

Claresholm, Alberta, August 17, 2016

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 Hemmaway, Deputy Reeve Alm, Councillors Kroetsch, Sandberg, Sundquist, Van Hierden and Wilson, CAO Vizzutti and Administrative Assistant Cheryl Stutz as recording secretary present.

Lawrence Gleason – Reporter entered the meeting.

Superintendent of Public Works Johnson entered the meeting.

Don Kitchener – IT and Eric Sedgwick entered the meeting.

1. Reeve Hemmaway called the meeting to order at 1:57 p.m.

Moved by Deputy Reeve Alm the meeting goes in camera to discuss a matter under Section 24 of Freedom of Information and Protection Act.

Carried.

Lawrence Gleason left the meeting at 1:58 p.m.

Superintendent of Public Works Johnson, Don Kitchener, Eric Sedgwick and Cheryl Stutz left the meeting at 1:59 p.m.

CAO Vizzutti left the meeting at 2:05 p.m.

Moved by Deputy Reeve Alm the meeting comes out of in camera at 2:25 p.m.

Carried.

CAO Vizzutti Superintendent of Public Works Johnson, Don Kitchener, Eric Sedgwick and Cheryl Stutz returned to the meeting at 2:25 p.m.

Development Officer Chisholm and Mike Burla – Planner entered the meeting at 2:25 p.m.

Director of Finance Hannas entered the meeting at 2:25 p.m.

Reeve Hemmaway stated Councillor Sandberg has something to say.

Councillor Sandberg said “I apologize for my behavior in embarrassing our staff. I did apologize to Cindy Chisholm and I do apologize again Cindy, I am sorry but I had advised you I was going to ask the question. And I did talk to Mike Burla after because Mike apparently during the meeting felt that he was blindsided, so after the meeting I had talked to Mike, and I understood perfectly where Mike was coming from and I had talked to him about it and I did apologize to him. So publicly I am apologizing to both of you and I appreciate the job that you do, I really do. And it puts you in a bad position when I ask the questions but I am not embarrassed about asking the questions. But I do apologize to the staff and furthermore I guess I am not to ask you any questions and I will directly go through the CAO or I will go through the Reeve. Thank you.”

Mike Burla – Planner and Development Officer Chisholm left the meeting at 2:29 p.m.

2. **MINUTES:**

(a) **July 20, 2016 Council Meeting Minutes**

Moved by Councillor Kroetsch the July 20, 2016 Council meeting minutes be accepted as presented.

Carried.

(b) **August 10, 2016 Council Meeting Minutes**

Moved by Councillor Wilson the August 10, 2016 Council meeting minutes be accepted as presented.

Carried.

3. **FINANCIAL MANAGEMENT:**

(a) **Cheque Register**

Director of Finance Hannas presented the cheque register for cheque #'s 21419 – 21459 in the amount of \$113,291.40 as information.

Superintendent of Public Works Johnson reported on the repairs to the Stevenson bridge by Holmes Building Movers Ltd. He said he had estimated the total cost of the Stevenson and Parkland bridge repairs to be up to \$350,000.00 and the Stevenson bridge repair only cost \$25,200.00 because a consultant was not required.

CAO Vizzutti advised the MD stays out of the bed and shore and doesn't go in the river without approvals. She said this was merely a repair to the structure itself, didn't go near the river or impact the bed and shore. She said Holmes Building Movers Ltd. did an excellent job.

(b) **Discretionary Grant Reconciliation**

Director of Finance Hannas presented the discretionary grant reconciliation as at August 17, 2016.

Moved by Councillor Wilson the Discretionary Grant reconciliation as of August 17, 2016 be accepted as presented.

Carried.

(c) **Financial Report**

Director of Finance Hannas reviewed 2016 revenue and expenses as of July 31, 2016 as information.

(d) **M.D. of Willow Creek Water License**

CAO Vizzutti advised the M.D. of Willow Creek has received a license to divert water for the Pipeline Water Co-operative in the amount of 10,000 m³. She advised the M.D. of Willow Creek has also received a Preliminary Certificate to divert 273,000 m³ annually from Willow Creek through the works of Alberta Environment and Parks at Pine Coulee Reservoir, through the works of the Town of Claresholm for the Claresholm Industrial Airport for the proposed development approved by Council. She said now that the preliminary certificate is in place the construction can go ahead and the preliminary certificate will be replaced with a license to divert. The M.d. of Willow Creek has received a preliminary certificate and will

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receive a license to divert 156,200 m³ of water annually from Willow Creek through Alberta Environment and Parks Pine Coulee Reservoir and through the Town of Claresholm if the Leavings Co-op gets the funding for the water pipeline. She advised The Leavings Water Co-op Ltd. have been granted five years to construct the pipeline. She has forwarded the pertinent information received to the Pipeline Water Co-op and the Leavings Water Co-op Ltd.

