



Municipality of Crowsnest Pass
AGENDA
Regular Council Meeting
Council Chambers at the Municipal Office
8502 - 19 Avenue, Crowsnest Pass, Alberta
Tuesday, October 8, 2024 at 1:00 PM

1. CALL TO ORDER

2. ADOPTION OF AGENDA

3. CONSENT AGENDA

- 3.a Minutes of the Family and Community Support Services Advisory Committee of June 24, 2024
- 3.b Minutes of the Crowsnest Pass Community Library Board of June 25, 2024
- 3.c Minutes of the Family and Community Support Services Advisory Committee of September 9, 2024
- 3.d Minutes of the Municipal Historic Resources Advisory Committee of September 9, 2024
- 3.e Heritage Crowsnest Letter to Council Regarding a Request from the Crowsnest Pride Society of September 10, 2024
- 3.f Crowsnest Pass Allied Arts Association - Sale to Alberta Transportation of September 13, 2024
- 3.g Invitation for Remembrance Day Services of September 13, 2024

4. ADOPTION OF MINUTES

- 4.a Minutes of the Council Meeting of September 17, 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 Jackie Seely, Municipal Relations, Southern Alberta, STARS - Annual STARS Update
- 6.b Crowsnest Cruisers Update - Pauline Desjardins of Peaks to Pines Residents Association

7. REQUESTS FOR DECISION

- 7.a Bylaw 1201, 2024 - Municipal Reserve closure and removal of Municipal Reserve designation on a portion of Lot 1MR, Block 3, Plan 8311587 - *First Reading*
- 7.b UTAR/NUTAR Clarification and Transcripts

- 7.c Regional District of East Kootenay/SW Alberta Elected Officials Meeting - October 23rd in Fernie, BC
- 7.d Option Pay Credit Card Program Update and Expansion
- 7.e Fruit-Bearing Trees on Municipal Lands

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

10.a Procedure Bylaw Discussion - Councillor Ward

11. IN CAMERA

11.a Economic Interests of the Public Body - Golf Course Water Rate - FOIP Act Section 25

12. ADJOURNMENT



Municipality of Crowsnest Pass Request for Decision

Meeting Date: October 8, 2024

Agenda #: 3.a

Subject: Minutes of the Family and Community Support Services Advisory Committee of June 24, 2024

Recommendation: That Council accept the Minutes of the Family and Community Support Services Advisory Committee of June 24, 2024 as information.

Executive Summary:

Minutes of Internal Boards and Committees are provided to Council at the subsequent meeting for their information.

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

The Family and Community Support Services Advisory Committee provides their minutes to keep Council apprised of FCSSAC activities.

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[24 JUNE 2024_FCSS MINUTES.pdf](#)



Family and Community Support Services Advisory Committee Meeting Minutes

**Municipality of Crowsnest Pass
Monday, June 24, 2024 – 6:30 PM
MDM Community Centre**

Chairperson: M. Thomas

Secretary: Kim Lewis

Present:

- Barb Kelly– Member at Large
- Cathy Painter – Member at Large
- Mirjam Thielen – Member at Large
- Margaret Thomas – Vice Chairperson
- Dean Ward – Council Representative
- Lisa Sygutek – Council Representative
- Trent Smith – Manager of Community Services
- Kim Lewis – FCSS Programmer

Absent: Kate McNeil – Chairperson

1.0 Call to Order

M. Thomas called the meeting to order at 6:30pm.

2.0 Adoption of Agenda

#46 - 24 MOVED BY: D. WARD

That the meeting agenda be adopted with the following revisions:

1. Defer 7d) Order of Crowsnest Pass Outstanding Volunteer and Outstanding Youth Award nomination package and scoring tool review - to the September meeting
2. Addition – 8a) Crowsnest Cruisers update

CARRIED

3.0 Adoption of Minutes

3a) Adoption of Family and Community Support Services Advisory Committee Minutes of May 27, 2024

#47 - 24 MOVED BY: C. PAINTER

That the meeting minutes of May 27, 2024 be adopted as presented.

CARRIED

4.0 Correspondence - N/A

5.0 Public Input – N/A

6.0 Delegations

7.0 Business Arising from Previous Minutes

7a. Volunteer Crowsnest Mid Year Funding Report

2024 FCSS funded programs were requested to complete and submit a 2024 midyear report to the FCSS Advisory Committee for review. At the meeting of May 27th, the Volunteer Crowsnest Mid- Year Funding Report was reviewed. The Committee felt that the report was vague and inadequate, and a more detailed response is required to show that the program goals outlined in the 2024 funding application are being met.

The Committee made a motion to suspend funding for Volunteer Crowsnest effective June 30, 2024. A letter was sent to Volunteer Crowsnest requesting a detailed report of activities, timelines, and details about how commitments outlined in their 2024 funding application will be met.

The response for Volunteer Crowsnest was reviewed by the FCSS Advisory Committee. The Committee felt that Volunteer Crowsnest has not met the duties and obligations that they had set out in their 2024 Funding Application. According to the 2024 Family and Community Support Services Funding Agreement:

Term and Termination

3. FCSS Shall have the right to terminate the funding agreement immediately under any of the following circumstances:
 - a. In the event the agency fails to perform the duties and obligation that is has undertaken and agreed to in the agreement.

Under Covenants of the Agency

4. In the event the Agency fails to fulfill the duties and obligations as outlined in the attached program during proposal and Program budget, FCSS will direct the agency in the returning of the FCSS funds and the finalization of any required documentation.

A letter will be sent to Volunteer Crowsnest regarding the above information.

48 - 24 MOVED BY: B. KELLY

The Family Community Support Service Advisory Committee accepts the 2024 FCSS Volunteer Crowsnest Mid-Year Report as information and is discontinuing funding the program for the remainder of 2024.

CARRIED

7b. Ranchland Victim Services Mid Year Funding Report

2024 FCSS funded programs were requested to complete and submit a 2024 midyear report to the FCSS Advisory Committee for review. Ranchland Victim Services had not completed the report and instead had sent a vague and inadequate email. The committee requested that the Mid Year Report be completed, and a more detailed response be submitted to show that the program goals outlined in the 2024 funding application are being met. Ranchland Victim Services submitted the report and outlined that Ranchland Victim Services is being discontinued by the government and will not require further funding. A cheque for \$1,750 was also returned. Total money allocated to Ranchlands Victim Services for 2024 was \$3,500. These funds will be allocated back to the grant funding GL for re-allocation.

49 - 24 MOVED BY: C. PAINTER

The Family Community Support Service Advisory Committee accepts the 2024 FCSS Mid-Year Report from Crowsnest Pass Indoor Playground as information.

CARRIED

7c. Crowsnest Pass Indoor Playground

2024 FCSS funded programs were requested to complete and submit a 2024 midyear report to the FCSS Advisory Committee for review. Crowsnest Pass Indoor Playgrounds report was submitted late.

50 - 24 MOVED BY: D. WARD

The Family Community Support Service Advisory Committee accepts the 2024 FCSS Mid-Year Report from Crowsnest Pass Indoor Playground as information.

CARRIED

8.0 New Business

8a. Crowsnest Cruisers Update

The Crowsnest Cruisers has been up and running since the beginning of May. The service is wheelchair accessible and operates on Monday, Wednesday & Friday- 8:30am – 2:00pm and on Tuesday – 11:30am-4:00pm. They currently have 40 individuals registered, and 18 of these have mobility aids. They have so far made 3 out of town trips – 7 out of town riders; 5 unique riders; 5 medical appointments. They have provided \$620 in subsidies to date. The Blairmore Lions have contributed funding to assist in

providing subsidy for those in need. The service is available to anyone over the age of 50 and people with permanent disabilities. The service is not income based.

Crowsnest Cruisers would like the Municipality to consider being a partner in the Crowsnest Cruisers service and fund an increase in the Transportation Coordinator's hours to 40/week. The cost would be about \$25,000 annually. This would add 15 hours of service weekly and provide for transporting individuals to the Food Bank and other medical appointments that occur outside the current hours of service.

Crowsnest Cruisers will make a formal request through the grant application process in the fall.

#51- 24 MOVED BY: M. THIELEN

The Family Community Support Service Advisory Committee accepts the update as information.

CARRIED

9. Administration Reports

9a) FCSS Programmer Update

- Seniors Week – June 3-7. FCSS Hosted Luncheon at MDM – 135 people attended.
- Spring BBQ held June 6th | 4-7 at Gazebo Park. Great turn out
- Man Van- June 25 | 2pm-6pm at the Elk's Hall
- Working on 2024/2025 Fall Winter Community Handbook. Deadline for submission is June 28.
- Planning movies in the park for summer- July 12 & August 16. Currently running a poll for the selection of the movie.
- Planning in the works for Fall BBQ – Scheduled for September 5.
- Meals on wheels – business as usual.
- Seniors on the Go Newsletter
- Assisting seniors' clubs.
- Subsidized taxi program
- Sitting on committee for Accessible transportation
- Information & community referrals.

#52 - 24 MOVED BY: M. THOMAS

That the update on the Programmer update be accepted as information

CARRIED

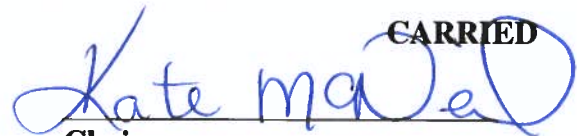
9.0 Committee Member Reports -N/A

10.0 In Camera

11. Adjournment

#53 - 24 MOVED BY: M. THOMAS

That the meeting be adjourned at 7:03pm.

CARRIED

Chairperson



Municipality of Crowsnest Pass Request for Decision

Meeting Date: October 8, 2024

Agenda #: 3.b

Subject: Minutes of the Crowsnest Pass Community Library Board of June 25, 2024

Recommendation: That Council accept the Minutes of the Crowsnest Pass Community Library Board of June 25, 2024 as information.

Executive Summary:

Minutes of Internal Boards and Committees are provided to Council at the subsequent meeting for their information.

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

The Crowsnest Pass Community Library Board provides their minutes to keep Council apprised of Library activities.

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[Library minutes June 25th, 2024 with attachments.pdf](#)



Municipality of Crowsnest Pass Library Board
Regular Board Meeting
Tuesday June 25th, 2024 (1:30 pm)
Crowsnest Community Library

Minutes

Attendance: Diane deLauw (Library Manager), Erin Matthews (Chair), Margaret Thomas (Vice Chair), Doreen Glavin (Council Rep), Lisa Sygutek (Council Rep), and Gale Comin (Treasurer). **Regrets:** Nicole Stafford (Secretary), John Hucik

1. Call to Order - Erin called the meeting to order at 1:33pm.

2. Adoption of Agenda - June 25th, 2024:

Erin motioned to adopt the agenda with additions. Gale seconded. Motion carried.

3. Adoption of Minutes - May 28th, 2024

Margaret made a motion to adopt the minutes. Gale seconded. Motion carried.

4. Librarian's Report (attached) - Presented by Diane

Margaret motioned to adopt report as presented. Doreen seconded. Motion carried.

5. Financial Report - Presented by Diane.

Erin made a motion to adopt the financial report. Gale seconded. Motion carried.

6. Elevator update - Elevator survey results reviewed. Email from Johan regarding cost of hiring an architect, and annual maintenance costs presented.

Margaret motioned to request a fee estimate, and to hire an architect as long as the fee estimate did not exceed \$8000. Gale seconded. Motion carried.

7. Policy update: Section 4 (Personnel Policy) Erin motioned to approve the full revision of Section 4. Margaret Seconded. Motion carried.

8. Plan of Service (Service Response 9 draft reviewed)

Lisa motioned to approve draft of Response 9. Erin Seconded. Motion carried

9. In Camera Lisa made a motion to go in camera at 2:35pm. Lisa made a motion to come out of camera at 2:38pm.

Erin made a motion to send out review documents to full Library Board and to have reply's by July 5th. Gale Seconded, Motion carried

10. Meeting Adjournment - Lisa made a motion to adjourn the meeting at 2:26pm.

Next Meeting: June 25th, 2024

Approved _____ Date _____

Librarians Report
June 25th, 2024

Programming

- Legomania – June 7th, 2024
- Summer- Read-on-Day – June 21st, 2024.
- Museum Movie partnership – July 4th, 2024
- Summer Reading Program runs for 6 weeks July 9-August 15th
 - Pre-School Tuesdays 10-11am
 - School-Age Thursdays 2-3:30pm
- Provincial Family Resource Network / Fort Macleod and District FCSS, now doing monthly youth programs at Crowsnest Community Library.

Staff training

- SRP Workshop attended
- New Summer Student in training.

Building update

- Windows are being resealed on outside of building.

Computer upgrades

- Computers have been received to meet Windows 11 requirements.
- Windows 11 upgrades have started

Friends of the Library

- 2 Adirondack chairs purchased for Library.
- Purchased new book cases for Non-Fiction section.

Isabelle Russel donations

- Friends and Family donations
 - Stained Glass (Isabelle's Garden)
 - Cuddle Chair
 - Ikea cube shelf
 - Jumbo blocks

Financial update

- Provincial Funding received.

Municipality of Crowsnest Pass Library Profit & Loss Budget vs. Actual January through June 2024

| | | Jan - Jun 24 | Budget |
|-----------------------------|--|-------------------|-------------------|
| Income | | | |
| Funding | | | |
| | 4000 · Municipality | 156,102.00 | 156,102.00 |
| | 4010 · Province of Alberta | 40,298.00 | 40,298.00 |
| Total Funding | | 196,400.00 | 196,400.00 |
| Operations | | | |
| | 4100 · Book Sales | 492.44 | 800.00 |
| | 4120 · Donations (made to Library) | 184.85 | 0.00 |
| | 4130 · Facility Use | 320.00 | 150.00 |
| | 4140 · Print & Photcopy | 1,301.00 | 2,500.00 |
| | 4150 · Fines | 215.92 | 200.00 |
| | 4500 · Interest Income | 522.87 | 1,500.00 |
| Total Operations | | 3,037.08 | 5,150.00 |
| Total Income | | 199,437.08 | 201,550.00 |
| Gross Profit | | 199,437.08 | 201,550.00 |
| Expense | | | |
| | 5050 · Board Expenses | 0.00 | 50.00 |
| | 5200 · Furniture & Equipment | 118.43 | 400.00 |
| | 5300 · Bank Charges | 29.00 | 50.00 |
| | 5460 · Janitorial/Cleaning | 1,588.95 | 3,400.00 |
| | 5500 · Computers | 4,144.54 | 1,600.00 |
| | 5530 · Office Supplies | 1,936.59 | 3,400.00 |
| | 5610 · Bldg. / Yard Repairs & Maint. | 6,810.63 | 8,000.00 |
| | 5650 · Professional Assoc. Memberships | 0.00 | 50.00 |
| | 5655 · Regional Library Membership | 10,070.97 | 21,000.00 |
| | 5660 · Professional Develop. Expense | 1,024.07 | 1,500.00 |
| | 5670 · Program Expenses | 940.89 | 950.00 |
| | 5700 · Library Wages | 52,506.61 | 136,000.00 |
| | 5760 · Security System | 0.00 | 1,350.00 |
| | 5800 · Telephone | 123.84 | 800.00 |
| | 5850 · Utilities | 7,036.32 | 23,000.00 |
| Total Expense | | 86,330.84 | 201,550.00 |
| Net Income | | 113,106.24 | 0.00 |
| Current Assets | | | |
| | 1000 · Royal Bank - Chequing | 9,092.00 | |
| | 1100 · GIC Operations | 121,000.00 | |
| Total Current Assets | | 130,092.00 | |



Municipality of Crowsnest Pass Request for Decision

Meeting Date: October 8, 2024

Agenda #: 3.c

Subject: Minutes of the Family and Community Support Services Advisory Committee of September 9, 2024

Recommendation: That Council accept the Minutes of the Family and Community Support Services Advisory Committee of September 9, 2024 as information.

Executive Summary:

Minutes of Internal Boards and Committees are provided to Council at the subsequent meeting for their information.

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

The Family and Community Support Services Advisory Committee provides their minutes to keep Council apprised of FCSSAC activities.

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[09 SEPT 2024_FCSS MINUTES.pdf](#)



Family and Community Support Services Advisory Committee Meeting Minutes

**Municipality of Crowsnest Pass
Monday September 9, 2024 – 4:30 PM
MDM Community Centre- Rm 10a**

Chairperson: Kate McNeil

Secretary: Kim Lewis

Present: Kate McNeil – Chairperson
Cathy Painter – Member at Large
Margaret Thomas – Vice Chairperson
Barb Kelly – Member at Large
Mirjam Thielen – Member at large
Dean Ward – Council Representative
Lisa Sygutek – Council Representative
Kim Lewis – FCSS Programmer
Trent Smith – Manager of Community Services

Absent:

1.0 Call to Order

K. McNeil called the meeting to order at 4:38pm.

2.0 Adoption of Agenda

#54 - 24 MOVED BY: D. WARD

That the meeting agenda be adopted as presented.

CARRIED

3.0 Adoption of Minutes

4.0 Correspondence

5.0 Delegations

5a) Family Resource Centre

Margret Byrne presented on behalf of the Family Resource Centre. The Family Resource Centre has applied for \$25,000 for operational costs. The Family Resource Centre offers many programs and services to the community and acts as resource hub. Funds requested for wages, equipment, phone, supplies and staff and volunteer training. Margaret reports that they are busier than ever. Margaret explained that they have a Counsellor on staff that provides counselling at least one day a week to people in need. They don't currently have funding for the counsellor but pay her what they can. They would like to expand this service if they could obtain the funding. Wait time for Alberta Mental health are long for people in need. Many people cannot afford to pay for private counselling services.

5b) BRAT Pack

The BRAT Pack program is a partnership program between Brighter Futures, the Library and Friends of the library. It is a free literacy-based program for families and children of all ages offered every Tuesday. Each session incorporates at least one book being read out loud followed by extension activities such as crafts, songs, experiments, cooking and outdoor activities. BRAT Pack had applied for \$1,500 for 2025.

5c) Kids Kollege

Shelagh (Kids Kollege President) presented on behalf of the Kids Kollege. Kids Kollege has applied for \$23,000 for their Nursery School Program. Kids Kollege provides a safe and structured play-based learning environment for children ages 3-5 to develop their social skills for school readiness. Kids Kollege enrollment is currently at 12 but they are expecting the class to fill to 19. Kids Kollege is currently operating 3 days per week, 9am – 1pm.

