

Claresholm, Alberta, October 14, 2015

The regular meeting of the Council of The Municipal District of Willow Creek No. 26 was held in the Administration Building on the above date with Reeve Wilson, Deputy Reeve Hemmaway, Councillors Alm, Kroetsch, Sandberg, Sundquist and Van Hierden, CAO Vizzutti and Executive Assistant Arlene MacOdrum as recording secretary present.

Superintendent of Public Works Johnson entered the meeting.

Director of Finance Hannas entered the meeting.

Emergency Services Manager Coleman entered the meeting.

Alicia Fox – Reporter entered the meeting.

1. Reeve Wilson called the meeting to order at 11:15 a.m.

2. **MINUTES:**

(a) **September 16, 2015 Council Minutes**

Moved by Councillor Alm the September 16, 2015 Council meeting minutes are accepted as presented.

Carried.

3. **ADDITIONS TO THE AGENDA:**

3. (m) Ardenville Hall Roof – Mae Belle Club

(n) Report on the Crown of the Continent Workshop by Reeve Wilson

4. **FINANCIAL MANAGEMENT:**

(a) **Cheque Register**

Director of Finance Hannas presented the cheque register for cheque #'s 20092 – 20177 in the amount of \$377,809.92 as information.

(b) **2015 – 2019 Capital Plan**

Director of Finance Hannas reviewed the 2015 – 2019 Capital Plan with Council.

Pat Stier – MLA entered the meeting at 11:32 a.m.

Emergency Services Manager Coleman provided a power point presentation on a proposed fire training facility. He advised this facility would be an NFPA approved facility which will generate revenue for the M.D. and can be used to host various training courses.

Emergency Services Manager Coleman left the meeting at 11:47 a.m.

Noted that further discussions regarding the five year capital plan will be discussed after lunch.

Director of Finance Hannas left the meeting at 11:52 p.m.

5. **DELEGATIONS:**

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(a) Pat Stier – MLA for Livingstone Macleod

Pat Stier – MLA for Livingstone Macleod constituency was present to provide information on various items of concern such as municipal funding, provincial budget, linear tax, rural bridge and road funding.

General discussion ensued.

Meeting recessed for lunch at 12:25 a.m.

Pat Stier left the meeting at 12:25 a.m.

Meeting reconvened at 1:15 a.m.

Director of Finance Hannas returned to the meeting at 1:15 a.m.

4. **FINANCIAL MANAGEMENT (CONT:)**

(b) 2015 – 2019 Capital Plan (cont:)

Director of Finance Hannas continued reviewing the multi-year capital plan with Council.

Councillor Sandberg questioned why Range Road 245 was not included in the five year plan.

Superintendent of Public Works Johnson advised until a Public Works Agreement is signed by DeKok's the road can't be done. He said the M.D. needs approximately 2 acres to move the road.

CAO Vizzutti advised the M.D. may have to go through the expropriation process which takes a long time. She said the policy sets the rates paid for right-of-way.

Director of Finance Hannas advised the road construction on Range Road 245 could be considered at a future time under the Fuel Tax Fund if an agreement was reached.

Moved by Councillor Van Hierden to approve the 2015 – 2019 Capital Plan as presented.

Carried.

Director of Finance Hannas left the meeting at 1:45 p.m.

6. **PUBLIC WORKS:**

(a) Public Works Agreement

Moved by Councillor Hemmaway to approve the following Public Works Agreement as presented:

Hutterian Brethren of Granum – SW 22-12-27-4

Carried.

7. **COUNCIL MANAGEMENT**

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(a) Meeting with Hon. Shannon Phillips – Minister of Alberta Environment and Parks

CAO Vizzutti advised she still hasn't heard back from Hon. Shannon Phillip's office regarding a meeting time during AAMDC Convention.

(b) Alberta Transportation – Invitation to Meet during AAMDC

CAO Vizzutti presented an invitation from Alberta Transportation to meet with Darren Davidson, Regional Director and staff during the Fall AAMDC Convention.

