




Town of Coalhurst

Regular Meeting of Council

AGENDA

Tuesday, April 4, 2023, at 6:00 PM


Council Chambers

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11. Closed Session

12. Business Arising from Closed Session

13. Adjournment

Town of **Coalhurst**

Regular Meeting of Council - 21 Mar 2023

MINUTES

Tuesday, March 21, 2023 at 6:00 PM

Council Chambers

PRESENT: Mayor Lyndsay Montana
Deputy Mayor Jesse Potrie
Councillor Heather Caldwell
Councillor Scott Akkermans
Councillor Deborah Florence

STAFF: Jeffrey Coffman, Chief Administrative Officer (Interim)
Karlene Betteridge, Coordinator of Legislative Services
Mike Passey, Director of Corporate Services

1. Call to Order

Mayor Montana called the meeting to order at 6:01 PM.

2. Land Acknowledgement Statement

3. Adoption of the Agenda

M# 7394-23

MOVED that Council adopt the Agenda of the Regular Meeting of Council on March 21, 2023, as amended to include the following additions:

- 7.2 Cell Tower Consideration Report
- 10.3 Letter from Minister of Municipal Affairs

Moved by: Councillor Akkermans

Carried

4. Adoption of Previous Minutes

4.1 Regular Meeting of Council - 07 Mar 2023 - Minutes - Pdf

M# 7395-23

MOVED that Council approve the minutes of the Regular Meeting of Council held on February March 7, 2023, as presented.

Moved by: Councillor Florence

Carried

5. Delegations

5.1 Citizens without Formal Notice

None.

6. Business of Council

6.1 Appointment to Recreation and Culture Committee

M# 7396-23

Moved that Council appoint Ms. Lori Harasem as a Member-at-Large for the Recreation and Culture Committee, with her appointment commencing immediately, and her term ending October 17, 2023.

Moved by: Councillor Caldwell

Carried

7. CAO Requests for Decision

7.1 Debenture Prepayment Reallocation

M# 7397-23

MOVED that Council receive the Debenture Prepayment Reallocation update as information only and further moved

that Council consider these and/or other options at the April 11, 2023 Budget Meeting of Council.

Moved by: Councillor Florence

Carried

7.2 **Cell Tower Consideration - 5300 1st Street**

M# 7398-23

MOVED that Council instruct the CAO to request that Rogers Telecommunications host a Public Open House regarding a proposed cell tower installation at 5300 1st Street, in Coalhurst.

Moved by: Councillor Akkermans

Carried

8. Councillor Reports

Members of Council provided community recognitions and updates.

8.1 **Verbal Reports**

Council Reports Packet

M# 7399-23

MOVED that Council approve Councillor Akkermans registration costs to attend the Land Use Planning and development training by Elected Officials Education Program (EOEP) "Land Use Planning and Development Training."

Moved by: Councillor Florence

Carried

9. Administration Reports

9.1 **Director of Operations Report**

M# 7400-23

MOVED that Council accept for information the Director of Operations Report as submitted.

Moved by: Councillor Caldwell

Carried

10. Correspondence

10.1 Letter from Coalhurst High School

M# 7401-23

MOVED that Council accept for information the Letter from Coalhurst High School as submitted and further move that Council direct the CAO to process the pledge for the Academic Awards Ceremony.

Moved by: Councillor Akkermans

Carried

10.2 Letter from Family & Community Support Services

M# 7402-23

MOVED that Council accept for information the letter from Family and Community Support Services as submitted.

Moved by: Councillor Caldwell

Carried

10.3 Letter from Minister of Municipal Affairs

M# 7403-23

MOVED that Council accept for information the letters from Minister of Municipal Affairs as submitted.

Moved by: Councillor Florence

Carried

11. Closed Session

M# 7404-23

MOVED that Council enter the Closed Session at 6:46 PM.

Moved by: Councillor Akkermans

Carried

Attendance included CAO Coffman and CLS Betteridge.

CLS Betteridge left the Closed Meeting prior to item 11.3.

- 11.1 Strategic Plan: Next Steps - *Section 24 (Advice from Officials) of the Freedom of Information and Protection of Privacy Act*
Verbal Update on the Next Steps of Strategic Planning
- 11.2 Infrastructure Matter - *Sections 16 (Disclosure Harmful to Business Interests of a Third Party) and 24 (Advice from Officials) of the Freedom of Information and Protection of Privacy Act*
Verbal Update Regarding Infrastructure Planning
- 11.3 HR Matter - *Section 17 (Disclosure Harmful to Personal Privacy) of the Freedom of Information and Protection of Privacy Act*
Verbal Update Regarding CAO

12. Business Arising from Closed Session

M# 7405-23

MOVED that Council enter Open Session at 7:47 PM.

