

ADOPTION OF AGENDA – Continued

Changes:

Administrative and Agency Reports

3. Glen French Update – Kevin Robins, Chief Administrative Officer
- Move *In Camera*

Business Arising From the Minutes

1. Waiving of Off-Site Levies – Kevin Robins, Chief Administrative Officer
- Move *In Camera*
2. Draft Budget Policy – Kevin Robins, Chief Administrative Officer
- Table to the July 19, 2011 Council Meeting
3. Independent Enterprises Trucking Request – Kevin Robins
- Move *In Camera*
4. Office Relocation – Kevin Robins, Chief Administration Officer
- Administration requested that Council make a motion to defer this item to allow further time for review

M#6116-11: Councillor Saje moved that the *Glen French Update* agenda item, since it deals with a land issue, be moved *In Camera*.

M#6117-11: Councillor Mitchell moved that the *Waiving of Off-Site Levies* agenda item be moved *In Camera*.

M#6118-11: Councillor Lonsbury moved that the *Independent Enterprises Trucking Request* agenda item be moved *In Camera*.

M#6119-11: Councillor Gail moved that the *Office Relocation* agenda item be deferred to the next Council Meeting.

M#6120-11: Councillor Lonsbury moved to accept Motions M#6116-11, M#6117-11, M#6118-11 and M#6119-11.

CARRIED

M#6121-11: Councillor Gail moved that the *Alberta Film Project Industry* agenda item be added to the *Administrative and Agency Reports* portion of the agenda.

CARRIED UNANIMOUSLY

M#6122-11: Councillor Mitchell moved to adopt the agenda as amended.

CARRIED UNANIMOUSLY

DELEGATIONS

Scott Howard, CNP Library Board – Closure of the Bellevue Library

Ms. Pat Korble, Library Board Chair, introduced the members of the Library Board which included:

- Thayer Head, Vice-Chair
- Scott Howard
- Cheryl Norman
- Deborah Whitten
- Penny Warris
- Councillor Saindon is also on the Library Board

Ms. Korble advised that at the last Library Board Meeting a decision was made to close the Bellevue Library and consolidate operations at the library in Blairmore. The Library Board requested that Council pass a resolution to permit the Library Board to move forward with a Crowsnest Community Library that is better staffed, more current, and with new programming.

Mr. Scott Howard provided the following information:

- The Library Board engaged the services of a Library Planning Consultant from Calgary in an effort to obtain a professional interpretation of the library services
- The consultant's findings agreed with the Board's beliefs, philosophies, and ideas
- Reviewed the past year's activities
- The library branch managers monitored traffic flows in both branches in February in order to interpret use, and changes in hours were implemented
- The Annual Audit from BDO Canada found the Board to be in accordance with Canadian generally accepted accounting principles
- The Audit identified certain procedures and controls that the Board should implement to insure safeguarding of assets and accuracy of records
- A number of procedures and practices have been modified and services continue to be improved
- Modifications have been made to personnel review procedures
- The Board considered a number of factors in reference to reducing one of the facilities in the community
- Paid memberships have remained consistent for the last five years and are in line with library standards
- The libraries belong to the Chinook Arch Regional Library System for which a membership fee is paid allowing access to resources from other collections
- Blairmore Library total circulation last year was approximately 18,000 check outs
- Bellevue Library had a total circulation of just over 7,500 check outs last year
- The Board wants to improve services and programming provided to the community
- The biggest challenge identified is not enough staff at either facility
- The collections at both libraries is more than double the standard at 50,000 items
- The collection is getting very old, and requires to be reduced by "weeding"
- There is not enough periodicals in the collection
- Audio, music, and video collections are more than double the standard

DELEGATIONS - Scott Howard, CNP Library Board – Continued

- The Board envisions one excellent facility
- The current staff will work out of one facility which will improve service delivery and programming opportunities
- Want to ensure the library is modern
- Planning to hire a Library Technician to consolidate the two collections and hire a full-time Library Technician

Further discussion on:

- The possibility of a mobile library service program
- The need for ways to attract youth
- Training of current staff to the certification required
- Access issues
- Length of the Municipality
- Convenience to the people utilizing library services

M#6123-11: Councillor Lonsbury moved that Municipal Council endorse and approve the recommendation from the Library Board that all library operations and services be centralized in a single Crowsnest Community Library.