Noted a meeting with Alberta Transportation is not required at this time.

(c) Policy 110-01 – Organizational Chart

CAO Vizzutti presented an updated Organizational Chart being Policy 110-01 for Council approval.

Moved by Councillor Sundquist to approve Policy 110-01 – Organizational Chart as presented.

Carried.

(d) Canadian Pro Rodeo Association – Request for a Donation

Moved by Councillor Kroetsch to deny the Canadian Pro Rodeo Association's funding request.

Carried.

(e) Moon River Estates Review of Water Rates

CAO Vizzutti advised that Council had instructed administration to review the water rates at Moon River Estates to recover 50% of the yearly expense to operate the system. She advised the current rates have been in place since 2004.

Council reviewed the various rates put forward for their consideration.

Manager of Planning and Development Services Gibeau and Development Officer Chisholm entered the meeting.

Moved by Councillor Kroetsch to instruct administration to formulate a water bylaw to include a basic charge of \$22.50/month plus \$1.59/m³ and \$20.00/horse/month for Moon River Estates water services effective January 1, 2016 and the rates be reviewed in two years.

Councillor Sandberg requested a recorded vote.

For the resolution: Councillor Van Hierden, Sundquist Alm, Kroetsch, Hemmaway and Reeve Wilson

Against the Resolution: Councillor Sandberg

Carried.

Reeve Wilson recessed the Council meeting at 2:14 p.m.

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Reeve Wilson called the Public Hearing to order at 2:15 p.m. for a proposed Land Use Bylaw amendment application by Ryan and Jenna Flitton.

Manager of Planning and Development Services Gibeau advised a bylaw has been created in response to an application for a Land Use Bylaw Amendment put forward by Ryan and Jenna Flitton, registered landowners of SW 23-15-26-4. The Bylaw seeks to redesignate 5 acres contained within the subject lands, from 'Reservoir Vicinity – RV' to 'Vacant Country Residential – VCR' to accommodate a proposed subdivision for country residential purposes.

Manager of Planning and Development Services Gibeau advised the subject lands are located in the newly created plan area of the MDWC Vulcan County Intermunicipal Development Plan (IDP). She stated the Intermunicipal Development Plan requires a minimum of 60 days for comments from Vulcan County on any applications for a land use bylaw amendment within the plan area of the IDP. She advised that comments have not been received from Vulcan County and the sixty day timeframe expires on November 24, 2015. She requested the Public Hearing be recessed to November 25, 2015 to receive written comments from Vulcan County or until the sixty days has expired in order to ensure compliance with the IDP.

Moved by Councillor Van Hierden the Public Hearing for a proposed Land Use Bylaw amendment application by Ryan and Jenna Flitton in the SW 23-15-26-4 be recessed to November 25, 2015 at 2:00 p.m.

Carried.

Manager of Planning and Development Services Gibeau left the meeting at 2:17 p.m.

Reeve Wilson reconvened the Council meeting at 2:17 p.m.

7. **COUNCIL MANAGEMENT (CONT:)**

(f) Alberta Environment and Parks

CAO Vizzutti presented a letter from Alberta Environment and Parks advising they are moving forward with a Linear Footprint Management Plan and a Recreation Management Plan for the Porcupine Hills as part of the South Saskatchewan Regional Plan's ongoing implementation.

Development Officer Chisholm left the meeting at 2:18 p.m.

A draft proposed Governance Model for the Sub-regional Plan of the Porcupine Hills was presented as information.

Councillor Sandberg questioned the writing of the Draft Governance Model for the Sub-regional Plan of the Porcupine Hills by Reeve Wilson for submission to Alberta Environment and Parks.

Reeve Wilson advised he was requested by Alberta Environment and Parks to write a conceptual draft.

Discussion ensued regarding the management and services of a recreation management plan.

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(g) Municipal Affairs – Emergency Generator

CAO Vizzutti presented a letter from Alberta Municipal Affairs advising the Emergency Generator capital project was approved under the MSI program.

