

**MINUTES OF THE ONE HUNDREDTH and EIGHTH MEETING
OF THE KANANASKIS IMPROVEMENT DISTRICT COUNCIL
TUESDAY, MAY 1, 2007 – 1:00 P.M.
KANANASKIS VILLAGE CENTRE**

PRESENT:

Chairperson: Linda McNeely

Councillors: Darren Robinson
Jerry Muelaner - Telephone conference

Absent: Craig Reid
Joanne Taylor

Recording Secretary: Cheryl Dubuc Municipal Administrator

Also Present: Mike Benny Chief Administrative Officer

I. STANDING AGENDA ITEMS

1. Consideration of the Agenda

a). Items to be struck

Nil

b). Items to be added

Nil

Councillor Darren Robinson requested that Item I.4.b) Budget and Audit Committee and item IV.1. William Watson Lodge – Pathway Development be moved forward in the agenda. Council agreed unanimously.

Item I.4.b) Council Committee Reports/Updates

Councillor Darren Robinson, Chairman of the Budget and Audit Committee reported that as a result of this mornings Budget and Audit Committee meeting the following motions are required. Jerry Muelaner participated in the meeting by teleconference call.

Discussion had occurred which facilitated the following motions;

MOTION: Darren Robinson Move to have administration submit the FireSmart Grant application as amended as soon as Alberta Sustainable Resource Development calls for applications.

Second: Linda McNeely

#732/07 Carried

MOTION: Darren Robinson Move that “and the provision to be established for vacant

properties as designated by Council to make application for exemption of fees” as contained in Motion #695/06 be rescinded.

Second: Linda McNeely

#733/07 Carried

MOTION: Darren Robinson

Move to receive the Report to Council dated April 2, 2007, as requested by Motion # 719/07 as information.

Second: Linda McNeely

#734/07 Carried

MOTION: Darren Robinson

Move that the Kananaskis Improvement District does not support the return of or placement of the Lodge Assistance Grant credit provided by Alberta Seniors and Community Supports into a building reserve fund for the Bow Valley Regional Housing/Bow River Lodge. Direction to administration to respond to March 14, 2007 letter received from Bow Valley Regional Housing.

Second: Linda McNeely

#735/07 Carried

MOTION: Darren Robinson

Move that effective January 1, 2007 the Kananaskis Improvement District will not issue a refund or request additional payment for Development Permits fees if the value of the estimated cost of the project at the time of application and the actual cost of the project upon completion varies by \$1,000 or less. Administration is to notify all 2007 Development Permit applicants and to revise the Development Permit Application form to note this change.

Second: Linda McNeely

#736/07 Carried

MOTION: Darren Robinson

Move that administration proceed to engage CH2M Hill to provide engineering services as outlined in the letter proposal dated April 20, 2007 and as required to update the servicing costs outlined in the 2004 Lower Lake Cottage Subdivision Servicing Study and to provide assistance to administration to update or modify its Canada Alberta Municipal Rural Infrastructure Fund grant application for this project, before May 31, 2007. As this is a non-budgeted expense, additional funding will be required to be transferred to the administration

expense stream from the Sale of Goods and Services – Development Permit Fees revenue stream.

Second: Linda McNeely

#737/07 Carried

MOTION: Darren Robinson

Move to approve the 2006 Audited Financial Statements as presented.

Second: Linda McNeely

#738/07 Carried

Item IV.1. William Watson Lodge – Pathway Development

MOTION: Darren Robinson

Move that Council decline the opportunity to provide Project management assistance to the William Watson Lodge Society for the construction of new trails, as recommended by administration due to manpower shortages and liability issues.

Second: Linda McNeely

#739/07 Carried

Councillor Jerry Muelaner and Councillor Darren Robinson were excused from the meeting at this point.

As quorum for Council was no longer achieved, the meeting continues as 'for information only'.

