

MUNICIPALITY OF CROWSNEST PASS

TUESDAY, AUGUST 16, 2011

A regular meeting of the Council of the Municipality of Crowsnest Pass was held in the Council Chambers on Tuesday, August 16, 2011.

PRESENT: **MAYOR:** Bruce Decoux

COUNCILLORS: Brian Gallant, Jerry Lonsbury, Larry Mitchell,
Emile Saindon, Andrew Saje, Siegbert Gail

Also present:

Chief Administrative Officer
Director of Finance & Systems
Director of Operational Services
Municipal Tax Assessor
Acting Director of Legislative
Services and HR:

Kevin Robins
Marion Vanoni
Myron Thompson
Glen Snelgrove

Leslie Orlen

CALL TO ORDER

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

PUBLIC HEARINGS

No Public Hearings were scheduled.

ADOPTION OF AGENDA

ADDITIONS:

IN CAMERA: Legal (2 items)
 Land
 Personnel (2 items)

DELETIONS

COMMITTEE REPORTS: June 28, 2011 Governance and Priorities Committee Meeting Minutes

M#6214-11: Mayor B. Decoux moved to adopt the agenda as amended.

CARRIED UNANIMOUSLY

ADOPTION OF THE PREVIOUS MINUTES

Regular Council Meeting of July 19, 2011

Council noted that Bylaw No. 832, 2011, being a bylaw to amend the Land Use Bylaw - Sign Standards, was to be brought back to Council at this meeting. Mr. Kevin Robins, Chief Administrative Officer requested that it be deferred to the September 6, 2011 Council meeting.

M#6215-11: Councillor S. Gail moved that Bylaw No. 832, 2011 be deferred to the regular Council meeting of Tuesday, September 6, 2011.

CARRIED UNANIMOUSLY

M#6216-11: Councillor E. Saindon moved that the minutes of the Regular Council Meeting of July 19, 2011 be adopted as written.

CARRIED UNANIMOUSLY

DELEGATIONS

No delegations were scheduled.

ADMINISTRATIVE AND AGENCY REPORTS

Enforcement Services Audit

Marion Vanoni, Director of Finance and Systems, provided a written report for Council's consideration regarding an Enforcement Services Audit. Said report contained background information relative the Municipality's Enforcement program and recommended that Transitional Systems Inc. be engaged to undertake an Enforcement Services Audit to examine the existing Municipal enforcement practices in reference to the enforcement of Provincial Statutes and Municipal Bylaws. The Audit is not to exceed \$7,000.00 and will be assumed within the Municipal Enforcement budget.

During discussions Council inquired whether this service could be provided through the AUMA of which the Municipality is a member and was advised that minimal legal advice could be received through AUMA which does not provide service for fees nor is AUMA able to provide legal opinions. Council also asked if this audit would include a legal opinion of our procedures from the consultant and if the Municipality's legal representative would be involved in the process. Marion Vanoni clarified that this audit was only to review the enforcement services that Municipality currently provides however it does not include a legal review of our Bylaws.

ADMINISTRATIVE AND AGENCY REPORTS – cont'd

Enforcement Services Audit – cont'd

Councillor L. Mitchell noted that they had not seen a quarterly report from the Bylaw Enforcement Officer as they had requested. Mr. Robins indicated this is an issue that is being addressed, noting that the Officer has been directed to prepare the report, and as per Councillor Mitchell's request, it should be available for the next Council meeting.

M#6217-11: Mayor B. Decoux moved to engage Transitional Systems Inc. to undertake an Enforcement Services Audit to examine the existing Municipal enforcement practices in reference to the enforcement of Provincial Statutes and Municipal Bylaws. The Audit is not to exceed \$7,000.00 and will be assumed within the Municipal Enforcement budget.

CARRIED

Governance and Priorities Committee – August 23, 2011 Meeting

Mr. Myron Thompson, Director of Operational Services, suggested that the August 23, 2011 meeting of the Governance and Priorities Committee be held at the Coleman Drop In Centre (Seniors' Centre). This is in keeping with Council's desire to hold the meetings in various Municipal facilities.

