

REGULAR COUNCIL MEETING AGENDA
January 27, 2020 – 2:00 PM
COUNCIL CHAMBERS

0.0 PUBLIC HEARING

1.0 CALL TO ORDER

1.1 Conflict of Interest Declaration: Pecuniary and Non-pecuniary

2.0 ADDITIONS TO/ADOPTION OF THE AGENDA

3.0 ADOPTION OF THE MINUTES

3.1 Regular Council Meeting Minutes – January 13, 2020

4.0 BUSINESS ARISING FROM THE MINUTES

5.0 DELEGATION

6.0 BYLAWS

7.0 NEW BUSINESS

7.1. Flagpole Holder Installation – C. Hoffman

8.0 DEPARTMENTAL REPORTS

8.1 Capital Budget Approval – K. Beauchamp

8.2 Universal Access Working Group Update – S. Croil

9.0 COUNCIL REPORTS

9.1 Council meeting times – Mayor Craig

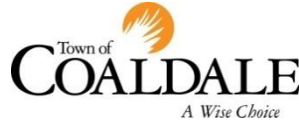
10.0 CORRESPONDANCE

11.0 INFORMATION ITEMS

12.0 CLOSED MEETING

- 12.1 Universal Working Group Application - S. Croil (FOIP Sections 17, 23, 24 and 29)
- 12.2 Draft ICF Agreement with Lethbridge County – K. Hastings (FOIP Sections 21 and 23)
- 12.3 Draft Recreation Funding Agreement with Lethbridge County – K. Hastings (21 & 23)
- 12.4 Land transaction – K. Hastings (FOIP Sections 23, 24, 25 and 27)
- 12.5 CAO Report – K. Hastings (FOIPP Sections 16, 17, 23 and 24)

13.0 ADJOURNMENT



REGULAR COUNCIL MEETING MINUTES JANUARY 13, 2020

PRESENT:

Mayor	K. Craig
Councillors	D. Lloyd, R. Hohm, B. Pauls, B. Simpson, B. Chapman
Absent	J. Abrey
Administration/Staff	K. Hastings, S. Croil, K. Beauchamp, J. Radford, K. McKeown
Recording Secretary	L. Unger, J. Garbutt
Delegates	C. Scott, N. Granson, Avail CPA

ITEM 001 1.0 CALL TO ORDER

- Mayor Craig called the meeting to order at 2:00 p.m.

ITEM 002 1.1 CONFLICT OF INTEREST DECLARATION

- Mayor Craig inquired as to whether there were any pecuniary or non-pecuniary conflicts of interest to be declared at the meeting. None declared.

ITEM 003 2.0 ADDITIONS TO/ADOPTION OF THE AGENDA

- Councillor Simpson requested to add Item 7.1, Meeting with Associate Minister of Red Tape, Grant Hunter.

MOTION 001.20 *Councillor Pauls moved that Council accept the Agenda as amended.*
6-0 Carried

ITEM 004 3.1 SPECIAL COUNCIL MEETING MINUTES – DECEMBER 16, 2019

MOTION 002.20 *Councillor Hohm moved that Council accept the December 16, 2019*
Special Council Meeting Minutes as circulated.
6-0 Carried

ITEM 005 0.1 PUBLIC HEARING - 2:05PM, REZONING BYLAW 771-P-11-19

- Mayor Craig declared the public hearing open at 2:03 p.m.

- Mayor Craig inquired with the gallery if anyone was present to speak to the bylaw. No one responded.
- Mayor Craig declared the public hearing closed at 2:13 p.m.

ITEM 006 6.1 REZONING BYLAW 771-P-11-19 (2ND & 3RD READING) – S. CROIL

MOTION 003.20 *Councillor Chapman moved that Council, after considering all submissions made at the Public Hearing, pass Bylaw 771-P-11-19 without amendments for SECOND reading.*
6-0 Carried

MOTION 004.20 *Councillor Simpson moved that Council, after considering all submissions made at the Public Hearing, pass Bylaw 771-P-11-19 without amendments for THIRD and FINAL reading.*
6-0 Carried

ITEM 007 6.2 UTILITY RATES BYLAW 772-R-12-19 (3RD READING) – K. BEAUCHAMP

MOTION 005.20 *Councillor Hohm moved that Council approve THIRD and FINAL approval of Utility Rates Bylaw 772-R-12-19.*
6-0 Carried

