

MUNICIPALITY OF CROWSNEST PASS

TUESDAY, JUNE 7, 2011

A regular meeting of the Council of the Municipality of Crowsnest Pass was held in the Council Chambers on Tuesday, June 7, 2011.

PRESENT: **MAYOR:** Bruce Decoux

COUNCILORS: Siegbert Gail, Brian 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, Legislative and Human Resource Services	Lynne Cox
Municipal Tax Assessor	Glen Snelgrove

Absent:

Director of Community Services	Cam Mertz
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CALL TO ORDER

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

MOMENT OF SILENCE

A moment of silence was observed for Dr. John Irwin to show respect and reflect on his contributions to the community having served as mayor for 21 years.

PUBLIC HEARING

No Public Hearing was held.

ADOPTION OF AGENDA

Additions:

In Camera
2. Land

ADOPTION OF AGENDA - Continued

Deletions:

Correspondence

2. Honourable Luke Ouellette – Federal Gas Tax Fund – Return to June 21, 2011 Council Agenda

Other Business

3. Drum Creek Flooding (Hillcrest) – Return to a future Council Agenda

6. Draft Budget Policy – Return to June 21, 2011 Council Agenda
Replaced with – Gifts for the Task Force Members

12. Municipal Office – Return to June 21, 2011 Council Agenda

Change:

Bylaws

5. Bylaw 826, 2011 – Land Use Bylaw Amendment (3rd Reading)
(Green Mountain Company)
Move forward in agenda to follow *Adoption of the Previous Minutes*

M#6080-11: Councillor Gail moved to accept the agenda as amended.

CARRIED UNANIMOUSLY

ADOPTION OF THE PREVIOUS MINUTES

Regular Council Meeting of May 17, 2011

Councillor Gallant noted the correct spelling of his name is *Brian* which was spelled incorrectly on page one of the May 17, 2011 and May 11, 2011 minutes.

Councillor Gail noted on page 5 – should read “There is a lack *of* affordable housing...”

Mayor Decoux noted on page 7 – *Removal of Municipal Reserve Designation* - it would be appropriate to include the legal description at the beginning of the item.

ADOPTION OF THE PREVIOUS MINUTES – Regular Council - May 17, 2011 - Continued

Mayor Decoux questioned and requested the tape be reviewed in reference to the following bullet:

- *Mayor Decoux discussed whether the item should be presented to the community and press*

In reference to an email received from the Town of Nanton issuing a challenge to Alberta communities to donate to the Town of Slave Lake for financial support of its municipal core to help to get the municipality and employees back on their feet, the recording was reviewed and the following comment was provided by Mayor Decoux during discussion of the item which the bullet in question was intended to express:

“This indicates that they are issuing a challenge to all Alberta communities, so should this item be brought forth to the community with a press release, should this be given to the press? I’m sure that the press has already been informed of it.”

The bullet will be rephrased:

- *Mayor Decoux suggested the item be presented to the community and press*

M#6081-11: Councillor Mitchell moved that the minutes of the Regular Council Meeting of May 17, 2011 be adopted as amended.

CARRIED UNANIMOUSLY

Minutes of the Special Council Meeting of May 11, 2011

Councillor Gallant noted the correct spelling of his name is *Brian* which was spelled incorrectly on page one.

M#6082-11: Councillor Saindon moved that the minutes of the Special Council Meeting of May 11, 2011 be adopted as amended.

CARRIED UNANIMOUSLY

BYLAW

Bylaw 826, 2011 – Land Use Bylaw Amendment - 3rd Reading - Green Mountain Company

No one was in attendance to speak in favour of or in opposition to the proposed land use amendment.

Councillor Saindon commented that he still has concerns regarding the potential for problems with the site in the future and safety of the residents, and felt reassurances from the developer that residences’ concerns have been considered are needed prior to going any further with the development.

The Chief Administrative Officer advised conditions can be placed in the Development Agreement and studies could be required of the applicant.

Bylaw 826, 2011–Land Use Bylaw Amendment-3rd Reading-Green Mountain Company-Continued

M#-6083-11: Councillor Mitchell moved Third and Final Reading of Bylaw No. 826, 2011.