2. Review of Pending Agenda

Staff Housing Study – Remains on Pending Agenda

3. Kananaskis Emergency Services Update

Fire/Ambulance

Chief Shawn Polley, reports; 197 calls for service for the month of March 2007. Call breakdown is as follows:

- 45 Fire Response calls
- 35 Emergency Medical Services Transport calls
- 14 Emergency Medical Services No Transport calls
- 69 Parks / Dispatch calls
- 197 Kananaskis Emergency Services Occurrences
- 28 Residents calls

There were 135 calls for service for the month April 2007. Call breakdown is as follows:

- 14 Fire Response calls
- 11 Emergency Medical Services Transport calls
- 3 Emergency Medical Services No Transport calls
- 75 Parks / Dispatch calls

Chief Shawn Polley reported that they are projecting in the range of 4000 calls for 2007. Captain Huw Jeffries has resigned from his position effective April 30, 2007 and has accepted a position with the Town of Cochrane Fire Department. The recruiting process is currently being completed with Human Resources as per the Government of Alberta hiring policies. Interviews are scheduled for May 3 & 4, 2007. The Kananaskis Improvement District received a Municipal Sponsorship Grant in the amount of \$11,810.70.00. These funds will be used to replace all mobile radio equipment in all the Kananaskis Improvement District apparatus. Fortress Mountain remains closed to the public. Access to the road and facilities is still controlled by Sustainable Resource Development and the Alberta Fire Commissioners Office. Tourism, Parks, Recreation and Culture has funded a new permanent Emergency Communication Officer position for Kananaskis Dispatch. This new position will aid in the delivery of the combined Parks, Recreation and Sport Conservation Officer and Mountain Rescue programs, and assist Kananaskis Improvement District 911. The recruitment process will begin shortly with an anticipated start date of July 2007. The Kananaskis Improvement District was successful in achieving a Certificate of Recognition in a recent Occupational Health and Safety audit held in January 2007. This certificate recognizes the municipality's commitment to a formal Occupational Health and Safety Program. Annual internal and external audits will aid in the maintenance and confirmation of a valid program. The Kananaskis Improvement District may be eligible for a 20% reduction in our WCB costs for the Call-Out Firefighters.

Royal Canadian Mounted Police

Corporal Tim Chmarney reports 191 calls for the months of March and April 2007. On April 25, 2007 the Royal Canadian Mounted Police Recruiting Section held an information session at the Delta Hotel. The Royal Canadian Mounted Police Community Advisory Committee meetings have started up again. This is an excellent forum for agencies to exchange information. Peter Quinn from Bow Valley Victim Services did a presentation at the April meeting. Corporal Chmarney reported that high money collisions are down significantly due to a higher presence of the Royal Canadian Mounted Police on the highway. Constable Mand has been transferred to Nanton, and a replacement has been named, it will be someone from Depot. Constable Hildebrand will be moving from Peter Lougheed Provincial Park into the house located in the Golf Course Housing Loop. The K100 Relay race has been scheduled for June 23, 2007. Meetings are up coming to determine the type and amount of resources required by our detachment.

4. Council Committee Reports/ Updates

Chairman Linda McNeely reported that the Kananaskis Country Interdepartmental Consultative Committee/Kananaskis Improvement District Working Group meet April 23, 2007. Rick Blackwood from Sustainable Resource Development provided an update on the Mountain Pine Beetle situation. Spray Lakes have changed their harvest blocks to accommodate proactive beetle work. The Mount Nester burn in the Spray Valley is still on target. An update on Fortress Mountain was provided. There will be a meeting scheduled for Bragg Creek to discuss logging concerns in Kananaskis Country, some discussions could have an influence on Kananaskis Country. Provincial Parks is celebrating their 75th anniversary this year. The Canada Day celebrations up at the Village would be a good venue to show off Parks 75th Anniversary. The Village Centre is in need of a detailed use plan. Mike Benny advises that Tourism, Parks, Recreation and Culture has engaged a consultant for conceptual planning at the Village Centre. Work is to start up within the next few weeks. The issue of internet and use of the towers was discussed. The topic of Wildland Urban Interface was raised, regular updates to be requested from the Vegetative Management Committee as this is more encompassing.

Councillor Linda McNeely reports that on March 21, 2007 a Disaster Emergency Services Committee meeting was held. An annual meeting has been established for the Disaster Services Committee which consists of George Field, Deputy Director of Disaster Services, Chief Shawn Polley, Dave Nielsen, Director of Disaster Services and Randy Tiller from Emergency Management Alberta. This committee presents municipal planning priorities to stakeholder groups with the goal to encourage an information exchange. Minutes from this meeting will be kept on file with the Kananaskis Improvement District

Municipal Administrator. The Municipal Emergency Plan continues to be a “living document” that resides with the fire department for maintenance and continued development opportunities. Tourism, Parks, Recreation and Culture and the Kananaskis Improvement District will continue to share education, leadership, development and delivery of the Municipal Emergency Plan. Education opportunities for both internal and external training sessions will continue to be researched and delivered at all opportunities. A tabletop exercise is to be planned for this year.