ITEM 008 6.3 REZONING BYLAW 773-P-01-20 (1ST READING) – S. CROIL

MOTION 006.20 *Councillor Lloyd moved that Council move FIRST reading of Land Use re-designation bylaw 773-P-01-20. FURTHER, that Council establishes a Public Hearing date, in accordance with its obligations under section 606 of the Municipal Government Act (2000), of February 10, 2020.*
6-0 Carried

ITEM 009 7.1 SETUP MEETING WITH ASSOCIATE MINISTER OF RED TAPE REDUCTION, GRANT HUNTER

MOTION 007.20 *Councillor Simpson moved that Council direct administration to setup a meeting with Associate Minister of Red Tape Reduction, Grant Hunter, at his earliest convenience.*
6-0 Carried

ITEM 010 8.1 DECEMBER 2019 DEVELOPMENT STATISTICS – C. L'HIRONDELLE

**8.2 COMPARISON OF LAST 5 YEARS, DEVELOPMENT STATISTICS
 – C. L'HIRONDELLE**

MOTION 008.20 *Councillor Chapman moved that Council receive the Development Statistics as information.*
6-0 Carried

- ITEM 011** **11.1** **BARONS-EUREKA-WARNER FCSS – BOARD MEETING MINUTES – NOVEMBER 2019**
- 11.2** **MUNICIPAL AFFAIRS – APPROVAL FOR LAND USE PLANNER, INTERNSHIP PROGRAM**
- 11.3** **CANADIAN BADLANDS – BOARD MEETING MINUTES OCTOBER 31, 2019**
- 11.4** **COALDALE PUBLIC LIBRARY – JANUARY/FEBRUARY 2020 NEWSLETTER AND CALENDAR**
- 11.5** **ALBERTA RECYCLING – APPROVAL OF GRANT FOR EASTVIEW PARK**

MOTION 009.20 *Councillor Chapman moved that Council receive Items 11.1 to 11.5 as information.*
6-0 Carried

- ITEM 012** **12.0** **CLOSED MEETING**

MOTION 010.20 *Councillor Simpson moved that Council go into closed meeting at 2:29 p.m.*
6-0 Carried

In addition to Council and the CAO, the following persons were in attendance during the closed meeting session to provide information and/or administrative support: K. Beauchamp, S. Croil, K. McKeown

MOTION 011.20 *Councillor Pauls moved that Council come out of closed meeting at 4:36 p.m.*
6-0 Carried

CAO Hastings, K. McKeown, S. Croil, K. Beauchamp exited Council Chambers at 2:57 p.m.
CAO Hastings, S. Croil and K. Beauchamp re-entered Council Chambers at 3:16 p.m.

- ITEM 013** **12.1** **2:45PM, PRE-AUDIT REVIEW – C. SCOTT, N. GRANSON, AVAIL CPA (FOIPP SECTIONS 23 AND 24)**

MOTION 012.20 *Councillor Hohm moved that Council receive the pre-audit review for information.*

6-0 Carried

ITEM 014 **12.2** **TAX INCENTIVE FRAMEWORK – K. MCKEOWN
(FOIPP SECTIONS 23, 24, 25 AND 27)**

MOTION 013.20 *Councillor Simpson moved that Council approve the property tax incentive framework for:*

- 1) Volunteer Firefighters who own and occupy a principal residence in Coaldale*
- 2) Businesses who own property in Coaldale, who provide paid release time to volunteer firefighters they employ, to respond to emergency calls during work hours.*

6-0 Carried

ITEM 015 **12.3** **REQUEST FOR WAIVER OF PERMIT FEE – S. CROIL
(FOIPP SECTIONS 17, 23 AND 24)**

MOTION 014.20 *Councillor Hohm moved that Council direct administration to bring a report back and a recommendation for the properties in the area and further that a letter be sent to the writer that additional research on the matter is taking place.*

5-1 Carried

*Councillor Pauls, Mayor Craig, Councillor Simpson,
Councillor Chapman, Councillor Hohm, all in favor.
Councillor Lloyd opposed.*

ITEM 016 **12.4** **CAO REPORT – K. HASTINGS (FOIPP SECTIONS 16, 17, 23 AND 24)**

MOTION 015.20 *Councillor Chapman moved that Council receive the CAO report as information.*

