

**MUNICIPALITY OF CROWSNEST PASS**

**TUESDAY, JULY 5, 2011**

A regular meeting of the Council of the Municipality of Crowsnest Pass was held in the Council Chambers on Tuesday, July 5, 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
Director, Legislative and Human Resource Services	Lynne Cox
Municipal Tax Assessor	Glen Snelgrove
Acting Recording Secretary	Leslie Orleni

**Absent:**  
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**

**Additions:**

Other Business

7. Highway 3 Provincial Traffic Signs
8. Councillor Gail Request for Absence
9. Take Action Project

In Camera

2. Personnel

**Deletions:**

Other Business

6. Strategic Plan Scheduling

**M#6168-11:**   Mayor Decoux moved to adopt the agenda as amended.

CARRIED UNANIMOUSLY

**ADOPTION OF THE PREVIOUS MINUTES**

Regular Council Meeting of June 21, 2011

**M#6169-11:** Councillor Mitchell moved that the minutes of the Regular Council Meeting of June 21, 2011 be adopted as written.

CARRIED UNANIMOUSLY

Minutes of the Special Council Meeting of June 28, 2011

**M#6170-11:** Councillor Gail moved that the minutes of the Special Council Meeting of June 28, 2011 be adopted as written.

CARRIED UNANIMOUSLY

**DELEGATIONS**

No delegations were in attendance.

**ADMINISTRATIVE AND AGENCY REPORTS**

Crowsnest Community Trail Project

Myron Thompson, Director of Operational Services, provided a report on the status of the Crowsnest Community Trails Project and a grant opportunity for the project.

**M#6171-11:** Councillor Saindon moved to accept the *Crowsnest Community Trail Project* Report as information.

CARRIED UNANIMOUSLY

Bellevue Summer Sun Street Festival Request

The Director of Finance and Systems advised that the Bellevue Summer Sun Street Festival is an event that is not ordinarily covered in Bellecrest funding, and therefore not provided with liability insurance coverage through the Municipality's insurer. The event was determined to be low risk, and has been encompassed under the Municipality's insurance. Administration will be reviewing liability insurance coverage for community societies and events in the fall of 2011, and will provide Council with a recommendation for January 1, 2012.

**M#6172-11:** Councillor Lonsbury moved to accept the *Bellevue Summer Sun Street Festival-Liability Insurance* report as information.

CARRIED UNANIMOUSLY

**BUSINESS ARISING FROM THE MINUTES**

Bylaw Enforcement – Refuse Pickup

Myron Thompson, Director of Operational Services, provided a report in reference to enforcement of the cleanup of refuse left by residents at curbsides and rear alleys following the completion of the 2010 Spring Cleanup and on the opportunity for disposal of clean wood products at the clean wood dump site.

Further discussion included:

- Less than six dumping incidents have been reported
- Additional costs incurred have not yet been determined

**M#6173-11:** Councillor Gail moved that Council support the action taken by Operational Services and Bylaw Services in resolving the issue of refuse left by residents at curbside and rear alley.

CARRIED UNANIMOUSLY

Relocation of Meters

Marion Vanoni, Director of Finance and Systems, provided a report in reference to relocation of electrical meters to enable timely meter reading, noting the investment and cost for relocation would not be feasible for the small number involved.

Ms. Vanoni advised that if any meters are identified as problematic on an ongoing basis, Administration will take action to resolve the issue.

**M#6174-11:** Councillor Gail moved to accept the *Relocation of electrical meters to enable timely meter reading* report as information.

CARRIED UNANIMOUSLY

**CORRESPONDENCE**

Gerald Helgason – Tax Penalty

Correspondence was received from Mr. Gerald Helgason requesting that Council waive the tax penalty as he was unaware of the new June 15, 2011 tax deadline.

Further discussion included:

- Whether other individuals were in the same situation and if similar requests had been made
- The Director of Finance advised the tax penalty is determined by bylaw, and only Council can make a decision on the request
- Date the tax payment deadline was advertised

**CORRESPONDENCE - Gerald Helgason – Tax Penalty - Continued**

- The Interim Chief Administrative Officer advised in situations where the tax deadline is changed a grace period can be implemented

**Recused**

Councillor Saindon recused himself from the discussion at 7:44 pm due to pecuniary conflict.

