

MUNICIPALITY OF CROWSNEST PASS

TUESDAY, DECEMBER 21, 2010

A regular meeting of the Council of the Municipality of Crowsnest Pass was held in the Council Chambers on Tuesday, December 21, 2010.

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 Legislative and Human Resource Services	Lynne Cox
Municipal Tax Assessor	Glen Snelgrove

Absent:

Director of Community Services	Cam Mertz
Director of Operational Services	Myron Thompson

CALL TO ORDER

Mayor Decoux called the meeting to order at 7:03 pm.

PUBLIC HEARINGS

No Public Hearings were held.

ADOPTION OF AGENDA

Addition:

Notices of Motion

1. Mayor Decoux

Change:

Other Business

3. Subdivision Development Authority Board Appointments – Move to In Camera #1

Additions:

In Camera

2. Personnel

Other Business

10. Status of the Affordable Housing Committee

ADOPTION OF AGENDA - Continued

M#5836-10: Councillor Saindon moved that the agenda be adopted as amended.

CARRIED UNANIMOUSLY

ADOPTION OF THE PREVIOUS MINUTES

Regular Council Meeting of December 7, 2010

Councillor Mitchell noted he will be attending the AAMDC Conference.

M#5837-10: Councillor Mitchell moved that the minutes of the Regular Council Meeting of Tuesday, December 7, 2010 be adopted as amended.

CARRIED UNANIMOUSLY

Special Budget Council Meeting of December 13, 2010

The Special Budget Council Meeting Minutes of December 13, 2010 were presented for Council's review.

DELEGATIONS

No delegations were in attendance.

ADMINISTRATIVE AND AGENCY REPORTS

Sergeant Scott Howard, Crowsnest Pass RCMP – Quarterly Report

Sergeant Howard introduced Corporal Kevin McKenna, second in charge at the RCMP Crowsnest Pass Detachment.

Sergeant Scott Howard of the RCMP Crowsnest Pass Detachment provided a written report and reviewed same with Council. Sergeant Howard advised Council if they wish further information included in the quarterly update that changes or amendments could be made to the report. Sergeant Howard advised if there are any specific issues that Council would like him to speak to that Council advise Lynne Cox and she will advise him in advance. Said report will be maintained on file and contained information on the following:

- ▶ Statistics for the second quarter reporting period for 2010/2011 between July 1, 2010 and September 30, 2010 (types and numbers of offences reported)
 - Total number of calls for service for this period – 985 (During the same period in 2009 there were 1078 calls for service)

ADMINISTRATIVE AND AGENCY REPORTS – RCMP - Continued

Sergeant Howard provided further information in response to queries from Council:

- There are many false 911 calls received from cell phones (inadvertently dialed when programmed on phone calls), pay phones, and residential lines
- The province is looking at improvements to Highway 22 including passing lanes and improvements to some intersections in the Municipality on Highway 3
- There is some statistical data showing the intersection at Highway 3 and Tim Horton's is a problem
- New Distracted Driving legislation will require education to the public from members

▶ Personnel

▶ Annual Performance Plan

- Identifies initiatives from the stakeholders in the detachment area
- Identifies initiatives the public would like the RCMP to address when they have the opportunity (time permits)
- Three year plan which is ending in March 2011
- Planning process has begun for the APP beginning on April 1, 2011
- Initiatives identified include:
 - Speeding Enforcement on Hwy 3 and Hwy 22 (self generated)
 - Intersection Related Offences
 - Impaired Drivers
 - Organized Crime – Drug Related Activity
 - Youth - DARE and School Visitation Programs

▶ Issues need to be determined for the Annual Performance Plan – 2011-2012 period

- Community Consultation
- Community Survey
- Feedback from Council

▶ Regional Policing Model – Pilot Project

Further discussion included:

- Councillor Saje requested Sergeant Howard's recommendations to reduce policing costs for Thunder in the Valley
- Sergeant Howard noted Thunder in the Valley is an event that cannot be controlled in reference to attendance, points of entry, and crowd monitoring, therefore no significant preplanning can occur
- Sergeant Howard works with the Thunder in the Valley/Rumrunner Committee
- Clarity is required as to who actually "owns" the event in order for Sergeant Howard to work more closely with organizers

M#5838-10: Councillor Gallant moved to approve the Administrative and Agency Reports.

CARRIED UNANIMOUSLY

BUSINESS ARISING FROM THE MINUTES

Draft Advertising Policy

M#5839-10: Councillor Saje moved to table the draft *Advertising Policy* until Council has discussions at the Council Retreat and bring their opinions forward.

“Motion Not Withdrawn”

Mayor Decoux advised that the *Advertising Policy* will not be discussed at the Council Retreat.

Council’s consensus was that the *Advertising Policy* was not clear and required more detail.

Administration advised that advertising costs were allocated into the 2011 Budget based on the current cost of maintaining a Municipal page in both newspapers. Both newspapers have provided a rate at a 30% discount.

