

MUNICIPALITY OF CROWSNEST PASS

TUESDAY, NOVEMBER 29, 2011

A regular meeting of the Council of the Municipality of Crowsnest Pass was held in the Council Chambers on Tuesday, November 29, 2011.

PRESENT: **MAYOR:** Bruce Decoux

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

Also present:

Chief Administrative Officer
Director of Finance & Corporate
Services
Transitional Solutions Inc.
Recording Secretary

Myron Thompson
Marion Vanoni

Donna Tona
Carolee Ison

CALL TO ORDER

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

PUBLIC HEARINGS

No Public Hearings were held.

ADOPTION OF AGENDA

M#6323-11: Councillor Lonsbury moved to adopt the agenda as written.

CARRIED UNANIMOUSLY

ADOPTION OF THE PREVIOUS MINUTES

In reference to the *Municipal Government Act Advertising Amendment* item, it was noted that:

“This resolution, to allow municipalities to utilize social media technology in addition to legislated print media advertising...”

Should read -

“This resolution, to allow municipalities the option of utilizing social media technology in lieu of currently legislated print media advertising...”

ADOPTION OF THE PREVIOUS MINUTES - Continued

Administration will provide the Mayor with a synopsis of the provided definitions of Social Media.

Should read -

Administration will provide the Council with a synopsis of the provided definitions of Social Media.

On page 4:

M#6312-11: Councillor Mitchell moved that Council support the actions and activities required to bring about an amendment to Alberta Municipal Government Act (MGA) Section 606 to allow Municipalities to advertise utilizing social media technology in addition to the current advertising requirements as existing.

CARRIED

Should read -

M#6312-11: Councillor Mitchell moved that Council support the actions and activities required to bring about an amendment to Alberta Municipal Government Act (MGA) Section 606 to allow Municipalities the option of utilizing social media technology in lieu of the current advertising requirements as existing.

CARRIED

Minutes of the Regular Council Meeting of November 1, 2011

M#6324-11: Councillor Gail moved that the minutes of the Regular Council Meeting of November 1, 2011 be adopted as amended.

CARRIED UNANIMOUSLY

DELEGATIONS

No delegations were scheduled to attend.

ADMINISTRATIVE AND AGENCY REPORTS

Tax Agreement – Tax Roll Number 1125200

Ms. Marion Vanoni, Director of Finance and Corporate Services, provided a written report on the Tax Agreement for Tax Roll Number 1125200 and reviewed said report with Council.

ADMINISTRATIVE AND AGENCY REPORTS - Tax Agreement – Roll 1125200 – Continued

M#6325-11: Councillor Saindon moved that Council authorize Administration to enter into a two (2) month Tax Agreement with the owner of Plan 2446AA Block H Lot 3, Roll Number 1125200 to pay all taxes in arrears.

CARRIED UNANIMOUSLY

BUSINESS ARISING FROM THE MINUTES

Regional Services Partnership Steering Committee

Mr. Myron Thompson, Chief Administrative Officer, provided and reviewed a written report on the Regional Service Partnership Steering Committee initiative with Council.

A meeting was held in Pincher Creek on November 14, 2011 with existing member Municipalities of the Crowsnest/Pincher Creek Landfill Association and the Municipal District of Ranchlands.

- There was considerable interest in moving forward with the Regional Services Partnership Steering Committee
- Each municipality will have to formally approve entering into the Committee
- All parties agreed that the Municipality of Crowsnest Pass will be the lead municipality in this initiative

M#6326-11: Councillor Saje moved that Council formally approve the Municipality of Crowsnest Pass' participation on the Regional Services Steering Committee as the lead municipality.

CARRIED UNANIMOUSLY

M#6327-11: Councillor Gallant moved that Council authorizes Administration to submit the Municipal Affairs Regional Collaboration grant funding application on behalf of the Regional Services Steering Committee.

CARRIED UNANIMOUSLY

M#6328-11: Councillor Mitchell moved that Council appoint a Council member to be represented on the Regional Services Steering Committee.

CARRIED UNANIMOUSLY

M#6329-11: Councillor Mitchell moved to appoint Councillor Lonsbury to the Regional Services Steering Committee.

CARRIED UNANIMOUSLY

CORRESPONDENCE

Holiday Train Event Requests – Carmellia Saretzky, Food Bank Coordinator

Correspondence was received from Carmellia Saretzky, Crowsnest Pass Food Bank Coordinator, advising that the Canadian Pacific Railway Holiday Train will be stopping in the Crowsnest Pass on Sunday, December 11, 2011 at 1:05 p.m. at the East Siding in West Coleman. The Holiday Train is a nationwide Food Bank Fundraiser and the event will include a cheque presentation by CPR to the Crowsnest Pass Food Bank. Ms. Saretzky has planned several events for the day in conjunction with other community organizations and presented several requests for Council's consideration.