(h) Town of Fort Macleod – Appointment to Subdivision Development Appeal Board Member

CAO Vizzutti presented a letter from the Town of Fort Macleod requesting an M.D. Councillor be appointed as a member of the Town of Fort Macleod's Intermunicipal Subdivision and Development Appeal Board.

Moved by Councillor Sandberg to appoint Councillor Alm as the delegate and Councillor Sundquist as an alternate on the Town of Fort Macleod's Subdivision and Development Appeal Board.

Carried.

Superintendent of Public Works Johnson left the meeting at 2:41 p.m.

(i) Intentional Housing Workshop

CAO Vizzutti presented an Intentional Housing Workshop on November 13, 2015, 9:30 a.m. to 4:30 p.m. at the Claresholm United Church. Donation of \$20.00 at the door to help cover the costs.

(j) Alberta Order of Excellence Committee

CAO Vizzutti presented the Alberta Order of Excellence Committee's requesting applications from interested persons to be considered for an appointment as a member of the Council.

(k) Willow Creek Ministerial Association – Prayer Breakfast for Elected Officials

CAO Vizzutti presented an invitation from the Willow Creek Ministerial Association for Council members to attend a Prayer Breakfast for Elected Officials on November 14, 2015 at 8:30 a.m. at the Faith Community Baptist Church in Claresholm. The following will be attending: Maryanne & Eric Sandberg, Neil & Diane Wilson, Earl & Diane Hemmaway and Glen Alm.

(l) Remembrance Day Services

CAO Vizzutti asked who will represent the M.D. at the upcoming Remembrance Day services.

Claresholm – Deputy Reeve Hemmaway and Councillor Sundquist

Granum – Councillor Kroetsch

Fort Macleod – Councillor Van Hierden

Nanton – Reeve Wilson

(l) Mae Belle Club – Re: Ardenville Hall Roof Repair

CAO Vizzutti read a letter from Jana Sharratt of the Mae Belles advising they have not heard from the Community Facility Enhancement grant regarding

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their application for funding to repair the roof of the Ardenville Hall. She advised they need to get the roof repairs completed before winter and is asking for the approved funding from the M.D. to be forwarded to the Mae Belles.

Noted that \$6,500.00 be sent to the Mae Belles for the Ardenville Hall roof repair project, being \$2,000.00 from the Macleod reserve, \$1,000.00 from the M.D. reserve and \$3,500.00 from Division 1 discretionary spending account as approved by previous Council resolutions.

(m) Crown of the Continent Workshop

Reeve Wilson reported on the Crown of the Continent Workshop he attended in Missoula, Montana.

9. **BYLAWS:**

(a) Councillor Code of Conduct Bylaw

CAO Vizzutti presented a proposed Councillor Code of Conduct Bylaw for Council's consideration and discussion.

Discussion ensued.

Moved by Councillor Sundquist Bylaw No. 1730, being a bylaw to establish Councillor Code of Conduct be given first reading.

Councillor Sundquist withdrew his motion for first reading.

Moved by Councillor Sandberg to table Bylaw No. 1730, being a bylaw to establish Councillor Code of Conduct, to November 10, 2015 Council meeting too allow for further discussion at the Council retreat.

Carried.

Moved by Councillor Hemmaway the meeting goes in camera to discuss a personnel and a legal matter.

Carried.

Councillor Sundquist left the meeting at 3:25 p.m.

Moved by Councillor Hemmaway the meeting comes out of in camera.

Carried.

Moved by Councillor Kroetsch the matter between Canada Revenue Agency and the Nanton Seed Cleaning Plant be referred to the M.D. of Willow Creek's legal counsel.

Carried.

10. **ADJOURNMENT:**

Moved by Councillor Van Hierden to adjourn the meeting.

Carried.

Meeting adjourned at 4:00 p.m.

Reeve

10692

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Chief Administrative Officer