

MUNICIPALITY OF CROWSNEST PASS

TUESDAY, APRIL 5, 2011

A regular meeting of the Council of the Municipality of Crowsnest Pass was held in the Council Chambers on Tuesday, April 5, 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 Legislative and Human Resource Services	Lynne Cox

Absent:

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

CALL TO ORDER

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

PUBLIC HEARING

No Public Hearing was held.

ADOPTION OF AGENDA

Change:

Other Business

3. Flooding Concern – Crowsnest River
- Move *In Camera*

M#5970-11: Councillor Saje moved that the agenda be approved as amended.

CARRIED UNANIMOUSLY

ADOPTION OF THE PREVIOUS MINUTES

Regular Council Meeting of March 15, 2011

M#5971-11: Councillor Gail moved that the minutes of the Regular Council Meeting of March 15, 2011 be adopted as written.

CARRIED UNANIMOUSLY

Special Council Meeting of March 29, 2011

M#5972-11: Councillor Mitchell moved that the minutes of the Regular Council Meeting of March 29, 2011 be adopted as written.

CARRIED UNANIMOUSLY

DELEGATIONS

No delegations were in attendance.

ADMINISTRATIVE AND AGENCY REPORTS

No Administrative and Agency Reports were presented.

BUSINESS ARISING FROM THE MINUTES

Oldman Watershed Council Update

M#5973-11: Councillor Lonsbury moved that Council direct Administration to confirm the attendance of Councillor Saje at the Oldman Watershed Council Annual General Meeting on June 9, 2011.

CARRIED UNANIMOUSLY

CORRESPONDENCE

Hector Goudreau, Minister of Municipal Affairs – 2011 MSI Funding Minimum Threshold

Correspondence was received from the Honourable Hector Goudreau, Minister of Municipal Affairs, advising of a change to the 2011 Municipal Sustainability Initiative Program. The minimum capital project threshold will be lowered from ten to five per cent of annual funding as of January 1, 2011.

CORRESPONDENCE - Hector Goudreau – 2011 MSI Funding Minimum Threshold - Continued

M#5974-11: Councillor Gail moved to accept the correspondence from the Honourable Hector Goudreau, Minister of Municipal Affairs, in reference to 2011 MSI Funding Minimum Threshold as information.

CARRIED UNANIMOUSLY

Hector Goudreau, Minister of Municipal Affairs – Ski Hill Snow Groomer

Correspondence was received from the Honourable Hector Goudreau, Minister of Municipal Affairs, advising the Pass Powderkeg Ski Hill Snow Groomer has been accepted as a qualifying project for the amount of \$180,000 under the capital funding component of the Municipal Sustainability Initiative Program.

M#5975-11: Councillor Lonsbury moved to accept the correspondence from the Honourable Hector Goudreau, Minister of Municipal Affairs, in reference to Ski Hill Snow Groomer funding of \$180,000 as information, and direct Administration to ensure the project is included in a published list of MSI-funded projects that is available to the public, and further that if the project is selected by the Minister for enhanced public recognition, Administration develop a joint communication plan on behalf of Council.

CARRIED UNANIMOUSLY

The Director of Finance and Systems confirmed the loan to purchase the snow groomer will now be repaid.

Luke Ouellette – Transportation Grant Programs

Correspondence was received from the Honourable Luke Ouellette, Minister of Transportation, advising of the Alberta government cost-shared funding that will be provided to the Municipality of Crowsnest Pass under 2011 Transportation Grant Programs:

- Basic Municipal Transportation Grant (BMTG) in the amount of \$344,940
- Federal Gas Tax Fund (FGTF) in the amount of \$395,769

M#5976-11: Councillor Mitchell moved to accept the correspondence from the Honourable Luke Ouellette, Minister of Transportation, in reference to Transportation Grant Programs as information and that a letter of thanks is forwarded.

CARRIED UNANIMOUSLY

CORRESPONDENCE - Continued

Ron Liepert – Defining Critical Transmission Infrastructure Projects

Correspondence was received from Honourable Ron Liepert, Minister of Energy, providing clarification on how critical transmission infrastructure projects are defined, in response to Mayor Decoux's written request for further information on this issue.

M#5977-11: Councillor Mitchell moved to table the correspondence from the Honourable Ron Liepert, Minister of Energy, in reference to Defining Critical Transmission Infrastructure Projects, until a hearing is held by AltaLink and the issue can be brought forward again at that time.

CARRIED UNANIMOUSLY

Volunteer Recognition Dinner – April 14, 2011

Correspondence was received from the Family and Community Support Services Board inviting Mayor Decoux and Council to the 2011 Crowsnest Pass Volunteer Recognition Dinner on Thursday, April 14, 2011.

