

Municipality of Crowsnest Pass
Council Meeting Minutes
Tuesday, March 4, 2025

A regular meeting of the Council of the Municipality of Crowsnest Pass was held in Council Chambers on Tuesday, March 4, 2025.

Council Present:

Mayor Blair Painter, Councillors: Doreen Glavin, Glen Girhiny, Lisa Sygutek and Dean Ward

Council Absent: Vicki Kubik, Dave Filipuzzi

Administration Present:

Patrick Thomas, Chief Administrative Officer
Kristin Colucci, Deputy CAO
Jeremy Wickson, Director of Engineering & Operations
Brian McCulloch, Director of Finance
Sally Turner, Manager of Finance
Laken McKee, Recording Secretary

CALL TO ORDER

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

Amendments:

Consent Agenda

- 10.a Item 3.h - Letter received from Teyel Strandquist, President of Crowsnest Pass Chamber of Commerce – Councillor Sygutek
- 10.b Item 3.g - Letter received from Honourable Ric McIver, Minister of Municipal Affairs- Councillor Girhiny

01-2025-03-04: Councillor Glavin moved to adopt the agenda as Amended.

Carried

CONSENT AGENDA

02-2025-03-04: Councillor Girhiny moved that Council approve the following Consent Agenda items as amended without debate:

3.a

Minutes of the Crowsnest Pass Senior Housing

THAT Council accept the Minutes of the Crowsnest Pass Senior Housing Meeting Minutes from January 20, 2025, as information.

3.b

Minutes of the Crowsnest Pass Community Library Board of January 28, 2025

THAT Council accept the Minutes of the Crowsnest Pass Library Board Minutes from January 28, 2025, as information.

3.c

ORRSC Executive Committee Meeting Minutes of January 9, 2025

THAT Council accept the Minutes of the ORRSC Executive Committee Meeting Minutes of January 9, 2025, as information.

3.d

Alberta SW Regional Alliance Minutes of the Board of Directors Meeting from January 8, 2025, and February Bulletin

THAT Council accept the Alberta SW Regional Alliance Minutes of the Board of Directors Meeting from January 8, 2025, and February Bulletin, as information.

3.e

2025 02 11 – Letter from Parks and Recreation Advisory Committee Requesting a Timeline on the Trails Masterplan and Request for a Timeline on the Hillcrest Ball Diamond Feasibility Study.

THAT Council accept the Letter from Parks and Recreation Advisory Committee Requesting a Timeline on the Trails Masterplan and Request for a Timeline on the Hillcrest Ball Diamond Feasibility Study, as information.

3.f

Letter received from Honourable Todd Loewen, Minister of Forestry and Parks.

THAT Council accept the letter received from Honourable Todd Loewen, Minister of Forestry and Parks, as information.

Carried

ADOPTION OF MINUTES

03-2025-03-04: Councillor Ward moved to adopt the Minutes of the Council Meeting of February 11, 2025, as presented.

Carried

PUBLIC HEARINGS

Bylaw 1207, 2024 - Land Use Bylaw Amendment - Redesignate Block A, Plan 2411511 and Block B, Plan 2411512, containing ±0.053 ha (0.13 acres) within two certificates of title, from no zoning (former road) to Residential – R-1

Mayor Painter declared the Public Hearing opened at 7:02 pm for Bylaw No. 1207, 2024.

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

Mayor Painter called for members of the public to speak in favor or opposition to Bylaw 1207, 2024.

Mayor Painter noted there were no members of the public present who wished to speak at the hearing and declared the public hearing closed at 7:03 pm.

DELEGATIONS

None

REQUESTS FOR DECISION

Bylaw 1203, 2024 Road Closure Bylaw – Second and Third Reading

04-2025-03-04: Councillor Ward moved second reading of Bylaw 1203, 2024 Road Closure Bylaw.
Carried

05-2025-03-04: Councillor Girhiny moved third and final reading of Bylaw 1203, 2024 Road Closure Bylaw.
Carried

Bylaw 1204, 2024 Road Closure Bylaw – First Reading

06-2025-03-04: Councillor Glavin moved first reading of Bylaw 1204, 2024 Road Closure Bylaw.
Carried

Bylaw 1207, 2024 - Land Use Bylaw Amendment - Redesignate Block A, Plan 2411511 and Block B, Plan 2411512, containing ±0.053 ha (0.13 acres) within two certificates of title, from no zoning (former road) to Residential – R-1 Second and Third Reading

