



**REGULAR COUNCIL MEETING MINUTES  
JUNE 26, 2017 – 5:30 PM  
COUNCIL CHAMBERS**

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**PRESENT**

<b>Mayor</b>	<b>K. Craig</b>
<b>Councillors</b>	<b>J. Abrey, B. Chapman, S. Duda, R. Hohm, B. Martens, J. Van Rijn</b>
<b>Administration/Staff</b>	<b>K. Hastings, M. Overbeeke, S. Croil, K. McKeown, K. Bly</b>
<b>Recording Secretary</b>	<b>L. Unger</b>
<b>Media</b>	
<b>Gallery</b>	<b>A. Knibbs, B. Nykiel, K. Tollefson, H. Doeve, G. Lohues</b>

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Mayor Craig called the meeting to order at 5:30 p.m.

Mayor Craig inquired as to any declarations of pecuniary or non-pecuniary interest in the meeting. None declared.

**ITEM 150 2.0 ADDITIONS TO/ADOPTION OF THE AGENDA**

- Addition of Item 7.5 – AUMA nomination for Councillor Duda.

**MOTION 266.17** *Councillor Hohm moved the agenda be approved as amended.  
7-0 Carried*

**ITEM 151 8.1 Emergency Services – Department Update – K. McKeown**

- Fire Chief McKeown provided an overview of the Fire Department activity via a powerpoint presentation for the month of May 2017.
- Two department personnel attended an all expense paid training trip by CP Rail for a training course on dealing with crude oil in Pueblo, Colorado;
- There are Firehall improvements including new signage on the outside of the building; currently getting quotes to paint the exterior;
- Councillor Duda gave thanks for the mock MVC on behalf parents and school staff of KAHS, noting Chief McKeown did an excellent job. Deputy Mayor Van Rijn further shared appreciation for the addition of the PA system to allow for commentary to accompany the scenario. It was very effective presentation and greatly appreciated, he added.

- Mayor Craig gave gratitude to the Chief and Fire department for a job well done in May, that all their time and effort is much appreciated.

**ITEM 152**

**5.1 5:50pm Lethbridge & District Kennel Club – A. Knibbs,  
B. Nykiel, K. Tollefson**

- Members of the Lethbridge & District Kennel Club presented to Council, to discuss the current rental fee for their fall dog show at the Coaldale Sportsplex, asking if fees can be reduced.
- B. Nykiel shared that that Kennel Club is a non-profit organization, do different dog events to support responsible dog ownership and are finding it hard to make ends meet. The Coaldale Sportsplex is perfect as a facility but is harder to make ends meet. Before we look elsewhere, here to ask if reduction can happen.
- CAO Hastings said the fee is for 3 nights.
- A. Knibbs shared there are 60 to 70 exhibitors attending, 40 spectators and the odd public from town.
- Councillor Hohm inquired if they have branch in Coaldale. A. Knibbs responded that they are Lethbridge and District, so includes Coaldale area.
- Councillor Chapman inquired where they were you meeting prior to Coaldale? A. Knibbs said they have never had a summer event. B. Nykiel said the history of the show has been in Nov at Lethbridge Exhibition, which is their biggest event the year. Mayor inquired if there would be a better time? CAO Hastings responded that if the dates are flexible, there could be some flexibility. B. Nykiel said it depends on the other clubs.
- B. Nykiel presented a suggestion of their club providing sweat equity to the Sportsplex if it could help reduce rental costs. In the past, they have have had volunteer's clean washrooms and roll up mats. Could also move stuff out if needed.
- Councillor Chapman inquired if their November event is a cost recovery event as well? B. Nykiel responded that this is correct. They work closely with guide dogs, if there is a profit, then it goes toward guide dog costs.
- Councillor Chapman inquired if having campers is important to your event? A. Knibbs said it is not necessary but is helpful. B. Nykiel said they had 4 units parked along side arena.
- CAO Hastings inquired if the guests are using shower or power from arena? A. Knibbs said no, not using. They are self sufficient.
- Delegation done at 6:02 pm.
- Mayor Craig said they would respond within 7-8 business days.

