

## Regular Council Meeting July 16, 2019 – 6:00 p.m.

Minutes of the Regular Meeting of the Municipal Council of the Town of Crossfield, in the Province of Alberta, held in Council Chambers with the following:

### PRESENT

Mayor Tennant  
Deputy Mayor Gabriel  
Councillor Grace  
Councillor Helfrich  
Councillor Price  
CAO Bosman  
Recording Secretary Nash

### GUESTS

Arrived at 6:00 pm  
Merel Jarvis, Development & Community Standards  
Kevin Miller Municipal Accountability Advisor, Alberta Municipal Affairs  
Lucien Cloutier, Municipal Accountability Advisor, Alberta Municipal Affairs

Arrived at 7:00 pm  
Merel Jarvis, Development & Community Standards  
Kevin Miller Municipal Accountability Advisor, Alberta Municipal Affairs  
Lucien Cloutier, Municipal Accountability Advisor, Alberta Municipal Affairs  
Jack Valstar, Operations Foreman  
Joe Holstein, Resident

### CALL TO ORDER

Mayor Tennant called the Council meeting to order at 6:00 p.m.

### IN CAMERA

**214-2019 MOVED by Councillor Price that Council enter In Camera at 6:00 pm to discuss**

- a. **Land update – Section 25 (Disclosure harmful to economic and other interests of a public body) *Freedom of Information and Protection of Privacy Act***
- b. **Land Update - Section 25 (Disclosure harmful to economic and other interests of a public body) *Freedom of Information and Protection of Privacy Act***
- c. **Tender Update - Section 16 (Disclosure harmful to business interests of a third party) *Freedom of Information and Protection of Privacy Act***

**CARRIED**

*Kevin Miller & Lucien Cloutier left the meeting at 6:01 pm.*

*Merel Jarvis left the meeting at 6:12 pm.*

**215-2019 MOVED by Councillor Helfrich that Council leave In Camera at 6:59 pm. CARRIED**

**CALL THE PUBLIC MEETING TO ORDER**

Mayor Tennant called the meeting to public meeting to order at 7:00 pm.

**APPROVAL OF AGENDA**

**216-2019 MOVED by Councillor Grace that the agenda be accepted as prepared. CARRIED**

**APPROVAL OF MINUTES**

**217-2019 MOVED by Deputy Mayor Gabriel that the minutes of the July 2, 2019 regular Council meeting be accepted as presented. CARRIED**

**DELEGATION**

Municipal Affairs

Kevin Miller & Lucien Cloutier are Municipal Accountability Advisors from Alberta Municipal Affairs. Their responsibility is to help support municipalities with their legislative compliance with the Municipal Government Act, Local Authorities Election Act, and other acts and regulations.

The Municipal Accountability Program (MAP) will review municipal processes and procedures to help develop knowledge of mandatory legislative requirements.

The Town of Crossfield has been chosen to complete a Municipal Accountability Program (MAP) this year.

Kevin and Lucien met with Town staff this afternoon and completed their interview and are in attendance tonight to watch the legislative process.

Employee Service Awards

5 year service Award Merel Jarvis

Mayor Tennant presented Merel Jarvis with a certificate for her 5 Years of continued service and dedication to the Town of Crossfield.

15 year service Award Jack Valstar

Mayor Tennant presented Jack Valstar with a certificate for his 15 Years of continued service and dedication to the Town of Crossfield.

**FINANCIAL REPORTS (CHEQUE LISTING & ACCOUNTS RECEIVABLES)**

**218-2019 MOVED** by Councillor Helfrich that the Accounts Payable, being cheques 20191138 to 20191634 in the amount of \$698,033.92, the Accounts Receivable and Bank Reconciliation be confirmed and accepted as prepared.  
**CARRIED**

**BYLAWS**

2019-10 – a Textual Amendment to the Town of Crossfield Land Use Bylaw 2018- 14

Discussion was held and the following motion was made:

**219-2019 MOVED** by Deputy Mayor Gabriel that Bylaw 2019-10 – a Textual Amendment to the Town of Crossfield Land Use Bylaw 2018- 14, as amended be given second reading.

**IN FAVOUR**  
Mayor Tennant  
Deputy Mayor Gabriel  
Councillor Helfrich  
Councillor Price

**OPPOSED**  
Councillor Grace

**MOTION CARRIED**

**220-2019 MOVED** by Councillor Price that Bylaw 2019-10 – a Textual Amendment to the Town of Crossfield Land Use Bylaw 2018- 14, as amended be given third and final reading.

