



Municipality of Crowsnest Pass
AGENDA
Regular Council Meeting
Council Chambers at the Municipal Office
8502 - 19 Avenue, Crowsnest Pass, Alberta
Tuesday, January 23, 2024 at 7:00 PM

1. CALL TO ORDER

2. ADOPTION OF AGENDA

3. CONSENT AGENDA

3.a CNP Food Bank - Coldest Night of the Year Sponsorship Request of January 11, 2024

4. ADOPTION OF MINUTES

4.a Minutes of the Special Budget Meeting of November 30, 2023

4.b Minutes of the Council Meeting of January 16, 2024

5. PUBLIC HEARINGS

6. DELEGATIONS

Delegations have 15 minutes to present their information to Council excluding questions. Any extension to the time limit will need to be approved by Council.

6.a Southwest Alberta Regional Search & Rescue Presentation - Andrew Fairhurst and Ryan Legroulx

6.b Dave Baines, NWP Coal - Update on the Regulatory Process for the NWP Crown Mountain Coking Coal Project

7. REQUESTS FOR DECISION

7.a Bylaw 1173, 2023 - Land Use Bylaw Amendment - Rezone a portion of Lot 1, Block 3, Plan 1911496, within the SE16-8-4-W5M, from Non-Urban Area NUA-1 to Grouped Country Residential GCR-1 - *First Reading*

7.b Bylaw 1175, 2023 - Land Use Bylaw Amendment - Rezone the lands legally described as a portion of Lot 14, Block 19, Plan 101 1620 from Retail Commercial C-1 to Residential R-1 - *First Reading*

7.c Service Areas Update

7.d Downtown Bellevue Revitalization Tender Results

7.e Rural Municipalities of Alberta (RMA) Spring Convention Attendees

8. COUNCIL MEMBER REPORTS

9. PUBLIC INPUT PERIOD

Each member of the public has up to 5 minutes to address Council. Council will only ask for clarification if needed, they will not engage in a back and forth dialogue.

10. COUNCILOR INQUIRIES AND NOTICE OF MOTION

11. IN CAMERA

11.a Economic Interests of the Public Body - Land Purchase Application - *FOIP Act Section 25*

12. ADJOURNMENT



Municipality of Crowsnest Pass Request for Decision

Meeting Date: January 23, 2024

Agenda #: 3.a

Subject: CNP Food Bank - Coldest Night of the Year Sponsorship Request of January 11, 2024

Recommendation: That Council accept the CNP Food Bank - Coldest Night of the Year Sponsorship Request as information.

Executive Summary:

A letter of request was received from the Crowsnest Pass Food Bank advising of the Coldest Night of the Year Fundraising event. The letter requested that Council consider sponsoring the event by waiving the rental fee for the Elks Hall, and consider participating by entering a team in the business challenge.

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

The letter requested that Council consider sponsoring the event by waiving the rental fee at the Elks Hall and to consider participating in the event by entering the team business challenge.

Analysis of Alternatives:

N/A

Financial Impacts:

- The cost to rent the Elks Hall - Commercial Hourly Rate is \$46.25

Attachments:

[2024 01 11 - CNP Food Bank - Coldest Night of the Year Sponsorship Request.docx](#)



01-10-2024

Re: Coldest Night of the Year Sponsorship

Dear Mayor Painter & Council,

On February 24, 2024 Crowsnest Pass has something to celebrate – and so could you!

That's the night folks in Crowsnest Pass will join thousands of others in 100 plus cities across Canada in "The Coldest Night of the Year", a 5km or 2 km winter walk in support of the hungry, homeless and hurting.

In Crowsnest Pass, we'll be walking for the Crowsnest Pass Food Bank.

Crowsnest Pass Food Bank serves individuals and families in our community by providing food, household essentials, workshops to enhance life skills and referrals to seek supports at other agencies. All programs and partnerships are supported by a dedicated group of volunteers and staff. We do this through the operation of our Food Bank, Community Kitchen and Community Garden. On a monthly basis we serve approximately 240 people. Currently 45% of our clients are under the age of 18.

Our goal in the walk is to raise \$50,000 with the support of 20+ teams, 150+ walkers and community sponsorships. I'm writing you to ask for your support in two ways:

- Sponsorship: First, would the Municipality of the Crowsnest Pass consider sponsoring Coldest Night of the Year by waiving the rental fee for the Elks Hall on the day of the event?
- Participation: Second, would the Municipality of the Crowsnest Pass consider entering a team in our business challenge? Your team members will sign up to

walk and raise money from their friends and family members. Such a fun way to get involved! IGA was our challenge winner in 2023 with over \$10,000 raised! It's a great way to see how, many people,doing little work can make a large impact!

The walk is something special. It's fun, challenging and meaningful. The Crowsnest Pass Food Bank and its work and service in our community continue to be essential as we are faced with the rising costs of food, utilities and a local housing crisis. Please consider joining us by walking, fundraising and sponsoring this great community event. We would love to have members of council and its employees join us as we work together to combat hunger in the Crowsnest Pass.

Warmly,

Desiree Erdmann

Desiree Erdmann
Sponsorship & Special Events Director
cnoy.org
403-564-5110
cnpfoodbank@shaw.ca



Municipality of Crowsnest Pass Request for Decision

Meeting Date: January 23, 2024

Agenda #: 4.a

Subject: Minutes of the Special Budget Meeting of November 30, 2023

Recommendation: That Council adopt the Minutes of the Special Budget Meeting of November 30, 2023 as presented.

Executive Summary:

Minutes of the previous Council meeting are provided to Council for review and adoption.

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

n/a

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[2023 11 30 Budget Meeting Draft Minutes 2.docx](#)



MUNICIPALITY OF CROWSNEST PASS

SPECIAL BUDGET MEETING MINUTES

Thursday, November 30, 2023

A special budget meeting of the Council of the Municipality of Crowsnest Pass was held in Council Chambers Community Centre on Thursday, November 30, 2023

Council Present:

Mayor Blair Painter, Councillors: Dave Filipuzzi, Doreen Glavin, Glen Girhiny, Lisa Sygutek, Dean Ward, Vicki Kubik

Administration Present:

Patrick Thomas, Chief Administrative Officer
Kristin Ivey, Deputy Chief Administrative Officer
Brian McCulloch, Director of Finance
Trent Smith, Manager of Community Services
Jesse Fox, Manager of Protective Services
Johan van der Bank, Manager of Development and Trades
Dana Johnson, Manager of Human Resources
Jason Kindrat, Temporary Assistant Operations Manager
Bonnie Kawasaki, Recording Secretary

Administration Absent:

Katherine Seleski, Manager of Pass Powderkeg Ski Area
Gord Gosse, Manager of Transportation

CALL TO ORDER

Mayor Blair Painter called the meeting to order at 9:00 am.

ADOPTION OF AGENDA

Additions

- 5a.) Paving of 22 Avenue and Other Unpaved R-1 Streets – Mayor Painter
- 5b.) RV Dumping Stations – Mayor Painter

B01-2023-11-30: Councillor Kubik moved to adopt the agenda as amended.
Carried

ADOPTION OF MINUTES

Adoption of the Minutes of August 17, 2023

B02-2023-11-30: Councillor Girhiny moved to adopt the minutes of August 17, 2023, as presented.

Carried

Adoption of the Minutes of October 12, 2023

B03-2023-11-30: Councillor Ward moved to adopt the minutes of October 12, 2023, as presented.

Carried

Paving of 22 Avenue and Other R-1 Areas

Mayor Painter advised that he would like to add complete paving of 22 Avenue in Spring of 2024 for consideration with this budget process due to complaints and concerns with the end result.

Council will defer discussion of paving R-1 Areas until all roads are identified, and prioritized for each budget year in the capital budget and updated numbers are available.

RV Dumping Station

Mayor Painter recommended that the old RV Dumping Stations are not decommissioned, and that the Municipality should consider keeping at least one of the old ones.

B04-2023-11-30: Councillor Ward moved that Council go in Camera for the purpose of discussion of the following confidential matter under the Freedom of Information and the Protection of Privacy Act at 9:30 am:

- a. Personal Privacy – Personnel – FOIP Act Section 17

Carried

B05-2023-11-30: Councillor Sygutek moved that Council come out of In Camera at 9:37 am.

Carried

DRAFT BUDGET PRESENTATION

CAO, Patrick Thomas presented the 2024 Municipal Budget, and projections for 2025 and 2026. Administration reviewed the agenda including the 2024 draft base operating budget, individual department base budget changes, Administration's recommended budget, 2024 Grant Applications, 2024 initiatives, 2024 draft capital budget which includes the long-term debt and reserve schedule. Finally, an overview of property tax impacts and utility impacts.