**ITEM 153****5.2 6:05pm LINK Regional Pathway – H. Doeve, G. Lohues.**

- H. Doeve, Chairman of the Link Pathway Society, provided a powerpoint presentation on the project. They are looking to make a pathway from Coaldale to Lethbridge. The City of Lethbridge, Lethbridge County and the SMRID. are supportive to the project.
- H. Doeve indicated two key pieces of the project; land access and management of the pathway, and registration as society. We can now apply for grants. SMRID granted access for \$1 for right of way.
- Lethbridge County has agreed to operate and manage the pathway. SMRID does not want liability and the Lethbridge County already has this with other park projects, so it made sense for them to take on the managing of the pathway.
- Participants of the society include: Mayor Craig and CAO Hastings, G. Lohues represents SMRID, Alderman Jeff Coffman, J. & R. Nielson, G. and B. Farries, G. Farries is also Secretary. E. Derksen is Treasurer. A. Fritz loans ballroom for events. Had one fundraiser to raise funds for video and seeds. Raised \$10 K in one evening.
- We are requesting signatures of support. Were able to partner with bike ridge. Met with MLA's, Shannon Phillips and Maria Fitzpatrick, also very supportive. Agreed to provide letters of support.
- Plan to apply for CEP grant for \$1 million dollars. We have identified \$650,000 in kind support. Will make request for money for parks and recreation.
- G. Lohues shared they are stepping outside their comfort zone for this project. We realize taxpayers are helping us with infrastructure, and we are sharing this water with those in our community. The pathway was good opportunity to put ourselves out there. It was good fit for the County to take on liability to allow use. We have not approached businesses yet.
- Mayor said they have received buy-in from lots of partners. County approved \$20,000 from Land Trust Grant. Have estimate from MPE for \$160,000 per km. Publication shows that the public can support at a cost of \$100 per meter.
- H. Doeve shared that they are modeling this project after Fairmont, [westsidetrail.org](http://westsidetrail.org). They started about 5 years ago and have raised four million dollars to-date.
- Also identifying amenities by service clubs like Kinsmen who may want to be involved with benches along the way. In memory of a loved one, rest areas, etc. Will get name on kiosk or bench. Good ways to engage public.
- Deputy Mayor Van Rijn inquired if this falls within the parameters of our Coaldale Community Grant? CAO Hastings responded that yes, it

does. The deadline to apply is October 1, 2017. H. Doeve said they will apply for the maximum grant.

- Councillor Chapman shared appreciation for the vision and bringing forward the educational component for those that may use that trail, will help buy-in.
- H. Doeve shared that there will be storyboards and bird watch areas. A 15 minute was presented to Council, which explained the project.
- Councillor Chapman inquired about the crossing on the railway? H. Doeve explained that there are 2; one in Coaldale and the other in Lethbridge on 43<sup>rd</sup> Street. They have a letter to CP Rail to inquire about what their options are. H. Doeve further shared that it would be great to have an overpass, but that would be a Town initiative.
- H. Doeve further shared that they have broke the project down into 7 segments. Malloy, storm water, crossing jail road, Vista Meadows, Howe Road to 43<sup>rd</sup> Street, canal crossing and CP rail crossing.
- Councillor Chapman inquired if they are expecting it to be a physical overland crossing and not a tunnel? H. Doeve said that would be their hope.
- H. Doeve concluded that the project has received positive feedback overall.
- Mayor Craig gave thanks for the delegation to Council.
- Delegation concluded at 6:37pm.

**ITEM 154      3.1      REGULAR COUNCIL MEETING MINUTES OF June 12, 2017**

**MOTION 267.17      *Councillor Martens moved to accept the June 12, 2017 Regular Council Meeting minutes.***

***7-0 Carried***

**ITEM 155      4.1      Q&A Follow Up**

- CAO Hastings further shared regarding the item on the recreation levy, that Council will need to make decision this evening in order to stay on schedule with election preparation. He also stated that it is difficult to develop a generic plebiscite question that relates to a recreation levy when there are so many variables that are difficult to include into a single question and body of information. We do have community consultation dialogue planned for September. In other places administration has researched, plebiscite questions related to recreational expenses are facility specific.
- Councillor Martens inquired what is the deadline. CAO Hastings said they are asking for it now. We have a placeholder in place on the ballot until Council decides the exact wording.