M#6218-11: Councillor L. Mitchell moved that the August 23, 2011 meeting of the Governance and Priorities Committee be held at the Coleman Drop In Centre (Seniors' Centre).

CARRIED UNANIMOUSLY

Financial Report ending August 12, 2011

Marion Vanoni, Director of Finance and Systems, provided the Financial Report for the period ending August 12, 2011. Included in the report was the Statement of Capital Transactions, the Operational Cash Flow-Budget Variance Report and the Statement of Financial positions.

Councillor L. Mitchell inquired as to why there is no franchise tax with Fortis and Ms. Vanoni indicated she would research this and provide the information.

Councillor A. Saje commented that the formats presented are not suitable for Council indicating that he would like to be able to compare current numbers to the same time last year. He also noted that each quarterly report has additional variances in it. He suggested that administration should research alternate reporting structures used by other communities. Mayor B. Decoux indicated this could be discussed at the presentation from the City of Lethbridge regarding triennial budgeting.

ADMINISTRATIVE AND AGENCY REPORTS – cont'd

Financial Report ending August 12, 2011 – cont'd

Ms. Vanoni welcomed Councillor Saje's comments noting that at this time there is no capacity to provide comparisons. With a move to triennial budgeting different reporting process will be provided to Council for their review.

M#6219-11: Councillor A. Saje moved to accept as information, the Statement of Capital Transactions, the Operational Cash Flow-Budget Variance Report and the Statement of Financial position for the period ending August 12, 2011.

CARRIED UNANIMOUSLY

City of Lethbridge – Triennial Budgeting

With Council's permission Marion Vanoni distributed information regarding the proposed meeting with Corey Wight from the City of Lethbridge to determine the processes they went through when they changed to triennial budgeting.

Councillor A. Saje was concerned that previous administration had not moved forward with the triennial budget process as directed and suggested that Council needs feedback on the progress of any directive given.

Regarding the meeting with the City of Lethbridge, Council agreed to meet on Monday, August 29, 2011 at 1:30 pm.

Alberta Municipal Affairs – Funding Allocations

Correspondence was received from the Honourable Hector Goudreau, Minister of Municipal Affairs, advising that funding in the amount of \$ 1,400,451 has been allocated under the Municipal Sustainability Initiative.

Mr. Myron Thompson, Director of Operational Services, provided information on the projects that received funding. They included:

- | | |
|---|-----------|
| 1. 76 th St. Water main replacement (between 17 th and 18 th Avenue) - | \$254,419 |
| 2. 17 th Avenue Infrastructure replacement and upgrade – | \$164,482 |
| 3. 16 th Avenue Water main loop – | \$569,216 |
| 4. SCADA System Phase 2 – | \$265,334 |
| 5. Frank Wastewater Treatment Plant preliminary design – | \$147,000 |

M#6220-11: Councillor L. Mitchell moved that a letter of thanks be directed to the Honourable Hector Goudreau, Minister of Municipal Affairs.

CARRIED UNANIMOUSLY

ADMINISTRATIVE AND AGENCY REPORTS – cont'd

RCMP Quarterly Report

A written report was provided by Sgt. Scott Howard, RCMP, Crowsnest Pass Detachment, informing Council of statistical data covering operations for the period of April 1 – June 30, 2011.

One suggestion from Council was that the report should contain dollar amounts and how that impacts the community.

M#6221-11: Councillor J. Lonsbury moved to accept the report as information.

CARRIED UNANIMOUSLY

BUSINESS ARISING FROM THE MINUTES

There was no business arising from the minutes.

CORRESPONDENCE

No correspondence was received.

COMMITTEE REPORTS

Elected Officials Meeting

The minutes of the June 22, 2011 Elected Officials meeting were reviewed by Council. It was noted that although the minutes indicated that both Councillors Mitchell and Lonsbury were in attendance at said meeting, neither had been there.

