



Municipality of Crowsnest Pass

Council Meeting Minutes

Tuesday, January 16, 2018

A regular meeting of the Council of the Municipality of Crowsnest Pass was held in Council Chambers on Tuesday, January 16, 2018.

Council Present:

Deputy Mayor Dean Ward, Councillors: Marlene Anctil, Dave Filipuzzi, Doreen Glavin, Gordon Lundy, Lisa Sygutek

Council Absent:

Mayor Blair Painter

Administration Present:

Patrick Thomas, Acting Chief Administrative Officer/Director of Development,
Engineering and Operations

Ola Oladele, Director of Finance

Deb Welsh, Manager of Corporate Services

Joey O'Brien, Manager of Community Services Departed at 8:25 pm

Jesse Fox, Fire Chief/Manager of Protective Services Departed at 8:25 pm

Bonnie Kawasaki, Recording Secretary Departed at 8:25 pm

CALL TO ORDER

Deputy Mayor Dean Ward called the meeting to order at 7:02 pm.

PUBLIC HEARING

None

ADOPTION OF AGENDA

Additions:

Other Business

- g) Community Trail Maintenance Update
- h) Meeting with Julie Davis-Rural Health Authority
- i) Printed Agenda Packages
- j) Castle Parks – Winter Brochure and Map

Confidential — In Camera

- f) Advice from Officials – Chief Administrative Officer Hiring – *FOIP Act Section 24*
- g) Personal Privacy – Board Member Appointment – *FOIP Act Section 17*

Deletions:

Other Business

- e) Council Remuneration

01-2018-01-16: Councillor Filipuzzi moved to adopt the agenda as amended.
Carried

ADOPTION OF MINUTES

Amended Minutes of the Governance and Priorities Committee Meeting of November 7, 2017

02-2018-01-16: Councillor Filipuzzi moved to adopt the amended minutes of the Governance and Priorities Committee Meeting of November 7, 2017 as presented.
Carried

Minutes of the Special Council Budget Meeting of December 8, 2017

03-2018-01-16: Councillor Glavin moved to adopt the minutes of the Special Council Budget Meeting of December 8, 2017 as presented.
Carried

Minutes of the Council Meeting of December 12, 2017

04-2018-01-16: Councillor Anctil moved to adopt the minutes of the Council Meeting of December 12, 2017 as presented.
Carried

Administrative Amendment - Minutes of the Council Meeting of August 22, 2017

05-2018-01-16: Councillor Anctil moved to adopt the administrative amendment to the minutes of the Council Meeting of August 22, 2017 as presented.
Carried

DELEGATIONS

None.

ADMINISTRATIVE AND AGENCY REPORTS

Request for Extension – Subdivision Approval 2016-0-068 – Lisa Kinnear, Development Officer

Patrick Thomas, Acting Chief Administrative Officer/Director of Development, Engineering, and Operations presented in the absence of Lisa Kinnear, Development Officer.

06-2018-01-16: Councillor Filipuzzi moved that Council approve the request for extension for one year for Subdivision Application 2016-0-068.
Carried

Policy 1201-04 Community Funding and Support Policy – Joey O’Brien, Manager of Community Services

07-2018-01-16: Councillor Sygutek moved to approve Policy 1201-04 – Community Funding and Support Policy with changes to Category 1, 2, and 3 Grants.

Carried

Inter Municipal Development Plan Grant Application – Patrick Thomas, Acting Chief Administrative Officer/Director of Development, Engineering & Operations

08-2018-01-16: Councillor Filipuzzi moved that approval be granted to submit a grant funding application in collaboration with the following project partners; MD of Willow Creek, MD of Ranchland, MD of Pincher Creek, Cardston County, Municipality of Crowsnest Pass, and the Village of Cowley, for the purpose of creating Inter-Municipal Development Plans for the region.

Carried

Municipal Government Act Amendments – Patrick Thomas, Acting Chief Administrative Officer/Director of Development, Engineering and Operations

09-2018-01-16: Councillor Sygutek moved that Administration works with Legal Counsel to develop a public participation policy.