**IN FAVOUR**  
Mayor Tennant  
Deputy Mayor Gabriel  
Councillor Helfrich  
Councillor Price

**OPPOSED**  
Councillor Grace

**MOTION CARRIED**

**ACTIONS AND DECISIONS**

Limit Avenue to Mountain Avenue Sewer tender

**221-2019 MOVED** by Councillor Helfrich that Council award the Limit Avenue Sewer Tender to Professional Excavators in the amount of \$1,105,178 for work located on Railway Street from Limit Avenue to Mountain Avenue, and on Limit Avenue from Railway Street to Strathcona Street.

**CARRIED**

Draft Commercial &  
Industrial Façade program

**222-2019 MOVED by Mayor Tennant that Council accept the  
Commercial & Industrial Façade program with amendments  
as discussed. CARRIED**

Letter from W.G. Murdoch  
School – Alberta Junior High  
School Leadership  
Conference – November 22-  
23-2019.

For council information.

**BUSINESS ARISING FROM MAYOR  
& COUNCILLORS BUSINESS &  
COMMITTEE REPORTS**

**Mayor Tennant**

July 5<sup>th</sup> – ATCO Connect event @ Spruce Meadows  
July 9<sup>th</sup> – Met with a company considering a move to Crossfield  
July 9 – Meeting with Railway Street Business Owners & Council  
– Railway Street Revitalization Review

Anyone wishing to volunteer for the upcoming Library casino –  
dates are Aug 11 & 12<sup>th</sup>.

**Deputy Mayor Gabriel**

July 8 - CrossIron Mills pancake breakfast and trade show.  
July 9 – Meeting with Railway Street Business Owners & Council  
– Railway Street Revitalization Review

Upcoming Meetings  
Golf Course July 24, 2019

**Councillor Grace**

July 9 – Nose Creek Watershed Partnership Technical Meeting  
July 9 – Meeting with Railway Street Business Owners & Council  
– Railway Street Revitalization Review  
July 10 – Ag Society meeting – starting Chase the Ace fundraiser  
in September.

Working on the Youth of the Year award. Nomination packages  
will be available shortly.

**Councillor Helfrich**

July 9 – Meeting with Railway Street Business Owners & Council  
– Railway Street Revitalization Review

**Councillor Price**

July 9 – Meeting with Railway Street Business Owners & Council  
– Railway Street Revitalization Review

Merel Jarvis left the Council meeting at 7:41 pm

**ADMINISTRATIVE/OPERATIONS  
UPDATE – CAO Bosman**

- 2019 Census      The unofficial 2019 Population is 3377.
- Fortis Meeting      Had a meeting with Fortis with regard to upgrades to the lines in our industrial park.
- Railway Street Tendering      Administration has started the one on one business consultation with businesses on Railway Street about the 2020 Railway Street revitalization.
- Administration is in the process of hiring a dedicated communication person – and this person will also be involved with keeping the Railway businesses informed of the Railway Street revitalization.
- CAO Bosman has been informed that the proposed Interchange at Highway 574 and the QE2 has been put in to the Alberta Transportation long term QE2 functional study Master Plan.
- Swirltex has had electricians out there to install two more transformers to boost up the power running into the plan.
- We are still working on tree removal within the Town. There are 2 more large unsafe poplars in Banta that will be removed in the next week and 3 little poplars will be removed soon.
- Vista Crossing Outdoor Arena      **223-2019 MOVED Deputy Mayor Gabriel that Council direct administration to place out to tender for the completion of the outdoor rink paving in Vista park and report back to Council upon tender deadline.**
- CARRIED**
- Land Update      **224-2019 MOVED by Mayor Tennant that Council authorizes administration to enter into negotiations regarding the potential land sale, with the affected third parties to be consulted on potential relocation and that a draft agreement be brought back to Council for future guidance.**
- CARRIED**
- 225-2019 MOVED by Councillor Helfrich that the CAO Report be accepted as presented.**
- CARRIED**

**COMMITTEE OF THE WHOLE  
ITEMS**

Nothing further under Committee of the Whole Binder.

**CORRESPONDENCE BINDER**

Nothing further under Correspondence Binder.

**UPCOMING EVENTS AND  
PROGRAMS**

- July 17 – Sept 2, 2019 – Council Summer Recess (Regular Council meeting resumes Sept 3, 2019)
- August 8 - Public Engagement on Town Re-Branding – venue will be the Community Hall and Crossfield Farmer’s Market, 3:30 – 7:30
- Sept 4 – Community Fest – Parking lot between two schools – same concept as last year, joint welcome back BBQ with school and town organizing the community group attendance and activities
- Sept 13 – Chamber of Commerce Charity Golf Tournament at Collicutt Siding

**GALLERY QUESTION & ANSWER  
PERIOD**

No questions were asked from the public.

**ADJOURN**

**226-2019 MOVED by Councillor Price that the Council meeting adjourn at 8:08 p.m. **CARRIED****

\_\_\_\_\_  
Mayor Tennant

\_\_\_\_\_  
CAO Bosman