Council provided the following comments on the draft *Advertising Policy*:

- Unsure of where funds are allocated
- Questioned what guidelines ensure the community is getting the best value
- Require better information from Administration
- More specifics needed on what is entailed
- Vague
- No historical data
- Questioned what should be done
- Definitions and background need to be expanded
- Budget control on the amount of advertising

M#5840-10: Mayor Decoux moved to table the *Draft Advertising Policy* item to the first meeting of the New Year notwithstanding that advertising in local newspapers will commence as of January 1, 2011.

CARRIED UNANIMOUSLY

CORRESPONDENCE

Honourable Hector Goudreau – Property Legislation

Correspondence was received from the Honourable Hector Goudreau, Minister of Municipal Affairs, advising of recent property related legislation including the *Land Assembly Project Area Act*, the *Alberta Land Stewardship Act*, and the *Electric Statutes Amendment Act, 2009*.

CORRESPONDENCE – Honourable Hector Goudreau - Continued

M#5841-10: Councillor Mitchell moved that a letter be written to Municipal Affairs to look at the *Land Assembly Project Area Act* to consider and inform the Municipality when they are consulting with landowners and clarification is required to understand what the government means by critical transmission under The *Electric Statutes Amendment Act*.

CARRIED UNANIMOUSLY

COMMITTEE REPORTS

Family and Community Support Services Minutes – October 27, 2010

The minutes of the October 27, 2010 Family and Community Support Services Meeting were provided for Council's review. The minutes were received as information and will be maintained on file.

M#5842-10: Councillor Lonsbury moved to accept the October 27, 2010 Family and Community Support Services Meeting Minutes as presented.

CARRIED UNANIMOUSLY

BYLAWS

No bylaws were presented.

NOTICES OF MOTION

Mayor Decoux provided a Notice of Motion that at the next meeting he will bring forth a motion regarding the establishment of a permanent standing Policy Committee. The members of the committee should include the Mayor, Chief Administrative Officer, Director of Legislative Services and other members on an adhoc basis as required relative to the specific policy under consideration.

OTHER BUSINESS

Adoption of 2011 Interim Budget

Mayor Decoux provided the following comments:

- Many processes are in place in the Municipal organization that are outdated and no longer function appropriately in the present
- The process in place to develop policies needs to be reviewed
- A Policy Committee is needed

OTHER BUSINESS – Adoption of 2011 Interim Budget - Continued

- The process of creating agendas needs to be reviewed to allow more time for Council’s review
- The budget process is in need of review; better ways used to present the budget in a more efficient and appropriate way

The Chief Administrative Officer reviewed Administration’s budget objectives and suggested Council adopt the interim budget *Alternative Two* as presented by Administration with the understanding:

1. That a comprehensive final budget be presented in a format that includes an executive summary, detailed line item information by functional area, an overview of the capital program, and an overview of the key initiatives and studies planned for the new fiscal year; a new budget format was presented
2. No action will be taken at this time on the proposed new positions, until Council has the opportunity to review the justification for these positions, and give Administration approval to hire
3. The water meter program be put on hold, reviewed, and a comprehensive report presented to Council outlining the program, the impact on the ratepayers, and the public engagement process if the program proceeds

This would result in 0% increase in the budget at this time.

A proposed budget schedule was presented:

- October – Administration meet to draft budget
- November – First Council Meeting – budget presented for review
- November – Second Council Meeting – revised budget presented
- December – First Council Meeting - final budget presented for approval
- Follow up with quarterly reports, mid year reports, and year end budget
- Budget cycle may run from fifteen to seventeen months

M#5843-10: Councillor Mitchell moved to accept *Alternative Two* with a hold on position hiring and water metering.

Adopt the 2011 Interim Operating and Capital Budgets as presented by Administration with an increase of 5.3 % in the Property Tax Levy/Municipal Mill Rate based on the 2010 Assessment Base and Mill Rate Bylaw.

DEFEATED

M#5844-10: Mayor Decoux moved to accept *Alternative Three*:

Adopt the 2010 Operational and Capital Budgets as the interim budget for the 2011 interim Operating and Capital Budgets.

CARRIED UNANIMOUSLY

OTHER BUSINESS - Continued

Contract Extension with Enmax

M#5845-10: Councillor Lonsbury moved to approve the extension of the Municipality's existing contract with Enmax Energy Corporation as per the Amendment to Contract Services Agreement, as provided by Enmax Energy Corporation, extending the term of the existing contract from December 31, 2010 to April 29, 2011.

CARRIED UNANIMOUSLY

Subdivision Development Appeal Board Appointment

M#5846-10: Councillor Mitchell that Council approve the appointment of Rupert Hewison to the Subdivision and Development Appeal Board for a three year term.

CARRIED UNANIMOUSLY

Appointment to Municipal Heritage Board

M#5847-10: Councillor Saje moved that Council approve the appointment of Larry Mitchell to the Municipal Heritage Board as representative of the Subdivision and Development Authority Board for a three year term.