Councillor Saje suggested a Municipal volunteer data base be established that may be accessed through the Municipal website.

Mayor Decoux advised that such a project is currently underway and Mr. Cam Mertz, Director of Community Services, will be updating Council on this project.

All Council members and their spouses will attend, except Councillor Gallant who has a previous commitment.

M#5978-11: Councillor Saje moved to accept the correspondence from the Family and Community Support Services Board in reference to the 2011 Crowsnest Pass Volunteer Recognition Night invitation as information.

CARRIED UNANIMOUSLY

COMMITTEE REPORTS

Minutes of January 10, 2011 – Protective Services Committee

The minutes of the January 10, 2011 Protective Services Committee Meeting were provided for Council's review. The minutes were received as information and will be maintained on file.

M#5979-11: Councillor Mitchell moved to file the minutes of the January 10, 2011 Protective Services Committee as information

CARRIED UNANIMOUSLY

COMMITTEE REPORTS - Continued

Minutes of January 14, 2011 – Municipal Heritage Board

The minutes of the January 14, 2011 Municipal Heritage Board Meeting were provided for Council's review. The minutes were received as information and will be maintained on file.

The Director of Finance and Systems advised that through the Freedom of Information and Privacy Act, records have to be protected to a certain degree.

- Historical records of twenty-five years and greater do not have the same privacy protection as current records
- Tax records cannot be released without following FIOP protocol as this would be considered an invasion of personal privacy
- Land Titles has formulated a new branch for historical information, and titles dated prior to 1986 can be purchased
- The cost to purchase titles would have to be a budgeted item
- The Municipality will work with the Municipal Heritage Board to try to accommodate their requests; any costs involved will be presented to Council as a budgetary item

M#5980-11: Councillor Saindon moved to accept the minutes of the January 14, 2011 Municipal Heritage Board as information.

CARRIED UNANIMOUSLY

Minutes of February 23, 2011 – Subdivision and Development Authority

The minutes of the February 23, 2011 Subdivision and Development Authority Meeting were provided for Council's review. The minutes were received as information and will be maintained on file.

M#5981-11: Councillor Mitchell moved to accept the minutes of the February 23, 2011 Subdivision and Development Authority as information.

CARRIED UNANIMOUSLY

BYLAWS

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

M#-5982-11: Councillor Lonsbury moved Second Reading of Bylaw No. 819, 2011.

CARRIED UNANIMOUSLY

M#-5983-11: Councillor Gail moved Third and Final Reading of Bylaw No. 819, 2011.

CARRIED UNANIMOUSLY

BYLAWS - Continued

Bylaw 820, 2011 Mill Rate Bylaw

M#-5984-11: Councillor Saindon moved Second Reading of Bylaw No. 820, 2011 to include the following amendments:

1. To recommend a zero percent increase to the Mill Rate for Seniors Housing Authority Requisition showing the Crowsnest Pass Senior's Housing Authority Requisition of \$202,996;
2. To direct Administration to bring forward a budget appropriation report reassigning funds from the 2011 general budget to cover the ten percent increase Seniors Housing Authority request of approximately \$18,454.00;
3. Page 1 be amended as follows:

AND WHEREAS The requisitions are:

Alberta School Foundation Fund (ASFF)

Residential/Farmland	\$1,963,811
Non-residential	<u>\$ 578,324</u>
	\$2,542,134

Requisition Allowance MGA (359(2))

Crowsnest Pass Senior's Housing Authority

Operating Requisition	\$ 202,996
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~~Crowsnest Pass Senior's Housing Authority~~

Capital Upgrade Reserve	\$ 100,000
	<u>\$ 302,996</u>

Amendment April 5, 2011

CARRIED

Councillor Saindon requested that in the future Administration bring all budget numbers forward during deliberations as these numbers need to be in the budget prior to approval.

The Chief Administrative Officer explained the process by which the property tax rate is set.

- Advised the mill rate also includes the needs of requisitioning bodies and the amounts requested by the requisitioning bodies are not subject to review or approval by Municipal Council
- Believes covering the increase in requisitioning body costs should not be the responsibility of the Municipality
- Noted a change should be made on Page 1 of the Mill Rate Bylaw to remove a reference to the Crowsnest Pass Senior's Housing Authority Capital Upgrade Reserve
- In order to proceed through the budget process it is important for Administration to know whether they are looking at a zero percent increase in Municipal funding or all funding to be reflected in the budget presented for Council approval

BYLAWS - Bylaw 820, 2011 Mill Rate Bylaw - Continued

Councillor Saindon recommended that the Crowsnest Pass Senior's Housing Authority funds come from the wages and benefits that have not been paid over the last four months for the new positions, and the long term financing that has not yet taken place.