CAO Vizzutti advised the M.D. has received half of the funding for the water and sewer upgrades at the Claresholm Industrial Airport from the Federal Gas Tax Fund. She advised this is subject to the municipality taking over the new infrastructure from the distribution point from the Town of Claresholm in exchange for them signing a Memorandum of Agreement to treat and deliver water at rates agreed upon. She advised there is currently a Memorandum of Understanding in place between the M.D. and the Town of Claresholm and once the project goes forward the Memorandum of Agreement with the Town will be signed.

Director of Finance Hannas advised the M.D. received \$600,000.00 from the Federal Gas Tax Fund to initiate the water and sewer upgrade project at the Claresholm Industrial Airport approximately three years ago however have been waiting for the water license approval. She said the M.D. did not submit a profile to obtain the additional \$600,000.00 as Alberta Transportation requires a profile of the project and proof of a water license.

Moved by Deputy Reeve Alm Director of Finance Hannas be authorized to submit the profile to Alberta Transportation for the remainder of funding for the Claresholm Industrial Airport water and sewer project under the Federal Gas Tax Fund.

Carried.

Director of Finance Hannas left the meeting at 2:46 p.m.

4. **Flood Mapping Presentation and Flood Mapping Policy**

CAO Vizzutti introduced Eric Sedgwick and advised he worked under Don Kitchener's guidance transposing all the information into the mapping format. On behalf of the M.D. she thanked Eric for his hard work.

Don Kitchener advised the 2014 flood event pictures were utilized to create the flood mapping. He advised this process can be maintained at a reasonable cost and updated in the future.

Don Kitchener explained the fundamentals of mapping being accuracy, precision and the descriptive quality of the data. He said the flood photography available was the key aspect to create the flood mapping. He advised the other product used for the mapping was the Lidar photography points which are within a meter accuracy and consistently represents the terrain, however it lacks in describing sharp terrain, river edges, valley edges and the edge of a bank. He said in order to represent sharp edges you have to create break lines along the edges of the water which

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was done by Eric. This information was fed into a modeling program which models the surface of the earth and contours it. Based on the contours from the model they were able to extrapolate up one metre above high water which is shown in yellow and two meters above high water is shown in purple. He stated there is one and two meter buffers produced for the entire area.

Don Kitchener said mapping was done along the Oldman River, Willow Creek from Pine Coulee to the Oldman River, Waterton River and the Belly River. He said the information will be updated as new information becomes available.

Councillor Van Hierden asked how the mapping will be updated.

Don Kitchener advised every time the ortho photo update is done on a three year cycle, the M.D. also gets a refresh of this 3 dimensional mapping data. He advised the three dimensional mapping data is free because it is part of the process used to make the ortho photo maps.

CAO Vizzutti advised Don Kitchener's methodology plus the technical info has been vetted by Municipal legal counsel and is considered a defensible methodology.

CAO Vizzutti expressed her appreciation to Don Kitchener for the expertise and information provided by his department.

CAO Vizzutti presented a Flood Mapping Policy written by M.D. legal counsel Joanne Klauer for Council's consideration. She advised the intent is to provide a policy to use this flood mapping data to make decisions.

Councillor Sundquist requested an amendment to the policy for clarification. A grammatical change to the policy was made that did not change the intent.

CAO Vizzutti advised Joanne Klauer has reviewed the mapping, Don Kitchener's methodology and has written the policy from a defensible point of view. She advised if this information is used by the M.D. in the areas of Transportation, Emergency Services, Planning and Development and building sites, Joanne Klauer feels Don Kitchener's methodology is defensible. She said because of the consistency, the application and the expertise used to create the flood mapping it is a more accurate document for the M.D. to use than relying on older reports.

Moved by Councillor Wilson the Flood Mapping Policy - 610-07 be approved as amended.

Carried.

Reeve Hemmaway thanked Don Kitchener for all his hard work.

Don Kitchener and Eric Sedgwick left the meeting at 3:16 p.m.

5. **COUNCIL MANAGEMENT:**

(a) **Moon River Residents Association – Re: Horse Paddock**

Water Rates

CAO Vizzutti presented a letter from the Moon River Residents Association requesting the current charge for water at the horse paddock of \$20.00 per month per horse be reduced to \$2.00 per horse per month or the previous rate of \$10.00 per horse per month.

Discussion ensued.

Moved by Councillor Kroetsch the request from the Moon River Residents Association to reduce the water rate charged per horse per month be denied.

Councillor Sandberg requested a recorded vote.

For the Resolution: Reeve Hemmaway, Deputy Reeve Alm, Councillors Kroetsch, Wilson, Sundquist & Van Hierden

Against the Resolution: Councillor Sandberg

Carried.