AMENDMENT TO 2024 INITIATIVES

Council held discussion regarding amending the funding source for two approved initiatives in order to avoid servicing through debt the MDM, Windows, Doors and Fascia project. It was proposed to reduce the Gazebo Park allocation from the Millrate Stabilization Fund to \$350k for 2024 and re-allocate the balance of \$650k to the MDM project.

B06-2023-11-30: Councillor Ward moved to reduce \$650k from the one-million-dollar Gazebo Park budget in 2024 thus reducing the budget to \$350k and re-allocate the \$650k to the MDM Windows, Doors, and Fascia project for 2024.

Carried

2024 OPERATING BUDGET

B07-2023-11-30: Councillor Ward moved to approve the 2024 Operating Budget as amended with the 2025 and 2026 Operating Budget projections as presented.

Carried

2024/2025 CAPITAL BUDGET

B08-2023-11-30: Councillor Sygutek moved to approve the 2024 Capital Budget as amended and the 2025 Capital Budget as presented.

Carried

ADJOURN

B09-2023-11-30: Motion by Councillor Filipuzzi to adjourn the meeting at 1:37 pm.

Carried

Blair Painter
Mayor

Patrick Thomas
Chief Administrative Officer



Municipality of Crowsnest Pass Request for Decision

Meeting Date: January 23, 2024

Agenda #: 4.b

Subject: Minutes of the Council Meeting of January 16, 2024

Recommendation: That Council adopt the Minutes of the Council Meeting of January 16, 2024 as presented.

Executive Summary:

Minutes of the previous Council meeting are provided to Council for review and adoption.

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

n/a

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[2024 01 16 Council Meeting Minutes.docx](#)

Municipality of Crowsnest Pass

Council Meeting Minutes

Tuesday, January 16, 2024

A regular meeting of the Council of the Municipality of Crowsnest Pass was held in Council Chambers on Tuesday, January 16, 2024.

Council Present:

Mayor Blair Painter, Councillors: Vicki Kubik, Dave Filipuzzi, Doreen Glavin, Glen Girhiny, Lisa Sygutek, and Dean Ward

Administration Present:

Kristin Ivey, Deputy Chief Administrative Officer
Trent Smith, Manager of Community Services
Johan van der Bank, Manager of Development & Trades
Bonnie Kawasaki, Recording Secretary
Laurie Lowe, Communications Coordinator

CALL TO ORDER

Mayor Painter called the meeting to order at 1:00 pm.

ADOPTION OF AGENDA

Amendments:

Consent Agenda

- c) Minister Rebecca Schulz - Notification of Drought Measures for Municipalities of December 20, 2023– Move to Councillor Inquiries and Notice of Motion 10.a – Mayor Painter

Additions:

Councillor Inquiries and Notice of Motion

- b) New Six- Month Amnesty for Development Permits – Councillor Sygutek
- c) Economic Resilience and Recovery Course – Councillor Ward

In Camera

- a) Personal Privacy – Personnel – FOIP Act Section 17 - Councillor Ward

01-2024-01-16: Councillor Filipuzzi moved to adopt the agenda as amended.

Carried

CONSENT AGENDA

02-2024-01-16: Councillor Girhiny moved that Council approve the following Consent Agenda items as amended without debate:

3.a

Minutes of the Municipal Planning Commission of November 22, 2023

THAT Council accept the Minutes of the Municipal Planning Commission of November 22, 2023 as information.

3.b

Alberta SW Regional Alliance Board Minutes of November 1, 2023 and December Bulletin

THAT Council accept the Alberta SW Regional Alliance Board Minutes of November 1, 2023 and December Bulletin as information.

3.d

Forest Management Plan Public Advisory Committee Meeting Notes of November 30, 2023

THAT Council accept the Forest Management Plan Public Advisory Committee Meeting Notes of November 30, 2023 as information.

3.e

Town of Hinton - Copy of Letter of Request to Transition to a Wildfire Prevention Committee of December 11, 2023

THAT Council accept the Town of Hinton - Copy of Letter of Request to Transition to a Wildfire Prevention Committee as information.

Carried

ADOPTION OF MINUTES

Minutes of the Council Meeting of December 12, 2023

03-2024-01-16: Councillor Kubik moved to adopt the Minutes of the Council Meeting of December 12, 2023 as presented.

Carried

PUBLIC HEARINGS

None

DELEGATIONS

Lime City Kilns Development Opportunity - Bruce Nimmo, Clearmore Corporation

Bruce Nimmo of Clearmore Corporation and Chris Matthews of Heritage Crowsnest were in attendance to present Council with information on the Lime City Kilns Development Opportunity and to request the support of Council for the development of the area known as Lime City Kilns into a tourist destination.

04-2024-01-16: Councillor Ward moved that Council supports the Municipality entering into preliminary non-binding discussions with Clearmore Corporation for the development of the area known as Lime City Kilns into a tourist destination.

Carried

Assisted Transportation Project for Seniors - Rick Jeune and Pauline Desjardins of Peaks to Pines Residents Association

Rick Jeune and Pauline Desjardins of the Peaks to Pines Residents Association were in attendance to present Council with information on their Assisted Transportation Project for Seniors to be known as Crowsnest Cruisers.

REQUESTS FOR DECISION

Bylaw 1174, 2023 - Land Use Bylaw Amendment- Rezone the lands legally described as Lot 4, Block 1, Plan 9910341 and Lot 1, Block 4, Plan 0714095, within NW1/4 12-8-5-W5M, from respectively "Comprehensive Resort Village- CRV" and "Direct Control - DC-1" to "Non-Urban Commercial Recreation NUCR-1" - First Reading

05-2024-01-16: Councillor Ward moved first reading Bylaw 1174, 2023 - Land Use Bylaw Amendment- Rezone the lands legally described as Lot 4, Block 1, Plan 9910341 and Lot 1, Block 4, Plan 0714095, within NW1/4 12-8-5-W5M, from respectively "Comprehensive Resort Village- CRV" and "Direct Control - DC-1" to "Non-Urban Commercial Recreation NUCR-1".

Carried

Bylaw 1176, 2023 - Land Use Bylaw Amendment- Rezone the lands legally described as Lot 1, Block 1, Plan 9910376 from Non-Urban Area NUA-1 to Non-Urban Commercial Recreation NUCR-1 - First Reading

06-2024-01-16: Councillor Filipuzzi moved first reading of Bylaw 1176, 2023 - Land Use Bylaw Amendment- Rezone the lands legally described as Lot 1, Block 1, Plan 9910376 from Non-Urban Area NUA-1 to Non-Urban Commercial Recreation NUCR-1.

Carried

Bylaw No. 1178, 2024 – Fees, Rates and Charges Bylaw Amendment - Occupancy and Completion Certificate - First Reading

07-2024-01-16: Councillor Sygutek moved first reading of Bylaw No. 1178, 2024 – Fees, Rates and Charges Bylaw Amendment - Occupancy and Completion Certificate.

Carried

Bylaw No. 1179, 2024 - Safety Codes Permit Bylaw Amendment re. Occupancy Authorization - First Reading

08-2024-01-16: Councillor Sygutek moved first reading of Safety Codes Permit Bylaw Amendment re. Occupancy Authorization.

Carried

Downtown Bellevue Revitalization Tender Results

09-2024-01-16: Mayor Painter moved that Council defer awarding the Downtown Bellevue Revitalization tender until the next meeting of Council.

Carried

COUNCIL MEMBER REPORTS

None

PUBLIC INPUT PERIOD

- Chris Matthews
 - Commented that Bellevue revitalization is needed
 - Needs to be done smartly, and in a fiscally responsible manner
 - Consideration should be given to timing to not affect seasonal businesses
 - Ongoing communication would be appreciated by the business owners

COUNCILLOR INQUIRIES AND NOTICE OF MOTION

Minister Rebecca Schulz - Notification of Drought Measures for Municipalities of December 20, 2023

Mayor Painter discussed the correspondence from Minister Rebecca Schulz - Notification of Drought Measures for Municipalities of December 20, 2023.

New Six-Month Amnesty for Development Permits – Councillor Sygutek

10-2024-01-16: Councillor Sygutek moved that in the six months amnesty we do not charge those that come in to bring their properties into compliance a development fee, as per the date we agreed upon for amnesty.

Carried

Economic Resilience and Recovery Course – Councillor Ward

11-2024-01-16: Councillor Ward moved that Council approve any member wishing to attend the Economic Resilience and Recovery Course on January 31, 2024.

Carried

IN CAMERA

12-2024-01-16: Councillor Sygutek moved that Council go In Camera for the purpose of discussion of the following confidential matters under the Freedom of Information and Protection of Privacy Act at 2:52 pm:

- a) Personal Privacy – Personnel - FOIP Act Section 17

Carried

Reconvene

Mayor Painter convened the In Camera meeting at 2:54 pm. Kristin Ivey, Deputy Chief Administrative Officer in attendance to provide advice to Council.

