approves the June 12, 2017 Public Hearing for Bylaw No. 1547-AC Agenda as presented.

**CARRIED PH17-1**

Handwritten initials in black ink, appearing to be "R" or "D" with a flourish.

**3. PURPOSE OF PUBLIC HEARING**

The purpose of the public hearing is to present Bylaw No. 1547-AC, to re-designate Plan 7756AL, Lot 30 from Downtown / Retail Commercial – C1 to Transitional Commercial – C4.

**4. CONFIRMATION OF NOTICE**

The Director of Finance and Human Resources advised that the Notice of Public Hearing was advertised in the May 17 and 24, 2017 editions of the weekly newspaper the Pincher Creek Echo and seven (7) notices mailed to adjacent land owners.

**5. REPORT FROM OLDMAN RIVER REGIONAL SERVICES COMMISSION SENIOR PLANNER**

No referral comments were received from the Oldman River Regional Services.

**6. REPORT FROM THE TOWN'S MANAGEMENT STAFF**

No referral comments were received from Operational Services, Fire/Emergency Services, Bylaw Enforcement.

**7. WRITTEN SUBMISSIONS**

No written submission have been received as of 12:00 Noon June 7, 2017.

**8. PERSONS WISHING TO BE HEARD**

There has been no persons indicating their wish to be heard as of 12:00 noon June 7, 2017.

The Mayor asked if there were any persons wishing to be heard. (First Time)

The Mayor asked if there were any persons wishing to be heard. (Second Time)

The Mayor asked if there were any persons wishing to be heard. (Third and Final Time)

**9. CLOSURE OF PUBLIC HEARING  
THORNTON:**

That this Public Hearing on June 12, 2017 be hereby adjourned at 6:02 p.m.

**CARRIED PH17-2**

**3. AGENDA APPROVAL  
LITKOWSKI:**

That Council for the Town of Pincher Creek approves the June 12, 2017 agenda as amended the amendment being the addition of item 11.6 Legal – Meeting with Housing Representative.

**CARRIED 17-216**

**4. DELEGATIONS**

**BARBER:**

That Council for the Town of Pincher Creek agree to hear Colleen Cyr representing the Kootenai Brown Pioneer Village as an unscheduled delegation at the June 12, 2017 regular Council meeting.

**CARRIED 17-217**

**4.1 Kootenai Brown Pioneer Village – Colleen Cyr**

Colleen Cyr attended the meeting representing the Kootenai Brown Pioneer Village to provide information to Council regarding the Historical Exhibit Expansion.

**5. ADOPTION OF MINUTES**

**5.1 Minutes of the Regular Meeting of Council held on May 23, 2017**

**BARBER:**

That Council for the Town of Pincher Creek approves the Minutes of the Regular Meeting of Council held on May 23, 2017 as amended.

**CARRIED 17-218**

**5.2 Minutes of the Committee of the Whole Meeting held on June 7, 2017**

**THORNTON:**

That Council for the Town of Pincher Creek approves the Minutes of the Committee of the Whole Meeting held on June 7, 2017 as presented.

**CARRIED 17-219**

**6. BUSINESS ARISING FROM THE MINUTES**

**6.1 Disposition of Delegation – Pincher Creek Mustangs**

**BARBER:**

That Council for the Town of Pincher Creek receive as information the May 23, 2017 presentation from Jeremy Nelson regarding a new sports field for Pincher Creek and that this item be referred to the Facilities Planning Steering Committee for recommendation.

**CARRIED 17-220**

**6.2 Handi Bus Society Agreement**

**LITKOWSKI:**

That Council for the Town of Pincher Creek accept the information regarding the partnership between the Town of Pincher Creek and the Pincher Creek Handi Bus Society and sign the proposed agreement as presented.

**CARRIED 17-221**

**6.3 Handi Bus Community Initiatives Program Partnership**

**FILIPUZZI:**

That Council for the Town of Pincher Creek approve up to \$45 000 for the Pincher Creek Handi Bus Society as matching funding for the community initiatives program grant, if successful, for the purchase of a new vehicle, with funds to come from the capital funding reserve #0000004760.

**CARRIED 17-222**

**THORNTON:**

That Council for the Town of Pincher Creek direct administration to explore the feasibility of applying the Handi Bus Society matching funding to the Green TRIP funding.

**CARRIED 17-223**

**7. BYLAWS**

**7.1 Land Use Bylaw Amendment 1547-AC**

**LITKOWSKI:**

That Council for the Town of Pincher Creek agree to give Bylaw 1547-AC, amending the Land Use Bylaw 1547, second reading.

**CARRIED 17-224**

**LITKOWSKI:**

That Council for the Town of Pincher Creek agree to give Bylaw 1547-AC, amending the Land Use Bylaw 1547, third and final reading and that a copy of which be attached hereto and form part of the minutes.

**CARRIED 17-225**

**7.2 Tax Installment Payment Plan Bylaw 1462-17**

**THORNTON:**

That Council for the Town of Pincher Creek agree to give Bylaw 1462-17, Payment of Taxes by Instalments, first reading.

