



REGULAR COUNCIL MEETING MINUTES
AUGUST 31, 2015 – 5:30 PM
TOWN COUNCIL CHAMBERS

PRESENT

Mayor	K. Craig
Councillors	B. Chapman, J. Abrey, J. Van Rijn, S. Duda, R. Hohm, B. Martens
Administration/Staff	K. Hastings, M. Overbeeke
Recording Secretary	K. Bly
Sunny South News	S. Ashbee

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

ITEM 201 2.0 ADDITIONS TO/ADOPTION OF THE AGENDA

Motion 264.15 Councillor Van Rijn moved to adopt the agenda as presented.

7-0 Carried.

ITEM 202 3.1 REGULAR COUNCIL MEETING MINUTES – JULY 13, 2015

Motion 265.15 Councillor Hohm moved to adopt the minutes as presented.

7-0 Carried.

ITEM 203 4.1 RESPONSE FROM ALBERTA HEALTH SERVICES

- CAO Kalen Hastings provided background on the response from Alberta Health Services. Three of the major questions submitted to Alberta Health Services included: 1. What services does the hospital provide? 2. Is it operating 24 hours? 3. What is the protocol should a resident show up there after hours, will they or won't they reserve services? These

questions were in addition to the questions on Code Red and Ambulance Services.

- Council Chapman raised a concern with the number of staff on duty and noted it is unclear in the letter what services are available at the facility.
- Mayor Craig raised a concern that there is a big education piece missing for residents who might show up after hours to what they think is a hospital.
- Councillor Abrey raised a concern over the EMS response time noting 40 per cent of the time the response time is between 7.5 and 15 minutes. He'd like to know what the response is between 2300 hours and 0800 hours when the hospital is down staff, as stated in the letter.
- Councillor Duda asked if Alberta Health Services had contacted the Town about a meeting in the fall as they had indicated they would do. CAO Hastings said no contact had been made at this time.
- Councillor Martens asked for clarification on the notation that 50 per cent of the ambulance calls are outside of Coaldale and wondered if that left Coaldale without coverage.
- CAO Hastings clarified there are two ambulances able to respond in Coaldale. If there is another call outside Coaldale, there is a risk of a Code Red as only one ambulance is left for Coaldale. If it, too, is dispatched outside of Coaldale, Coaldale is in a code red situation and having to wait on an ambulance to be dispatched from another community.
- Councillor Chapman said council was looking for some clarity on their definition of Code Red and he's not sure that has been done.
- Councillor Van Rijn said he'd like to see an education element from Alberta Health Services go out to every home in Coaldale.

Motion 266.15

Councillor Duda moved Council send a letter to Alberta Health Services seeking clarity on the questions the Town asked and requesting Alberta Health Services issue an education piece to residents.

7-0 Carried.

ITEM 204 7.1 JULY 2015 CAPITAL/OPERATING BUDGET VARIANCE

- CFO Michelle Overbeeke noted the Town is well within the budget.
- Councillor Abrey questioned if a purchase is approved in this year's budget why it is not purchased right away so it can be used for the full year.
- CFO Overbeeke said the Town waits until the grant funding comes through before purchases are made. Approvals are also needed before the purchase can be made with grant funds.

Motion 267.15 Councillor Martens moved Council accept the July 2015 Capital/Operating Budget Variance report.

7-0 Carried.

ITEM 205 7.2 JUNE 2015 BANK RECONCILIATION

Motion 268.15 Councillor Abrey moved Council approve the June 2015 Bank Reconciliation.

7-0 Carried.

ITEM 206 7.3 JUNE 2015 ACCOUNTS PAYABLE CHEQUE LIST

Motion 269.15 Councillor Van Rijn moved that Council approve the June 2015 Accounts Payable Cheque List.

7-0 Carried.

ITEM 207 7.4 JULY 2015 ACCOUNTS PAYABLE CHEQUE LIST

Motion 270.15 Councillor Martens moved Council approve the July 2015 Accounts Payable Cheque List.

7-0 Carried.

ITEM 208 7.5 MUNICIPAL SUSTAINABILITY INITIATIVE

- CFO Michelle Overbeeke reported the Town of Coaldale had received confirmation on the Municipal Sustainability Initiative funding it had previously been told it would receive.

Motion 271.15

Councillor Chapman moved Council receive the Municipal Sustainability Initiative report for information.

7-0 Carried.

