



**Municipality of Crowsnest Pass
Agenda
Governance and Priorities Committee Meeting
Council Chamber at the Municipal Office, 8502 – 19 Avenue
Tuesday, June 18, 2019 at 1:00 pm**

- 1. Call to Order**
- 2. Adoption of Agenda**
- 3. Delegations**
 - a) David Blacklock – Bylaw 751, 2008 Turtle Mountain Restricted Development Area
- 4. Policies**
 - a) Council Youth Representative Policy – Patrick Thomas, Chief Administrative Officer
 - b) Dust Suppression Policy – Mel Bohmer, Director of Development, Engineering and Operations
- 5. Topics for Discussion**
 - a) Customer Service Survey – Mel Bohmer, Director of Development, Engineering and Operations
- 6. Administrative Updates**
 - a) Resolution Action List
 - b) Service Areas Update
- 7. Confidential – In Camera**
 - a) None
- 8. Out of Camera**
- 9. Adjournment**

06/13/2019

Municipality of Crowsnest Pass
PO Box 600
T0K 0E0

Re: Turtle Mountain Restricted Development Zone

Dear Mayor, Council, and Administration:

I have requested the opportunity to meet with you for discussion on the matter of Bylaw #751 pertaining to the December 6th, 2018 decision, and recommendations of the Regional Assessment Review Board.

Members of the council may wish to familiarize themselves with the following:

1. Fee Simple Estate of Property. (definition)
2. Regional Assessment Review Board Decision, December 6th, 2018.
3. Municipality of Crowsnest Pass Bylaw # 751, 2008.
4. Geotechnical Hazard Assessment of the South Flank of Frank Slide, 2000 (Executive Summary)
5. Aerial Map depicting Best Empirical Estimate and Rockfall Simulation. (Figure 11)
6. Crowsnest Pass Promoter article "Monitoring a moving mountain" 1/24/2012

I will be using information from the aforementioned items in my discussion with you at our June 18th meeting.

Regards,

David Blacklock

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Fee Simple

An interest in land. Land owned in *fee simple* is owned completely, without any limitations or conditions. This type of unlimited estate is called absolute. A fee simple is generally created when a deed gives the land with no conditions, usually using the words like "to John Doe" or "to John Doe and his heirs".

Contrast with more restrictive interests in land, like a life estate or fee tail.

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Monitoring a moving mountain

By Joni MacFarlane Editor
Posted 19 days ago

The mountain is still moving, but ever so slowly. That was the message presented to council by the mountain of data on Jan. 24.

Corey Froese, survey head of the Turtle Mountain monitoring project, presented an update on the monitoring system and the Alberta Geological Survey's latest findings.

The mountain has been studied since the 1930s, said Froese, when the south peak hazard was identified. Rudimentary monitoring in the '30s and '40s indicated that it must be moving. Work in the '80s and '90s was done but it wasn't conclusive as to where the slide would occur.

Since 2005, a network of sensors installed on the south peak has been supplying real-time data to better understand the pattern and rate of movement of the rock mass. The work in the first years improved the reliability of these sensors to get 24-hour data. Froese said the backside is reliable, functioning well, and continues to get trends on the movement.

A series of overlapping sensors shows deep cracks in the south peak with slow steady movement to the west side.

He also said changes in weather cause subtle fluctuations and significant snow or precipitation events can also cause movement.

In 2007 a network of global positioning systems (GPS) were installed on the more active portion of the peak, and then in 2008, they expanded to monitor the entire mountain including the east face.

Continuous GPS and laser ranging prisms were added which provide a more complete picture. The prisms show movement of a couple of millimeters per year.

An Italian-made radar system was installed in 2009 that sits at the bottom of the mountain on a two-metre track that moves back and forth scanning the eastern face. An image is taken every 12 minutes that can detect a tiny piece of the mountain and compare changes.

A sensor was set up to continuously bounce signals off the mountain that measure incremental movements.

Froese told council that all the monitors taken together has given them confidence in the accuracy of the data and their understanding of the mountain.

"We're starting to get a nice clear picture on the face of the mountain," said Froese.

He also told council they've learned some new things. It is now believed that instead of one big mass coming down, 14 smaller masses have been identified and are likely to move.

"Instead of south peak moving down to the east, we actually found it was moving as three different more complex masses."

