

**MUNICIPALITY OF CROWSNEST PASS  
TUESDAY, MAY 11, 2010  
GOVERNANCE & PRIORITIES COMMITTEE**

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A meeting of the Governance and Priorities Committee was held in the Council Chambers on Tuesday, May 11, 2010.

**PRESENT**    **Mayor:**                      Dr. John Irwin

**Councillors:**                      D. Cole, I. MacLeod, L. Mitchell, D. Ward

**Absent:**                                  Councillors J. Salus, G. Taje

**Also Present:**

Gordon O. Lundy	Chief Administrative Officer
Ray Mahieux	Public Works Superintendent
Glen Snelgrove	Municipal Tax Assessor
Lynne Cox	Director of Legislative and Human Resource Services
Carolee Ison	Recording Secretary

**CALL TO ORDER**

Mayor Irwin called the meeting to order at 7:01 pm.

**ADOPTION OF AGENDA**

**Additions:**

In Camera

2. Land

**G#28-10:**        Councillor Mitchell moved to adopt the agenda as amended.

CARRIED UNANIMOUSLY

**DELEGATIONS**

**Sacha Anderson – Community Futures – Creating Visitor Friendly Communities**

Ms. Sacha Anderson, Community Futures, reviewed the *Crowsnest Pass Visitor Friendly Community Assessment and Action Plan*. Her presentation included:

- The project was undertaken with Alberta Tourism with the Municipality of Crowsnest Pass providing 25% of the funding to complete the project
- A new tool was utilized which helps to identify how visitor friendly a community is, and the steps which could be taken to make the community more visitor friendly

## **DELEGATIONS**

### **Sacha Anderson – Community Futures – Creating Visitor Friendly Communities - Continued**

- An inventory of tourism products in the area was compiled, which is intended to be a living document that can be changed as necessary
- An Action Plan was developed which addresses:
  1. Governance and Co-ordination of Tourism
  2. Establishing Infrastructure and Funding for Tourism Development
  3. Beautification
  4. Trail Development
  5. Comprehensive Tourism Information System and Marketing
  6. Enhanced Signage
  7. Creating Community Themes
  8. Creating Pedestrian Shopping Areas
  9. Education and Service Enhancement
  10. Investment/Business Attraction/Business Development
  11. Enhancing Fit of Existing Businesses with Tourism Objectives
  12. Event Development
  13. Basic Infrastructure Enhancement
- Planning to form a Tourism Development Board
- Tentative timelines have been set
- Requesting Council's endorsement of the report

Council requested the *Crowsnest Pass Visitor Friendly Community Assessment and Action Plan* be added to the May 18, 2010 Council Agenda.

Ms. Anderson provided the following information on the community branding project:

- The *Crowsnest Mountain Freedom* logo was presented to Council
- Thoughts used as context and inspiration in developing the logo included:
  - Must be contemporary
  - The defining value to represent is freedom
  - The five communities in the Municipality are threads in a fabric
  - Freedom symbolized by birds
  - The symbol, a traditional crow reinterpreted, artistically symbolizes freedom, opportunity, dynamism, and the future
- The branding process will require further work

Further discussion included:

- The logo will be utilized to market the Crowsnest as a place to visit and as a destination, and "Pass" was intentionally left out of the logo as a pass is traditionally something you drive through, not a place to stop or visit
- The logo has not yet been registered
- Ms. Anderson is requesting Council's endorsement of the logo
- It is not necessary for the tourism logo to be utilized as the Municipal logo

**DELEGATIONS**

**Sacha Anderson – Community Futures – Creating Visitor Friendly Communities - Continued**

Ms. Anderson, who is part of the Kananaskis Rodeo Association, presented correspondence from Joe Trotz, President of the Kananaskis Rodeo Association, requesting Council's endorsement of the Kananaskis Rodeo Association hosting the Beer Gardens for the 2010 Rum Runner Days and Thunder in the Valley. A request was also made that a portion of the municipal lands on the south side of the tracks in Blairmore be allowed to be utilized for the Beer Gardens.