13-2024-01-16: Councillor Filipuzzi moved that Council come out of In Camera at 3:46 pm.

Carried

ADJOURNMENT

14-2024-01-16: Councillor Filipuzzi moved to adjourn the meeting at 3:47 pm.

Carried

Blair Painter
Mayor

Kristin Ivey
Deputy Chief Administrative
Officer



Municipality of Crowsnest Pass Request for Decision

Meeting Date: January 23, 2024

Agenda #: 6.a

Subject: Southwest Alberta Regional Search & Rescue Presentation - Andrew Fairhurst and Ryan Legroulx

Recommendation: That Council accept the Southwest Alberta Regional Search & Rescue Presentation as information.

Executive Summary:

A delegation request was received from Southwest Alberta Regional Search & Rescue to update council regarding the recently rebranded/restructured local search & rescue organization, & provide key information of the current capabilities of the SARSAR team.

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

The Southwest Alberta Regional Search & Rescue organization has requested to come before Council to provide an update on the recent changes with the organization.

In addition to the presentation, they would like to potentially discuss options for a local space/SARSAR "head-quarters" within the CNP (gear/equipment storage, and facilitate indoor practices).

Analysis of Alternatives:

n/a

Financial Impacts:

Unknown at this time.

Attachments:

[Outreach Slideshow - 2024 - CNP Specific.pdf](#)



Southwest Alberta Regional Search & Rescue Society

January 2024

Municipality of Crowsnest Pass- Community Outreach



Search and Rescue in Alberta

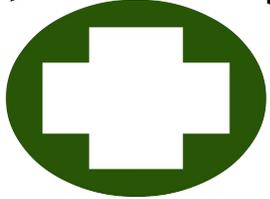
- Volunteers
- Look for and find lost persons
- Rescue injured persons
- Under the larger SAR Alberta umbrella

—

Search & Rescue



Pincher Creek
SEARCH



and Rescue



Search & Rescue - Past & Present

- SAR looks for lost people and rescues those in need of assistance
- Pincher Creek SAR formed in 1995
- In last couple of years has rebranded to *Southwest Alberta Regional SAR*

Membership



- Growth in the last year from 21 members to over 40 members
- Diversification of members
- Over 250 people in the community have been members of SAR at some point in their life

Commitment of Volunteers



- Bring own skills, experience and personal gear
- Ready to respond at anytime, day or night
- They dedicate time for call-outs and training, public education & fundraising
- 2,500 hours + annually

Incidents

In 2023, we doubled our average call volume from the last 6 years

- Increased response capacity
- Increased response area
- Increased membership

Typical types of calls

- Lost people, no return
- Hunters
- Hikers
- Quaders/Snowmobilers
- People with alzheimer's
- Rural land owners
- Climbers/Recreational users
- Victims of natural disasters





Recreational Use in our area

- Hiking, Trail and Ultra Running
- Through Hiking- GDT
- SkyRunning
- Hunting and Fishing
- ATV and Snowmobiling
- Mountain Biking
- Backcountry Skiing and Touring
- Snowshoeing

New Initiatives



Southwest Alberta Regional SAR Basics



Mountain Rescue Team



- History
- Purpose

Current Members of MRT Include:



- Members of the Association of Canadian Mountain Guides, avalanche technicians, professional ski patrollers, AST instructors, ultra-marathon/endurance athletes, rock climbing instructors, professional Search and Rescuers, and more.



canadianavalancheassociation



Capacity

- Heli-sling rescue
- Rope rescue in mountain terrain
- Access & extrication in mountain terrain
- Avalanche/ Avalanche Terrain SAR
- + GSAR

Why SARSAR?



- Specific Training to Specific Skills
- Members are familiar with terrain and activities involved
- Members are equipped personally to be in terrain types
- Efficient in the environment
- Resource Strain
- Costs



How can you help and support us?

- Recognizing a valuable resource to our community with no direct and/or budgeted cost- we are 100% volunteer and tasked by RCMP
- Roof over our heads- vast area needs applicable staging
- Funding for ongoing training and equipment



Thank You!

Questions?



Municipality of Crowsnest Pass Request for Decision

Meeting Date: January 23, 2024

Agenda #: 6.b

Subject: Dave Baines, NWP Coal - Update on the Regulatory Process for the NWP Crown Mountain Coking Coal Project

Recommendation: That Council accept the Update on the Regulatory Process for the NWP Crown Mountain Coking Coal Project as information.

Executive Summary:

A delegation request form was received from Dave Baines of NWP Coal to provide an Update on the Regulatory Process for the NWP Crown Mountain Coking Coal Project and the milestone that they have now achieved.

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

Dave Baines of NWP Coal has provided updates on the Crown Mountain Coking Coal project as new information has come available with the project status.

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[20240123 Crowsnest Update Presentation.pdf](#)

CROWN MOUNTAIN COKING COAL PROJECT

2024 Update for Crowsnest Pass

January 23, 2024



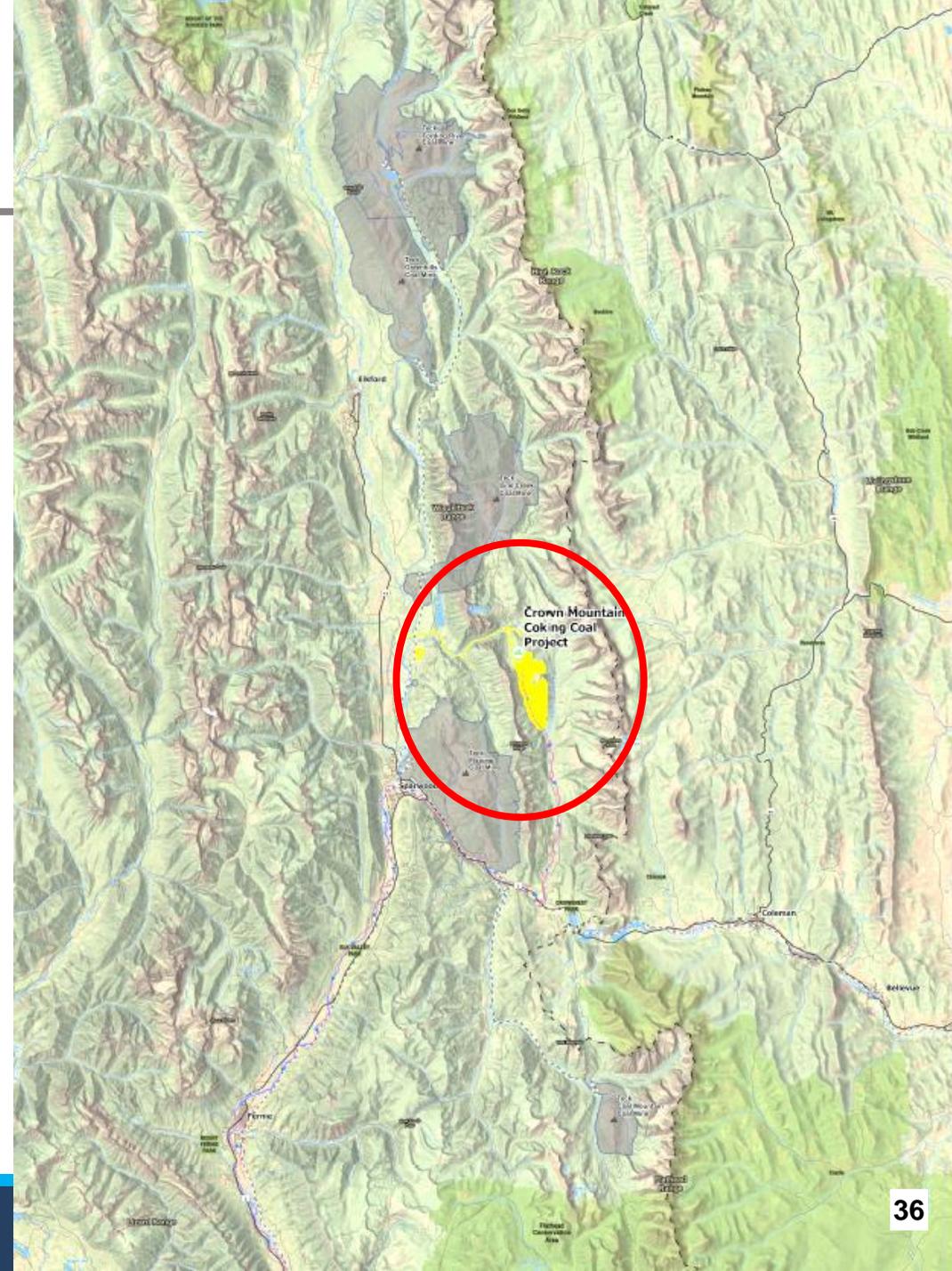
PRESENTATION AGENDA

- Project Review
- Project Comparison
- Milestone!
- Next steps



Review – Project

- Crown Mountain Coking Coal Project
- Located near Sparwood between Elkview and Line Creek
- ~30 mMtcc deposit of high-quality coking coal in the West Alexander Creek watershed
- 15 yrs of operations
- 2 mMtcc/yr
- 500+ construction jobs
- 330+ operation jobs



Review – Company

- NWP is owned by Jameson Resources Limited (ASX:JAL) and Bathurst Resources Limited (ASX:BRL)
- Jameson Resources brings to NWP a highly experienced board and management team with a track record of coal mine development.
- Bathurst Resources brings to NWP the hands-on know-how of New Zealand's largest specialist coal company. In 2023 Bathurst purchased [Telkwa Coal Limited](#) and is progressing the Tenas Project in northeast BC.

