

**MUNICIPALITY OF CROWSNEST PASS**

**TUESDAY, MARCH 15, 2011**

A regular meeting of the Council of the Municipality of Crowsnest Pass was held in the Council Chambers on Tuesday, March 15, 2011.

**PRESENT:**    **MAYOR:**                    Bruce Decoux

**COUNCILORS:**    Siegbert Gail, Brain Gallant, Jerry Lonsbury, Larry Mitchell,  
Emile Saindon, Andrew Saje

**Also present:**

|                                  |                |
|----------------------------------|----------------|
| Chief Administrative Officer     | Tully Clifford |
| Director of Finance & Systems    | Marion Vanoni  |
| Director of Operational Services | Myron Thompson |
| Municipal Tax Assessor           | Glen Snelgrove |

**Absent:**

|  |           |
|--|-----------|
| Director of Community Services                         | Cam Mertz |
| Director of Legislative and<br>Human Resource Services | Lynne Cox |

**Also present:**

|                     |              |
|---------------------|--------------|
| Recording Secretary | Carolee Ison |
|---------------------|--------------|

**CALL TO ORDER**

Mayor Decoux called the meeting to order at 7:02 pm.

**PUBLIC HEARING**

No Public Hearing was held.

**ADOPTION OF AGENDA**

**M#5944-11:**    Councillor Lonsbury moved that the agenda be adopted as written.

CARRIED UNANIMOUSLY

**ADOPTION OF THE PREVIOUS MINUTES**

Regular Council Meeting of March 1, 2011

**M#5945-11:**    Councillor Mitchell moved that the minutes of the Regular Council Meeting of  
March 1, 2011 be adopted as written.

CARRIED UNANIMOUSLY

**DELEGATIONS**

No delegations were in attendance.

**ADMINISTRATIVE AND AGENCY REPORTS**

Sawback Ridge

Mr. Tully Clifford, Chief Administrative Officer, advised the information requested by Council in reference to the Sawback Ridge request to extend their development agreement has been delayed as the developer has been unavailable for a meeting to discuss the issue. Administration hopes to provide the information at the next Council Meeting.

Spring Clean-Up

Mr. Myron Thompson, Director of Operational Services, provided the following report on Municipal Spring Clean-Up:

- Possible new name “Clean for Green”
- Trying to prioritize departmental functions, consolidate resources, and improve overall efficiencies
- Looking to start the clean-up the week following the May long weekend
- Residents will register for pick up in the two weeks prior to pick up
- A maximum of three items will be picked up
- Noted the Municipality provides an excellent waste pick up service, a recycling program is available, and residents are allowed to haul material up to 500 kilograms to the regional transfer site at the Municipality’s cost
- Program changes will be communicated to the public
- The Toxic Round-Up will be held on June 4, 2011

Further discussion included:

- The Director of Operational Services will take into consideration Council’s suggestion to incorporate pick-up of such items as refrigerators and freezers on a quarterly basis
- Suggested an electronic round-up twice per year
- The Director of Operational Services noted electronic items can be disposed of at the regional landfill at any time of the year
- Refrigerators can be taken to Devlin’s at any time at no charge to the resident; Devlin’s then issues the Municipality a \$25.00 invoice
- Mr. Thompson advised permanent salary costs for the clean-up have been reduced from \$45,000 to \$10,000; casual salaries have also been reduced
- Items that will be picked up will be defined
- Want to provide the program at a manageable cost
- Queried whether it is possible to project the impact of the program prior to start up
- Mayor Decoux requested Administration give further consideration to the projected impact and cost of the Spring Clean-Up Program for presentation to Council at the next Council Meeting

**BUSINESS ARISING FROM THE MINUTES**

Outstanding Action Items from Motions of Council (2004 – 2010) – Request for Extension

Mr. Tully Clifford advised Administration is requesting an extension to May 3, 2011 for the review of all outstanding motions of Council since January of 2004. Administration is in the process of reviewing the numerous motions, some of which are complicated items.

**M#5946-11:** Councillor Gail moved that Administration provide the information that is available at this time to Council.

WITHDRAWN

**M#5947-11:** Councillor Saje moved that Council approve Administration's request for an extension on the review of the outstanding action items from motions of Council to the May 3, 2011 Council Meeting.