CARRIED

Councillor Saje requested a recorded vote.

In Favour: Mayor Decoux, Councillors Gail, Gallant, Lonsbury, and Mitchell

Opposed: Councillors Saindon and Saje

DELEGATIONS

Alberta Emergency Management – Mark Murphy, Emergency Management Field Officer, Southern Alberta

Mr. Mark Murphy, Emergency Management Field Officer with Alberta Emergency Management, was in attendance to provide an information briefing on Council's roles and responsibilities before, during, and after emergencies. Mr. Murphy provided the following information:

- The Municipal Government Act indicates a municipality may take whatever actions or measures are necessary to eliminate the emergency
- The Emergency Management Act indicates Council shall be responsible for direction and control of the municipal emergency response, unless the Provincial Government declares a State of Emergency
- Emergency Management Program priorities include:
 - Save lives
 - Protect property and the environment
 - Reduce losses to life and property
 - Prepare for consequences of widespread losses and damages
- Council responsibilities:
 - Before Emergency/Disaster
 - Appoint members of Council to an Emergency Advisory Committee
 - Appoint a Director of Emergency Management
 - Currently is Tully Clifford, Chief Administrative Officer
 - Establish an Emergency Management Agency
 - Confirm emergency plans and programs
 - At least once a year
 - Direct and control emergency response planning
 - During Emergency/Disaster
 - Authorize “Declaration of State of Local Emergency”
 - Approve extraordinary measures
 - Approve Mutual Aid resources call out

DELEGATIONS - Alberta Emergency Management – Mark Murphy – Continued

- Media information and briefings
 - Gets messages out to citizens
- Overall responsibility for all activities
- Do not micro-manage EOC
- After Emergency/Disaster
 - Terminate “Declaration of State of Local Emergency”
 - Oversee recovery operations
 - Final media information and briefings
 - Ensure debriefing is done, have presence during debriefing of the event
 - Ensure debriefing recommendations are implemented (especially budget considerations)
- State of Local Emergency
 - Lapses after seven days, but can be renewed
 - Must advise:
 - Public and all agencies involved
 - Mutual Aid partners
 - Adjacent municipalities
 - Provincial Government
- Reviewed circumstances when to declare a State of Local Emergency, extraordinary powers that can be utilized, and liability
- The Process
 - Emergency Advisory Committee
 - Should meet once a year
 - Creates/amends bylaw
 - Reviews plans and programs
 - Director Emergency Management
 - Identifies Agency members
 - Amends/maintains Municipal Emergency Plan
 - Trains Agency members
 - Manages Emergency Operations Centre
 - Briefs Council
 - Municipalities Emergency Management Agency
 - Various municipal divisions/groups active in emergency management
 - Alberta Emergency Management Agency
 - Assists municipalities to prepare for, respond to, and recover from disasters
- The local authority (Council) is in charge before, during, and after an emergency/disaster strikes, for all emergency/disaster related activities and decisions
- Some responsibilities are carried out through appointments, but overall responsibility for all activities remains with the local authority

Mayor Decoux thanked Mr. Murphy for his presentation.

DELEGATIONS - Continued

Nature Conservancy – Larry Simpson, Director of Strategic Philanthropy & Conservation,
Associate Regional Vice President

Mr. Larry Simpson, Director of Strategic Philanthropy and Conservation, Barney Reeves, Head of the Science Committee, and Kailey Setter, Conservation Volunteer Program, were in attendance to represent the Nature Conservancy. Mr. Simpson advised the group would be willing to return at another time for further discussion on issues.

The following information was provided on Nature Conservancy Canada:

- A land trust which invests in places with high conservation value for a variety of purposes
- Try to use the best available science to be informed
- Not an activist group
- Invest in land and private rights to land
- Conservation activity in Alberta since 1990
- Believe that land can be used by the public for appropriate acts
- The price of the land is determined by appraisal
- Will pay up to approximately 20% of bare land value for a conservation easement
- Property taxes are paid
- Some land can be used to graze cattle
- Do not see the group becoming an advocacy organization
- Purpose is to maintain the character and integrity of landscapes
- The biggest challenges in the Crowsnest Pass is to trying to maintain north-south connectivity
- Feel there are innovative things that could be mutually beneficial

Kailey Setter, Conservation Volunteers Coordinator, provided information on a conservation volunteer event which will take place on Wednesday, June 15, 2011 at Fleming Ranch.