5d) CNP40

Katherine Mertz and Stephanie Olsen presented on behalf of the CNP 40. CNP 40 has applied for \$20,000 to work with youth and the community to increase awareness of the 40 Assets and support their taking action to build assets. CNP40 offers drop in teen events encouraging youth to be social and try new things in a safe and positive environment. Existing services, programs and events within the community are supported and promoted by CNP40 in their efforts to build assists in children and youth. A main project of CNP40 is the Amazing Teen Race held each September. The amazing race was just held & it was bigger and better than ever with over 100 participants. Next year will mark the 10th anniversary of the Amazing Teen Race. The run movies for teens once a month and they are very popular. However, the funding that was from Teck Resources is running out and they aren't sure if they will be able to continue those programs for 2025 unless they obtain funding.

5e) Cartwright Cares

Jayleen Desaunoy and Josh Hellowell, owners of Cartwright Cares attended the FCSS meeting to make a proposal for 2025 FCSS Funding. Cartwright Cares is a private business offering various services for seniors in the Crowsnest Pass. Cartwright Cares is looking for financial assistance from FCSS to provide a subsidy to low-income seniors living in the community receiving their in-home services. Their goal is to enable seniors to receive assistance they require to age in place. Cartwright Cares proposed three different funding options:

1. \$10,000 – provide service to 2.17 clients per month
2. \$20,000 – provide service to 4.35 clients per month
3. \$30,000 - provide service to 6.54 clients per month

This would allow for each client to receive 3 hours of service per week. These services would be provided on a first come first served basis.

#55 - 24 MOVED BY: D. WARD

That the FCSS Advisory Committee accept the all the delegation presentation as information.

CARRIED

6.0 Business Arising from Previous Minutes**6a) FCSS Funding Requests**

FCSS currently has \$6,000 in funding to allocate towards community programs. An email was sent to programs currently funded through FCSS to see if there were any projects and or supplies that they need for the 2024 funding year. Only two programs submitted requests. CNP40 would like to host a “Night at the Museum” and has requested \$1000. Kids Kollege needs office supplies and have requested \$806.00 (an approximate cost of the supplies they need)

#56 - 24 MOVED BY: M. THOMAS

The Family Community Support Service Advisory Committee approves the following funding requests

- a. CNP 40 - \$1,000 toward hosting a “Night at the Museum”
- b. Kids Kollege - \$1000 toward the purchase of office supplies.

CARRIED

7.0 New Business**7a) FCSS Category 2 Funding Application – Peaks to Pines Recreation Program**

Peaks to Pines Creative Collaborations Program has applied for FCSS Category 2 Funding in the amount of \$325.88 to purchase supplies for their program.

Peaks to Pines Creative Collaborations Program has applied for FCSS Category 2 Funding in the amount of \$325.88 to purchase supplies for their program.

#57 - 24 MOVED BY: L. SYGUTEK

The Family Community Support Service Advisory Committee declines to provide Category 2 funding to the Peak to Pines Creative Collaborations Program as the Peaks to Pines Recreation Program is an already government funded program.

CARRIED

8. Administration Reports

8a) FCSS Programmer Update – N/A

9.0 Committee Member Reports

N/A

10.0 In Camera

10a) Volunteer Crowsnest

#58 - 24 MOVED BY: D. WARD

To go in camera at 7:15pm

CARRIED

#59 - 24 MOVED BY: K. MCNEIL

To go in camera at 7:30pm

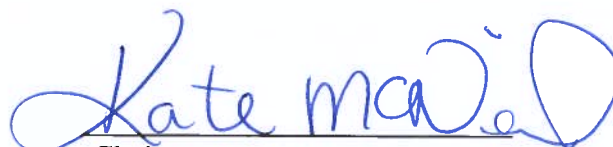
CARRIED

11. Adjournment

#60 - 24 MOVED BY: K. MCNEIL

That the meeting be adjourned at 7:30pm.

CARRIED


Chairperson



Municipality of Crowsnest Pass Request for Decision

Meeting Date: October 8, 2024

Agenda #: 3.d

Subject: Minutes of the Municipal Historic Resources Advisory Committee of September 9, 2024

Recommendation: That Council accept the Minutes of the Municipal Historic Resources Advisory Committee of September 9, 2024 as information.

Executive Summary:

Minutes of Internal Boards and Committees are provided to Council at the subsequent meeting for their information.

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

The Municipal Historic Resources Advisory Committee provides their minutes to keep Council apprised of their activities.

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[2024 06 24_Municipal Historic Resources Approved Minutes.pdf](#)



MINUTES - MUNICIPAL HISTORIC RESOURCES ADVISORY COMMITTEE
June 24, 2024, at 3:00 pm
Council Chambers, Coleman Municipal Office

| | | |
|------------------------|--------------------------|----------------------|
| <u>PRESENT:</u> | Board Member | Fred Bradley (Chair) |
| | Board Member | Glen Girhiny |
| | Board Member | Bruce Nimmo |
| | Board Member | Bryce Andreasen |
| | Board Member | Doreen Johnson |
| | Board Member | Myriah Sagrafena |
| | Board Member | Howard Vandenhoeof |
| | Board Member | Vicki Kubik |
| | Municipal Representative | Katherine Mertz |
| | Municipal Representative | Sasha Lassey |
| | Municipal Representative | Johan van der Bank |

ABSENT: Dawn Rigby

1. CALL TO ORDER

Fred Bradley called the meeting to order at 3:05 pm.

Election of Chair – Fred Bradley called for nominations. Vicki Kubik nominated Fred Bradley (accepted). No further nominations received. Fred Bradley elected as Chair by acclamation.

Election of Vice-Chair – Fred Bradley called for nominations. Howard Vandenhoeof nominated Bruce Nimmo (accepted). No further nominations received. Bruce Nimmo elected as Vice-Chair by acclamation.

2. ADOPTION OF AGENDA

Bruce Nimmo requested to add item 7.5 – “National Historic Sites of Canada Inventory” under Round Table Discussion.

MOTION by Myriah Sagrafena to adopt the agenda as revised.

CARRIED

3. ADOPTION OF MINUTES

MOTION by Glen Girhiny to adopt the minutes of May 21, 2024.

CARRIED

4. ROUND TABLE DISCUSSION

7.1 Heritage Designation Plaques – Sasha Lassey sought clarification of the purpose of the QR code on the approved plaque template. It was determined that the QR code for each plaque must link to an individual PDF on the Municipal website that is a combination of



MINUTES - MUNICIPAL HISTORIC RESOURCES ADVISORY COMMITTEE
June 24, 2024, at 3:00 pm
Council Chambers, Coleman Municipal Office

the Heritage Story Maps and the Statement of Significance from the Heritage Management Plan Inventories for each individual property. Administration will proceed to have five plaques manufactured from the approved template and presented to the landowners. An appropriate plaque location on each building will be determined in consultation with the landowner. Heritage Crowsnest has a special tool and may be able to assist with affixing the plaques on the buildings.

- 7.2 Earth moving activity on the former Coleman Collieries Plant property re. development permits / approvals issued (Coleman National Historic Site). Katherine Mertz provided an update regarding two structures that were demolished without the benefit of the required development permit and potentially a Safety Codes permit. When she discussed these requirements with the landowner and the operator of the landscaping business (after she became aware of the completed demolition), the response was that the condition of the two structures presented a public safety hazard for employees of and visitors to the landscaping business and was deemed to be a matter of urgency. Katherine reported further that upon inquiry, a representative from Alberta Arts, Culture and Status of Women advised that they cannot discuss details about the property, but they are aware that there are heritage preservation considerations relative to the Alberta Energy Regulator approval for remediation of the property.

The Advisory Committee again requested that Administration send a notification to:

- the owners of property in the Historic Commercial Areas Overlay District,
- the owners of property that is a provincially designated historical resource,
- the owners of property that is a municipally designated historic resource,
- the owners of property that is in the Heritage Management Plan Inventories, and
- the owners of property in the Coleman National Historic Site

to make them aware of the Land Use Bylaw provisions relative to:

- Schedule 3 exemptions from the requirement to obtain a development permit for renovation, maintenance, and development of these buildings and properties, and
- the Overlay District regulations.

Johan van der Bank mentioned that an Omnibus land use bylaw amendment is in process for completion in August 2024, that this amendment intends to clarify the



MINUTES - MUNICIPAL HISTORIC RESOURCES ADVISORY COMMITTEE
June 24, 2024, at 3:00 pm
Council Chambers, Coleman Municipal Office

provisions relative to the matters raised by the Advisory Committee, and that the notification will be sent after the Omnibus amendment has been adopted by Council to ensure the landowners receive the most updated information.

- 7.3 Sub-committee on prioritization of the recommendations in the Heritage Management Plan and development of an implementation strategy for presentation by a delegation to Municipal Council. The sub-committee provided notes from their meetings and a draft letter to municipal council based on the meeting notes. The letter requests funding for three action items: 1) facilitate community engagement on historic building designation (\$5,000), 2) update the Crowsnest Pass Historic District Design Guidelines (\$25,000 contingent upon matched funding under the provincial Heritage Preservation Partnership Program), and 3) develop a Built Heritage Walking Tour App (\$25,000). The Advisory Committee reached consensus on the content of the draft letter.

The sub-committee will prepare a PowerPoint presentation with assistance from Doreen Johnson. Fred Bradley will finalize the letter and provide the letter and presentation to Bonnie Kawasaki with a request that the Advisory Committee be scheduled for a delegation to municipal council for August or September 2024, as part of the 2025 budget deliberations cycle.

- 7.4 Community Updates – there was discussion surrounding the proposed Highway 3 twinning and its implications for the preservation of historic sites.
- 7.5 National Historic Sites of Canada Inventory – Bruce Nimmo mentioned that the Coleman National Historic Site cannot be found on the federal government’s inventory. There was discussion that the Parks Canada website may list only those sites that are actively operated. This item will be further discussed at the next meeting.



MINUTES - MUNICIPAL HISTORIC RESOURCES ADVISORY COMMITTEE
June 24, 2024, at 3:00 pm
Council Chambers, Coleman Municipal Office

5. NEXT MEETING DATE

- Monday July 22 (if necessary) or Monday August 26 (if necessary), at 3:00 pm in Council Chambers, Municipal Office.

6. ADJOURNMENT

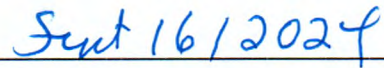
MOTION by Vicki Kubik to adjourn the meeting at 4:25 pm.

CARRIED

Approved by:



Fred Bradley, Chair



Date



Municipality of Crowsnest Pass Request for Decision

Meeting Date: October 8, 2024

Agenda #: 3.e

Subject: Heritage Crowsnest Letter to Council Regarding a Request from the Crowsnest Pride Society of September 10, 2024

Recommendation: That Council accept the Heritage Crowsnest Letter to Council Regarding a Request from the Crowsnest Pride Society of September 10, 2024 as information and give consideration to their request.

Executive Summary:

Correspondence received is provided to Mayor and Council at the subsequent meeting for Council's information and consideration.

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

Correspondence was received from Chris Matthews of Heritage Crowsnest inquiring about including a Pride Painted sidewalk with the Bellevue Revitalization Project.

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[2024 09 10 - Heritage Crowsnest Letter to Council - Pride Society.pdf](#)

September 9, 2024

Municipality of Crowsnest Pass
 Mayor and Council
 PO Box 600
 Crowsnest Pass, AB T0K 0E0

Dear Mayor and Council.

As the community liaison of the Bellevue Main Street Project I've had the opportunity to help navigate that project over the past few months. I've recently been approached by one community group that has a great idea to improve our community, either at the completion of the Bellevue Main Street Project or elsewhere in our community. I am passing along their idea/request as an intermediary to connect Council with their constituents.

The Crowsnest Pride Society, along with other local residents, would like to formally request a decision on painting one of our community sidewalks as a Pride Sidewalk. If you are not aware, a Pride Sidewalk would have the colours and designs of the Pride Flag painted within the white boundaries of a standard sidewalk. These sidewalks are being painted across Alberta, Canada, and the World as a celebratory mechanism for a community within local communities. These acts of public celebration are similar to veteran memorials, youth murals, public art installments, and heritage presentations/exhibits. All of them celebrate something great and unique about the area and people of their town or city.

This idea was brought to me because there was a thought that when the wonderful new Bellevue Main Street is completed, new sidewalks will need to be painted, thus creating a perfect time to paint and unveil a Pride Sidewalk in our community. I agree that this is a fantastic opportunity.

The Crowsnest Pride Society has asked for the method to make such a request. Is there a form to completed, or if this is a unique request they are more than happy to meet as a delegation at a Council Meeting at the next available slot. I have offered to help connect the Pride Society with Council and can help facilitate any steps that need to take place.

I look forward to your response on next steps, and you can correspond with myself (ceo@heritagecrowsnest.com) or Amanda Slugoski (connect@crownsnestpride.ca) the co-Chair of Crowsnest Pride Society.

I sincerely thank you for your time,



Chris Matthews



Municipality of Crowsnest Pass Request for Decision

Meeting Date: October 8, 2024

Agenda #: 3.f

Subject: Crowsnest Pass Allied Arts Association - Sale to Alberta Transportation of September 13, 2024

Recommendation: That Council accept the Crowsnest Pass Allied Arts Association notification of Sale to Alberta Transportation of September 13, 2024 as information.

Executive Summary:

Correspondence received is provided to Mayor and Council at the subsequent meeting for Council's information.

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

Correspondence was received from Crowsnest Pass Allied Arts Association advising of the sale of the art gallery to Alberta Transportation and to advise Council of their intent to find a new location.

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[2024 09 13 - CNP Allied Arts - Sale to Alberta Transportation.pdf](#)

September 14, 2024

Crowsnest Pass Allied Arts Association
Box 1469
Blairmore, AB
T0K 0E0

His Worship Mayor Blair Painter and Members of Council
Municipality of Crowsnest Pass
Box 600
Crowsnest Pass, Alberta
T0K 0E0

Dear Sirs/Madams,

Attached are two copies of the General Security Agreement and the Assignment of Sale Proceeds in accordance with the agreement between CNP Allied Arts Association and the Municipality of CNP formalized in 2015. Also attached is the Offer to Sell between Crowsnest Pass Allied Arts Association and the Province of Alberta signed July 5, 2024. We understand that these are the documents necessary to remove the current Caveat on Title and allow the sale of our property and building to Alberta Transportation.

We would like to take this opportunity to thank the municipality for their support to finalize this process, and especially Patrick Thomas for his patience and ongoing work. We have undertaken the sale of our property as a proactive step to move forward for Alberta's intention to expand Highway 3.

It is very much our intention to secure a gallery space that will meet the needs of a Public Art Gallery and hopefully, expand on that with the inclusion of an arts centre that adds value and beautification to the Crowsnest Pass. To that end, we have discussed our needs with realtors, viewed properties and vacant lots for sale, as well as considered proposals brought to our attention by developers and interested community members.

Again, thank you for working with us on this. We hope, together, we can move towards a future arts space that both parties will be proud to call ours. If there is any further information you would like from us, or would like to meet to discuss anything, please do not hesitate to let us know.

Sincerely,



Joni MacFarlane
President, CNP Allied Arts Assoc.

CC Patrick Thomas, CEO, Municipality of Crowsnest Pass
Atts.



Municipality of Crowsnest Pass Request for Decision

Meeting Date: October 8, 2024

Agenda #: 3.g

Subject: Invitation for Remembrance Day Services of September 13, 2024

Recommendation: That Council receive the Invitation for Remembrance Day Services as information and decide with services Council members will attend.

Executive Summary:

Correspondence received is provided to Mayor and Council for their information and consideration.

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

An invitation was received from the President of the Coleman Legion for Council to attend this year's Remembrance Day Services. A reply has been sent on behalf of Mayor Painter that he will attend and address the community. Council is also invited to attend and can decide which services each member will attend.

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[2024 09 13 - Royal Canadian Legion - Invitation for Remembrance Day Services.pdf](#)

RECEIVED

SEP 13 2024



The Royal Canadian Legion Coleman Branch #9

P.O. Box 448

7831 17 Ave. Coleman, Alberta T0K 0M0

Phone: 403-563-3964

Email: Branch9@shawbiz.ca

September 9th, 2024

Dear Mayor Painter,

On behalf of the Coleman and Bellevue Legions of the Crowsnest Pass, I would like to invite you to join us in addressing our community at our Remembrance Day Service. The service will be held at Crowsnest Community High School November 11th, at 10:30 am. We would also be honored to have you address guests at the Coleman Legion Branch #9, service beginning at 12:30 pm and at the Bellevue Branch #19 service beginning at 2:00 pm.

Please reply at your earliest Convenience, by contacting the Coleman Legion by phone, letter or email.

Sincerely,

Gary Littlewood – President

The Royal Canadian Legion

Coleman Branch #9



Municipality of Crowsnest Pass Request for Decision

Meeting Date: October 8, 2024

Agenda #: 4.a

Subject: Minutes of the Council Meeting of September 17, 2024

Recommendation: That Council adopt the Minutes of the Council Meeting of September 17, 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 09 17 - Council Meeting Minutes.docx](#)



Municipality of Crowsnest Pass
Council Meeting Minutes
Tuesday, September 17, 2024

A regular meeting of the Council of the Municipality of Crowsnest Pass was held in Council Chambers on Tuesday, September 17, 2024.

Council Present:

Mayor Blair Painter, Councillors: Dave Filipuzzi, Doreen Glavin, Glen Girhiny, and Dean Ward

Council Absent:

Councillors: Lisa Sygutek and Vicki Kubik

Administration Present:

Patrick Thomas, Chief Administrative Officer
Kristin Colucci, Deputy Chief Administrative Officer
Brian McCulloch, Director of Finance
Bonnie Kawasaki, Recording Secretary

CALL TO ORDER

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

ADOPTION OF AGENDA

01-2024-09-17: Councillor Glavin moved to adopt the agenda as presented.

Carried

CONSENT AGENDA

02-2024-09-17: Councillor Ward moved that Council approve the following Consent Agenda items as presented without debate:

3.a

Minutes of the Crowsnest Pass Senior Housing Board of July 22, 2024

THAT Council accept the Minutes of the Crowsnest Pass Senior Housing Board of July 22, 2024 as information.

3.b

Minutes of the Crowsnest Pass Senior Housing Board Special Meeting of August 12, 2024

THAT Council accept the Minutes of the Crowsnest Pass Senior Housing Board Special Meeting of August 12, 2024 as information.

3.c

Thank You Letters from the Blairmore Residents Regarding the One-Way Road Closure on 15th Avenue, Blairmore

THAT Council accept the Thank You Letters from the Blairmore Residents Regarding the One-Way Road Closure on 15th Avenue, Blairmore as information.