- Deputy Mayor Van Rijn shared that he is in favor of asking the question. Don't know what the question would be. Can you give us examples of two or three choices on what to ask? CFO Overbeeke, can you give us example dollar values?
- Councillor Chapman, would need clarity in what question or if need for plebiscite question at all? We need clear definition of where to go.
- Councillor Martens shared if we have open ended question, it will be defeated even if we put a dollar value. They will want to know what it is for. We won't know until we have open houses to explain. I suggest we leave it off the ballot for now.
- Councillor Duda provided agreement to keep it off the ballot for now. If we start the process in September, then we will get an idea then of what people want and they can give their feedback.
- Councillor Hohm agrees to not put it on ballot. We don't know the price of building yet to determine what rec levy would be.
- CAO Hastings shared that we could survey the community. A survey could represent the public more.
- Councillor Abrey shared he is not in favor of a survey.
- Councillor Chapman stated that a plebiscite is binding, so we need to have a specific question.
- Mayor Craig shared that without trying to be misleading, I think we are doing more harm than good.
- Councillor Martens further shared he was supportive to get the info in September at the open houses.
- Councillor Abrey shared that his fear that we have open houses, we get little turnout. How will we advertise to get our groups? Might be better to go to them to get feedback. Suggesting to go to senior centres, different organizations, the schools and see what they are looking for.
- Deputy Mayor Van Rijn shared that we could also utilize social media, do a doodle poll to utilize feedback, to find out what the community wants.
- S. Croil suggested a mixed media approach at various facilities works well, engaging schools and asking kids directly what they really want in September.
- Mayor Craig said they had good turnout to recreation open house in the past.
- Decided to wait until the fall to engage the community.

**ITEM 156      4.2      Coaldale Sportsplex Repair Budget**

- CAO Hastings provided an update from the previous meeting with the arena user groups regarding the 4 north dressing rooms. Renovations included tile, plumbing fixtures, countertops, paint, and flooring. Cost

is \$40,000 for the 4 rooms. It was determined that we are unable to use the existing floor drains for the showers, so have to relocate the old ones.

- Does Council want to approve the expenditures from the Town's arena/sportsplex capital reserve? If so, the goal would be to have the renovations done by September before the ice season starts in October.
- Councillor Chapman made motion to approve the above noted expenditures to come from the sportsplex reserve fund up to \$50,000.
- Mayor Craig asked if this covers the renovations requested from the user groups? CAO Hastings responded that yes, this satisfies the groups and further added that the request to install the water coolers and existing bathrooms under the bleachers were already included in the budget and were scheduled for completion this summer.
- Deputy Mayor Van Rijn asked for clarification on the presented motion to reflect the Request for Decision report.
- CAO Hastings said that approximately 10% of the renovations would be done in-house with the rest being contracted out.
- Councillor Hohm inquired that by doing these renovations, does this allow the Copperheads and CMH to continue discussion and negotiations on room #7? CAO Hastings responded that the idea was to get funding approval from Council, so when we meet back with ice users, hopefully it will lead to a resolution between the ice users.
- Councillor Duda stated, these rooms are currently being used, so it will make groups happy.
- Councillor Abrey inquired to CAO Hastings if the \$50,000 is going to alleviate the concerns with the user groups? CAO Hastings responded that they are not directly related and Council will still have to decide at the July 10<sup>th</sup> meeting regarding the final verdict on the Copperheads' request for room #7. The concerns relating to the proposed \$50,000 renovations were brought forward by the users. The renovations will improve the overall functionality of the facility. Hopefully, it will help lead to a resolution for the Copperheads' request but we cannot guarantee that resolution today.
- Councillor Chapman inquired about the vandalism and abuse of property in the dressing rooms. Do we have a way to handle that? CAO Hastings confirmed that we have charged a couple of different groups, sent invoices to cover cost of damages. There is general wear and tear, but damages have been charged out up until now.
- Councillor Duda stated that the teams sign an agreement, that does say they are responsible for damages while they are being rented.