The Chief Administrative Officer advised:

- He had been contacted by the Blairmore Fire Department in regards to the letter, and in the past a suitable arrangement between the groups involved has taken place
- The Blairmore Fire Department has rights granted by Council to a portion of the green space, and in the past 50% of the gross profits was required to be donated to them for use of the space
- Suggested Council should solicit input from the Blairmore Fire Department because of the extensive fund raising they do to put on the event
- Advised Rum Runner Days and Thunder in the Valley does not have a Chairman of Events
- Requested that Council host a meeting of all the organizations involved to ensure the parade is properly taken care of, and for coordination of events
- The RCMP are trying to attract officers to provide security
- There is no Rum Runner Committee

Further discussion included:

- Administration will advise Council whether there is an end date or time frame associated with the Blairmore Fire Department's use of the green space
- Ms. Anderson advised if it is necessary for 50% of the profit to go to the Blairmore Fire Department, the Kananaskis Rodeo Association will not proceed with a Beer Garden, due to the time and effort involved
- The Chief Administrative Officer noted the Blairmore Fire Department has approached the Blairmore Lions Club to manage the camping and security for the camping area
- The Chief Administrative Officer would like the Rum Runners meeting in Council Chambers to include a representative of Council to be in attendance, and will arrange for staff members to be in attendance as required
- Council requested the Rum Runner Days' Meeting and information requested be added to the May 18, 2010 Council Meeting Agenda
- The area dedicated to the Blairmore Fire Department is directly in front of the soccer pitch and on the south side across from the entrance into the soccer pitch
- When questioned if the Blairmore Fire Department has exclusive rights to the beer garden and camping, the Chief Administrative Officer advised because of their extension fund raising activities this area has been awarded to them to manage by Council

Mayor Irwin thanked Ms. Anderson for her presentation.

## **DELEGATIONS – Continued**

### **Michael Gerrand – Maplevue Hall Demolition**

Mr. Michael Gerrand was in attendance at the request of Council to follow up on his proposal for the deconstruction, demolition, and salvage of materials from Maplevue Hall. Mr. Gerrand noted the proposal is laid out in phases to begin when and if any asbestos related material is removed from the building.

Further discussion included:

- Mr. Gerrand is not aware of whether a market exists for materials other than the roof and ceiling joists as he has not yet begun to market any of the material because he does not own it
- The biggest material by weight are the terra cotta wall blocks, and if the blocks are not salvageable material, they will become recyclable material
- Advised it would take approximately two to three weeks to remove the ceiling and roof joists
- Proposing to take away as much as possible at his cost, on the assumption that expenses can be recovered
- Each phase would be approached separately, and once a phase is completed, mutual agreement would determine whether to proceed to the next phase
- Mr. Gerrand suggested amending Schedule B to change dates, and Phase 2 to start at the roof due to a safety perspective
- Fencing costs would be incurred by the Municipality

Council requested *Demolition of Maplevue Hall* be added to the May 18, 2010 Council Meeting agenda.

Mayor Irwin thanked Mr. Gerrand for his presentation.

## **TOPICS FOR DISCUSSION**

### **Dust Suppression Locations**

The *Dust Suppression Policy* and *Council Approved Dust Suppressant List 2009* were provided for Council's review.

The Public Works Superintendent advised:

- Will be touring to determine areas on the list where dust suppression application is required
- Areas with a good residual will not be done
- Knowles Road will likely get an application for the log haul

Areas questioned:

- Alley Fas Gas – short portion of municipal alley between two residences – may not be required this year
- Fred Painters Alley – considerable traffic in the alley
- Ted Michalsky – Municipality accesses on a daily basis
- Tecumseh Road – no application considered

### **TOPICS FOR DISCUSSION - Dust Suppression Locations - Continued**

- The Public Works Superintendent advised the following areas will be reviewed:
  - Vares Road – Country Residential – may not fall within policy
  - 89<sup>th</sup> Street – included with Wood Haven (West of Credit Union)
  - Precision Alley – contractor has moved out reducing some traffic
  - Frank Industrial Park (Border Building) – circumstances have changed
- Areas are inspected and prioritized by need and residual, because there is not enough funds in the budget to do a new application of dust suppressant to the entire list
- The Chief Administrative Officer advised advertising will be done to notify that anyone wanting dust control can contact Public Works, and at their own cost be included
- The Koentges corner was noted as an area of concern for residents, suggesting to possibly pave where the pavement ends around the corner because there is a huge dust problem
- Felt areas for application of dust suppression must be consistent, so the dust suppressant list was created, adhered to, and revised as necessary
- The Public Works Superintendent suggested the Koentges corner could be improved by rerouting the road or paving, and could be looked at for the 2011 Budget

### **DEPARTURE**

Mr. Ray Mahieux, Public Works Superintendent, departed the meeting at 7:48 pm.