3.d

Alberta SW Board Minutes of July 31, 2024 and September Bulletin

THAT Council accept the Alberta SW Board Minutes of July 31, 2024 and September Bulletin as information.

3.e

Alberta Energy Regulator Proceeding No. 444 Submission

THAT Council accept the Alberta Energy Regulator Proceeding No. 444 Submission as information.

Carried

ADOPTION OF MINUTES

03-2024-09-17: Councillor Filipuzzi moved to adopt the Minutes of the Council Meeting of September 10, 2024 as presented.

Carried

PUBLIC HEARINGS

None

DELEGATIONS

Crowsnest Cando Roxy Update

Tim Juhlin, President of Crowsnest Cando was in attendance to provide Council with an update on the Revive the Roxy Project and to present the quotes obtained to refurbish the sign and cladding on the Roxy to satisfy the requirement for the Category 1 Grant from the 2024 budget.

REQUESTS FOR DECISION

Bylaw 1185, 2024 - Road Closure – Second and Third Reading

04-2024-09-17: Councillor Girhiny moved second reading of Bylaw 1185, 2024 Road Closure.

Carried

05-2024-09-17: Councillor Filipuzzi moved third and final reading of Bylaw 1185, 2024 Road Closure.
Carried

Service Areas Update

06-2024-09-17: Councillor Ward moved to accept the Service Areas Update as information.
Carried

Rural Municipalities of Alberta (RMA) Convention Attendees

07-2024-09-17: Councillor Ward moved that Council appoint Mayor Painter, Patrick Thomas, Chief Administrative Officer and Councillors Girhiny and Filipuzzi to attend the RMA Convention in Edmonton from November 4-7, 2024.
Carried

Vote of the Electors on a Question - Council Resolutions

08-2024-09-17: Councillor Filipuzzi moved to hold Election Day for the Non-Binding Vote of the Electors on a question on November 25, 2024.
Carried

09-2024-09-17: Councillor Ward moved that Council appoints Barb Kelly as the Returning Officer for the 2024 Vote of the Electors on a Question.
Carried

10-2024-09-17: Councillor Glavin moved that Council appoints Kristin Colucci as the Substitute Returning Officer for the 2024 Vote of the Electors on a Question.
Carried

11-2024-09-17: Councillor Girhiny moved to provide for the following voting subdivisions and voting stations in the 2024 Vote of the Electors on a Question:

- a. Subdivision A- Coleman
- b. Subdivision B- Blairmore and Frank
- c. Subdivision C- Bellevue and Hillcrest

Carried

12-2024-09-17: Councillor Filipuzzi moved to provide for special ballots and provide that the application for special ballots may be made by any of the following methods:

- a. In writing
- b. By telephone
- c. By fax
- d. In person
- e. By e-mail

Carried

13-2024-09-17: Councillor Ward moved to provide for Institutional voting to be held at the following locations:

- a. Peaks to Pines
- b. Crowsnest Pass Health Centre
- c. Tecumseh Apartments
- d. Westwind Apartments

Carried

Horace Allen School - Category 3 Grant Request

14-2024-09-17: Councillor Glavin moved that Council approve of a Category 3 grant request in the amount of \$1,000 for Horace Allen School Festival on the Field September 26, 2024.

Carried

Regional Growth Statistics

15-2024-09-17: Councillor Girhiny moved that Council accepts the Regional Growth Statistics Report for Information.

Carried

Frank Industrial Park Waterline Failure

16-2024-09-17: Councillor Filipuzzi moved that Council approves up to \$400,000 from the Water Reserve to complete the Frank Industrial Park water main extension.

Carried

COUNCIL MEMBER REPORTS

- Councillor Ward
 - Attended the MPC meeting
 - Elk Valley Resources will be putting in a 300-man work camp on the old Devon Gas Plant Site for two water plants in the Elk Valley

PUBLIC INPUT PERIOD

Name

COUNCILLOR INQUIRIES AND NOTICE OF MOTION

None

ADJOURNMENT

17-2024-09-17: Councillor Filipuzzi moved to adjourn the meeting at 8:24 pm.

Carried

Blair Painter
Mayor

Patrick Thomas
Chief Administrative Officer



Municipality of Crowsnest Pass Request for Decision

Meeting Date: October 8, 2024

Agenda #: 6.a

Subject: Jackie Seely, Municipal Relations, Southern Alberta, STARS - Annual STARS Update

Recommendation: That Council accept the annual STARS update for information.

Executive Summary:

Jackie Seely, Municipal Relations, Southern Alberta, of STARS will present the annual update to Council with statistics for STARS over the past year.

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

Jackie Seely, Municipal Relations, Southern Alberta for STARS will attend Council to provide an update on STARS calls in our community and throughout the province, in addition to an update on their annual fundraising efforts.

The annual Municipal contribution will be presented at the meeting.

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[Municipality of Crowsnest Pass Oct 08 2024.pdf](#)

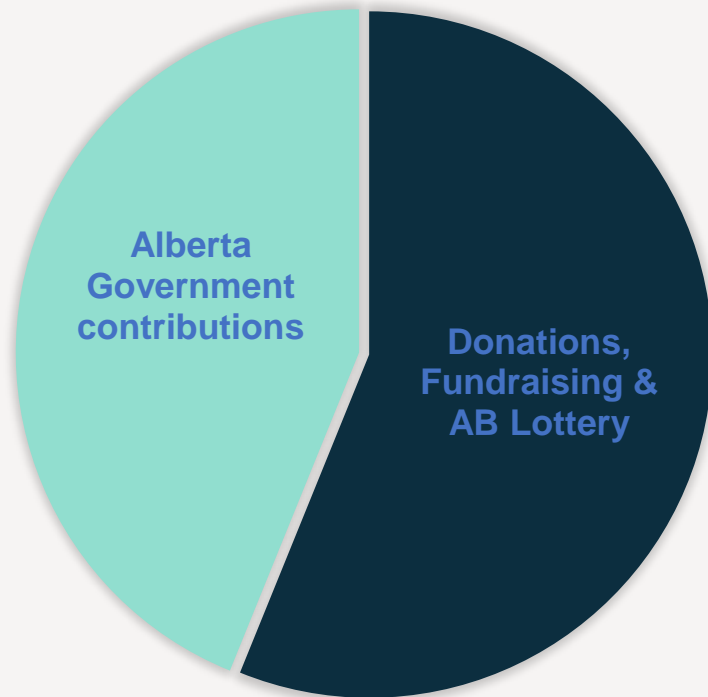


CRITICAL CARE, ANYWHERE

The best hope, in a worst-case scenario.

 **STARS**®

STARS ALBERTA, FY24-25



Direct Operating Costs
\$34.2 million

Government Contribution
\$15 million

Donations, Fundraising & lotteries are needed to cover **56%**
of direct operational costs in Alberta



ESSENTIAL SERVICES FOR ALL, RURAL

New! 9 rural municipalities
New! 14 urban municipalities

- 94% Alberta municipalities in partnership
- 75% Regional Leaders
- Requests pending

Partnership ensures robust health & safety network

(9) MUNICIPAL LEADERS

- Achieve \$500,000 (+) cumulative support
- Fixed Rate / Standing Motion
- Included in protective services budget

2023 Welcome Sturgeon County
 2024 Welcome Birch Hills County

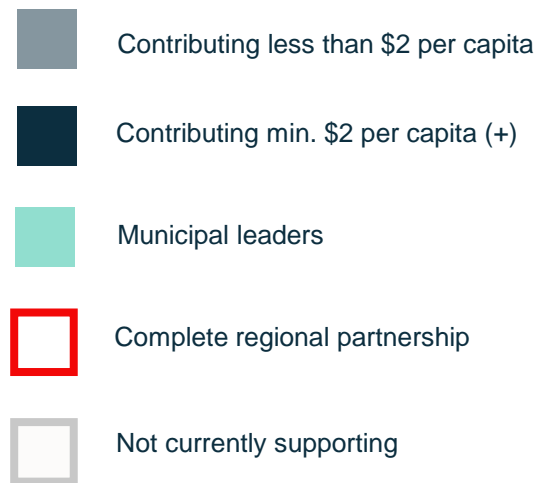
REGIONAL LEADERS

Building partnerships within.

- Fixed rate - alleviate fluctuation
- Based on minimum \$2 per capita

PEACE RIVER REGIONAL DISTRICT, BC

- Hudson's Hope, BC
- City of Fort St. John, BC
- Taylor, BC
- City of Dawson Creek, BC
- Pouce Coupe, BC
- Chetwynd, BC
- Tumbler Ridge, BC



2023/24

YEAR IN REVIEW



STARS EMERGENCY LINK CENTRE

37,365

EMERGENCY REQUESTS HANDLED



MISSIONS

3,927

YEARLY MISSIONS



FUNDING

\$11.4M

APPROXIMATE ANNUAL COST PER BASE



INCIDENT TYPES

STARS RESPONDS TO A VARIETY OF CRITICAL CARE CALLS

- CARDIAC **18.05%**
- ENVIRONMENTAL **0.30%**
- NEUROLOGICAL **12.48%**
- OBSTETRICAL **1.42%**
- PULMONARY **12.64%**
- VEHICLE INCIDENT **18.38%**
- OTHER MEDICAL **19.20%**
- OTHER TRAUMA **17.38%**

102

AVERAGE EMERGENCY REQUESTS A DAY



1,720 **1,025** **1,182***
AB SK MB

MISSIONS BY PROVINCE



- NET FUNDRAISING
- GOVERNMENT CONTRIBUTIONS*
- INDUSTRY SERVICES
- OTHER

* worth received in year

STARS FUNDING SOURCES

37,345

ANNUAL DONORS

11

AVERAGE DAILY MISSIONS

* Includes fixed-wing missions

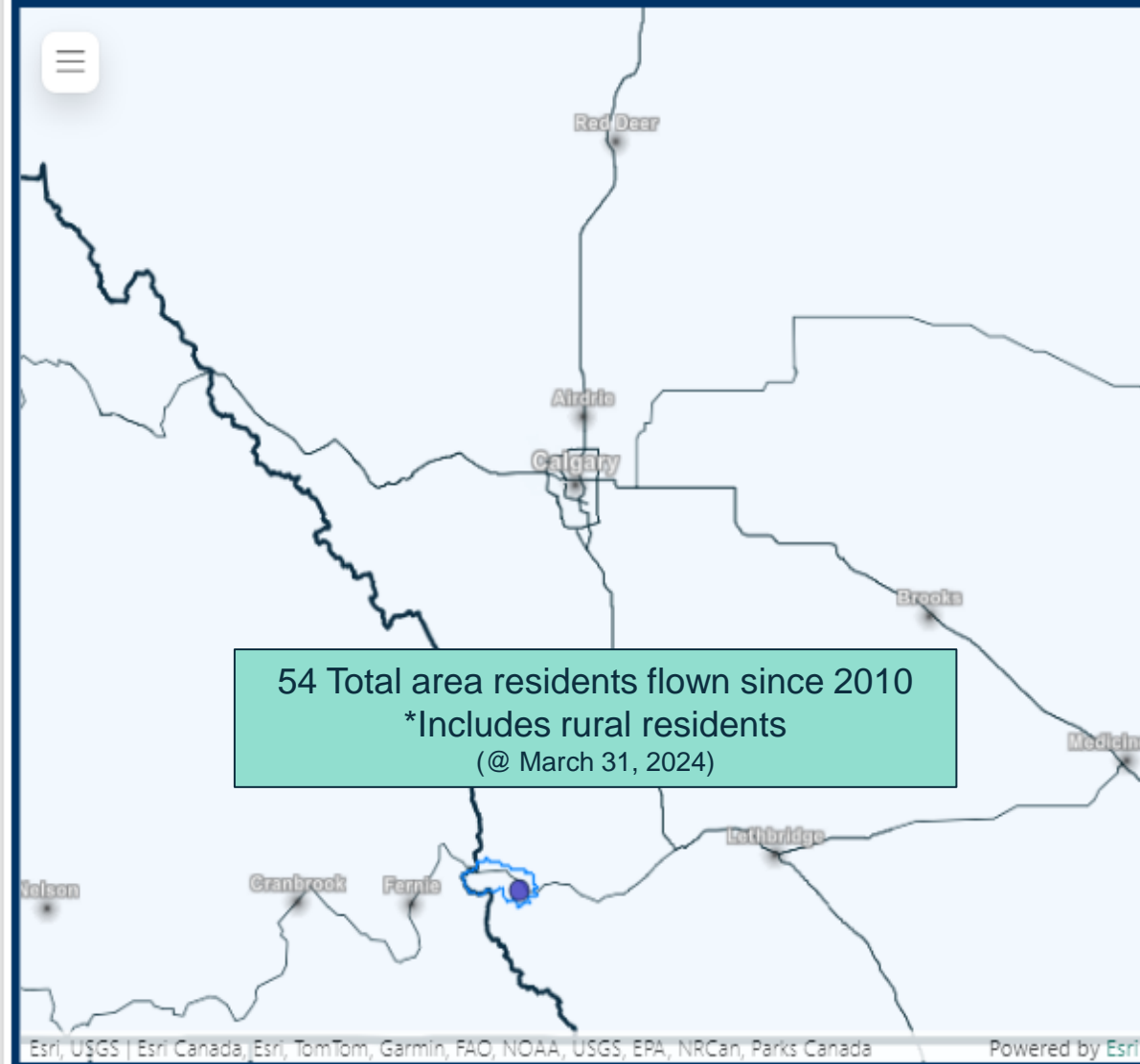
STARS[®] MISSION REPORT

| MUNICIPALITY OF CROWSNEST PASS @ SEPT. 15, 2024 | 2020 | 2021 | 2022 | 2023 | 2024 | TOTAL |
|---|----------|-----------|-----------|-----------|----------|-----------|
| BLAIRMORE HOSPITAL Critical Inter-facility Transfers (IFT) | 8 | 13 | 13 | 19 | 6 | 59 |
| NEAR BLAIRMORE | 1 | 1 | 2 | 3 | 1 | 8 |
| TOTAL *Average 15 missions per year / 45% increase in 2023 | 9 | 14 | 15 | 22 | 7 | 67 |



Within Municipality of Crowsnest Pass Boundaries - Patients Flown by STARS (2010-Present)

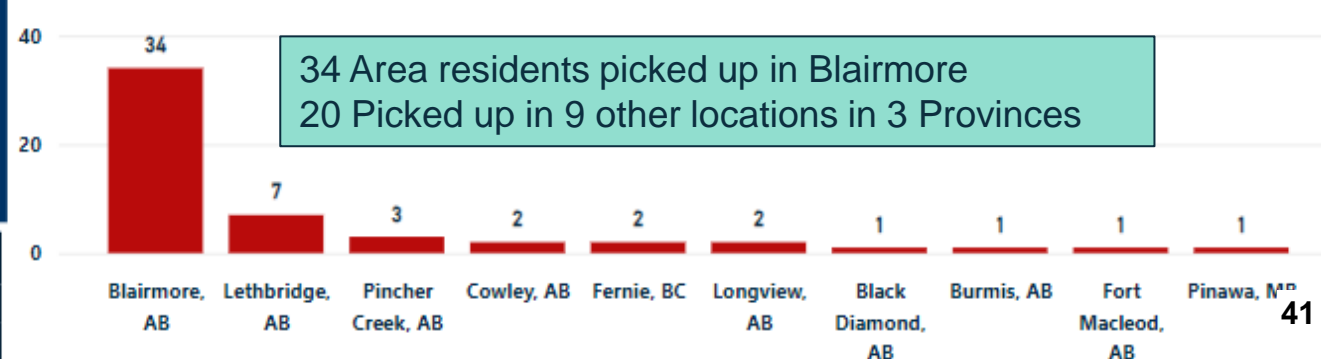
Municipality of Crowsnest Pass Residents Flown by STARS



Locations where Crowsnest Pass Residents Travelled and Needed STARS



Count by Pickup Location



| Resident Community | 5 Yrs Ago | 4 Yrs Ago | 3 Yrs Ago | 2 Yrs Ago | Last Year | 5 Year Total | Total Since 2010 |
|--------------------|-----------|-----------|-----------|-----------|-----------|--------------|------------------|
| Blairmore | 2 | 1 | 2 | 6 | 6 | 17 | 54 |
| Total | 2 | 1 | 2 | 6 | 6 | 17 | 54 |

STARS IS BORDERLESS

6 BASES ACROSS WESTERN CANADA

- Average 11 MISSIONS PER DAY
- MORE THAN 60,000 (+) MISSIONS FLOWN
- AIR MEDICAL CREW (AMC) CROSS-TRAINED
- ALL CREW AND ASSETS CROSS BORDERS

