

MUNICIPALITY OF CROWSNEST PASS
TUESDAY, September 1, 2009 - 7:00 P.M.
AGENDA

A regular meeting of the Council of the Municipality of Crowsnest Pass was held in the Council Chambers on Tuesday, September 1, 2009.

PRESENT: **MAYOR:** Dr. J. Irwin

COUNCILLORS: D. Cole, L. Mitchell, D. Ward, I. MacLeod, J. Salus

Also present:

| | |
|----------------------------------|-----------------|
| Chief Administrative Officer: | Gordon O. Lundy |
| Director of Finance and Systems: | Marion Vanoni |
| Public Works Superintendent | Ray Mahieux |
| Confidential Secretary: | Lynne Cox |

ABSENT: Councillor Gary Taje

CALL TO ORDER

Mayor J. Irwin called the meeting to order at 7:05 pm.

ADOPTION OF AGENDA

ADDITIONS:

OTHER BUSINESS:

6. Councillor Leave of Absence (Councillor D. Ward)
7. Fireman’s Golf Tournament Donation Request (Councillor D. Ward)
8. Set meeting date with Sustainable Resource Development (Gordon O. Lundy)

IN CAMERA:

2. Legal (Councillor I. MacLeod)

ADOPTION OF AGENDA

M#5069-09: Councillor L. Mitchell moved that the agenda be adopted as amended

CARRIED UNANIMOUSLY

ADOPTION OF THE PREVIOUS MINUTES

- Regular Council Minutes of August 18, 2009

M#5070-09: Councillor D. Cole moved that the minutes of the Regular Council meeting of Tuesday, August 18, 2009 be adopted as written

CARRIED UNANIMOUSLY

ADMINISTRATIVE AND AGENCY REPORTS

Chief Administrative Officer

Mr. Gordon O. Lundy, Chief Administrative Officer, provided verbal and written information on the following:

- ▶ Development of a grant application to the Forest Resource Improvement Association call for proposals for Fire Hazard Reduction and Forest Health
 - The Forest Resource Improvement Association of Alberta (FRIAA) has been provided funding to promote proposals
 - Potential for Administration to work on Firesmart and Mountain Pine Beetle projects
- ▶ Alberta Environmental Appeal Board will be holding the hearing on the Sentinel Water Well application on October 20, 2009 in Lethbridge
 - Brownlee LLP and Stantec are preparing the submission to the board and identifying expert witnesses to appear at the hearing
 - Stantec is finalizing the Supplementary Hydrogeological Investigation report on the Sentinel Well which will be provided to Alberta Environment prior to the hearing
- ▶ ATCO Pipelines will be making application to the AUC to install the natural gas pipeline to Summit Limeworks
 - All environmental regulatory approvals have been received
- ▶ Crowsnest Pass Quad Squad has been awarded a \$125,000 grant under the National Trails Infrastructure Program
 - The Municipality is committed to supporting this initiative by matching the grant for the walking trail system

ADMINISTRATIVE AND AGENCY REPORTS (Cont'd)

Director of Finance and Systems

Mrs. Marion Vanoni, Director of Finance, provided written reports on the following:

- ▶ **Revised Estimate and Funding for Adanac Road Repairs**
 - Grant application of \$24,158 for damage to Adanac Road revised to \$70,000 by Alberta Emergency Management Agency
- ▶ **2009/2010 Cash Flow Presentation – Short/long term borrowing**
 - Administration is waiting on a report from Stantec regarding costing information for the proposed 2009-2010 infrastructure projects
 - Updated cash flow presentation to take place at September 15, 2009 Council Meeting
- ▶ **Risk Management Insurance**
 - The Municipality of Crowsnest Pass is in the process of qualifying for risk management insurance credits with AMSC with a value of \$11,000 per year reduction in premiums based on:
 - Five employees to successfully passing Risk Management training modules
 - Risk Management Manual and Policy and Procedures in place
 - Successful and timely completion of training modules and Policy Manual and Procedures by Municipal employees
- ▶ **Software Upgrades**
 - Upgrades to Municipal Software taking place from September 28-October 1, 2009
- ▶ **Budget**
 - September 30, 2009 is the budget deadline for the submission of all budget request
 - A three year budget is being requested to provide an opportunity for planning for revenues, operational and capital costs
- ▶ **Tangible Capital Assets**
 - The month of September has been set aside for the department to begin the valuation process of the assets that have been identified in the categories of Land, Buildings, Mobile Equipment, Vehicles, Electrical Distribution System, and Infrastructure
 - Attempting to identify and value the electrical system and its components
 - Corporate Review to provide analytical documentation regarding the Municipality's assets, their valuation and replacement
- ▶ **Electrical Distribution and Access Tariff-customer electrical rate increases**
 - Rates have not kept pace with the costs of operating the Municipal Electrical Distribution System
 - Council to consider a request to increase rates effective November 1, 2009 as per new Bylaw 782

ADMINISTRATIVE AND AGENCY REPORTS (Cont'd)

Superintendent of Public Works

Mr. Ray Mahieux reported on the following:

