

Claresholm, Alberta, January 27, 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 Wilson, Deputy Reeve Hemmaway, Councillors Alm, Kroetsch, Sandberg and Van Hierden, CAO Vizzutti and Executive Assistant Arlene MacOdrum as recording secretary present.

Absent – Councillor Sundquist

Rob Vogt – Reporter entered the meeting.

1. Reeve Wilson called the meeting to order at 10:33 a.m.

2. **ADDITIONS TO THE AGENDA:**

Director of Finance Hannas – Resolution required renewing the profile for the Airport water line and sewer project under the Federal Gas Tax program

Council Matters -(q) CAO Holidays

3. **MINUTES:**

(a) **January 13, 2016 Council Minutes**

Moved by Councillor Sandberg the January 13, 2016 Council meeting minutes be accepted as presented.

Carried.

4. **FINANCIAL MANAGEMENT:**

(a) **Cheque Register**

Director of Finance Hannas presented the cheque register for cheque #'s 20581 – 20628 in the amount of \$128,188.31 as information.

(b) **Federal Gas Tax Fund Profile**

Moved by Councillor Sandberg Director of Finance Hannas be instructed to submit a profile under the Federal Gas Tax Fund, for an extension and upgrade of the water line and sewer projects at the Claresholm Industrial Area in the amount of \$1,189,000.00.

Carried.

(c) **Report on Waterline Co-op Meeting**

Councillor Alm advised the ratepayers on the Pipeline Water Co-op are in agreement with the MD applying for a water license of 10,000 m³ on behalf of their water co-op.

CAO Vizzutti said Myles Kasin of MPE has recommended the M.D. acquire ownership of the portion of the pipeline running west from the meter vault. She advised the M.D. has a Memorandum of Agreement with the Town for the delivery of water and the MD having the water license ensures adherence under the Water Act. She said the current water test sample is being taken by a member of the co-op and advised a policy will be required.

Director of Finance Hannas left the meeting at 10:58 a.m.

5. **COUNCIL MANAGEMENT:**

(a) Land Use 2016 Forum

CAO Vizzutti advised Kim Heyman of AAMDC is not aware of anyone from AAMDC who will be attending the Land Use 2016 forum on May 4 – 5, 2016.

Moved by Councillor Van Hierden Reeve Wilson, Councillor Sandberg and CAO Vizzutti attend the University of Alberta Land Use 2016 forum in Edmonton, May 4 – 5, 2016.

Carried.

(b) Policy 120-42 – Community Peace Officer Standard Operating Procedures Policy

Moved by Deputy Reeve Hemmaway Policy 120-42 - Community Peace Officer Standard Operating Procedures Policy be approved.

Carried.

(c) AAMDC – Inter-municipal Finance Survey Results 2015

CAO Vizzutti reviewed the AAMDC – Inter-municipal Finance Survey Results with Council.

Noted the AAMDC Inter-municipal Finance Survey Results 2015 be posted on the MD website.

(d) Linear Assessment

Reeve Wilson reported on discussions of linear assessment during the ASB Convention.

Moved by Deputy Reeve Hemmaway the Councils and CAOs from the five towns within the MD be invited to a supper meeting to discuss the importance of leaving the linear assessment with the rural municipalities and the impact on the funding to the urbans.

Carried.

Noted the supper will be arranged for March 9, 2016 in Claresholm.

(e) South Saskatchewan Region Biodiversity Management Framework

Council discussed their concerns with the South Saskatchewan Region Biodiversity Management document.

CAO Vizzutti advised various MDs & Counties are interested in expressing their concerns and would attend a meeting. She advised feedback through the discussion guide must be returned by January 29, 2016.

Moved by Councillor Alm to authorize CAO Vizzutti to send an email to Mathieu.lebel@gov.ab.ca expressing the MD of Willow Creek's concern regarding the South Saskatchewan Region Biodiversity Management Framework.

Carried.

Claresholm, Alberta, January 27, 2016

(f) **Foothills Little Bow Assoc. letter to AAMDC – Re: Alberta Climate Leadership Plan** – presented.

Meeting recessed at 12:09 p.m. for lunch.

Meeting reconvened at 1:06 p.m.

Development Officer Chisholm, Mike Burla – MD Planner and Kelsey Kilborn entered the meeting at 1:06 p.m.

Bruce McIntosh & (John) Zhong Zhuang of DAMA Products Inc. entered the meeting at 1:06 p.m.