Further discussion included:

- Board members for the Alberta region are Albertans
- When seeking funds, they look throughout North America for people who have resources to invest
- Own approximately 1600 acres, and have 400 acres with conservation easements in the Crowsnest Pass

Mayor Decoux thanked the group for their presentation.

ADMINISTRATIVE AND AGENCY REPORTS

No Administrative and Agency Reports were presented.

BUSINESS ARISING FROM THE MINUTES

No Business Arising From the Minutes.

CORRESPONDENCE

Municipality of Crowsnest Pass Library Board – Pat Korble – Closure of the Bellevue Library

Correspondence was received from Pat Korble, Chair of the Municipality of Crowsnest Pass Library Board, advising of the Library Board's unanimous motion at the May 26, 2011 regular Board meeting to close the Bellevue Branch of the library system within the Crowsnest Pass. The timeline for the process and plans for both library collections and employees was reviewed.

Accepted as information with deep regret for the loss of services provided by the Bellevue Branch.

COMMITTEE REPORTS

May 24, 2011 Governance and Priorities Committee Minutes

M#6084-11: Councillor Mitchell moved to accept the minutes of the May 24, 2011 Governance and Priorities Committee Minutes as presented.

CARRIED UNANIMOUSLY

May 10, 2011 Governance and Priorities Committee Minutes

Topics for Discussion – Council Agenda - Mayor Decoux advised of the following corrections:

- Council must ensure *Council* items are placed on the agenda
- Studies done have not been placed on the council agenda – should read – *Studies have often not been placed on the Council Agenda for appropriate Council attention*
- Administration prepares an administrative agenda with some council items with the opportunity to add other items – should read – *Currently Administration basically prepares an Administrative Agenda and Council has the opportunity to add other items which Administration may not have the opportunity to review prior to the meeting*

M#6085-11: Councillor Gallant moved to accept the minutes of the May 10, 2011 Governance and Priorities Committee Minutes as amended.

CARRIED UNANIMOUSLY

BYLAWS

Bylaw 805, 2010 – Road Closure (Frank Industrial Park) – (2nd & 3rd Reading)

M#-6086-11: Councillor Mitchell moved Second Reading of Bylaw No. 805, 2010.

CARRIED

M#-6087-11: Councillor Lonsbury moved Third Reading and Final Reading of Bylaw No. 805, 2010.

CARRIED

Bylaw 816, 2011 – Walking Trail Bylaw (2nd & 3rd Reading)

M#-6088-11: Councillor Gail moved Second Reading of Bylaw No. 816, 2011.

CARRIED UNANIMOUSLY

M#-6089-11: Councillor Saindon moved Third and Final Reading of Bylaw No. 816, 2011.

CARRIED UNANIMOUSLY

Bylaw 821, 2011 – Property Tax Penalties Bylaw (1st Reading)

M#-6090-11: Councillor Gallant moved First Reading of Bylaw No. 821, 2011.

CARRIED

Bylaw 825, 2011 – Agricultural Services Board Bylaw (2nd & 3rd Reading)

M#-6091-11: Councillor Mitchell moved Second Reading of Bylaw No. 825, 2011.

CARRIED UNANIMOUSLY

M#-6092-11: Councillor Saindon moved Third and Final Reading of Bylaw No. 825, 2011.

CARRIED UNANIMOUSLY

BYLAWS - Continued

Bylaw 828, 2011 – Traffic Bylaw Amendment (1st Reading)

M#-6093-11: Councillor Gallant moved First Reading of Bylaw No. 828, 2011.

CARRIED UNANIMOUSLY

Bylaw 829, 2011 – Noise Bylaw Amendment (1st Reading)

M#-6094-11: Councillor Saindon moved First Reading of Bylaw No. 829, 2011.

CARRIED UNANIMOUSLY

Bylaw 830, 2011 – Long Grass Bylaw Amendment (1st Reading)

M#-6095-11: Councillor Lonsbury moved First Reading of Bylaw No. 830, 2011.