Moved by: Deputy Mayor Potrie

Carried

M# 7407-23

MOVED that Council direct the closed session discussion with respect to items:

- 11.1 Strategic Plan: Next Steps
- 11.2 Infrastructure Matter
- 11.3 HR Matter

remain confidential pursuant to *Section 24 (Advice from Officials), Sections 16 (Disclosure Harmful to Business Interests of a Third Party), and Section 17*

(Disclosure Harmful to Personal Privacy) of the Freedom of Information and Protection of Privacy Act.

Moved by: Deputy Mayor Potrie

Carried

13. Adjournment

M# 7408-23

MOVED that Council adjourn the Regular Meeting of Council at 7:48 PM.

Moved by: Deputy Mayor Potrie

Carried

CAO

Mayor

Draft

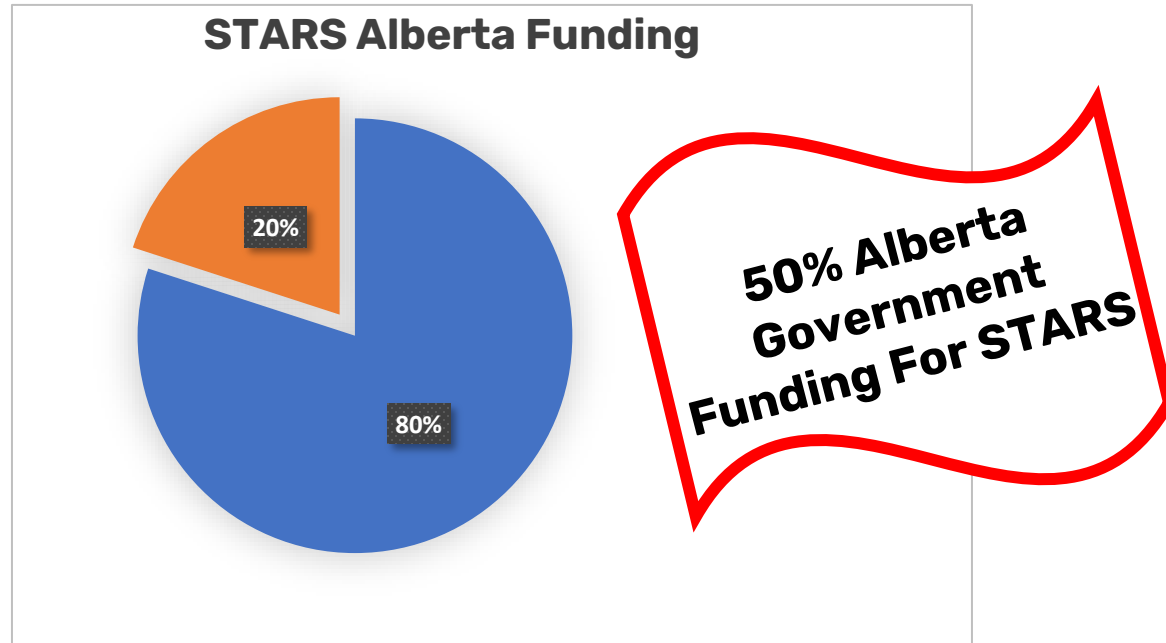


CRITICAL CARE, ANYWHERE.

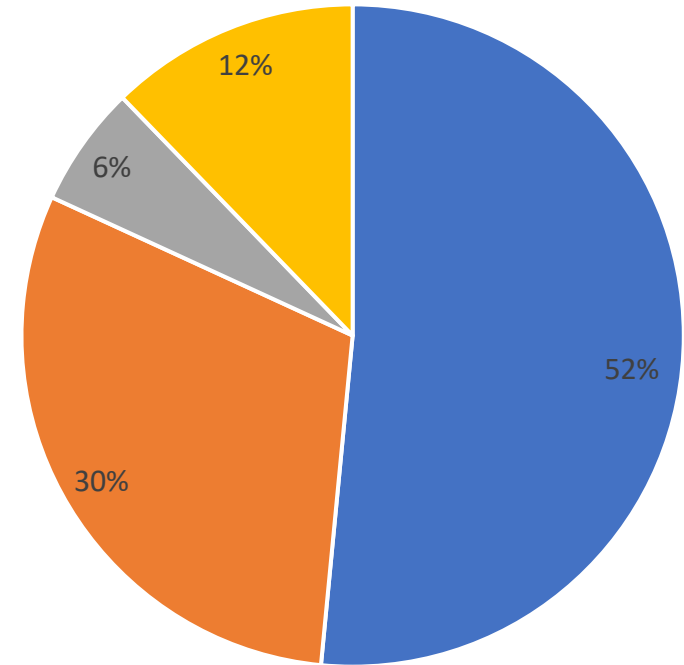


FUELED BY GENEROSITY

Achieving successes together



STARS Alberta Expenditures (3 Bases)



