

MUNICIPALITY OF CROWSNEST PASS

TUESDAY, NOVEMBER 1, 2011

A regular meeting of the Council of the Municipality of Crowsnest Pass was held in the Council Chambers on Tuesday, November 1, 2011.

PRESENT: **MAYOR:** Bruce Decoux

COUNCILLORS: Siegbert Gail, Brian Gallant, Jerry Lonsbury, Larry Mitchell,
Emile Saindon, Andrew Saje

Also present:

Interim Chief Administrative Officer	Kevin Robins
Director of Finance & Systems	Marion Vanoni
Director of Operational Services	Myron Thompson
Transitional Solutions Inc.	Donna Tona
Recording Secretary	Carolee Ison

INTRODUCTIONS

Mayor Decoux introduced and welcomed Sergeant Keith Bott, new Officer in Command of the Crowsnest Pass RCMP Detachment.

Mayor Decoux introduced and welcomed Mr. Bob Schulz, new Manager of Operations for the Municipality of Crowsnest Pass.

Mayor Decoux introduced and welcomed the new Chief Administrative Officer for the Municipality of Crowsnest Pass, Mr. Myron Thompson, who will formally be taking over his responsibilities at a later date in November.

CALL TO ORDER

Mayor Decoux called the meeting to order at 7:05 pm.

PUBLIC HEARINGS

No Public Hearings were held.

ADOPTION OF AGENDA

Additions:

In Camera

- d) Land (Mr. Kevin Robins)

Other Business

- b) AAMDC Convention (Councillor Mitchell)
- c) Response to the Crowsnest/Pincher Landfill Association (Councillor Gallant)
- d) Drum Creek (Councillor Gail)

Council Member Reports

- a) Request for Absence from November 15, 2011 Council Meeting (Councillor Saindon)

Correspondence

- c) Mayor Bruce Decoux

M#6307-11: Councillor Gail moved to adopt the agenda as amended.

CARRIED UNANIMOUSLY

ADOPTION OF THE PREVIOUS MINUTES

Minutes of the Organizational Meeting of October 18, 2011

Councillor Lonsbury noted that on the *2011 – 2012 Council Committee Appointments*, he should not be listed as an appointee to the Subdivision and Development Appeal Committee.

M#6308-11: Councillor Mitchell moved that the minutes of the Organizational Meeting of Council of October 18, 2011 be adopted as amended.

CARRIED UNANIMOUSLY

Minutes of the Regular Council Meeting of October 18, 2011

M#6309-11: Councillor Saindon moved that the minutes of the Regular Council Meeting of October 18, 2011 be adopted as written.

CARRIED UNANIMOUSLY

ADOPTION OF THE PREVIOUS MINUTES - Continued

Minutes of the Special Council Meeting of October 27, 2011

Councillor Lonsbury noted that Councillor Saje was not present at the meeting.

M#6310-11: Councillor Gail moved that the minutes of the Special Council Meeting of October 27, 2011 be adopted as amended.

CARRIED UNANIMOUSLY

DELEGATIONS

No delegations were scheduled to attend.

ADMINISTRATIVE AND AGENCY REPORTS

Tax Agreement – Plan 3380T Block 9 Lots 13 - 14

Ms. Marion Vanoni, Director of Finance and Systems, provided a written report on the Tax Agreement for Tax Roll Number 2037700 and reviewed said report with Council.

- The owner has made the first scheduled payment
- The owner will be requested to participate in the monthly tax payment program in 2012

M#6311-11: Councillor Gallant moved that Council authorize Administration to enter into a six (6) month Tax Agreement with the owner of Plan 3380T Block 9 Lots 13 – 14, Roll Number 2037700 to pay all taxes in arrears.

CARRIED UNANIMOUSLY

Municipal Government Act Advertising Amendment

Mr. Kevin Robins, Interim Chief Administrative Officer, advised that Administration is seeking Council's support to have Mayor Decoux present a resolution at the Regional Mayors and Reeves Meeting scheduled for November 21, 2011 for consideration and support regarding Section 606 of the Municipal Government Act. This resolution, to allow municipalities the option of utilizing social media technology in lieu of currently legislated print media advertising, would then be presented to the membership of AUMA and AAMDC.

Administration will provide the Council with a synopsis of the provided definitions of *Social Media*.

Council comments included:

- Website advertising requires people to seek the advertiser out
- Print advertising reaches out to people
- Advertising through multi platforms is important

ADMINISTRATIVE AND AGENCY REPORTS – MGA Advertising Amendment – Continued

The Chief Administrative Officer noted using social media tools for advertising offers the opportunity to engage the public.

M#6312-11: Councillor Mitchell moved that Council support the actions and activities required to bring about an amendment to Alberta Municipal Government Act (MGA) Section 606 to allow Municipalities the option of utilizing social media technology in lieu of the current advertising requirements as existing.

CARRIED

Regional Service Partnerships

Myron Thompson, Director of Operational Services, provided a written report on Regional Service Partnerships in reference to expanding shared service opportunities beyond the solid waste initiatives identified by the Landfill Association and reviewed said report with Council.