ITEM 209 7.6 FACILITY FEE STRUCTURE

- Stephanie Wierl, Community Services Manager, noted with the transition of facility rentals from Corporate Services to Community Services in January there was a chance to review the fee structure. She said there were multiple options for rental fees and in order to be consistent from renter to renter she has proposed some changes to streamline the fee structure. She has also reviewed the fees charged by other municipalities. The new fee structure is based on hours of rental and also clarifies the fee for not-for-profit groups. The proposed fee structure for 2016 has a few changes in pricing and needs to be in place in order to be included in the new online-based facility booking program for the new year. She reviewed some of the elements of the new fee structure and noted there will be a fee increase at the pool for both swimming and lessons.
- Councillor Chapman asked if the EOC was booked and an emergency came up what would happen. Wierl noted the booking would have to be cancelled.
- Wierl also noted the new fee structure includes a conference type fee, for events where time is needed for set up and take down before and after over more than a day.
- Mayor Kim asked if there was any consultation with the user groups on the new rates.
- Wierl said she has spoken directly to users but has spoken with the groups when they are doing their rental bookings and has found the town's old fee structure didn't fit most of the rental requirements of the users.

- Mayor Craig asked if the 5 per cent increase in fees will continue each year or just for 2016.
- Wierl noted the 5 per cent annual increase in fees has been the status quo the last two years but eventually the Town may have to look at capping the fee. When groups call to book she said they do let them know there is an increase each year. She said Council could request a full review including the costs involved in operation of the facilities.
- Councillor Martens asked if ice users were notified of the change to the fee structure.
- Wierl said they were notified in May as she met with the individually groups and did let them know there would be no increase to the rates for resident groups aside from the annual 5 per cent increase. She said it was a verbal and they have already been booked in and have seen the rental contracts.
- Councillor Martens questioned if there was any negative feedback from the users.
- Wierl said not in terms of the increase in fees.
- Councillor Martens also asked about any negative feedback on the non-resident rates.
- Wierl said she hasn't heard any and noted in her investigation she determined Coaldale's rates are on par or below other communities in the area.
- Council discussion raised some concerns with the use of the curling rink ice area and access to the curling lounge for community groups.
- Councillor Duda she understands eliminating the use of the ice surface but questioned the use of the kitchen and lounge being limited to the Granite Club and the Chamber of Commerce and not open to other community groups.
- Wierl said she would like to eliminate use of the ice area as the cost to resurface this area is too costly to allow it to be rented out in the off season, April to September. She said it is up to Council to decide what level of access it wants to allow given the cost involved in resurfacing

the ice area. In terms of the lounge and kitchen area are difficult spaces to keep up to the expectations of the Granite Club when they take over again in the season, without an extensive amount of work, at a cost to the town. Therefore she limited it to the Club and the Chamber, which uses it for Settler Days.

- Councillor Martens noted MCC uses that same space every couple of years for its auction weekend and he questioned how it would impact them.
- Wierl said they might be another exception. She questioned where to draw the line on use of the ice surface, that being a decision council will have to make. She has the dates for the MCC.
- Councillor Van Rijn questioned if the MCC use the ice surface during their event. Wierl confirmed they do use all of the area.
- Councillor Chapman raised some concerns about use of the curling rink during Settler Days when activities are taking up all of the other facilities. He was also approached by Cubs and Scouts looking for a space to meet because their night is a busy night and now they are looking at the museum but have a concern over the mix of children and artifacts. He questioned if the Town has affordable space available for some of these groups.
- Wierl said in terms of Settler Days, there are some options for the groups. For the Scouts they are now booked in at the Gem. She noted there is a demand for space in Coaldale and she noted Caylee Vogel has done a lot of work juggling spaces and working with groups.
- Councillor Duda raised a concern that some groups don't have the funds to rent facilities and some were making use of the curling lounge in the past. She would like to see them retain that option.
- CAO Hastings asked if during the off season if the arena is offered to large groups who may want to book events. Is it possible to allow the use of the curling lounge but not the kitchen?
- Wierl said the arena is made available for large events, this year that included dog shows. For the lounge, yes it could be rented out without the use of the kitchen. Even if it is used for meetings it would still need

some janitorial service which means it couldn't be offered up free of charge.

- Councillor Duda asked about fees at the ball field.
- Wierl said she would like to look at it in the off season and review the fees charged.
- Councillor Duda also questioned the use of the field by groups who don't book them and use them free of charge. She asked if this is monitored.
- Wierl said it is a public space and people are allowed to go play ball on the fields. She said this is the first year they were able to work with the field users and book in their games and practice times. She said there are still details to work out.
- Mayor Kim asked if the MCC could be added as one of the users of the ice surface at the curling rink.
- Councillor B. Martens asked if there could be a clause added to address the needs of larger groups who may need the use of the curling rink ice surface.
- Councillor Van Rijn asked what the cost was to resurface the ice area at the curling rink. CAO Hastings noted it was approximately \$2,000 three years ago.
- Councillor Hohm asked if the cost included the town labour cost. Hastings noted that did not include labour costs but there were also volunteers from the Granite Club assisting with the project.
- Councillor Hohm asked if there was a waiver in contract to cover the cost if the ice surface at curling rink was damaged.
- Wierl said there is for other facilities but has not be used for curling rink.
- Councillor Duda as if there was anything that could be put down, such as plywood to project the painted surface at the curling rink.
- Councillor Hohm said the curling club looked at that in the past and it was too costly.

- Councillor Van Rijn asked how often the surface is redone and Councillor Hohm noted it is done on an as needed basis.
- Wierl said it is pressure washed every year but it is getting to the point where the surface is going to have to be redone in the next year or so.
- Councillor Van Rijn said when you know an event such as the MCC is coming, it would be good to piggyback the resurfacing into the schedule so it is done after the event.
- Councillor Chapman also raised some concerns about facility availability for groups in the community including funeral luncheon bookings.
- Wierl said for funerals over 4 hours the fee charged is for janitorial costs.
- Councillor Chapman asked with the Granite Club and Chamber of Commerce listed as users of the curling rink facility, would they be able to then rent out the space to other users.
- Wierl said once the curling facility is turned back over to the Granite Club in September it becomes their facility to manage including renting it out to other user groups until the Town takes it back in mid-April.
- Councillor Van Rijn said questioned if council needed to make on the issue of opening up the curling lounge area to use by community groups, is that a decision council needs to address?
- Wierl said she can do some work on this area and bring it back to council. She is looking for approval of the rate structure from council tonight.

Motion 272.15

Councillor Hohm moved Council approve the 2016 Facility Fee Structure.

7-0 Carried.

Motion 273.15

Councillor Chapman moved Council direct S. Wierl to bring back recommendations to Council on facility use by community groups.

7-0 Carried.

ITEM 210 7.7 ARPA COMMUNITIES CHOOSEWELL AWARD

- Stephanie Wierl, Community Services Manager, reported this is the second year the Town of Coaldale has been part of the Community ChooseWell program. This year the Town has been selected to receive an award for Creating Community Capacity.
- The award will be presented at the ARPA Conference and Energize Workshop, Oct. 22-24, 2015 in Lake Louise.
- Wierl encouraged council to send a representative to accept the award on behalf of the Town.
- Councillor Hohm said it would most appropriate for Mayor Craig to attend and represent Town Council

Motion 274.15 ***Councillor Martens moved Mayor Kim attend the ARPA Conference on behalf of the Town of Coaldale.***

7-0 Carried.

ITEM 211 7.8 KINSHIP PARK GRAND OPENING

- Stephanie Wierl, Community Services Manager, the Grand Opening of the Kinship Park, playground and outdoor skating rink/basketball court will take place on Saturday, Sept. 19.
- Wierl noted \$375,000 in fundraising efforts have gone into this community project and she acknowledged the larger contributors including the Kinsmen, Blair & Janet Frache, Coaldale Community Wellness Association, Lethbridge County, the Town and the Government of Alberta Community Facility Enhancement Program.
- There will be a Barbecue at Noon with a ribbon cutting/grand opening at 1 p.m. The Cottonwood community will also be holding an event from 11 a.m. to 3 p.m. Councillors are invited to attend.

ITEM 212 8.1 JULY 2015 COALDALE & DISTRICT EMERGENCY SERVICES STATISTICS

Motion 275.15 ***Councillor Duda moved Council receive the July 2015 Coaldale & District Emergency Services statistics for information.***

7-0 Carried.

ITEM 213 8.2 JULY 2015 DEVELOPMENT STATISTICS

Motion 276.15 Councillor Martens moved Council receive the July 2015 Development Statistics for information.

7-0 Carried.

ITEM 214 10.0 INFORMATIONAL ITEMS

Motion 277.15 Councillor Duda moved Council receive items 10.1 to 10.6 for Information.

7-0 Carried.

K. Bly and S. Ashbee left the meeting at 6:30 p.m.

ITEM 215 11.0 IN CAMERA

Motion 278.15 Councillor Martens moved Council go In Camera at 6:35 p.m.

7-0 Carried.

Motion 279.15 Councillor Duda moved Council come out of the In Camera session at 7:55 p.m.

7-0 Carried.

ITEM 216 11.1 LAND

Motion 280.15 Councillor Van Rijn moved Council direct administration to retain the services of a realtor and to get an appraisal for the subject property.

7-0 Carried.

ITEM 217 11.2 ANNEXATION

Motion 281.15 Councillor Abrey moved that Council receive the annexation update for information.

7-0 Carried.

ITEM 218 11.3 PERSONNEL

Motion 282.15 ***Councillor Chapman moved that Council receive the personnel update for information.***

7-0 Carried.

ITEM 219 11.4 CAO REPORT

Motion 283.15 ***Councillor Martens moved that Council receive the CAO report for information.***

7-0 Carried.

Motion 284.15 ***Councillor Chapman moved to adjourn the meeting at 7:58 p.m.***

7-0 Carried.

Kim Craig, MAYOR

Kalen Hastings, CAO