DEFEATED

Mayor Decoux thanked the delegation for attending.

ADOPTION OF THE PREVIOUS MINUTES

Regular Council Meeting of June 7, 2011

In reference to M#-6099-11 – *Rescind Endorsement Policy* - Councillor Gallant requested it be noted there was lengthy debate on whether to rescind the Endorsement Policy before a new Code of Conduct was in place.

M#6124-11: Mayor Decoux moved that the minutes of the Regular Council Meeting of June 7, 2011 be adopted as amended.

CARRIED UNANIMOUSLY

Minutes of the Special Council Meeting of June 14, 2011

M#6125-11: Councillor Mitchell moved that the minutes of the Special Council Meeting of June 14, 2011 be adopted as written.

CARRIED UNANIMOUSLY

DELEGATIONS

Canadian Enduro Championship – Clint Riviere

Mr. Clint Riviere was in attendance representing the Canadian National Enduro Championship:

- An off road motorcycle race staged at the Crowsnest Sports Complex in Coleman
- The hours of operation will be 9:00 am to 4:00 pm
- Requested a temporary lifting of the Off Highway Vehicles Bylaw on July 16 and 17, 2011 in order for racers to access the forestry
- Expecting approximately 130 riders per day

In reference to whether putting up a stop sign for the riders when crossing an intersection would be in violation of the Traffic Act, Mayor Decoux suggested Mr. Riviere discuss this issue with the RCMP and notify Council of the outcome.

ADMINISTRATIVE AND AGENCY REPORTS

Status of Spring Cleanup – Myron Thompson, Director of Operational Services

Mr. Myron Thompson, Director of Operational Services, provided the following information on the 2011 Spring Clean-up:

- In 2010 the Spring Clean-Up cost was approximately \$110,000.00
- A new program was implemented – Large Item Pick-Up
 - Maximum of 3 items (large furniture and/or appliances)
 - Offered to residents over 65 years of age and those with disabilities
 - Implemented on the May 24, 2011 weekend
 - Publicly advertised
 - 76 registrations
 - Pickup took place over eleven days, with some rain delays
 - Currently some material has been stockpiled at the Hillcrest Public Works site due to wet conditions at the Regional Landfill
 - A clean wood fill site was open at the Frank Waste Water Treatment Plant
 - The total cost for the 2011 Spring Clean-Up program was estimated at \$7,200.00
 - Mr. Thompson advised arrangements could be made for individuals such as seniors to have stockpiled wood materials hauled away by contacting the Municipality for special agencies that will provide this service

Discussion included:

- Mr. Thompson felt the Spring Clean-up Program this year was cost effective
- Unauthorized dumping was dealt with by enforcement
- Mayor Decoux requested Mr. Thompson provided a report in reference to enforcement on unauthorized dumping for the next Council meeting
- Councillor Gail requested that Director of Operational Services take a look at other ways Spring Clean-Up can be approached next year

ADMINISTRATIVE AND AGENCY REPORTS - Status of Spring Cleanup - Continued

- Mr. Thompson suggested looking at the program closer to budget time and presenting recommendations to Council at that time, as well as environmental and recycling initiatives
- Mayor Decoux noted Administration's role is to prepare several viable proposals to present for Council prior to budget deliberations

Pending Road Closures – Lynne Cox, Director of Legislative and HR Services

Road closures on pending community events were presented for Council's information.

Kevin Robins, Interim Chief Administrative Officer, advised that Chief Administrative Officers have the authority to approve temporary road closures.

Alberta Film Project– Myron Thompson, Director of Operations

Mr. Thompson advised he has been contacted by Alberta Films, who are looking at shooting a trailer film in Coleman.

- The "Child Soldiers" project was inspired by child soldiers in Uganda
- Proceeds from the film will be donated to Stampede Ranch in Longview, Alberta and fitting global organizations devoted to stopping the Lord's Resistance Army
- Committed to keeping this a community project by hiring local actors, caterers, and scouts
- Requesting to arrange for shooting locations off the street
- Do not require any major road blockages
- Mr. Thompson has met with Alberta Films and assisted them wherever possible
- Filming will take place Thursday, June 30, 2011
- Businesses and affected residents have been notified

BUSINESS ARISING FROM THE MINUTES

Draft Budget Policy – Kevin Robins, Chief Administrative Officer

Mr. Kevin Robins suggested Council table the *Draft Budget Policy* agenda item to the second Governance and Priorities Committee Meeting in July in order to give him time to meet with the executive team to review the Budget Policy and ensure it reflects Council's wishes.