**MOTION 268.17**

***Councillor Chapman moved that Council approve authorization to spend up to \$50,000 from the Town's Sportsplex capital reserve for***

*the purpose of refurbishing the existing 4 north dressing rooms (new tile, plumbing fixtures, countertops, paint, etc.) and relocation of the referee room under the bleachers.*

**7-0 Carried**

**ITEM 152      5.1      Continuation - Lethbridge & District Kennel Club**

- At 7:00pm Mayor Craig encouraged continued discussion on the matter presented by the Kennel Club.
- Deputy Mayor Van Rijn commented that we need to have a cost recovery for this and also having people not associated with our town, doing in-kind work at the sportsplex, from a liability point of view. We don't allow other user groups renting the Community Centre to do in-kind work for reduction in rental fees. It is good to want to keep this show in Coaldale, but there must be a reason why they don't have it in Lethbridge.
- CAO Hastings confirmed the rental of \$1500 is for 3 nights, which is the largest facility in Coaldale and still cheaper than rental of the Community Centre for the same period of time. When the sportsplex is rented, all secure areas have to be locked up; ice compressors and Zamboni rooms all have to be locked up. Those are all considerations.
- Councillor Chapman shared that we charge the same fees to other groups.
- CAO Hastings stated that the \$1500 is low, and believes that we are losing funds on this rental arrangement.
- Councillor Hohm said that we could share with the club that we will hold the 2018 rental for \$1500 but expect to go up in the future. This will allow them to look around for alternatives if they want to.
- Councillor Martens, thinks \$580 per day is very inexpensive.

**MOTION 269.17      *Councillor Martens moved that Council decline the request from the Lethbridge Kennel Club to reduce the rental fees to the Coaldale Sportsplex.***

**7-0 Carried**

- Councillor Duda further shared that they do bring a certain amount of people to our town. Deputy Mayor Van Rijn noted that they don't advertise the event or charge fees, further suggesting that when we respond to them, that we encourage them to market their event, request sponsorship and/or make it a fundraiser.

**ITEM 153**

**5.2 Continuation - LINK Regional Pathway**

**MOTION 270.17**

***Councillor Hohm made motion that Council receive the presentation for information and further wait until the LINK Pathway group comes back with their grant application for the Coaldale Community Grant before deciding further.***

***7-0 Carried***

- CAO Hastings commented that the project will begin on west side of Coaldale.
- Councillor Chapman inquired to CAO Hastings if we were to earmark seed money, how much and would that be used for our section of the trail? CAO Hastings responded that we do have \$175,000 set aside for trails.
- Councillor Chapman if we were to ear mark 175,000 as our portion, then it would be a public statement to the rest of the stakeholders in this project that we are moving forward.
- Councillor Martens stated that they are the ones planning this trail, I think we should wait for an ask before deciding.
- Deputy Mayor Van Rijn also shared he thought it was premature to decide.
- Councillor Hohm commented that H. Doeve shared that they would return to a future meeting.

**ITEM 157**

**6.1 Council Code of Conduct – K. Hastings**

- CAO Hastings presented an update of the proposed changes to the Council Code of Conduct bylaw. They potential changes initiative by Council included:
  - Communication with Town employees: All communications between members and employees of the Town regarding matters relating to the members role as a Councillor or a member of a committee shall be initiated by the member through the CAO.
  - During Council and committee meetings, members shall refrain from using electronic devices and cellphones in order to prevent disruption to the proceedings.
- Councillor Martens suggested that the first amendment needs to have more definition of a Councillor giving direction to a staff member.
- Councillor Duda noted that computers are defined as electronic devices, so need to re-word that phrase.



- Councillor Abrey stated that sometimes they are on call and have to have cell phones present and on silent. The current wording is a bit restrictive.
- CAO Hastings suggested the following amendment to address changes to cell phone use and computers: During Council and committee meetings, members shall refrain from using cellphones in order to prevent disruption to the proceedings, not accepting thereout pagers, on call, emergency calls, provided that the member who takes the call, leaves Council Chambers.
- Councillor Duda suggested changes to Section 8.6 and all of 8; referring to pecuniary interest and the statement of disclosures, stating that the wording is not strong enough, which could place us in an awkward situation.
- Mayor Craig agreed, further sharing that he has never done personal business with the town, further sharing that item 8.4A, puts the onus on the CAO to collect the information and return it back to Council, which is time consuming.
- Deputy Mayor Van Rijn, shared that speaking as a Councillor and a contractor in the Town of Coaldale, we are not the only municipality where we live and work, that is why we have tendering processes.
- Councillor Hohm agreed, further sharing that he does not want to discourage a business person in our community from running for Council. He agreed that you go through the tender process as outlined in Section 8.6.
- Councillor Duda shared that she has no issue with the tendering process, but has made a personal choice to not conduct business with the town and her business for small jobs or day to day activities. She suggested to have an agreement in place to decide who gets the jobs and to avoid a conflict of interest.
- Councillor Chapman noted that elected officials get into trouble, particularly developers, by having inside knowledge. By having to disclose, give understanding of who you are. When a subject comes up, you can disclose that you have a pecuniary interest and will be stepping out both for voting and for debate. This is clear for any elected person.
- Councillor Duda further shared that when are you or not, acting as a Councillor?
- Deputy Mayor Van Rijn shared that we get paid a per diem for being member of Council. So, for myself, and I want to pay for facepainters, at a public event, then that is a choice of mine.
- Councillor Duda stated that you are doing that as an individual, not as Councillor, because it was not discussed as a Council, it was your individual decision.