**CARRIED 17-226**

**THORNTON:**

That Council for the Town of Pincher Creek agree to give Bylaw 1462-17, Payment of Taxes by Instalments, second reading.

**CARRIED 17-227**

**THORNTON:**

That Council for the Town of Pincher Creek agree unanimously to present Bylaw 1462-17, Payment of Taxes by Instalments at the June 12, 2017 regular Council meeting.

**CARRIED 17-228**

**THORNTON:**

That Council for the Town of Pincher Creek agree to give Bylaw 1462-17, Payment of Taxes by Instalments third and final reading and that a copy of which be attached hereto and form part of the minutes.

**CARRIED 17-229**

**7.3 Council Procedural Bylaw 1596-17**

**LITKOWSKI:**

That Council for the Town of Pincher Creek agree to give Bylaw 1596-17, amending the Council Procedural Bylaw, first reading.

**CARRIED 17-230**



**LITKOWSKI:**

That Council for the Town of Pincher Creek agree to give Bylaw 1596-17, Council Procedural Bylaw, second reading.

**CARRIED 17-231**

**LITKOWSKI:**

That Council for the Town of Pincher Creek agree unanimously to present Bylaw 1596-17, Council Procedural Bylaw at the June 12, 2017 regular Council meeting.

**CARRIED 17-232**

**LITKOWSKI:**

That Council for the Town of Pincher Creek agree to give Bylaw 1596-17, Council Procedural Bylaw third and final reading and that a copy of which be attached hereto and form part of the minutes.

**CARRIED 17-233**

**7.4 Council Remuneration Bylaw 1578-17**

**BARBER:**

That Council for the Town of Pincher Creek agree to give Bylaw 1578-17, Council Remuneration Bylaw, first reading.

**CARRIED 17-234**

**FILIPUZZI:**

That Council for the Town of Pincher Creek agree to give Bylaw 1578-17, Council Remuneration Bylaw, second reading.

**CARRIED 17-235**

**FILIPUZZI:**

That Council for the Town of Pincher Creek agree unanimously to present Bylaw 1578-17, Council Remuneration Bylaw at the June 12, 2017 regular Council meeting.

**CARRIED 17-236**

**FILIPUZZI:**

That Council for the Town of Pincher Creek agree to give Bylaw 1578-17, Council Remuneration Bylaw third and final reading and that a copy of which be attached hereto and form part of the minutes.

**CARRIED 17-237**

**8. NEW BUSINESS**

**8.1 Election Services Agreement**

**LITKOWSKI:**

That Council for the Town of Pincher Creek agree and approve entering into the proposed Election Services Agreement with the Livingstone Range School Division No. 68 for 2017 election services, as presented.

**CARRIED 17-238**



**8.2 Relay for Life – Request for Support**

**FILIPUZZI:**

That Council for the Town of Pincher Creek agree to donate up to a maximum of \$1,000, a matching donation to resident donations for the Canadian Cancer Society to support the 2017 Relay for Life fundraising event, to be funded from the Community Services Grant Contingency Fund account 7412002770.

**CARRIED 17-239**

**8.3 2017 Asphalt Projects**

**THORNTON:**

That Council for the Town of Pincher Creek direct administration to award project 2017-02, the 2017 Town of Pincher Creek Asphalting of East Avenue in the amount of \$135,135.56 (excluding GST) to Tollestrup Construction (2005) and approve the additional expenditure of \$35,135.55 from account #3200006615 to be funded through MSI Capital account #3200005840

**CARRIED 17-240**

**THORNTON:**

That Council for the Town of Pincher Creek direct administration to award project 2017-02a, the 2017 Town of Pincher Creek Paving of Pool/Arena/Curling rink in the amount of \$47,886.32 (excluding GST) to Tollestrup Construction (2005) and approve the additional expenditure of \$17,886.32 account 7103002250 to be funded through Transfer from Reserves account 7103001920.

**Councillor Barber Requested a Recorded Vote**

For	Mayor Anderberg
Against	Councillor Barber
For	Councillor Filipuzzi
For	Councillor Litkowski
For	Councillor Thornton

**CARRIED 17-241**

**8.4 Assessment Services**

**THORNTON:**

That Council for the Town of Pincher Creek direct administration to prepare and send out Request for Proposals for Assessment Services for the Town of Pincher Creek.

**CARRIED 17-242**

**9. REPORTS:**

**9.1 Council  
BARBER**

May 23  
May 24  
June 7

Regular Council  
Recreation Advisory Committee  
Committee of the Whole

*Regular Council Meeting  
June 12, 2017*

<b>THORNTON</b>	May 23	Regular Council
	May 24	Crestview Lodge Construction Meeting
	May 25	Transportation Committee
	May 25	EMS Commission
	June 7	Committee of the Whole Meeting
	June 7	Alberta SouthWest Annual General Meeting
<b>FILLIPUZZI</b>	June 9	Governor General Leadership Tour
	May 23	Regular Council
	May 29	Family and Community Support Services
	June 7	Committee of the Whole Meeting
	June 7	Alberta SouthWest Annual General Meeting
<b>LITKOWSKI</b>	June 9	Governor General Leadership Tour
	May 23	Regular Council
	May 24	Library Board
	June 7	Committee of the Whole Meeting
	June 9	Daycare Meeting
June 9	Governor General Leadership Tour	