A large crack has also been identified on the lower third peak that's moved about 20cm, sometime in its history.

Froese said they are seeing movement from about four to 10 millimetre each year, "but this mountain's not moving a lot".

Froese outlined the emergency response system and assured council there will be "days to weeks" warning. A mock exercise of a rockslide was held in November 2009 and his department has very well defined roles and responsibilities for response.

After the presentation Froese answered questions from council including whether the restricted development zone near the suspect area should be opened up. Froese said Turtle Mountain is one of the best-monitored mountains in the world and his department is providing top science on it.

"How you use that information is up to you," he said. "Ultimately you need to decide what your risk tolerance is in the municipality."

A homeowner in the restricted development zone asked if it was possible to blast part of it. Froese said it would be very dangerous. "One of the dangers is could you actually design a blast to do this, where would it go, and could you actually stabilize other parts of the mountain? You could actually make things worse."

Froese said the slide of 1903 was inevitable and there were probably many factors that contributed to it.

"This mountain was going to fail," he said.

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**Municipality of Crowsnest Pass
Governance and Priorities Committee**

Meeting Date: June 18, 2019

Agenda #: 2019-06-18 -4a

To: Council

Originated by: Patrick Thomas, Chief Administrative Officer

Subject: Council Youth Representative Policy

Recommendation: That Council provide feedback on if there are any changes they would like to see to the Council Youth Representative Policy.

Executive Summary: In the fall of 2018, Council attended the Regional Council Meeting in Fernie where it was presented that Elkford had a Council Youth Representative. Council thought this was a great idea to get youth involved in the municipal organization and requested that a policy be developed for implementation by September 2019.

Relevant Council Direction, Policy or Bylaws:
Council had discussion after the regional meeting.

Discussion: The only difference would be that instead of 2 representatives like Elkford, there would be one due to logistical constraints on seating.

Analysis of Alternatives: N/A

Financial Impacts: N/A

Stakeholder Engagement: N/A

Attachments:

1. Draft Council Youth Representative Policy

Authorization

Approved by:  **Patrick Thomas, P.Eng., CLGM** **Date: 2019-06-14**
Chief Administrative Officer



Municipality of Crowsnest Pass
Governance and Priorities Committee

Meeting Date: June 18, 2019

Agenda #: 2019-06-18-4b

To: Council

Originated by: Mel Bohmer, Director of Development, Engineering & Operations

Subject: Dust Suppressant Policy Draft

Recommendation:

That Council receive the Draft Dust Suppression Policy to review and provide comments to develop a final draft to bring back to council for adoption.

Executive Summary:

The Dust Suppressant Policy is drafted to define the gravel streets, roads and alleys which will be included in the Municipal Dust Suppressant Program and to address individual requests from residents who wish to pay for their own individual dust suppressant service and take advantage of Municipal contract pricing from the dust suppressant application contractors.

Relevant Council Direction, Policy or Bylaws:

Dust Suppressant Policy

Discussion:

The Operations Department has developed a Draft Dust Suppressant Policy to guide our Operations Department in providing a dust suppressant program that is financially responsible, economical, environmentally responsible and contributes to a safe road network and minimizes the impact of dust on the environment and quality of people's lives in our community.

Analysis of Alternatives:

1. Council receive this report for information to provide comment and recommendation to alter the draft policy.

Financial Impacts: N/A

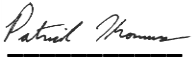
Stakeholder Engagement: N/A

Attachments:

- 1) Draft Dust Suppressant Program Policy
- 2) Draft Dust Suppressant Application Form

Authorization

Approved by:  **Mel Bohmer** **Date: 2019/06/13**
Director of Development, Engineering and Operations

Approved by:  **Patrick Thomas, P. Eng., CLGM** **Date: 2019-06-14**
Chief Administrative Officer



**Municipality of Crowsnest Pass
Governance and Priorities Committee**

Meeting Date: June 18, 2019

Agenda #: 2019-06-18-5a

To: Council

Originated by: Mel Bohmer, Director of Development, Engineering & Operations

Subject: Development and Trades Customer Satisfaction Survey Results

Recommendation:

That Council receive the customer satisfaction survey results as information.

