DOCUMENTERS CANADA

CROWSNEST PASS HERALD | SAIT | CONCORDIA UNIVERSITY

Documenter: Allison Capron

These notes are published as part of the Documenters Canada project, funded by the Social Sciences and Humanities Research Council of Canada and the Inspirit Foundation. These notes are released under a Creative Commons license (CC-BY 4.0) and can be freely used if attribution is made to Documenters Canada.

OCTOBER 6, 2026

SPARWOOD COUNCIL MEETING NOTES

COUNCILLOR INQUIRIES AND NOTICE OF MOTION

Gwen Phillips
Representing Ktunaxa Nation, to present on their Council's Governance Model and Priorities

- Ktunaxa want to revive traditional governance and leadership to avoid the chaos and corruption that is inherent in politics and election
- Select versus elect
- Seven Generations Principle - decisions made today must be able to benefit descendants seven generations into the future, while simultaneously honouring the wisdom of the seven generations that came before
- Strategic Approach:
  - Building strong, healthy families, not just getting rid of problems
  - Balancing interests across the sectors, not competing with each other
  - Having ecosystem-based land use planning, not just resource development
  - Managing an economy, not just managing economic development
  - Clarifying the relationship of people to the land; possession, occupancy and use, not just developing the land
- One of the primary Ktunaxa laws: You don't make it harder on others with your behaviour

Maddy From
Representing Food Cycle Science Corporation, to present to Council on the FoodCycler Pilot Program results in Sparwood

- The District invested $30,000 in the pilot program
- Maddy shared the results of the 100 households that participated in the pilot program using the FoodCycler ECO 3 units
- The ECO 3 Unit is a compact 3.5 litre, electric countertop food waste composter
- Some common barriers to composting
  - Unpleasant food odours when composting inside

BYLAWS

Development Cost Charges Bylaw 1374, 2026 for third reading
Patrick Sorfleet, Director of Planning and Development

- Development Cost Charges (DCCs) allow municipalities assign a portion of the cost for growth related infrastructure to that growth
- The proposed DCC program includes projects in the following service areas:
  - Water
  - Sanitary sewer
  - Protective Services (Fire Hall #2)
  - Feedback from the Committee of the Whole helped make the following recommendations to the DCC program:
  - Remove the Waste Water Treatment Plant from the list of DCC projects and retain the current funding strategy for that project
  - Change the metric for calculating and charging light industrial DCCs from parcel area to building area
  - Increase the Municipal Assist Factor for all three service areas from 1% to 25%
  - Allow DCCs to be paid in installments irrespective of the amounts due.
  - Create a transition period where the DCC bylaw would come into effect 6 months after it is adopted
  - Single family home charges are down to $10,574 in this third reading (second reading of the Bylaw had them at $15,536), the average lot cost is $120,000 so the DCC is less that 10% of this cost
- Council moved to amend the Bylaw
- Several Councillors were worried that these new charges will deter growth
- At the third reading of the Bylaw Council vote was a tie, the Bylaw as amended is considered defeated

Utility and Solid Waste Management Amendment Bylaw 1377, 2026 for first, second, and third reading
Report from Bradley Bent, Engineering Project Manager

- The new Bulk Water Station will provide a metered, self-service method of obtaining bulk water and will reduce the need for Public Works staff to manually dispense water from fire hydrants
- The proposed Bulk Water Station Rate converts the existing fixed charge for up to 13,638 litres into a rounded equivalent volumetric rate
- The Bylaw now charges customers according to the actual volume dispensed rather than applying a fixed minimum charge
- Bulk Water Station purchases paid by credit card or debit card will be subject to a 3% surcharge intended to offset transaction-processing costs
- For monthly invoicing, a 15% administration fee will apply to the invoiced water charge
- Council moved first, second, and third reading

BUSINESS

Permissive Tax Exemption Policy
Michele Schalekamp, CAO

- At the August 4, 2026 Regular Meeting, Council considered a permissive tax exemption application and had questions that could not be fully addressed through the written application materials
- Council declined the application due to insufficient information and directed staff to bring the policy back with two changes:
  - Advance the application deadline to May 31
  - Require new applicants to present their application at a Committee of the Whole meeting
- Council moved to approve the Policy as presented

Solid Waste Management Advisory Committee Establishment
Darrell Kaisner, Director of Operations

- At the Regular Meeting of Council held on September 1, 2026, Council discussed concerns regarding human-wild
  life interactions within the community
- Council is in need of more informa tion to begin to find solutions to this issue and proposed the support of a Committee
- The Solid Waste Management Adviso ry Committee (SWMAC) will consist 11 members
  - 3 members of Council
  - 6 members of the public appointed by Council
  - 2 staff representatives (Director of Operations and the Director of Corporate Services)
- Council can appoint members over the fall, aiming for the first Solid Waste Management Advisory Committee (SWMAC) meeting in early 2027
- Council moved to establish the Committee

Personal Device Use for Multi-Factor Authentication Policy
Megan Rawles, Director of Corporate Services

- Seeking Council approval of a policy enabling multi-factor authentication (MFA) via personal devices to strengthen security and safeguard District IT systems and data
- Council moved to approve the policy