**Mayor's Report**

<b>ANDERBERG</b>	May 23	Regular Council
	May 25	Transportation Committee
	May 25	EMS Commission
	May 27	MHHS Graduation Ceremony
	June 1	ORRSC Annual BBQ and Meeting
	June 2	Highway 3
	June 2	Mayors and Reeves
	June 4	Service Club Meetings
	June 7	Committee of the Whole Meeting
	June 9	Seniors Week Lunch at Crestview Lodge
	June 9	Governor General Leadership Tour
	June 10	Chuck Wagon Dinner at Heritage Acres

**BARBER:**

That Council for the Town of Pincher Creek accepts the Mayor and Council reports for June 12, 2017 as information.

**CARRIED 17-243**

**10. ADMINISTRATION**

**10.1 Council Information Distribution List**

**THORNTON:**

That Council for the Town of Pincher Creek accept the June 12, 2017 Council Information Distribution List as information.

**CARRIED 17-244**



Mayor Anderberg called a recess at 7:20 pm.  
Chief Administrative Officer Laurie Wilgosh joined the meeting at 7:20 pm.  
L. Goss left the meeting at 7:20 pm.  
Mayor Anderberg called the meeting back to order at 7:25 pm.

**11. IN CAMERA DISCUSSION**

**LITKOWSKI:**

That Council for the Town of Pincher Creek agree to move to an "In Camera" session of Council on Monday June 12, 2017 at 7:25 pm with the Chief Administrative Officer, Director of Finance and Human Resources and Director of Community Services in attendance.

**CARRIED 17-245**

*D. Burt Stuckey and W. Catonio left the meeting at 7:52 pm.*

**FILIPUZZI:**

That Council for the Town of Pincher Creek agree to move out of an "In Camera" session of Council on Monday June 12, 2017 at 9:18 pm.

**CARRIED 17-246**

**11.1 Land – Spray Park Tender Award**

**THORNTON:**

That Council for the Town of Pincher Creek accept the Spray Park tender from Link Builders in the amount of \$623,600.20 less proposed site and landscaping savings for a maximum tender amount of \$583,600.20 and that additional Town funding up to \$116,525 come from the Capital Investment Fund #0000004760 to cover the project contingency and professional fees as required.

**CARRIED 17-247**

**11.2 Land – Inventory**

**THORNTON:**

That Council for the Town of Pincher Creek receives the North East industrial area land inventory report dated June 12, 2017 as information.

**CARRIED 17-248**

**11.3 Labor – Municipal Development and Subdivision Authority**

**Appointments**

**BARBER:**

That Council for the Town of Pincher Creek appoint Scott Korbett to the Municipal Development and Subdivision Authority to serve a three-year term May 2017 – May 2020.

**CARRIED 17-249**

**BARBER:**

That Council for the Town of Pincher Creek appoint Dick Burnham to the Municipal Development and Subdivision Authority to serve a three-year term April 2017 – April 2020.

**CARRIED 17-250**

**THORNTON:**

That Council for the Town of Pincher Creek direct administration to research and bring back recommendations for committee membership and term lengths.

**CARRIED 17-251**

**11.4 Land – Historical Exhibit Expansion – Roll #00570000**

**BARBER:**

That Council for the Town of Pincher Creek authorize and direct administration to proceed with the Application for a Development Permit for the expansion of the historical exhibit dated May 19, 2017 on Plan 6051JK, Block B, subject to compliance with all building codes and Municipal Development and Subdivision Authority's (MDSA) approval.

**CARRIED 17-252**

**11.5 Labor – Personnel**

**THORNTON:**

That Council for the Town of Pincher Creek accept Councillor Jacksons request for a leave of absence up to September 1, 2017 and assign committee appointments as follows;

Crowsnest Pincher Creek Landfill Association

Transportation

Alberta SouthWest

Operations

Pincher Creek Emergency Services Commission Alternate

Oldman River Regional Services Commission Alternate

Councillor Barber

Mayor Anderberg

Councillor Filipuzzi

Councillor Filipuzzi

Councillor Barber

Councillor Litkowski

**CARRIED 17-253**

**11.6 Legal – Meeting with Housing Representative**

**THORNTON:**

That Council for the Town of Pincher Creek accept the information regarding Meeting with a Housing Representative as presented.

**CARRIED 17-254**

**12. NOTICE OF MOTION**


**13. ADJOURNMENT**

**THORNTON:**

That this meeting of Council on June 12, 2017 be hereby adjourned at 9:30 pm.


**CARRIED 17-255**





---

MAYOR, D. Anderberg



---

CAO, L. Wilgosh

**APPROVED BY RESOLUTION  
OF THE COUNCIL OF THE  
TOWN OF PINCHER CREEK,  
THIS 26<sup>th</sup> DAY OF JUNE, 2017**

**S E A L**

**NEXT REGULAR MEETING OF COUNCIL TO BE HELD ON MONDAY JUNE 26, 2017 AT  
6:00 P.M.**