Executive Summary:

The Development and Trades Department surveyed customers that had recently acquired permits from our departments to aid in improving our overall customer service delivery for the Municipality. The results of the survey give a good indication of what residents are experiencing while getting permits from our Department.

Relevant Council Direction, Policy or Bylaws: N/A

Discussion:

We had 14 people who had pulled permits respond to our survey. Overall the survey results indicated that in most areas our process and staff have been providing fair to excellent customer service. The survey questions and results are attached for discussion.

Analysis of Alternatives:

1. Council receive this report for information.

Financial Impacts: N/A

Stakeholder Engagement: N/A

Attachments:

1. Customer service survey and results.

Authorization

Approved by:  **Mel Bohmer** **Date: 2019/06/13**
Director of Development, Engineering and Operations

Approved by:  **Patrick Thomas, P. Eng., CLGM** **Date: 2019-06-14**
Chief Administrative Officer



June 18, 2019
Governance & Priorities Committee Meeting
Service Areas Update

CAO Report - Patrick Thomas, Chief Administrative Officer

- Attended 2019 Municipal Administration Leadership Workshop
- Continued RhPap Rural Community Building Course
- Attended Crowsnest Heritage Initiative Meeting
- Attended CARES project team update
- Attended IDP Meeting with MD of Pincher Creek
- Investigating possibility of updating Turtle Mountain Risk Assessment
- Meeting with the Crowsnest Museum to discuss culvert installation
- Attended Chamber Luncheon with Alberta Parks
- Meeting with members of Pass Powderkeg Ski Society
- Meeting with potential developer
- Kicked off Budget 2020
- Meeting with Riversdale Resources on road and intersection designs
- Discussion on coverage for Director of Finance
- Participated in collective bargaining
- Participated in Wellness Committee meeting to discuss upcoming events
- Discussion on SCADA control upgrades and additions
- Attending Downtown Coleman Revitalization site meetings
- Participated in All Staff Safety Meeting
- Working on next steps for Strategic Plan

Finance - (Vacant), Director

- Completed handover for vacancy

Development, Engineering & Operations - Mel Bohmer, Director

- Downtown Coleman Phase I underground works completed, concrete curbs poured and base layer of asphalt completed. Contractor has indicated project remains on schedule.
- Divided work crews into Transportation and Utilities Departments.
- Community Cleanup program run with a large turnout

Utilities Department

- Water Break repairs in Frank industrial Park
- 3 staff attended line locator training from our Electrician
- Water service repairs in Carbondale
- York Creek 2 water services installed
- Installed a fire hydrant in the York Creek area
- Water service repair in Hillcrest
- Changed out Filter Press roller and bearing assembly
- Makeup air and heating units inspections completed
- Submersible Pump repair at the hillcrest lagoon

Transportation Department

- Line painting program, Crosswalks and curbs is underway
- Grading of gravel roads and alley's program is underway
- Street sweeping has been completed, touching up areas as needed
- Pothole repairs and patching streets
- Tender for new trucks is posted
- Tree trimming in alley ways while reconditioning laneways
- Crack sealing program has started
- Swivel and funnel buckets have been ordered
- Storm drain maintenance and inspections

Development and Trades

- Weather stripping replaced in Lagoon Buildings
- Metal roofing repairs at the ISS ball field dugouts
- Painting yellow lines at MDM with Anti Slip Paint
- Tiling at Elks hall
- Repaired fuel canopy at the Hillcrest Shop
- Swimming pool signs and picnic tables
- Installed the TV at the pool
- Installed a window and counter top at the Blairmore Fire hall
- Ceiling repairs at the Bellevue Firehall

Corporate Services - Kristin Ivey, Manager of Corporate Services

- Collective Agreement Bargaining- June 5-6, 12-13;
- Organized an All Staff Safety Meeting with Safety Advisor on June 11 and presented on reporting forms, incident investigations, drug and alcohol policy and violence and harassment prevention work procedures for office;
- Prepared presentation boards for CCHS Career Day;
- Completed the last of the summer hiring;
- Interviews for Manager of Development and Trades;
- FOIP request #2019-003;
- Organizing Ground Disturbance Training for Operators;
- Commenced Management Performance Appraisals;
- Completed the annual commercial and travel policy compliance for Municipal Employees.