6-0 Carried

MOTION 016.20 *Councillor Hohm moved that Council not renew its membership with the Canadian Badlands*

5-1 Carried

*Councillor Lloyd, Councillor Pauls, Mayor Craig, Councillor Simpson,
Councillor Hohm, all in favor.
Councillor Chapman opposed.*

MOTION 017.20 *Councillor Lloyd moved that Council adjourn at 4:41 p.m.*

6-0 Carried

Kim Craig, MAYOR

Kalen Hastings, CAO

Request for Decision

JANUARY 27, 2020 REGULAR COUNCIL MEETING

FLAGPOLE HOLDER INSTALLATION

PURPOSE:

The following report is to request approval to install a temporary adjustable aluminum flag pole bracket on the outside wall of the Community Centre just above the marquee to act as a bracket for a flag pole for use by the Kinsmen and the Kinettes Clubs of Coaldale to raise and fly the centennial Kin Canada flag during the week of Feb 16 to Feb 22 to commemorate and proclaim the 100th Anniversary of Kin Canada.

BACKGROUND:

On February 20, 2020 Kin clubs and their local municipalities from across Canada will be taking part in a sunrise flag raising ceremony to mark the 100th Anniversary of Kin Canada. Because of the longstanding relationship between the Town of Coaldale and the Kinsmen and Kinettes Clubs of Coaldale and because of the long history of these clubs "Serving the Community's Greatest Need", the hope is that Town Council will join other communities across Canada in commemorating this historic occasion and will agree to the installation of this temporary bracket allowing the Kinsmen and Kinettes Clubs to raise the centennial Kin Canada flag on February 20 at this location and allow it to remain in place until the end of Kin Canada Week, February 22, 2020.

OVERVIEW:

The temporary bracket is an adjustable aluminum bracket with a 1" pole diameter. It will be installed with 4 anchors that will be attached to a stud in the wall immediately above the marquee on the north side of the Community Centre. The Kinsmen Club of Coaldale will purchase the bracket and would also be prepared to provide a lift at no charge to the Town to allow for the installation of the bracket. The bracket would be used for the Centennial Kin Canada flag during a sunrise ceremony and the flag would remain in place until the end of Kin Canada week, February 22, 2020.

PUBLIC ENGAGEMENT:

Kinsmen Club of Coaldale

Kinettes Club of Coaldale

RECOMMENDATION:

1. THAT Council join other municipalities across Canada in celebrating Kin Canada Week, February 16 to 22, by approving the installation and use of a temporary adjustable aluminum flag pole bracket on the outside north wall of the Community Centre immediately above the marquee for the purpose of allowing the Kinsmen Club and Kinettes Club of Coaldale to raise the Centennial Kin Canada flag during a sunrise ceremony on Thursday, February 20 and allowing the flag to remain raised until the end of Kin Canada Week, February 22, 2020.

Respectfully Submitted:

Cindy Hoffman
Community Services Manager

This report has been prepared in consultation with the following listed departments:

Department	Signature
Operations	Terry May, Mike Coccimiglio

Cindy Hoffman

Subject: FW: I need some information ASAP

From: **Lethbridge Kinsmen** <president@lethbridgekinsmen.ca>

Date: Wed, Jan 22, 2020 at 12:29 PM

Subject: Re: I need some information ASAP

To: Danny Moser <dannymoser@hotmail.com>, Jack Van Rijn <jack@vanrijnelectric.com>

Hi Danny and Jack,

- 1) We are doing a flag raising in Lethbridge at city hall
- 2) We are raising our flag on Feb 20, it will remain up for the week. City hall will be light up in Kin colours for the week.
- 3) We are installing a refurbished sign in Kinsmen park at noon on Feb 20. We are hosting a social on the evening of Feb 20 at a Chinese food restaurant similar to our association's first meeting

Matthew Robertson
Club President
Kinsmen Club of Lethbridge
403-715-0043

On Jan 22, 2020, at 12:11 PM, Danny Moser <dannymoser@hotmail.com> wrote:

Hello Everyone,

I need some information ASAP for our town council meeting and our flag raising.

In just a couple bulleting points can you please reply to Jack Van Rijn the following info:

- 1) Is your local town doing a Kin 100 year flag raising
- 2) what are you doing for flag raising
- 3) are you doing other things for your kin 100 year celebrations.