CARRIED

Councillor Mitchell abstained

Request to Lease Municipal Lands for Parking

EXCUSED

Councillor Gallant excused himself due to possible conflict of interest at 8:30 pm.

M#5848-10: Councillor Gail moved that Administration attempt to find an acceptable site in the Frank Industrial area that can be used for parking heavy equipment.

DEFEATED

Glen Snelgrove, Municipal Tax Assessor, advised that it is not the responsibility of the Municipality to find parking for commercial enterprises.

OTHER BUSINESS – Request to Lease Municipal Lands for Parking - Continued

M#5849-10: Councillor Mitchell moved that Council deny the request to renew the lease for parking commercial equipment on municipal lands as it is contrary to the Community Standards Bylaw.

CARRIED UNANIMOUSLY

Mayor Decoux questioned Administration if Drains in Sentinel and Blairmore, Siemens on Highway 3 west end in Coleman, and Wakaluk in the east end of Bellevue are in contravention of the Community Standards Bylaw, and if so what is being done about it.

The Chief Administrative Officer advised he and the Bylaw Enforcement Officer are addressing bylaw issues and will be bringing updates to Council on bylaw enforcement activities which will include areas of violation.

Business Appreciation Certificate

Councillor Saje requested that *Requests for Decisions* include a section for financial impact.

M#5850-10: Councillor Saindon moved to endorse the proposal that a framed business appreciation certificate, signed by the Mayor, be provided:

- a. Whenever a business constructs a new commercial space or undertakes a renovation or beautification of an existing commercial space. This certificate would be tied to the completion of the building permit,
- And,
- b. When recommended by Administration for those commercial projects resulting in a cosmetic enhancement which have been undertaken without the requirement of a building permit; This process would be implemented through the Development Office of the Municipality.

CARRIED UNANIMOUSLY

Oldman Watershed Council Support Request

M#5851-10: Councillor Mitchell moved to renew membership with the Oldman Watershed Council.

CARRIED UNANIMOUSLY

M#5852-10: Councillor Gail moved to designate Councillor Saje to attend and vote on behalf of the Municipality at the Oldman Watershed Council Annual General Meeting in April 2011.

CARRIED UNANIMOUSLY

OTHER BUSINESS – Continued

Pending Conferences – 2011

AAMDC Convention – Edmonton – March 21 – 23, 2011

FCM Convention – Halifax – June 2 – 6, 2011

M#5853-10: Councillor Mitchell moved to approve the participation of Mayor Decoux, Councillor Gail, Councillor Mitchell, and Chief Administrative Officer Tully Clifford at the AAMDC Convention, March 21 to 23, 2011 in Edmonton; and the participation of Mayor Decoux and Councillor Saje at the FCM Convention, June 3 to 6, 2011 in Halifax.

CARRIED

Status of the Affordable Housing Committee

Councillor Gallant advised he is the sole surviving member of the Affordable Housing Committee which has not met for some time, although the committee was mandated by Council.

Councillor Gallant requested that Administration provide Council with background information on the Affordable Housing Committee including presentations and resolutions regarding the committee and Terms of Reference at the Governance and Priorities Committee on January 11, 2011.

COUNCIL MEMBER REPORTS

Council members reported on the following:

Councillor Gallant

- Special Council Meetings
- Heritage Board Meeting
- Crowsnest Pass/Pincher Creek Landfill Society Meeting

Councillor Mitchell

- Municipal Auditor Meeting
- Municipal Christmas Party
- Budget Meetings
- Spray Lake Sawmill Meeting

COUNCIL MEMBER REPORTS - Continued

Mayor Decoux

- Spray Lake Sawmill Tour

Councillor Lonsbury

- Landfill Meeting
- Senior Housing Addition and Renovation Update

Councillor Gail

- Landfill Meeting
- Senior Housing Project

PUBLIC INPUT

No public input was provided.

IN CAMERA

M#5854-10: Mayor Decoux moved to go In Camera at 8:55 pm.

CARRIED UNANIMOUSLY

BUSINESS OUT OF CAMERA

M#5855-10: Councilor Mitchell moved that Council come Out of Camera at 9:30 pm.

CARRIED UNANIMOUSLY

M#5856-10: Councilor Mitchell moved in regards to the appointment of the two members to the Subdivision and Development Appeal Board that the current recommendations given to the Municipal Council be rejected due to the fact that they were made before the closing date for applications for these positions and return the applications back to the Subdivision and Development Appeal Board for their perusal and further recommendations.

CARRIED UNANIMOUSLY

ADJOURN

M#5857-10: Councilor Mitchell moved to adjourn the meeting at 9:31 pm.

CARRIED UNANIMOUSLY

Bruce Decoux
MAYOR

Tully Clifford
CHIEF ADMINISTRATIVE OFFICER

Minutes edited and approved by *Lynne Cox*

Lynne Cox, Director of Legislative & HR
Services