Protective Services - Jesse Fox, Fire Chief/Manager of Protective Services

- Worked with AHS for their annual PARTY program at CCHS. Very successful event to encourage responsible decision making for our youth where driving is concerned.
- Attended Alberta Fire Chiefs Association annual conference in Red Deer
- Participated in Joint Occupational Health and Safety Committee meeting
- Annual fire apparatus pump testing
- Wildfire Community Preparedness event held at Elks Hall. Funded and supported by a \$500 award from FireSmart
- Hosted an NFPA 1041 Fire Instructor Level II course over 4 days. This was made available to external agencies and we attracted participants from as far away as Lacombe. Through this, two of our members were able to complete the course at no charge to the department.
- Joint agency meeting with Fish and Wildlife, RCMP, and Protective Services to strategize garbage and animal attractants course of action. Partners to work together through enforcement and education to reduce primarily bear activity in our communities.

CPO program

- May 2019
- 10 Provincial Tickets
- 20 Provincial Warning Tickets
- 45 Calls for service
- 2 Compliance Orders-Community Standards Bylaw

Highlights:

- Garbage was an issue in May. Weekenders and new residents predominantly.
- Education letters and warning tickets sent to property owners
- Liaised with administration and reminders will be inserted into utilities invoices
- Reminders posted at Public access buildings
- Speed continues to be excessive on Highway 3
- Assisted external agencies with dog bites and garbage/BearSmart activities

Ag Services

- 2019 Weed Spray activities are underway.
- Alberta One Call-51 calls with one as cause for concern
- Priorities are CPR and AB Highways and pest control (sports fields and cemeteries)
- Volker Stevin has increased funding from \$30,000 to \$35,000 through our request and initiative
- Mussel monitors are deployed (Crowsnest Lake and Chinook Lake- checked weekly)

Community Services – Trent Smith – Manager Of Community Services

Pass Powderkeg

- Year-end report and compiling resort stats for revenue
- Survey for guests who joined us this past year. We had just over 100 completed surveys.
- Put out Food and Beverage RFP for summer services.
- Summer bike events booked in (Enduro/Rumhead and Crowsnest 100).
- Working with Atco to get natural gas quotes for our conversion off of propane.
- Hiring and training of trail crew staff through the Canada Summer Jobs Grant. We have added two new staff to the team for the summer.
- Meeting with Fortis to discuss their project and potential outcomes for PPK.
- Host 50 new Canadians at the lodge for a camping trip June 8.
- Working with Lethbridge Family Services Immigrant Services to find funding options for next winter to continue the successful New Canadians program.
- Working with CCHS to fine tune their Outdoor Pursuits program. We have increased their programming from a total of 14 days in 2018/19 to 22 in 19/20.
- Trail Crew – started last week.
 - Cleaning of cold storage and shop of old metal and wood
 - Deep cleaning of lodge
 - Cleaning up land around buildings
 - We have been getting them trained – OH&S orientation and Bear Smart training.
- Maintenance
 - Training and working with Trail Crew staff
 - Summer maintenance on snowmobiles
 - Creation of summer maintenance plan
 - Repair of trucks.
 - Attended chainsaw course

MDM/Sports Complex

- Facility rental paperwork including e-mails, booking entries (multiple bookings for groups), event set-up information, invoicing
- Rental invoicing, AEDARSA elevator paperwork for inspections and permits,
- Major upcoming event requirements, including Bellcrest Days, Ricky Ryp Golf Tournament, Sinister 7, Trans Rockies, Gun Show.
- Registration for summer Games.
- Registration and planning for Yoga and Zumba Classes.
- Advertising for fall instructors for classes.
- Working on Leases.

F.C.S.S

- Youth week events – May 6-10. Had great participation. Successful Youth Week Partnerships with CNP 40 Youth, Parent and Student Support, CCHS, Recreation Department the Library.
- Home Alone Program will be held on Friday May 24.
- FCSS has been continuing to develop a strategic plan to help guide funding decisions
- Preparing for 2020 Funding cycle. 2020 Funding applications will be made available to the public the first week of June Deadline for applications is August 31.
- FCSS participated in the first annual Spring Fever Family Fair and Bike Rodeo. 85 Children participated with their families.
- Planning for Seniors Week - June 3-7. FCSS annual Luncheon will take place on Thursday June 6 at the Elk's Hall from 11:30-1:30.