- ▶ **Sewer Lagoon Upgrade**
 - Stantec has requested authorization from Alberta Environment to commence the construction of the approved waste water treatment upgrades
 - Gabriel Construction ready to mobilize on site August 28, 2009
- ▶ **Frank Sewer Plant Licence Renewal**
 - Reviewing a staged approval approach with Alberta Environment that would allow major rebuilds to take place over an extended period of time at the sewer plant
 - First component is construction of a second clarifier; then other major components, then tertiary treatment
 - A one time major rebuild could result in a financial burden for the Municipality of Crowsnest Pass
- ▶ **Infrastructure Projects**
 - 2009 projects are 35-40% completed
 - Water main on 29th Ave. is almost ready to chlorinate, test and tie in.
 - Sewer is installed and services connected – estimated completion date of November, 2009
- ▶ **Asphalt Patch Work**
 - Saal Paving began repair work on August 24 and will be in town for the next two weeks.
- ▶ **Atlas Road Use Agreement with Spray Lake Sawmills**
 - The Road Use Agreement between the Municipality of Crowsnest Pass and Spray Lake Sawmills expired on September 1, 2009 and the Public Works Superintendent requested an extension until a meeting could be held between Council, Sustainable Resource Development and Spray Lake Sawmills

Meeting with Spray Lake Sawmills and Sustainable Resource Development

Council reviewed the potential of extending the use agreement with Spray Lake Sawmills pending a meeting Between Council, Sustainable Resource Development and Spray Lake Sawmills.

M#5071-09: Councillor D. Cole moved to extend the Road Use Agreement with Spray Lake Sawmills for the Atlas Road to September 30, 2009 allowing Council to meet with Sustainable Resource Development and Spray Lakes Sawmills to review the situation prior to September 30th, 2009.

CARRIED UNANIMOUSLY

ADMINISTRATIVE AND AGENCY REPORTS (Cont'd)

Director of Community Services

Mr. Cam Mertz, Director of Community Services was absent from Council but provided the following written report to Council:

- ▶ **Weed Control Program:**
 - The Weed Control Program has been completed for the year and was deemed a success with targeted areas visibly improving; new partnerships with commercial and private landowners were developed and the community became active in the program
 - Written report by Kim Lutz, Weed Control Officer was provided to Council for review
- ▶ **Swimming Pool**
 - Pool is now closed for the season
 - It experienced a good season despite the weather. There was an increase in lessons and a decrease in drop-in participation. Season highlights include:
 - Installation of a handicap deck chair and accessibility improvements to public access potions, new underground irrigation system and new tiles in the change rooms.
- ▶ **Arena Update**
 - With improvements in the weather the humidity challenge has disappeared.
- ▶ **Katimavik**
 - Participants to start orientation to the community the first week of September
 - Job placements to commence following the orientation
 - Work for the Municipality of Crowsnest Pass to focus on:
 - Community Resource Booklet
 - Bike Exchange Program
 - Recreation Programs

ACCEPT ADMINISTRATIVE AND AGENCY REPORTS

M#5072-09: Councillor I. MacLeod moved to accept the Administrative and Agency Reports as presented.

CARRIED UNANIMOUSLY

ACCEPT ADMINISTRATIVE AND AGENCY REPORTS (Cont'd)

Forest Resource Improvement Association of Alberta Grant Application

M#5073-09: Councillor D. Cole moved that Administration develop a grant application to the Forest Resource Improvement Association under the call for proposals for Fire Hazard Reduction and Forest Health with Administration continuing work on the Firesmart and Mountain Pine Beetle projects.

CARRIED UNANIMOUSLY

2009 Budget Amendment for Adanac Road Repairs

M#5074-09: Councillor L. Mitchell moved that Council amend the 2009 budget to \$70,000 for grant income and \$70,000 for repair costs for the Adanac Road and to have work begin immediately to repair the infrastructure damage to Adanac Road.

CARRIED

EXCUSED

Public Works Superintendent Ray Mahieux was excused from Council at 7:45 pm.

BUSINESS ARISING FROM THE MINUTES

Oldman River Regional Services Commission – Municipal Questionnaire on Position Paper for South Saskatchewan Regional Plan

Council reviewed a request to complete a questionnaire on the South Saskatchewan Regional Plan and agreed to table the item to the September 15th Council meeting.

AUMA Convention and AMSC Tradeshow November 4-6, Calgary Telus Convention Centre

Council reviewed the AUMA Conference details and requested that administration provide the conference policy and any motions made in 2009 that could impact Councillor attendance at such conferences. This information is to be provided at the next regular meeting of Council, on September 15, 2009.

CORRESPONDENCE

1. Darrell Camplin, Alberta Transportation – Highway 3 Analysis

Council reviewed the update on the Highway 3 analysis as information and requested more information from Administration on the status of the S curve along the highway, within the Municipality of Crowsnest Pass, as part of the traffic study.

RECESS/RECONVENE

Mayor Irwin called for a ten minute recess at 7:50 pm and reconvened at 8:05 pm.