**M#6175-11:** Councillor Gail moved that a one time grace period be extended to those residents of the Municipality if they made an attempt to pay their taxes after June 15, 2011 but prior to July 1, 2011 for the tax year of 2011.

CARRIED UNANIMOUSLY

**Return to Council Chambers**

Councillor Saindon returned to Council Chambers at 7:45 pm.

**Meeting with Deputy Commissioner Dale McGowan**

Correspondence was received from Sergeant Scott Howard, RCMP Crowsnest Pass Detachment, advising Deputy Commissioner Dale McGowan, the Commanding Officer of the RCMP in Alberta, will be in attendance at the Annual Alberta Urban Municipalities Association Fall Convention. Sergeant Howard requested if the Municipality would like to meet with the Commanding Officer to advise him of the intention including an outline of the issues/concerns for discussion no later than July 15, 2011.

**M#6176-11:** Councillor Mitchell moved to direct Administration to facilitate a meeting with Deputy Commissioner Dale McGowan, Commanding Officer of the RCMP in Alberta, at the Annual Alberta Urban Municipalities Association Fall Convention.

CARRIED UNANIMOUSLY

**COMMITTEE REPORTS**

**Policing Committee Minutes – January 24, 2011**

**M#6177-11:** Councillor Mitchell moved to accept the minutes of the January 24, 2011 Crowsnest Pass and District Policing Advisory Committee Meeting as information.

CARRIED UNANIMOUSLY

**COMMITTEE REPORTS - Continued**

Policing Committee Minutes – March 28, 2011

**M#6178-11:** Councillor Lonsbury moved to accept the minutes of the March 28, 2011 Crowsnest Pass and District Policing Advisory Committee Meeting as written.

CARRIED UNANIMOUSLY

Municipal Heritage Board Minutes – May 9, 2011

**M#6179-11:** Councillor Mitchell moved to accept the minutes of the May 9, 2011 Municipal Heritage Board Meeting as written.

CARRIED UNANIMOUSLY

Subdivision and Development Authority – May 25, 2011

Discussion took place on the reference to *Wards* in the Subdivision and Development Authority Minutes.

Mayor Decoux requested that Councillor Saje advise the Subdivision and Development Authority that the Ward system no longer exists in the Municipality.

Kevin Robins, Chief Administrative Officer, will reference the Municipal Government Act as to whether reference to *Ward* remains in the legal description forever.

**M#6180-11:** Mayor Decoux moved to accept the minutes of the May 25, 2011 Subdivision and Development Authority Meeting as written.

CARRIED UNANIMOUSLY

**BYLAWS**

Bylaw 824, 2011 – Orpheum Theatre (1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> Reading)

**M#-6181-11:** Councillor Gallant moved First Reading of Bylaw No. 824, 2011.

CARRIED UNANIMOUSLY

**M#-6182-11:** Councillor Gail moved Second Reading of Bylaw No. 824, 2011.

CARRIED UNANIMOUSLY

**BYLAWS - Bylaw 824, 2011 – Orpheum Theatre (1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> Reading) - Continued**

**M#-6183-11:** Councillor Mitchell moved to consider Bylaw No. 824, 2011 for Third Reading.

CARRIED UNANIMOUSLY

**M#-6184-11:** Councillor Mitchell moved Third and Final Reading of Bylaw No. 824, 2011.

CARRIED UNANIMOUSLY

**Bylaw 827, 2011 – Property Tax Installments (1<sup>st</sup> Reading)**

Discussion on average tax penalties and the possibility of implementing a second higher tax penalty sometime after the June 30, 2011 deadline.

The Interim Chief Administrative Officer advised the Municipal Government Act allows charging a tax penalty on June 30<sup>th</sup> and December 31<sup>st</sup>.

**Departure**

Councillor Saje departed the meeting at 7:59 pm.

**M#-6185-11:** Mayor Decoux moved First Reading of Bylaw No. 827, 2011.

CARRIED UNANIMOUSLY

**NOTICES OF MOTION**

No Notices of Motion were presented.

**Return**

Councillor Saje returned to the meeting at 8:04 pm.