5. Kananaskis Country Interdepartmental Consultative Committee – Update

The Kananaskis Country Interdepartmental Consultative Committee meeting has not been held since January 9, 2007. The next meeting is scheduled for May 8, 2007.

6. Subdivision and Development Authority - Update

The Subdivision and Development Authority met March 13, 2007;

Application 07-07 – CODA – Bill Warren Training Centre – Expansion of existing Bill Warren Training Centre for additional coach offices and field lab. Approved with conditions.

Application 07-08 – Murdoch/Boulton Cottage - Lower Kananaskis Lake Cottage Area – Renovation of recreational cottage. Deferred to next meeting.

The next meeting is scheduled for May 8, 2007.

7. June 2007 Newsletter

Chairman Linda McNeely to write up an article regarding the Stewardship Days planned for June 2007.

II. ADMINISTRATIVE

1. Approval of Minutes

Minutes to be brought forward to the July 3, 2007 meeting for approval.

2. Correspondence

a). Letter received from the Alberta Minister of Municipal Affairs and Housing dated April 24, 2007 regarding a Conditional Grant in the amount of \$140,225.00.

3. QUESTION PERIOD

None.

III. BUSINESS ARISING FROM THE MINUTES

1. Review of Action Items from Previous Meetings

Review of list;

- o Administration to provide a briefing note and quarterly report on discretionary spending – Agenda item at the May 1, 2007 Budget and Audit Committee meeting. Item to be closed at the May 1, 2007 Council meeting.

- Pro-rating of utilities for vacant properties – Agenda item at the May 1, 2007 Budget and Audit Committee meeting. Agenda item at the May 1, 2007 Council meeting.
- Royal Canadian Mounted Police Community Advisory Committee Meeting Update – Mike Benny provided copy of minutes received from Ray Andrews.
- Information on Elbow River Watershed Partnership – Information received on March 28, 2007. Emailed to Council members on March 29, 2007 and hard copy to Craig Reid on April 2, 2007.
- Bow Valley Regional Housing Board requesting that all municipalities return the 2007 credit back to the Board for use as a Capital Building Fund – Letter received from Bow Valley Regional Housing on March 16, 2007. Copy of the letter sent to Council members on March 19, 2007. Agenda item at the May 1, 2007 Budget and Audit Committee meeting and Council meeting.
- June Newsletter - Kananaskis Community Recreation Association to provide letter on Stewardship Days. Agenda item at the May 1, 2007 Council meeting.
- Royal Canadian Mounted Police Community Advisory Committee article Joanne Taylor – Will not be included in June Newsletter as minutes from the meeting are available to the public.
- Administration to canvas about liability risks involved with a Community BLOG on the Kananaskis Improvement District website – Discussed with Don Jenson, IT Directory Tourism, Parks, Recreation and Culture. Agenda item at the May 1, 2007 Council meeting.
- Mike Benny to provide a government employee performance plan framework or template that can be added to what has already been pulled together by the Evaluations and Succession Planning Committee – Provided to Linda McNeely on March 7, 2007.
- Administration directed to schedule Kananaskis Emergency Services and Foothills Regional Emergency Medial Services to provide a presentation on Pandemic Planning at the May 1, 2007 Council meeting – Agenda item at the May 1, 2007 Council meeting.
- Ian Britton directed to have Platinum Communications attend at the next Council meeting to provide a presentation on services. On March 12, 2007 Linda McNeely directed administration to have Platinum Communications attend at a Special Committee meeting on March 28, 2007 at 1:00 p.m. – Agenda item at the May 1, 2007 Council meeting. Ian Britton advised that Platinum Communications will attend at the March 28, 2007 Special Committee meeting.
- Mike Benny and Darren Robinson to meet to research and pull together a process and prepare a draft of a Smoke Free Order - Sent request for assistance to Alberta Justice on March 7, 2007. Alberta Justice confirmed on March 14, 2007 that Katrin Roth von Szepesbela will be providing assistance.
- Administration to look into framing of the retired “first” Kananaskis Improvement District flag – Flag is being boxed and will be kept at the Kananaskis Emergency Services Centre.

