



MUNICIPALITY OF CROWSNEST PASS

MINUTES

Special Budget Meeting

Thursday, October 12, 2023

A special budget meeting of the Council of the Municipality of Crowsnest Pass was held in Council chambers on Thursday, October 12, 2023.

Council Present: Mayor Blair Painter, Councillors: Dave Filipuzzi, Doreen Glavin, Vicki Kubik, Dean Ward

Council Absent: Councillors: Glen Girhiny, Lisa Sygutek

Administration Present:

Patrick Thomas, Chief Administrative Officer
Kristin Ivey, Deputy Chief Administrative Officer
Brian McCulloch, Director of Finance
Bonnie Kawasaki, Recording Secretary

CALL TO ORDER

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

ADOPTION OF AGENDA

B01-2023-10-12: Councillor Ward moved to adopt the agenda as presented.

Carried

2024 COMMITTEE AND BOARD PRESENTATIONS

Crowsnest Pass Senior Housing Board

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

- Opened two, twelve bed supported living and memory care units, which required additional education for staff to provide dementia care to meet continuing care health standards.
- The 1-year warranty walkthrough was completed with the contractors, and remaining deficiencies will be completed in October.
- Struggle with recruitment and retention of Licensed Practical Nurses (LPN's) and Health Care Aids (HCA's) due to being unable to compare with wages offered by outside agencies. Have successfully hired three LPN's.
- Resident Association is very strong and have assisted with fundraising events.
- Reviewed occupancy for the Peaks to Pines lodge over the first year of operation currently at 93% with seven vacancies. Goal for 2024 to increase occupancy to 97%, as occupancy over 95% ensures additional funding from Alberta Health Services (AHS).
- Revenues are estimated at \$4.9 million. Reviewed revenue sources and various grants and donations. Received multiple increases in funding from AHS due to inflation, wage top ups, increases to funded staffing levels, and funded rent increases for residents.
- Expenses included new budgets with the heat and electricity contracts expiring. Operating category is tied directly to occupancy levels. In HR, increases were made to wages for LPN's to be more competitive, Covid funding increases to HCA's wages is finished, requiring top up by organization to maintain wage rates. Anticipating increase to IT expenditures. Expecting increase to snow removal costs.
- Intention is to move surplus dollars to reserves to decrease requisition.
- Requested \$362,500.00 from the Municipality for the 2024 budget.

Municipal Library Board

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

- Reviewed services and programs offered in 2023.
- Summarized current building maintenance improvements and advised that they are very happy with the new carpet. Indicated they would like all lighting replaced with LED lighting in future. Staff members undertook improvement to gardens with grant funding from the Ag Society.
- Provided 2022 year-end statistics, reviewed board accomplishments, indicated that Friends of the Library purchased several wish list items for the library.
- The manager and staff completed several training courses over the course of the year. Hired an extra summer student in 2023 and are currently at a full complement of staff.

- Chinook Arch provides shared database and e-resources, provides the website and training and support. Holds an annual conference and provides staff training opportunities. Helps with purchase and set up for computer systems and provides IT support.
- Requested \$156,102 from the Municipality for the 2024 budget.

2024 GENERAL OPERATING GRANTS

Administration reviewed with Council the 2024 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 \$7,000 for the 2024 budget.
- Council recommended that the allocated amount be increased to \$8000 for the 2024 budget.

Crowsnest Pass Health Foundation

- Requested \$5,000 for the golf tournament.
- Administration has advised the organization that the golf tournament is ineligible but to come back to Council once a project has been identified for funding.
- Council was supportive of having specific projects come before Council for consideration of funding.

Regional Airport

- No Request has been received for 2024, Administration advised they will leave line item in place if the project moves forward.

2023 CATEGORY 1 GRANT APPLICATIONS

- Administration reviewed with Council the 2024 Category 1 Grant Applications

Crow Snow Riders

- Request \$17,500; Administration recommends an allocation of \$17,500 for the 2024 budget
- Council does not support the recommendation given by Administration for the 2024 budget; Council recommends an allocation of \$15,500 for the 2024 budget

Crowsnest Pass Allied Arts Association

- Request \$25,000; Administration recommends an allocation of \$26,000 for the 2024 budget
- Council supports the recommendation given by Administration for the 2024 budget

Crowsnest Museum & Archives (Crowsnest Historical Society)

- Request \$25,000; Administration recommends an allocation of \$26,000 for the 2024 budget
- Council does not support the recommendation given by Administration for the 2024 budget; Council recommends an allocation of \$25,000 for the 2024 budget