Funding in Thousands

AB Government Funding	\$	7,990
AB Operating expenditures	\$	39,950
AB Government funding as a Percentage of costs		20%

STARS Gross Fundraising	\$	17,310
AB Lottery (net)	\$	12,810
Calendar (net)	\$	417
Site Registration/Emergency contact centre	\$	2,702

- Aviation operations
- Clinical operations
- STARS ELC
- Base operations and administration



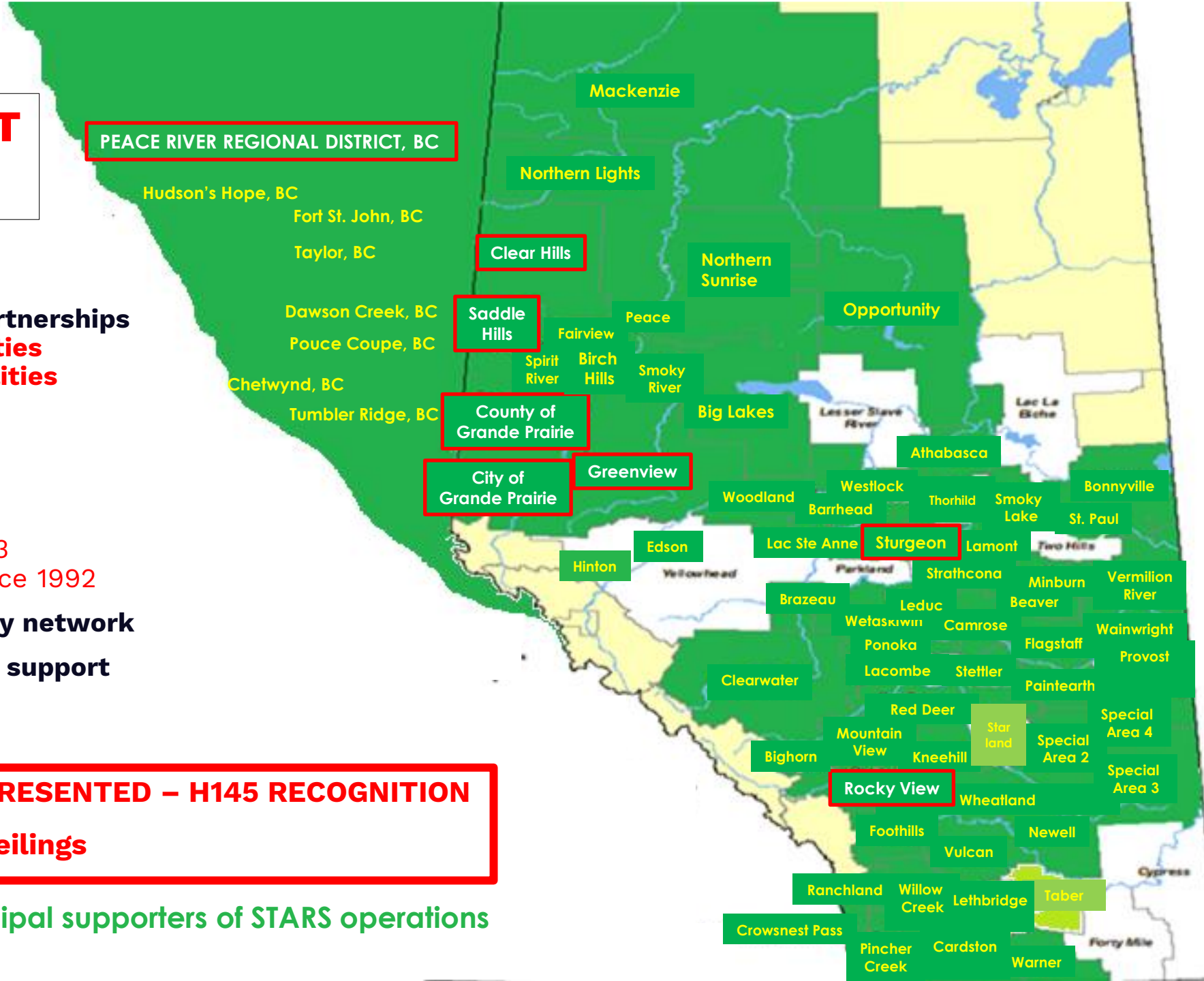
MUNICIPAL SUPPORT FOR STARS

- * **STARS – An Essential Service**
- * **Over 90% Alberta Regional Partnerships**
 - **New! + 5 rural municipalities**
 - **New! + 5 urban municipalities**
- * **Fixed rate or per capita**
 - Urban: Up to \$7.50+ per capita
 - Rural: Up to \$90 per capita
- * **United municipal effort**
 - Lethbridge County in 2023
 - Town of Picture Butte since 1992
- * **Ensures robust health & safety network**
- * **\$2M+ sustainable operational support**

(8) MUNICIPAL LEADERS REPRESENTED – H145 RECOGNITION

NEW! (2) Upcoming Logo Unveilings

* **GREEN** represents annual municipal supporters of STARS operations



LETHBRIDGE COUNTY @ March 31, 2023	2018	2019	2020	2021	2022	2023	TOTAL
Near Barons (scene)		1					1
Near Coaldale (scene)				1		1	2
Near Lethbridge (scene)	1		2	3	2		8
Near Nobleford (scene)					1		1
Near Picture Butte (scene)				2	2		4
TOTAL Annual avg. 3 scene calls per year	1	1	2	6	5	1	16