Please reply to my email, I need this info ASAP and will probably have to call/text who I don't hear from.

I don't need a reply from you Doug, I just added you to keep you in the loop and will see you tomorrow to meet about the 100 year celebrations.

Thank you,
Danny Moser

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by **MTB Supply**

1 rating

Price: **CDN\$ 20.00** & **FREE Shipping** on orders over CDN\$ 35.00 . [Details](#)

- Made of tough lightweight aluminum. Strong to handle heavy winds
- White long lasting powder coated finish. Won't fade or rust for years, perfect to match the house
- 3 sets installation anchor and screws are included. Adjustable wing nut secures the pole
- Multi angles design makes the flag pole can be adjusted within a 180 degree range totally 13 different positions to perfectly display your flag at best advantage. The bracket can be mounted anywhere with any angl. Designed for most 1-inch flag pole
- Durable cast forge aluminum mounting flagpole bracket falgpole wall bracket, flag mounting bracket is great for yard garden house& estate flag residential or commercial flag, such as the season garden flag, Thanksgiving Holiday& Christmas flag, welcome flag, indoor and outdoor celebration& decoration flags and perfect for US, USMC, US Navy, State flag and other sign flags and banners. It can be installed to your walls, your yard, your roof or even your truck.

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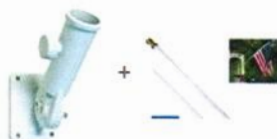
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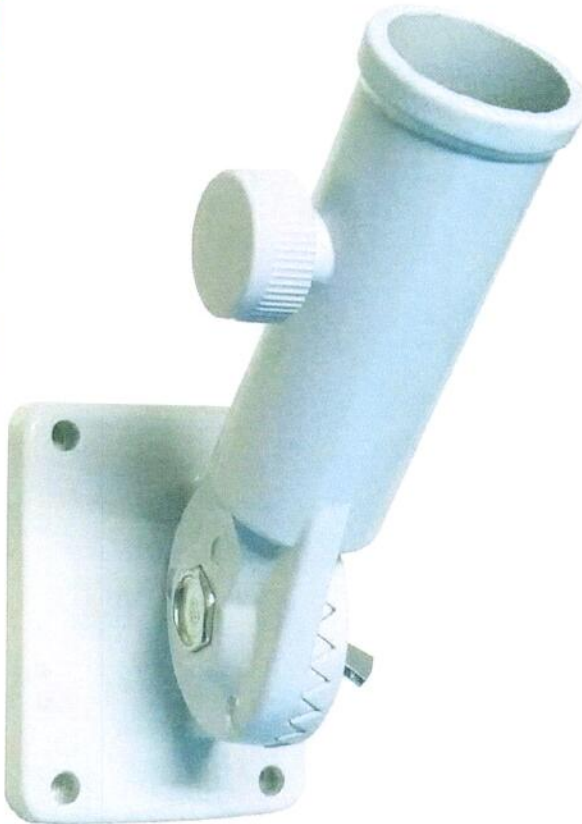


Total price: **CDN\$ 54.07**

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- ☒ **Flags Importer POL-SPINWHITE6 Flag Pole, 6ft, White** **CDN\$ 34.07**



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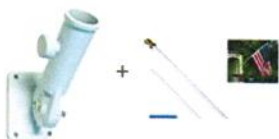
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- ☒ **This item:** MTB 1 Inch Aluminum Wall Mount Flag Pole Bracket Display Flag in Multi- Position Premium Quality... **CDN\$ 20.00**
- ☒ **Flags Importer POL-SPINWHITE6 Flag Pole, 6ft, White** **CDN\$ 34.07**

Request for Decision

JANUARY 27, 2020 REGULAR COUNCIL MEETING

2020-2024 CAPITAL PLAN

PURPOSE:

As mandated by the Municipal Government Act (MGA), all municipalities are required to maintain a five-year capital plan. The requirement of a five-year capital plan was a recent change made to the MGA effective 2019.

BACKGROUND:

The 2020-2024 Capital Plan is a continuance of the 2019-2021 Capital Budget that was previously approved by Council on November 26th, 2018. The Capital Plan has been updated for project costs undertaken in 2019, as well as estimated capital costs for the years 2022 – 2024. These estimated capital costs are based on a preliminary draft of the infrastructure master plan.