M#-5985-11: Councillor Lonsbury moved Third and Final Reading of Bylaw No. 820, 2011.

CARRIED

Bylaw 822, 2011 Operating Line of Credit

M#-5986-11: Councillor Mitchell moved Second Reading of Bylaw No. 822, 2011.

CARRIED UNANIMOUSLY

M#-5987-11: Councillor Gail moved Third and Final Reading of Bylaw No. 822, 2011.

CARRIED UNANIMOUSLY

NOTICES OF MOTION

Way-finding Signage (Councillor Gallant)

NOTICE OF MOTION – CROWSNEST PASS WAY-FINDING SIGNAGE

WHEREAS It is essential that Crowsnest Pass become recognized as a destination for visitors, rather than a stop-over, in order to help support existing business and future investment in our community.

AND WHEREAS On May 18, 2010 Council endorsed the Community Futures *Visitor Friendly Communities* report, which identifies potential projects to increase visitors, including way-finding signage, which will help visitors identify services, recreational opportunities, natural attractions, and significant historic sites.

AND WHEREAS Way-finding signage would help increase the number of visitors to the community due to greater exposure and an increased amount of information available to travelers within our community and along Hwy 3, which sees between 4,800 and 10,000* vehicles per day.

**Source: Alberta Transportation*

(<http://www.transportation.alberta.ca/Content/docType181/production/TVH2009.pdf>)

NOTICES OF MOTION - Way-finding Signage - Continued

AND WHEREAS There is the potential for Federal or Provincial funding for projects that increase business opportunities and investment in rural communities.

AND WHEREAS There is the opportunity to work with existing groups such as, but not limited to, Community Futures, and the Chamber of Commerce, the Bellecrest Association, and the Crowsnest Pass Heritage Board in order to identify significant sites and attractions.

AND WHEREAS New way-finding signage will show a commitment to the future of our community.

THEREFORE Be it resolved that Administration:

1. be directed to research options for way-winding signage, both along Highway 3 and within the community,
2. work with community groups to identify sites of importance that would be recognized by the way-finding signage,
3. ensure the way-finding signs are coordinated with any welcome kiosks,
4. identify the need for consultants and/or contractors necessary to complete a way-finding signage project,
5. research funding options, including grants, and the costs of construction for said welcome centers and on-going operational costs.

The results of Administration's findings are to be delivered at the ***Governance and Priorities Committee*** on September 13, 2011 for discussion, with the goal of corresponding with the 2012 budget preparations.

Attachments: Community Futures Visitor Friendly Communities report (endorsed by Council on May 18, 2010)

M#-5988-11: Councillor Saje moved to accept the Way-finding Signage Notice of Motion.

CARRIED UNANIMOUSLY

Visitor Welcome Kiosks (Councillor Gallant)

NOTICE OF MOTION – CROWSNEST PASS VISITOR WELCOME KIOSKS

WHEREAS It is essential that Crowsnest Pass become recognized as a destination for visitors, rather than a stop-over, in order to help support existing business and future investment in our community.

NOTICES OF MOTION - Visitor Welcome Kiosks - Continued

- AND WHEREAS** The existing Crowsnest Pass gateway signage is out of date and in need of repair.
- AND WHEREAS** On May 18, 2010 Council endorsed the Community Futures *Visitor Friendly Communities* report, which identifies potential projects to increase visitors, including new welcome kiosks with community information on the east and west entrances of the community.
- AND WHEREAS** A greater amount of information along Highway 3, which sees between 4,800 and 10,000* vehicles per day, regarding our community, available services, and regional attractions, would result in an increased number of visitors to the Crowsnest Pass.
**Source: Alberta Transportation*
<http://www.transportation.alberta.ca/Content/docType181/production/TVH2009.pdf>
- AND WHEREAS** There is the potential for Federal or Provincial funding for projects that increase business opportunities and investment in rural communities.
- AND WHEREAS** There is the opportunity to work with existing groups such as, but not limited to, Community Futures, the Chamber of Commerce, and the Bellecrest Association to identify the requirements, location, and maintenance of these sites. Where possible, the welcome kiosks will be readily accessible to Highway 3, have drive-in access, and utilize existing sites. At a minimum these sites would include new welcome signs and community information.
- AND WHEREAS** New welcome kiosks would raise the profile of the community and show vision toward our future and instill a greater sense of pride in our community.
- THEREFORE** Be it resolved that Administration:
1. be directed to research the viability of a drive-in welcome center on both the east and west entrance to the community,
 2. identify potential sites for such kiosks,
 3. ensure the welcome kiosks are coordinated with any way-finding signs,
 4. work with community groups that are already maintaining similar sites,
 5. identify the need for consultants and/or contractors necessary to complete a welcome kiosk project,
 6. research funding options, including grants, and the costs of construction for said welcome kiosks and on-going operational costs.