Mr. Myron Thompson, Chief Administrative Officer, will contact Ms. Saretzky to gather specific details on the requests for the Holiday Train Event to be provided to Council at the December 6, 2011 Council Meeting.

M#6330-11: Councillor Saindon moved to defer the *Holiday Train Event Requests, Carmellia Saretzky, Food Bank Coordinator* agenda item to the December 6, 2011 Council Meeting.

CARRIED UNANIMOUSLY

COMMITTEE REPORTS

Minutes of the August 29, 2011 Protective Services Meeting

There was discussion on the fact that the ladder truck is 35 years old.

M#6331-11: Councillor Mitchell moved that the minutes of the August 29, 2011 Protective Services Meeting be accepted as information.

CARRIED

Minutes of the September 26, 2011 Culture and Recreation Board

M#6332-11: Councillor Lonsbury moved that the minutes of the September 26, 2011 Culture and Recreation Board Meeting be accepted as written.

CARRIED UNANIMOUSLY

Minutes of the September 28, 2011 Subdivision and Development Authority

In reference to correspondence from Devon Canada Corporation requesting a one year extension on their Wind Turbine Project, the Chief Administration Officer was requested to investigate whether it will be necessary for this matter to be returned to Council for their review.

COMMITTEE REPORTS - Minutes of the September 28, 2011 Subdivision and Development Authority - Continued

M#6333-11: Councillor Gail moved that the minutes of the September 28, 2011 Subdivision and Development Authority Meeting be accepted as written.

CARRIED UNANIMOUSLY

Minutes of the November 8, 2011 Governance and Priorities Committee Meeting

M#6334-11: Councillor Gallant moved that the minutes of the November 8, 2011 Governance and Priorities Committee Meeting be accepted as written.

CARRIED UNANIMOUSLY

BYLAWS

Bylaw No. 824, 2011 – Heavy Truck Route Bylaw – 1st Reading

Myron Thompson, Chief Administrative Officer, provided and reviewed a written report in reference to the Heavy Truck Route Bylaw with Council.

- Signage will be put in place immediately after the bylaw becomes effective
- This bylaw will be rolled into the Traffic Bylaw in the future
- The weigh scale compliance officers will be notified when the bylaw comes into effect

Myron Thompson, Chief Administrative Officer, will look into the matter of trucks currently parking at the north end of the former Crowsnest Centre property.

M#-6335-11: Councillor Mitchell moved First Reading of the Heavy Truck Route Bylaw No. 824, 2011.

CARRIED UNANIMOUSLY

Bylaw No. 836, 2011 – Property Tax Penalties Bylaw – 1st Reading

The Property Tax Penalties Bylaw was provided for Council's review.

M#-6336-11: Councillor Gallant moved First Reading of the Property Tax Penalties Bylaw No. 836, 2011.

CARRIED UNANIMOUSLY

NOTICES OF MOTION

No Notices of Motion were presented.

OTHER BUSINESS

Rum Runner Days Committee

Mayor Bruce Decoux advised that advertising has been done for membership on a Rum Runner Days Committee and that only one application has been received. Time is critical as some groups are already planning for the event.

Council's consensus was for a Committee of Councillors to be established to recruit a committee of individuals to serve on a Rum Runner Days Committee.

Mayor Decoux suggested the first meeting take place before Christmas, the second meeting immediately following Christmas, and that the Committee be well underway before the end of January.

Councillor Saindon will provide an outline of responsibilities for the December 6, 2011 Council meeting, and recruiting can be done accordingly.

Councillor Saindon and Ms. Vanoni will exchange information.

M#-6337-11: Councillor Gallant moved that the *Rum Runner Days Committee* agenda item be deferred to the December 6, 2011 Council Meeting.

CARRIED UNANIMOUSLY

The application received to serve on the Rum Runner Days Committee was provided to Councillor Saindon.

Mayor Decoux advised that CPR and RCMP representatives be invited to the Rum Runner Days organizational meetings.

Council Meeting Dates – December 2011 and January 2012

Myron Thompson, Chief Administrative Officer, provided a written report on the December 2011 and January 2012 Council Meeting Dates and reviewed same with Council.

Council expressed concern that having a Governance and Priorities Committee Meeting prior to the Council Meeting on the same day would not provide sufficient time for Administration to provide information requested by Council at the Governance and Priorities Committee Meeting.

OTHER BUSINESS - Council Meeting Dates – December 2011 and January 2012 - Continued

It was noted that the Chief Administrative Officer should ensure agenda items on the Governance and Priorities Committee Meeting would not be for the Council Meeting of the same day.