### **Leasing Municipal Lands**

The draft *Policy to Deal with Leased Lands* was presented for Council's review.

In reference to the Minimum Tax Policy, the Chief Administrative Officer noted the Municipality must live up to their current agreements even if tax provisions are not included.

Further discussion included:

- Will implement minimum tax policy consistently to leases where it can be applied once the term comes due or is renegotiated
- The Municipal Tax Assessor advised the Municipal Government Act states when someone leases from a federal, provincial, or municipal government agency, the lessee is treated as the owner
- Council requested Administration to add the *Policy to Deal with Leased Lands* to the May 18, 2010 Council Meeting agenda
- Administration confirmed long term leases in place must be honored

### **Community Standards Bylaw, 798, 2010**

The draft *Community Standards Bylaw No. 798, 2010* was presented for Council's review as well as amendments submitted by Council.

The Chief Administrative Officer reviewed requests for changes to the Community Standards Bylaw.

**TOPICS FOR DISCUSSION - Community Standards Bylaw, 798, 2010 - Continued**

Councillor Ward withdrew his amendment presented at the May 4, 2010 Council Meeting as the intent of the amendment has been achieved in the revised Community Standards Bylaw.

The Chief Administrative Officer noted:

- Mr. Darryl Johnson provided good input and Council may want to review his comments including:
  - 10. – felt some major renovation projects may take longer than ninety days
  - 16. j. – noted a Federal Government Agency may also apply
  - 7. – questioned how “15% of the total property area” was derived
- In reference to Susan Wagner’s letter stating Council should not have to go to court to clean up a property, it was explained this has been done to avoid liability against the Municipality
- In certain circumstances, it is necessary to proceed to court to get an order, but not in all circumstances
- Must be extremely cautious when dealing with personal and property rights to protect the Municipality

Council requested Administration add the *Community Standards Bylaw* to the May 18, 2010 Council Meeting agenda.

**Draft Communication Policy**

A draft *Communications Policy* was provided for Council’s review.

Ms. Lynne Cox, Director of Legislative and Human Resource Services, provided the following comments on the draft Communications Policy.

- Presented as a framework for developing future communication plans
- Revised the policy to make it more relevant to the departments within the Municipality
- Policy addresses conduct when working with the media, internally, crisis communications, public events, emergency communications, public consultation sessions, advertising policy, use of internet and electronic communications, and links to third party sites
- Allows department managers to be responsible for communications in their department
- Framework provides guidance for each department to come up with a plan that aligns to the mission, vision, and values in the adoption of the Strategic Plan
- Will allow departments to be more proactive in conveying department information to the media in a timely fashion
- Provides a better structure for managing information

Further discussion included:

- Noted the Municipal website should state that links to third party sites does not imply endorsement by the Municipality

**IN CAMERA**

**G#29-10:** Councillor Cole moved that Council go In Camera at 8:20 pm.

CARRIED

**RECESS/RECONVENE**

Mayor Irwin declared a short recess.

**OUT OF CAMERA**

**G#30-10:** Councillor Mitchell moved that Council come Out of Camera at 8:50 pm.

CARRIED UNANIMOUSLY

**G#31-10:** Councillor Ward moved the Jackson request be recommended to Council.

CARRIED

**G#32-10:** Councillor Ward moved the White request be recommended to Council.

CARRIED

**ADJOURN**

**G#33-10:** Councillor McLeod moved to adjourn the meeting at 8:51 pm.

CARRIED UNANIMOUSLY

*Original Signed*

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MAYOR

*Original Signed*

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CHIEF ADMINISTRATIVE OFFICER