M#6126-11: Councillor Gallant moved to table the *Draft Budget Policy* agenda item to the July 12, 2011 Governance and Priorities Committee Meeting.

CARRIED UNANIMOUSLY

BUSINESS ARISING FROM THE MINUTES - Continued

Office Relocation – Kevin Robins, Chief Administrative Officer

Mr. Kevin Robins requested Council defer the *Office Relocation* agenda item in order to allow time for the executive team to review the issue in light of other needs of Council.

M#6127-11: Councillor Mitchell moved to defer the *Office Relocation* agenda item to a later date.

CARRIED UNANIMOUSLY

CORRESPONDENCE

Picture Butte Jamboree Days Parade

M#6128-11: Councillor Mitchell moved to table the correspondence from the Picture Butte & District Chamber of Commerce in reference to the Picture Butte Jamboree Days Parade on Saturday, August 20, 2011 as information.

CARRIED UNANIMOUSLY

Honourable Hector Goudreau – MSI Conditional Operating Funding

M#6129-11: Councillor Saje moved to write a letter of appreciation in reference to correspondence received from the Honourable Hector Goudreau, Minister of Municipal Affairs, advising the *OPE-2774 – Libraries and Regional System Support* project has been accepted as a qualifying project under the MSI conditional operating guidelines in the amount of \$120,000.00.

CARRIED UNANIMOUSLY

Honourable Hector Goudreau – MSI Capital Funding

M#6130-11: Councillor Lonsbury moved to accept the letter and write a letter of appreciation in reference to correspondence received from the Honourable Hector Goudreau, Minister of Municipal Affairs, advising the *CAP-165 – Blairmore/Coleman Water Interconnect Project (amended)* has been accepted as a qualifying project under the MSI capital funding guidelines in the amount of \$671,291.00.

CARRIED UNANIMOUSLY

COMMITTEE REPORTS

Minutes of the Governance and Priorities Committee Meeting of June 14, 2011

M#6131-11: Councillor Gail moved to accept the minutes of the June 14, 2011 Governance and Priorities Committee Minutes as written.

CARRIED UNANIMOUSLY

BYLAWS

Bylaw 821, 2011 – Property Tax Penalties Bylaw (2nd & 3rd Reading)

M#-6132-11: Councillor Mitchell moved Second Reading of Bylaw No. 821, 2011.

CARRIED UNANIMOUSLY

M#-6133-11: Councillor Lonsbury moved Third and Final Reading of Bylaw No. 821, 2011.

CARRIED UNANIMOUSLY

Bylaw 799, 2010 – The Penalty on Tax Arrears Bylaw (To Be Repealed)

M#-6134-11: Councillor Gail moved to repeal Bylaw No. 799, 2010.

CARRIED UNANIMOUSLY

Bylaw 828, 2011 – Traffic Bylaw Amendment (2nd & 3rd Reading)

M#-6135-11: Councillor Mitchell moved Second Reading of Bylaw No. 828, 2011.

CARRIED UNANIMOUSLY

M#-6136-11: Councillor Lonsbury moved Third and Final Reading of Bylaw No. 828, 2011.

CARRIED UNANIMOUSLY

BYLAWS - Continued

Bylaw 829, 2011 – Noise Bylaw Amendment (2nd & 3rd Reading)

M#-6137-11: Councillor Gallant moved Second Reading of Bylaw No. 829, 2011.

CARRIED UNANIMOUSLY

M#-6138-11: Councillor Gail moved Third and Final Reading of Bylaw No. 829, 2011.

CARRIED UNANIMOUSLY

Bylaw 830, 2011 – Long Grass Bylaw Amendment (2nd & 3rd Reading)

M#-6139-11: Councillor Mitchell moved Second Reading of Bylaw No. 830, 2011.