**OTHER BUSINESS**

**South Saskatchewan Regional Plan – Establishing a Working Committee**

Lynne Cox, Director of Legislative and Human Resource Services advised the deadline for submission of the *Workbook* for the South Saskatchewan Regional Plan is December 19, 2011.

- Mayor Decoux advised setting a deadline of December 1, 2011 for completion of the *Workbook* to allow time for review
- The Old man River Regional Services Commission is also involved and the Working Committee will contact them
- Council volunteers included Councillors Mitchell and Lonsbury and Councillor Saje as substitute

**OTHER BUSINESS - South Saskatchewan Regional Plan – Working Committee - Continued**

**M#6186-11:** Councillor Saje moved that Council recommend the creation of a Working Committee comprised of Councillor Mitchell, Councillor Lonsbury, the Chief Administrative Officer, and the Community Services and Operational Services Directors.

CARRIED UNANIMOUSLY

Mayor Decoux noted the Working Committee will select a chairperson and recommended a first meeting date no later than September 1, 2011.

**Rum Runner Days Road Closures and Waiver of the Off Highway Vehicles Bylaw**

- The Chief Administrative Officer advised road closures will be advertised
- There was discussion on the request being presented to Council such a short time prior to the event
- The Chief Administrative Officer advised in the future Administration will ensure Council has sufficient time to duly consider requests

**M#6187-11:** Councillor Lonsbury moved that Council accept as information the temporary road closures identified for the management and safety of participants and volunteers during Rum Runner Days/Thunder in the Valley on July 15 and 16, 2011.

Sole Survivor Foot Race – Friday July 15, 2011

7:15 pm to 8:15 pm 19<sup>th</sup> Avenue from 129<sup>th</sup> Street to 119<sup>th</sup> Street

5:00 pm to 9:30 pm 127 Street from 17<sup>th</sup> Avenue to 19<sup>th</sup> Avenue

Parade Route – Saturday July 16, 2011

9:00 am to 2:00 pm 21<sup>st</sup> Avenue Blairmore Westbound Traffic Only

9:00 am to noon: West Blairmore Access Closed

10:00 am to after parade 20<sup>th</sup> Avenue from 107<sup>th</sup> Street to 133<sup>rd</sup> Street Closed

Gazebo Park Activities:

12:30 pm to 5:00 pm 129 Street to 131 Street on 20<sup>th</sup> Avenue

Thunder in the Valley:

From 5:00 pm to 2:00 am 129 Street (centre access)-closed to all south entering vehicles from noon – after fireworks 119 Street to 127 Street on 19<sup>th</sup> Avenue closed to all vehicles except local traffic with parking passes

*Motion Not Withdrawn*

**OTHER BUSINESS - Rum Runner Days Road Closures and Waiver of the OHV Bylaw - Continued**

- M#6188-11:** Councillor Mitchell moved that Council approve a waiver of the Off Highway Vehicle Bylaw 722, 2007 to allow Disaster Services and the Quad Squad to respond to incidents and participate in the management of events on the above noted streets and avenues during July 15 and 16, 2011.

CARRIED UNANIMOUSLY

The Chief Administrative Officer advised any businesses affected by this event will have notices personally delivered to them.

State of Emergency – Flooding Update

The Chief Administrative Officer provided Council with an update on the State of Local Emergency for the Hillcrest area to deal with ground surface water issues.

- The State of Emergency ended on June 23, 2011
- An application has been submitted to Alberta Emergency Management requesting assistance
- 21 properties suffered some damage
- Some Municipal infrastructure roads and trail systems were damaged
- The application for assistance will be reviewed by the Treasury on July 13, 2011, and if the application is approved it will be forwarded to the Legislature for final approval

There was discussion on the knowledge of underground drainage and culverts, and Mayor Decoux advised this should be a topic of discussion when Council meets with the Canadian Pacific Railway representative.

Assessment Review Board

- M#6189-11:** Councillor Gallant moved that Council appoint the following qualified persons to serve on the 2011 Assessment Review Board: Edward Smith, Sahra Nodge, Wayne Elliot;

Sherry Neufeld as Clerk of the 2011 Assessment Review Board;

Term of Office to expire December 31, 2011 or later if Council wishes.

