

**Municipality of Crowsnest Pass**  
**Council Meeting Minutes**  
**Tuesday, April 23, 2024**

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A regular meeting of the Council of the Municipality of Crowsnest Pass was held in Council Chambers on Tuesday, April 23, 2024.

**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  
Bryan Badura, Manager of Finance  
Johan van der Bank, Manager of Development and Trades  
Jeremy Wickson, Temporary Director of Development, Engineering & Operations  
Bonnie Kawasaki, Recording Secretary

**CALL TO ORDER**

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

**ADOPTION OF AGENDA**

**Amendments:**

**Consent Agenda**

- b. Crowsnest Cando - Revive The Roxy - Landscaping Request Letter of March 21, 2024–  
Move to Councillor Inquiries and Notice of Motion 10.c – Councillor Filipuzzi
- d. Diane Peterson – Letter of Request to Bolster Efforts to Welcome Racers to our  
Community of April 12, 2024 – Move to Councillor Inquiries and Notice of Motion 10.e –  
Councillor Sygutek

**Additions:**

**Councillor Inquiries and Notice of Motion**

- d. Funding Request – Municipal Historic Resources Advisory Committee – Councillor Kubik
- f. Bush Truck Disposal – Councillor Sygutek
- g. Highway 3 Inquiries – Councillor Ward

**01-2024-04-23:** Councillor Sygutek moved to adopt the agenda as amended.

Carried

### **CONSENT AGENDA**

**02-2024-04-23:** Councillor Ward moved that Council approve the following Consent Agenda items as amended without debate:

**3.a**

**Environmental Appointments**

THAT Council appoint staff members; Grace Thomas and Natalie McGregor, for the duration of their employment contracts, as a: Weed Inspector; Soil Conservation Officer; and Agricultural Pests Inspector.

**3.c**

**United Irrigation District Request for Letter of Support for the Belly River Reservoir Proposal of April 8, 2024**

THAT Council provide a letter of support for the Belly River Reservoir Proposal.

Carried

### **ADOPTION OF MINUTES**

**03-2024-04-23:** Councillor Girhiny moved to adopt the Minutes of the Council Meeting of April 16, 2024 as presented.

Carried

### **PUBLIC HEARINGS**

None

### **DELEGATIONS**

#### **BDO Presentation of 2023 Audited Financial Statements**

Kylee Hogg and Mina Church of BDO Canada LLP were in attendance to present the findings of the 2023 Municipal Audit.

### **REQUESTS FOR DECISION**

#### **2023 Audited Financial Statements**

**04-2024-04-23:** Councillor Sygutek moved to accept the consolidated 2023 Financial Statement dated December 31, 2023 as presented by the Municipal Auditors BDO LLP.

Carried



**Bylaw 1181, 2024 - Fees, Rates and Charges Bylaw - Second and Third Reading**

**05-2024-04-23:** Councillor Kubik moved second reading of Bylaw 1181, 2024 - Fees, Rates and Charges Bylaw.

Carried

**06-2024-04-23:** Councillor Ward moved third and final reading of Bylaw 1181, 2024 - Fees, Rates and Charges Bylaw.

Carried

**Bylaw 1182, 2024 - Land Use Bylaw Amendment - Urban Tourism Accommodation & Recreation District and Non-Urban Tourism Accommodation & Recreation District - First Reading**

**07-2024-04-23:** Councillor Sygutek moved first reading of Bylaw 1182, 2024 - Land Use Bylaw Amendment - Urban Tourism Accommodation & Recreation District and Non-Urban Tourism Accommodation & Recreation District.

Carried

**Bylaw 1186, 2024 - Amendment to the Water Services Bylaw - First Reading**

**08-2024-04-23:** Councillor Girhiny moved first reading of Bylaw 1186, 2024 - Amendment to the Water Services Bylaw.

Carried

**Policy 1304-01 - Flag Guidelines Policy**

**09-2024-04-23:** Councillor Sygutek moved to adopt 1304-01 - Flag Guidelines Policy as amended to include former federal Prime Ministers and former Provincial Premiers of Alberta under the half-mast protocol.

Carried

**COUNCIL MEMBER REPORTS**

- Councillor Ward
  - Attended the Volunteer Recognition Dinner
    - 200 Volunteers were recognized in the community
  - Attended the Landfill Meeting
    - It was noted at the meeting that garbage was being placed in the recycling bins. This is costly as employees have to physically separate the garbage. If an improvement is not seen, it could cause termination of the program.
- Councillor Sygutek
  - Attended the Bear Smart Awareness Seminar
    - Approximately 150 people were in attendance

**PUBLIC INPUT PERIOD**

None

**COUNCILLOR INQUIRIES AND NOTICE OF MOTION**

**10-2024-04-23:** Councillor Filipuzzi moved to appoint Councillors Ward and Kubik to sit on the joint Golf Course/ Municipality water committee, and to report back to Council with each meeting's results.

Carried

**Drought Discussion – Mayor Painter**

**11-2024-04-23:** Councillor Sygutek moved to direct Administration to come up with ideas on engaging the public with respect to water conservation issues.

Carried

**12-2024-04-23:** Mayor Painter moved that Administration bring back information on a rebate program for low flow fixtures for Council review.

Carried

**Procedure Bylaw Discussion – Councillor Glavin**

**13-2024-04-23:** Councillor Glavin moved that Administration bring back the Procedure Bylaw for changes to Public Input.

Carried

**Crowsnest Cando - Revive The Roxy - Landscaping Request Letter of March 21, 2024 – Councillor Filipuzzi**

**14-2024-04-23:** Councillor Filipuzzi moved that Council allow the Crowsnest Cando Society-Revive the Roxy project to replace the trees with the topiary shrubs with a height limit.

Defeated

**Funding Request - Municipal Historic Resources Advisory Committee – Councillor Kubik**

**15-2024-04-23:** Councillor Filipuzzi moved that Council agree to fund the Municipal Historic Resources Advisory Committee for historical designation plaques in the amount of \$1000 to be funded from the Mill Rate Stabilization Reserve.

Carried



**Diane Peterson - Letter of Request to Bolster Efforts to Welcome Racers to our Community of April 12, 2024 – Councillor Sygutek**

Discussion was held regarding efforts to Welcome Racers to our Community. Council suggested that a good place to start would be discussion with the Chamber of Commerce. Mayor Painter agreed to have Diane Peterson appear as a delegation at a future Council meeting.

**Bush Truck Disposal – Councillor Sygutek**

**16-2024-04-23:** Councillor Filipuzzi moved that the Municipality take the bush truck out of the asset disposal list and retain it as a Municipal Asset.

Defeated

**17-2024-04-23:** Councillor Sygutek moved that Administration determine the minimum value of the bush truck and sell it to UROC at that price outside of the asset disposal policy, and to award UROC a grant for the value of the truck.

Carried

**Highway 3 Inquiries – Councillor Ward**

Councillor Ward advised that the streetlights were out on Highway 3 between Blairmore and Coleman. Patrick Thomas, Chief Administrative Officer advised that reporting of outages can be done on the Fortis Alberta App.

Councillor Ward asked about the line painting on Highway 3. Patrick Thomas, Chief Administrative Officer advised that lines will be repainted prior to the May long weekend.

**IN CAMERA**

None

**ADJOURNMENT**

**18-2024-04-23:** Councillor Filipuzzi moved to adjourn the meeting at 9:52 pm.

Carried

  
Blair Painter  
Mayor

  
Patrick Thomas  
Chief Administrative Officer