Carried

10-2018-01-16: Councillor Lundy moved that Administration works with Legal Counsel to develop a Code of Conduct for Elected Officials.

Carried

11-2018-01-16: Councillor Glavin moved that Administration organizes the appropriate training for the Subdivision and Development Appeal Board.

Carried

12-2018-01-16: Councillor Filipuzzi moved that Administration shall publish all planning policy documents on the Municipal Website.

Carried

13-2018-01-16: Councillor Anctil moved that Administration will review the requirement for adopting a written three-year financial plan and a five-year capital plan and update, if needed, the municipal budget documents for the 2019 budget process.

Carried

14-2018-01-16: Councillor Sygutek moved that Administration will begin the process on developing ICFs with each of our neighbouring municipalities.

Carried

15-2018-01-16: Councillor Lundy moved that Administration will phase out over five years any municipal or education property taxes assessed on farm buildings.

Carried

16-2018-01-16: Councillor Glavin moved that the Municipal Assessor set a notice of assessment date between January 1 and July 1 and mail the assessment notices a minimum of seven days prior to the notice of assessment date.

Carried

17-2018-01-16: Councillor Filipuzzi moved that Administration will no longer be providing property tax receipts unless requested by the taxpayer and will notify taxpayers how to request a property tax receipt.

Carried

BUSINESS ARISING OUT OF MINUTES

None

CORRESPONDENCE

Alberta Association of Municipal Districts and Counties (AAMDC) – Member Visit Scheduling

18-2018-01-16: Councillor Anctil moved to schedule a standard member one hour meeting with the AAMDC Executive, and that Administration will facilitate arrangement of the meeting date.

Carried

AEMA – Acknowledgement of Application for Disaster Recovery Assistance

19-2018-01-16: Councillor Lundy moved to accept the AEMA – Acknowledgement of Application for Disaster Recovery Assistance correspondence as information.

Carried

Alberta Infrastructure – Investing in Canada Infrastructure Plan

20-2018-01-16: Councillor Glavin moved to accept the Alberta Infrastructure – Investing in Canada Infrastructure correspondence as information.

Carried

Shaw Communications – LTE – Advanced Network Performance

21-2018-01-16: Councillor Filipuzzi moved to accept the Shaw Communications LTE Advanced Network Performance correspondence as information.

Carried

David Lucas – Ride Crowsnest Scheduling Concerns

22-2018-01-16: Councillor Filipuzzi moved to accept the David Lucas – Ride Crowsnest Scheduling Concerns correspondence as information and that Administration forward the letter to the FCSS Board.

Carried

Shirley Bridgeman – Ride Crowsnest Scheduling Concerns

23-2018-01-16: Councillor Anctil moved to accept the Shirley Bridgeman – Ride Crowsnest Scheduling Concerns correspondence as information and that Administration forward the letter to the FCSS Board.

Carried

Crowsnest Pass Senior Housing – York Creek Lodge 2018 Municipal Requisition

24-2018-01-16: Councillor Glavin moved to accept the Crowsnest Pass Senior Housing – York Creek Lodge 2018 Municipal Requisition correspondence as information.

Carried

COMMITTEE MINUTES AND REPORTS

25-2018-01-16: Councillor Glavin moved to accept the minutes of the Municipal Planning Commission of November 15, 2017 as information.

Carried

26-2018-01-16: Councillor Sygutek moved to accept the minutes of the Pass Powderkeg Ski Society of November 21, 2017 as information.

Carried

27-2018-01-16: Councillor Filipuzzi moved to accept the minutes of the Crowsnest Pass Senior Housing Board of November 20, 2017 as information.

Carried

28-2018-01-16: Councillor Lundy moved to accept the minutes of the Family and Community Support Services Board of October 30, 2017 as information.

Carried

BYLAWS

None

NOTICES OF MOTION

None

OTHER BUSINESS

Flumerfelt Park Fire Pit – Councillor Filipuzzi

29-2018-01-16: Councillor Filipuzzi moved to have Administration prepare a report for Council regarding concerns with the Flumerfelt Park fire pit to be presented at the Governance and Priorities Committee meeting in March; and include the following friendly amendment from Councillor Glavin:

To include reporting on any other concerns with public fire pits in the community.