Bellevue Underground Mine (Crowsnest Pass Ecomuseum Trust Society)

- Request \$25,000; Administration recommends an allocation of \$26,000 for the 2024 budget
- Council does not support the recommendation given by Administration for the 2024 budget; Council recommends an allocation of \$25,000 for the 2024 budget

Nordic Ski Club

- Request \$49,590; Administration recommends an allocation of \$49,590 for the 2024 budget
- Council does not support the recommendation given by Administration for the 2024 budget; Council recommends an allocation of \$47,000 for the 2024 budget

Blairmore Lions Club (Potential Insurance)

- No application given for 2023; Administration suggests allocating \$3,000 to reserves in 2024 to cover costs for insurance
- Council supports the recommendation given by Administration for the 2024 budget

Crowsnest Pass Quad Squad

- Request \$4,000; Administration recommends an allocation of \$4,000 for the 2024 budget
- Council supports the recommendation given by Administration for the 2024 budget

Crowsnest Pass Chamber of Commerce

- No request for 2024 under Category 1

Crowsnest Cultural and Recreation Society – Operational Expenses

- Request \$7,800; Administration recommends an allocation of \$13,800 for the 2024 budget
- Council does not support the recommendation given by Administration for the 2024 budget; Council recommends an allocation of \$5,000 for the 2024 budget

Crowsnest Cultural and Recreation Society – Capital Expenses

- Request \$125,000; Administration recommends no allocation for the 2024 budget
- Council recommends an allocation of \$75,000 for the 2024 budget to refurbish the sign and cladding on the Roxy and that the Society obtains three quotes for the project

Southwest Alberta Regional Search & Rescue Society – Operational Expenses

- Request \$11,127.50; Administration recommends allocating \$11,127.50 for the 2024 budget
- Council supports the recommendation given by Administration for the 2024 budget

2024 CATEGORY 2 GRANT APPLICATIONS

Administration reviewed the 2024 Category 2 Grant applications with Council.

CNP Chamber of Commerce – Best of Crowsnest Gala

- Request \$10,000; Administration recommends allocating \$6,000 for the 2024 budget
- Council recommends an allocation of \$2,500 for the 2024 budget to sponsor the plaques for the Best of Crowsnest Gala

Crowsnest Pass Chamber of Commerce – Member Appreciation Night

- Request \$2,000; Administration does not recommend allocating funds for this request for the 2024 budget
- Council supports the recommendation given by Administration for the 2024 budget

Crowsnest Pass Chamber of Commerce – Christmas in the Mountains

- Request \$5,000; Administration recommends an allocation of \$5,000 for the 2024 budget
- Council supports the recommendation given by Administration for the 2024 budget

Crowsnest Pass Chamber of Commerce – Crowfest

- Request \$15,000; Administration recommends an allocation of \$15,000 for the 2024 budget
- Council supports the recommendation given by Administration for the 2024 budget

Kananaskis Rodeo Association – Kananaskis Pro Rodeo 2024

- Request \$28,000; Administration recommends an allocation of \$28,000 for the 2024 budget
- Council recommends an allocation of \$29,000 for the 2024 budget to cover the entire cost of the facility rental

Coleman Community Society – Various Events 2024

- Requested \$7,000; Administration recommends an allocation of \$7,000 for the 2024 budget
- Council supports the recommendation given by Administration for the 2024 budget

Crowsnest Economic Development - Crowsnest Pass Doors Open & Heritage Festival

- Requested \$6,000; Administration recommends an allocation of \$6,000 for the 2024 budget
- Council recommends an allocation of \$7,000 for the 2024 budget

Crowsnest Consolidated High School – 2024 Graduation Ceremonies

- Requested \$4,000; Administration recommends an allocation of \$4,000 for the 2024 budget with the additional recommendation that the grad class choose a contributing cause to give back to the community in return for the funds to create a Legacy project for each graduating class
- Council supports the recommendation given by Administration for the 2024 budget

Bellecrest Community Association – Bellecrest Days 2024 & Million Lights Festival

- Requested \$20,000; Administration recommends an allocation of \$7,000 for the 2024 budget
- Council supports the recommendation given by Administration for the 2024 budget

CNP 40 – Amazing Race

- Requested \$7,000; Administration recommends an allocation of \$7,000 for the 2024 budget
- Council recommends an allocation of \$8,000 for the 2024 budget

Crowsnest Pass Agricultural Society – Pole & Spur 2024

- Request for \$2,000; Administration recommends allocating \$2,000 for the 2024 budget
- Council supports the recommendation given by Administration for the 2024 budget