CARRIED UNANIMOUSLY

Bylaw 831, 2011 – Community Standards Bylaw Amendment (1st Reading)

M#-6096-11: Councillor Saje moved First Reading of Bylaw No. 831, 2011.

CARRIED UNANIMOUSLY

Bylaw 832, 2011 – Land Use Bylaw Amendment – Sign Standards (1st Reading)

M#-6097-11: Councillor Mitchell moved First Reading of Bylaw No. 832, 2011.

CARRIED UNANIMOUSLY

Bylaw 833, 2011 – Land Use Bylaw Amendment (1st Reading) (Tartal)

M#-6098-11: Councillor Gail moved First Reading of Bylaw No. 833, 2011.

CARRIED UNANIMOUSLY

NOTICES OF MOTION

No Notices of Motion were presented.

OTHER BUSINESS

Rescind Endorsement Policy

M#-6099-11: Councillor Mitchell moved that Council rescind Policy # CNL.013, 2010 – Endorsement Policy for Members of Municipal Council.

CARRIED

There was lengthy debate on whether to rescind the Endorsement Policy before a new Code of Conduct was in place.

Code of Conduct for Council and Council Committees

M#-6100-11: Councillor Mitchell moved that Council direct Administration to bring forward to the Policy Committee a code of conduct for members of Council and Council Committees. This policy would be somewhat similar to policies from other Municipal Councils.

CARRIED

Council Summer Schedule

M#-6101-11: Councillor Lonsbury moved that Council cancel the Governance and Priorities Committee Meeting on July 26, 2011, as well as the August 2, 2011 Council Meeting, and the August 9, 2011 Governance and Priorities Committee Meeting, that Council resumes their regular schedule on August 16, 2011, and add a Council Meeting on August 30, 2011.

CARRIED

Draft Reserve Policy

Councillor Gail noted under *Offsite Levy Reserve - Purpose*
This is reserve is used... – should read – This reserve is used...

Administration advised the amounts can be set by Council during budget deliberations.

M#-6102-11: Councillor Mitchell moved that Council adopt the Reserve Policy.

CARRIED UNANIMOUSLY

OTHER BUSINESS - Continued

Gifts for the Task Force Members

M#-6103-11: Councillor Gallant moved that Council approve a budget appropriation in the amount of \$2250 for the purchase of thank you gifts for the nine members of the Mayor's Task Force on the Economy of the Municipality of Crowsnest Pass.

CARRIED UNANIMOUSLY

Request for Enhanced Policing for Rum Runner Days

The Chief Administrative Officer advised the RCMP are of the opinion that the 128 hours of additional policing for the Municipality of Crowsnest Pass during the 2011 Rum Runner Days is insufficient, but will put in the hours required to get the job done. Following the event there will be a debriefing to see how many hours were actually spent which will help to set the tone for subsequent years.

Other comments included:

- In the next budget if the Municipality is going to fund Rum Runner Days that it is presented as a business plan and is treated as a business function
- Queried whether there is a greater community entity that may be interested in taking over the event

M#-6104-11: Councillor Mitchell moved that Council approve the Agreement with the Solicitor General for Enhanced Policing services for the 2011 Rum Runner Days event at a cost of \$10,000 as approved in the 2011 budget.

CARRIED UNANIMOUSLY

Independent Trucking Enterprises Parking Request

Discussion included:

- Concern for contamination
- Whether other property may be available for parking
- Specify as a condition that trucks can only be parked if empty
- Beautifying the community initiative
- Timelines seem to be ignored
- Company employs six or seven drivers in the Crowsnest Pass area
- Complaints have been received about the trucks being parked on the main street

The Chief Administrative Officer advised there are no conditions in the current agreement for issues such as clean up of fuel spills and oil leaks.

OTHER BUSINESS - Independent Trucking Enterprises Parking Request - Continued

M#-6105-11: Councillor Saje moved to defer the *Independent Trucking Enterprises Parking Request* to the next Council Meeting and request that Administration does further research on the issue.