Carried

Chief Administrative Officer Hiring – Councillor Lundy

Council discussed initiating the process of hiring a Chief Administrative Officer. Councillor Lundy requested that the discussion take place In Camera.

Food Truck Policy – Councillor Sygutek

30-2018-01-16: Councillor Sygutek moved to have Administration present an update on the timeline for completion of the Food Truck Policy at the Governance and Priorities Committee meeting of January 30, 2018.

Carried

Restaurant Patio Policy – Councillor Sygutek

31-2018-01-16: Councillor Sygutek moved to have Administration present an update on the timeline for completion of the Restaurant Patio Policy at the Governance and Priorities Committee meeting of January 30, 2018.

Motion Withdrawn

Administration advised Council that the Restaurant Patio Policy is on the Agenda for the January 30, 2018 Governance and Priorities Committee.

AAMDC Spring Convention RCMP Discussion – Councillor Ward

Discussion was held regarding scheduling a meet and greet with RCMP at the convention, however Council felt there were no pressing issues that would warrant scheduling a meeting.

Community Trail Maintenance Update – Councillor Lundy

32-2018-01-16: Councillor Lundy moved to have Administration present an update on the community trail maintenance at the Governance and Priorities Committee meeting of January 30, 2018.

Carried

Meeting with Julie Davis – Rural Health Authority – Councillor Lundy

33-2018-01-16: Councillor Lundy moved to have Administration provide a status report as to when Council will be meeting with Julie Davis, Recruiting Specialist and Dr. Garbutt to be presented at a February meeting of Council.

Motion Withdrawn

Discussion was held regarding the benefit of meeting with local physicians prior to meeting with the recruitment specialist. Council directed Administration to work towards scheduling a meeting with representatives of Crowsnest Medical Clinic and Mountainside Medical Clinic and report back to Council at the next meeting.

Printed Agenda Packages – Councillor Lundy

Councillor Lundy requested that if possible, printed Agenda Packages be available for pick-up by Council on the Friday afternoon before the meeting.

Administration advised that the goal is to have packages available for pick-up on the Friday afternoon, and that proceeding to hire a full-time Chief Administrative Officer will alleviate time constraints. Administration also advised Council that our copier was broken, and required repairs on Friday.

Castle Parks – Winter Brochure and Map – Deputy Mayor Ward

Council requested that Administration bring the topic of the Castle Parks forward to the February Governance and Priorities meeting for further discussion prior to taking any action.

COUNCIL MEMBER REPORTS

Councillor Anctil

- FCSS Christmas Hamper Program
- FCSS/Municipal Skating Party
- Isabelle Sellon School Christmas Concert
- Parks and Recreation Authority Meeting
- Downtown Coleman Revitalization Open House
- Brownlee Municipal Law – Council Orientation
- FCSS Senior's Luncheon
- Special Council Meeting – Riversdale Update
- MUNIS 101 – Council Orientation

Councillor Filipuzzi

- FCSS Senior's Luncheon
- FCSS Christmas Hamper Program
- Brownlee Municipal Law – Council Orientation
- Special Council Meeting – Riversdale Update
- Downtown Coleman Revitalization Open House
- MUNIS 101 – Council Orientation
- Economic Development Committee Meeting

Councillor Glavin

- Council Meeting
- Isabelle Sellon School Christmas Concert
- FCSS Senior's Luncheon

- FCSS Christmas Hamper Program
- Brownlee Municipal Law – Council Orientation
- Special Council Meeting – Riversdale
- Downtown Coleman Revitalization Open House
- MUNIS 101 – Council Orientation
- Crowsnest Community Pool Society Meeting
- Crowsnest Community Library Board Meeting

Councillor Lundy

- Protective Services Advisory Committee Meeting
- FCSS Christmas Hamper Program
- Brownlee Municipal Law – Council Orientation
- Special Council Meeting - Riversdale
- Downtown Coleman Revitalization Open House
- MUNIS 101 – Council Orientation
- Parks and Recreation Authority Meeting

