

MUNICIPALITY OF CROWSNEST PASS

TUESDAY, JANUARY 4, 2011

A regular meeting of the Council of the Municipality of Crowsnest Pass was held in the Council Chambers on Tuesday, January 4, 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
Director of Community Services	Cam Mertz
Director of Legislative and Human Resource Services	Lynne Cox

Absent:

Municipal Tax Assessor	Glen Snelgrove
------------------------	----------------

CALL TO ORDER

Mayor Decoux called the meeting to order at 7:00 pm.

PUBLIC HEARINGS

Bylaw 814, 2010 – Land Use Amendment

No one was in attendance to speak in favour of or in opposition to the proposed Land Use Amendment.

ADOPTION OF AGENDA

Additions:

Other Business

3. Office Protocol
4. Thunder in the Valley Policing

M#5858-11: Mayor Decoux moved that the agenda be adopted as amended.

CARRIED UNANIMOUSLY

ADOPTION OF THE PREVIOUS MINUTES

Regular Council Meeting of December 21, 2010

M#5859-11: Councilor Mitchell moved that the minutes of the Regular Council Meeting of Tuesday, December 21, 2010 be adopted as presented.

CARRIED UNANIMOUSLY

Special Council 2011 Budget Meeting December 14, 2010

M#5860-11: Councilor Saindon moved that the minutes of the Special Council 2011 Budget Meeting of December 14, 2010 be adopted as presented.

CARRIED UNANIMOUSLY

DELEGATIONS

No delegations were in attendance.

ADMINISTRATIVE AND AGENCY REPORTS

No Administrative and Agency Reports were presented.

BUSINESS ARISING FROM THE MINUTES

Advertising Policy

Election advertising does not impact the 2011 budget, and will be brought forward for subsequent years.

M#5861-11: Councillor Lonsbury moved that Council accept *Recommendation #1* and support the Advertising Policy as written.

DEFEATED

M#5862-11: Councillor Saje moved that Council recommend further changes to the Advertising Policy and direct Administration to return a revised policy document at the next Council Meeting.

“Motion Not Withdrawn”

BUSINESS ARISING FROM THE MINUTES - Advertising Policy - Continued

Mr. Clifford advised that Administration requires direction on changes that Council wants, and a longer time frame may be necessary to present a revised Advertising Policy.

Council's comments included:

- Felt the Advertising Policy could be discussed at the Council Retreat
- The Advertising Policy will not be on the Council Retreat Agenda
- More insight required on newspaper inserts, website advertising
- Full newspaper page currently has wasted space and could be utilized better
- Recommended looking at the effectiveness of inserts and legislative advertising in both newspapers

Consideration for a Time Extension

M#5863-11: Councillor Saindon moved to grant an extension on the motion review to March 15, 2010.

CARRIED UNANIMOUSLY

CORRESPONDENCE

Lloyd Bentz – Alberta Sport, Recreation, Parks & Wildlife Foundation

Correspondence was received from Lloyd Bentz, General Manager, Alberta Sport, Recreation, Parks and Wildlife Foundation advising support to the Bow Crow Forest Trails in the amount of \$8,000 as awarded by the Alberta Sport, Recreation, Parks, and Wildlife Foundation for the 2010 Municipal Recreation/Tourism Area annual operating grant.

Accepted as information.

M#5864-11: Councillor Mitchell moved to accept the monies and that a letter be sent to Alberta Sport, Recreation, Parks and Wildlife Foundation thanking them for their consideration.

CARRIED UNANIMOUSLY

COMMITTEE REPORTS

Governance and Priorities Committee – December 14, 2010

The minutes of the December 14, 2010 Governance and Priorities Committee Meeting were provided for Council's review. The minutes were received as information and will be maintained on file.

COMMITTEE REPORTS – G&PC – December 14, 2010 - Continued

M#5865-11: Councillor Gail moved to accept the December 14, 2010 Governance and Priorities Committee Meeting Minutes.

CARRIED UNANIMOUSLY

Family and Community Support Services – December 1, 2010

The minutes of the December 1, 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#5866-11: Councillor Lonsbury moved to accept the December 1, 2010 Family and Community Support Services Meeting Minutes.

CARRIED UNANIMOUSLY

BYLAWS

Bylaw 814, 2010 – 2nd & 3rd Readings

M#-5867-11: Councillor Mitchell moved Second Reading of Bylaw No. 814, 2010.