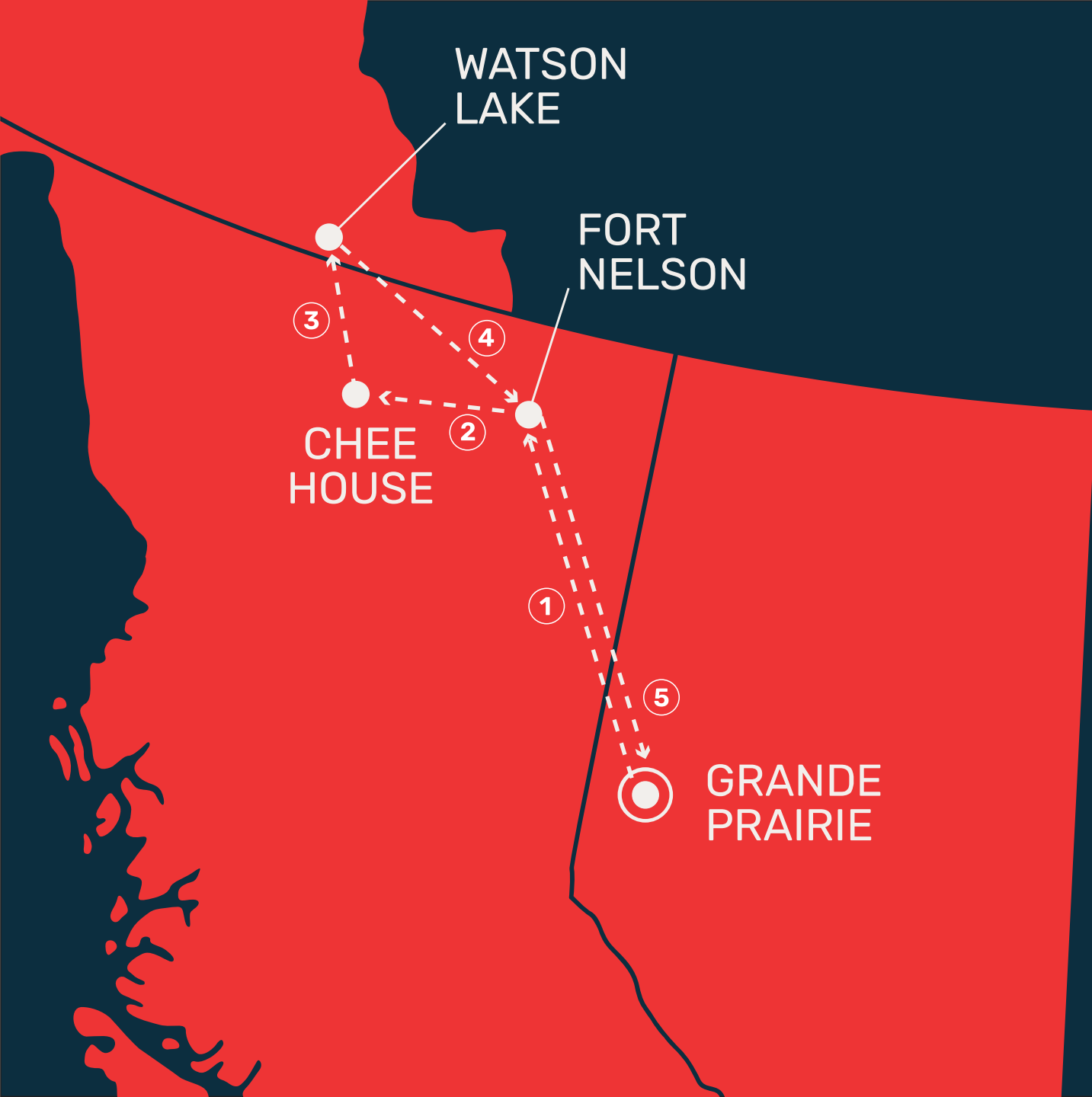
| Mission Count | STARS Base | Mission Type | Description | Disposition |
|---------------|----------------|--------------|------------------------|--|
| 1 | Calgary | IFT | Medical | PT TRANSPORTED - STARS |
| 2 | Calgary | Scene | Near Drowning / Trauma | PT TRANSPORTED - STARS |
| 3 | Calgary | IFT | NICU | PT TRANSPORTED BY GROUND WITH SPECIALTY TEAM |
| 4 | Calgary | IFT | COPD / Respiratory | PT TRANSPORTED - STARS |
| 5 | Edmonton | Scene | Cardiac | PT TRANSPORTED - STARS |
| 6 | Edmonton | Scene | Rollover | MISSION CANCELLED – NO TRANSPORT |
| 7 | Edmonton | Scene | Workshop Explosion | MISSION CANCELLED – ALTERNATE TRANSPORT |
| 8 | Edmonton | Scene | GSW | PT TRANSPORTED - STARS |
| 9 | Grande Prairie | Scene | Stroke | PT TRANSPORTED - STARS |
| 10 | Grande Prairie | IFT | MVC | PT TRANSPORTED BY GROUND WITH STARS AMC |
| 11 | Grande Prairie | IFT | Motorcycle vs Deer | PT TRANSPORTED - STARS |
| 12 | Regina | IFT | Decreased LOC | PT TRANSPORTED - STARS |
| 13 | Regina | IFT | Pneumonia | PT TRANSPORTED - STARS |
| 14 | Saskatoon | Scene | Motocross Accident | PT TRANSPORTED - STARS |
| 15 | Saskatoon | IFT | Sepsis | PT TRANSPORTED - STARS |
| 16 | Winnipeg | Scene | MVC Polytrauma | PT TRANSPORTED - STARS |
| 17 | Winnipeg | IFT | Perforated Bowel | PT TRANSPORTED - STARS |
| 18 | Winnipeg | Scene | Seizures | PT TRANSPORTED - STARS |



Massive Hemorrhage Protocol (MHP)

STARS has bolstered its medical toolkit with an innovative new blood protocol. Now, in addition to carrying blood, our medical crews have access to two other products that help stop bleeding.

- Utilized in severe trauma cases
- Patients requiring more than two units of blood
- Blood product #1 Octaplex - - reverses anticoagulation
- Blood product #2 Fibryga – - helps blood clots to form



OUR LONGEST MISSION

While hunting in the rugged mountains of northern B.C., Doug MacTavish suffered a major heart attack. Providing critical care to this patient in need resulted in our longest mission to date.

- 2,408 LITRES OF FUEL
- 1,763 KILOMETRES
- 8.2 HOURS OF FLIGHT
- 5.3 HOURS WITH PATIENT

1 LIFE SAVED

Municipality of Crowsnest Pass

CURRENT PLEDGE OF SUPPORT

\$5,000 FIXED RATE
STANDING MOTION

2024 = \$8,000

BENEFITS

- **Thank you for gifts received above and beyond your pledge!**
- STARS provides physical and virtual response
- Together, we are enhancing rural healthcare
- 24/7 access to STARS across Western Canada
- No cost to the patient.

A LIFE IS SAVED EVERY DAY. YOUR PARTNERSHIP MAKES IT POSSIBLE.



Municipality of Crowsnest Pass Request for Decision

Meeting Date: October 8, 2024

Agenda #: 6.b

Subject: Crowsnest Cruisers Update - Pauline Desjardins of Peaks to Pines Residents Association

Recommendation: That Council receive the Crowsnest Cruisers Update as information.

Executive Summary:

A delegation request was received from Pauline Desjardins of the Peaks to Pines Residents Association to provide an update to Council with respect to their Crowsnest Cruisers project.

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

Pauline Desjardins of the Peaks to Pines Resident's Association will be presenting an update to Council on the Crowsnest Cruisers project after four months of service to the community and to discuss funding potential for 2026 and beyond.

Analysis of Alternatives:

n/a

Financial Impacts:

Unknown

Attachments:

[Council Presentation Sep2024.pdf](#)



Crowsnest Cruisers

4-MONTH SERVICE REPORT

SEPTEMBER 2024

GOALS OF THE CROWSNEST CRUISERS SERVICE

- **To help maintain the physical and mental health and well-being of our riders**
- **To increase the capacity of our riders to live independently, feel connected to the larger world, and engage in activities to keep their minds alert and interested, thereby reducing the risk of isolation and loneliness**
- **To offer local and out-of-town trips for medical and personal care appointments, shopping, as well as social events**

PARTNERS

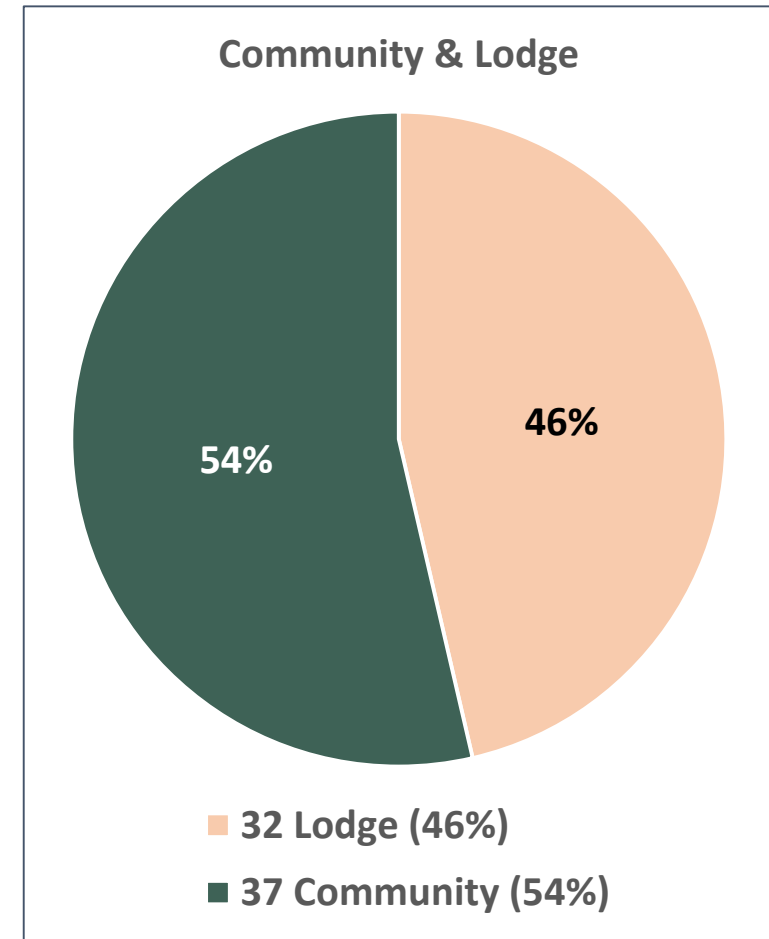
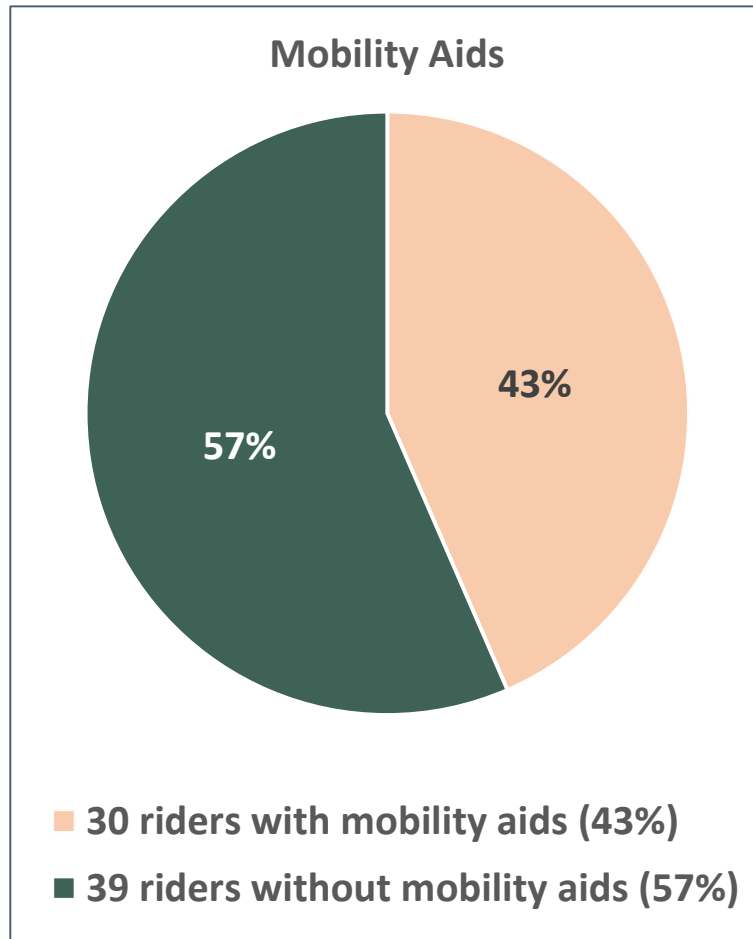


- Healthy Aging Alberta
- Northback
- Blairmore Lions
- Crowsnest/Pincher Creek Landfill

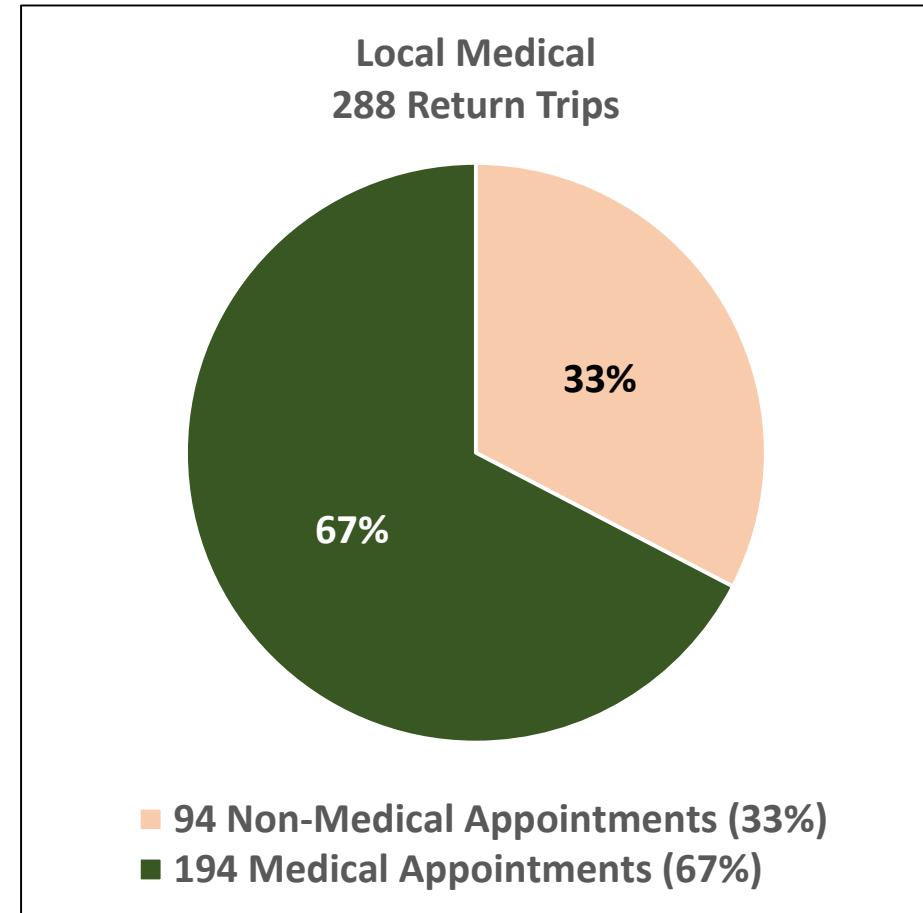
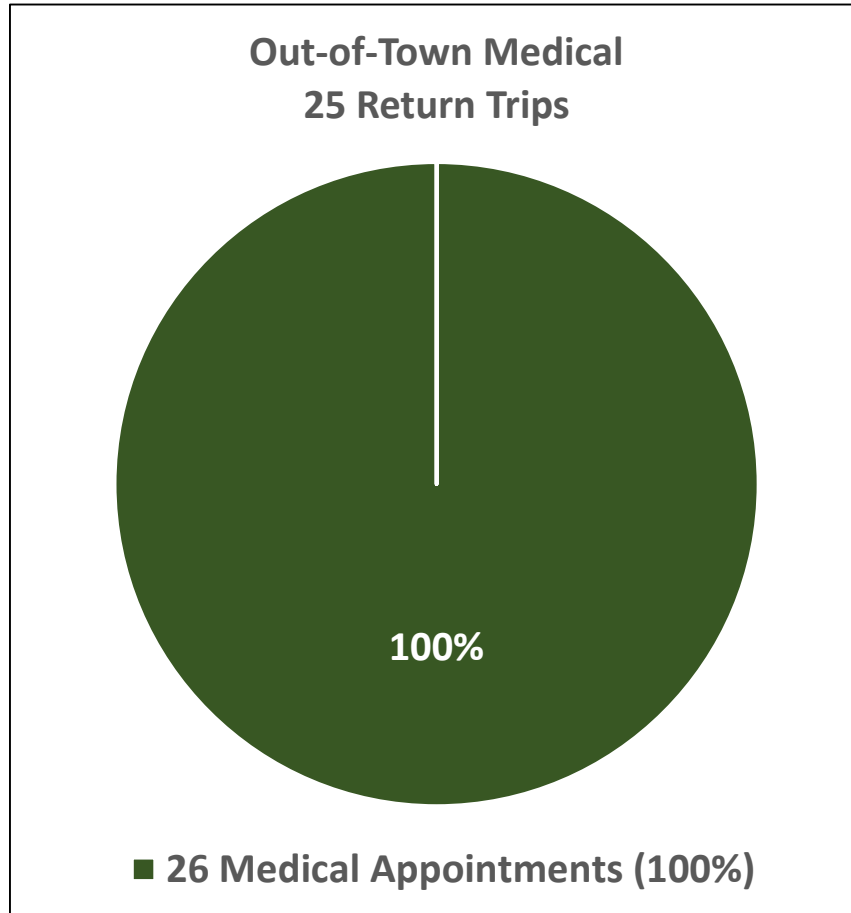
RIDER PROFILE

69 individuals registered
30 with mobility aids (43%)

37 (54%) from the community
32 (46%) residents of the Lodge



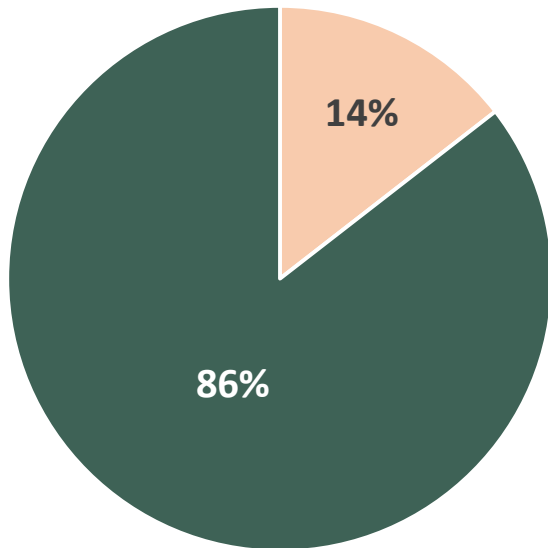
MEDICAL APPOINTMENTS



\$1,560 in subsidies paid to date (ave \$400/month)
\$250/month paid for riders on dialysis

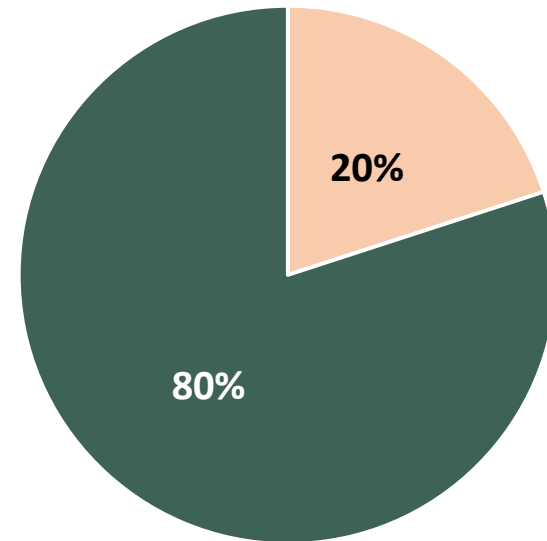
SUBSIDIES

14% of All Riders



- 10 Subsidized Riders (14%)
- 59 Non-Subsidized Riders (86%)