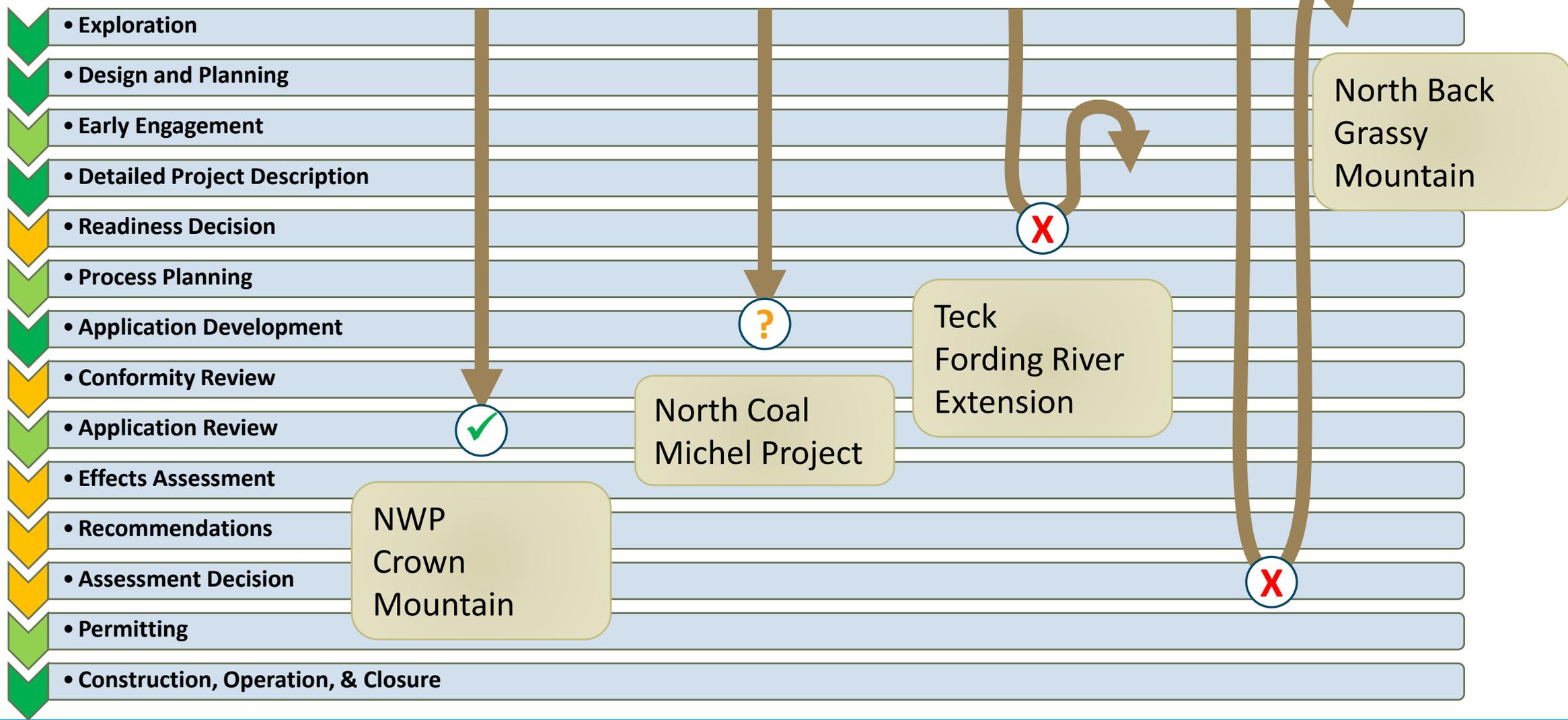


Review – Regulatory Process

- The Crown Mountain Coking Coal Project is subject to an environmental assessment by both BC and Canada which **began in 2014**
- The Impact Assessment Agency of Canada has been pre-reviewing the assessment **since late in 2021**
- The Agency announced that we passed Conformity Review on **Jan 12, 2024**.
- This triggers the start of technical review of the assessment by both BC and Canada



Project Comparison



BIG REGULATORY MILESTONE

**Technical Review Phase of
Application Review
Starts January 29, 2024!!!**

Next Environmental Assessment Steps

**Collaborative Process
with much NWP input**

- **Application Review**
 - **Technical Review / Information Requests**
 - **Open Houses**
 - **Project Evolution**
 - **Water Management**
 - **RLO Location**
 - **Fish and Fish habitat offsetting**

- Phase includes public comment on application
- Phase takes 18 to 24 months or more subject to the need for additional information or technical studies

Next Environmental Assessment Steps

**Government Process
without NWP input**

- **Effects Assessment**
- **Recommendations**
- **Assessment Decision**

- Phases include public comment on draft reports and conditions
- Phase takes 6 months or more for internal government processes

Public Comment Period / Open Houses

TENTATIVE ONLY – TO BE CONFIRMED BY THE BC EAO and IAAC

- Public Comment Period – **January 29 to February 28, 2024**
 - During the public comment period, the Municipality of Crowsnest Pass (and its citizens) can provide feedback directly to the regulators.
- Open Houses

Date		Time	Host	Location
February 13, 2024	Tuesday	Afternoon	Regulators	Cranbrook
February 14, 2024	Wednesday	Evening	Regulators	Sparwood
February 17, 2024	Saturday	Afternoon	NWP	Elkford
February 20, 2024	Tuesday	Evening	NWP	Crowsnest Pass
February 21, 2024	Wednesday	Evening	Regulators	Online
February 26, 2024	Monday	Evening	NWP	Fernie

Crowsnest Pass Open House

- Planned for Tuesday February 20, 2024, at the Crowsnest Pass Golf Course
 - Scheduled for late afternoon/ early evening: 4:00 to 7:00 PM
 - We will have posters, our 3D model of the mine site, a video, and experts on hand
 - Appetizers and snacks will be provided
 - Giveaways for youth
 - Door prize draws
- We would welcome attendance by Mayor, Council Members, and CNP employees

Thank you
for your
time and
attention!





Municipality of Crowsnest Pass Request for Decision

Meeting Date: January 23, 2024

Agenda #: 7.a

Subject: Bylaw 1173, 2023 - Land Use Bylaw Amendment - Rezone a portion of Lot 1, Block 3, Plan 1911496, within the SE16-8-4-W5M, from Non-Urban Area NUA-1 to Grouped Country Residential GCR-1 - First Reading

Recommendation: That Council give first reading to Bylaw 1173, 2023.

Executive Summary:

Bylaw 1173, 2023 proposes to rezone ± 2.8 ha (6.9 acres) of the subject parcel from Non-Urban Area NUA-1 to Grouped Country Residential GCR-1, for the purpose of creating two (2) country residential parcels of approximately 3 acres each.

Relevant Council Direction, Policy or Bylaws:

Section 692, Planning Bylaws, Municipal Government Act, RSA 2000, c M-26. (MGA)

Land Use Bylaw No. 1165-2023

Discussion:

The landowner proposes to create two (2) Grouped Country Residential parcels for acreage development. A subdivision application will follow the rezoning process. The minimum parcel size for a Grouped Country Residential lot is 1.2ha (3 acres) and the proposed area is ± 2.8 ha (6.9 acres - more than 3 acres for each parcel).

The subject property is within the Capron Estates subdivision in Coleman (accessed from Highway 40 along 24 Ave, 89 Street, and 27 Ave and along 90 Street). It borders GCR-1 properties to the north, west and south within the Capron Estates subdivision. The portion of the subject parcel that is proposed to be rezoned and subdivided is separated from the rest of the subject parcel by an existing powerline right-of-way, with the proposed GCR-1 portion lying south of the right-of-way, and the remaining portion of the subject parcel, NUA-1 Non-Urban Area, lying to the north of the UROW.