Mr. Robins, Interim Chief Administrative Officer, advised as due diligence it is more appropriate that municipalities in the region investigate shared opportunities, rather than a service provider as the Landfill Association.

The deadline for applications for the Regional Collaboration component of the grant was discussed. If the November 30, 2011 deadline is not met, the 2012 grant program could be applied for at the beginning of 2012, with grant funds released at the beginning of May.

Mr. Thompson advised a formal resolution is required from each Municipality for the grant application.

M#6313-11: Councillor Saje moved that Council direct Administration to initiate the process of establishing a Steering committee comprised of Senior Executive from the Municipal Districts of Pincher Creek and Ranchlands as well as the Town of Pincher Creek and Village of Cowley to establish a framework and plan to investigate shared service opportunities.

CARRIED UNANIMOUSLY

Policy and Bylaw Development Schedule

Myron Thompson, Director of Operational Services, provided and reviewed a written report in reference to policy and bylaw development supported by a *Policy and Bylaw Development Schedule*.

Administration updated Council on the current status of several of the policies.

ADMINISTRATIVE AND AGENCY REPORTS – Policy and Bylaw Development – Continued

In response to concern regarding the extended process for the Sign Bylaw, the Interim Chief Administrative Officer advised that the Sign Bylaw developed by the Subdivision and Development Board, is being reviewed and will be brought forward as an amendment to the Land Use Bylaw.

Accepted as information.

Municipal Facility Audit Request for Proposal

Myron Thompson, Director of Operational Services, provided and reviewed a written report regarding Requests for Proposals (RPF) for a Municipal Facility Audit. Friesen Tokar Architects of Calgary was chosen with a fee proposal of \$54,500. The ten facilities included in the RFP for the facility condition assessment include:

- Municipal Administration Building
- MDM Facility
- Sports Complex
- Albert Stella Arena
- Swimming Pool
- Ski Hill Lodge
- Bellevue Seniors Hall
- Coleman Equipment Garage
- West Operations Facility (Blairmore)
- Museum (subject to deletion)

Discussion took place on facilities excluded and included in the assessment.

- Mr. Thompson explained a determination had to be made based on need and finances
- Some facilities have been assessed previously
- Prior assessment information will be reviewed as part of the process

Accepted as information.

BUSINESS ARISING FROM THE MINUTES

No Business Arising From the Minutes.

CORRESPONDENCE

FCM 2012 Sustainable Communities Conference

Kevin Robins, Interim Chief Administrative Officer, provided a written report in reference to correspondence received on the FCM 2012 Sustainable Communities Conference.

Mayor Decoux requested Council review the information provided and advise Administration as to who may be attending the FCM Conference.

Accepted as information.

Crowsnest Pass Lions Club

Correspondence was received from the Crowsnest Pass Lions Club requesting to terminate their lease agreement for the building at 13133 – 19 Avenue at the end October 2011 which is the end of their one year lease period. Thanks was also expressed for supporting their club

Discussion took place on the condition and historical significance of the building.

Mr. Thompson noted that a 1999 Audit Report advised the building was in poor structural condition.

- M#6314-11:** Councillor Mitchell moved that as soon as the building is vacated it be:
- a) Put up for sale
 - b) If not sold, demolish the building in the spring

TABLED

Mr. Thompson advised the historical significance of the building has been researched and this information would be presented to Council at a future date conducive to the budget process.

The Director of Finance and Systems provided a verbal review of the history of the building, and advised in reviewing roll files and title certificates no indication was found that the building was a significant heritage site relative to coal mining history.

Mayor's Correspondence

Mayor Decoux read correspondence he received from Captain Dan Rossi of the Canadian Snowbirds Team. Mr. Rossi expressed his thanks to Mayor and Council for allowing the flights over the Crowsnest Pass in July of 2011. His fellow team members were impressed with the beauty of the Crowsnest Pass. Mr. Rossi expressed this was one of the finest moments of his life.

Accepted as information.

COMMITTEE REPORTS

Minutes of the October 11, 2011 Governance and Priorities Committee Meeting

Councillor Gallant noted on page 4 “*Councillor Gallant stated that in examining recycling in other cities the recovery rate is*” - was not his comment.

The recording of the meeting will be reviewed.

Mayor Decoux requested Council Gallant be made aware of the correction when completed.

It was also noted “*contributed to rail fall...*” should read “*contributed to rain fall*”

M#6315-11: Councillor Gail moved that the minutes of the October 11, 2011 Governance and Priorities Committee Meeting be accepted as amended.

CARRIED UNANIMOUSLY

Minutes of the October 25, 2011 Governance and Priorities Committee Meeting

M#6316-11: Councillor Mitchell moved that the minutes of the October 25, 2011 Governance and Priorities Committee Meeting be accepted as written.

CARRIED UNANIMOUSLY

Minutes of the October 3, 2011 Subdivision and Development Appeal Meeting

M#6317-11: Councillor Lonsbury moved that the minutes of the October 3, 2011 Subdivision and Development Appeal Meeting be accepted as information.

CARRIED UNANIMOUSLY

BYLAWS

No Bylaws were presented.