CARRIED UNANIMOUSLY

M#-5868-11: Councillor Gallant moved Third and Final Reading of Bylaw No. 814, 2010.

CARRIED UNANIMOUSLY

NOTICES OF MOTION

No Notices of Motion were provided.

OTHER BUSINESS

Request for a Letter of Support – Bellecrest Community Association

M#5869-11: Councillor Mitchell moved that Council endorse a letter of support for the Bellecrest Community Association in its application for a CIP Grant to install new concrete picnic tables at the Bellecrest Community Campground.

CARRIED UNANIMOUSLY

OTHER BUSINESS - Continued

Policy Committee

Mayor Decoux's comments regarding policy included:

- Concerned with the lack of policy in the Municipality and the mechanism to ensure review, development and implementation of policy on an ongoing basis
- When a policy is in place it can be very effective
- Provided definitions of policy including:
 - “General approach to things intended to guide behavior”
 - “A vision of where we want to go and guidelines for getting there.”
- Benefits of policy include:
 - Demonstrate the Municipality is being operated in an efficient and business-like manner
 - Ensure a high degree of uniformity and consistency in decisions and operational procedures
 - Act as a protection to Council, Chief Administrative Officer, staff, and the municipality against legal actions
 - Ensure meetings are orderly
 - Save time when problems can be handled quickly and effectively
 - Foster stability and continuity
 - Facilitate orientation of newly appointed individuals
 - Clarify goals and direction of the Municipality
 - Show that the Municipality is willing to be held accountable for its decisions
 - Clarify functions and responsibilities
 - Individuals are more efficient, satisfied, and committed

Mayor Decoux proposed that a standing Policy Committee be struck, the membership of the committee to consist of the Mayor, the Chief Administrative Officer, the Director of Legislative Services, and on an adhoc basis, other individuals relative to the specific policy under consideration. The Policy Committee's mandate shall be to review, update and withdraw current policy subject to Council's approval, and to develop new policy as identified by Council and the Chief Administrative Officer. When appropriate the Committee shall ensure that changes to existing policy and new policy affecting the public are properly advertised. The Committee shall meet no less than once per month and shall provide a regular report to Council through the Chief Administrative Officer.

Council's recommendations included:

- Establish a general format for policies
- Policies should be available in a Policy Handbook and on the website
- Be very consistent and precise with the information included in the policy
- Write excellent and clear policies

M#-5870-11: Councillor Mitchell moved to accept the motion on the Policy Committee as proposed.

CARRIED UNANIMOUSLY

OTHER BUSINESS - Continued

Office Protocol

Councillor Mitchell asked Administration whether a protocol or policy exists for members of the public entering and moving throughout the Municipal Office.

Mayor Decoux suggested this may be an internal policy for the Policy Committee to consider.

Thunder in the Valley Policing

Mayor Decoux advised that Sergeant Howard, RCMP Crowsnest Pass Detachment, provided the following comments in reference to Thunder in the Valley:

- No determining who or how many will attend
- Difficult to determine what type of policing occurs
- Not aware of who “owns” Thunder in the Valley

Mayor Decoux requested that the Chief Administrative Officer prepare a report on Thunder in the Valley to present to Council including:

- Clarify who “owns” the event
- Cost of policing
- Address issues
- Present an opinion

COUNCIL MEMBER REPORTS

Councillor Mitchell

- Enjoyed the festive season

PUBLIC INPUT

No public input was provided.

IN CAMERA

M#5871-11: Councillor Saindon moved to go In Camera at 7:55 pm.

CARRIED UNANIMOUSLY

RECESS/RECONVENE

Council recessed at 7:55 pm and reconvened at 8:05 pm.

EXCUSED

Councillor Lonsbury requested to be excused from the In Camera portion of the meeting.

BUSINESS OUT OF CAMERA

M#5872-11: Councilor Mitchell moved that Council come Out of Camera at 8:50 pm.

CARRIED UNANIMOUSLY

M#5873-11: Councilor Mitchell moved to endorse the proposal by Administration for the pending reclassification project bargaining with CUPE and the amendments.

CARRIED UNANIMOUSLY

Councillor Lonsbury abstained

ADJOURN

M#5874-11: Councilor Mitchell moved to adjourn the meeting at 9:50 pm.

CARRIED UNANIMOUSLY

Original Signed

MAYOR

Original Signed

CHIEF ADMINISTRATIVE OFFICER

Original Signed

Minutes edited and approved by

Lynne Cox, Director of Legislative & HR Services