The proposed two GCR-1 lots are accessible from 27 Avenue in the Capron Estates subdivision. The

subdivision application would have to provide a panhandle access or an access easement or the developer would have to construct a new 100m long public road within the 90 Street ROW to municipal standards, to ensure that the remainder portion of the subject parcel does not become landlocked from an existing developed road (i.e. 27 Ave), because 90 Street north of 27 Ave is undeveloped. If the panhandle access was ensured, then the proposed subdivision would not require that the developer construct any Municipal Improvements (e.g. roads) - however, a new bylaw will be required to rezone the panhandle area from GCR-1 (as proposed in this current Bylaw 1173, 2023) back to NUA-1 to avoid a split zoning on the remainder parcel. If the panhandle access was not secured at subdivision time, the developer would be required to enter into a development agreement to construct a portion of 90 Street to provide developed road access to the remaining parcel. Another alternative would be to register an access easement across the proposed east GCR-1 parcel however, an access easement is not the preferred arrangement from a long-term planning perspective.

Pursuant to 2003-02 - Area Structure Plan Applications Policy, the proposed subdivision is exempted from the requirement to prepare an area structure plan (i.e. a subdivision of less than six parcels).

Analysis of Alternatives:

1. Council may proceed with first reading of Bylaw 1173, 2023 and schedule a public hearing.
2. Council may defer first reading of Bylaw 1173, 2023 and outline what additional information they would like to see with reconsideration.

Financial Impacts:

N/A

Attachments:

[Bylaw 1173 2023 - bylaw.docx](#)

[Bylaw 1173, 2023 - Schedule A.pdf](#)

[Bylaw 1173, 2023 - Schedule A \(Aerial\).pdf](#)

MUNICIPALITY OF CROWNEST PASS
BYLAW NO. 1173, 2023

LAND USE BYLAW AMENDMENT – Rezone portion of Lot 1, Block 3, Plan 191 1496

BEING a bylaw of the Municipality of Crownsnest Pass in the Province of Alberta, to amend Bylaw No. 1165, 2023, being the municipal Land Use Bylaw.

WHEREAS the Council of the Municipality of Crownsnest Pass wishes to rezone the lands legally described as a portion of Lot 1, Block 3, Plan 191 1496, within SE¼ 16-8-4-W5M, containing ±2.8 ha (6.9 acres), as shown on Schedule 'A' attached hereto and forming part of this bylaw, from "Non-Urban Area – NUA-1" to "Grouped Country Residential – GCR-1".

AND WHEREAS the purpose of the proposed amendment is to provide for the opportunity to use and develop the lands in accordance with the provisions of the "Grouped Country Residential – GCR-1" land use district.

AND WHEREAS the municipality must prepare an amending bylaw and provide for its consideration at a public hearing.

NOW THEREFORE, under the authority and subject to the provisions of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended, the Council of the Municipality of Crownsnest Pass in the Province of Alberta duly assembled does hereby enact the following amendments:

1. The Land Use District Map be amended to rezone the lands legally described as a portion of Lot 1, Block 3, Plan 191 1496, within SE¼ 16-8-4-W5M, containing ±2.8 ha (6.9 acres), as shown on Schedule 'A' attached hereto and forming part of this bylaw, from "Non-Urban Area – NUA-1" to "Grouped Country Residential – GCR-1".
2. Bylaw No. 1165, 2023, being the Land Use Bylaw, is hereby amended.
3. This bylaw comes into effect upon third and final reading hereof.

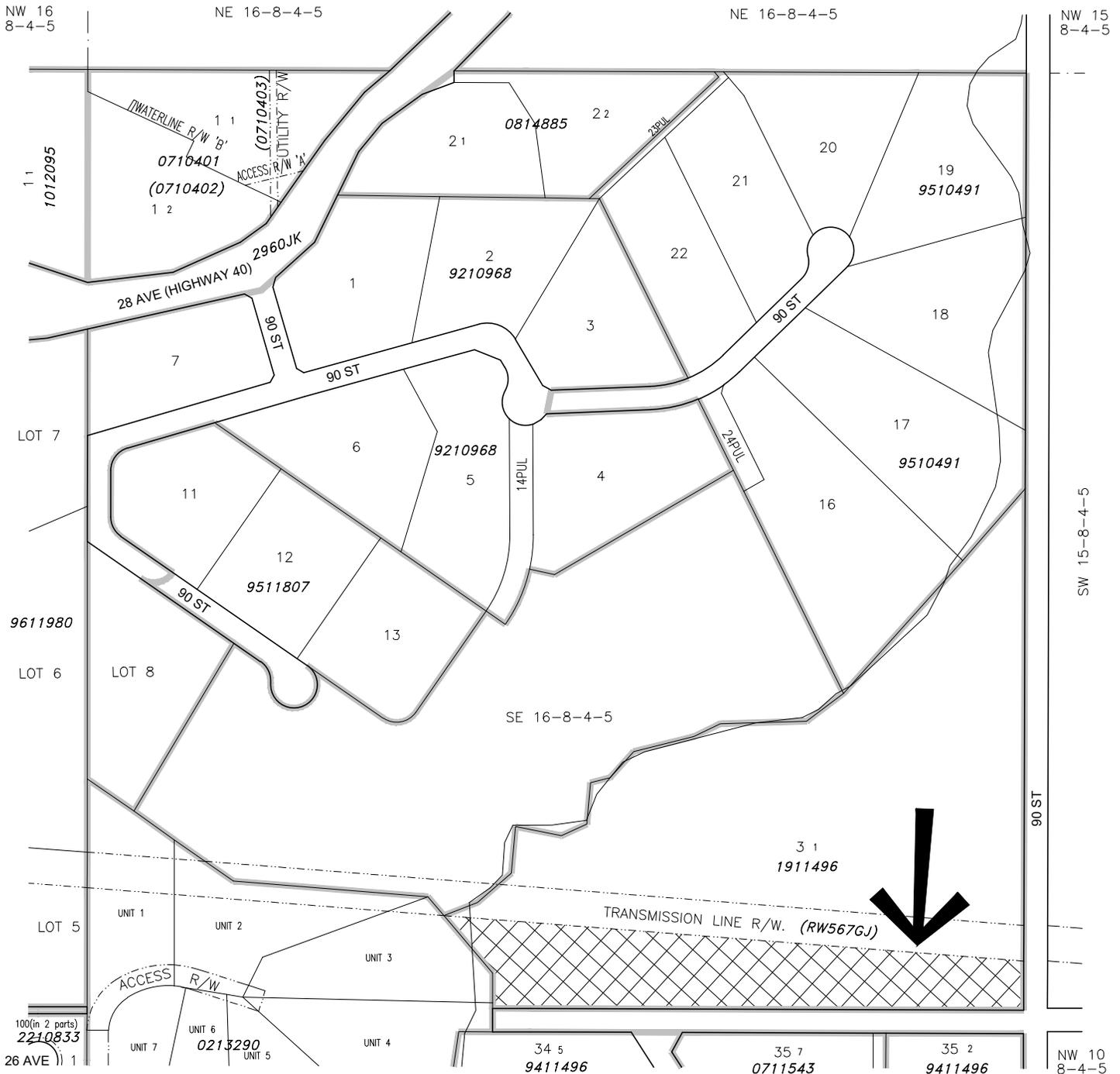
READ a **first** time in council this _____ day of _____ 2024.

READ a **second** time in council this _____ day of _____ 2024.

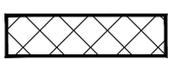
READ a **third and final** time in council this _____ day of _____ 2024.

