



## MUNICIPALITY OF CROWSNEST PASS

### MINUTES

#### Special Budget Meeting

Thursday, October 10, 2024

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A special budget meeting of the Council of the Municipality of Crowsnest Pass was held in Council chambers on Thursday, October 10, 2024.

**Council Present:** Mayor Blair Painter, Councillors: Dave Filipuzzi, Doreen Glavin, Dean Ward, Glen Girhiny, and Lisa Sygutek

**Council Absent:** Councillor: Vicki Kubik

**Administration Present:**

Patrick Thomas, Chief Administrative Officer

Brian McCulloch, Director of Finance

Jeremy Wickson, Temporary Director of Development, Engineering & Operations

Johan van der Bank, Manager of Development & Trades

Bonnie Kawasaki, Recording Secretary

#### **CALL TO ORDER**

Mayor Blair Painter called the meeting to order at 9:00 am.

#### **ADOPTION OF AGENDA**

**B01-2024-10-10:** Councillor Filipuzzi moved to adopt the agenda as presented.

Carried

#### **2024 COMMITTEE AND BOARD PRESENTATIONS**

##### **Crowsnest Pass Senior Housing Board**

Shelley Price, Chief Administrative Officer, Dee-Anna Strandquist, Director of Finance, and Marlene Anctil, Board Member, presented the Crowsnest Pass Senior Housing Board's report to Council.

- Thanked the Municipality for supporting Crowsnest Pass Senior Housing over the years
- Supported Living 4 and dementia care is new to community
- Has maintained an average of a 95% occupancy rate over 2024
- Vacant beds are managed by Alberta Health Services through a wait list, currently there is a zero wait list leaving a total of 6 vacant beds which impacts the overall revenue
- They now have a full complement of 10 LPNS, thus reducing agency staff
- The HCA complement has been a struggle with having to rely on agency HCA's – currently have 3 Outside HCA workers that they are paying for meals and accommodations
- Increase in recruitment of certified aids, challenges with new hires has been their desire to only work casual, and the housing market and high rental
- Through efforts to recruit and retain people, onsite education is offered to employees to become certified HCAs, with 4 becoming certified in 2024
- \$24,000 grant was awarded for promoting psychological health and safety for employees
- Alberta Health Minister announced new continuing care legislation framework. The purpose is to raise the quality of continuing care, increase staff education, purchasing new medical equipment and supplies and mandatory accreditation every 3 years.
- Recreation coordinator hired to provide recreation opportunities to all residents on a weekly basis
- Requested \$398,750.00 from the Municipality for the 2025 budget, overall increase of \$36,250.

### **2025 GENERAL OPERATING GRANTS**

Administration reviewed with Council the 2025 General Operating Grants

#### **Stars Air Ambulance**

- Budgeted as an annual contribution for services provided. A formal application is not submitted; however, we do receive an in-person presentation annually. Administration recommends an allocation of \$12,000 for the 2025 budget to incorporate the generally accepted \$2.00 per capita, increase will incorporate base population.
- Council supports the recommendation given by Administration that the allocated amount be increased to \$12,000 for the 2025 budget.

## **2025 CATEGORY 1 GRANT APPLICATIONS**

- Administration reviewed with Council the 2025 Category 1 Grant Applications

Council would like to have all groups applying for funding to provide information on the economic impact they have on the community.