Governance and Priorities Committee Meetings

Council noted an error on Page 3 of the July 12, 2011 Governance and Priorities Committee meeting and requested the word “be” be added to the last sentence, making it read “ it may **be** pushed into residential areas”.

M#6222-11: Councillor E. Saindon moved to accept the minutes of the July 12, 2011 meeting of the Governance and Priorities Committee as amended.

CARRIED UNANIMOUSLY

COMMITTEE REPORTS – cont'd

Oldman River Regional Services Commission

The minutes of the May 12, 2011 meeting of the Executive Committee for the Oldman River Regional Services Commission were received as information.

BYLAWS

No Bylaws were presented.

NOTICES OF MOTION

No Notices of Motion were presented.

OTHER BUSINESS

Appointment of Alternate Assessment Review Board Members

M#-6223-11: Councillor L. Mitchell moved that Council appoint Rod Zielinski and Bjorn Berg as alternate members of the 2011 Assessment Review Board with a term to expire December 31, 2011.

CARRIED UNANIMOUSLY

Encroachment Agreement – Richard Proc

M#-6224-11: Councillor J. Lonsbury moved to approve the Encroachment Agreement between the Municipality of Crowsnest Pass and Richard Proc for property located at 2306 – 77th Street in Coleman.

CARRIED UNANIMOUSLY

Orpheum Theatre – Approval of Heritage Grant Application

Council received a report from Mr. Glen Snelgrove, Assessor, requesting approval to support a Heritage Grant application to restore the Orpheum's neon sign.

M#-6225-11: Councillor B. Gallant moved to support the Orpheum Theatre's application for a Heritage Grant to restore the theatre's neon sign.

CARRIED UNANIMOUSLY

OTHER BUSINESS – cont'd

Cancellation of August 30, 2011 Council Meeting

During discussions, some Councillors suggested that Council had many issues that required attention and that the meeting should be held.

M#-6226-11: Mayor B. Decoux moved to cancel the regular Council meeting of Tuesday, August 30, 2011.

CARRIED

COUNCIL MEMBERS REPORTS

Councillor S. Gail:

- York Creek Lodge Meeting
- Highway #3 Meeting

Councillor J. Lonsbury

- Landfill Association Meeting
- Senior Housing
- Trip to Antigonish, NS

Councillor B. Gallant

- Landfill Association
- EcoMuseum Trust: Walking Trail Opening Ceremony and the Provincial Historic Site Designation for Bellevue Underground Mine
- Heritage Board

Councillor L. Mitchell

- Subdivision Meeting
- Ribbon Cutting for Community Trails
- Meeting with Alberta Transportation
- Pinkest Little Town in the West – Weekend Activities
- Community Tour with Frank Loseth

Councillor A. Saje

- Councillor A. Saje did not have a report to present but he did offer deepest condolences to the families of the late Rick Rypien.

PUBLIC INPUT

No Public Input was provided.

IN CAMERA

M#6227-11: Councillor S. Gail moved to go In Camera at 8:15 pm.

CARRIED UNANIMOUSLY

RECESS

Mayor Decoux recessed the meeting at 8:15 pm and reconvened at 8:28 pm.

OUT OF CAMERA

M#6228-11: Councillor L. Mitchell moved that Council come Out of Camera at 10:20 pm.

CARRIED UNANIMOUSLY

BUSINESS OUT OF CAMERA

Taxation Penalties Bylaw

M#6229-11: Councillor A. Saje moved that administration review municipal taxation bylaws with the intent of raising the tax penalties to the maximum allowed for those taxes in arrears.

CARRIED UNANIMOUSLY

ADJOURN

M#6230 -11: Councillor L. Mitchell moved to adjourn the meeting at 10:22 pm.

CARRIED UNANIMOUSLY

B. V. Decoux

MAYOR

ORIGINAL SIGNED

Kevin Robins

CHIEF ADMINISTRATIVE OFFICER