

**MUNICIPALITY OF CROWSNEST PASS
TUESDAY, AUGUST 10, 2010
GOVERNANCE & PRIORITIES COMMITTEE**

A meeting of the Governance and Priorities Committee was held in the Council Chambers on Tuesday, August 10, 2010.

PRESENT **Mayor:** Dr. John Irwin

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

Via Teleconference: Councillor Taje

Also Present:

Gordon O. Lundy	Chief Administrative Officer
Marion Vanoni	Director of Finance and Systems
Cam Mertz	Community Services Director
Glen Snelgrove	Municipal Tax Assessor
Lynne Cox	Director, Legislative and HR Services
Carolee Ison	Recording Secretary

CALL TO ORDER

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

ADOPTION OF AGENDA

Additions:

In Camera

2. Personnel

G#52-10: Councillor Mitchell moved to adopt the agenda as amended.

CARRIED

DELEGATIONS

Lowry Toombs – Leasing Land for Signs

Mr. Lowry Toombs was in attendance on behalf of Crowworks Signs and Engraving to request an application for third party signage. His presentation included:

- The land is owned by the Municipality and zoned R-1
- Third party signage is allowed as per Bylaw No. 698, 2006, and as the land is municipally owned initial approval by Council is required before application can be made to the Development Board
- The sign would be a community entrance sign used to promote businesses
- Requesting a renewable five year lease for Plan 142AE Block 37 Lots 26, 27, and 28
- Crowworks has Third Party Liability Insurance
- A five year lease is being requested due to the substantial cash investment for the sign installation
- Suggested annual renewal of the lease to allow the Municipality to ensure the integrity of the sign is maintained
- Front panels – 4' x 8' (32 square feet)
- Side panels – 4' x 20' (80 square feet)
- The design scheme for the site would be complimentary to the surroundings with a log framework
- One of the two front panels would be available for local groups to promote special activities
- Landscaping will be visually attractive
- Soft and indirect illumination is being considered, possibly solar powered
- Illumination will not adversely affect neighboring properties

Further discussion included:

- Plan to paint the back side of the sign in a brown tone
- Intention to have sign in place before November
- When questioned as to the amount Crowworks is prepared to pay for the lease, Mr. Toombs noted the current tax rate was considered
- The cost of the lease will be reflected in the amount advertisers will be charged; if the cost is prohibitive the project would not proceed
- The front top panel will be available to groups and organizations to promote events in the Crowsnest Pass; the other front panel is open to negotiation
- Mayor Irwin expressed concern with the location of a large sign at the extremely busy intersection creating a large blind spot for traffic leaving Blairmore and entering the highway
- Mayor Irwin suggested placing a sign on the north side of the highway as he felt it is dangerous to have a large sign in the proposed location
- Noted Alberta Transportation will have to provide permission for the sign
- Councillor Mitchell questioned if the sign could be moved farther towards the south and east on the land to provide better visibility at the intersection
- The Mayor questioned if the sign could run east west, rather than jutting out towards the highway

Council requested that administration add the Crowworks sign to the August 17, 2010 Council Agenda for further discussion and decision.

Mayor Irwin thanked Mr. Toombs for his presentation.

TOPICS FOR DISCUSSION

Review of Crowsnest Centre – Appraisal and Operational Cost

Discussion on the Appraisal Report included:

- Councillor Mitchell noted the report refers to the “Town of Blairmore” which does not exist
- In response to Councillor Mitchell’s questioning of reference to the property consisting of 6.26 acres and 9.67 acres, the Chief Administrative Officer noted the 9.67 acres is excepting out other areas (Roads, Regulator Site, and Subdivision) amounting to 3.41 acres resulting in 6.26 acres of property
- In response to Councillor Ward’s questions regarding utility status and tenants vacating the premises, the Chief Administration Officer advised all tenants have moved out of the building
- The Chief Administrative Officer advised that the Director of Finance and Systems has a number of issues to be dealt with by Council including:
 - Whether to shut off power and/or gas
 - Preparation of the building for winter
 - Teck parking lease
- Councillor Ward questioned if the cost of utilities would be covered by the Teck lease revenue
- The Director of Finance advised:
 - The Teck parking lease remains to the end of 2010 with revenue of \$275.00 per month; the lease is month to month
 - Expenses remaining:
 - Telus Autodialer - \$65.00 per month
 - Nexen – Averaging \$7,400.00 per month
 - Epcor – Averaging \$1,600.00 per month for electricity (prior to last tenant moving out)
 - Wages for Community Services Department staff for walk throughs and shut down
 - Expenditures discontinued:
 - CNP Waste
 - Shaw – internet service
 - Telus – main line
 - Elevator maintenance
 - The boilers have been shut down since July
- The Director of Finance is looking for direction from Council on the remaining utilities
- In response to Councillor Mitchell’s question to references of mold in the Appraisal Report, the Chief Administrative Officer advised references to mold in the report are from previous assessment reports provided to the appraiser to review and incorporate into the appraisal
- Councillor Mitchell felt the assessed value is out of line and would like more information on where the roads are located
- Councillor Ward requested administration review previous minutes in reference to whether a motion had been made to shut off utilities once the last tenant had vacated, and if the motion has not been made, add the Crowsnest Centre utility issue to the August 17, 2010 Council Agenda
- The Chief Administrative Officer advised if the power is discontinued, extra costs will be incurred to winterize the building’s water systems
- Councillor Salus requested administration provide the costs to secure the building for the August 17, 2010 Council Meeting

IN CAMERA

G#53-10: Councillor MacLeod moved that Council go In Camera at 7:31 pm.

CARRIED UNANIMOUSLY

RECESS/RECONVENE

Mayor Irwin declared a short recess.

OUT OF CAMERA

G#54-10: Councillor MacLeod moved that Council come Out of Camera at 8:30 pm.

CARRIED UNANIMOUSLY

ADJOURN

G#55-10: Councillor Mitchell moved to adjourn the meeting at 8:31 pm.

CARRIED UNANIMOUSLY

JOHN IRWIN
MAYOR

GORDON O. LUNDY
CHIEF ADMINISTRATIVE OFFICER