Blair Painter
Mayor

Patrick Thomas
Chief Administrative Officer



LAND USE DISTRICT REDESIGNATION SCHEDULE 'A'



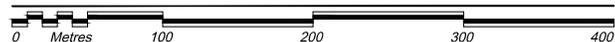
FROM: Non-Urban Area NUA-1
TO: Grouped Country Residential GCR-1

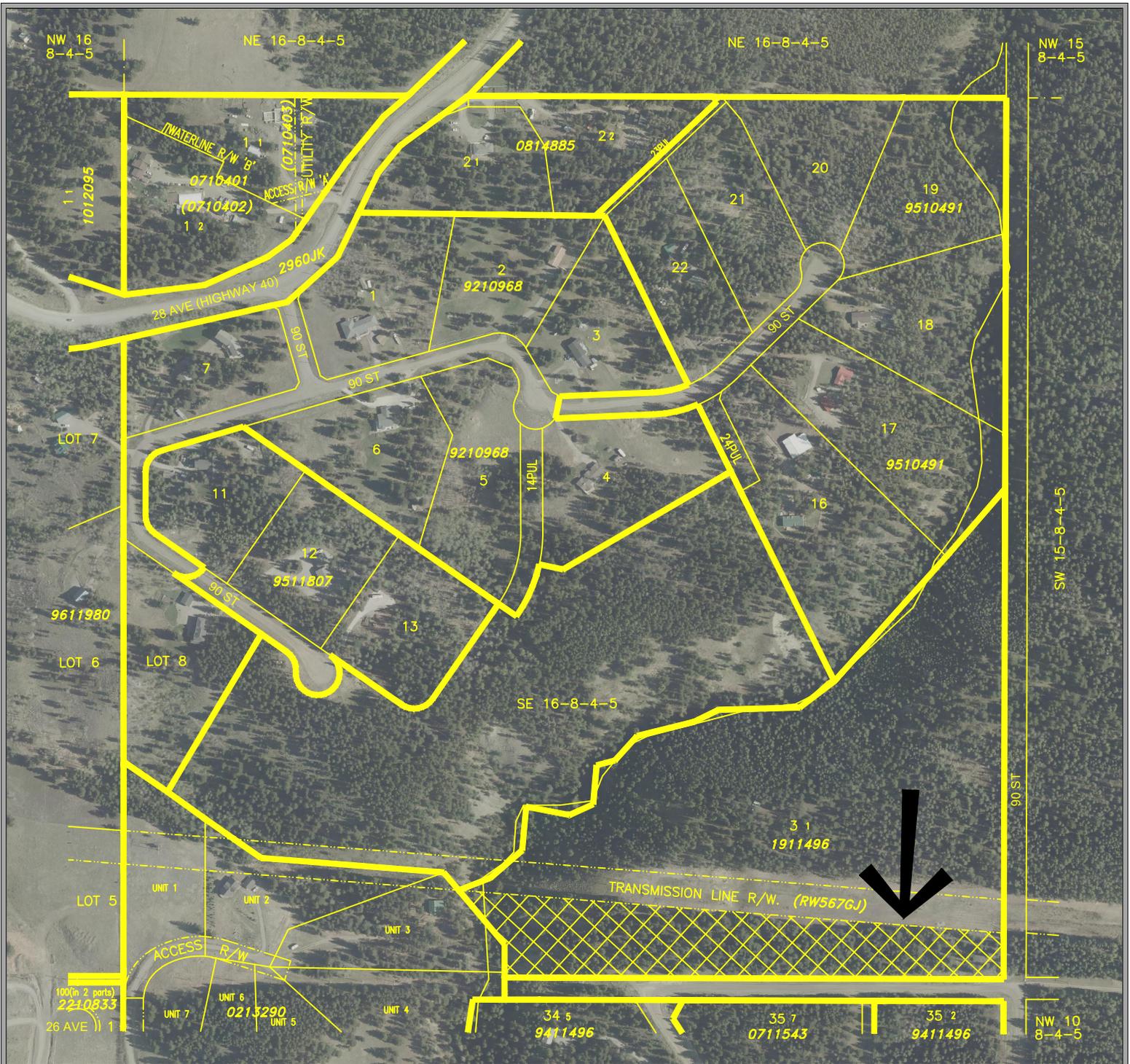
PORTION OF LOT 1, BLOCK 3, PLAN 1911496 WITHIN
SE 1/4 SEC 16, TWP 8, RGE 4, W 5 M
MUNICIPALITY: MUNICIPALITY OF CROWSNEST PASS
DATE: JANUARY 10, 2024

Bylaw #: 1173, 2023
Date: _____

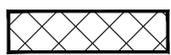


OLDMAN RIVER REGIONAL SERVICES COMMISSION





LAND USE DISTRICT REDESIGNATION SCHEDULE 'A'



FROM: Non-Urban Area NUA-1

TO: Grouped Country Residential GCR-1

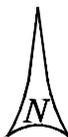
PORTION OF LOT 1, BLOCK 3, PLAN 1911496 WITHIN
SE 1/4 SEC 16, TWP 8, RGE 4, W 5 M

MUNICIPALITY: MUNICIPALITY OF CROWSNEST PASS

DATE: JANUARY 10, 2024

Bylaw #: 1173, 2023

Date: _____





Municipality of Crowsnest Pass Request for Decision

Meeting Date: January 23, 2024

Agenda #: 7.b

Subject: Bylaw 1175, 2023 - Land Use Bylaw Amendment - Rezone the lands legally described as a portion of Lot 14, Block 19, Plan 101 1620 from Retail Commercial C-1 to Residential R-1 - First Reading

Recommendation: That Council give first reading of Bylaw 1175, 2023.

Executive Summary:

Bylaw 1175, 2023 proposes to rezone lands from Retail Commercial C-1 to Residential R-1 for the purpose of completing the conditions of subdivision application 2022-0-074.

Relevant Council Direction, Policy or Bylaws:

Section 692, Planning Bylaws, Municipal Government Act, RSA 2000, c M-26. (MGA)

Land Use Bylaw No. 1165-2023

Discussion:

Subdivision application 2022-0-074 involves a boundary adjustment to increase the size of an existing R-1 residential parcel that is developed with a Single-Detached Dwelling. As part of the subdivision conditions it is a requirement that the portion of land that will be subdivided from the Bellevue Underground Mine parcel and consolidated with the residential property is rezoned to reflect the use of the land for residential purposes.

Analysis of Alternatives:

1. Council may proceed with first reading of Bylaw 1175, 2023 and schedule a public hearing.
2. Council may defer first reading of Bylaw 1175, 2023 and outline what additional information they would like to see with reconsideration.

Financial Impacts:

N/A

Attachments:

[Bylaw 1175 2023.docx](#)

[Bylaw 1175, 2023 - Schedule A.pdf](#)

MUNICIPALITY OF CROWNEST PASS
BYLAW NO. 1175, 2023

LAND USE BYLAW AMENDMENT – Rezone a portion of Lot 14, Block 19, Plan 101 1620

BEING a bylaw of the Municipality of Crownsnest Pass in the Province of Alberta, to amend Bylaw No. 1165, 2023, being the municipal Land Use Bylaw.

WHEREAS the Council of the Municipality of Crownsnest Pass wishes to rezone the lands legally described as a portion of Lot 14, Block 19, Plan 101 1620, within NE¼ 20-7-3-W5M, containing ±0.04ha (0.09 acres), as shown on Schedule ‘A’ attached hereto and forming part of this bylaw, from “Retail Commercial – C-1” to “Residential – R-1”.

AND WHEREAS the purpose of the proposed amendment is to provide for the opportunity to use and develop the lands in accordance with the provisions of the “Residential – R-1” District.

AND WHEREAS the municipality must prepare an amending bylaw and provide for its consideration at a public hearing.

NOW THEREFORE, under the authority and subject to the provisions of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended, the Council of the Municipality of Crownsnest Pass in the Province of Alberta duly assembled does hereby enact the following amendments:

1. The Land Use District Map be amended to rezone the lands legally described as a portion of Lot 14, Block 19, Plan 101 1620, within NE¼ 20-7-3-W5M, containing ±0.04ha (0.09 acres), as shown on Schedule ‘A’ attached hereto and forming part of this bylaw, from “Retail Commercial – C-1” to “Residential – R-1”.
2. Bylaw No. 1165, 2023, being the Land Use Bylaw, is hereby amended.
3. This bylaw comes into effect upon third and final reading hereof.

READ a **first** time in council this _____ day of _____ 2024.

READ a **second** time in council this _____ day of _____ 2024.

READ a **third and final** time in council this _____ day of _____ 2024.

Blair Painter
Mayor

Patrick Thomas
Chief Administrative Officer



Municipality of Crowsnest Pass Request for Decision

Meeting Date: January 23, 2024

Agenda #: 7.c

Subject: Service Areas Update

Recommendation: That Council receives the service area update as information.

Executive Summary:

Each month the CAO provides Council with a summary of some of the highlights of work completed by the various departments over the last month.