Crowsnest Pass Music Festival Association

- No request for 2024 budget

Sole Survivor Trail Race

- Requested \$2,000; Administration recommends allocating \$2,000 for the 2024 budget
- Council supports the recommendation given by Administration for the 2024 budget

Turtle Mountain Riding Club – Year End Banquet

- Requested \$3,000; Administration does not recommend allocating funds for the 2024 budget
- Council supports the recommendation given by Administration for the 2024 budget

Crowsnest Pass Skating Club

- No request for 2024 budget

Arrival

Trent Smith, Manager of Community Services

Jesse Fox, Manager of Protective Services

Johan van der Bank, Manager of Development and Trades

2024 DEPARTMENT INITIATIVES

I1-2024 Bellevue Memorial Playground – Optional

- Council supports retaining for consideration in the 2024 budget initiative I1-2024 Bellevue Memorial Playground in the amount of \$148,000 for the 2024 budget.

I3-2024: Hillcrest Ball Backstops - Required

- Council supports retaining for consideration in the 2024 budget for consideration in the 2024 budget, initiative I3-2024: Hillcrest Ball Backstops in the amount of \$32,000.

I10-2024: Coleman Union Hall - detailed woodwork painting – Required

- Council supports retaining for consideration in the 2024 budget, initiative I10-2024: Coleman Union Hall - detailed woodwork painting in the amount of \$4,000.

I11-2024: MDM Dishwasher - Required

- Council supports retaining for consideration in the 2024 budget, initiative I11-2024: MDM Dishwasher in the amount of \$15,000.

I14-2024: Library - paint exterior wood siding - Required

- Council supports retaining for consideration in the 2024 budget for consideration in the 2024 budget, initiative I14-2024: Library - paint exterior wood siding in the amount of \$25,000.

I20-2024: Fire Station No. 1 - replace west facing windows - Required

- Council supports retaining for consideration in the 2024 budget for consideration in the 2024 budget, initiative I20-2024: Fire Station No. 1 - replace west facing windows in the amount of \$20,000.

I23-2024: Downtown Coleman Parking Design - Optional

- Council supports retaining for consideration in the 2024 budget for consideration in the 2024 budget, initiative I23-2024: Downtown Coleman Parking Design in the amount of \$15,000.

I24-2024: Hillcrest/Bellevue Walking Trail - Required

- Council supports retaining for consideration in the 2024 budget initiative I24-2024: Hillcrest/Bellevue Walking Trail in the amount of \$35,000.

I33-2024: Pool Website + Rebrand - Required

- Council supports retaining for consideration in the 2024 budget initiative I33-2024: Pool Website + Rebrand in the amount of \$10,000.

I34-2023: Pool Deck Furniture Upgrade - Required

- Council supports retaining for consideration in the 2024 budget initiative I34-2023: Pool Deck Furniture Upgrade in the amount of \$10,000.

I35-2024: Crowsnest Pass Lifejacket Loaner Station - Optional

- Council supports retaining for consideration in the 2024 budget initiative I35-2024: Crowsnest Pass Lifejacket Loaner Station in the amount of \$4,200.

I36-2024: Cold Storage Fencing PPK - Required

- Council supports retaining for consideration in the 2024 budget initiative I36-2024: Cold Storage Fencing PPK in the amount of \$14,000.

I37-2024: Snowgun Purchase/lease PPK – Optional

- Council supports retaining for consideration in the 2024 budget initiative I37-2024: Snowgun Purchase in the amount of \$145,000.

I39-2024: Alberta First Responders Radio Communication - Optional

- Council supports retaining for consideration in the 2024 budget I39-2024: Alberta First Responders Radio Communication in the amount of \$215,000.

I40-2024: Historic Resources Advisory Committee - Optional

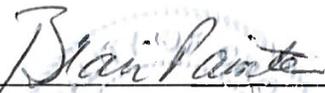
- Council does not support retaining for consideration in the 2024 budget, initiative I40-2024: Historic Resources Advisory Committee in the amount of \$30,000.

ADJOURN

B02-2023-10-12: Motion by Councillor Filipuzzi to adjourn the meeting at 1:31 pm.

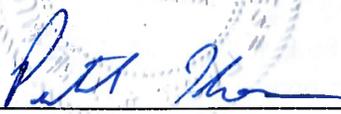
Carried

Next meeting November 30, 2024, at 9:00am in Council Chambers



Blair Painter
Mayor

Date: February 6, 2024



Patrick Thomas
Chief Administrative Officer

Date: February 26, 2024