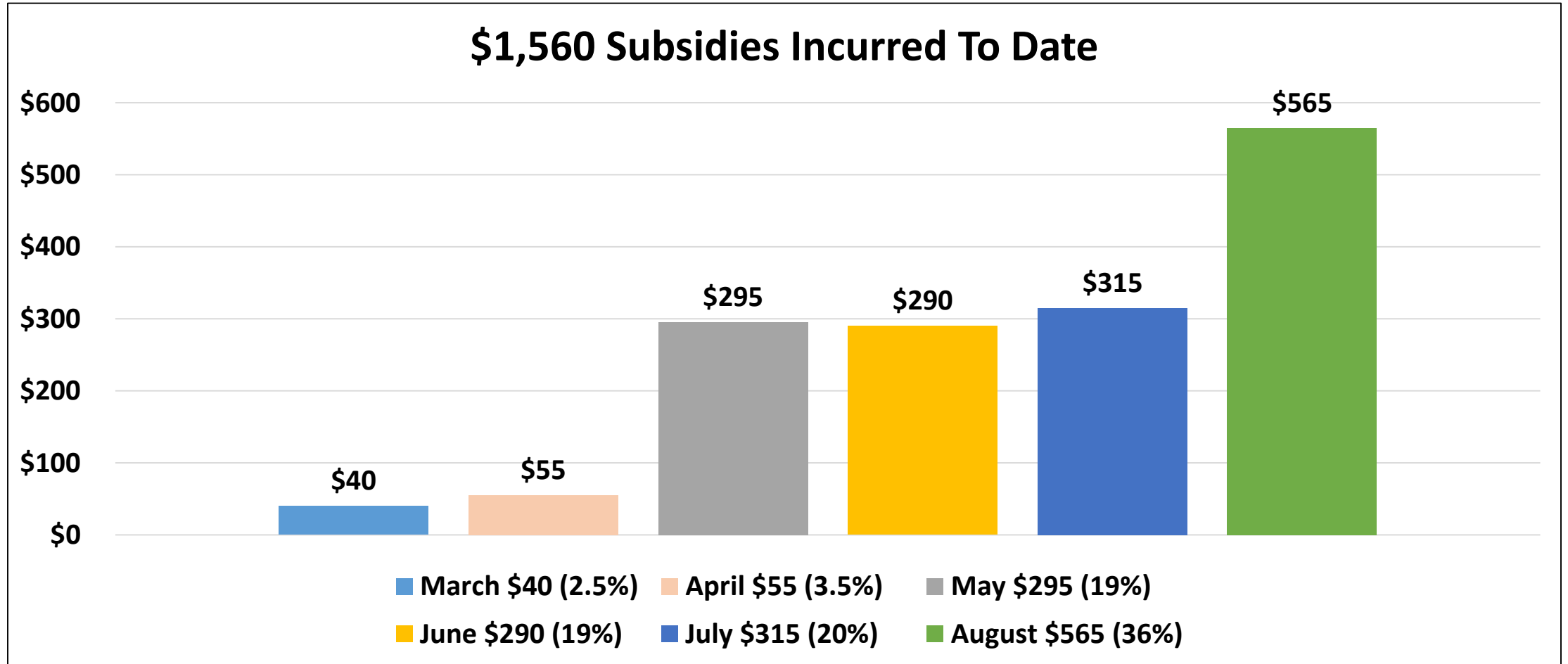
10 Subsidized Riders



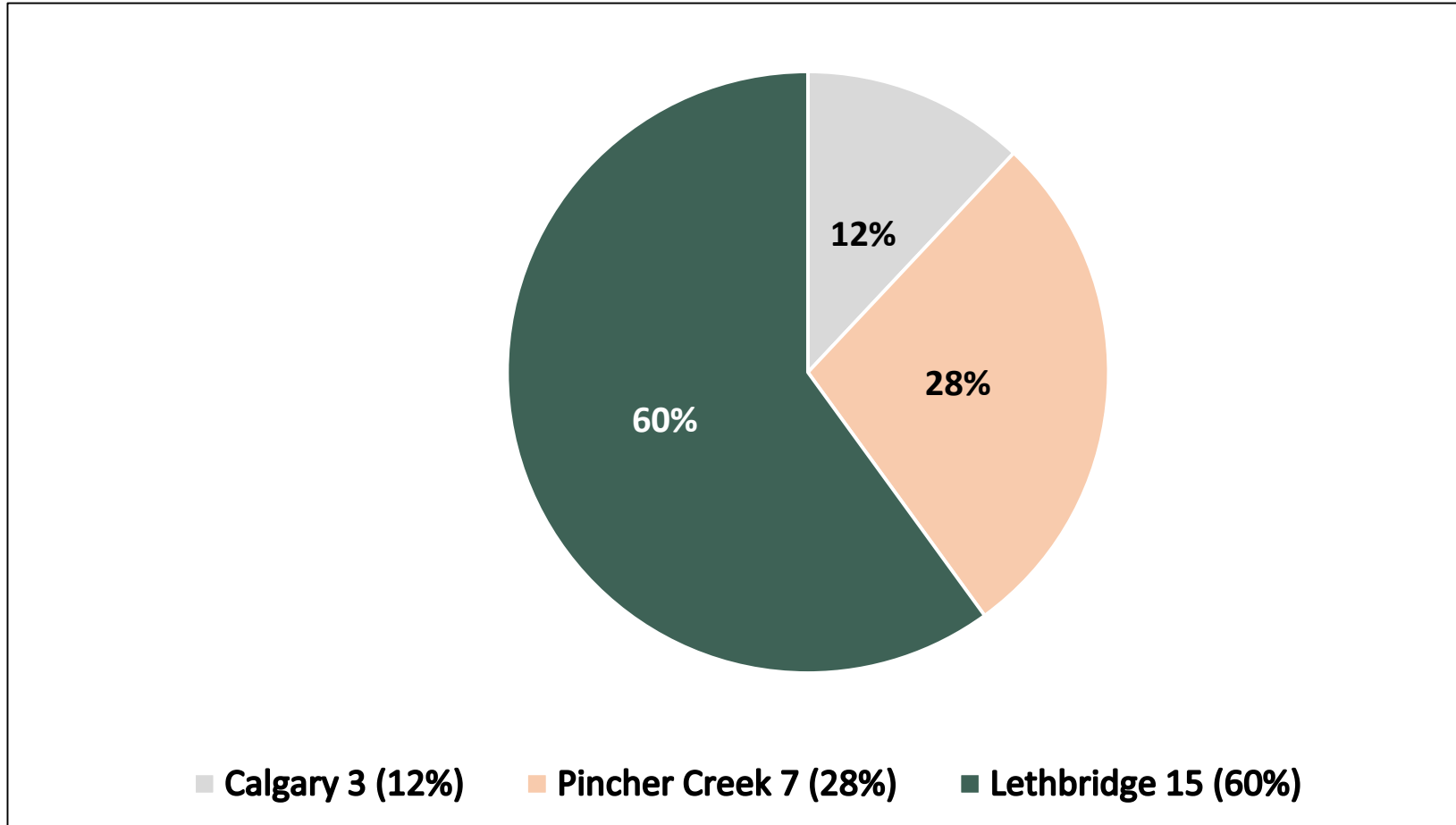
- Dialysis (2)
- Other (8)

MONTHLY SUBSIDIES

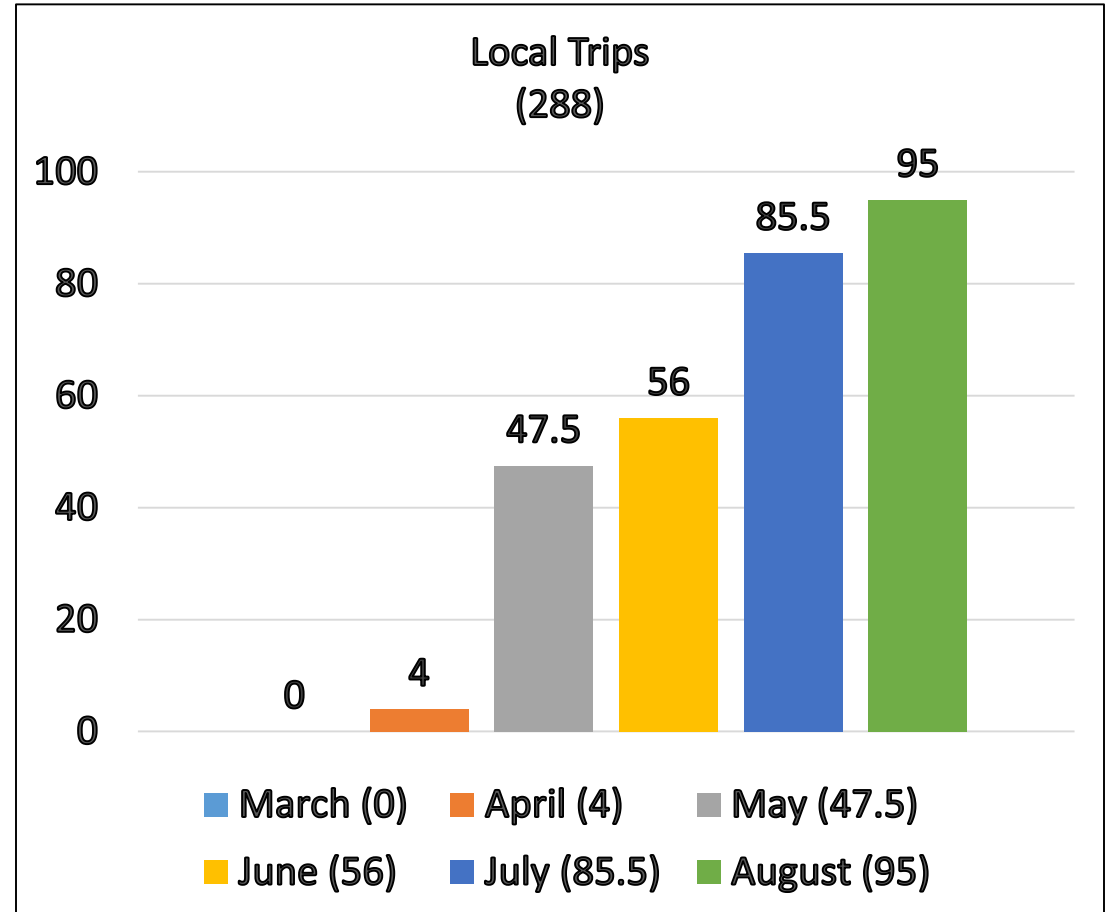
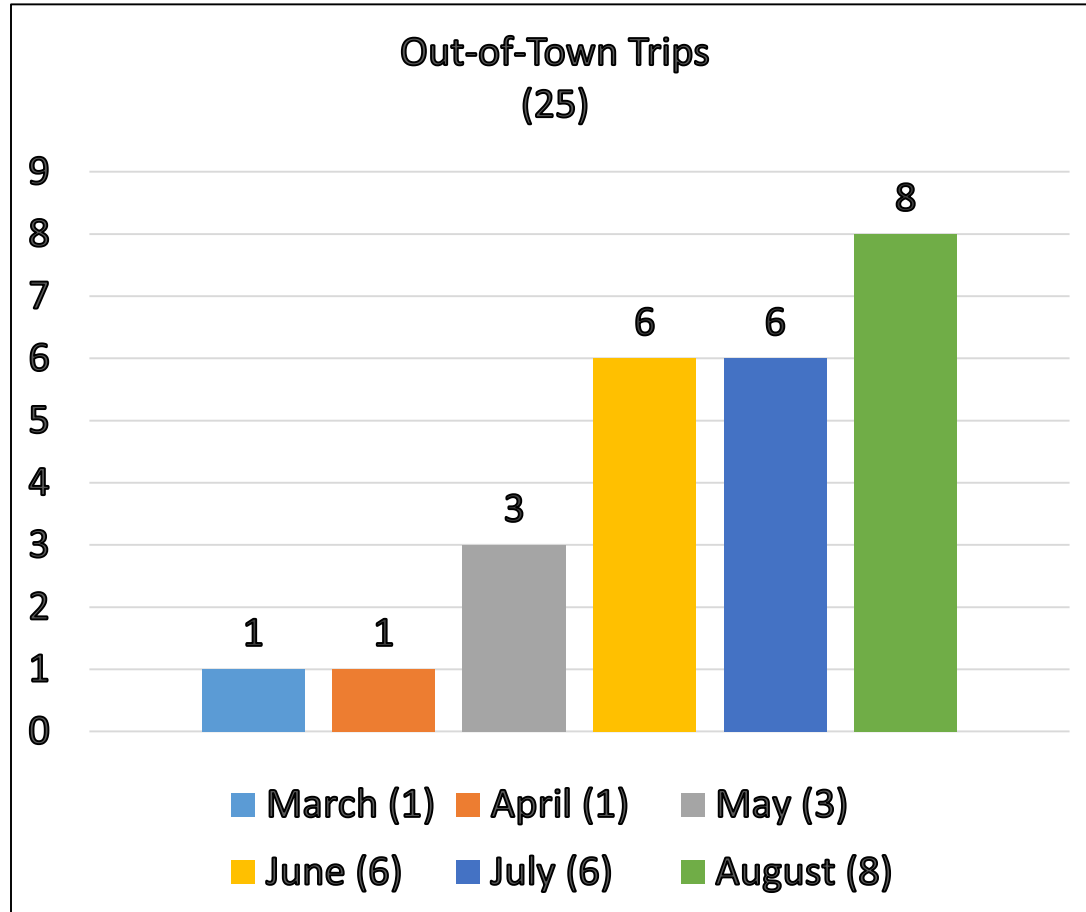
(LOCAL AND OUT-OF-TOWN)



OUT-OF-TOWN TRIPS



TRIPS/MONTH



YEAR-TO-DATE DATA

| | OUT-OF-TOWN | | | LOCAL | | | SUBSIDY |
|-------------|-------------|----------|------|---------|---------|-------|---------|
| | TRIPS | RIDERS | MED | TRIPS | RIDERS | MED | |
| MAR/APR/MAY | 5 | 10 | 7 | 47.5 | 63 | 43 | \$ 390 |
| JUN | 6 | 10 | 6 | 56 | 105 | 48 | \$ 290 |
| JUL | 6 | 9 | 4 | 85.5 | 106 | 55.5 | \$ 315 |
| AUG | 8 | 11 | 9 | 95 | 77.5 | 43 | \$ 565 |
| TOTALS | 25 | 40 | 26 | 284 | 351.5 | 189.5 | \$1,560 |
| AVERAGES | 6/m | 1.5/trip | 100% | 4.5/day | 5.6/day | 67% | \$400/m |

Out-of-town: 15 unique riders

Local: 55 unique riders

ACTION PLAN FOR 2025

- **INCREASE LOCAL HOURS OF SERVICE AND SUBSIDIES**
- **SOURCE FUNDING FOR 2026 AND BEYOND**
- **ASSESS NEED FOR SERVICE FOR THE 'WORKING DISADVANTAGED'**
- **ASSESS NEED FOR WEEKEND SERVICE**



Municipality of Crowsnest Pass Request for Decision

Meeting Date: October 8, 2024

Agenda #: 7.a

Subject: Bylaw 1201, 2024 - Municipal Reserve closure and removal of Municipal Reserve designation on a portion of Lot 1MR, Block 3, Plan 8311587 - First Reading

Recommendation: That Council give first reading to Bylaw 1201, 2024.

Executive Summary:

The subject MR parcel is located east of the MDM Community Centre and adjacent to the Mohawk Meadows subdivision. On May 28, 2024 Council accepted that a portion of Lot 1MR, Block 3, Plan 8311587 could be considered for conditional sale to the adjacent landowner for consolidation with developed Lot 18, Block 3, Plan 081463, subject to conditions. This sale will not be happen if it is determined to be in the public interest to not remove the MR designation.

Relevant Council Direction, Policy or Bylaws:

Motion 24-2024-05-28

Sections 70, 671, 674 and 675, respectively 'Disposal of Land', 'Use of Reserve Land, Money', 'Requirement of Hearing', and 'Removal of Designation, Municipal Government Act, RSA 2000, c M-26.

Policy 2000-03 Disposal of Municipal Property

Discussion:

The purpose of closing and removing the MR designation and disposing of the subject portion of Lot 1MR is to correct an encroachment of the applicant's fence onto Lot 1MR and provide for yard space to accommodate accessory building development.

An ATCO Gas line was identified along the rear property line of Lot 18 and the subject MR parcel. The applicant may request ATCO Gas to relocate the gas line, at no cost to the Municipality.

On adoption of Bylaw 1201, 2024, the certified bylaw will be submitted to the Registrar of Land Titles with a request that the MR designation be removed from the subject portion of Lot 1MR. On removal

of the designation, the land portion may be subdivided from Lot 1MR and sold or otherwise disposed of but the proceeds must be accounted for separately and may be used only for the purposes referred to in s. 671(2) of the MGA - i.e. to acquire or improve land for a public park or recreation area or as a buffer between lands that are used for different purposes. The applicant has submitted an application for the portion of MR to be redistricted to Residential R-1 once the MR removal and subdivision is complete.

Analysis of Alternatives:

N/A

Financial Impacts:

The Municipality would receive approximately \$10,000 plus GST.

Attachments:

[Bylaw 1201, 2024 - MR disposal.docx](#)

[Bylaw 1201, 2024-Schedule A.pdf](#)

[Bylaw 1201, 2024-Schedule A with photo.pdf](#)

MUNICIPALITY OF CROWSNEST PASS
BYLAW NO. 1201, 2024
MUNICIPAL RESERVE CLOSURE BYLAW

BEING a bylaw of the Municipality of Crowsnest Pass in the Province of Alberta for the purpose of closing a portion of a Municipal Reserve parcel, removing the Municipal Reserve designation from the closed portion and disposing of the closed portion of Municipal Reserve in accordance with sections 674 and 675 of the Municipal Government Act, Chapter M-26 Revised Statutes of Alberta 2000, as amended.

WHEREAS the Council of the Municipality of Crowsnest Pass has determined that a portion of Municipal Reserve property, Lot 1MR, Block 3, Plan 8311587 as described below and shown in Schedule "A" attached hereto and forming part of this bylaw, be closed, and the MR designation removed from that portion.

AND WHEREAS notice of intention of Council to pass a bylaw was published in a locally circulated newspaper and posted on site and a public hearing held in accordance with the Municipal Government Act.