OVERVIEW:

Attached to this report is a detailed schedule of the 2020-2024 Capital Plan that is being brought to Council for approval, based on the recommendations of the Budget Finance Committee.

Future projections up until the year 2022 have been completed for reserves, grant funding (MSI Capital and Gas Tax Fund) and debt levels. These projections have been completed to 2022 to coincide with the 2020-2022 Operating Budget that was approved by Council on December 16, 2019.

Reserves (Town's Savings Account) Projection:

2018 Reserve Balance	\$15,535,473
2019 Projected	13,953,052
2020 Projected	10,378,349
2021 Projected	10,760,505
2022 Projected	12,426,607

The Town of Coaldale currently sets aside approximately \$1.8 million (between 9% and 10%) per year from the operating budget to reserves (savings account). These reserves are available to fund operating and capital projects.

Grant Funding Available:

Year	MSI Capital	Federal Gas Tax Fund
2015	\$0	\$38,349
2016	1,139,040	407,626
2017	1,617,505	407,074
2018	2,314,237	474,833
2019	1,168,411	928,300
2020 Projection	1,635,082	450,000
2021 Projection	1,539,793	450,000
2022 Projection	1,349,009	450,000
Total	\$10,763,077	\$3,606,183

The above chart is a summary of the MSI Capital and Gas Tax grants that the Town has accumulated over a number of years and is allocated in the 2020-2024 Capital Plan. The Town is projecting a balance of \$1.8 million in unspent grants as of December 31, 2022.

Debt Projection:

Year	Debt Level	Debt Limit	Available Debt \$	Available Debt %
2018	\$4,066,414	\$30,958,889	\$26,892,475	86.87%
2019	17,047,439	26,526,516	9,479,077	36%
2020	16,124,417	27,057,047	10,932,630	40%
2021	19,556,023	27,598,188	8,042,165	29%
2022	17,199,530	28,150,151	10,950,621	39%

Interest rates available to the Town of Coaldale are currently at historical lows (2.7% - 25-year debenture for example). By using debt as a strategic borrowing tool, the Town is able to:

- Invest in Coaldale while reducing construction costs. This is done by reducing the risk of inflation and building during a down turn in the economy when construction costs are generally lower.
- Fund the cost of the asset over a longer period of time. For example, on a 25-year debenture, that cost will be split evenly over the tax base who will be using the asset for a long period of time. Thus, today's tax base is not responsible for the entire cost of the long-term asset.
- Maintain consistent levels of cash flow that the Town is able to further invest and produce additional revenue that is then re-invested into the community.

RECOMMENDATION:

1. THAT Council approve the 2020-2024 Capital Plan.

Respectfully Submitted:

Kyle Beauchamp, CPA, CA
Director of Corporate Services

This report has been prepared in consultation with the following listed departments:

Kalen Hastings – Chief Administrative Officer
Spencer Croil – Director of Planning & Community Development
Andrea Koester – Director of Infrastructure & Engineering
Justin MacPherson – Director of Operational Services
Kevin McKeown – Fire Chief