Tom & Marilyn Curry entered the meeting at 1:06 p.m.

(g) **Letter from Hon. Deron Bilous – Minister of Economic Development and Trade**

CAO Vizzutti presented a letter from Hon. Deron Bilous, Minister of Economic Development and Trade, inviting Reeve Wilson to attend a meeting on January 22, 2016 from 1:30 – 2:30 p.m. at the Legislature Building in Edmonton to discuss the plan to phase out all pollution created by burning coal and transition to more renewable energy and natural gas generation by 2030.

Ulla Meredith of J.R. Industries entered the meeting at 1:16 p.m.

Council meeting recessed at 1:16 p.m.

6. PUBLIC HEARING

Reeve Wilson called the Public Hearing to order at 1:17 p.m.

Councillor Van Hierden declared a pecuniary interest and sat as a ratepayer.

(a) **Proposed Land Use Bylaw Amendment – Application A-02-16 – Henry and Shannon Van Hierden (NE 23-8-25-4)**

Development Officer Chisholm stated the Land Use Bylaw Amendment put forth by Henry and Shannon Van Hierden is seeking to redesignate 5.0 acres of land within NE 23-8-25-4, from ‘Rural General – RG’ to ‘Vacant Country Residential – VCR’ to accommodate a proposed bare land subdivision for country residential use.

Development Officer Chisholm advised the site is located within NE 23-8-25-4 and is abutted by Range Road 251 to the east. The applicants currently have an approved Development Permit No. 130-15; to construct a 1,318 sq. ft. bungalow and condition no. 1 required the applicants to enter into a Development Agreement with the Municipal District and register it on the land title. The Development Agreement requires the development of the undeveloped road allowance portion of Township Road 84, to be constructed/upgraded in accordance with the Municipality’s Road Access Policy 320-08 and in accordance with the Municipality’s Minimum Local Road Standards.

Development Officer Chisholm advised Henry and Shannon Van Hierden’s future plan is to sell the 5.0 acre subdivision to the Van Driel’s once the process of rezoning and subdivision have been approved and finalized.

Claresholm, Alberta, January 27, 2016

Development Officer Chisholm advised there is an existing confined feeding operation (CFO) located on the parcel over ½ mile to the west (NE 22-8-25-4). She said there are farmlands surrounding the subject lands and are all designated 'Rural General – RG'.

Development Officer Chisholm presented the following Development Considerations:

1. Soil suitability for a septic system has been verified in a report prepared by Down to Earth Labs confirming that the site could accommodate a traditional gravity septic system. The property is too small for open discharge.
2. The applicant has submitted a copy of his well drilling report for the site to confirm domestic water availability.
3. The existing CFO located on the NE 22-08-25-W4M is Van Driel Farms, which is owned by the landowners Pieter & Petro Van Driel. Policy 4.6.32(h) of the municipal development plan requires the site to meet or exceed the minimum distance of separation (MDS) as established in the Agricultural Operations Practices Act (AOPA). The MDS is based on the number of and type of animals the CFO is permitted for and is measured from the nearest point of the manure storage facility and the wall of the residence. Through conversation with Karen Stewart, the CFO is registered for 1746 dairy calves and 107 dairy cows (plus dries and replacement). If Van Driel Farms decide to expand the operations, the regulations set out for Category 2 (Country Residential) has a MDS of 807 meters (2,649 feet) of neighboring land uses and accompanying odour objective factors. While the main operations of the CFO are on the NE 22-08-25-W4M, there are pens on the very northwest side of NW 23-08-25-W4M. The distance from the east boundary of NE 22-08-25-W4M to the proposed subdivision/house site, located on the NE 23-08-25-W4M, is approximately 924 meters (3,031 feet).

Karen Stewart is of the understanding through conversation with the Van Driel's that they plan to purchase the 5.0 acre subdivision from the applicants. She has informed the Van Driel's of the MDS if they choose to expand their operations.

4. There are no abandoned wells within the proximity of the subject lands based on the AER database.

Development Officer Chisholm said notice of the Public Hearing was advertised in the Macleod Gazette on January 13th & 20th, 2016, pursuant to sections 230, 606 and 692 of the Municipal Government Act. She said adjacent landowners were notified of the Public Hearing by mail. Alberta Environment & Parks and Natural Resources Conservation Board were notified by email.