NOW THEREFORE, be it resolved that the Council of Municipality of Crowsnest Pass does hereby determine to close and have the MR designation removed from, and the land disposed of, on a portion of Municipal Reserve, described as follows and shown in Schedule "A" attached hereto and forming part of the bylaw, subject to the rights of access granted by other legislation:

1. The Municipal Reserve designation on lands legally described as a portion of Lot 1MR, Block 3, Plan 8311587 within the NW¼ 21-7-3-W5M, containing ±0.01 ha (0.03 acres), as shown on Schedule 'A' attached hereto and forming part of this bylaw, is hereby closed and removed, and will be disposed of.
2. This bylaw comes into effect upon third and final reading hereof.

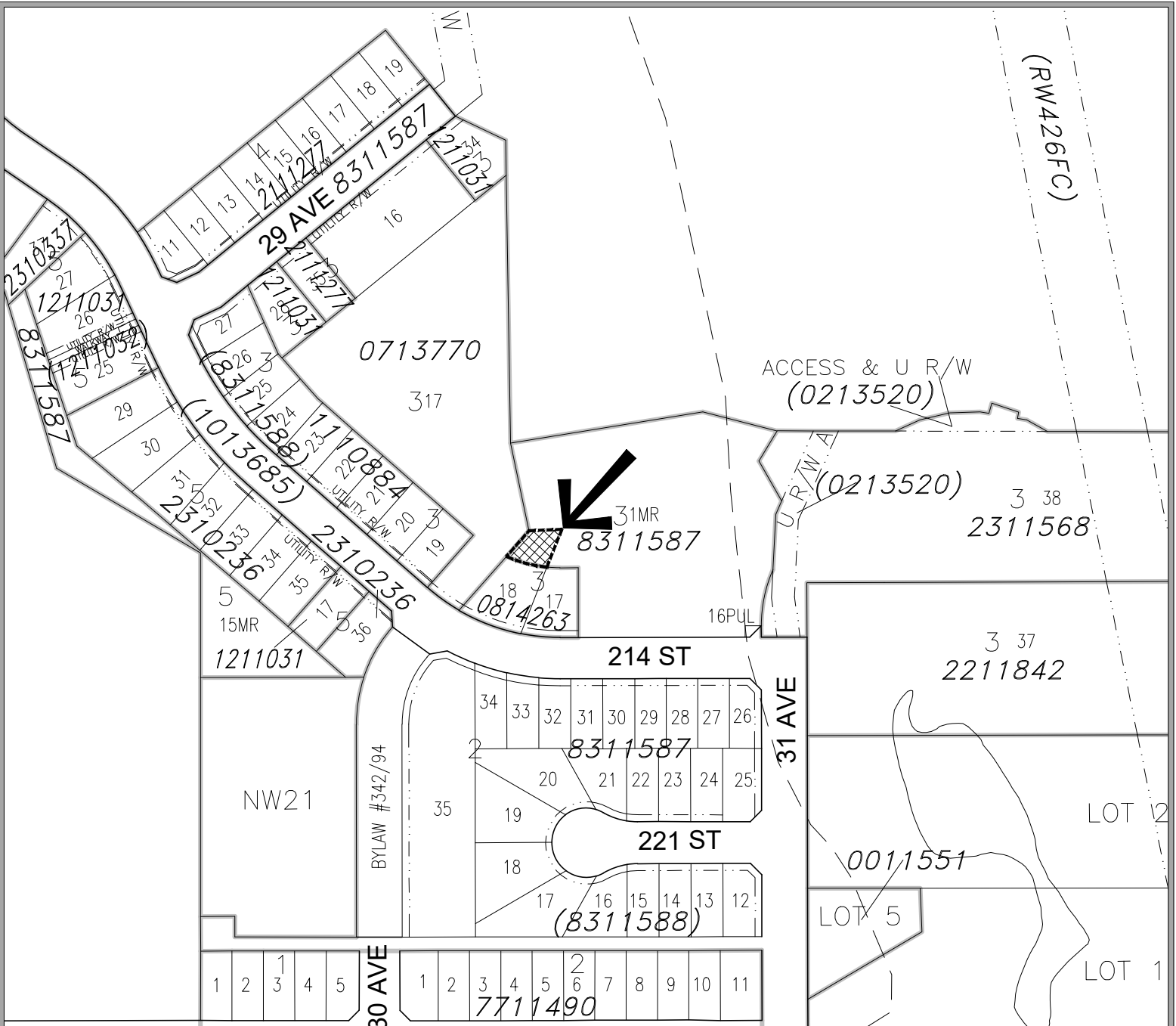
READ a **first** time in council this _____ day of _____ 2024.

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

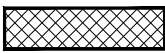
READ a **third and final** time in council this _____ day of _____ 2024.

Blair Painter
Mayor

Patrick Thomas
Chief Administrative Officer



**MUNICIPAL RESERVE DISPOSAL
SCHEDULE 'A'**

 PORTION OF LOT 1MR, BLOCK 3, PLAN 8311587
WITHIN NW 1/4 SEC 21, TWP 7, RGE 3, W 5 M
CONTAINING 0.025±ha(0.06±ac)
MUNICIPALITY: CROWSNEST PASS (BELLEVUE)
DATE: SEPTEMBER 27, 2024

Bylaw #: 1201, 2024
Date: _____



MAP PREPARED BY:
OLDMAN RIVER REGIONAL SERVICES COMMISSION
3105 16th AVENUE NORTH, LETHBRIDGE, ALBERTA T1H 5E8
TEL. 403-329-1344
"NOT RESPONSIBLE FOR ERRORS OR OMISSIONS"



Aerial Photo Date: May 19, 2021

MUNICIPAL RESERVE DISPOSAL SCHEDULE 'A'



PORTION OF LOT 1MR, BLOCK 3, PLAN 8311587
WITHIN NW 1/4 SEC 21, TWP 7, RGE 3, W 5 M

CONTAINING 0.025±ha(0.06±ac)

MUNICIPALITY: CROWSNEST PASS (BELLEVUE)

DATE: SEPTEMBER 27, 2024

Bylaw #: 1201, 2024

Date: _____



0 Metres 50 100 150 200

MAP PREPARED BY:
OLDMAN RIVER REGIONAL SERVICES COMMISSION
3105 16th AVENUE NORTH, LETHBRIDGE, ALBERTA T1H 5E8
TEL. 403-329-1344

"NOT RESPONSIBLE FOR ERRORS OR OMISSIONS"



Municipality of Crowsnest Pass Request for Decision

Meeting Date: October 8, 2024

Agenda #: 7.b

Subject: UTAR/NUTAR Clarification and Transcripts

Recommendation: That Council accept the following report as information.

Executive Summary:

Councillor Ward passed a motion on September 10, 2024 requesting a full transcript on the UTAR and NUTAR from first reading up to and including passing the bylaw. These transcripts have been provided. The first reading of Bylaw 1182-2024 which is a Land Use Bylaw Amendment and Associated Rezoning to UTAR (Urban Tourism Accommodation and Recreation) and NUTAR (Non-Urban Tourism Accommodation and Recreation) took place on April 23, 2024 and second and third reading took place on May 28, 2024. Discussion on these presentations that occurred when the bylaw was passed was raised by Council when we had our first application to the new UTAR zoning on August 22, 2024.

Relevant Council Direction, Policy or Bylaws:

Bylaw 1182, 2024- Land Use Bylaw Amendment and Associated Re-zonings - UTAR and NUTAR districts

15-2024-09-10: Councillor Ward moved that Administration provide a full transcript of all presentations and discussion regarding UTAR and NUTAR from first reading up to and including passing the bylaw. Carried

Discussion:

The purpose of UTAR in Bylaw 1182, 2024 was to contemplate that the previous land use bylaw only allowed tourism development in non-urban areas and due to increased tourism interest, Administration identified that there may be a need going forward for urban tourism. This bylaw would set out the standards for such development. The reason for introducing UTAR is being discussed on April 23rd on page 4 of the transcript where Councillor Sygutek asks if this was spurred on by developers saying they have issues or ..[coming from the Municipality], and Patrick explains its

both, the Municipality was aware of developers that expressed interest in bringing something forward in urban areas, as well, the Municipality was aware there was no zoning that allowed it to be brought forward, nor was there standards.

NUTAR Non-Urban Tourism Accommodation and Recreation- Purpose Statement

To provide for a variety of tourism accommodation and recreation experiences primarily **outside or on the edges of the urban areas** of the community for tourists to experience the broader community and regional outdoor recreation opportunities, in comprehensively planned and designed destination areas by assigning the majority of uses as discretionary to address site-specific compatibility with the use and enjoyment of adjacent properties.

UTAR Urban Tourism Accommodation and Recreation- insert District Purpose Statement

To provide for a variety of tourism accommodation and recreation experiences primarily **within or on the edges of the urban areas** of the community for tourists to experience the urban centres and local recreation opportunities, in comprehensively planned and designed destination areas by assigning the majority of uses as discretionary to address site-specific compatibility with the use and enjoyment of adjacent properties.

On May 28, 2024 Administration brought the report for second and third reading of Bylaw 1182, 2024. At that time there were 16 properties previously in NUCR-1 and 2 that would be rezoned to NUTAR and those businesses could continue to operate without any change. With regard to UTAR, only one property (Lost Lemon) would move to UTAR. At that time, it was discussed what the process would be for any new applications wishing to come through as UTAR, and as they would be discretionary, they would come through as a zoning application and come before Council, including having a public hearing, and three readings. Council then has complete ability to defeat any subsequent rezoning to UTAR, if they are not deemed to be desirable, but at least now there is a mechanism for them to be considered providing they meet the standards of the Land Use Bylaw.

On August 27, 2024 we had our first re-zoning application to UTAR, we had been aware of this application since 2022 when the applicant made a land purchase application, we are also aware of 2 other applicants that have made inquiries and may wish to pursue re-zoning to UTAR in the future. With regard to the application made on August 27 it fits the definition and the intent of the district (tourism accommodation within or on the edges or urban areas) and so Administration brought it forward.

Analysis of Alternatives:

No alternatives. For information Only.

Financial Impacts:

None.

Attachments:

[UTAR NUTAR Transcripts.docx](#)

Transcripts Regarding Bylaw 1182, 2024- Land Use Bylaw Amendment and Associated Rezoning- UTAR and NUTAR Districts

April 23, 2024- Council Meeting- First Reading of Bylaw 1182, 2024

Blair Painter- We are going to move on to 7c, which is bylaw 1182, 2024, Patrick.

Patrick Thomas- Ok, Bylaw 1182, 2024 is a land use bylaw amendment, around the provisions of urban tourism accommodation and non-urban tourism accommodation and recreation districts. So, this is a step in implementing the municipal strategic – municipal development plan growth strategy, specifically to become a top tourism destination in the province. And the bylaw proposed is to combine the existing non-urban commercial recreation districts, or NUCR 1 and 2, into one district that's renamed non non-urban tourism accommodation recreation, and to establish a new urban tourism accommodation recreation district within there's nuances of what, what's allowed (inaudible) the other, and what the standards would be, obviously um essentially a higher level of standard with for the urban one, with landscaping and ah pavement, most like they're not, and it doesn't mean just ah campgrounds as the term means, it can be a wide variety of what could be within that.

Lisa Sygutek: Could small homes fit in there Patrick?

Patrick: It could be like cabin-style could be within that realm, um, glamping-type accommodations, you know, Lost Lemon's right on the fringe of if its truly urban / non-urban, but it, you know, in the right area. It could really almost fall either one just because where its located, but its probably the closest, currently, to being something incorporated in the community, directly, but, it doesn't all mean that they are 200 unit. They could be 3 unit, and so its really looking at what is it, and where would it fit and **obviously it would need re-zoning , ah any, it's not, there's no current properties that would, as far as I'm aware, there's no current properties that fall under the urban area, so everything would require rezoning to get to that zone.**

Ah so with looking at this there essentially across North America most mountain communities have some form of tourism sector, and we're not alone in that, and our, as I said our MDP actually encourages that we're going to have that. We also have some high-class experiences that can continue to help grow that, you know, being our Pass Powderkeg, the Frank Slide Interpretive Centre, the golf course, our heritage sites, our increasing mountain biking, and then our proximity to both provincial and national parks so, not to mention both the provincial and federal designations of these this being an enhanced area, so its definitely something that we're going to continue to be faced with and so its looking at having provisions in place to to have those opportunities and experiences in the community and in places where they fit.

As I previously said, our MDP has listed us as becoming a top tourism destination in the province as well as a non-residential sector growth and ultimately it all comes down to

what market demand is pushing for and that's going to determine where where they possibly could be proposed, and what would be proposed. So, this is really setting out the standards of implementing that. It's also combining some of the – I guess I'll say quasi-debates or not in our land use bylaw and campground vs. recreational vehicle park vs. resort vs. tourism accommodation, it goes and pulls a lot of those definitions in and then it comes down to a comprehensive site development plan to **essentially explain out what your concept is, and then that concept is approved then it lets it go through the process so a little bit more of up-front of explaining your idea so that it can be based, it can be reviewed at that time.**

Ah so we've also included in the package obviously there's a lot of struck-out red and new text in red and as you remember from some of our omnibus by-laws its just the nature of the land use bylaws listed in so many place sometimes when you make a strike its repeated through the document, so we've just for completeness we've included all those so that council can see where it is and what it – and what's coming out, but as I said, ultimately its taken out of those two districts bringing in the two new districts, and then the respective definitions that go with them and then also adding in I believe it was some standards on, I'm just getting to the page here, but tourist accommodation standards on page 139 in your package, so then it just lists out those standards that would apply for this to help you with some governance there. And then we've also included in there is there's a few of the properties that are that would be re-designated within this district, or sorry within the districts that would, where they would apply so where they are currently operating outside some of those uses.

We also did give you a quick comparison just to kind of see the differences between the urban and non-urban and I guess with that we'll open up for questions.

Blair: Thank you, Patrick. I'll open this up for questions, and Councillor Kubik.

Vicki Kubik: I just wondered if the combining the information at all changes what is permitted and what is discretionary, so will it change those applications that come before council, or those that are just approved by the development authority?

Patrick: So, in that, for permitted and discretionary, none of those would come before council. The land-use bylaw, or the zoning, would come before council. Permitted discretionary, essentially the difference there is if its permitted and they meet all stipulations of the by-law, a permit must be issued. And then discretionary, depending on what it is and what's being, what's the variance or the use, could be done by the development officers or MPC. And so, I guess that would be just some clarification on those two terms. I have to do a quick comparison to see, individually, what shifts between the non-urban commercial recreation to one of the tourist accommodation zones, on if there's individuals. I believe the intent was they'd be similar, I think there's a little more onus on the urban one here. Most things fall into the discretionary category on the urban on the uses, whereas the non-urban has a little bit of leniency on what can go on the permitted side. Does that answer your question?

Vicki: Yeah.

Patrick: Okay.

Blair: Any other questions on this one? Councillor Ward.

Dean Ward: Just comment, I see that you're doing the public hearing on May the 28th?

Patrick: Yes.

Dean: Yeah, so, hopefully we get lots of public input, and I hope its in this room because, the public input out there in never-never land really doesn't mean anything so I hope lots of people come because this could be a contentious issue and let's put in your public input and get some advice. I have tons of questions with this, but I'm going to wait until the public has their turn to speak.

Blair: Patrick?

Patrick: I was also going to add that we also did some consultations with some of the current operators and proposed developers on just getting some of their feedback on helping to develop it, so that was a front end step that was just to try to see if it would meet some of the current needs and proposed needs to – from both going in, trying to have some regulation but also trying to be supportive to help them move forward.

Dean: Yep, I just want to see that public input, I really do.

Patrick: Absolutely, absolutely.

Blair: And Councillor Glavin?

Doreen Glavin: Patrick, can I just ask on the non-urban tourism and recreation use, 130, what block B plan 7510370, what area is that?

Patrick: Ah, I'm just trying to get it.

Johan van der Bank: That would be Tecumseh Resort.

Patrick: Tecumseh, yeah, it's the one that had the one non-urban commercial recreation was the only property that it applied to, out to Tecumseh Resort.

Doreen: Okay.

Patrick: So, its just specifically-

Doreen: So, it's the only permitted use in that –

Patrick: Yep.

Doreen: Okay, thank you.

Blair: Councillor Girhiny?

Glen Girhiny: Yeah, I'm sort of going to echo what councillor Ward said, there's some concerns, but obviously its moving forward. I just like the when the public hearing does take place, have some proper maps and stuff so people understand that this isn't every street in town that its affecting kind of thing, so it would be nice to zero in on the appropriate zones.

Patrick: So, the so page 158 to 163 those are where it would currently go into effect.

Glen: Right, right.

Patrick: So that are the only zones today –

Glen: Right, but how many people out there actually know where that is? Right?

Patrick: Yeah.

Glen: Right. So. Just – just, clarification, that's all. Just so they know exactly what piece of property we're talking about, or what areas we're talking about.

Blair: Councillor Ward, then Councillor Sygutek.

Dean: Just to follow up Councillor Girhiny's comment, there's comments out there already that were going to be putting campgrounds and multi-plex cabins in the middle of R1's next to an elementary school, ah, I just want to encourage people to come to council and express their concerns and give their input. Tell us what they'd like to see, or not see.

Blair: Councillor Sygutek.

Lisa: Well, if there's no more debate, I just think its important for the public to know that council has, its by law, have to give first reading to a public, to a motion, and then the motion goes to the public so the public then has input. So, whether we like it or not, that motion has to come forward into the floor and then two weeks from now, or on the 28th of May, then we'll have a public input. Um, I just had a really quick question Patrick, was this kind of forwarded by developers, did they come saying we have some issues, like I just want to know kind of where this generated from.

Patrick: So, it was a combination. There was some that we were trying to work with, there was also some that having some discussion, so when we went and looked at the bylaw 2 in the urban area, there was nowhere that spoke to it either.

And so, the only place that the uses were considered were the non-urban, so counter-intuitively it implied it should never be in the urban. And so, we said-

Lisa: Okay.

Patrick: - lets go and develop where it could be some of the times located within, and there's obviously different standards for when its not located within. And so, so little bit of a combination of both, got some feedback, but also kind of identifying there was a gap there. I will also point out one clarifying – on page 120-121 it lists a couple, I had a

couple other ones that operate of the lists, so there's, there's nine properties that are within the bylaw here so its Island Lake Christian Retreat, Hatchet Creek Campground, Eckerts Tecumseh Mountain Resort, Crowsnest River RV Park, Crowsnest Mountain Resort, Green Mountain RV Park, Kainai Acres, Goat Mountain Getaway, and Adanac Adventures are also, they're not, because it's the whole parcel, so they're not shown on the schedule (inaudible) Lost Lemon, trying to think, there's a couple of them. Lost Lemon for sure was on that one on the map so I just seen that text so I just wanted to point that out there was a couple there.