CARRIED UNANIMOUSLY

**CORRESPONDENCE**

Hector Goudreau, Minister of Municipal Affairs – 2011 MSI Funding

Correspondence was received from the Honourable Hector Goudreau, Minister of Municipal Affairs, announcing the Municipality will receive \$1,937,352 in MSI funding, which includes capital project funding of \$1,740,965 and conditional operating funding of \$196,387. The Director of Finance advised the funding has increased for 2011 by approximately \$40,000.

**M#5948-11:** Councillor Mitchell moved to accept the correspondence from the Honourable Hector Goudreau, Minister of Municipal Affairs, regarding 2011 MSI funding as information.

CARRIED UNANIMOUSLY

Hector Goudreau, Minister of Municipal Affairs – Clarification Letter

Correspondence was received from the Honourable Hector Goudreau, Minister of Municipal Affairs, advising the January 17, 2011 letter requesting notification of landowner consultation for projects under the *Land Assembly Project Area Act* and interpretation of the term "critical transmission" under the *Electric Statutes Amendment Act, 2009* has been forwarded to the Honourable Ray Danyluk, Minister of Infrastructure, and the Honourable Ron Liepert, Minister of Energy, for review and consideration.

Accepted as information.

Mayor Decoux requested the Director of Legislative Services ensure correspondence is directed to the proper Minister in the event of changes in government department Ministers.

**CORRESPONDENCE - Continued**

Office of the Prime Minister – Receipt of Correspondence

Correspondence was received from M. Bourque, Executive Correspondence Officer, on behalf of the Right Honourable Stephen Harper, acknowledging receipt Mayor Decoux’s correspondence regarding the federal government’s investment in municipal infrastructure projects in the community.

Accepted as information.

**COMMITTEE REPORTS**

Governance and Priorities Committee Minutes – March 8, 2011

The minutes of the March 8, 2011 Governance and Priorities Committee Meeting were provided for Council’s review. The minutes were received as information and will be maintained on file.

Councillor Mitchell requested that Motion G#104-11 read “Councillor Gail moved that Council may attend the Mayor’s Breakfast on May 28, 2011 on an individual basis.”

**M#5949-11:** Councillor Gail moved to table the March 8, 2011 Governance and Priorities Committee Meeting Minutes as amended.

CARRIED UNANIMOUSLY

**BYLAWS**

Bylaw 819, 2011 Borrowing Bylaw – 2011 Motor Grader and 2011 Hydraulic Track Excavator

The Chief Administrative Officer advised that the rationale of Bylaw 819, 2011 is to make funds available in anticipation of the ordering and delivery of the 2011 Motor Grader and 2011 Hydraulic Track Excavator.

The Director of Operational Services confirmed the units will be ordered and the new snow wing is included in the cost.

The Director of Finance confirmed the short term borrow will run over a five year term.

**M#-5950-11:** Councillor Mitchell moved First Reading of Bylaw No. 819, 2011 Borrowing Bylaw.

CARRIED UNANIMOUSLY

**BYLAWS - Continued**

Bylaw 822, 2011 Operating Line of Credit

The Director of Finance advised:

- Once the mill rate is set \$100,000 will be moved into reserves for the Crowsnest Pass Senior Housing Authority Capital Upgrade Program
- Cash flow is required until the mill rate is set and property taxes are collected
- The Alberta School Foundation Fund is an in and out item for the Municipality and does not affect the mill rate
- Because the ASFF is not set until the Provincial Budget is set, during budget deliberations the ASFF is shown as the prior year's amount
- The bylaw should be renewed annually for a one year term to ensure adequate cash flows

**M#-5951-11:** Councillor Saindon moved First Reading of Bylaw No. 822, 2011 – A Borrowing Bylaw for the purpose of providing adequate cash flows for 2011 operating expenditures.

CARRIED UNANIMOUSLY

Bylaw 823, 2011, Discharge of Septage into Municipal Owned Septage Disposal Facility

The Director of Operational Services advised:

- Local commercial septage haulers need a place to dump safely
- The opportunity now exists to collect data as the haulers have to enter a PIN
- Quantities can be tracked and checks conducted

Mayor Decoux requested Administration consider options for tracking material deliveries before the second reading of Bylaw 823, 2011.

