

Improvement District No. 9 Council Minutes Regular Council Meeting, February 14, 2018

The Municipal Council Meeting for Improvement District No. 9 (ID9) was held at the Lake Louise Inn on Wednesday February 14th, 2018.

In Attendance: Chairman Dave Schebek, Councillors, Davina Bernard, Alison Brewster, Rick Werner and Ghada Wirth

Administration: Chief Administrative Officer (CAO), Kurtis Pratt, Deputy CAO & Recreation Director, Danielle Morine, Lake Louise Fire Department Chief Keri Martens, Deputy Chief Martin Bambullis and RCMP Sergeant Gerry Walker.

Chairman Schebek called the meeting to order at 1:01pm.

CALL TO ORDER (1:01pm)

APPROVAL OF AGENDA

01-14-02-2018

Councillor Werner **MOVED** to approve and adopt the agenda with the addition of the following items:

- In Camera:
 - Lease Update– covered under section 16 of the Freedom of Information and Protection of Privacy

Carried.

MINUTES

02-14-02-2018

Councillor Brewster **MOVED** to accept the January 11th Council minutes as presented.

Carried.

FINANCIAL REPORT

03-14-02-2018

Councillor Wirth **MOVED** to accept the financial report as presented.

Carried.

DELEGATIONS

Canadian Rockies Public Schools

Christopher MacPhee, Superintendent of Canadian Rockies Public Schools provided an update on the programs that council has funded in past years (Outdoor Learning Centre, Kindergarten French Program, Nature Explorers and Highschool Sports Transportation). Chris would also like the opportunity to speak to the Banff/Lake Louise Hospitality Association partnership with the highschool at an upcoming council meeting.

Bow Valley Indigenous Group

Council reviewed and discussed the offer from Town of Canmore to have a member of the Lake Louise community sit on the newly formed Bow Valley Indigenous Group.

04-14-02-2018

Councillor Brewster **MOVED** that Councillor Bernard represent ID9 and add the group to her list of assignments.

Carried.

Rec Centre

Council reviewed and discussed the proposal provided from Larch Valley Woodwork.

05-14-02-2018

Chairman Bernard **MOVED** to approve the quote as presented and that administration proceed with work.

Carried.

CAO's REPORT

CAO Pratt presented his report, which was previously distributed to Council with the following updates:

06-14-02-2018

- Administration has written confirmation from Municipal Affairs to form a Municipal Services Society made up of 3 members from council and 2 members of the public
- Chairman Schebek **MOVED** that Administration request that Brownlee law proceed with the processing and developing of bylaws and forming the Banff Lake Louise Municipal Services Society (name to be adjusted).

Carried.

07-14-02-2018

- Chairman Schebek **MOVED** that Administration apply for MSI funding in the amount of 1.5m to allocate money towards the staff housing project.

Carried.

08-14-02-2018

- 2018 property assessments have been submitted and council should be aware that there is an increase.
- Councillor Wirth **MOVED** to approve the submitted proposal to join the Central Alberta Regional Assessment Review Board (Red Deer) to be able to move forward with future appeals (\$2,000/year plus approximately \$1,500-\$2,000/individual hearing).

Carried.

- CAO Pratt has contacted AI with updated plans for the Recreation Centre including:
 - A 2,500 square foot fitness gym off front of building, 1 or 2 1,000 square foot yoga rooms, update current space and have 1,000 square foot change room/shower and 1,500 square foot spin room.

09-14-02-2018

Councillor Bernard **MOVED** to accept the CAO report as presented.

Carried.

COUNCIL REPORTS***Marigold Library System***

Councillor Wirth updated council on the Marigold Services & Standards meeting including changes in procedures involving vehicle usage.

Bow Valley True Sport & Recreation Council

Councillor Wirth updated council on the Bow Valley True Sport & Recreation Council and the fact that both Town of Canmore and Town Of Banff have backed out of funding. Council discussed the level of involvement necessary to move forward.