Blair: Okay.

Lisa: So, just to kind of follow up, so this doesn't mean if you live on an acreage that the person beside you, if we pass this, would be able to create a campground right beside you?

Patrick: So, what this means is, other than those handful of properties, it doesn't apply to any other properties –

Lisa: Thank you.

Patrick: So, in order for anyone else, they would have to come before council with a land use bylaw amendment, to request either the non urban or urban tourism recreation accommodation zoning, and once they get that zoned, then it allows them to look at those uses, so-

Lisa: But that can happen in the past before –

Patrick: In theory, any property-

Lisa: Exactly-

Patrick: can be rezoned, in theory, that is a power that lies with council, council sets zoning of a municipality. Sometimes its forward thinking. So, in instance-

Lisa: Well, just for instance would be just Hillcrest, just recently.

Patrick: Right by, well even actually, right by, I was going to say, First and Last, the Esso-

Lisa: Yeah.

Patrick: A couple of those houses right there, they're zoned commercial recreation. They can exist leaving non-conforming as a house, they can never rebuild as a house. That property zone is to be commercial space in the future. So, that's a forward-looking land use bylaw. Some can be driven also by owners, and that's what a lot of the ones we see here, owners coming in and saying I'd like to have this use, and then we go out and have same process, three readings with the public hearing, we hear the merits and then council makes a decision. So-

Lisa: Exactly.

Patrick: a zoning has to occur on every one of those properties, other than those ones listed in the bylaw, which are already operating with some form of one of the.. campgrounds, tourist resorts, trying to think of the other one that's in there, but one of those current ones. Those are the ones being rezoned to the two classes, then everything else would need to come before council.

Lisa: So, a good example would be recently when the group came to council about the parcel in Hillcrest.

Patrick: Yeah, they were looking for non-urban commercial recreation, and-

Lisa: So, even if this was passed, they would still have to come back to council and get approval to do something like that.

Patrick: They would be looking for –

Lisa: So, this would not affect that-

Patrick: A NUTAR-

Lisa: Exactly-

Patrick: Designation in that case.

Lisa: Yep.

Patrick: And then so, that would come, same process, they'd come here, there'd be debate, and then if its re-zoned, then they can move forward with that. If it's denied, then they can't bring that forward for a period of time.

Lisa: Thank you. I just think there needs to be clarity because I think people think, like Dean said, that we can re-zone anywhere with this. It is very specific locations, that have been deemed by developers and administration that are on the fringe of the community, would add value to the community, it doesn't mean that you can go in, if this was passed, and take an acreage and blanketly pass it.

Patrick: So, sorry, I'll clarify that statement. So, it doesn't mean that you could take, you can bring in the request for any property. This is only the ones that are within the bylaw are only dealing with the current ones that are already approved. So that would be the clarification. But in theory, anyone could bring this forward, I could bring it forward for my house, and then you know, have to give my merits, and how I'm going to develop it, and how I'm going to convert it from a house to a commercial opportunity and whatnot. So –

Lisa: Perfect.

Patrick: So, its in theory, you can bring anything, but it has to come with the plan to support it.

32:58 Lisa: Thank you. I actually don't think its that contentious. I think the contentious was made up on Facebook. I think that it's a well thought out plan, and of course the public can come and discuss it with us, but, I actually don't think its that contentious. I think it makes sense, and I'm not going to make a decision one way or the other until it comes forward, but I think that we'll do our first reading, and I will make that motion if there's no other questions. I'll make first motion that we pass um Land Use Bylaw Amendment Urban Tourism Accommodation and Recreation District and Non-Urban Tourism Accommodation and Recreation District first reading please.

Blair: Thank you. So, we have a motion on the floor. One last opportunity for clarification. See none. All in question all in favor. That will be carried. Going to move onto 7 D which is Bylaw 1186, 2024 amendments to the water service bylaw.

May 28, 2024- Council Meeting

21:18

Blair: Move onto 7B. This is Bylaw 1182, 2024. Patrick.

Patrick: Bylaw 1182, 2024 is Land Use Bylaw amendment for the implementation of the UTAR and NUTAR districts. This bylaw proposes to implement the growth strategy policies from the 2021 municipal development plan, relevant to the promotion of tourism development and ultimately help support becoming a top tourism destination in the province, as outlined within the MDP. This goes and provides the framework for when properties are looking to re-zone, what would be needed to be considered for both the urban and non-urban areas. It also consolidates, currently we have the two non-urban commercial districts and is consolidating them into the one non-urban district with a number of those properties that fall under that banner currently, will get the new designation.

There were a couple of properties that were missed in the outline at first reading that we just want to point out to council, that also fall within the banner of the non-urban tourist accommodation. Those are outlined on page 54 there.

So, without reading through the entire briefing for council, ultimately administration is looking to give a second and third, recommending to give second and third reading this evening.

Blair: Maybe Patrick we can actually read through this for the benefit of the audience. To clarify some misconceptions.

Patrick: Okay. To support the MDP the promotion of tourism and development, its looking to combine, as I said, to combine and rename the non-urban commercial and recreation district and non-urban commercial recreation district into the NUTAR district. All sixteen properties currently within those districts will come into the NUTAR district. Two existing developments that are in the C2 and NUA districts are zoned appropriately to the NUTAR district. It establishes the non-urban, or sorry, the urban tourism district. One existing development on a property in the C2 district becomes UTAR. It combines the current land use definitions campground, recreation vehicle park, and resort into one land use definition of tourism accommodation; and establishes standards for tourism accommodation development.

There's few mountain communities in North America exist without a tourism sector' or in many cases a reliance on the tourism industry entirely. The Municipality of the Crowsnest Pass experiences tourism growth as a result of the ski hill, Frank Slide Interpretive Centre, the golf course, the heritage buildings and archeologic sites' are increasing popular. The mountain biking trails' and the provincial and national parks within the area. Along with the evolving hiking trails throughout the community and the surrounding region. Tourists have been interested in the region for camping in the great outdoors but more and more it appears that a significant portion of tourists flock to the

community's urban centre to experience the cultural and social aspects of what they have to offer.

Pro-actively' in the 2021 Municipal Development Plan, council took a strong policy position to support tourism as a future growth sector for the Crowsnest Pass by stating in the Growth Strategy on p. 30 of the MDP as follows: "Become a top tourism destination in the province and capitalize on the economic spin-offs from tourism driven development". On p. 33 of the MDP future growth nodes are described as accommodating "... residential neighbourhoods as well as non-residential sector growth". On p. 42 of the MDP: "Growth nodes will be developed based on market demand

Council's vision for the Crowsnest Pass to become one of the top tourist destinations in the province, supported by the expectation of tourism growth, requires that the MDP policy is implemented by an appropriate land use bylaw amendment, otherwise it remains just a policy that does not provide practical direction for development decision-making. Based on the observed trend' perceived or otherwise' of increased tourism interest in the urban centres' and the fact that the Municipality's current land use bylaw only provides for tourism development in the non-urban areas' there appears to be a need to incorporate a land use district for urban tourism accommodation.

In addition to combining the two existing Non-Urban Commercial Recreation Districts into the renamed Non-Urban Tourism Accommodation District and establishing a new Urban Tourism Accommodation District' the proposed bylaw essentially deletes the land uses of "Campground" "Recreational Vehicle Park" and "Resort" and combines them into a new all-encompassing land use of "Tourism Accommodation" that could include "resort accommodation" which could be various forms of dwelling units and/or "camping accommodation" (tents' RVs' and cabins that may involve the use of camping equipment such as generators).

The proposed bylaw amendment establishes standards for Tourism Accommodation in a manner that provides site-specific flexibility' where the details of the development would be provided in a Comprehensive Site Development Plan that supplements a development permit application' and that will support decision making by the Development Authority on a case-by-case basis.

Policy 3.1.7 of the Municipal Development Plan discourages the location of campgrounds' parks with rental cabins and golf courses in the urban growth nodes. While the direction to exclude "traditional" campgrounds from the growth nodes is generally a prudent approach' this MDP Policy 3.1.7 should be interpreted in the following context:

The policy appears to refer to "traditional" or "typical" campgrounds and recreational vehicle parks (that typically have gravel roads' individual' random' site design and fencing' and a lack of landscaping. It is possible to provide Tourism Accommodation that includes "camping accommodation" in a manner

that enhances development standards and quality such that the development is not the same as what is traditionally thought of as a "campground" or a "recreational vehicle park". This could include paved roads' uniform layout and design' high quality landscaping' full services, which would for example eliminate the use of camping equipment such as generators and wood stoves. There appears to be a market demand to develop resorts with a range of accommodation types of various forms of dwelling units (rowhouses' apartments) and high-end cabins' but that also includes a portion of enhanced "camping accommodation".

The MDP policy direction on p. 33 of the MDP includes non-residential sector growth in the urban growth nodes (residential neighbourhoods as well as non-residential sector growth "). This would typically include commercial recreational development' such as a "Resort" consisting of' for example' a conference facility with a hotel' apartment buildings' rowhouses' and cabins that are oriented towards tourism growth (an extreme example would be Radium Hot Springs).

The North Coleman ASP' which covers the largest growth node' noted that multi-family units' rental units' and affordable housing should be the priority housing types. The Coleman growth node contains large areas in the Nez Perce ASP and the Sawback Ridge ASP where country residential development is proposed' which does not address the current and future priority housing needs.

The MDP recognizes that growth nodes will be developed based on market demand and the readiness of property owners and developers. The North Coleman ASP states that the Coleman growth node contains areas that are not readily serviceable for traditional' higher density residential development in accordance with the current and future housing priority needs' unless significant expenses are made to water and wastewater infrastructure which could include a new higher located water reservoir and the looping of infrastructure. The cost associated with these infrastructure improvement requirements, expected to be multiple millions of dollars, may render these lands unfeasible for traditional' higher density residential development in accordance with the current and future housing priority needs for many years to come' because it reduces the profit margins necessary to attract that type of development interest. Alternative development forms' such as upscaled' high quality Tourism Accommodation, but particularly the latter - RVs and cabins, however, could possibly be designed for development on these lands' and possibly without requiring the same cost for the identified infrastructure improvements to the same extent as it would for traditional' higher density priority housing needs. Specifically, upscaled' high quality "camping accommodation" could be an interim land use for many years until these areas become readily serviceable' or until the housing demand increases to an extent that the required infrastructure improvements to accommodate traditional' higher density residential development may become justified.

Portions of some of the community's growth nodes may not be feasible or practical for traditional residential development' specifically due to steep topography. Alternative development forms such as upscaled' high quality Tourism Accommodation could however be designed for development on these lands.

Based on the above considerations' Bylaw 1182' 2024 proposes to provide an exemption to a development that includes a significant upscaling to the standards' style' and quality of "camping accommodation" and/or "resort accommodation" to allow it to locate in an urban growth node. This would include paved roads' uniform design and layout' uniform fencing' high quality landscaping' municipal water and wastewater servicing' and several other site-specific considerations that would merit an approval.

The current Land Use Bylaw provides for a portion of the accommodation units in a "campground" and a "recreational vehicle park" to be used for permanent residential occupancy. The proposed bylaw amendment retains this provision. In addition to the traditional housing stock and increasingly' continuously shifting housing trends' this could support existing residents and a growing population' all of whom have varying needs' by facilitating the development of a range of affordable' innovative residential options. Innovative housing is supported in Policy 2.3.3 of the MDP' in which "... alternative housing forms should be incorporated into communities where appropriate' such as cluster housing' tiny homes and mixed-use buildings".

We also provided just a table, a comparison between the districts for council's information, and a comparison on what is classified as small and large tourism accommodation. For information on the Eckard Tecumseh Mountain Resort, we also come with an interim solution to allow them to, if they decide, to continue with their existing development permit in, within the next year.

So, with all that, administration is recommending second and third reading this evening.

Blair: Thank you. So, we're going to open this up for discussion. Councilor Ward.

Dean: Can I ask a question about process first, Patrick? Tell me if I'm incorrect. The way I read the Municipal Government Act it requires us on a land use bylaw to do a first reading, advertise for a minimum of two weeks, then have a public hearing, then proceed to second and third-

Patrick: Correct.

Dean: Reading. Okay. I was just wondering because there were some words thrown around out there that we weren't following process.

Patrick: No, that is the legislated process of the MGA.

Dean: Okay. Good.

Patrick: I believe these were also advertised, this bylaw was also advertised for an additional week.

Dean: Yeah, I thought it was three weeks.

Patrick: Yeah.

Dean: Yeah. But minimum of two were required.

Patrick: Minimum of two weeks.

Dean: Okay. Good. Um, just a few comments and then I'll ask questions after. Tourism, whether you like it or not, is here. It affects everybody. It affects gas stations, hotels, restaurants, liquor stores, camp sites, grocery stores, it goes on and on and on, right? Both the federal and the provincial government made a point in the last year or two of pushing tourism to this area. We all understand what's going on in Banff, Jasper, Canmore, all those places. We're the only place left, so it's coming. So, to me, we can either welcome it, or we could try to push back on it, but even if we push back, it's – we're not going to beat the provincial and federal government, they're pushing it this way. That's the reality. I've heard concerns over the urban-tourism part of this, if we didn't allow urban tourism, that would take out Green Mountain, Lost Lemon, that's been here for, jeez, as long as I've lived here, right? You'd be amazed how many people those campgrounds bring into this community, how many dollars spent. The way I read this bylaw, nobody's going to just get to throw up a campsite or a bunch of tiny homes or whatever, without going through a comprehensive site development plan, correct?

Patrick: So, there'll be the listing of properties that are, will have their zoning essentially for what they're doing currently.

Dean: Mmhmm.

Patrick: Anyone else that would like to would have to apply for rezoning, so it would be the same process as this, for land use bylaw amendment, to get to step one, to get the zoning. Then they would have to go through the development process where they would need to submit their comprehensive site development plan as part of their development permit application. That would then be considered before approval or not. If they get that, then they can proceed with their development.

Dean: Okay. I look at what's happening with Charmed Resorts, there's a perfect example of what's possible, right, I drove up there this weekend, I can't believe it. There was vehicles parked behind all those places, they were just packed with people, and tell me what's wrong with those. They're a great addition to our community.

When we did the municipal development plan, we laid out what we saw as growth nodes for the future, right? Ah, those growth nodes are 20, 30, 40 years down the road in some cases, right? Ah, is it fair to the owners of those properties to sterilize those properties until they're ready for residential use? There's going to have to be millions upon tens of millions of dollars of servicing putting – to service all those growth nodes. I think its just a reasonable and sensible approach to see what other opportunities are

available. Ah, we're talking about higher standards within this bylaw. Nobody wants to see just a bunch of campsites lined up, this place is for that (? 37:20) we all know that. But ah, we're asking for better standards in this bylaw, which is sensible as well.

I look at the marketplace here, this marketplace has changed drastically in the last five years. For twenty years, there was nothing going on here. For twenty years, all I heard from people is, when are we going to open this place up for development? Right? All I hear now is, why are we letting so much development in town? It's – it's kind of crazy. I remember the lady that asked me a while back, why are you letting all these people in from Calgary? Well, I didn't know this was a country where people weren't allowed to move. And I asked her the question, so if somebody from Calgary offered you more money for your house than a local, you would turn it down? Well, I didn't get a response to that, but people are coming- I know –

Ah, over the last few years, we all recognize the housing crisis in Canada, what's going on. I hear the government, both federal and provincial, all the parties talking about communities need to allow multi-residential, they need to allow secondary suites, they need lofts, anything to find people accommodation, right? Well, two years ago we streamlined our land use bylaw to allow multi-residential, to allow secondary suites. Secondary suites are the only way some people can afford to buy a house, by renting out the basement, especially younger people in, where the market's going today.

We streamlined our bylaw, land use bylaw, in every which way to make it as simple as possible and I've had developers tell me that our land use bylaw is one of the easiest to work with, most efficient to work with, alright? We talked about encouraging people to build rental suites. The government's talking about that too, and last year we passed tax breaks for people to build rental units, right, hopefully people are going to take advantage of that. We have an incentive program for people to do both commercial and residential development. I hope people take advantage of that. That's all stuff that communities have been encouraged to do now that we've already done.

So going on to a few questions here. You talked about Eckard's Guest Ranch. Are they on board with that process?

Patrick: My understanding is yes.

Dean: Yes? Okay. Ah, on page 69 of our package – Sorry, just let me get to it – The purpose statement of UTAR. Comprehensively planned, designed destination areas by assigning the majority of uses as discretionary to address site-specific compatibility with the use and enjoyment of adjacent properties. To me, that covers a lot of concerns that I've heard in the last few weeks. Similar purpose statement on page 71, with the other zone.

Going to page 83. It talks here that one of the big concerns that's been raised with me is about parking on public streets. It seems to be that we're saying that's not going to be allowed in these zones. Am I following that correctly?

Patrick: So, um similar to any development, the bylaw stipulates what off street parking requirements are, depending on the development being proposed. So, so I guess the answer a little bit is there is the reality that public streets in general are open for parking by anyone in any area um with a 72 hour time limit. So, can a car be parked off – I mean, we had the same discussion with tourist homes. To 100% police that, they are never parked on the street, no. But do they have the necessary number offsite parking so that they - that's available? Yes. And so, in general we've seen with tourist homes that it hasn't been the widespread take-over of the neighborhood and you know, this would be a similar approach of that's part of the comprehensive plan that they propose is, how do you accommodate parking?

Dean: Page 91 of our package, could you give me a little bit more clarification on the difference between small and large tourism accommodation?

Patrick: Actually more appropriately the comparison on 106 –

Dean: 106?

Patrick: So, it's a breakdown table, there, so location wise, large can only occur in non-urban areas. Ah they can have similar types of of types of or combinations I guess between small and large. So, ah the primary is just going to be on the number of sites if I'm not mistaken, I'm just looking for the exact here ... sorry I'm just skimming forward here... Another difference would be there can be bare line condominium created with the large accommodations, and then there's also some additional standards there on that chart if you're within one of the growth nodes, how it would be interpreted.

Dean: Okay if we could just slide back to page 94 please um-

Patrick: Okay.

Dean: Cabin and tiny homes, how do they compare?

Patrick: 94...

Dean: It talks about a cabin not a dwelling area... Is not a dwelling unit, sorry. Ah, what's the difference between a cabin and a tiny home? Can a cabin not be defined as a tiny home?