COMMENTS FROM GOVERNMENT AGENCIES

Alberta Environment & Parks - Susanne Lampier

Development Officer Chisholm said Susanne Lampier of Alberta Environment & Parks stated they have no concerns with the amendment.

Claresholm, Alberta, January 27, 2016

Natural Resources Conservation Board – Karen Stewart

Development Officer Chisholm said Karen Stewart of the NRCB stated she talked to Pieter Van Driel and he knows about the rezoning and the implications of the subdivision.

Reeve Wilson asked for any comments from those present.

Mike Burla advised there are no conditions for redesignation.

Councillor Sandberg asked about the MDS limiting Van Driel's future expansion.

Mike Burla advised the 800 m MDS has been exceeded.

Moved by Councillor Alm the Public Hearing is closed at 1:22 p.m.

Carried.

Councillor Van Hierden returned to his position as Councillor.

(b) DAMA Products Inc. – Application A-01-16 (Lot 2, Block 3, Plan 2840 JK)

The following people were present for the Public Hearing:

– Bruce McIntosh and (John) Zhong Zhuang representing Dama Products Inc.

- Tom & Marilyn Curry – adjacent landowners

- Ulla Meredith – J.R. Industries

J.R. Nielsen, R. Wytinck and Andrew Gaffney

Development Officer Chisholm stated the Land Use Bylaw Amendment put forth by DAMA Products Inc. to redesignate Lot 2, Block 3, Plan 2840 JK (3.76 acres) from 'Claresholm Industrial Area – CIA' to 'Rural Commercial – RC' to allow for the proposed development of a medicinal marihuana production facility.

Development Officer Chisholm advised the current Land use Bylaw 1616 land use district 'Claresholm Industrial Area – CIA' does not allow for a medical marihuana production facility. She said the proposed development would be classified as a discretionary use within the proposed 'Rural Commercial – RC' land use district.

Development Officer Chisholm said notice of the Public Hearing was advertised in the Local Press on January 13th & 20th, 2016, pursuant to sections 230, 606 and 692 of the Municipal Government Act. She said adjacent landowners were notified of the Public Hearing by mail. She advised Alberta Transportation, Alberta Health Services and the Town of Claresholm were also notified and comments have been submitted from all three government agencies.

Development Officer Chisholm advised Emergency Services Manager Coleman has no concerns as long as the building meets safety codes and advised the applicant to contact Superior Safety Codes.

Claresholm, Alberta, January 27, 2016

Written Submissions from Government Agencies

Alberta Transportation - Leah Olsen

Development Officer Chisholm read a letter dated January 18, 2016 from Leah Olsen, Development/Planning Technologist for Alberta Transportation stating they do not have any objections to the proposed land use redesignation of Lot 2, Block 3, Plan 2840 JK. She advised a permit from the department will not be required given the development setbacks will be maintained by default and all access to the highway is indirect by way of the local road system. She stated any peripheral lighting (yard lights/area lighting) that may be considered a distraction to the motoring public or deemed to create a traffic hazard will not be permitted.

Alberta Health Services – Richard Steeves

Development Officer Chisholm read a letter dated January 20, 2016 from Richard Steeves – Executive Officer, Alberta Health Services provided the following recommendations regarding Land Use Bylaw Amendment - Application A-01-16, Dama Products Inc.:

1. The production facility be located on parcels zoned industrial or rural commercial that are not facing major streets or bordering residential neighbourhoods;
2. The production facility is the only use on this parcel and it is not located within a building containing other uses. A stand-alone building is recommended;
3. The facility incorporates a ventilation system capable of preventing odours and, if present, pollen from escaping to the out-of-doors;
4. The storage of pre-production materials and finished medical marihuana produce, medical waste and waste materials containing medical marihuana is in a manner that does not create, permit or maintain a public health nuisance. Inside storage is recommended;
5. The facility and all activities associated with its operation do not result in a condition that is or might become injurious or dangerous to the public health, or that might hinder in any manner the prevention or suppression of disease.
Activities such as packaging of the finished medical marihuana product and the loading/unloading (shipping and receiving) of medical marihuana pre and post production product should be carried out indoors;
6. Professional pest control is recommended.