(b) **Broadband Information Session**

CAO Vizzutti advised reporter Lawrence Gleason the information received by Councillor Sandberg at the August 16th Broadband Information Session in Cardston was privileged information under Section 30 of Freedom of Information and Protection of Privacy Act (FOIP), being third party information, therefore nothing is available for public disclosure at this time.

CAO Vizzutti advised she will add this item to the September 14, 2016 agenda.

Councillor Sandberg left the meeting at 3:27 p.m.

6. **PUBLIC WORKS:**

(a) **Public Works Update**

Superintendent of Public Works Johnson provided an update on Sharples Bottom road construction, Daley bridge replacement, gravel program and advised the new truck is in and will be delivered next week.

Deputy Reeve Alm said the Sharples bottom road looks really good. He asked how much money was saved when the engineer for the Disaster Recovery Program eliminated the riprap on the project.

Superintendent of Public Works Johnson estimated the savings to be around \$250,000.00.

Deputy Reeve Alm was concerned if there is another flood the road will be destroyed again whereas the riprap would have saved the road for 50 or 60 years. He feels it was a huge mistake to not protect the work done.

Superintendent of Public Works Johnson advised mowing is being done and the two 140 N's are now complete.

Superintendent of Public Works Johnson left the meeting at 3:32 p.m.

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

(c) Canadian Natural Resources Ltd.

CAO Vizzutti said she called Canadian Natural Resources and advised the Council had denied the request for a tax reduction however feels a formal letter should be sent.

CAO Vizzutti advised the linear mill rate dropped from .0726 in 2015 to .0691 in 2016. She said the difference from farmland to linear is less than 1 mill and they are requesting a 30% reduction.

Moved by Councillor Wilson a letter signed by the Reeve be sent to Canadian Natural Resources Ltd. advising their request for a 30% reduction in taxes was denied.

Carried.

(d) Municipal Government Act – Meetings Regulation - Discussion Guide

Council reviewed the Meetings Regulation Discussion Guide and completed for submission.

(e) Ortho Program

Councillor Sundquist advised he is unsatisfied with the current ortho program on the Council laptops. (continued later)

(f) Councillor Van Hierden requested the Boundary Watershed Tour report be added to September agenda.

Don Kitchener entered the meeting at 3:45 p.m.

(e) Ortho Program (cont:)

Don Kitchener was present to discuss the issues Councillors are having with the current ortho program. He said he will investigate and update all Councillor laptops.

Don Kitchener reviewed the program being used to replace Cubby.

Don Kitchener left the meeting at 4:01 p.m.

(f) Biodiversity Framework Meeting

CAO Vizzutti advised Christine Sweet, Land-use Framework Planner, Environment and Parks requested to meet with Council to discuss the Biodiversity Framework. She advised they wish to meet with each municipality separately.

Council was not in favor of meeting with Environment and Parks one-on-one and feels adjacent municipalities should attend the meeting.

CAO Vizzutti read the list of proposed agenda items from Christine Sweet as information.

Councillor Wilson advised the MD Land Use Bylaw addresses environmental issues, development issues, social issues and economic issues which are all included in the South Saskatchewan Regional Plan.

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Moved by Deputy Reeve Alm to instruct CAO Vizzutti to invite Environment and Parks to attend the September 14, 2016 Council meeting for a period of 30 minutes to explain Council's expectations and hear government's intent regarding the Biodiversity Management Framework.

Carried.

6. **CORRESPONDENCE:**

(a) **Kids First Family Centre – Grand Opening**

Councillor Van Hierden will attend the Kids First Family Centre Grand Opening on September 29, 2016.

(b) **Chinook Arch Library Board Report** - presented.

(c) **AAMDC – Final Submission Modernized Municipal Government Act** – presented.

(d) **Renewable Energy in Alberta – August 25, 2016 in Red Deer** – presented. Noted no one is able to attend at this time.

(e) **Oldman Watershed Council – Video Link**

CAO Vizzutti presented a request from the Oldman Watershed Council requesting the MD to place a link on its webpage to any of the Oldman Watershed Council's videos. She advised she does not have a problem putting a link on the website.

(f) **Economic Development Alberta - Economic Development for Elected Officials Course** –presented.

(g) **Thank you from the Stavely Parkland 4-H Beef Club** – presented.

Moved by Councillor Van Hierden the meeting goes in camera to discuss a legal matter at 4:21 p.m.

Carried.

Lawrence Gleason left the meeting at 4:21 p.m.

Cheryl Stutz left the meeting at 4:21 p.m.

Moved by Councillor Wilson the meeting comes out of in camera at 4:30 p.m.

Carried.

7. **ADJOURNMENT:**

Moved by Councillor Sundquist to adjourn the meeting.

Carried.

Meeting adjourned at 4:31 p.m.

Reeve

Chief Administrative Officer