2. SRD Wildfire Meeting Update – 2008 Venue

Chairman Linda McNeely attended the meeting April 12, 2007. Some of the issues which were discussed were mountain pine beetle, FireSmart, and stewardship days by communities. Discussion was held regarding the possibility of the Kananaskis Improvement District hosting next year's event. A meeting space, light lunch, and coffee services would be required. Sustainable Resource Development would like to move the meeting back and forth within their region so the next area may be either Pincher Creek or Blairmore.

3. Internet Services Update

Chairman Linda McNeely reports that Platinum did a presentation to Council during the March 28, 2007 special meeting. There was a difference in initial cost between WiBand and Platinum, clarification is needed regarding what the next step would be. What would the initial cost be for the plan? WiBand was only for the Village and residence area, didn't include any other areas. Platinum was for all of the sites identified in the Request for Proposal. Mike Benny is to put recommendations together for Council. Chairman Linda McNeely would like to go the next step to see if this is feasible. Chairman Linda McNeely suggested that a conference call or Special Council meeting should be held once the information is available. Mike Benny advised that as this is a non-budgeted item approval is needed before proceeding.

4. **BLOG on KID Website**

Chairman Linda McNeely suggests that rather than a BLOG a list of community events be looked at. This matter is to be moved to the July 3, 2007 council meeting.

5. **Smoke Free – Improvement District order Update**

Mike Benny reports that regulating smoking in public places is an issue that Alberta Justice would provide assistance with. To date Alberta Justice has provided information regarding the *Smoke Free Places Act*, this Act does prevail over any local bylaw or Improvement District order. Councillor Darren Robinson and Mike Benny did meet to discuss this issue. The Improvement District Order would have certain conditions, smoking allowed in outdoor areas, patios, balconies, private clubs, and exclusive use areas. All guest rooms in hotels are currently smoke free. Need to specify ashtrays where they go, what are the restrictions for lounges and bars and those types of areas. Alberta Justice prepared a preliminary draft order, all council members were provided with a copy and a request to review this early draft and provide comments by May 14, 2007 to either Councillor Darren Robinson or Mike Benny.

6. **Pandemic Planning Update - FREMS**

Fred Stegmier, Acting Executive Director provided an overview on the Pandemic Cooperative Plan. Chief Shawn Polley provided background. Chairman Linda McNeely, George Field and Chief Shawn Polley met to discuss the Municipal Emergency Preparedness Plan and initiatives and emergency pandemic plans. In pandemic planning, at this time FREMS and KID are equipped to handle situations up to and including 50 people. There is a regional trailer available to deal with large scale incidents. Public expectations are that when they get sick they will go to the hospital but when in a pandemic situation, the hospitals will be full, so care will have to be provided in the home. Staff is crucial and so the real crises could be staffing. Problem may be that the situation may not be identified right away ie: flu. This would not be an overnight development so time would be available to kick plans into gear. Need to insure the communities in the area have their water supply in order to stay healthy, if water supply shuts down then that would then be the crises. Stock piling of supplies is something that is currently being looked at. Will still need to maintain a walk in clinic but just need to ensure equipment, uniforms etc. are sterilized. It is still the public's responsibility to ensure that they are self sufficient for at least the first seventy-two hours during any crisis.

IV. **NEW BUSINESS**

1. **William Watson Lodge – Pathway Development**

Motion #739/07 as stated above.

V. **PUBLIC GALLERY – QUESTION PERIOD**

Bruce Lukey from the Kananaskis Lower Lake Cabin Association area was in attendance. Mr. Lukey asked if Council was aware of how much of the \$8,000,000 extra money identified in the Provincial

budget would be directed to Kananaskis. What impact would it have on our budget? Mike Benny replied that it would not have any impact on the Kananaskis Improvement District budget. The money would be going towards Tourism, Parks, Recreation and Culture programs. There will be some new parks positions, long term wage employees would now become permanent full time employees. Mr. Lukey also added that individual families need to take part and be responsible in planning for a pandemic. The Lower Lakes Cabin Association Spring Newsletter was sent out.

Michelle Earls from Kananaskis Outfitting was in attendance.

VI. NEXT MEETING

Tuesday, July 3, 2007 – 1:00 p.m.
Lower Level Council Chambers, Kananaskis Village Center

VII. ADJOURNMENT

The one hundredth and eighth meeting of the Kananaskis Improvement District Council adjourned at 3:15 p.m.