The Association for Mountain Parks Protection & Enjoyment

Councillor Brewster provided council with an update on AMPPE and submitted administration with a summary of speaking notes to be added to the next agenda package under correspondence and reports.

Parks Canada**10-14-02-2018**

Councillor Brewster will be attending the Parks Canada planning session at the end of the month but recommends that council send a second representative of ID9. Councillor Brewster **MOVED** that administration contact parks and request a second seat at the table for ID9.

Carried.

Emergency Response Plan

Councillor Bernard expressed concern over hearing that Parks Canada had set a date

for the Table Top exercise and that she had not been extended a seat as Emergency Management is one of her assignments.

**Banff Lake Louise
Tourism**

Councillor Bernard informed council that BLLT had their first Lake Louise meeting and requested that ID9 send a representative to sit on this group.

**CORRESPONDENCE &
REPORTS**

11-14-02-2018

Council reviewed and discussed the correspondence and reports attached.

Councillor Brewster **MOVED** that Administration inquire with other regions regarding the Stoney Nakoda presentation.

Carried.

12-14-02-2018

Councillor Wirth **MOVED** to accept the correspondence and reports as information.

Carried.

**UPCOMING COUNCIL
MEETING**

Council reviewed the location for the upcoming council meetings.

- March 8th @ Banff Caribou Hotel – Councillor Werner will be absent

CLOSED SESSION

13-14-02-2018

(2:16pm)

Councillor Schebek **MOVED** that due to sections 16, 17 and 23 of the Freedom of Information & Personal Privacy Act that the meeting be taken **IN CAMERA** to discuss some confidential matters of Council business in a **Closed Session**.

- *Fire Chief Keri Martens remained in the Closed Session until 2:40*
- *CAO Kurtis Pratt & Deputy CAO Danielle Morine remained in the Closed Session*

14-14-02-2018

(3:35pm)

Councillor Schebek **MOVED** to come **OUT** of IN CAMERA and end the Closed Session at 3:35.

Carried.

Chairman Schebek thanked Fire Chief Keri Martens for her long service and obvious positive impact on the community. Council wishes her the best in her new endeavors.

15-14-02-2018

Councillor Bernard **MOVED** that administration inform Parks Canada Superintendent (and other staff involved in the Emergency Plan) that effective immediately Fire Chief Martens will not be able to continue her role as DEM due to ongoing changes and concerns with the progress of the document.

Carried.

16-14-02-2018

Councillor Wirth **MOVED** that administration complete an offer letter, offering Deputy Chief Bambullis that position of Acting Chief with recommendations for salary based on a review of current salaries to be submitted to Chairman Schebek for approval.

Carried.

17-14-02-2018

Councillor Wirth **MOVED** that administration request that Chief Keri Martens create job descriptions for chief, deputy, captain and volunteer roles.

Carried.

18-14-02-2018

Councillor Wirth **MOVED** that administration send a letter to clinic informing them that after review of their request, council will not be able to provide them with on-call security.

Carried.

Councillor Brewster left the meeting (3:34pm)

19-14-02-2018

Chairman Schebek **MOVED** that administration reply to Doug & Helen Page in hopes of clarifying questions on future operations in regards to their letter informing Council that they will no longer be managing the clinic as of March 31st, 2018. In addition, administration is to seek clarification from SHA & Alberta Health on the matter.

Carried.

20-14-02-2018

Chairman Schebek **MOVED** that administration contact AHS to inform them that council will review the request for shared housing with mental health staff when more information on the status of the clinic has been provided.

Carried.

21-14-02-2018

Councillor Wirth **MOVED** that administration inquire on the scope of the medical clinic sale.

Carried.

ADJOURN**22-14-02-2018
(3:47pm)**

Chairman Schebek **MOVED** to **ADJOURN** AT 3:47pm.

Carried.

Minutes Approved on the ____ of _____, 2018

Chairman – Dave Schebek

Chief Administrative Officer – Kurtis Pratt