CARRIED UNANIMOUSLY

M#-6140-11: Councillor Lonsbury moved Third and Final Reading of Bylaw No. 830, 2011.

CARRIED UNANIMOUSLY

Bylaw 831, 2011 – Community Standards Bylaw Amendment (2nd & 3rd Reading)

M#-6141-11: Councillor Gallant moved Second Reading of Bylaw No. 831, 2011.

CARRIED UNANIMOUSLY

M#-6142-11: Councillor Gail moved Third and Final Reading of Bylaw No. 831, 2011.

CARRIED UNANIMOUSLY

NOTICES OF MOTION

No Notices of Motion were presented.

OTHER BUSINESS

Regional Council Meeting Invitation

Council's consensus for the date they are available to attend the Regional Council Meeting in the Village of Cowley was Thursday, September 8, 2011.

The Director of Legislative Services requested Council provide Administration with any items they would like added to the Regional Council Meeting Agenda.

Multi-Year Lease with Devon and the Ski Hill

In reference to Council's query as to whether a lease term longer than five years has been considered, Mr. Mertz, Director of Community Services, advised this has not been discussed, but the matter could be referred to the Society involved.

Discussion took place on the Blairmore Water Reservoir and the possibility of a barrier being placed around the structure.

M#-6143-11: Councillor Gallant moved to endorse the proposed five year lease between the Municipality of Crowsnest Pass and Devon Canada Corporation.

CARRIED UNANIMOUSLY

Canadian Enduro Championship Waiver of Bylaw

The Interim Chief Administrative Officer advised any signs relative to the movement of traffic are under the Highway Traffic Act; therefore no signs can be posted by the event coordinators. An individual can be present to control the event, designated "Event Route Marshall" to stop event participants, but not regular traffic.

M#-6144-11: Councillor Gail moved that Council provides the requested waiver of Bylaw #722 in support of the Canadian Enduro Championship hosted in the Crowsnest Pass July 16 to 17, 2011.

CARRIED UNANIMOUSLY

Revised Contract Extension to Contract for Services with Enmax Energy Corporation

M#-6145-11: Councillor Lonsbury moved that Council approve an extension for an additional six months to the Municipality's existing Contract for Services with Enmax Energy Corporation to October 28, 2011.

CARRIED UNANIMOUSLY

OTHER BUSINESS - Continued

First Quarter Electrical Compliance Reporting

Discussion took place on access to read meters when residents do not allow access to their homes when they are not at home. The Director of Finance and Systems advised that when a reading cannot be done, the meters are estimated and an electrical distribution is collected.

Ms. Marion Vanoni, Director of Finance, will look into whether it is cost effective to move meters outside at the homeowners expense and present this information to Council at the July 5, 2011 Council Meeting.

M#-6146-11: Councillor Saje moved that Council approve the First Quarter Electrical Distribution Settlement System Code Compliance reports for 2011 as required by the Alberta Regulation 160/2003, Electric Utilities Act, Code of Conduct Regulation.

CARRIED UNANIMOUSLY

Appointment of Assessment Review Board Members

Mr. Robins reviewed the options and costs available in reference to the appointment of Assessment Review Board Members and Council discussion followed on the options.

M#-6147-11: Councillor Lonsbury moved that the functions of the Assessment Review Board be handled by the Oldman River Regional Services Commission.

CARRIED UNANIMOUSLY

Encroachment Agreement

In reference to Council's question regarding transfer of the agreement, Mr. Robins will follow up on the legalities of including a caveat on the Encroachment Agreement as not transferable in an estate situation.

M#-6148-11: Councillor Gail moved that Council approve the attached Encroachment Agreement between the Municipality of Crowsnest Pass and Grace Kozack.

CARRIED UNANIMOUSLY

Letter of Support – CNP Quad Squad Association

M#-6149-11: Councillor Saje moved that Council direct Administration to provide a letter to the Crowsnest Pass Quad Squad Association acknowledging its importance to the community in promoting responsible trail use and in support of its grant applications for trail development, maintenance and education initiatives.

CARRIED UNANIMOUSLY

OTHER BUSINESS - Continued

South Saskatchewan Regional Plan Feedback

Discussion took place on the structure of the Working Committee, noting the Committee should be chaired by a member of Council.