### **Crow Snow Riders**

- Request \$20,000; Administration recommends an allocation of \$15,500 for the 2025 budget
- Council supports the recommendation given by Administration for the 2025 budget

### **Bellevue Underground Mine (Crowsnest Pass Ecomuseum Trust Society)**

- Request \$25,000; Administration recommends an allocation of \$25,000 for the 2025 budget
- Council supports the recommendation given by Administration for the 2025 budget

### **Crowsnest Pass Allied Arts Association**

- Request \$26,000; Administration recommends an allocation of \$26,000 for the 2025 budget
- Council supports the recommendation given by Administration for the 2025 budget

### **Crowsnest Museum & Archives (Crowsnest Historical Society)**

- Request \$25,000; Administration recommends an allocation of \$25,000 for the 2025 budget
- Council supports the recommendation given by Administration for the 2025 budget

### **Crowsnest Nordic Ski Club**

- Request \$55,000; Administration recommends an allocation of \$48,000 for the 2025 budget
- Council supports the recommendation given by Administration for the 2025 budget

### **Blairmore Lions Club (Potential Insurance)**

- No application given for 2025; Administration suggests allocating \$3,000 to reserves in 2025 to cover costs for insurance
- Council supports the recommendation given by Administration for the 2025 budget

### **Crowsnest Pass Quad Squad**

- Request \$4,000; Administration recommends an allocation of \$4,000 for the 2025 budget
- Council supports the recommendation given by Administration for the 2025 budget

### **Pass Powderkeg Ski Society**

- Request \$2,000. Administration recommends an allocation of \$2,000 for the 2025 Budget.
- Council supports the recommendation given by Administration for the 2025 budget

### **Peaks to Pines Residents Association (Operational)**

- Request \$30,000. Administration recommends an allocation of \$5,000 for the 2025 Budget.
- Council supports the recommendation given by Administration for the 2025 budget

### **Crowsnest Pass Volleyball Society**

- Request \$5,000. Administration does not recommend funding this group in the 2025 Budget.
- Council supports the recommendation given by Administration for the 2025 budget

### **Southwest Alberta Regional Search & Rescue Society – Operational Expenses**

- Request \$42,976. Administration recommends allocating \$42,976 for the 2025 budget
- Council supports the recommendation given by Administration for the 2025 budget

## **2024 COMMITTEE AND BOARD PRESENTATIONS - Continued**

### **Municipal Historic Resources Advisory Committee**

Fred Bradley, Chairman of the Municipal Historic Resources Advisory Committee presented the committee's report to Council.

- Explained the rationale for their 2025 budget request
- \$5000 annually to develop ongoing workshops to engage building owners on heritage matters, last held in 2019
- \$25,000 to assist with the update of Heritage design guidelines which would be advisory to building owners in the historical commercial overlay district, Coleman National

Historic Site and for the Heritage Inventory. Will also apply to the Heritage Preservation and Partnership Program with Alberta Culture who advised MHRAC would be eligible for matching funding.

- Requested \$30,000.00 from the Municipality for the 2025 budget, Administration Recommends allocating \$5,000 for the 2025 budget

### **Municipal Library Board**

Chair, Erin Matthews and Diane DeLauw, Library Manager, presented the Crowsnest Pass Municipal Library Board's report to Council.

- Reviewed improvements and repairs completed over the past year
- Requested the installation of an elevator at an estimated cost of \$400,000 to make the building accessible to all in order to facilitate attendance of all programming. Requested that Administration look into various grants which could fund the project and that the board will look into other funding sources.
- Reviewed services and programs offered in 2024.
- Provided 2023 year-end statistics, and reviewed board activities over the past year.
- Permanent staff fully upgraded on first aid to meet the new OHS requirements.
- Chinook Arch continues to provide shared resources, including website, and training and support. Holds an annual conference and provides staff training opportunities. Applies for grants to fund special resources.
- Requested \$158,402 from the Municipality for the 2025 budget.

### **2025 CATEGORY 2 GRANT APPLICATIONS**

Administration reviewed the 2025 Category 2 Grant applications with Council.

#### **CNP Chamber of Commerce – Best of Crowsnest Gala**

- Request \$5,000; Administration recommends allocating \$2,500 for the 2025 budget to fund the awards for the Best of Crowsnest Gala
- Council does not support the recommendation given by Administration for the 2025 budget, Council recommends \$0.00 allocation.