NOTICES OF MOTION - Visitor Welcome Kiosks - Continued

The results of Administration's findings are to be delivered at the ***Governance and Priorities Committee*** on September 13, 2011 for discussion, with the goal of corresponding with the 2012 budget preparations.

Attachments: Community Futures Visitor Friendly Communities report (endorsed by Council on May 18, 2010)

M#-5989-11: Mayor Decoux moved to accept the Visitor Welcome Kiosks Notice of Motion

CARRIED UNANIMOUSLY

OTHER BUSINESS

Chamber of Commerce Trade Show – May 6 – 7, 2011

Council indicated their availability to participate at the Municipal booth at the Chamber of Commerce Trade Show on May 6 - 7, 2011.

Friday, May 6, 2011 – 3:00 pm to 6:00 pm – Councillor Mitchell
Friday, May 6, 2011 – 6:00 pm to 9:00 pm – Councillors Mitchell, Saindon, Gail
Saturday, May 7, 2011 – 10: 00 am to 1:00 pm – Mayor Decoux
Saturday, May 7, 2011 – 1:00 pm to 5:00 pm – Mayor Decoux, Councillor Saindon

Councillor Saje will advise of his availability.
Councillor Lonsbury is unavailable due to a prior commitment.
Councillor Gallant is available both days.

M#5990-11: Councillor Gallant moved that Council direct Administration to create a roster of those members of Council who will be participating at the Municipal booth at the Chamber of Commerce Trade Show, May 6 – 7, 2011 at the Coleman Sports Complex.

CARRIED UNANIMOUSLY

Policy Committee Terms of Reference

Council's consensus was to amend the Policy Committee Terms of Reference as follows:

Operational Guidelines

*The Policy Committee **will** undertake a review of all proposed bylaws prior to first reading by Council.*

Change the word will to may

OTHER BUSINESS - Policy Committee Terms of Reference - Continued

M#5991-11: Councillor Gail moved to accept the Governance and Priorities Committee's recommendation that Council approve the terms of reference for the Policy Committee, with amendments, and undertake a review of the terms of reference during the organizational meeting in the fall of 2011.

CARRIED UNANIMOUSLY

Japan Earthquake and Tsunami and the Crowsnest Pass

M#5992-11: Councillor Saje moved that Council directs Administration to send a letter of support to Mayor Shirakura Masashi of Hokuto City with regards to the Japan earthquake and tsunami disaster; and that because of the Municipality's friendship ties with that City and their support of the Municipality during the Lost Creek Fire of 2003 – where a donation of \$2500.00 was received from that city – that the Municipality match the funds raised by the Crowsnest Consolidated High School Fundraiser and contribute to a total donation of \$2500.00; and that Council directs Administration to complete the documentation required to formalize the Municipality's friendship with Hokuto City to Sister City status.

CARRIED UNANIMOUSLY

Large Item Equipment Pickup

M#5993-11: Councillor Saindon moved to rescind Policy PW-018 completely and that no Municipal funds be spent to clean up Crowsnest Pass residents' property.

DEFEATED

Mayor Decoux noted there may be a third category to consider, in addition to disabled citizens and seniors; citizens who due to their circumstances in life may be unable to dispose of articles themselves, for example citizens without automobiles.

M#5994-11: Councillor Saje moved to rescind existing Spring Cleanup Policy PW-018.

CARRIED

M#5995-11: Councillor Mitchell moved that Council approve the 2011 Large Item Residential Pickup program as presented only for senior residents, 65 years of age and over, and those with disabilities, and further that Council direct Administration to provide a report following the current year program including an overview and any recommendations and that this report be provided prior to 2012 budget deliberations.

CARRIED

COUNCIL MEMBER REPORTS

Council Member Reports will be provided at the next meeting.

PUBLIC INPUT

No public input was provided.

IN CAMERA

M#5996-11: Councillor Saje moved to go In Camera at 8:20 pm.

CARRIED UNANIMOUSLY

RECESS/RECONVENE

Council recessed at 8:20 pm and reconvened at 8:25 pm.

BUSINESS OUT OF CAMERA

M#5997-11: Councilor Mitchell moved that Council come Out of Camera at 8:40 pm.

CARRIED UNANIMOUSLY

Flooding Concern – Crowsnest River

M#5998-11: Councilor Mitchell moved that Council direct Administration to confer with the Zowa family regarding flooding concerns.

CARRIED UNANIMOUSLY

ADJOURN

M#5999-11: Councilor Mitchell moved to adjourn the meeting at 8:45 pm.

CARRIED UNANIMOUSLY

Bruce Vernon Decoux

MAYOR

Tully Clifford

CHIEF ADMINISTRATIVE OFFICER