CARRIED UNANIMOUSLY

- M#6190-11:** Councillor Mitchell moved to approve the suggested schedule for remuneration for board members.

CARRIED UNANIMOUSLY

**OTHER BUSINESS - Continued**

2011 Capital Budget Amendment

Discussion on where the funds will be drawn from until grant funding is received, and Administration advised funds will come from cash flow.

**M#6191-11:** Councillor Gail moved that Council amends the 2011 Capital Budget program to include the Community Trail linkage (phase 2) from Coleman to Blairmore at a project value of \$197,000.

CARRIED UNANIMOUSLY

Highway 3 Provincial Signage

Councillor Saindon provided the following comments in reference to Highway 3 parking signs:

- No consistency throughout the Crowsnest Pass
- Businesses are being affected in the Frank area
- Had previously requested that Administration contact the Provincial Government Transportation Department for the reasoning behind the inconsistencies in parking signage

The Director of Operational Services advised that at a meeting with Alberta Transportation, they advised their intent of the No Parking signs in the Frank area was due to safety concerns with development in the area. Inconsistencies in signage were not discussed at the meeting.

Administration will discuss the issue of inconsistencies in parking signage with Alberta Transportation.

Councillor Gail Request for Absence

**M#6192-11:** Mayor Decoux moved to approve Councillor Gail's Request for Absence for the July 12, 2011 Governance and Priorities Committee Meeting and the July 19, 2011 Council Meeting.

CARRIED UNANIMOUSLY

Take Action Project

Mayor Decoux advised that himself and Councillors Gail and Saindon had attended the Grade Six Class at Isabelle Sellon School and answered questions and provided information regarding their *Take Action Project*.

- Students forwarded valuable information that should be considered in Council deliberations on bussing and transportation

**OTHER BUSINESS – Take Action Project - Continued**

- The Mayor forwarded this information to the Director of Legislative Services to provide to the appropriate Director
- Mayor Decoux would like to invite members of the student group to a Council Meeting to see how these matters are handled

**COUNCIL MEMBERS REPORTS**

Councillor Saje

- July 1<sup>st</sup> Celebration in Coleman

Councillor Mitchell

- July 1<sup>st</sup> Parade
- Ribbon Cutting at Museum
- Canadian Pacific Railway Train Ride

Councillor Gallant

- July 1<sup>st</sup> Parade
- Regional Council Meeting in Elkford

Mayor Decoux

- Attended same events as Councillors
- British Columbia has taken a serious stance on Off Highway Vehicle infractions and has also passed a new law regarding speeding where vehicles can be impounded for 30 days if a driver is found driving 40 kilometers over the speed limit

Councillor Saindon

- Southern Alberta Energy From Waste Authority Meeting

Councillor Lonsbury

- Family and Community Support Services Meeting

Councillor Gail

- Elkford Meeting
- Canadian Pacific Railway Train Ride
- Ribbon Cutting at Museum
- July 1<sup>st</sup> Parade and Events

**PUBLIC INPUT**

No Public Input was provided.

**IN CAMERA**

**M#6193-11:** Councillor Gail moved to go In Camera at 8:45 pm.

CARRIED UNANIMOUSLY

**RECESS/RECONVENE**

Mayor Decoux recessed the meeting at 8:45 pm and reconvened at 8:50 pm.

**BUSINESS OUT OF CAMERA**

**M#6194-11:** Councillor Saje moved that Council come Out of Camera at 10:40 pm.

CARRIED UNANIMOUSLY

**M#6195-11:** Councillor Saindon moved that Council accepts Administration's recommendation to deny short and long term parking of heavy trucks at the Crowsnest Centre site and that Administration install appropriate signage.

CARRIED UNANIMOUSLY

**M#6196-11:** Councillor Gallant moved that Council forward the Interim Chief Administrative Officer's Contract B to Municipal lawyers for review with an amendment indicating the inclusion of two evening meetings per week.

CARRIED

**ADJOURN**

**M#6197-11:** Councillor Mitchell moved to adjourn the meeting at 10:44 pm.

CARRIED UNANIMOUSLY

*B. V. Decoux*  
MAYOR

*Original Signed*

*Kevin Robins*  
CHIEF ADMINISTRATIVE OFFICER