#### **Crowsnest Pass Chamber of Commerce – Christmas in the Mountains**

- Request \$5,000; Administration recommends an allocation of \$5,000 for the 2025 budget

- Council supports the recommendation given by Administration for the 2025 budget, and Council requested a breakdown of the budget costs for the event.

#### **Crowsnest Pass Chamber of Commerce – Crowfest**

- Request \$20,000; Administration recommends an allocation of \$20,000 for the 2025 budget
- Council supports the recommendation given by Administration for the 2025 budget

#### **Crowsnest Pass Chamber of Commerce – Visitors Guide**

- Request \$10,000; Administration does not recommend any additional funding allocated as there is already a contribution of approximately \$2,500 annually.
- Council supports the recommendation given by Administration for the 2025 budget

#### **Kananaskis Rodeo Association – Kananaskis Pro Rodeo 2025**

- Request \$30,000; Administration recommends an allocation of \$30,000 for the 2025 budget
- Council supports the recommendation given by Administration for the 2025 budget

#### **Crowsnest Cultural and Recreation Society – Revive the Roxy**

- Request \$25,000 capital contribution for the next three years; Administration recommends \$25,000 allocation for the 2025 budget
- Council recommends an allocation of \$25,000 conditional funding provided they can get a matching \$250,000 grant from another contributor in that same year

#### **Coleman Community Society – Various Events 2025**

- Requested \$7,500; Administration recommends an allocation of \$7,500 for the 2025 budget
- Council supports the recommendation given by Administration for the 2025 budget

#### **Crowsnest Economic Development - Crowsnest Pass Doors Open & Heritage Festival**

- Requested \$7,000; Administration recommends an allocation of \$7,000 for the 2025 budget
- Council supports the recommendation given by Administration for the 2025 budget

### **Crowsnest Consolidated High School – 2025 Graduation Ceremonies**

- No Request received

### **Bellecrest Community Association – Bellecrest Days 2025 & Million Lights Festival**

- Requested \$20,000; Administration recommends an allocation of \$7,500 for the 2025 budget
- Council supports the recommendation given by Administration for the 2025 budget

### **CNP 40 – Amazing Race**

- Requested \$11,000; Administration recommends an allocation of \$11,000 for the 2025 budget
- Council supports the recommendation given by Administration for the 2025 budget

### **Crowsnest Pass Agricultural Society – Pole & Spur 2025**

- Request for \$2,000; Administration recommends allocating \$2,000 for the 2025 budget
- Council supports the recommendation given by Administration for the 2025 budget

### **Crowsnest Pass Music Festival Association**

- Request for \$6,000; Administration recommends allocating \$2,000 for the 2025 budget
- Council does not support the recommendation given by Administration for the 2025 budget, Council recommends funding \$4000 for the 2025 budget

### **Sole Survivor Trail Race**

- Requested \$2,000; Administration recommends allocating \$2,000 for the 2025 budget
- Council supports the recommendation given by Administration for the 2025 budget

### **Crowsnest Pass Volleyball Society**

- Requested \$2,000; Administration does not recommend allocating funds for the 2025 budget
- Council supports the recommendation given by Administration for the 2025 budget

### **Crowsnest Pass Health Foundation**

- Request for \$5,000; Administration recommends allocating \$5,000 for the 2025 budget
- Council supports the recommendation given by Administration for the 2025 budget

### **Crowsnest Pass Dance Festival Society**

- Requested \$1,500; Administration does not recommend allocating funds for the 2025 budget
- Council does not support the recommendation given by Administration for the 2025 budget, Council recommends funding \$1,500 for the 2025 budget

### **2025 General Operating Grants**

Administration reviewed the 2025 General Operating Grants to confirm amounts approved.

- Crowsnest Community Library – \$158,402
- Crowsnest Pass Senior Housing – \$398,750
- Municipal Historic Resources Advisory Committee – \$30,000 conditional to matching grant obtained
- Council supports the General Operating Grants for the 2025 budget

**B02-2024-10-10:** Motion by Councillor Sygutek to take a recess to break for lunch at 11:59 am, returning at approximately 12:20 pm.

