



**REGULAR COUNCIL MEETING MINUTES
FEBRUARY 22, 2016 – 5:30 PM
TOWN COUNCIL CHAMBERS**

PRESENT

Mayor	K. Craig
Councillors	J. Van Rijn, B. Chapman, B. Martens, J. Abrey, S. Duda
Administration/Staff	K. Hastings, M. Overbeeke, S. Croil, S. Wierl, J. Mayer
Recording Secretary	J. Herbst

Mayor Craig called the meeting to order at 5:40 p.m.

ITEM 023 2.0 ADDITIONS TO/ADOPTION OF THE AGENDA

Motion 060.16 Councillor Van Rijn moved to adopt the agenda as presented.

5-0 Carried.

ITEM 024 3.1 REGULAR COUNCIL MEETING MINUTES – FEBRUARY 08, 2016

Motion 061.16 Councillor Duda moved to accept the minutes as presented.

5-0 Carried.

ITEM 025 4.1 2016 – 2018 CAPITAL AND OPERATING BUDGET

- Michelle Overbeeke; Chief Financial Officer, presented the 2016-2018 Capital and Operating Budget for approval except for the mill rate portion.
- Councillor Abrey said he was not comfortable voting to approve the 2016-2018 Operating and Capital Budget prior to assessment and the mill rate being set.

- CFO Michelle Overbeeke said if we delay approving the budget we can't actually operate.
- Councillor Abrey asked if the Town could operate using the interim operating budget that was passed already.
- Overbeeke said it's possible, but to wait to pass the budget until April or May is quite a long period of time. This will force us to do all of our spending later in the year. We can wait if Council chooses but normally we would have passed this back in November or December 2015.
- Councillor Martens noted in the past, Council has passed the budget prior to the mill rate and asked Overbeeke if that caused any problems.
- Overbeeke said the only time there was a problem was when the assessment resulted in a negative figure. We had to go back and make some adjustments but that has only happened once in ten years.
- Councillor Martens said based on the past history, he has no issue approving the 2016-2018 Operating and Capital Budget.
- Mayor Craig asked Overbeeke if there is money set aside in reserves if something unforeseen happens. Overbeeke confirmed there is money in reserves.
- CAO Kalen Hastings confirmed with Overbeeke that the operating budgetary framework includes a contingency in case there are any shortages from grant money that may arise after the budget is passed.

Motion 062.16

Councillor Martens moved Council approve the 2016-2018 Operating and Capital Budget as circulated.

4-1 Carried.

***In Favour: Bill Martens, Sherrie Duda, Jack Van Rijn and Mayor Craig
Opposed: Jacen Abrey***

ITEM 026 0.1 PUBLIC HEARING FOR PROPOSED LAND USE RE-DESIGNATION BYLAW #711-P-01-16 TO AMEND LAND USE BYLAW #677-P-04-13 TO RE-DESIGNATE LANDS PRESENTLY DESIGNATED AS “RESIDENTIAL “R-1A” TO RESIDENTIAL MULT-UNIT R-2” TO ACCOMMODATE THE OWNERS INTENDED USE.

- Mayor Craig declared the Public Hearing open at 5:45 p.m.
- Spencer Croil, Director of Planning & Development, stated the first reading was given to Bylaw #711-P-01-16 on January 25, 2016. Notice of the Public Hearing was sent to the applicant and advertised in the Sunny South News on February 9th and 16th. One written letter of concern was received with regards to privacy and increased traffic and parking issues.
- Mayor Craig emphasized that Council was only voting on approving or not approving the re-zoning of 2012 – 21 Street, Plan 57GG, Block 1; Lot 19. The applicant will still need to apply for a development permit.

Councillor Chapman entered Council Chambers at 5:48 p.m.

- Mayor Craig asked if there was any additional information Council would like to consider prior to closing the hearing. No one came forward. Mayor Craig declared public hearing closed at 5:54 p.m.

ITEM 027 6.1 SECOND READING FOR PROPOSED LAND USE RE-DESIGNATION BYLAW #711-P-01-16

Motion 063.16 Councillor Van Rijn moved that Council gives second reading to Bylaw #711-P-01-2016 to re-designate the subject lands from “Residential R-1A” to “Residential Multi-Unit R-2”.

6-0 Carried.

ITEM 028 6.2 THIRD READING FOR PROPOSED LAND USE RE-DESIGNATION BYLAW #711-P-01-16

Motion 064.16 Councillor Abrey moved that Council gives third and final reading to Bylaw #711-P-01-2016 to re-designate the subject lands from “Residential R-1A” to “Residential Multi-Unit R-2”.

6-0 Carried.

ITEM 029 7.1 REQUEST FOR LETTER OF SUPPORT FROM LETHBRIDGE COUNTY-ACP GRANT FOR FIRE DATA MANAGEMENT (FDM) SOFTWARE

- CAO Kalen Hastings said the Coaldale & District Emergency Services currently has no emergency response reporting program in place and Lethbridge County has offered to pay for Fire Data Management Workspacing software. Lethbridge County is seeking a formal resolution from the Town of Coaldale in support of Lethbridge County's ACP Grant application.
- Councillor Martens asked who is going to pay the annual support and maintenance cost every year which amounts to approximately \$10,000.00
- CAO Hastings said he would have to have Fire Chief Mayer answer that question. He should be arriving any moment.
- Mayor Craig said there is no harm supporting their application with a letter. We aren't entering into a subscriber arrangement.
- Councillor Abrey said this is an excellent program for fire reporting, and fire inspections. You can fill in the information on a tablet while you're still at the site.