Town of Coaldale Capital Plan 2020-2024

Project		Cash Flow					Funding Sources						
Asset Group	Project Cost	2020	2021	2022	2023	2024	Confirmed Grants	Unconfirmed Grants	Reserves	Debentures	Operational Surplus	Regional Partnerships	Sale of Assets
Buildings													
Multi-use recreation facility	10,000,000	3,000,000	7,000,000							10,000,000			
Civic square	6,864,698	3,864,698	3,000,000				3,130,000		234,698				3,500,000
Firehall expansion - phase 2	1,777,833	1,777,833					732,833		1,045,000				
Arena floor slab repairs	1,020,000		1,020,000				1,020,000						
Pool repairs	175,000	175,000							175,000				
Transportation Infrastructure													
Mainstreet re-development	4,853,000	4,853,000					4,853,000						
Transportation upgrades (30th ST, 18 Ave & 16 Ave)	2,350,000		2,350,000										2,350,000
Pathways - phase 1	1,000,000	1,000,000							1,000,000				
Signal lights (Highway 3 & 30th St)	800,000		800,000										800,000
8th street south	356,000	356,000					110,000		246,000				
Pathways - phase 2	250,000		250,000						250,000				
General roads	3,210,000			1,800,000	1,410,000				3,210,000				
Utility Infrastructure													
Wastewater treatment upgrades	8,780,000	2,000,000	3,500,000	3,280,000			2,500,000		1,780,000	4,500,000			
Malloy - phase 2B	3,100,000	500,000	2,600,000				1,020,000	1,240,000	280,000			560,000	
Sewer lift station	770,000	770,000							650,000		120,000		
Water pump replacement program	133,000	65,000	68,000						133,000				
Fire hydrant replacement program	94,500	46,500	48,000						94,500				
Pressure sustaining and metering station	100,000			100,000					100,000				
Coaldale reservoir utilization	1,250,000				1,250,000				1,250,000				
West Coaldale main trunk - phase 1	1,900,000					1,900,000							1,900,000
Malloy drain - phase 3	3,400,000					3,400,000		2,200,000	400,000			800,000	
Parks & Beautification													
Centennial pathway, landscaping enhancements	57,000	57,000											57,000
Concession upgrade at the Quads	35,000	35,000							35,000				
Highway beautification - project #1	25,000	25,000							25,000				
Kin shelter playground	25,000	25,000							25,000				
Highway beautification - project #2	15,000	15,000							15,000				
Highway beautification - project #3	5,000	5,000							5,000				
Quads entrance sign	4,000	4,000							4,000				
Land Development													
NE industrial park development - phase 2 and 3	875,000		875,000										875,000
NE industrial park development - phase 3	480,000	480,000											480,000
Equipment													
Street Sweeper	275,000	275,000					100,000		175,000				
SCBA air pack replacements	225,000	225,000							104,000			112,500	8,500
Single axle dump truck	160,000			160,000					160,000				
Zamboni	125,000		125,000					50,000	75,000				
High pressure sewer flusher	98,000	98,000							98,000				
Loader buy back	60,000		60,000						60,000				
Parks tractor	60,000		60,000						60,000				
Extrication tools	56,200	56,200							28,100			28,100	
GPS equipment replacement	22,000	22,000							22,000				
Vehicles													
Fleet vehicle replacement - 1 truck per year	275,000	55,000	55,000	55,000	55,000	55,000			275,000				
	55,061,231	19,785,231	21,811,000	5,395,000	2,715,000	5,355,000	13,465,833	3,490,000	12,014,298	14,500,000	120,000	1,500,600	9,970,500

**STAFF REPORT
JANUARY 27, 2020 – REGULAR COUNCIL MEETING**

**IN-CAMERA
MAIN STREET REVITALIZATION – UNIVERSAL ACCESS WORKING GROUP**

PURPOSE:

1. To provide Council with the nomination that was received for the Universal Access Working Group

BACKGROUND:

At the November 25 meeting of Council, a brief update was provided regarding the attempt to form a Universal Access Working Group for the Main Street project. The ultimate goal would have been to continue this particular group as an advisory group for other major projects the Town will be undertaking in the future.

APPLICANTS AND OTHER RESOURCES:

At the November 25 meeting Council was informed that only one application for the Universal Access Working Group had been received. Staff reached out to the network of community stakeholders including schools and the senior's facilities in town, and did not receive any additional applications for the Working Group. The one citizen member application has been attached for Council to review.

Outside of an actual application, a Lethbridge resident who is also an architect with substantial experience in barrier-free design and universal access matters contacted staff directly and offered to assist where possible. This individual's spouse is a teacher at John Davidson School and put him in touch with the Town.

RECOMMENDATIONS AND COUNCIL ACTION REQUESTED:

Given the general lack of interest and the supplementary expertise the Lethbridge resident offers, Council may wish to consider abandoning the attempt to form the Universal Access Working Group. As unfortunate as it is that there was not more interest in this particular group, the offer from the Lethbridge resident has made the process worthwhile.

Therefore, Council may wish to consider one of the following options:

1. THAT Council direct staff to end further work on the Universal Access Working Group due to lack of interest and send a letter of appreciation to the individual who applied.

OR

2. THAT Council draft staff to keep the call for applications open.

Respectfully Submitted:

Spencer Croil, RPP MCIP
Director of Planning and Community Development

ATTACHMENTS:

This report has been prepared in consultation with the following listed departments:

Department	Signature
Kalen Hastings, CAO	