Patrick: Just ... looking here to see if there is ... so, a cabin means a habitable shelter including a yurt or similar type structure for recreational accommodation that is located in an approved tourism accommodation and depending on the facilities and services provided in the tourism accommodation it either has its own cooking, laundry and washing facilities, or has access to communal cooking, laundry and washing facilities. A cabin is not a dwelling unit, is not typically intended for residential accommodation as defined in the bylaw. So that's the uh definition of the bottom of page 92 top of 93.

Dean: Mmhmm.

Patrick: So, its primarily so I guess what I'd read that so the cabin is a type of unit on a tourism accommodation, as opposed to a dwelling unit is meant to be a self-contained unit specifically for occupancy of for sleeping, cooking, sanitary facilities. So, while a cabin can be similar to a dwelling unit, or sorry, a dwelling unit can be similar to a cabin, a cabin is not necessarily a dwelling unit. A cabin is going to be a rental, a temporary housing typically for tourism accommodation.

Dean: So, just going to page 97, I'm almost done, I've only got two more. Page 97 resort accommodation, and under that definition includes apartment buildings, duplexes, semi-detached dwellings, hostels, motels, multi-unit residential buildings or single detached. And then it goes on further to say that it is now typically intended for residential occupancy, to me I just see stuff like single detached, multi-unit residential buildings –

Patrick: So, I believe the intent here is, those are all when they're all in brackets so they are listed those are ah very defined terms, so you could have a unit that would meet those terms within here, however its part of the resort accommodation, it would be, it typically wouldn't be for full-time residency. Even though it may look like it would be a full-time residence, the intent of that because its part of the larger resort accommodation, its intent is not, it's a rental, it's a short-term rental tourism property, not a, so its its given some flexibility, how the developers could have just about any type of structure in that sense it could look like something else, but the intent is not that its there as a permanent accommodation.

Dean: Okay. Actually, that's good, thank you.

Blair: Thank you. Any other comments? Councilor Girhiny.

48:00 Glen: Well, I think we're unfortunate – we're we have an extreme amount of interest in our valley. Affordability is first and foremost on a lot of people's minds. Most of us in this room are lucky enough to have been here a while so we're pretty established, but I wouldn't want – I couldn't see myself moving to this community and buying into the atmosphere here at today's prices. I think it's a little out of my reach and probably out of everybody else's reach. So, we have to do something and all our land isn't flat, all our land is not serviceable, all our land is is uh interesting, to put it mildly, that's what makes this place kinda special. This I think is a really good overview on trying to accommodate future residential use, as well as business opportunities for developers, so with anything new I think its ah a very good proposal going forward I'm sure there will be tweaks along the way as we get into it down the road, but I do like the wording on a lot of the – the structure of this, and to alleviate some concerns I do not see this applicable on residential country acreages, so that's a whole other zone ah so it would be a – I think it's a really good start going forward.

Blair: Thank you. Councilor Kubik.

Vicki: Thank you. Um, I think we really have to give strong consideration to like what Councilor Girhiny was saying, to the topography of our, of our valley, and the fact that we have a lot of land that is not given to the traditional bungalow-style development. I mean, we all like a nice bungalow and a big basement but ah, we've proven time and again that we just don't have room in our area for those kinds of developments. So, we've gone with smaller basements and two-story developments and not everybody's been happy with that. Not everybody's been happy with the tiny home developments, but we've seen examples of that in our area and you know, they're actually, you know, quite palatable. So I feel that, moving forward, we have to pay consideration to what we can do to accommodate not only the increased tourist traffic through our area, but how can we increase affordability for the people that, for instance our kids if they want to come back here, live here, I know my kids couldn't afford to buy a house here, not without support from their parents, and grandparents, and not everybody has the luxury of having parents or grandparents who can help their kids out.

You know, we look at the tourist industry as largely being service-oriented types of jobs, well those jobs are really little more than minimum wage and I would really hate to see what's happened in some of the areas to the north, where you have upwards of twenty plus people living in a 4-bedroom 3-bathroom home, which, you know, that kind of accommodation is ludicrous. We shouldn't expect people to have to live like that, or live in tents, or to live in accommodations like um, you know, the Bellevue campground comes to mind, you know, we've had trailers parked there all winter long, and what are you going to do? People need to work, they need to eat, they need to feed their kids, and, they simply can't afford to live here, so I get that people's main investment is generally their housing, their property, that's their, you know, for many people that's their retirement income. And ah, you know, we're lucky enough to live in an area where property values have increased exponentially over the past five or so years, and ah people have good investments. And they can look forward to, you know, going up to the – I call it the golden triangle, but I guess its Peaks to Pines, and I feel like, you know, people will have some cash in their pocket and be able to live out their retirement years with um, with a bit of income and that's a, that's a good thing. I think we need to protect people's investment, I think that we are not intending to make changes that are going to reduce property values, I think that goes counter to anything I would want for myself, or anybody here on council. I don't think that's our intent to do that.

I agree with Councilor Ward in that this is a process, ah this is sort of giving consideration to first reading, there will be public hearings, I look forward to more input because I think the public and the developers and landowners, everyone has a – something good to say, whether its you know, for or against, I think we all come with an open mind and are willing to hear what are the pros, what are the cons, how do we want to see the development of the Crowsnest Pass move forward. That to me is probably the most important process and we hold that sacred, because that is the time when everybody can have a say and bring to light those issues that we may not have considered. So, I appreciate that we have a process in place, I appreciate that people

are willing to come to council, willing to sit in that chair and be nervous, and state their opinions and whether or not we agree with them, we give credence to those opinions, we want to hear them, we want to respect that and respect the process.

So, the bylaw may not be perfect, it may be as time goes on, it will need some tweaks here and there, because we never really truly know the full consequences of the decisions we make, until we implement, and then we can say, well that is, you know, maybe that was great, or maybe that was not a great decision. But sometimes we can't foresee all the consequences that will occur as a result of passing a bylaw. So I'm looking forward to the process, I will support a motion to pass first reading tonight. Get that – get the process started and – sorry –

Blair: Second reading.

Dean: Second reading.

Vicki: We're already at second reading.

Blair: We've already done the first –

Vicki: Sorry! Sorry, that's right. So, I appreciate that, and, so I'm looking forward to seeing how we can implement this, I am in favor of it, um I do believe that there – its not perfect, I don't think any bylaw that we ever pass is perfect, and I appreciate the comments. So, that being said, I am in support. Thank you.

Blair: Councilor Glavin, I don't know if anything–

Doreen: I don't know if there's any more to add to that, but I do believe that, you know, we did a new municipal development plan, right, for proper planning for the future, and I think this fits into it. And I think its good to be ready and prepared for I think, like Councilor Ward said, what's – what's going to come. **I think there's concerns about the UTAR the new zone, but, it's a rezoning and it still has to come back to council**, so I think maybe that will alleviate some of the concerns from the public as well.

Blair: Thank you. So, if there's nothing else, councilor Girhiny?

Glen: **I would just like to state what councilor Glavin said, is that these are already existing zoned properties within the Crowsnest Pass. There's nothing new here, we're just rezoning what's here, and anything new going forward will have to follow the procedures of this bylaw. Which to me are pretty structured, and pretty, pretty ah demanding, in a way, for a developer. But it also gives the developer an option, which is something that we never had before.**

Blair: Thank you. Councilor Ward?

55:47 Dean: Yes, just to add further to that, the example that comes up a lot is country residential, right? Well, even if this pass – bylaw passes tonight, it will be no different than it is today, if somebody in a country residential wants to build three cabins, four

RV's, we just went through this a little while ago, they have to come to council and apply for a zoning, right? So even if this bylaw passes, they still have to come to council and apply for zoning. They can't just, tomorrow morning, throw in three cabins, four RV's, and get on with life. So, just echoing what councilor Girhiny said.

Blair: Yeah, exactly. There's a process to do that.

Dean: Yeah, there's a process.

Blair: The zoning process and yeah. So, we are looking for second and third reading on this this evening. Councilor Girhiny?

Glen: I'll move second reading, on I guess its Bylaw 1182, 2024.

Blair: Thank you. We do have second reading on the floor. Any other comments? Seeing none, all in question all in favor? That is carried. I'm looking for a third reading. Councilor Glavin?

Doreen: I'll move third reading of Bylaw 1182, 2024.

Blair: Thank you. Again, ah final opportunity for comments or clarification. Seeing none, we'll call all in question, all in favor? And that will be carried.

57:24



Municipality of Crowsnest Pass Request for Decision

Meeting Date: October 8, 2024

Agenda #: 7.c

Subject: Regional District of East Kootenay/SW Alberta Elected Officials Meeting - October 23rd in Fernie, BC

Recommendation: That Council confirm who will attend the Regional District of East Kootenay/SW Alberta Elected Officials Meeting on October 23rd in Fernie, BC.

Executive Summary:

An invitation was received from the City of Fernie who will be hosting the Regional District of East Kootenay/SW Alberta Elected Officials Meeting on October 23rd for Councillors and Chief Administrative Officers.

Relevant Council Direction, Policy or Bylaws:

n/a

Discussion:

Regional Council meetings are held annually with each community taking turns to host their counterparts across the region to provide general community updates. The region encompasses communities from the South East Kootenays through to Pincher Creek.

The City of Fernie will be hosting the regional meeting for 2024.

The deadline for RSVP's is October 11, 2024.

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:



**Municipality of Crowsnest Pass
Request for Decision**

Meeting Date: October 8, 2024

Agenda #: 7.d

Subject: Option Pay Credit Card Program Update and Expansion

Recommendation: That Council approve expanding the types of transactions the Municipality will accept credit card payment through OptionPay.

Executive Summary:

Council approved the use of OptionPay (a third party provider) for customers wanting to pay by credit card at the May 28, 2024 Council meeting for 8 types of transactions . Accepting credit card payments through OptionPay went live on August 6, 2024.

Relevant Council Direction, Policy or Bylaws:

N/A

Discussion:

OptionPay was implemented on August 6, 2024 and was setup for credit cards to be used for Development Permits, Licenses, Building Permits, Fines, Fees and other assorted invoices/bills. Since implementation, the following table shows the monthly use.

| Time Period | Number of Transactions | Transaction Type |
|--------------------|-------------------------------|--|
| August 2024 | 20 | Development Permit |
| | 18 | Utilities |
| | 17 | Misc. Permit (Electrical, Gas, Plumbing) |
| | 16 | Accts Receivable |
| | 13 | Building Permits |
| | 9 | Property Tax |
| | 6 | Business License |
| Total | 99 | |

| Time Period | Number of Transactions | Transaction Type |
|--------------------|-------------------------------|--|
| September 1 - 18 | 18 | Misc. Permit (Electrical, Gas, Plumbing) |
| | 16 | Development Permit |
| | 16 | Utilities |
| | 13 | Receivables |
| | 11 | Building Permits |
| | 3 | Business Licenses |
| | 1 | Municipal Violation Ticket |
| | 6 | Property Taxes |
| Total | 84 | |

Of the people who wanted to pay by credit card, once told there is a fee, approximately half still chose to proceed with OptionPay. For the initial implementation of OptionPay, the Municipality restricted the types of transactions that could be paid. There have been several requests from customers/citizens to expand the type of transaction where OptionPay credit card payment can be used. The additional types of transaction would include, but not limited to, the following:

- Encroachments/ Caveats
- Dog Tags
- Tax Searches/Certificates
- Land Sale Deposit
- Road Closure
- Land Use Amendments
- FOIP Requests
- Occupancy Certificates
- Equipment Rental (Skunk Traps)
- Fridge Stickers (Recycling)
- Other recurring /multi user charges

Option pay is a convenience for customers by giving an additional option for paying their bill.

Analysis of Alternatives:

- Council can approve adding additional types of transactions where credit card payments through OptionPay will be accepted by the Municipality.
- Council could specify/restrict which additional transactions the Municipality can accepted credit card payment for.
- Council could decline adding any additional transaction types where credit card payments through OptionPay would be accepted.

Financial Impacts:

N/A

Attachments:



Municipality of Crowsnest Pass Request for Decision

Meeting Date: October 8, 2024

Agenda #: 7.e

Subject: Fruit-Bearing Trees on Municipal Lands

Recommendation: That Council moves to authorize the Community Services and Enforcement Departments to address fruit-bearing trees within the Municipality that are identified as "issue trees."

Executive Summary:

Recently, the Municipality has faced increased wildlife activity, particularly with bears spotted feeding in multiple areas, including a fruit-bearing tree located at the Hillcrest Miners Park. Additionally, Community Services was alerted to another problem tree located beside the old Fire Training Building on 19th Avenue in Blairmore. Upon further investigation, it became clear that several fruit-bearing trees exist on public greenspaces throughout the community.

While the tree in the Hillcrest Miners Park was quickly managed by a local group that monitors and addresses the fruit, the Community Services Department lacks the staffing resources to effectively manage all trees. As a result, the two fruit-bearing trees near the old Fire Training Building had to be removed to mitigate the risk of wildlife attraction and ensure public safety.

This situation highlights the challenge of managing fruit-bearing trees within the Municipality, particularly when the Community Services Department is not equipped to handle such tasks on a large scale. Moving forward, strategic actions will be necessary to address this issue.

Issue Trees will be identified with the understanding that these trees are deemed by both the Community Services and Enforcement Departments to pose significant concerns, such as wildlife attractants or public safety hazards. The two departments will determine the most appropriate action, which may include increased maintenance, fruit collection or potential removal, to mitigate risks and ensure compliance with municipal bylaws.

Relevant Council Direction, Policy or Bylaws:

Community Standards Bylaw 1045,2020 Section 19.4

Discussion:

Introduction: This report aims to provide an overview of the fruit-bearing trees located on Municipal greenspaces and public lands within the community. Several locations have been identified where fruit trees, primarily crabapple trees, are present. These trees contribute to the aesthetic and environmental value of our community, but they also present maintenance and safety challenges, particularly as they can attract wildlife if not properly managed. Community Services would like to highlight that we currently have many varieties of fruit bearing trees and most of these have no wildlife conflicts or interactions, including crabapple trees.

Identified Locations of Fruit-Bearing Crabapple Trees:

1. **Pete's Park:** Pete's Park hosts one apple tree along its green space. This tree provides seasonal beauty and shade, but would require regular attention during the fruit-bearing season to prevent wildlife from being attracted. However, this tree has received no known integrations with wildlife at this point.
2. **Hillcrest Miners Park.** This tree is known for wildlife interactions, however, this tree is not the only wildlife attractant, as there are many attractants in Hillcrest. This tree is managed by a group, who would like to have the tree left in the park and the group will maintain the tree, especially during the fall. During the notification of a bear on this tree, the group immediately made arrangements and rectified the situation to deter wildlife interaction.
3. **Old Firehall Training Building:** The grounds surrounding the Old Firehall Training Building had several fruit-bearing trees. This location, due to its proximity to a high-traffic area, was identified as a location where the trees that could be removed with little concern, as they are not in an aesthetic area.
4. **Town Office Green Space:** A crabapple trees is located on the Town Office's green space. While this tree may enhance the overall appearance of the office, it may also become a wildlife attractant, although it currently does not seem to pose an issue.
5. **Green Space Outside the CNP Foodbank:** The area adjacent to the CNP Foodbank includes a crabapple fruit bearing tree. This location has been noted as a possible wildlife attraction during the fall harvest season. However, it is deer and not bears. Under the motion, Community Services, with the assistance of Enforcement, will continue to monitor this tree.
6. **Greenspace Across from AustriAlpine:** A fruit-bearing tree also in the green space across from AustriAlpine has also been noted in Blairmore. The location, close to both residential and industrial areas, as well as the school, has the potential of wildlife conflicts. However, this tree has no known interactions with wildlife.
7. **Hillcrest Main Street:** Multiple fruit-bearing species have been noted as well on the boulevard of mainstreet. I am not aware of any reported wildlife interactions.
8. **Boulevards and Other Public Spaces:** Beyond the aforementioned greenspaces, fruit-bearing trees have been identified throughout the community. These trees add to the character of our streets, but could present challenges similar to those found in other public greenspaces. We are not exactly sure how these trees came about but do exist.

Please note the above trees are fully matured .

Community Service & Maintenance Challenges: Currently, the Community Services Department is

operating on a winter schedule. As a result, the department is not staffed to allow our staff to manage the fruit-bearing trees as per the wildlife attractant bylaw. Crabapples and other fruit need to be picked in a timely manner to prevent attracting animals or ultimately, the trees will need to be removed, especially during the fall season when bears and other wildlife are actively foraging before winter. Our staffing levels make it difficult to effectively manage these areas, which could pose a risk to public safety and challenge our commitment to bylaw enforcement.

Recently, we removed two problem apple trees located at the Old Blairmore Training Center. The trees in this area are not aesthetically required and handpicking the fruit every year was not best use of public funds. While completing the removal of the trees, which was in accordance with the bylaw, the Community Services staff was approached by an angry gentleman, who was upset that the trees were being removed.

Analysis of Alternatives:

1. **Seasonal Staffing Consideration:** Given the wildlife risk posed by unpicked fruit, and following the wording in the current bylaw, it may be necessary to re-evaluate staffing needs during the late summer and fall months to ensure adequate fruit collection on trees.
2. **Community Engagement:** Engagement of community groups or volunteers in fruit-picking initiatives, which could help mitigate the risk, while also providing an opportunity for community involvement and potential food recovery efforts.
3. **Tree Management Strategy:** Removal of all fruit bearing trees located on Municipal properties. This is not recommended, as many trees are mature and well-established and are aesthetically appealing. They produce nice flowers for all to enjoy and the removal of these trees, which have had no prior wildlife interactions, may not be the solution.

Financial Impacts:

Depending on the decision or motion to move on this will result in a financial impact. The suggested action presented would have increased casual hours and possibly the purchase of other trees, however the cost is unknown at this time.

Attachments:



Municipality of Crowsnest Pass Request for Decision

Meeting Date: October 8, 2024

Agenda #: 10.a

Subject: Procedure Bylaw Discussion - Councillor Ward

Recommendation: That Council moves to have the Procedure Bylaw amended.

Executive Summary:

During a session at the Alberta Municipalities Convention, one of the presenters was talking that it is not good practice to surprise Council and/or Administration with add-on items and then immediately expect a decision to be made. From this, Councillor Ward was looking to propose an amendment to the Procedure Bylaw whereby a decision can't be made on an item that was added onto the agenda. This practice allows time to prepare any necessary information and also time to reflect on the decision being sought.

Relevant Council Direction, Policy or Bylaws:

Procedure Bylaw 1041, 2020

Discussion:

N/A

Analysis of Alternatives:

N/A

Financial Impacts:

N/A

Attachments: