



REGULAR COUNCIL MEETING MINUTES
JUNE 12, 2017 – 5:30 PM
COUNCIL CHAMBERS

PRESENT

Mayor	K. Craig
Councillors	J. Abrey, B. Chapman, S. Duda, R. Hohm, B. Martens, J. Van Rijn
Administration/Staff	K. Hastings, M. Overbeeke, S. Croil, K. Tuttle, M. Murphy, C. L’Hirondelle, K. Bly
Recording Secretary	L. Unger
Media	S. Ashbee
Gallery	D. Clarke, D. Bergen, G. Bergen, R. Nielsen, P. Christos, Z. Morrison, S. Wolfe, B. Lloyd, W. Etches, K. Wiebe, K. Wiebe, H. Pomreinke, M. Luschinski, D. Foxall

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 130 2.0 ADDITIONS TO/ADOPTION OF THE AGENDA

- Additions to Agenda; 7.4 Credit card policy – M. Overbeeke, 11.7 – Lethbridge Military Museum Mural of Remembrance – Deputy Mayor Van Rijn.

MOTION 244.17 *Councillor Martens moved the agenda be approved as amended.
7-0 Carried.*

ITEM 131 3.1 REGULAR COUNCIL MEETING MINUTES OF May 23, 2017

- Councillor Chapman indicated that item 5.1 Coaldale Christian School, is missing the departure time of the delegation.

MOTION 245.17 *Councillor Martens moved to accept the May 23, 2017 Regular Council Meeting minutes with amendments.
7-0 Carried.*

ITEM 132 3.2 SPECIAL COUNCIL MEETING MINUTES of April 11, 2017

- Councillor Duda noted that the adjourn time does not coincide with the last item of discussion.

MOTION 246.17 *Councillor Duda moved to accept the April 11, 2017, Special Council Meeting minutes as amended.*
7-0 Carried.

ITEM 133 3.3 BUDGET MEETING MINUTES of January 30, 2017

- Councillor Chapman inquired about the progress of the security cameras at the quads as mentioned in item 3.a.
- C. L'Hirondelle, Development & Environmental Services Manager, would inquire as to the status and report back.

MOTION 247.17 *Councillor Hohm moved to accept the January 30, 2017, Budget Meeting Minutes.*
7-0 Carried.

ITEM 134 7.1 March 2017 Bank Reconciliation – M. Overbeeke

- Councillor Chapman inquired if the interest on the ATB account is a reasonable amount.
- M. Overbeeke responded that yes, it is quite reasonable compared to others.

MOTION 248.17 *Councillor Chapman moved that Council approve the Bank Reconciliation for the month of March 2017.*
7-0 Carried

ITEM 135 7.2 May 2017 Cheque Register – M. Overbeeke

- Councillor Chapman inquired about cheque 708303 payable to Lady Bug Arborists, is this a regular contract? M. Overbeeke responded that this was a one-time payable until this staff role was filled.

MOTION 249.17 *Councillor Chapman moved that Council approve the Accounts Payable Cheque Lists for cheque numbers 070231 to 070280; 070281 to 070327; 070328 to 070382; and 070383 to 070437.*
7-0 Carried

ITEM 136 7.3 Electoral Boundary Changes – K. Craig

- Mayor Craig provided a summary of the letter request.
- Councillor Duda inquired if residents can also send in letters of support? Mayor Craig shared that yes, residents are welcome to send in their support and further asked if the Communications Coordinator could provide a link on our website them to submit their support until July 16th to the Alberta Electoral Boundary Commission.
- Deputy Mayor Van Rijn also asked to share the link via social media.

MOTION 250.17

Councillor Chapman moved that Council direct administration to address a letter to the Electoral Boundaries Commission that supports the position being put forward by the South West and South East Mayors and Reeves and further, that should the riding of Little Bow be eliminated, that strong consideration be given to the Town of Coaldale being included into the proposed Vulcan-Taber Riding.

6-1 Carried. Councillor Abrey opposed.

- Councillor Abrey further stated that he would like to know what the governments justification is on why they want to move us to that type of riding instead of Taber.

ITEM 137

7.4

Credit Card Policy – M. Overbeeke

- M. Overbeeke provided an explanation of the request for change to our current policy, noting that it is so that the Town can also have a Mastercard instead of a Visa as not all vendors accept only Visa.
- Other changes to the policy include title changes and the bank venue that supplies Mastercard.

MOTION 251.17

Deputy Mayor Van Rijn moved that Council adopt the new credit policy.

7-0 Carried.

ITEM 138

11.7

Military Museum

- Deputy Mayor Van Rijn provided an overview of the Mural of Remembrance that was unveiled at the Military Museum on Friday, June 9, 2017. Cindy Hoffman, Community Services Manager, also attended.
- The mural was made up of 60 tiles representing history of the military in Southern Alberta.
- A copy of the tile that Coaldale supported was presented to Council and will be on display at the Gem Museum. Funds to support this project came from reserves in the Remembrance Day budgeting.

- An open invitation was extended to Council to attend any Wednesday afternoon when the Museum is open.

MOTION 252.17

Deputy Mayor Van Rijn moved that Council direct administration to send a letter of appreciation and congratulations to the Military Museum on the mural completion.

7-0 Carried.

- Councillor Chapman inquired about Item 11.1 – Notice of Annexation Public Hearing, inquiring if that is advertised to inform the public.
- S. Croil, Director of Planning and Community Development, responded that the province does the advertising as well as informs the landowners.

MOTION 253.17

Councillor Duda moved that Council receive the Information items 11.1 to 11.7 as received.

7-0 Carried.

ITEM 139

5.1

Delegation 5:45pm: Multi Use Recreation Facility – D. Clarke & D. Bergen

- D. Clarke, introduced himself as a current Board member and former president of the Thunder Football Club, which has been a club since 2003 and is based in Coaldale.
- During the last 5 years, they have noticed a change in the facilitation and availability of the Lethbridge Soccer Centre by way of receiving suitable field time for their teams. With these challenges, they feel the monies would be better spent and be more beneficial to their own facility. They feel now is the time to build a local multi-use facility in Coaldale. The list of organizations is growing; scout groups, dance studio, seniors, sport groups, MCC sale, concerts, carnivals, indoor soccer. Our town is growing and we need to have facilities in place.
- D. Bergen presented diagrams of the proposed facility. We have modeled this facility after many others across Canada. The entry is similar to Lethbridge, with a large open area, washrooms, offices, change rooms, lobby hosts 100 people, medical room, coaching rooms, and archery. Unique to other facilities for soccer by having a mesh net that prevents ball from hitting any bystanders and perimeter of track can still be used uninterrupted.
- There is a stairway, elevator, bleachers for 250 with adequate washroom facilities. Number of various ancillary rooms. Stairs could be accessed directly to the outside. It is 65,000 square feet, with no pillars

to block view. The proposed drawing, suggests the location behind the HUB, east to the Cenotaph, and further east to Taylor Hill.

- Councillor Abrey inquired what the cost of this sort of facility would be. D. Bergen responded that he did not have that available.
- Councillor Abrey asked administration about adding a second question to the municipal election ballot to ask residents about the adding of a recreation levy in support of a new multi-use facility.
- CAO Hastings said yes, we could add that question as Council sees fit.
- Councillor Abrey further inquired hosting a public open house with the community on their support to this project.
- CAO Hastings said we are open to host sessions to discuss a future recreation facility with community after summer. We will advertise for September when groups have resumed after the summer break.
- Councillor Chapman inquired about the initial location for the multi use facility, was that part of previous master plan from 10 years ago? With the location being south of the arena?
- D. Bergen responded that that particular master plan included a swimming pool at the time. The facility presented today would not fit there with an attached aquatic centre.
- Councillor Martens inquired if indoor soccer always played 7 on 7?
- D. Clarke responded that it is traditionally played as 5 on 5, but in a facility that looks like grass instead of turf will eliminate injuries. Soccer should be played on surface with only a boundary to stop the ball from leaving the facility.
- Councillor Martens stated that the parking lot behind the HUB may end up being a conflict area. D. Bergen shared that the parking can certainly be moved back. Councillor Martens asked if the building could be moved, and D. Bergen responded that it could not.
- Mayor Craig inquired with D. Clarke if they were soliciting other groups to have their say as well. D. Clarke said they have plans to make local groups poll together to have their say.
- Councillor Abrey noted the lack of recreation facilities in Coaldale and made a proposed motion to move one million dollars in reserves for a recreation facility, to be added to the existing \$830,000 already reserved for a multi-use recreation facility. Discussion continued.
- Councillor Martens indicated that he would like time to consider. Not opposed to it, but needs more thought.
- Councillor Hohm stated he thought it was premature to move reserves before asking the plebiscite question and when we have lots of other things on books. Further suggesting that we need to find out the operating and insurance costs. Right now, it costs our taxpayers \$250,000 to \$300,000 per year for our skating rink. We need to find out from our citizens what their thoughts are.

- Councillor Chapman indicated that he is in favor of putting money toward a recreation project. We need to express our desire to be proactive to our community and bring benefits to others; sponsors, co-sponsors and user groups. I am Impressed of how we could be an example in rural Alberta for a multi use building. Initially, a 10,000+ population could move this forward, but I think we are there now. We need to be ambassadors for sport in southern Alberta.
- Councillor Abrey stated that we have 4 months left in our term with 44 months gone past now. We have been talking about it for some time, we now need to give administration direction on it.
- Deputy Mayor Van Rijn shared that he is in favor of the concept of a sports facility in Coaldale, but also echoed Councillor Hohm’s reference that we need to do homework by knowing how much is it going to cost to maintain. The seed money is sitting there and earmarked for recreation but we have work to do first before we can fully decide.
- Councillor Duda shared her agreement with Councillor Abrey. We have put aside the money and now we can poll the community. The money is set aside should more grant money come available. Its’ been a long time since we have put forth this amount of investment to the community and this is a great step to move forward and begin the process.
- Councillor Hohm shared that he is not against moving the money as we already have the other monies sitting there. By adding another million dollars does not do anything better for applying for grants. This takes away from infrastructure should we need it.
- Councillor Abrey stated that should we have to upgrade our existing swimming pool, then more than half of that money is gone.
- Councillor Martens shared that if we use the word designate in our motion then we are not moving it, but still keeps it sitting in reserves. Accepted as a friendly amendment by Councillor Abrey.

MOTION 254.17

Councillor Abrey made motion that Council direct administration to designate one million dollars from capital reserves to add to the existing monies for a recreation facility in Coaldale and FURTHER direct administration to study the best feasible placement for a multi-use recreation facility.

6-1 Carried. Deputy Mayor Van Rijn opposed.

- D. Bergen further shared that D. Clarke approached his firm to design the drawings to support this project and that he would continue his support to this project, at no charge to the Town.
- Delegation done at 6:14 pm.

ITEM 140**5.2 6:15pm Delegation – FCSS Naturalized Play Space Project – S. Croil & Z. Morrison**

- S. Croil provided an overview of the proposed natural play space, designated next to the HUB. He worked with the folks at FCSS and intended users of this space, formalizing what kids want in a space like this. Maps were distributed to everyone in attendance.
- Z. Morrison further shared that they received \$20,000 in a TD Environment grant as well as additional funds received through McHappy Day. We have been working primarily from concept to reality with help of local kids as they would be the ones using the space using a concept of unstructured play and exploration for development. We received good support from the community including ParentLink. This project would include S. Croil plus other additional staff. Hoping for in-kind support from staff. Plans are to get together this summer for 2 or 3 phase support. Official grand opening in late fall or next year.
- Councillor Martens shared that he thought this was a brilliant idea to have kids involved in conceptual design. Further inquiring which parts would be phase one? S. Croil responded that said that the drawing provided is phase 1. Phase 2 would be more elements including an outdoor kitchen.
- Councillor Duda inquired about the tunnel in the proposed drawings, asking if they represent the possibility of undesirables congregating in those areas? It is a dark area back there. The Police used to have staff to help design projects as they know what to look for in projects. S. Croil further shared that the tunnel is conceptual and can be as big or as dark as needed to make it safe.
- Councillor Chapman inquired if this was a fenced area or open? Z. Morrison shared that the only fenced in area would be the garden area, with intention to not restrict areas. Open to all in the community. Chapman, endorses the concept of the play space, but without being fenced, would it be negative? Z. Morrison shared that when determining how it would be, we also want to engage the groups that submitted feedback to determine what elements are important. Seniors Lodge inquired as well.
- CAO Hastings inquired about the garden area, what is the primary educational theme for this space? Z. Morrison shared that they would be to rely on partners like the Garden Society who has also committed to this project and on how to best use space. The Librarian at the Library is also interested in providing resources.
- Mayor Craig inquired if there is existing irrigation to this already? S. Croil responded that it is not currently irrigated. Parks said it would be minimal to run this there.
- Delegation done at 6:28pm.

MOTION 255.17 ***Deputy Mayor Van Rijn moved that Council approve the proposed footprint of conceptual design as submitted.***

7-0 Carried.

ITEM 141 **5.3** **6:30pm Delegation – Ice Users Follow-Up on Dressing Rooms – S. Croil**

- S. Croil met with the user groups since the last meeting and has determined that a consensus has not been reached regarding the request from the Copperheads. The groups have been asked to bring final comments to Council today so that a decision can be made.
- K. Wiebe and H. Pomreinke with the Copperheads presented to Council, requesting co-user groups to voice concerns.
- B. Lloyd with Coaldale Minor Hockey, shared that their group is not opposed to anything particular. They have appointed a representative from CMH to work on this project, they are not available tonight. Our position is to find something that works for all groups. We do not support the Copperheads getting full use of room 7 but feel there are other options worth discussing. We support renovating that room and not storing equipment in that room for one user group. There was another option of a portable; not sure of the consensus on that. We think we should look at repairs to the change rooms, ref room and bathrooms. We don't agree with the urgency unless the funds are available. We are open to working on a plan that works for all.
- Councillor Martens inquired that when the dressing rooms were initially built, they were intended for everyone. I am not supportive to having specific rooms for specific teams, and feel that guests should have just as good of rooms as everyone else.
- B. Lloyd further shared that the old dressing rooms do need some investment of paint, floors and upgrades. Our competitors bring revenue to our town so we acknowledge that they have a choice of where they go for tournaments.
- Councillor Hohm asked for clarification on the Copperhead proposal, asking if the rooms would be available to others when the Copperheads were away. K. Wiebe confirmed that this is correct.
- K. Wiebe further shared that the rooms are left empty a lot of the time. Let's get the older ones fixed up and put good use of the arena. It is a great tool to recruit players, increase competitiveness of the team, raise the profile of the team. We think \$75,000 towards a new ice arena supports everyone.
- B. Lloyd clarified that the newer rooms are being used everyday of the week til 10pm. I think that the old rooms could use \$5,000 to \$10,000 to fix the walls, floors and showers.

- Mayor Craig asked K. Wiebe to clarify that it is their intention to leave their equipment in the room during the week, but to remove it on weekends when they are away? K. Wiebe confirmed that yes, this is correct.
- Deputy Mayor Van Rijn inquired to S. Croil, based on the requests we have heard, who is going to pay for the repairs?
- K. Wiebe confirmed that there is \$34,000 in the account as part of the advertising agreement and could go a long way to support the renovations to the rink upgrades to the washrooms and old dressing rooms #'s 3 and 4.
- CAO Hastings further confirmed there is the Friends of the Rink fund which is held in trust for the purpose of capital upgrades for a new or existing facility. There is also a modest capital reserve for the arena as well. It is not a project that was scheduled for this year, so Council would need to make a separate motion to pull from reserves for these repairs otherwise the upgrades would have to be accounted for in our capital budget deliberations in the fall.
- Deputy Mayor Van Rijn asked if we could collect costs and quotes on the needed repairs so that the user groups are satisfied? S. Croil responded that we do have some operational monies to repair ceiling tiles and painting and is working on getting quotes on plumbing and more major upgrades.
- Councillor Martens inquired with K. Wiebe if the Copperheads leave their equipment in the dressing room during the week when they have their 2 practices, but remove it on the weekends? Councillor Martens stated that this makes only 3 dressing rooms available to other groups. K. Wiebe responded that these are primarily practices.
- Councillor Martens further shared that if the CMH were to bring in a midget team, would put more strain on the use of the dressing rooms.
- B. Lloyd shared that they are doubling up teams, sometimes more, so this puts 2 to 3 teams on ice at a time so the dressing rooms are very much necessary.
- H. Pomreinke stated that the plans were to move the refs under the stands once repaired, providing 7 rooms in total. K. Wiebe added that the teams would be younger in age and the amount of team members, so 7-year old's could use those rooms no problem.
- Councillor Duda shared that she feels that no groups should get exclusive rights to any particular room. The money and facility is for the community. It is not fair to designate rooms to smaller kids when their parents are tax payers too. The smaller rooms don't leave a good taste and proper representation of our town, even if they are fixed up.
- K. Wiebe responded that when you view the calendar and see the rotation of the rooms, it really isn't effecting CMH even during the busy time of the year.

- Councillor Duda added that it does effect incoming teams as someone is always in need of changing so there is always 4 rooms in rotation, so with one being out of the rotation, then someone would be left to use one of the older, smaller rooms.
- Councillor Chapman stated he was in favor of investing into the older 4 rooms, regardless of who is using them. His concerns were around the damages to the dressing rooms and wondered how we are monitoring these damages?
- S. Croil said other than the folks running the rink, they are not aware of the monitoring of the damages.
- CAO Hastings said that there are certain cleaning activities that can only happen once the ice is removed.
- Councillor Chapman inquired about the timeline to get the repairs completed before the next season. S. Croil indicated that depending on the costs, they could be done this year.
- Mayor Craig asked if the quotes could be compiled by the next Council meeting on June 26th, and S. Croil said that was reasonable.
- Deputy Mayor Van Rijn inquired if the repairs are done to the lower dressing rooms, would the Skating Club be satisfied?
- M. Orcutt inquired why the old 4 rooms were never kept up? Had they been maintained, would not be as costly now.
- Deputy Mayor Van Rijn shared that he is supportive of the Copperheads taking over room #7, provided that the other rooms are repaired back to standards.
- Councillor Martens confirmed that the million dollar funds previously discussed, from reserves was designated for recreation facility and not a field house.
- Councillor Hohm expressed his support to the Copperheads proposal, provided the others are made usable again.
- Councillor Duda shared that the reason the new dressing rooms were built was because the old were not usable anymore. We can make better usage of the space rather than turning a new room into a storage room.
- B. Lloyd stated that if they have some assurances of a great plan in place, and also liked the idea of a portable. We do not agree with the option #1 proposal but are open to other suggestions.
- K. Wiebe stated that the proposal they have put forth makes for wise use of the space, the older rooms have been neglected. The refs want to move under the stairs.
- Councillor Duda shared that the lower four rooms are being used already; two used as girl dressing rooms. If the rooms become public, the girls still need a place to use as a change room.

MOTION 256.17

Councillor Chapman moved that Council direct administration to prepare a plan and budget to bring dressing rooms 1 – 4 to acceptable standards as well as additional investigation on needed rink improvements to bathrooms and referee rooms.

7-0 Carried

- Mayor Craig stated that once the plan and budget are brought back, then we can make a decision for the Copperheads. Mayor Craig further asked that CMH and Copperheads to continue their dialogue. B. Lloyd shared that they would continue the dialogue and support each other.
- Mayor Craig stated it would be great to be able to come back in two to four weeks with enough information to make a decision.
- B. Lloyd inquired about what the drawback for an interim plan to be for stalls to go in dressing room 7 and have it accessible for all use with a separate equipment storage room? Do it as two phases with equipment storage separate from the stalls.
- Councillor Duda inquired if the Copperheads have looked at using the ref rooms as storage? H. Pomreinke responded that you can't store equipment when the bags are wet, they have to be left out to air dry. Councillor Duda further inquired if a locked room could be used for storage? K. Wiebe responded that the rooms are too small for the amount of equipment. K. Wiebe further shared that dressing room 7 has quick external access, is not alarmed and the room is close to the exterior door.
- Mayor Craig gave thanks for everyone bringing their ideas forward and sharing dialogue.
- Delegation done at 7:10pm.

Mayor Craig called for a 5-minute recess. The meeting re-convened at 7:17pm.

ITEM 142

6.1 Bylaw 730-C-06-17 – Amendment to Offsite Levy 582-C-08-07

- S. Croil provided an overview of the proposed amendment, sharing that in order to prepare for post annexation life and the need to look at the levies, we need to clarify what flexibility that the town has to certain properties. There are a number of developments that fall into this category.
- Councillor Martens inquired if the offsite levies rates are from 2007 until the new bylaw is drafted? S. Croil confirmed this is correct. There needs to be more clarity injected into the bylaw; including adapting to provincial legislation; rec facilities, libraries and protective services.

MOTION 257.17

Deputy Mayor Van Rijn moved that Council move FIRST reading of amending Bylaw #730-C-05-17 and FURTHER, that Council advertises

the proposed amending bylaw in accordance with Section 606 of the Municipal Government Act.

7-0 Carried

ITEM 143 6.2 Bylaw 731-P-06-17 – Amendment to Season’s Area Structure Plan 608-P-11-08

- S. Croil shared that an amendment request was received from the residents of the Seasons development and is requesting FIRST reading. A public hearing would be required before 2nd and 3rd reading of the bylaw. The proposal includes putting a gate or traffic control to prohibit west travel. Based on an engineering opinion, there is option for a resident controlled gate to be installed on private property. Option 1 has no gate, option 2 reflects the engineer options and ability to allow access per the amendment.
- Deputy Mayor Van Rijn asked for confirmation that we did receive legal and opinion from 2 engineering firms. S. Croil confirmed this is correct. Deputy Mayor Van Rijn further shared that he feels it is fundamentally wrong for those residents to not have access. Could we amend the area structure plan to include a gate on their property? S. Croil confirmed that this could be done but is ultimately the decision of Council further clarifying that once the structure plan is amended, becomes more of a operational discussion of when the gate could be installed to be operational. In order to start this process, it has to have FIRST reading.
- Councillor Duda inquired if it is an option to leave it as-is? S. Croil confirmed yes, it is an option.
- Councillor Chapman inquired if the condo group could appeal Council’s decision to a higher level? S. Croil confirmed that a bylaw is not appealable. The appeal process is only applicable in subdivision development.
- Mayor Craig asked for clarification that the Season’s group put forth the amendment to the area structure plan? S. Croil explained that if Council chose to defeat the bylaw proposed, that would be the same as refusing and negating any further steps. Mayor Craig asked if there would be any re-course through the courts? S. Croil shared that there could be a judicial review, however the proposal brought forward by staff is a form of process. You could only deny FIRST reading, or give life to 1st reading of the bylaw and give a public discussion as the next step.
- Mayor Craig inquired about the liability issue when someone forgets to close the gate? S. Croil shared that there would be significant detail brought forward as part of the public hearing package that would support this inquiry.

MOTION 258.17 *Deputy Mayor Van Rijn moved that Council move FIRST reading of amendment Bylaw 731-P-06-17 with changes made to reflect the requirement for a resident-controlled gate, and FURTHER, that Council establishes a public hearing date, in accordance with its obligations under Section 606 of the Municipal Government Act (RSA 2000), for the Council meeting of July 10, 2017.*

6-1 Carried. Councillor Duda opposed.

- S. Croil brought up a request from the Season's group regarding their request to have the application fee refunded. Season's is a non-profit organization. The fee is \$1200.
- Mayor Craig stated that we have provided them a venue to explore their options and staff have provided a considerable amount of time on this project.

MOTION 259.17 *Councillor Duda moved that Council refuse the application fee refund request based on the process that has been required.*

7-0 Carried.

ITEM 144 **6.3** **Bylaw 732-P-06-17 – Road Closure**

- C. L'Hirondelle provided an overview of the Road Closure Bylaw.
- The property was left as a green strip, requesting for FIRST reading and call for public hearing.
- Councillor Martens inquired if the area is currently being used as an alleyway. C. L'Hirondelle stated that it is seeded for grass and has a barricade in front of it right now.

MOTION 260.17 *Councillor Martens moved that Council move FIRST reading of Road Closure Bylaw #732-P-06-17, and FURTHER, that Council establishes a public hearing date, in accordance with its obligations under Section 606 of the Municipal Government Act (RSA 2000), for the Council meeting of July 10, 2017.*

7-0 Carried.

ITEM 145 **6.4** **Bylaw 734-GE-06-17 – Council Code of Conduct**

- CAO Hastings provided an introduction to the proposed bylaw, noting that the changes previously brought forward have now been incorporated.
- Councillor Martens noted that there is no mention in the proposed bylaw that mentions cell phone use in Council chambers. He would like to see it included that cell phones are not permitted in chambers. He

has seen it enforced in other municipalities. It is not right that members of the gallery can text Councillors questions and comments during Council. Exceptions can be made when someone is expecting a call or appointment. Mayor Craig further shared that this is enforced in the City of Calgary.

- Councillor Martens also suggested that elected officials only give direction to the CAO, as indicated in the Municipal Government Act.
- CAO Hastings shared that it will be a useful document to hand out to prospective candidates when picking up their nomination packages.

MOTION 261.17

Councillor Abrey moved that Council approve FIRST reading of Bylaw #734-GE-06-17 and direct administration to incorporate any additional information or amendments as desired by Council prior to giving consideration to SECOND and THIRD reading of Bylaw #734-GE-06-17.

7-0 Carried

- CAO Hastings further shared that for next meeting, he will prepare what other municipalities are doing, what would a potential draft paragraph look like, then Council can decide what to add or remove before SECOND and THIRD reading.

ITEM 146

8.1 New Service Request Module – K. Tuttle

- K. Tuttle provided an overview of the town website link, showcasing the Bellamy customer service module. This system will create work orders, projects, etc., depending on what the requested service is. The system then has the capability to delegate and filter requests.
- Councillor Duda inquired if the system has the capability to bump abusive offenders? K. Tuttle responded that there is not a way to do that.
- Councillor Abrey inquired if we could include a link to the municipal enforcement site for complaints to that site. K. Tuttle responded that she is working with the Director of Emergency Services to set that up.
- K. Tuttle further shared that the clerks in the front office are using this as well to log complaints of customers coming in. M. Murphy further shared that they are meeting with Bylaw CPO's this week to share and collaborate.
- CAO Hastings shared that this is a proud moment, this system will create efficiencies and be a clean way to log concerns for follow up.

MOTION 262.17

Councillor Martens moved that Council accept the demonstration for information.

7-0 Carried.

ITEM 147 10.1 Resident Concern – Garbage Bins

- M. Murphy shared that they met with the resident on June 5, 2017. They informed the resident that we use a gradual reprimand system and that we are also working on unsightly properties.
- Councillor Abrey inquired about travel trailers on the east of town by the dog park. M. Murphy did not have the info specifically.
- Deputy Mayor Van Rijn inquired about how tall grass has to be, in order to be unsightly? M. Murphy replied that it is 15cm.
- Councillor Chapman heard concerns about construction and unsightly and blowing debris. Is this being looked at on a consistent basis? M. Murphy said that they do monitor it, but if you are seeing a particular area that needs more attention, please let them know your area of concern.
- Mayor Craig asked for clarification on what an unsightly premise means and how is it enforced? M. Murphy responded that they investigate complaints and look at each situation. An Officer would meet with the landowner and try to determine why they are not taking care of their property. They usually allow them 7 days to for action to clean up the property. Otherwise, when Officers are patrolling and notice an area, they meet with the landowner and get information why.
- Mayor Craig inquired if the town is divided into quadrants? M. Murphy responded that the town is not that way yet. We are looking at conducting sector patrols but are not there yet.
- Councillor Chapman inquired about the CPO schedule? M. Murphy responded that it is working well.

MOTION 263.17 *Councillor Hohm moved that Council go in camera at 8:07 p.m.*
7-0 Carried

MOTION 264.17 *Councillor Hohm moved that Council come out of camera at 9:09 p.m.*
7-0 Carried

ITEM 148 12.1 Lease Renewal (FOIP Sections 23, 24, 25 and 27)

ITEM 149 12.2 CAO Report (FOIP Sections 16, 17, 23 and 24)

MOTION 265.17

***Councillor Martens moved to adjourn the meeting at 9:10 p.m.
7-0 Carried***

Kim Craig, MAYOR

Kalen Hastings, CAO