Carried

### **Reconvene**

Mayor Painter reconvened the meeting at 12:35 pm.

### **2025 DEPARTMENT INITIATIVES**

#### **I2-2025: Road Stabilization Oil**

- Council supports retaining for consideration in the 2025 budget initiative I2-2025 Road Stabilization Oil in the amount of \$45,000 for the 2025 budget.

#### **I3-2025: Pool Chemical System**

- Council supports retaining for consideration in the 2025 budget, initiative I3-2025: Pool Chemical System in the amount of \$65,000.

#### **I4-2025: Nuisance Grounds Environmental Monitoring**

- Council supports retaining for consideration in the 2025 budget, initiative I4-2025: Nuisance Grounds Environmental Monitoring in the amount of \$50,000.



**I5-2025: Columbarium - Blairmore Union Cemetery**

- Council supports retaining for consideration in the 2025 budget, initiative I5-2025: Columbarium - Blairmore Union Cemetery in the amount of \$25,000.

**I6-2025: Facility Maintenance Budget Increase**

- Council supports retaining for consideration in the 2025 budget, initiative I6-2025: Facility Maintenance Budget Increase in the amount of \$57,000.

**I8-2025 Building Condition Assessment and Energy Efficiency - All Buildings**

- Council does not support initiative I8-2025 Building Condition Assessment and Energy Efficiency - All Buildings in the amount of \$450,000.

**I9-2025: Loader Blade Replacements**

- Council supports retaining for consideration in the 2025 budget, initiative I9-2025: Loader Blade Replacements in the amount of \$60,000.

**I10-2025: Street Sweeping Program - Rental Units (2)**

- Council supports retaining for consideration in the 2025 budget initiative I10-2025: Street Sweeping Program - Rental Units (2) in the amount of \$80,000.

**I11-2025: Skid Steer Grader Blade - Alley Reconditioning**

- Council supports retaining for consideration in the 2025 budget initiative I11-2025: Skid Steer Grader Blade - Alley Reconditioning in the amount of \$35,000.

**I12-2023: Spray Patching Unit & Operating Cost**

- Council does not support retaining for consideration in the 2025 budget initiative I12-2025: Spray Patching Unit & Operating Cost in the amount of \$600,000.

**I13-2025: M.D. McEachern Community Centre - Building Condition Assessment**

- Remove initiative. Initiative will come back to Council this fall (2024) for consideration.

**I14-2025: Commercial Vehicle Scan Tool**

- Council supports retaining for consideration in the 2025 budget initiative I14-2025: Commercial Vehicle Scan Tool in the amount of \$17,000.

**I15-2025: Sportsplex Curling Club Carpet**

- Council supports retaining for consideration in the 2025 budget initiative I15-2025: Sportsplex Curling Club Carpet in the amount of \$30,000.

**I16-2025: Sportsplex Rubber Flooring**

- Council supports retaining for consideration in the 2025 budget I16-2025: Sportsplex Rubber Flooring in the amount of \$155,000.

**I18-2025: Sportsplex - trench to restore power to yard lights**

- Council supports retaining for consideration in the 2025 budget, initiative I18-2025: Sportsplex - trench to restore power to yard lights in the amount of \$6,500.

**I19-2025: PPK Cold Storage Building - trench 2-phase power**

- Council supports retaining for consideration in the 2025 budget, initiative I18-2025: PPK Cold Storage Building - trench 2-phase power in the amount of \$7,500.

**I20-2025: Valleyridge Fire Storage Tank**

- Council supports retaining for consideration in the 2025 budget, initiative I20-2025: Valleyridge Fire Storage Tank in the amount of \$25,000.

**I22-2025: Pressure Reducing Valve - Vault and Plumbing Replacement**

- Council supports retaining for consideration in the 2025 budget, initiative I22-2025: Pressure Reducing Valve - Vault and Plumbing Replacement in the amount of \$50,000.

