

**Municipality of Crowsnest Pass**

**Council Meeting Minutes**

**Tuesday, June 20, 2023**

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A regular meeting of the Council of the Municipality of Crowsnest Pass was held in Council Chambers on Tuesday, June 20, 2023.

**Council Present:**

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

**Administration Present:**

Patrick Thomas, Chief Administrative Officer  
Kristin Ivey, Deputy Chief Administrative Officer  
Brian McCulloch, Director of Finance  
Trent Smith, Manager of Community Services  
Johan van der Bank, Manager of Development and Trades  
Bonnie Kawasaki, Recording Secretary

**CALL TO ORDER**

Mayor Painter called the meeting to order at 7:00 pm and advised that Councillor Sygutek would arrive late due to another commitment.

**ADOPTION OF AGENDA**

**Amendments:**

**Consent Agenda**

- b) Coleman Community Society Invitation to Canada Day Parade - Move to Councillor Inquiries and Notice of Motion 10.a – Mayor Painter
- c) Sheldon Philp - Letter of Concern Re: Request to Purchase Road Allowance – Move to Councillor Inquiries and Notice of Motion 10.b – Mayor Painter
- d) Ian Chiclo and Maureen McNamee - Letter Regarding Tourist Home Required Parking of June 16, 2023 - Move to Councillor Inquiries and Notice of Motion 10.c – Mayor Painter

**Additions:**

**Councillor Inquiries and Notice of Motion**

d) Meeting Dates and Times - Councillor Kubik

**01-2023-06-20:** Councillor Ward moved to adopt the agenda as amended.

Carried

**CONSENT AGENDA**

**02-2023-06-20:** Councillor Glavin moved that Council approve the following Consent Agenda items as presented without debate:

**3.a**

**Minutes of the Crowsnest Pass Senior Housing Board of April 4, 2023**

THAT Council accept the Minutes of the Crowsnest Pass Senior Housing Board of April 4, 2023 as information.

Carried

**ADOPTION OF MINUTES**

**03-2023-06-20:** Councillor Girhiny moved to adopt the Minutes of the Council Meeting of June 6, 2023 as presented.

Carried

**PUBLIC HEARINGS**

**Bylaw No. 1152, 2023 – Fees, Rates and Charges Bylaw Amendment - Annual Lease Fee for Encroachment Agreements and Development Permit Penalty Fee - Public Hearing**

Mayor Painter declared the Public Hearing opened at 7:01 pm for Bylaw No. 1152, 2023 – Fees, Rates and Charges Bylaw Amendment - Annual Lease Fee for Encroachment Agreements and Development Permit Penalty Fee.

Patrick Thomas, Chief Administrative Officer provided a brief overview of the bylaw and read into the record that there were no written submissions received prior to the due date.

Mayor Painter noted there were no members of the public present to speak at the hearing and declared the public hearing closed at 7:02 pm.

**DELEGATIONS**

None

**REQUESTS FOR DECISION**

**Bylaw No. 1152, 2023 – Fees, Rates and Charges Bylaw Amendment - Annual Lease Fee for Encroachment Agreements and Development Permit Penalty Fee - Second and Third Readings**

**04-2023-06-20:** Councillor Ward moved that the penalty fee for starting a use or development without the benefit of or contrary to a development permit, that the penalty shall be five times the regular fee.

Carried

**05-2023-06-20:** Councillor Ward moved second reading of Bylaw No. 1152, 2023 – Fees, Rates and Charges Bylaw Amendment - Annual Lease Fee for Encroachment Agreements and Development Permit Penalty Fee as amended.

Carried

**06-2023-06-20:** Councillor Glavin moved third and final reading of Bylaw No. 1152, 2023 – Fees, Rates and Charges Bylaw Amendment - Annual Lease Fee for Encroachment Agreements and Development Permit Penalty Fee as amended.

Carried

**Arrival**

Councillor Sygutek arrived at 7:31 pm.

**Service Areas Update**

**07-2023-06-20:** Councillor Sygutek moved that appropriate “Dogs Must be on a Leash” signs be placed throughout the community at the discretion of Administration.

Withdrawn

**08-2023-06-20:** Councillor Glavin moved to accept the Service Areas Update as information.

Carried

**Outdoor Ice Skate Area**

**09-2023-06-20:** Councillor Filipuzzi moved that Council approves the location of the Coleman Sports Complex for a 1 season trial of an outdoor skate arena for a viability assessment for a cost of \$1,750 from the Millrate Stabilization Reserve.

Carried

**Bellecrest Association - Request for Funding for Bellevue Memorial Park Improvements**

**10-2023-06-20:** Councillor Sygutek moved that Council approves funding the outstanding costs for the Bellevue Memorial Park in the amount of \$5,500 to be taken from the Mill Rate Stabilization Reserve.

Carried

**COUNCIL MEMBER REPORTS**

Council reports since the June 6, 2023 meeting of Council:

- Councillor Filipuzzi
  - Councillors Filipuzzi and Ward visited a Grade 6 class to tell them about the duties of Council and answer questions from the class
  
- Councillor Ward
  - Commented on how nice the underpass at Flumerfelt Park looks
    - The anonymous beautification is appreciated
  
- Mayor Painter
  - Attended Mayors and Reeves in Taber
    - All of the newly elected UCP MLA's were in attendance
    - Darren Davidson from Alberta Transportation presented
      - Indicated there have been increases to the Water for Life program up to \$169 million over a three-year period
      - STIP (Strategic Transportation Infrastructure Program) funding increased to \$93 million – 30% earmarked for South Region
      - Resurfacing for Highway 3 \$19 million
      - Highway 3 Twinning Project
        - Engineering:
          - Sentinel to Blairmore starting next month
          - Blairmore to Highway 22 engineering taking place this fall
          - Pincher Creek to Fort Macleod – Working on arranging a functional planning study

**PUBLIC INPUT PERIOD**

None

**COUNCILLOR INQUIRIES AND NOTICE OF MOTION**

**Coleman Community Society Invitation to Canada Day Parade**

**11-2023-06-20:** Councillor Ward moved to accept the Coleman Community Society Invitation to Canada Day Parade as information and to advise that Councillors Ward, Filipuzzi, Glavin, and Mayor Painter will attend with the Municipal Float.

Carried

**Sheldon Philp - Letter of Concern Re: Request to Purchase Road Allowance**

**12-2023-06-20:** Councillor Filipuzzi moved to accept the Sheldon Philp Letter of Concern Regarding a Request to Purchase Road Allowance as information.

Carried

**Ian Chiclo and Maureen McNamee - Letter Regarding Tourist Home Required Parking of June 16, 2023**

**13-2023-06-20:** Councillor Filipuzzi moved to accept the Ian Chiclo and Maureen McNamee Letter Regarding Tourist Home Required Parking of June 16, 2023 as information and that Administration write a letter of response confirming Council's position on the terms of the bylaw.

Carried

**Meeting Dates and Times - Councillor Kubik**

**14-2023-06-20:** Councillor Kubik moved to have the afternoon Council meeting changed to an evening meeting and to have three evening Council meetings a month at 7:00 pm.

Carried

**IN CAMERA**

**15-2023-06-20:** Councillor Kubik 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 and to take a short recess at 8:42 pm:

- a) Privileged Information - CBA Ratification - FOIP Act Section 27
- b) Personal Privacy – Board Member Application - FOIP Act Section 17
- c) Economic Interests of the Public Body – Request for Encroachment - FOIP Act Section 25

Carried

**Reconvene**

Mayor Painter convened the In Camera meeting at 8:49 pm. Patrick Thomas, Chief Administrative Officer in attendance to provide advice to Council.

**16-2023-06-20:** Councillor Filipuzzi moved that Council come out of In Camera at 9:45 pm.

Carried

**17-2023-06-20:** Councillor Filipuzzi moved that Council ratifies the Memorandum of Settlement of June 2, 2023 for the Collective Bargaining Agreement with CUPE Local 812 and moves to transfer \$300,000 from the Mill Rate Stabilization Reserve to the Operating Budget.

Carried

**18-2023-06-20:** Councillor Glavin moved that Council appoint Stephen Burnell to sit on the Municipal Planning Commission for the remainder of a three-year term concluding on December 31, 2024.

Defeated

**19-2023-06-20:** Councillor Sygutek moved that Council approves the request for an 80 square foot encroachment (4' x 20') to allow ease of access from Municipal staff parking area to the Tin Dog Establishment at 8510-19 Avenue, subject to the following conditions:

1. That the metal staircase is constructed to all applicable safety code regulations.
2. That the metal staircase is constructed at the sole cost and expense of the applicant.
3. That all future maintenance of the metal staircase is the responsibility of the applicant.
4. That the applicant provides an insurance certificate to the Municipality showing that all liability for the use of the staircase is covered under the insurance policy for the establishment that is operating on Lot 30, Block 20 Plan 9310056
5. That the applicant enters into an encroachment agreement with the Municipality for the use of the land as requested, at the sole cost and expense of the applicant.

Defeated

**2020 23-06-2 0:** Councillor Kubik moved to donate the first place prize money for the Municipal Float from the Bellecrest Days parade to the Crowsnest Pass Food Bank.

Carried

**ADJOURNMENT**

**21-2023-06-20:** Councillor Filipuzzi moved to adjourn the meeting at 9:48 pm.

Carried



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Blair Painter  
Mayor



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Patrick Thomas  
Chief Administrative Officer