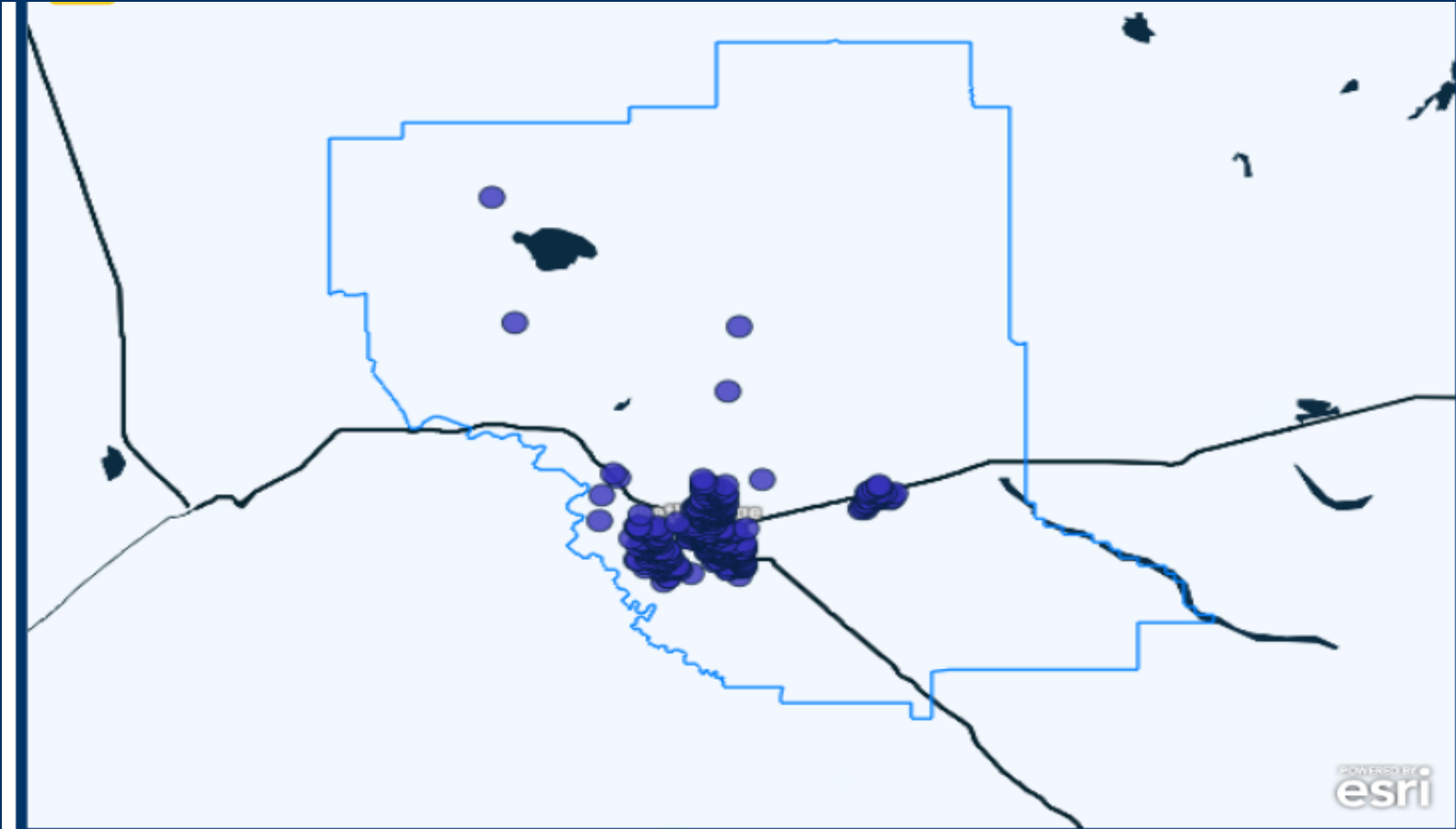


LETHBRIDGE HOSPITAL @ March 31, 2023	2018	2019	2020	2021	2022	2023	TOTAL
Lethbridge Hospital (critical inter-facility transfers)	58	58	67	67	74	14	338
TOTAL Annual avg. 67 missions flown per year	58	58	67	67	74	14	338