M#-6338-11: Councillor Lonsbury moved to approve the following Schedule of Council and Governance & Priorities Committee Meeting Dates:

December 2011

December 6

- Regular Council Meeting – 7:00 pm

December 13

- Governance & Priorities Committee Meeting – 7:00 pm

December 20

- Regular Council Meeting – Cancelled – Subject to Change

December 27

- Governance & Priorities Committee Meeting - Cancelled

January 2012

January 3

- Regular Council Meeting – Cancelled

January 10

- Regular Council Meeting – 7:00 pm

January 24

- Governance & Priorities Committee Meeting – 3:00 pm
- Regular Council Meeting – 7:00 pm

CARRIED UNANIMOUSLY

Improved Communication Initiative – Posting of Unapproved Minutes

Myron Thompson, Chief Administrative Officer, provided and reviewed a written report on Improved Communication Initiative – Posting of Unapproved Minutes with Council.

Mr. Thompson advised Speech Detect Software has been investigated by the Municipality but has not been purchased.

M#-6339-11: Councillor Gail moved that Council approve the posting of “unapproved” minutes on the Municipal website following regular meetings of Council, and further that all efforts be made to complete the posting of these minutes by noon hour of the next day.

CARRIED UNANIMOUSLY

OTHER BUSINESS - Continued

Triennial Budget Policy and Procedure

Marion Vanoni, Director of Finance and Corporate Services, provided a written report on the Triennial Budget Policy and Procedure for Council's review and comments.

Ms. Vanoni confirmed *budget to actual* information will be provided in the budget information.

M#-6340-11: Councillor Saindon moved that Council adopt the Triennial Budget Policy and Procedure as presented.

CARRIED UNANIMOUSLY

Progressive Discipline Policy and Procedure

Marion Vanoni, Director of Finance and Corporate Services, provided a written report on the Progressive Discipline Policy and Procedure for Council's review and comments.

Council requested that Administration contact the Municipal lawyer in reference to Section 1. Item 1.2 *Prior to any disciplinary action being made, the employee in question will be provided with the opportunity to answer the allegation, provided an explanation **or apologize for the wrongdoing.*** The lawyer's recommendation will be provided at the December 6, 2011 Council Meeting.

Mayor Decoux deferred this item to the December 6, 2011 Council Meeting.

Drug, Alcohol and Substance Abuse Policy and Procedure

Marion Vanoni, Director of Finance and Corporate Services, provided a written report on the Drug, Alcohol and Substance Abuse Policy and Procedure.

M#-6341-11: Councillor Gallant moved that Council adopt the Drug, Alcohol and Substance Abuse Policy and Procedure as presented.

CARRIED UNANIMOUSLY

Revised Municipal Reserve Policy and Procedure

Marion Vanoni, Director of Finance and Corporate Services, provided a written report on the Revised Municipal Reserve Policy and Procedure.

M#-6342-11: Councillor Mitchell moved that Council adopt the Revised Municipal Reserve Policy and Procedure as presented.

CARRIED UNANIMOUSLY

COUNCIL MEMBERS REPORTS

Mayor Decoux

- AAMDC Conference
- Meeting with the Minister of Municipal Affairs

Councillor Saje

- Remembrance Day Ceremonies
- Impromptu boarding of tour bus to promote community
- Community spirit in assisting ski hill co-op workers set up residence

Councillor Mitchell

- 2011 Crowsnest Christmas Parade
- Remembrance Day Ceremonies

Councillor Gallant

- 2011 Crowsnest Christmas Event
- Policy Committee Meeting
- AAMDC Conference

Councillor Saindon

- Council Meetings
- Remembrance Day Ceremonies

Councillor Lonsbury

- Remembrance Day Ceremonies
- Crowsnest Pass Senior Housing Meetings
- Landfill Association Meeting
- Family and Community Support Services Meeting

Councillor Gail

- Remembrance Day Ceremonies
- 2011 Crowsnest Christmas Parade
- AAMDC Conference

PUBLIC INPUT

No Public Input was provided.

IN CAMERA

M#6343-11: 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 8:55 pm.

BUSINESS OUT OF CAMERA

M#6344-11: Councillor Mitchell moved that Council come Out of Camera at 9:42 pm.

CARRIED UNANIMOUSLY

M#6345-11: Councillor Mitchell moved that Council approves proceeding to Phase 2 of the Hotel Feasibility Study at a cost not to exceed \$6,000 plus disbursements.

CARRIED UNANIMOUSLY

M#6346-11: Councillor Saje moved that Council approve the Administration Wage Band as presented and direct Administration to develop an Administration Remuneration Policy that will guide the annual review of the Administration Wage Band.

CARRIED UNANIMOUSLY

ADJOURN

M#6347-11: Councillor Mitchell moved to adjourn the meeting at 9:50 pm.

CARRIED UNANIMOUSLY

MAYOR

CHIEF ADMINISTRATIVE OFFICER