NOTICES OF MOTION

No Notices of Motion were presented.

OTHER BUSINESS

Organizational Structure

Mr. Kevin Robins, Interim Chief Administrative Officer, advised a business model relative to the organizational structure has been developed and will be presented to the public at a Town Hall Meeting on November 9, 2011.

M#-6318-11: Councillor Saindon moved that Council approve the Municipality of Crowsnest Pass Organizational Structure to be presented on November 9, 2011 to Municipal Employees and the Community.

CARRIED UNANIMOUSLY

AAMDC Convention

Councillor Mitchell advised the AAMDC Convention will take place in Edmonton in November, noting it is the rural convention and the Municipality worked very hard to become a member of the AAMDC. Councillor Mitchell felt it would be beneficial to have two Councillors attend the convention.

The convention runs November 22 to 24, 2011.

Mr. Myron Thompson advised he is interested in attending.

Kevin Robins, Interim Chief Administrative Officer, advised this is an opportunity to speak to issues that will affect the Municipality and network with Councillors from across Alberta.

Councillor Gallant advised he will attend.

Mayor Decoux requested that Administration continue to follow up and arrange the meeting with the Provincial Ministers of Transportation, Municipal Affairs, and Health in February 2012.

Response to the Crowsnest /Pincher Landfill Association (Landfill Association)

Excused

Councillor Saindon was excused from Council Chambers at 8:37 pm.

Councillor Gallant advised that a letter had been previously received from the manager of the Landfill Association stating that they want to conduct a study and requested a response from Council as to whether Council is interested in reviewing the study.

OTHER BUSINESS - Response to the Crowsnest /Pincher Landfill Association - Continued

Kevin Robins, Interim Chief Administrative Officer advised:

- The Landfill Association was established under the *Societies Act*
- The member municipalities appoint a councillor or councillors to the Association
- The Crowsnest Pass has three Council representatives on the Association
- Members of Council sitting on the Association are required to represent the interests of the Association and not the interests of the individual municipalities
- In reference to the letter from the Landfill Association requesting Council to support the Association's pursuit to review landfill services, it is a forward looking approach to review regional services, however Administration does not believe it is appropriate for municipal service providers to do a review on behalf of a Municipality to determine if the service provider can provide the Municipality with additional services. This type of review is the responsibility of the Municipality itself.
- Administration believes such a review should be conducted by the municipalities and not the service provider

Myron Thompson, Director of Operational Services, advised that a letter be written to the Landfill Association advising of the initiative that the Municipality is considering regarding Regional Service Partnerships and advising that the Municipality would be including them in the flow of information.

Council directed Administration to pursue the avenue of communication as quickly as possible with municipalities within the region.

Kevin Robins, Interim Chief Administrative Officer, advised that responses to the letter sent to municipalities regarding Regional Service Partnerships has concluded that the Mayors will sit on the Steering Committee.

Return

Councillor Saindon returned to Council Chambers at 8:46 pm.

Drum Creek

Councillors advised that some residents of the Drum Creek area have raised concerns regarding exposed water mains, grates under water, and questioned whether repairs will be done before winter under the Disaster Recovery Program.

Myron Thompson, Director of Operational Services, advised discussion has taken place with Disaster Services and that he has met with an evaluator who approved remedial action for the lowering of the water mains. The project will be going out for tender, and if it cannot be completed before winter, remedial action will be taken to protect the watermains over winter. The Province is working with property owners to determine eligibility for disaster relief.

Mayor Decoux advised requests from residents regarding such matters are better handled by referring residents directly to the Administrative Director responsible for the matter.

COUNCIL MEMBERS REPORTS

Councillor Saindon

- Request to be absent from the November 15, 2011 Council Meeting

Councillor Saje

- Culture and Recreation Meeting

Councillor Mitchell

- Council Business

Councillor Gallant

- Landfill Association Meeting

Councillor Lonsbury

- South Saskatchewan River Report Committee Meetings

Councillor Gail

- Meeting with RCMP
- Partners Meeting

PUBLIC INPUT

No Public Input was provided.

IN CAMERA

M#6319-11: Councillor Lonsbury moved to go In Camera at 8:56 pm.

CARRIED UNANIMOUSLY

RECESS/RECONVENE

Mayor Decoux recessed the meeting at 8:56 pm and reconvened at 9:10 pm.

BUSINESS OUT OF CAMERA

M#6320-11: Councillor Gail moved that Council come Out of Camera at 10:27 pm.

CARRIED UNANIMOUSLY

BUSINESS OUT OF CAMERA - Continued

M#6321-11: Councillor Saindon moved to direct Administration to negotiate an “*Omnibus*” agreement for the Wolfstone Estates Development 24 lot residential subdivision and proposed RV lot development.

CARRIED UNANIMOUSLY

Councillor Andrew Saje abstained due to pecuniary interests.

ADJOURN

M#6322-11: Councillor Gallant moved to adjourn the meeting at 10:30 pm.

CARRIED UNANIMOUSLY

Bruce Vernon Decoux

MAYOR

Original Signed

Myron Thompson

CHIEF ADMINISTRATIVE OFFICER