*To include transfers by local ground ambulance to local hospital requiring critical care transport to tertiary care

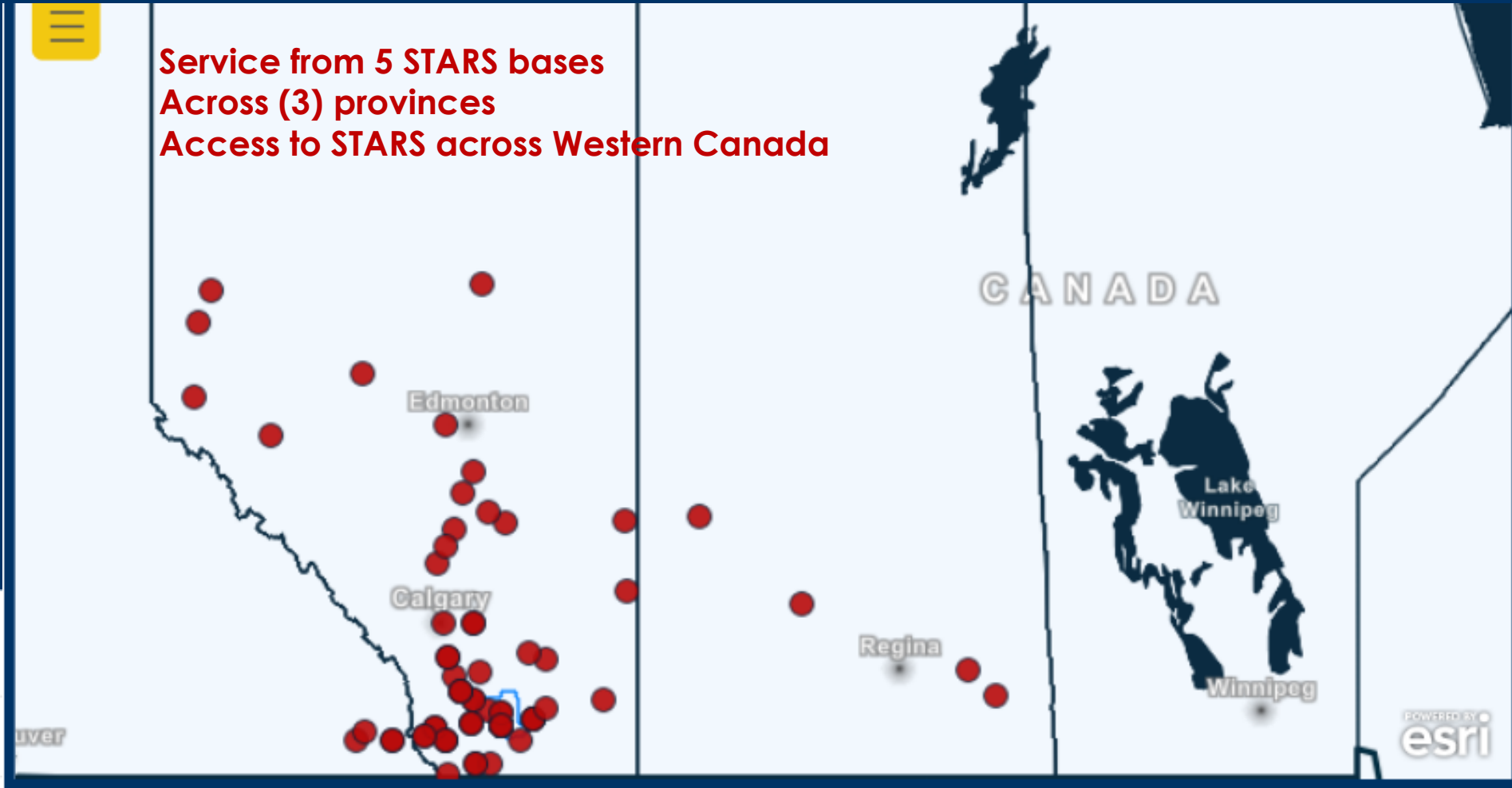
Lethbridge County & local area residents flown by STARS (2010-Present)