Relevant Council Direction, Policy or Bylaws:

N/A

Discussion:

N/A

Analysis of Alternatives:

N/A

Financial Impacts:

N/A

Attachments:

[Service_Areas_Update_-_January_15__2024.docx](#)



Service Areas Update – January 12, 2024

CAO Office

- Attended CPKC Holiday Train event
- Participated in Christmas Hamper deliveries
- Audit of auto insurance coding
- Tour TV show scout on possible filming locations
- Continuing Downtown Bellevue Revitalization project oversight
- Continuing Blairmore & Coleman Water Plant MCC Upgrade project oversight
- Continuing Frank WWTP Upgrade project oversight
- Continuing Bellevue Fire Pump and Water Main project oversight
- Continuing PPK Lodge Deck project oversight
- Continuing Southmore Phase 2 ASP project oversight

Finance

- Tax Desk received 19 requests for Tax Searches in December 2023 with a yearly total of 480 (compared to 20 in December 2022 and year to date 593, and 38 in December 2021 and year to date 841). This is an overall decline of 19% between 2022 and 2023.
- Accounts Payable in December did two check runs, processed 550 invoices, and paid 226 vendors. Year to date 5,190 invoices (December 2022 processed 552 invoices and paid 240 vendors with two check runs, 2022 Year to date paid 5,119 invoices and paid 2,426 vendors).
- Yearend Inventory count was performed January 2nd to the 5th (2023, 1478 items counted compared to 1756 counted in 2022)
- Working on a new accounting regulation coming into effect for 2023 (Asset Retirement Obligation). Consultant has been hired and completed review of building December 18, 2023. Report on findings is due early February. Discrepancies are being investigated and examining ways to improve accuracy for maintaining stock.
- 2024 Budget was passed, final budget document has been compiled and posted on the website.
- Year-end work has begun with the auditors due on-site March 18, 2024.
- 2024 Business License invoices were sent out late November with a January 31 due date (514 licenses for a total of \$143,011.31).
- Future Service reports will provide updates on number of licenses paid, outstanding, cancelled and sent to peace officers for follow-up.
- A breakdown of the Business licenses is as follows:
 - Tourist Homes 36 \$61,676.31
 - Short Term Rental 15 \$7,500.00

• Non-Residential Business	58	\$20,880.00
• MMERI – Regional License	1	\$80.00
• Home Occupancy 2	19	\$4,750.00
• Home Occupancy 1	191	\$23,875.00
• Mobile Vending	2	\$250.00
• Commercial Business	192	\$24,000.00

Corporate Services

- The Municipality has 168 employees across the organization.
- Booking 2024 safety and professional development training.
- The Municipality has 2 Open Postings online- 1 Management and 1 part time instructor.
- Manager of Finance has been hired and will start on January 22, 2024.
- Onboarding the new Communications Coordinator who started January 2, 2024.
- Working on our year end processes in payroll, including paying out remaining 2023 banked time if applicable, processing the Jan 1 raise for CUPE, and doing the pension year end.

Development, Engineering & Operations

- **Utilities Department**
 - Completed 2 sewer service replacements due to failures
 - Assisting with several frozen water services
 - Repairs to vac truck tanks ongoing along with addition of boiler for winter operations
 - Preparing service quotes for 2024
 - Majority of crew have transitioned back to Transportation
- **Transportation Department**
 - Remove Christmas lights.
 - Class 3 training for three operators.
 - Hauling sand and gravel from Passburg Pit to the Coleman, Hillcrest, and Blairmore yards.
 - Snow and ice control. Reinforcing snow fencing.
 - 12 items have been sold on auction totaling \$124,967.00.
- **Development & Trades Department**
 - **Facility Maintenance**
 - Regular maintenance activities.
 - Develop preventative maintenance work schedules, annual inspection programs, and facility / equipment life-cycle assessments for 2024.

- **Planning, Development & Safety Codes**

- To date a total of 88 DP applications for Tourist Homes and Short-Term Rental / B&B have been received (22 new in 2023) and either approved or refused. Enforcement is ongoing. There has been a total of 13 Tourist Home appeals from 2022 to the end of December 2023, some by the applicant who had been refused, and some by adjacent landowners against an approval.
- Municipal Planning Commission – one meeting in December (0 Subdivision; 4 DPs).
- Municipal Historic Resources Advisory Committee – no meeting in December.
- SDAB – no hearing in December.

Key Performance Indicators (KPIs):

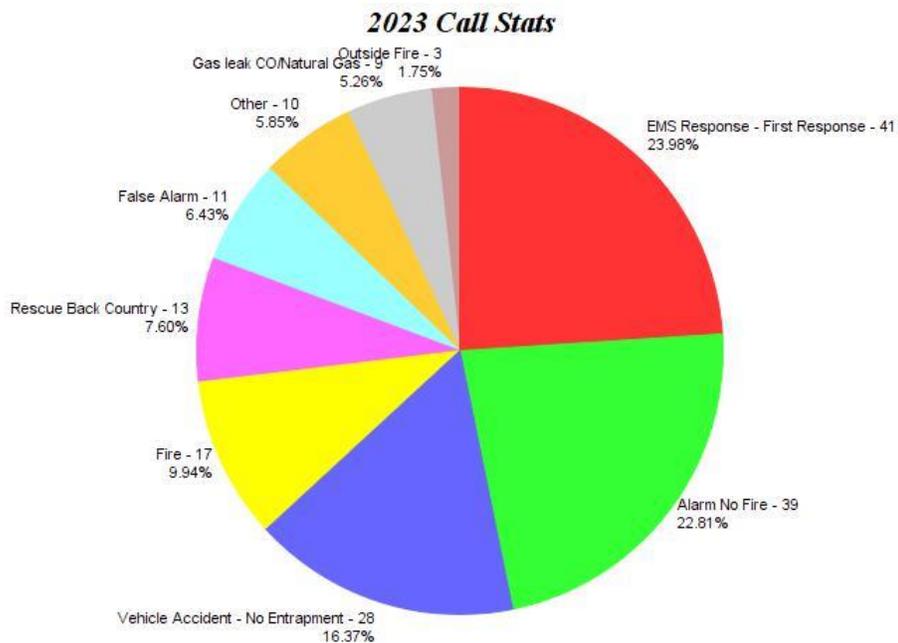
Key Performance Indicator (KPI)	Activity Volume Previous Month	Activity Volume YTD
Facility Maintenance – Plumbing, Construction, Electrical		
Work Orders - issued / closed	36 / 31	456 / 435
Planning & Development		
Compliance Certificate requests - received / processed	6 / 8	89 / 83
Development permit applications - received / processed	8 / 8	217 / 206
Business Licences - received / processed	9 / 2	106 / 84
LUB Complaints – new / closed	0 / 0	50 / 49
LUB Complaints – Monthly Volume	-	47.58
Notice of Intent / Stop Orders issued	0 / 0	12 / 19
Bylaws (MR / Road Closures, LUB)	5	25
Appeal Hearings	0	13
Subdivision applications	2	11
Safety Codes		
New Housing Starts	1	51
Building permits - issued / inspections / closed	30 / 29 / 14	228 / 334 / 190
Electrical permits - issued / inspections / closed	8 / 19 / 16	165 / 199 / 147
Gas permits - issued / inspections / closed	8 / 21 / 15	167 / 201 / 148
Plumbing permits - issued / inspections / closed	3 / 11 / 6	87 / 138 / 75
PSDS permits - issued / inspections / closed	0 / 2 / 2	11 / 10 / 11

Protective Services

- **Fire**
 - Food hamper delivery
 - Pierce engine PO issued and ordered
 - SCBA mask fit testing

Category	Month (December)
Fires	0
Motor Vehicle Incidents	1
Medical Response	3
Stars Landing	0

Alarms	3
Gas Leak	2
Other	1
Total Responses	25



- **Peace Officer**

- January enforcement focus:

- Intersection safety with focus on stop sign, red light, and other related offences
 - Snow removal for sidewalks

Category	Month (December)	Year to Date
Number of Charges Laid	39	784
Cases Generated (Incident Count)	27	409
Cases: Requests for Service	16	272
Cases: Officer Observed	8	88
Cases: Received from outside Department/Agency (i.e. RCMP)	3	44
Vehicle Removal Notices	3	45
Vehicles Towed	3	20
Positive Ticketing	0	51
Projected Fine Revenue **	\$9,660	\$217,517

Note** Fine revenue is subject to change through court process

- **Environmental Services**

- Program is currently under review

Pass Powderkeg Community Resort

- Winter operations are currently in full swing with cold temperatures.
- The holiday break was successful despite warm, dry temperatures and limited terrain open.
- Season pass sales are on track with years prior and may beat last year's numbers.
- Day tickets and rentals are down due to the low snow conditions but are in ok shape.
- Snowmaking on the upper is ongoing and will be complete late this week. Our team will be going back and beefing up part of the lower mountain with more snow as temperatures allow.
- The new unload station has been a major success with very few issues.
- The new radio system has also been a success.
- School programs kick off next week with the return of moderate temperatures.