- Councillor Abrey noted that you act and represent yourself as if you are representing the Town and Council every time you step out the door. I have to think of how I conduct myself in public.
- Councillor Duda agreed that you should always be mindful of your behaviour in public. Further asking as to when are you representing the town versus representing yourself?
- Mayor Craig asked if there are any further amendments that are requested?
- Councillor Duda reiterated that she would like to see more of the business side amended, so that the difference is more defined between your role as a merchant and your position as a Councillor. Hard to separate in a small Town.
- Mayor Craig shared that 8.6 partially captures this.
- Councillor Martens stated that it will be the perception that I am awarded work because I am a Councillor.
- Councillor Hohm responded that this has been outlined in the MGA, what conflict of interest is and has been outlined in the bylaw.
- CAO Hastings suggested that in light of the discussion, it is likely easiest to vote on each amendment separately, and from there, incorporate any approved amendments into the bylaw before giving second or third reading. Amendment 1 – paragraph 46: “All Council directives shall be funnelled through the CAO.”
- Deputy Mayor Van Rijn asked for clarity on the amended motion and CAO Hastings responded that he would prefer if any questions from Council be directed through him with a cc to L. Unger, Legislative Coordinator, and the CAO will forward it to the appropriate staff member. From there, the CAO will get back to Council directly.

**MOTION 271.17**

***Councillor Hohm moved that Council approve Amendment 1, paragraph 46: “All Council directives shall be funnelled through the CAO.”***

***7-0 Carried***

- Amendment 2: “During Council and committee meetings, members shall not communicate with other persons via electronic means about any corporate business during Council meetings or sanctioned committee meetings.”
- Suggested by Mayor Craig to declare at the beginning of a meeting if someone is on call or expecting a call during the meeting.
- Deputy Mayor Van Rijn noted that he uses his cell phone on occasion to retrieve documentation during a meeting that is applicable to the meeting.

**MOTION 272.17**                    **Councillor Martens moved that Council approve amendment 2, “During Council and committee meetings, members shall not communicate with other persons via electronic means about any corporate business during Council meetings or sanctioned committee meetings.”**

**7-0 Carried**

**MOTION 273.17**                    **Councillor Abrey moved that Council approve SECOND reading of the amended Council Code of Conduct Bylaw #734-GE-06-17.**

**7-0 Carried**

**MOTION 274.17**                    **Councillor Martens moved that Council approve THIRD and final reading of Council Code of Conduct Bylaw #734-GE-06-17.**

**7-0 Carried**

**ITEM 158**            **7.1**            **Request for Letter of Support – Canada Post**

- Mayor Craig expressed support of preservation of the Canada Post logistics network but was not supportive of the request for service expansion at time.

**MOTION 275.17**                    **Councillor Hohm moved that Council direct administration to provide a letter of support of preservation of Canada Post’s retail and logistics network.**

**7-0 Carried**

**ITEM 159**            **7.2**            **SMRID – Annual Tour – K. Hastings**

- CAO Hastings shared that the annual SMRID tour is coming up and the Town of Coaldale has been awarded 2 seats on the bus.
- CAO Hastings further shared that administration will conduct their own private tour at a later date and encouraged Council to take the 2 seats.
- It was decided that Councillor Chapman and Deputy Mayor Van Rijn would attend on behalf of Council.