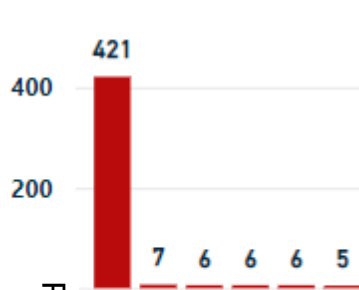
Resident Community	5 Yrs Ago	4 Yrs Ago	3 Yrs Ago	2 Yrs Ago	Last Year	5 Year Total	Total Since 2010
Lethbridge	32	36	45	36	36	185	421
Coaldale	2	5	4	6	4	21	51
Picture Butte	1	0	4	2	3	10	16
Coalhurst	1	4	0	2	1	8	12
Nobleford	1	0	0	2	0	3	10
Barons	1	0	0	0	0	1	1
Total	38	45	53	48	44	228	511

Locations where Lethbridge County & area residents travelled and needed STARS

Service from 5 STARS bases
 Across (3) provinces
 Access to STARS across Western Canada



Count by Pickup Location



EMERGENCY LINK CENTRE (ELC)

Over 36,000 emergency requests/year

Avg. 99 emergency requests received per day



TRANSPORT PHYSICIANS IN ELC VIRTUAL CONSULTATION & GUIDANCE



COMPLETE FLEET – (10) AIRBUS H145s



- * Outperforms BK117
 - * Speed, range, fuel efficiency
 - * Powerful twin engines
 - * Advanced avionics
 - * Superior safety features
 - * Night Vision Goggles (NVG)
- STARS - 1st Civilian Org. in Canada (2002)



Handheld i-stat Lab

Hemoglobin / Blood Gases
Electrolytes
Vital test results < 2 minutes



Hamilton T-1 Ventilator

Fully featured (ICU)

Adult / Pediatric / Neonatal

Optimal ventilation therapy in transport



(2) Units Universal Blood

1st HEMS program in North America

Advanced care in trauma patients

The difference between life & death.



Video Laryngoscope

Advancement in intubation

Video screen view of trachea

Difficult airway management

Trauma / Burns / Crushed on impact



EZIO Drill

Time-sensitive

Life-threatening cases

Immediate IV access required

Stabilization / Pain Management



Handheld Ultrasound

(test results for rapid diagnosis)

Collapsed lungs

Trauma-related internal bleeding

Heart abnormalities

Fetal Compromise

* Expedite treatment plans



Pain Management Drugs

Thrombolytics

(stroke patients / requires CAT scan)

Physicians Kit

Central Venous Catheterization
(central lines)

Temporary Pacemaker



STARS - Born out of necessity.

- * A critically ill newborn in Lethbridge County area
- * Radically changed delivery of critical care across Alberta and Western Canada
- * Today, more than 55,000 missions flown
- * No cost to the patient.

A life is saved every day. Partnerships make it possible.

We welcome the Town of Coalhurst to join municipal neighbors in partnership.

OUR REQUEST

\$1 per capita / per year

2023, 2024, 2025

(In conjunction with Council term)



Kelly Waldron – STARS 1st patient flown December 1, 1985

DATE OF MEETING	April 4 2023
SUBJECT	CAO Report
SUBMITTED BY	Jeffrey Coffman

Members of Council,

Please accept this Report of some of the March activities of the CAO, as well as an update on several Council directives.

New CAO Shawn Patience

While the role of an Interim CAO is to provide stability, the underlying uncertainty of “who will be the new CAO” has lingered through this transition, so the announcement of Shawn Patience as our new CAO has been welcome news to staff. They have been incredibly patient through the hiring process waiting for this news and are excited to move into the next chapter.

Shawn was in the office on March 24th to meet (most of) the office staff. He hopes to be in once or twice more before his official start date, in May. He and I communicate regularly, and I am ensuring that he is informed and invited for feedback on the significant financial and HR matters.