M#-6150-11: Councillor Mitchell moved that the *South Saskatchewan Regional Plan Feedback* agenda item be deferred to the July 5, 2011 Council Meeting.

CARRIED

Signing Authority for Banking Purposes

M#-6151-11: Councillor Lonsbury moved that Council approve the following designated officers as signing authorities for the Municipality of Crowsnest Pass:

Interim Chief Administrative Officer – Kevin Robins

Director of Finance & Systems – Marion Vanoni

And the following Municipal Corporation Directors as signing authorities for the Municipality of Crowsnest Pass:

Chief Elected Officer – Bruce Decoux, Councillor – Siegbert Gail, Councillor –

Brian Gallant, Councillor – Jerry Lonsbury, Councillor – Larry Mitchell,

Councillor – Emile Saindon and Councillor – Andrew Saje

Effective June 16, 2011.

CARRIED UNANIMOUSLY

Mayor's Task Force on the Economy of the Municipality of Crowsnest Pass Final Report

M#-6152-11: Councillor Gallant moved that Council accept the Final Report of the Mayor's Task Force on the Economy of the Municipality of Crowsnest Pass as information.

CARRIED UNANIMOUSLY

COUNCIL MEMBERS REPORTS

Councillor Gail

- Drum Creek Flooding
 - Suggested Administration write a letter to the appropriate government departments on the flooding issue on Drum Creek in Hillcrest
 - Look into possibility of grant funding for dredging

COUNCIL MEMBERS REPORTS – Councillor Gail - Continued

The Interim Chief Administrative Officer updated Council on the State of Emergency specific to the affected area and advised that an application will be filed with the Provincial Government for financial assistance in dealing with the immediate effects and/or claims relative to replacement of bridge fixtures, culverts, municipal expenditures and damage to private property. A remedial plan now needs to take place.

Mayor Decoux requested that the Interim Chief Administrative Officer provide a report on the outcome.

Councillor Mitchell

- Council Tour of the Bellevue-Hillcrest Sewage Lagoons
 - Suggested Council should tour the facility if it is near completion in reference to a notice in the newspaper

The Director of Operational Services advised the notice was in the newspaper because the Municipality has accepted Substantial Completion, and any outstanding claims need to come forward. The facility is operational with some minor outstanding deficiencies that need to be completed. A tour can be provided to Council.

M#6153-11: Councillor Saje moved to defer *Council Tour of Bellevue-Hillcrest Sewage Lagoons* to a later date.

CARRIED UNANIMOUSLY

Councillor Gallant

- Heritage Board Meeting
 - Working on a Heritage Master Plan
- Landfill Meeting
 - Heavy rains have held back progress on new cell completion

Councillor Saje

- Report will be added to the Governance and Priorities Committee Meeting Agenda

Councillor Lonsbury

- Crowsnest Pass Senior Housing Meetings
 - Meeting with Alberta Health Services regarding expansion and renovation of York Creek Lodge
- Bellecrest Parade

Councillor Gail

- Bellecrest Days

PUBLIC INPUT

Mr. Randy Spencer, CJPR Radio, questioned in reference to the State of Emergency being declared whether part of the process was to notify the media.

The Interim Chief Administrative Officer advised the protocol requires that the public and any person that might be affected as a result of the State of Local Emergency be notified. Everyone in the specific affected area was notified. The Municipality is not required under legislation to notify the press and people not immediately affected.

IN CAMERA

M#6154-11: Councillor Lonsbury moved to go In Camera at 9:20 pm.

CARRIED UNANIMOUSLY

RECESS/RECONVENE

Mayor Decoux recessed the meeting at 9:20 pm and reconvened at 9:40 pm.

BUSINESS OUT OF CAMERA

M#6155-11: Councillor Mitchell moved that Council come Out of Camera at 10:30 pm.

CARRIED UNANIMOUSLY

ADJOURN

M#6156-11: Councillor Saje moved to adjourn the meeting at 10:35 pm.

CARRIED UNANIMOUSLY

B.V. Decoux
MAYOR

Original Signed

Kevin Robins
CHIEF ADMINISTRATIVE OFFICER

Minutes edited and approved by

Lynne Cox
Lynne Cox, Director, Legislative &
Human Resource Services