Community Services

- **Arena/Parks.**
 - January 12th- 14th Minor Hockey tournament.
 - January 19th-21st Minor Hockey tournament
 - January 19th- 20th Volleyball tournament
 - January 20th NJHL Junior A game.
 - January 26th -28th Out of town tournament
 - January 26th -27th Australian Days at the MDM
 - January 31st Community Future workshop at Elks Hall.
 - February 10th -11th Volleyball tournament MDM
 - February 16th- 18th Out of Town Hockey tournament complex.
 - Family Day February 19th at Complex and MDM
 - February 24th Coldest Night of The Year at the Elks Hall
- **FCSS**
 - Seniors Christmas Luncheon held on December 6th at the MDM- over 180 people attended.
 - 2023 Christmas Food Hampers packed and delivered December 21st. 144 hampers delivered
 - Coordinated the Lions holiday meals on wheels.
 - Santa Skate held December 17th at the arena.
 - Preparing for 2024 Spring Summer Community Handbook
 - Working with Seniors groups for social inclusion activities
 - Meals on Wheels – Business as usual
 - Subsidized taxi program –Business as usual
 - Information & community referrals
- **Programming**
 - Warrior Fitness class registration
 - Volleyball Sundays a success

- Pickle ball expanded again 1 extra hour to Sundays whenever possible (events) looking to add more drop in programming.
- Working with Adult education on programming.
- Fitness Bootcamps registration at the Gymnastics Building Tuesdays and Thursdays
- Martial arts youth program starting at Gymnastics.
- Self-defence course
- Drums Alive classes starting
- Red Cross Babysitting Course
- Recreational Gymnastics registration
- Family Day event programming



Municipality of Crowsnest Pass Request for Decision

Meeting Date: January 23, 2024

Agenda #: 7.d

Subject: Downtown Bellevue Revitalization Tender Results

Recommendation: That Council ratifies awarding the Downtown Bellevue Revitalization tender to East Butte Contracting and that Council moves to increase the project budget by an additional \$1,100,000.

Executive Summary:

The Bellevue Mainstreet Revitalization Project was put out to bid on APC from November 22, 2023 to December 20, 2023. There were five bidders in total as follows:

- East Butte Contracting - \$4,721,815.30
- PME Inc. - \$6,219,579.32
- McNally Contractors - \$6,266,227.84
- UG Excavating - \$7,592,019.16
- Tollestrup Construction - \$7,768,839.47

The total project budget was amended in Budget 2024 to \$4,000,000. This would also include engineering (\$346,618.88) and Fortis work (\$256,609.38). Overall, utilizing the low-bidder, the project is slated to be over budget by approximately \$1,100,000.

This project is listed as one of the priorities within the Strategic Plan, to have *Clean Vibrant Beautiful Downtowns*.

Relevant Council Direction, Policy or Bylaws:

Budget 2022, Budget 2023, and Budget 2024

09-2024-01-16: Mayor Painter moved that Council defer awarding the Downtown Bellevue Revitalization tender until the next meeting of Council.

Discussion:

Administration and Stantec have reviewed the project on elements that can be removed to bring the project within budget. There is no logical reduction in length of the overall project, so ultimately it

would be removals of items within the project. The majority of these items are the add-ons that were going to enhance the project. These include:

- Removal of washroom facility and servicing - \$325,861.63
- Removal of west parking lot facility - \$321,630.61
- Removal of tree lighting - \$117,868.43
- Removal of irrigation, sod and landscape maintenance - \$66,148.65
- Removal of plaza by washroom facility (concrete, furniture, trees, etc.) - \$87,035.36

There was also a couple adjustments required to the bid table that will bring the overall bids down:

- Leancrete quantity was incorrect - \$140,000 decrease
- Water and sanitary services to vacant lots - \$18,000

With all these adjustments, the project would come in at approximately the \$4,000,000 budget.

Another area explored was possible alterations to some of the above items. These would reduce the budget as follows:

- Switching from a washroom facility to our current outhouse structures - \$105,000
- Changing to a constructed washroom facility instead of our prefabricated concrete structures - \$155,604.36 (possibly, have not had this quoted yet)
- Removal of the retaining wall and part of the parking structure near the laneway (18 stalls) - \$139,980.90

While these reductions would help, additional budget would still be required.

Analysis of Alternatives:

- Additional budget of \$1,100,000 can be allocated to the project from debenture
- Itemized list of scope can be removed to bring project within budget
- Partial removal of scope with allocation of more funding from debenture
- Project deferred to a future year, however unknown what costs increase/decrease could be

Financial Impacts:

Up to \$1,100,000 in additional borrowing. The cost to service the additional borrowing would be \$87,050.36 (principal and interest).

Also, with the slight decrease in interest rates since the fall, there would be approximately a \$12,000 decrease in annual servicing costs on the original \$2,000,000 debenture. In total, it will be approximately a \$75,000 increase in annual servicing costs to fund the project as designed and tendered.

Attachments:



Municipality of Crowsnest Pass Request for Decision

Meeting Date: January 23, 2024

Agenda #: 7.e

Subject: Rural Municipalities of Alberta (RMA) Spring Convention Attendees

Recommendation: That Council appoint Mayor Painter, Patrick Thomas, Chief Administrative Officer and two Councillors to attend the RMA Convention in Edmonton from March 18 - 20, 2024.

Executive Summary:

Annually the Rural Municipalities of Alberta hosts a convention which provides an opportunity for the Mayor, Council Members and the Chief Administrative Officer to attend information sessions geared at Rural Municipal Officials, networking opportunities with other rural municipalities, and meetings with Provincial Ministers.

Two Councillors are appointed on a rotational basis to attend each convention to ensure that each Councillor is afforded the opportunity to attend conventions.

The deadline for registration is March 1, 2024.

Relevant Council Direction, Policy or Bylaws:

n/a

Discussion:

In addition to the Mayor and Chief Administrative Officer, two members of Council are appointed to attend the RMA 2024 Spring Convention which will be held March 18-20, 2024 at the Edmonton Convention Centre. Rooms are booked for March 17-20, 2024.

The draft agenda is attached for Council's information.

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[DRAFT-RMA-2024-Spring-Agenda-0.4.pdf](#)

MONDAY, MARCH 18, 2024

- 8:30 am – 4:30 pm **EOEP Course**
Salon 2, Assembly Level
- 8:30 am – 4:30 pm **EOEP Course**
Salon 3, Assembly Level
- 12:00 – 5:00 pm **RMA Registration / Information Desk**
Hall D Foyer, Pedway Level
- 1:00 – 2:30 pm **BREAKOUT SESSIONS (90 MIN)**
- ◆ **Session 1**
Salon 4, Meeting Level
 - ◆ **Session 2**
Salon 8, Meeting Level
 - ◆ **Session 3**
Salon 12, Meeting Level
- 3:00 – 4:30 pm **BREAKOUT SESSIONS (90 MIN)**
- ◆ **Session 4**
Salon 4, Meeting Level
 - ◆ **Session 5**
Salon 8, Meeting Level
 - ◆ **Session 6**
Salon 12, Meeting Level
- 5:00 – 6:00 pm **Mayors and Reeves Meeting**
Salon 4, Meeting Level
- 6:00 – 10:00 pm **Hospitality Suites**

TUESDAY, MARCH 19, 2024

- 6:30 – 8:00 am **Breakfast**
- 6:30 am – 3:30 pm **RMA Registration / Information Desk**
Hall D Foyer, Pedway Level
- 8:00 – 8:15 am **Opening Ceremonies & Welcome**
Hall D, Pedway Level
- 8:15 – 8:30 am **Government of Alberta Plenary**

2024 Spring Convention

Unless otherwise stated, events are held at the Edmonton Convention Centre.
*Denotes electronic voting device usage

- 8:30 – 9:00 am **Plenary Address**
- 9:00 – 10:45 am **Ministerial Forum**
- 10:45 – 11:00 am **Coffee Break**
- 11:00 am – 12:00 pm **Keynote Speaker**
- 12:00 – 1:00 pm **Buffet Lunch**
- 1:00 – 2:30 pm **BREAKOUT SESSIONS (90 MIN)**
- ◆ **Session 1**
Salon 4, Meeting Level
 - ◆ **Session 2**
Salon 8, Meeting Level
 - ◆ **Session 3**
Salon 12, Meeting Level
- 2:30 – 2:45 pm **Coffee Break**
- 2:45 – 3:00 pm **Plenary Address**
- 3:00 – 3:15 pm **Plenary Address**
- 3:15 – 3:30 pm **Plenary Address**
- 3:30 – 4:30 pm **Taking Care of Business: The Resolutions Session**
- 6:00 – 10:00 pm **Hospitality Suites**

WEDNESDAY, MARCH 20, 2024

- 6:30 – 8:00 am **Breakfast**
- 6:30 am – 12:00 pm **RMA Registration / Information Desk**
Hall D Foyer. Pedway Level
- 8:00 – 8:15 am **Morning Welcome**
Hall D, Pedway Level
- 8:15 – 8:30 am **Plenary Address**

2024 Spring Convention

Unless otherwise stated, events are held at the Edmonton Convention Centre.
*Denotes electronic voting device usage

8:30 – 8:45 am **Plenary Address**

8:45 – 9:00 am **Plenary Address**

9:00 – 10:45 am **Ministerial Forum**

10:45 – 11:00 am **Coffee Break**

11:00 – 11:30 am **Government of Alberta Plenary**

11:30 – 11:45 am **Convention Closing and Goodbye**

DRAFT