Councillor Sygutek

- Economic Development Committee Meeting
- Crowsnest Community Pool Society Meeting
- Municipal Historic Resources Board Meeting
- Brownlee Municipal Law – Council Orientation

Councillor Ward

- FCSS Senior's Luncheon
- Brownlee Municipal Law – Council Orientation
- Special Council Meeting – Riversdale Update
- MUNIS 101 – Council Orientation
- Agenda Review Meeting
- Downtown Coleman Revitalization Open House

PUBLIC INPUT

- David Lucas
 - Ride Crowsnest – appears two experiments were done which served to reduce ridership
 - Suggested one experiment to run bus five days a week – available to everyone
 - Suggested that beautification plan may not be worthwhile as there is not a lot of foot traffic in Coleman to see changes

MEDIA QUESTION PERIOD

Members of the Media requested clarification on the following:

- Requested information on the purpose of applying for Disaster Recovery Assistance
- Which costs can be recovered
- What was the amount applied for

Administration advised that the program allows for application to recover costs sustained during the Wildfire event to help alleviate expenses that are not normally budgeted for. The application is for additional costs incurred by the Municipality including Emergency Operation Centre costs, staffing costs in excess of normal working hours, etc. Approximately \$80,000 has been applied for.

IN CAMERA

34-2018-01-16: Councillor Glavin moved that Council go In Camera for the purpose of discussion of five matters of Personal Privacy, under the FOIPP Act Section 17 and one matter of Privileged Information, under the FOIPP Act Section 27, and to take a brief recess at 8:25 pm.
Carried

RECONVENE

Deputy Mayor Ward reconvened the In Camera meeting at 8:32 pm.

DEPARTURE

Councillor Lundy departed the In Camera meeting at 8:46 pm and returned at 8:55 pm.
Administration departed the meeting at 9:12 pm and returned at 9:32 pm.

OUT OF CAMERA

35-2018-01-16: Councillor Lundy moved that Council come out of In Camera at 9:36 pm.
Carried

36-2018-01-16: Councillor Glavin moved to appoint Kate McNeil to a 2-year term expiring December 31, 2019, and Dennis Watt to a 3-year term expiring December 31, 2020, and Deborah Whitten to a 3-year term expiring on December 31, 2020 on the Family and Community Support Services Board.
Carried

37-2018-01-16: Councillor Filipuzzi moved to appoint Nicole Stafford to a 3-year term expiring December 31, 2020, and Annie Wesko to a 3-year term expiring December 31, 2020, on the Crowsnest Pass Library Board.
Carried

38-2018-01-16: Councillor Lundy moved to appoint Marty Neumeier to a 3-year term expiring December 31, 2020, and Casey Morris to a 3-year term expiring December 31, 2020 on the Pass Powderkeg Ski Society.
Carried

39-2018-01-16: Councillor Ward moved to appoint Pat Lundy to a 3-year term expiring December 31, 2020, and Alisdair Gibbons to a 3-year term expiring December 31, 2020 on the Economic Development Committee.
Carried

40-2018-01-16: Councillor Anctil moved to appoint Bonnie Castellarin to a 3-year term expiring December 31, 2020, and Brad Edmondson to a 3-year term expiring December 31, 2020 on the Protective Services Advisory Committee.

Carried

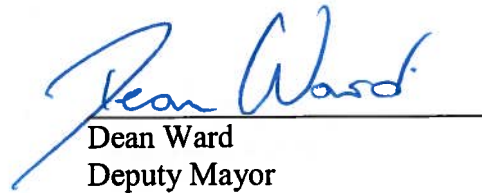
41-2018-01-16: Councillor Sygutek moved to direct Administration to begin the Chief Administrative hiring process.

Carried


ADJOURN

42-2017-10-03: Councillor Filipuzzi moved to adjourn the meeting at 9:40 pm.

Carried



Dean Ward
Deputy Mayor



Patrick Thomas
Acting Chief Administrative
Officer