07-2025-03-04: Councillor Girhiny moved second reading of Bylaw 1207, 2024 - Land Use Bylaw Amendment - Redesignate Block A, Plan 2411511 and Block B, Plan 2411512, containing ±0.053 ha (0.13 acres) within two certificates of title, from no zoning (former road) to Residential – R-1
Carried

08-2025-03-04: Councillor Ward moved third and final reading of Bylaw 1207, 2024 - Land Use Bylaw Amendment - Redesignate Block A, Plan 2411511 and Block B, Plan 2411512, containing ±0.053 ha (0.13 acres) within two certificates of title, from no zoning (former road) to Residential – R-1
Carried

Bylaw 1208, 2024 Road Closure Bylaw - Second and Third Reading

09-2025-03-04: Councillor Girhiny moved second reading of Bylaw 1208, 2024 Road Closure Bylaw.
Carried

10-2025-03-04: Councillor Ward moved third and final reading of Bylaw 1208, 2024 Road Closure Bylaw.

Carried

2025 Municipal Election- Appointment of Returning Officer and Election Considerations for the 2025 Municipal Election - Council Resolutions

11-2025-03-04: Councillor Ward moved to appoint Barb Kelly as the Returning Officer for the 2025 Municipal Election.

Carried

12-2025-03-04: Councillor Glavin moved that Council appoint Kristin Colucci as the Substitute Returning Officer for the 2025 Municipal Election.

Carried

13-2025-03-04: Councillor Girhiny moved to provide for the following voting subdivisions and voting stations in the 2025 Municipal Election:

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

Carried

14-2025-03-04: Councillor Glavin 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. In person
- d. By e-mail

Carried

15-2025-03-04: 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

Category 1 Grant Approval - Crowsnest Pass Golf Course

16-2025-03-04: Councillor Ward moved that Council approve the release of the Category 1 grant request for the Crowsnest Pass Golf Course in the amount of \$30,000.

Carried

2026 Budget Survey

17-2025-03-04: Councillor Sygutek moved that Council approve the 2026 budget survey questions.
Carried

Parking Discussion - 11777 20th Avenue, Blairmore

18-2025-03-04: Councillor Glavin moved that Council accept the report, as information.
Carried

COUNCIL MEMBER REPORTS

- Councillor Sygutek:
 - Mayor painter asked Councillor Sygutek to attend a meeting in Lethbridge on his behalf, regarding coal mining.
 - Councillor Sygutek and Mayor Painter decided to not attend the meeting after hearing that neither Northback or the Government were going to attend.
 - Noone on behalf of the Municipality will be attending this meeting.
- Councillor Ward:
 - On February 19th Councillor Ward attended the CANDO's AGM
 - Councillor Ward expressed the hard work of the association and highlighted that they raised over \$500,000.00 last year!
 - Councillor Ward gave a shout out to the members of the association and all the hard work and success that they have achieved.
 - Councillor Ward suggested that they request a Delegation slot for an upcoming Council meeting to give Council an update and what their plans are in the coming years.
 - Councillor Ward attended the RMA Presentation that was held regarding the Provincial budget.
 - The province is planning to increase our ASFF (Alberta School Foundation Fund) by 17.7%
 - The ASFF increase on the average home will be anywhere from \$300-\$500
 - The education portion will be a different rate for bigger centers.
 - On personal taxation it's supposed to be \$750.00 for an individual and \$1500.00 for a family but isn't starting until July 1st, 2025.

- Councillor Glavin:
 - Attended the landfill meeting, she reported that they are changing the location of the scale, this will make it so traffic can come in and out of the landfill at the same time.
 - A few members of Council attended the Family Day activities and said it was a wonderful turnout and gave a shout out to the Community Services team for hosting another successful event!