Community Safety Meeting

Thank you to the Member of the Coaldale RCMP Detachment for taking the time to prepare and present to our community. We had a good turnout with great questions following the presentation. The main takeaways of the evening were that Coalhurst is a safe community and that we all play a role in ensuring that crime – mainly theft and drugs - doesn’t take root in our community.

One comment resonated with me: “When people experience crime, they go onto Facebook and complain about it.” That’s understandable: Facebook is a great place to vent! However, the RCMP respond to communities based on statistics and if you don’t report a crime – no matter how insignificant it may seem to you – officers can’t track trends, follow criminal activity or pursue the criminals with known behaviours and patterns of operating.

If you have experienced crime, call the RCMP information line to report it *first*, before you go onto Facebook. Let’s give the police the information they need to solve crimes and prevent further criminal activity in Coalhurst!

Of course, if you see a crime in progress, call 911.

Public Open House – The Wetlands

We had a good turnout for Council's Public Open House around The Wetlands. Those who stopped in provided great information and feedback. Additionally, we have had a great response to the online survey, again with excellent and valuable feedback. The online survey closed on April 1st and the CAO or Designate will provide the survey results to Council at the April 18th Regular Meeting.

Street Sweeping

The Town will be sweeping streets on April 6th and 7th, depending on the weather. If possible, we encourage residents to move their vehicles from the streets on the 6th and 7th to facilitate a good cleaning of our streets and gutters.

Hiring

Advertising for the positions of Coordinator of Community Development and Development Officer respectively, was extended so that the new CAO can review the applications and participate in the interview process. The Coordinator posting closed on March 31st while the Development Officer posting will close on April 14th.

2022/23 Fire Services Training Program Grant

March was a good month for grant notices! On top of the previously announced ACP grants, the Town has been approved for a Fire Services Training Grant. This grant will offset firefighter costs associated with NFPA 1001 Level 1, NFPA 1031 Fire Inspector Levels 1 & 2, and NFPA 1072 Hazmat training sessions. This will support our Fire Department with increased knowledge and practical applications that will service Coalhurst (and area) residents and businesses.

Council Direction Updates

There are four outstanding Council directives on which I can provide some feedback.

CAPTURE Program:

M# 7363-23 (Feb 7, 2023) Cllr Akkermans MOVED that Council instruct the CAO to investigate establishing a CAPTURE program in Coalhurst, with consideration for involving neighbouring municipalities in the project. Carried

Cst Marentette (Coaldale RCMP) reached out to advise me that he is working on getting Coalhurst added to the current system of cameras. He is hoping to have more information by the end of April.

Defining Anti-Semitism:

M#7250-22 (October 18, 2022) Councillor Florence moved that Council instruct the CAO to bring forward proposed amendments to applicable bylaws and policies that would include the definition of "Anti-Semitism", as suggested by the Minister of Justice. Carried

The CAO has not taken any action on this Motion as a full review of the Town's bylaws and policies is required to assess the applicable placement of a statement on Anti-Semitism. The Coordinator of Legislative Services is undertaking a process evaluation to determine the best approach for the Policy Bylaw Risk Review Committee to review Town bylaws and policies. Through that review process, a proper assessment can be undertaken to determine the most appropriate place to express this statement.

Neighbourhood Play Program – Review and Analysis

M#7294-22 (November 15, 2022) Cllr Caldwell moved that Council instruct the CAO to provide a cost-benefit analysis of the Neighborhood Play Program, with a presentation to council no later than Feb 28, 2023. Carried

Note: The Interim CAO is appreciative of the Coordinator of Legislative Services and her work to track Council decisions, highlighting the one(s) that are past due.

The Interim CAO lost track of this Motion and is working on a cost-benefit analysis for Council's review at the April 18th Regular Meeting of Council.

Administrative Policy 74-02-04

M#7374-23 (February 21 2023) Deputy Mayor Potrie MOVED that Council direct the CAO to review Administrative Policy 74-02-04 Donation of Facilities Groups & Organizations & Special Birthday in consideration of donated use of the community centre. Carried

The CAO is reviewing options for this policy, both as a policy rewrite as well as operational considerations for facility use.

DATE OF MEETING	APRIL 4, 2023
SUBJECT	BEW-FCSS REQUISITION
SUBMITTED BY	DEBORAH FLORENCE

INQUIRY

What is the impact that Barons-Eurika-Warner Family & Community Support Services (BEW-FCSS) 2023 Municipal Requisition 2% per capita increase, will have on the Town of Coalhurst's budget.