OTHER BUSINESS

Alberta Municipal Water/Wastewater Partnership Program – SCADA Upgrade Funding

Council reviewed the agreement from Alberta Transportation for the SCADA equipment on the Municipality's water and wastewater major facilities under the Alberta Municipal Water/Wastewater Partnership program. The Municipality applied for the funding in 2003 and the Province approved the application in 2009 with the advice to authorize the agreement and then to request upgraded estimates to current market costs for the project.

M#5075-09: Councillor D. Ward moved that Council proceed with the agreement subject to the Municipality coming to suitable cash flow arrangements for the 2009 budget year.

CARRIED UNANIMOUSLY

Crowsnest Pass Women's Resource and Crisis Centre

Council reviewed a request from the Crowsnest Pass Women's Resource and Crisis Center for their 25th Anniversary celebrations on Saturday, September 19th, 2009. The Centre is requesting that a representative from Council attend the event and speak at the opening ceremonies.

Council table the request to the September 15, 2009 Council meeting pending Administration advising of the time of the event.

CARRIED UNANIMOUSLY

OTHER BUSINESS (Cont'd)

Crow Snow Riders Association

Council reviewed a request from the Crow Snow Riders Association for a letter of support for a Community Initiatives Program grant for the purchase of a replacement groomer for the trails and for the hosting of the Snowmobile Mountain Jamboree February 26-28th 2010 in the Crowsnest Pass..

M#5076-09: Councillor D. Ward moved to support the Crow Snow Riders Association in their application for a CIP grant to purchase a replacement groomer for trail maintenance.

CARRIED UNANIMOUSLY

M#5077-09: Councillor D. Ward moved to support the Crow Snow Riders Association with the hosting of the Snowmobile Mountain Jamboree February 26-28th, 2010.

CARRIED UNANIMOUSLY

MD of Pincher Regional Council Meeting

Council reviewed a request from the MD of Pincher Creek to attend a regional council meeting on October 22, 2009 in Pincher Creek. As this is the same date as the Volunteer Appreciation Ceremony for the Municipality of Crowsnest Pass, Administration was asked to review the alternative dates of October 26 or 28th and bring back to Council on the September 15th regular Council meeting.

Councillor Leave of Absence

Council reviewed a request from Councillor Gary Taje for a 2 month leave of absence as he pursues a work opportunity outside of the Municipality of Crowsnest Pass. Councillor D. Ward spoke on behalf of Councillor Taje, who was absent, requesting the leave until November 4, 2009.

M#5078-09: Councillor D. Ward moved that Council grant the leave of absence for Councillor G. Taje until November 4, 2009.

CARRIED UNANIMOUSLY

OTHER BUSINESS (Cont'd)

Fireman's Golf Tournament Funding Request

Council reviewed a request from the CNP Fun Days Committee for a donation from the Municipality of Crowsnest Pass in the amount of \$1000 to support the Fireman's Gold Tournament. Council agreed that in light of the 2009 budget, it could not provide the annual grant.

COUNCIL MEMBER REPORTS

Council members provided the following reports:

| | |
|-------------------------|---|
| Councillor D. Ward: | Corporate Review Forestry Meeting |
| Councillor D. Cole: | Corporate Review Forestry Meeting; Helicopter Tour |
| Councillor L. Mitchell: | Subdivision and Development Appeal Board Corporate Review |
| Councillor I. MacLeod: | Landfill Meeting Forestry Meeting; Helicopter Tour Municipal Heritage Board |
| Councillor J. Salus | Regional Library Meeting Corporate Review |
| Mayor J. Irwin | As above, excluding the Forestry Meeting |

BYLAWS

Bylaw No. 776, 2009 – Road Closure, Athletic Park – 2nd, 3rd Reading

M#5079-09: Councillor D. Cole moved second reading

CARRIED UNANIMOUSLY

M#5080-09: Councillor L. Mitchell moved third reading

CARRIED UNANIMOUSLY

BYLAWS (Cont'd)

Bylaw No. 782, 2009 – Distribution Tariff Rate Schedules

M#5081-09: Councillor D. Cole moved first reading

CARRIED UNANIMOUSLY

Council agreed that a Public Hearing for Bylaw 782 needed to be advertised in the local paper and held at future Council meeting to ensure that the public was apprised of the details of the bylaw.

IN CAMERA

M#5082-09: Councillor I. MacLeod moved that Council go In Camera at 8:30 pm.

CARRIED UNANIMOUSLY

RECESS/RECONVENE

Mayor Irwin called for a five minute recess at 8:30 pm and reconvened at 8:35 pm.

OUT OF CAMERA

M#5083-09: Councillor L. Mitchell moved that Council come Out of Camera at 8:55pm.

CARRIED UNANIMOUSLY

ADJOURN

M#5084-09: Mayor John Irwin moved to adjourn at 8:55 pm.

CARRIED UNANIMOUSLY

JOHN IRWIN

MAYOR

GORDON O. LUNDY

CHIEF ADMINISTRATIVE OFFICER