**I23-2025: Hillcrest SAR (old Fire Hall) - new furnace and two unit heaters**

- Council supports retaining for consideration in the 2025 budget, initiative I23-2025: Hillcrest SAR (old Fire Hall) - new furnace and two unit heaters in the amount of \$15,000.

**I24-2025: Sentinel Reservoir Replacement**

- Council supports retaining for consideration in the 2025 budget, initiative I24-2025: Sentinel Reservoir Replacement in the amount of \$30,000.

**I25-2025: Blairmore Grader Shop west wall repair**

- Council supports retaining for consideration in the 2025 budget, initiative I25-2025: Blairmore Grader Shop west wall repair in the amount of \$25,000.

**I26-2025: Water Reservoir Maintenance**

- Council supports retaining for consideration in the 2025 budget, initiative I26-2025: Water Reservoir Maintenance in the amount of \$25,000.

**I27-2025: Blairmore PW Shop (east OH door), Coleman Shop OH door, Hillcrest Cold Storage Bldg. - Three new door openers**

- Council supports retaining for consideration in the 2025 budget, initiative I27-2025: Blairmore PW Shop (east OH door), Coleman Shop OH door, Hillcrest Cold Storage Bldg. - Three new door openers in the amount of \$11,000.

**I28-2025: Bridge File Repair Requirements - Willow Drive and Hillcrest**

- Council supports retaining for consideration in the 2025 budget, initiative I28-2025: Bridge File Repair Requirements - Willow Drive and Hillcrest in the amount of \$70,000.

**I29-2025: Wastewater Infrastructure Preservation - Fiberglass Lining**

- Council supports retaining for consideration in the 2025 budget, initiative I29-2025: Wastewater Infrastructure Preservation - Fiberglass Lining in the amount of \$350,000.

**I30-2025: Fall Drive in Movie**

- Council supports retaining for consideration in the 2025 budget, initiative I30-2025: Fall Drive in Movie in the amount of \$5,400

**I31-2025: Community Big Bounce Event**

- Council supports retaining for consideration in the 2025 budget, initiative I31-2025: Community Big Bounce Event in the amount of \$11,500.

**I32-2025: Outdoor Pickle Ball**

- Council supports retaining for consideration in the 2025 budget, initiative I32-2025: Outdoor Pickle Ball in the amount of \$65,000.

**I33-2025: MDM playground**

- Council supports retaining for consideration in the 2025 budget, initiative I33-2025: MDM Playground in the amount of \$53,000.

**I34-2025: Condenser Water treatment system.**

- Council supports retaining for consideration in the 2025 budget, initiative I34-2025: Condenser Water treatment system in the amount of \$4,900.

**I35-2025: Hillcrest Ball complex fence Repair**

- Council supports retaining for consideration in the 2025 budget, initiative I35-2025: Hillcrest Ball complex fence Repair in the amount of \$14,000.

**I36-2025: Refrigeration Compressor Overhaul**

- Council supports retaining for consideration in the 2025 budget, initiative I36-2025: Refrigeration Compressor Overhaul in the amount of \$18,000.

**I37-2025: Software options for automation of Inventory (Scanner)**

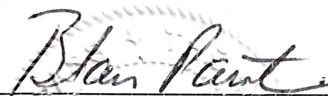
- Council supports retaining for consideration in the 2025 budget, initiative I37-2025: Software options for automation of Inventory (Scanner) in the amount of \$20,000.

**ADJOURN**


**B03-2024-10-10:** Motion by Councillor Sygutek to adjourn the meeting at 2:29 pm.

Carried

Next meeting November 28, 2024, at 9:00am in Council Chambers

  
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 Blair Painter  
 Mayor

Date: November 28, 2024

  
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 Patrick Thomas  
 Chief Administrative Officer

Date: November 29, 2024