Motion 065.16 Councillor Van Rijn moved Council table this decision until Fire Chief Jean- Guy Mayer arrives at the meeting later tonight.

6-0 Carried.

ITEM 030 5.1 GEM OF THE WEST MUSEUM SOCIETY

- Duncan Lloyd, President of the Gem of the West Museum Society made a request to have the Town of Coaldale pave the parking lot at the museum this year. Currently, the parking lot is graveled and infiltration of water remains to be a danger to the structural integrity to the north side of the building. Lloyd also stated a lot of mud gets tracked into the building during the rainy season which poses a major problem for the museum artifacts. Furthermore, Lloyd noted during big events at the museum, parking can be

chaotic. If the parking lot was paved and had painted lines to mark parking spaces we could accommodate more cars.

- Mr. Lloyd said the Society would also like to make another request; funding to complete the landscaping which includes a gazebo and BBQ in the outside day use area at the museum. Thirdly, the agreement between the Town and the Gem of the West Museum Society states we must pay \$7500 annually for a joint staff member but it's gotten busier so we had to hire another part time person to assist with our fundraisers and day to day correspondence. The Society asks that Council consider lowering that dollar amount.
- Mayor Craig thanked the Gem of the West Museum Society for all of their hard work and advised Mr. Lloyd that the Town will pave the parking lot at the museum this year.

ITEM 031 7.2 PRELIMINARY BANK RECONCILIATION DECEMBER 2015

- Michelle Overbeeke said this is the preliminary bank reconciliation until the audit is complete.

Motion 066.16 ***Councillor Abrey moved that Council approve the Preliminary Bank Reconciliation for the month of December 2015.***

6-0 Carried.

ITEM 032 7.3 DECEMBER 2015 ACCOUNTS PAYABLE CHEQUE LIST(S)

- CFO Michelle Overbeeke presented the December 2015 Accounts Payable Cheque Lists to Council.
- Councillor Martens asked about cheque #66878 payable to Sylogist Ltd. Overbeeke said that is payment for the Bellamy software the Town uses.

Motion 067.16 ***Councillor Martens moved that Council approve the Accounts Payable Cheque Lists for cheque number 066761 to 066794; 066795 to 066832; 066833 to 066887; 066888 to 066890; 066892 to 006958 and 066959.***

Councillor Van Rijn abstained from voting.

5-0 Carried.

ITEM 033 7.4 JANUARY 2016 ACCOUNTS PAYABLE CHEQUE LIST(S)

- CFO Michelle Overbeeke presented the January 2016 Accounts Payable Cheque Lists to Council.

Motion 068.16 **Councillor Martens moved that Council approve the Accounts Payable Cheque Lists for cheque numbers 066960 to 066985; 066986 to 067003; 067004 to 067020; 067021 to 067027; 067028 to 067042; 067043 to 067063; 067064 to 067071 and 067072 to 067100.**

6-0 Carried.

ITEM 034 10.1 FCSS ALL-COUNCILS MEETING INVITATION

- Councillor Martens, Councillor Chapman and Councillor Van Rijn will attend the meeting on April 6 in Taber, AB.

Motion 069.16 **Councillor Duda moved to receive Item 10.1 for information.**

6-0 Carried.

Fire Chief Jean-Guy Mayer entered Council Chambers at 6:30 p.m.

Motion 070.16 **Councillor Van Rijn moved Council bring back Agenda item 7.1 REQUEST FOR LETTER OF SUPPORT FROM LETHBRIDGE COUNTY-ACP GRANT FOR FDM SOFTWARE**

6-0 Carried.

ITEM 029 7.1 REQUEST FOR LETTER OF SUPPORT FROM LETHBRIDGE COUNTY-ACP GRANT FOR FIRE DATA MANAGEMENT (FDM) SOFTWARE

- Councillor Martens asked Fire Chief Mayer who will be responsible for the annual support and maintenance cost every year which amounts to \$10,000.00
- Jean-Guy Mayer said there will be no cost to the Town of Coaldale for this software. Regardless of the outcome of the grant application the Coaldale & District Emergency Services will be given this FDM

software from Lethbridge County. The County is acquiring this program for Coaldale, Picture Butte, Coalhurst, Nobleford and possibly Barons. This will standardize the reporting format and enable all departments to have a current reporting program to facilitate statistics reporting. Mayer said this program will facilitate record keeping and be able to provide any statistical information to Town Council by completing a simple query. It will also be a more efficient way to report all County incidents and create Department of Transportation billing information. Mayer recommends passing a formal resolution which would be an act in good faith and support as well as increase the working relationship between the County and the Town of Coaldale with regards to Emergency Management.

Motion 071.16 ***Councillor Duda moved that Council supports the Lethbridge County's ACP Inter-municipal Collaboration Grant application for the Regional Fire Data Management Workspacing project.***

6-0 Carried.

Motion 072.16 ***Councillor Chapman moved Council direct administration to investigate the cost to have a second work station/log in for the Fire Data Management (FDM) software because this software will only be installed on the Fire Chief's computer at the fire hall.***

6-0 Carried.

Motion 073.16 ***Councillor Chapman moved Council supports the Town of Trochu's ACP Grant application for the SAEWA siting and technology phase of the project.***

6-0 Carried.

Motion 074.16 ***Councillor Van Rijn moved to go In Camera at 7:47 p.m.***

6-0 Carried.

Motion 075.16 ***Councillor Van Rijn moved to come out of the In-Camera session at 8:57 p.m.***

6-0 Carried.

Motion 076.16

Councillor Chapman moved to adjourn the meeting at 9:00 p.m.

6-0 Carried.

Kim Craig, MAYOR

Kalen Hastings, CAO