



**COMMITTEE OF THE WHOLE  
MEETING AGENDA**  
**Wednesday, February 1, 2023 at 9:00 a.m.**  
Council Chambers, Town Hall  
Zoom Link

1. **Call to Order**
  
2. **Agenda Approval**
  
3. **Scheduled Delegations**
  - 3.1 Years of Service Award – Adam Grose
  - 3.2 Alan McRae – Triple T Energy
  
4. **Committee Reports**
  
5. **Administration**
  
6. **Business Arising from the Minutes**
  - 6.1 Winter Street Maintenance – Adelaide Street Review
  - 6.2 Facilities and Land Planning
  
7. **Policy**
  
8. **New Business**
  
9. **Closed Session Discussion**
  - 9.1 Bylaw Enforcement Officer and a Bylaw and Safety Coordinator - FOIP s. 24 & 29
  - 9.2 Administrative Update (Discussion) - FOIP s. 17
  
10. **Adjournment**

# Town of Pincher Creek

## REQUEST FOR DECISION

*Council*

<b>SUBJECT:</b> Winter Street Maintenance - Adelaide Street Review	
<b>PRESENTED BY:</b>	<b>DATE OF MEETING:</b> 2/1/2023

**PURPOSE:**

To review previous Council direction provided regarding winter street maintenance priorities, particularly in relation to Adelaide Street.

**RECOMMENDATION:**

That Council for the Town of Pincher Creek accept the historical review of Winter Street Maintenance Policy priorities as information and direct administration to bring forward Winter Street Maintenance Policy 302-13A for review.

**BACKGROUND/HISTORY:**

At the January 4, 2023 Committee of the Whole meeting a discussion item regarding snow removal was added to the agenda. As a result of that discussion the following resolution was passed:

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.

The Winter Street Maintenance Policy was last updated in 2018 with no substantial updates other than introduction of priority routes for the Town's transit pilot project. The most recent revision prior to this was in 2013. Administration intends to add the Winter Street Maintenance Policy to the priority list for policy review and bring forward to Council for review, comment, and approval in the near future.

The Winter Street Maintenance Policy has been reviewed and discussed multiple times in the past 5 years, including discussions relating to prioritization of roads in the vicinity to seniors housing. The following Council directions have been provided since 2017:

- At the September 25, 2017 Regular Meeting of Council direction was given to "direct the Operations Committee to review the Winter Street Maintenance Policy regarding snow removal priorities for Crestview Lodge, Whispering Winds Village, Vista Village and Creekside Condos/Adelaide Street."

- The item was presented to the Operations Committee on October 3, 2017 where direction was provided to "refer the motion of Council to the next annual review of Winter Street Maintenance Policy #302-13A."

- The Winter Street Maintenance Policy was presented to Council for review at the September 5, 2018 Regular Meeting of Council where direction was given to "prepare and report back to Council the priority levels of the seniors institutions with regards to Winter Street Maintenance and that the maps in Winter Street Maintenance Policy 302 be updated."

- An updated report and map were presented to Council at the September 24, 2018 Regular Meeting of Council where direction was given to "receive the report on senior's institutions as information and approve the updated Winter Street Maintenance Policy 302-18 including the addition of the transit bus route as priority 1.1 and the updated plowing and sanding priority map."

- In February 2020 the Condo Corporation for Creekside Village Condos wrote a letter to Council requesting priority snow plowing of Adelaide Street. This was presented in the Information Distribution List at the March 9, 2020 Regular Meeting of Council and was accepted as information with no direction given to administration.

**ALTERNATIVES:**

That Council for the Town of Pincher Creek direct administration to revise Winter Street Maintenance Policy 302-13A to include Adelaide Street as a priority for snow removal.

**IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:**

The Winter Street Maintenance Policy is reviewed regularly by Council, with the last official update being in 2018. Changes in priority routes should be considered holistically and locations should not be considered individually for risk of unintended consequences.

**FINANCIAL IMPLICATIONS:**

None at this time.

**PUBLIC RELATIONS IMPLICATIONS:**

Creekside Condos is not satisfied with the current prioritization of Adelaide Street regarding snow removal, however, to increase the priority of Adelaide Street would result in the decrease in other priority areas which may have further negative implications from the public.

**ATTACHMENTS:**

None at this time.

**CONCLUSION/SUMMARY:**

Administration supports accepting the historical information, with the understanding that the Winter Street Maintenance Policy will be included in policy review/updates in the near future.

**Signatures:**

Department Head:

*A. Leri*

CAO:

*Lannie Wilgosh*



# Town of Pincher Creek

## REQUEST FOR DECISION

*Council*

<b>SUBJECT:</b> Facilities and Land Planning	
<b>PRESENTED BY:</b> Laurie Wilgosh, Chief Administrative Officer	<b>DATE OF MEETING:</b> 2/1/2023

**PURPOSE:**

Council to schedule at least three planning sessions to encompass Town Facilities, Buildings, and Land acquisition

**RECOMMENDATION:**

That Council for the Town of Pincher Creek That Committee of the Whole 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.

**BACKGROUND/HISTORY:**

The Town has numerous facilities, buildings, land holdings and land acquisition opportunities to consider and prioritize. The Municipal Development Plan is ten years old and is the statutory planning instrument that lays out the future growth of the community. Town Council should consider if the MDP is still relevant to the 2023 municipal environment, and what are the needs and desires of the community going forward.

Council recognizes that the resources of the community, both financial and staffing capacities are limited. Consequently a plan for priority setting should be developed, in conjunction with the current Council's Strategic Priorities 2022-2026, which will help to eliminate any reactive or misaligned development decisions. The review and planning sessions will help council in the investment of town resources with a predetermined focus.

**ALTERNATIVES:**

That Committee of the Whole meet to discuss land and building holdings and potential acquisitions, and the purpose and relevance for each.

That Committee of the Whole request further information regarding the long range planning and facilities review be brought back to a future meeting.

That Committee of the Whole agree to a schedule of three planning sessions to set priorities for land, buildings and facilities while committing to the updating of the Municipal Development Plan.

**IMPLICATIONS/SUPPORT OF PAST STUDIES OR PLANS:**

MDP mandate - to identify community facilities and services required to accommodate future growth,

Establish a strategy that will create a financially sustainable community

Identify issues requiring coordination with neighboring municipalities

**FINANCIAL IMPLICATIONS:**

Council time and remuneration, facilitator time, administrative time

**PUBLIC RELATIONS IMPLICATIONS:**

Public expectation for sustainable planning and resources

**ATTACHMENTS:**

None at this time.

**CONCLUSION/SUMMARY:**

Administration supports that Council review all present facilities, land holdings and buildings and prioritize projects and services for the future.

**Signatures:**

**Department Head:**

*Laurie Wilgosh*

**CAO:**

*Laurie Wilgosh*