Per Council's request - *Part 1 Title and Application 1.2* will be amended to have the word *Lagoon* removed: *This Bylaw applies to all septage waste transferred to, disposed of, treated, and discharged at the Septic Disposal Facility located at the Municipal Wastewater Treatment ~~Lagoon~~ Facility.*

Councillor Saje advised:

- *PIN* should be defined in the *Definition* section
- *PIN* should not have periods after the letters in the policy – should not be *P.I.N.* which is a different acronym
- In reference to sampling, would like to see specifications included in the bylaw that reflects today's standards or refer to an acceptable sampling bylaw or an act

**M#-5952-11:** Councillor Gail moved First Reading of Bylaw No. 823, 2011.

CARRIED UNANIMOUSLY

**BYLAWS - Continued**

Mayor Decoux requested that Administration arrange for bylaws to be reviewed simultaneously by the Policy Committee and the Governance and Priorities Committee prior to presentation to Council in order to facilitate passing of policies at Council Meetings.

**NOTICES OF MOTION**

No Notices of Motion were presented.

**OTHER BUSINESS**

Capital Equipment and Project Tendering Update

**M#5953-11:** Mayor Decoux moved that Council accepts the recommendation of the Governance and Priorities Committee in the acceptance of the Report titled “Update – Capital Equipment & Project Tendering” as information.

CARRIED UNANIMOUSLY

10 Year Capital Infrastructure Plan

Myron Thompson, Director of Operational Services, provided the following information in reference to the 10 Year Capital Infrastructure Plan:

- Ageing and deteriorating infrastructure is a concern
- Replacement upgrades are needed
- Need to protect infrastructure assets and ensure they are there for the long term
- Want to be proactive and prepared to address future major capital commitments
- The objective of the 10 Year Capital Infrastructure Plan is to establish long term strategy for infrastructure expansion, replacement, and upgrades
- The Capital Infrastructure Plan is a living document which updates the 2007 Plan
- The purpose is to establish a program that balances year to year capital costs and prioritizes the work that needs to be done
- Without grants approximately \$430,000 in Municipal revenues per year would be needed to maintain the Capital Plan
- Other funding sources were identified
  - User fees, tariffs
  - Special taxes
  - Offsite levies
  - Municipal Reserves
  - General Revenues
  - Short and Long Term Borrowing
- Project highlights were reviewed

**OTHER BUSINESS - 10 Year Capital Infrastructure Plan - Continued**

Further discussion included:

- In reference to requesting special status for the Municipality from the Provincial Government due to the presence of corrosive soils, Mr. Thompson advised he did not feel it was a consideration due to proactive preventative measures that can be used, but he will follow up on the query
- It is difficult for municipalities to keep up with infrastructure needs
- Will try to utilize all grants available

**M#5954-11:** Councillor Gallant moved to accept the 10 Year Capital Infrastructure Plan Report as information.

CARRIED UNANIMOUSLY

**Pinkest Town in the West**

**M#5955-11:** Councillor Saindon moved that Council accepts the recommendation of the Governance and Priorities Committee to support the initiative of the fundraising group which attended the March 1, 2011 Council Meeting as a worthwhile cause, and at a later date determine the feasibility of various opportunities to participate in the effort jointly or individually, notwithstanding that the fundraising group may identify a special day of their choosing.

CARRIED UNANIMOUSLY

Council officially kicked off *The Pinkest Little Town in the West* events by attaching pink ribbons to their desks which will remain there until the conclusion of *The Pinkest Little Town in the West* event.

Mayor Decoux invited anyone using Council Chambers to attach their own pink ribbons.

The Mayor put forth a challenge to the Municipal Office to decorate their work space with pink, and to local businesses and citizens to participate in the pinkifying of the Crowsnest Pass.

**Mayor's Prayer Breakfast**

**M#5956-11:** Councillor Saje moved that Council accepts the recommendation of the Governance and Priorities Committee that Council may attend the Mayor's Prayer Breakfast on May 28, 2011 on an individual basis.

CARRIED UNANIMOUSLY

**OTHER BUSINESS - Continued**

Reschedule March 22, 2011 Governance & Priorities Committee Meeting

Mayor Decoux, Councillors Gail and Mitchell, and the Chief Administrative Officer will be attending the Alberta Association of Municipal Districts and Counties Spring Convention from March 21 to 23, 2011 in Edmonton.