- Mayor Painter:
 - Mayor Painter mentioned that he has noticed the recycling bins are being utilized.
 - Between the three bins, they are emptied around 30 times per month.
 - April 1st, 2025, there will be a new company taking over the recycling program.
 - Beginning April 1st, they will look at the recycling program that the Municipality currently offers and maintain that.
 - Once the new company understands our current program, they will ramp it up to their mandate. We currently do not have any further timelines or information on this yet.
 - Attended the Family Day event and expressed it was a great event.
 - Mayor Painter expressed his gratitude to the fellow Council members for taking time out of their day to attend the event.
 - Attended the Provincial budget presentation.
 - Mayor Painter was approached at the RMA Convention in the fall about setting up an Eastern Slopes Task Force.
 - This includes all Municipalities all the way up the Eastern Slopes.
 - On March 3rd they had their first official meeting.
 - Kara Westerlund, RMA President chaired the meeting.
 - Warren Noga and Kallie Wischoff also was in attendance on behalf of RMA
 - Also in attendance was:
 - Cam Garder, MD of Ranchlands.
 - Lisa Rosvold, MD of Bighorn.
 - Luc Mercier, Yellowhead County
 - Michelle Swanson, Clearwater County
 - Glem Alm, MD of Willowcreek
 - Each member discussed what's happening in each of their communities.
 - Influx of random camping which is resulting in our Municipalities policing the camping and cleaning up after them.
 - Not enough campgrounds and restrooms.
 - Puts stress on our first responders; fire, search and rescue, as well as our RCMP out of our community to

deal with issues up highway 40 and within our community.

- Brings in increased ATV activity in town, which our residents do not like.
- Increased wildlife interactions, because of waste not being properly disposed of.
- Expressed that all members feel like more Fish & Wildlife presence in the back country would be beneficial.
- It was discussed that Municipalities in the Eastern Slopes should receive a percentage of the random camping fees due to our Municipalities resources being used to take care of issues not in our jurisdiction.
- RMA suggested that Municipalities should track how many times we have to go out and address issues in the back country.
 - The costs associated with our CPO's, Search and Rescue and Fire having to go out and deal with issues.
 - Recommending that we track during a long weekend so that RMA can go back to the Government with statistics.
 - Increased costs and usage of our Sani-dump stations.

PUBLIC INPUT PERIOD

None

COUNCILLOR INQUIRIES AND NOTICE OF MOTION

10.a Letter Received from Teyel Strandquist, President of Crowsnest Pass Chamber of Commerce Regarding a Request for Funding.

19-2025-03-04: Councillor Sygutek moved that Council fund the Chamber of Commerce to attend The Outdoor Adventure Show from the Council budget in the amount of \$1600.00 with the condition that the Chamber of Commerce report back to Council with statistics about how many people they see and where they are from etc.
Carried

10.b Letter received from Honourable Ric McIver, Minister of Municipal Affairs.

20-2025-03-04: Councillor Girhiny moved that Council accept the letter received from Honourable Ric McIver, Minister of Municipal Affairs, as information.
Carried

IN CAMERA

21-2025-03-04: Councillor Ward moved that Council go In Camera for the purpose of discussion of the following confidential matters under the Freedom of Information and Protection of Privacy Act and to take a brief recess at 7:59 pm:

Personal Privacy – Board Member Applications - FOIP Act Section 17
Personal Privacy – Code of Conduct Complaint – FOIP Act Section 17
Personal Privacy – Code of Conduct Complaint – FOIP Act Section 17
Carried

Reconvene

Mayor Painter convened the In Camera meeting at 8:07 pm. Patrick Thomas, Chief Administrative Officer in attendance to provide advice to Council.

Recuse

Mayor Painter left the room at 8:12 pm.

Return

Mayor Painter Returned at 8:17 pm.

22-2025-03-04: Councillor Glavin moved that Council come out of In Camera at 9:14 pm
Carried

23-2025-03-04: Councillor Ward moved that Council appoint Bonnie Castellarin as a member on the Crowsnest Pass Senior Housing Board.
Carried

Recuse

Mayor Painter left the room at 9:15 pm.

24-2025-03-04: Councillor Ward moved that Council has reviewed the Code of Conduct Complaint and addressed accordingly.
Carried

Return

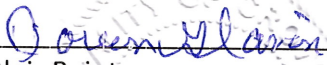
Mayor Painter Returned at 9:18 pm.

25-2025-03-04: Councillor Girhiny moved that Council has reviewed the Code of Conduct Complaint and addressed accordingly.
Carried

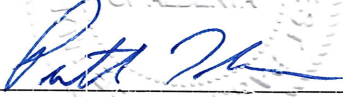
26-2025-03-04: Councillor Sygutek moved that Administration create wording to inform of proper conduct during public hearings.
Carried

ADJOURNMENT

27-2025-03-04: Councillor Girhiny moved to adjourn the meeting at 9:21 pm.
Carried



Blair Painter
Mayor



Patrick Thomas
Chief Administrative Officer