BACKGROUND

At the March 21, 2023 regular Meeting of Council, we received a correspondence letter from BEW FCSS, informing Council Members of the board approved 2% per capita increase in the municipal requisitions for BEW FCSS. Questions were raised about the budget impact and when this would take effect.

ADMINISTRATIVE RESPONSE

In November 2022, the BEW-FCSS Board of Directors approved unanimously a 2% increase to municipal requisitions. FCSS continues to see an increased need for supports from residents, so to address the rising need – and associated costs – the Board proposed a 2% increase to the requisition. Member municipalities had to vote on the increase, which was approved.

BEW-FCSS bases their requisition amounts on population data, provided by the Government of Alberta. For the last several years, the province established Coalhurst’s population at 2784.

The 2023 Annual Funding Contribution for FCSS is \$22,272.00. This is a 2% increase of over the 2022 requisition (\$21,826.56).

The impact of this increase is an additional budget pressure of \$445.44. However, this cost can be absorbed within the current budget estimates and through efficiencies created by the Director of Corporate Services.

March 21, 2023

Office of the Minister
Environment & Protected Areas
224 Legislature Building
10800 – 97 Avenue
Edmonton, AB T5K 2B6

RE: Community Spaces Grant application by Barrhead Wellness Connection

Dear Minister Savage,

On March 14, Council heard from Evan Jamieson, President, Alberta Weekly Newspapers Association. Mr. Jamieson highlighted what impact changes to the EPR program would have on newspaper media.

The newspaper industry is already under extreme financial pressure due to increased costs of materials and inflation coupled with the decline in advertising spend and subscriptions. It might seem simple to discontinue physical publications in a digital world; however, digital excludes entire demographics of individuals who cannot access the internet. Newspapers serve as a source of information for those who still operate in an analogue world. A newspaper shuttering its doors due to additional expenses, will cut an entire demographic off from access to local, national, and international news.

We urge the UPC to follow in the footsteps of jurisdictions such as Great Britain and Ontario where newspapers have become exempt from similar EPR programs. Newspapers have multiple uses, offering a secondary purpose aside from providing information about the world. Among other uses, they are conducive as insulation for temperature sensitive products during transport and protect precious family heirlooms during a move. We urge you to recognize the importance of local papers and the impact the potential closure newspaper businesses would have on the social fabric of the communities they serve. Consider the challenges already faced. Follow in the footsteps of the Ontario government, and please exempt newspapers from the revised EPR program.

Regards,



Dave McKenzie
Mayor

cc: Glen van Dijken, MLA Westlock-Peace River
Alberta Municipalities
All Alberta Municipalities



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Shaw*

MINISTERIAL ORDER NO. MSD:013/23

I, Rebecca Schulz, Minister of Municipal Affairs, pursuant to Section 605(2) of the *Municipal Government Act (MGA)*, make the following order:

The date by which a municipality must enter into a joint use and planning agreement with a school board, as required by Section 670.1(1) of the *MGA*, is extended to June 10, 2025.

This order shall come into force on April 1, 2023.

Dated at Edmonton, Alberta, this 8th day of March, 2023.

Rebecca Schulz
Minister of Municipal Affairs



ALBERTA
MUNICIPAL AFFAIRS

Office of the Minister
MLA, Calgary-Shaw

AR110902

Dear Chief Elected Official:

Joint use and planning agreements (JUPAs) between municipalities and school boards operating within municipal boundaries enable the integrated and long-term planning and use of school sites on municipal reserve, school reserve, and municipal and school reserve lands.

On June 10, 2020, Section 670.1 of the *Municipal Government Act* was proclaimed, setting the deadline for municipalities to complete these agreements with the applicable school boards by June 10, 2023.

The ministries of Municipal Affairs and Education have heard from municipalities and school boards about the challenges of meeting this deadline. My colleague, the Honourable Adriana LaGrange, Minister of Education, and I have agreed to extend the deadline for municipalities and school boards to June 10, 2025, to provide sufficient time to complete these agreements.

In addition to this extension granted as per Ministerial Order No. MSD:013/23, the Ministry of Municipal Affairs can provide additional supports to municipalities to assist with the development of these agreements. Questions regarding JUPAs can be directed to a planning advisor at ma.advisory@gov.ab.ca, or toll-free by first dialing 310-0000, then 780-427-2225. Should municipalities require support to mediate discussions with school boards, please email municipalcollaboration@gov.ab.ca or call the number above for more information.

Sincerely,

Rebecca Schulz
Minister

Attachment: Ministerial Order No. MSD:013/23

cc: Honourable Adriana LaGrange, Minister of Education