The Chief Administrative Officer advised there are no agenda items for the March 22, 2011 Governance and Priorities Committee Meeting to date.

Mayor Decoux requested Administration notify the public regarding changes for the Governance and Priorities Committee Meeting.

**M#5957-11:** Councillor Mitchell moved that Council reschedule the March 22, 2011 Governance and Priorities Committee Meeting to March 29, 2011 as required.

CARRIED UNANIMOUSLY

Volunteer Directory

Mayor Decoux advised he is impressed with the large number and caliber of volunteers in the Crowsnest Pass and requested that the Director of Community Services research and report his findings to Council in reference to how to become aware of our volunteers, their areas of expertise, and their availability.

The Chief Administrative Officer advised the Director of Community Services is actively updating an existing Volunteer Directory and an update will be provided to Council on the status of the Volunteer Directory upgrading at the next Council Meeting.

Mayor Decoux requested that Administration bring back to Council the suggestion of a pamphlet/questionnaire in the Municipal utility bill in reference to volunteering information.

Community Enhancement

Mayor Decoux advised that Mr Frank Loseth has advised that he and a group of individuals are interested in volunteering their time to assist with community enhancement.

Mayor Decoux requested that Administration forward a letter to Mr. Loseth inviting him to make a presentation to Council on community enhancement.

The Mayor would like to see a procedure developed on how citizens who would like to assist with projects can approach the Municipality.

**COUNCIL MEMBER REPORTS**

Councillor Gallant

- Subdivision and Development Appeal Board Training

Councillor Saje

- Pass Powderkeg Dummy Downhill Event

Councillor Mitchell

- Annual Heritage Board Meeting
- Protective Services Meeting

Councillor Lonsbury

- Oldman River Regional Services Commission

Councillor Gail

- Heritage Board Meeting

Mayor Decoux

- Heritage Board Meeting
- Chamber of Commerce
- Nippon Institute of Technology Student fundraising for Japan Earthquake/Tsunami relief

**PUBLIC INPUT**

Joe Mahieux – Boulevard Parking

Mr. Joe Mahieux was in attendance to request that Mayor and Council take another look at Bylaw 798, 2010 #3 Section 5 - “Parking of any vehicles, trailers, recreational vehicles or equipment with attached/unattached wheels on Municipal owned boulevards will not be allowed.”

A petition signed by 216 residents was presented to Council.

Reasons for presenting the petition included:

- Aiding in snow removal and street sweeping
- Narrow streets do not accommodate parking
- Previously residents had been allowed to upgrade their boulevards
- Parking for visiting RV’s
- Lack of parking for utility trailers
- Residents are expected to maintain the boulevards
- Lack of garages, driveways, and parking in some neighborhoods

Council’s consensus was to review the information and provide a response to Mr. Mahieux at a later date.

Mayor Decoux thanked Mr. Mahieux for his presentation.

**IN CAMERA**

**M#5958-11:** Councillor Gail moved to go In Camera at 8:50 pm.

CARRIED UNANIMOUSLY

**RECESS/RECONVENE**

Council recessed at 8:50 pm and reconvened at 9:00 pm.

**BUSINESS OUT OF CAMERA**

**M#5959-11:** Councilor Mitchell moved that Council come Out of Camera at 10:19 pm.

CARRIED UNANIMOUSLY

**M#5960-11:** Councilor Saindon moved that the affordable housing proposal be tabled.

CARRIED UNANIMOUSLY

**M#5961-11:** Councilor Lonsbury moved that Administration be authorized to negotiate the sale of road allowance to Mr. Pat Dwyer.

CARRIED UNANIMOUSLY

**M#5962-11:** Councilor Mitchell moved that Administration be authorized to negotiate the sale of road allowance to Mike Wagner and Joanne Horne.

CARRIED UNANIMOUSLY

**ADJOURN**

**M#5963-11:** Councilor Mitchell moved to adjourn the meeting at 10:23 pm.

CARRIED UNANIMOUSLY

*Bruce Vernon Decoux*  
MAYOR

*Tully Clifford*  
CHIEF ADMINISTRATIVE OFFICER