CARRIED

Request for Road Closures for Bellecrest Days

M#-6106-11: Mayor Decoux moved that Council approve the following in support of Bellecrest Days June 17 – 18, 2011:

1. The closure of the following roads and access roads onto 232 Street to 9 Avenue West on 23 Street to 6 Avenue; North on 6 Avenue to 228 Street and east on 228 Street to 10 Avenue from 9:00 am to noon
2. The closure of 228 Street between 9 Avenue and 10 Avenue from 8:00 am to 4:00 pm
3. Permission for Cory Schultz to drive his quad on the streets for pickup and delivery of goods to and from the park

CARRIED UNANIMOUSLY

Municipal Auction Fund Disbursement

Discussion and comments included:

- The net profit is \$2,567
- Felt the funds for Public Works equipment sold should go back into reserve for Public Works equipment
- Need to help our neighbours
- Find a way to help our neighbours in a way that does not begin to promote a habit of drawing on reserves

M#-6107-11: Councillor Saje moved that Council donate the net profit from the Municipal Auction to Slave Lake to assist with the recovery of their community.

CARRIED

Councillor Saje requested a recorded vote.

In favour: Mayor Decoux, Councillors Gail, Gallant, Lonsbury, and Saje

In opposition: Councillors Mitchell and Saindon

Administration will prepare a letter for Council's signatures and forward the appropriate funds.

OTHER BUSINESS - Continued

Notice of Motion - Transportation

Councillor Saje commented:

- Would also like to see the viability of the reengineering of our current Town Rounder system
- The needs assessment should also address peak times when the general public can also use such a service, over and above the proposed transportation route

The Chief Administrative Office advised that if a needs assessment is required by Council, a demand analysis survey is necessary, and that the survey should be specific.

Further discussion included:

- Look at a van rather than a bus to start with, and determine what the needs are
- Approach Teck or Devon for funding towards a bus in exchange for advertising
- Write a letter to the appropriate government department for assistance

Administration will get back to Council on whether there was a survey or needs assessment done in 2009.

M#-6108-11: Councillor Mitchell moved that Council direct Administration to undertake a needs assessment to determine whether or not a new transit service would be viable and report back to Council on September 6, 2011.

CARRIED UNANIMOUSLY

COUNCIL MEMBERS REPORTS

Councillor Lonsbury

- Oldman River Regional Services Commission Meeting
 - Expressions of sympathy on death of Dr. Irwin

Mayor Decoux

- Mayors' Meeting
- Alberta SouthWest Meeting
 - Expressions of sympathy on death of Dr. Irwin
- Ed Gregor Event

PUBLIC INPUT

No public input was provided.

IN CAMERA

M#6109-11: Councillor Gail moved to go In Camera at 8:50 pm.

CARRIED UNANIMOUSLY

RECESS/RECONVENE

Mayor Decoux recessed the meeting at 8:50 pm and reconvened at 9:00 pm.

BUSINESS OUT OF CAMERA

M#6110-11: Councilor Mitchell moved that Council come Out of Camera at 9:40 pm.

CARRIED UNANIMOUSLY

Draft Training and Educational Development Policy

M#6111-11: Councilor Mitchell moved that Council approve the draft Training and Educational Development Policy.

CARRIED UNANIMOUSLY

Draft Workplace Drug and Alcohol Policy

M#6112-11: Councilor Gallant moved that Council forward the draft Workplace Drug and Alcohol Policy to the Municipal legal advisors as per Administration's recommendation.

CARRIED UNANIMOUSLY

Labour Relations Workshop – June 23, 2011 - 1:00 – 4:00 pm

M#6113-11: Councilor Lonsbury moved that Council attend a joint Council and Administration Labour Relations Workshop with Municipal lawyer Ron McDonald and labour relations consultant Casey Hellawell on a date to be determined.

CARRIED UNANIMOUSLY

BUSINESS OUT OF CAMERA - Continued

Proposal – Mr. Kenney

M#6114-11: Councillor Saindon moved to direct Administration to advise Mr. Kenney and associates that the Municipality is willing to discuss their proposal.

CARRIED UNANIMOUSLY

ADJOURN

M#6115-11: Councilor Mitchell moved to adjourn the meeting at 9:45 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