**MOTION 276.17**                    **Councillor Duda moved that Council send Councillor Chapman and Deputy Mayor Van Rijn on the annual SMRID bus tour on Tuesday, July 25, 2017.**

**7-0 Carried**

**ITEM 160      7.3      Library Outdoor Space – S. Croil**

- Mayor Craig gave accolades to S. Croil, A. Koester and CAO Hastings at the MGB public hearing on June 22, 2017. They did an excellent job with such professionalism. It was a very proud moment. Myself and Council commend you on a job well done.
- S. Croil, Director of Planning & Community Development, provided an overview of the proposed Library Outdoor Space, with approved funding of \$37,000 with the question to Council to inquire if they wish to approve the project and unveil at Canada Day celebrations?
- Deputy Mayor Van Rijn inquired if and when this property gets developed, will this park have to be removed or damaged during construction?
- S. Croil responded that a future development would only lose 4 parking spots as result of the park. The idea would be to integrate this space into the new development.
- S. Croil provided an overview of the drawings of the pocket park, sharing that the space is proposed on the adjacent north end of the library and furniture would be moveable and library staff would manage it. It would include a rubberized surface. The library expressed interest to create a north entrance to the space.

**MOTION 277.17      *Deputy Mayor Van Rijn made motion that Council approve the design of the outdoor space at the Coaldale Public Library.***  
**7-0 Carried**

**ITEM 161      7.4      HUB Natural Play Space – S. Croil**

- S. Croil provided clarification on the HUB Natural Play Space, sharing that the FCSS folks would like to be able to collect donations and have persons able to provide personal funds to support the project. As mentioned at the last meeting, this is a Town sanctioned event for the purpose of donations.

**MOTION 278.17      *Councillor Martens moved that Council approve the HUB Natural Play Space proposal.***  
**7-0 Carried**

**ITEM 162      7.5      AUMA – Mayor Craig**

- Mayor Craig provided explanation that Councillor Duda is approaching her 20<sup>th</sup> year on Council and this makes her eligible for AUMA Distinguished Service Award. A Council motion is needed to support the nomination.

- MOTION 279.17**      *Councillor Abrey moved that Council support the nomination for Councillor Duda for the AUMA Distinguished Service Award.  
6-1 Carried. Councillor Duda was excluded from voting.*
- ITEM 151**      **8.1**      **Continued - Emergency Services – Department Update – K. McKeown**
- CAO Hastings inquired with Council if they approve the monthly updates from the Chief. Council expressed positive feedback.
- MOTION 280.17**      *Councillor Hohm moved that Council receive the Emergency Services update as information.  
7-0 Carried*
- ITEM 163**      **10.1**      **Lethbridge County – Invitation to participate in Community Grant Program**
- ITEM 164**      **10.2**      **Electoral Boundary Commission**
- ITEM 165**      **10.3**      **Lethbridge Military Museum**
- MOTION 281.17**      *Councillor Duda moved that Council receive Items 10.1, 10.2 and 10.3 for information.  
7-0 Carried*
- ITEM 166**      **11.1**      **FCSS Board Minutes**
- MOTION 282.17**      *Councillor Hohm moved that Council receive the information.  
7-0 Carried*
- ITEM 167**      **In Camera**
- MOTION 283.17**      *Councillor Martens moved that Council go in camera at 8:03 p.m.  
7-0 Carried*
- MOTION 284.17**      *Councillor Martens moved that Council come out of camera at 9:06 p.m.  
7-0 Carried*
- ITEM 168**      **12.1**      **Land (FOIP Sections 23, 24, 25 and 27)**
- MOTION 285.17**      *Councillor Hohm moved that Council authorize administration to sell*

*the Town-owned lot that is legally described as Lot 15 Block 13 Plan 6476 AA on the condition that the purchaser commence construction within 1 year from the date of possession.*

*7-0 Carried*

ITEM 169      12.2      Penalty Relief (FOIP Sections 17, 23, 24)

*MOTION 286.17      Deputy Mayor Van Rijn moved that Council deny the request for penalty relief.*

*7-0 Carried*

ITEM 170      12.3      CAO Report (FOIP Sections 16, 17, 23 and 24)

*MOTION 287.17      Councillor Hohm moved to adjourn the meeting at 9:09 p.m.*

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Kim Craig, MAYOR

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Kalen Hastings, CAO