Town of Claresholm – Marian Carlson

Development Officer Chisholm read a letter dated January 20, 2016 from Marian Carlson – CAO of the Town of Claresholm stating the Medical Marihuana Production Facility could be included under the Claresholm Industrial Area (CIA) district and not create a new Rural Commercial district. She advised the Town of Claresholm would like to discuss water allocation and how water usage of this facility will affect the surrounding properties and the water system as a whole as the application progresses.

Claresholm, Alberta, January 27, 2016

Presentation by the Applicant

Bruce McIntosh and (John) Zhong Zhuang of Dama Products Inc. provided a power point presentation of the proposed indoor medical marihuana facility indicating location, plant diagram and building specs and haul route. Mr. Zhuang said Dama Products Inc. will employ 20 – 30 staff when in full operation and security will be as per Health Canada requirements. He advised the application for redesignation has received positive feedback from Alberta Health Services, Alberta Transportation, Town of Claresholm and the fire department.

Councillor Sandberg stated the Town of Claresholm has concerns regarding the amount of water required.

Bruce McIntosh stated they will meet with the Town of Claresholm to discuss their water concern. He said the amount of water they require would be similar to the taco chip business that operated there previously.

CAO Vizzutti advised the M.D. has limited use of 8 acre feet of water for the entire airport at this time, so the MD requires the information from the applicant.

Councillor Alm advised the application specifies 10,000 gallons of water per month is required.

Reeve Wilson asked those present if there are any questions.

Noted no questions received.

Reeve Wilson asked if Dama Products Inc. has received approval from Health Canada for the operation.

Bruce McIntosh advised the redesignation is required prior to submitting an application to Health Canada. He advised they have no plans for any additional building construction.

Councillor Sandberg asked about the Town of Claresholm's concern regarding redesignation.

CAO Vizzutti advised a medical marihuana facility is not allowed under the Claresholm Industrial Area district.

Mike Burla stated the present zoning does not accommodate a medical marihuana facility. The M.D requires redesignation or the addition of medical marihuana under the Claresholm Industrial Area which would require an amendment to the Land Use Bylaw.

Councillor Alm said on Page 4 of the application they are including the fire hydrants.

CAO Vizzutti advised high pressure fire suppression is not available at the Claresholm airport.

Bruce McIntosh advised the concrete block wall meets Alberta Fire Code.

Councillor Alm asked if they will be operating six days a week, from 7:00 a.m. to 5:00 p.m.

Claresholm, Alberta, January 27, 2016

Bruce McIntosh advised that will be their normal hours of operation. No one will be on site on Sunday.

Mike Burla asked if they have any other medical marihuana operations in Canada.

Bruce McIntosh advised they do not have any other operations.

Marilyn Currie stated her concern regarding the effect of the operation on land values at the airport. She said the MD already has approved one medical marihuana operation in the Claresholm area.

Bruce McIntosh advised he is a commercial realtor and stated the facility located at Cochrane has not had a negative effect on land values. He stated there will not be any signage on their building.

Moved by Councillor Kroetsch to close the Public Hearing at 2:07 p.m.

Reeve Wilson reconvened the Council meeting at 2:10 p.m.

Mike Burla provided Council's options in dealing with the applications. He advised no additional information can be received and noted Councillor Sundquist is not eligible to discuss or vote on either of the redesignation applications presented today.

Councillor Van Hierden declared a pecuniary interest regarding his application for redesignation and sat as a ratepayer and did not vote on the matter.

7. **BYLAWS:**

(a) Bylaw No. 1739 – Amend Land Use Bylaw No. 1616 – Redesignation ‘Rural General – RG’ to ‘Vacant Country Residential – VCR’ - Ptn. NE 23-8-25-4 (5 acres) – H & S Van Hierden

Moved by Deputy Reeve Hemmaway Bylaw No. 1739, being a bylaw to amend Land Use Bylaw No. 1616 to redesignate 5 acres of land within the NE 23-8-25-4 from ‘Rural General – RG’ to ‘Vacant Country Residential – VCR’ to accommodate a bare land subdivision application be given first reading.

Carried.

Moved by Councillor Alm Bylaw No. 1739 be given second reading.

Carried.

Moved by Councillor Kroetsch all Councillors present are in agreement to giving Bylaw No. 1739 third and final reading.

Carried Unanimously.

Moved by Deputy Reeve Hemmaway Bylaw No. 1739 be given third and final reading and the Reeve and Chief Administrative Officer be authorized to sign and counter sign on behalf of the Municipal District.

Carried.

Councillor Van Hierden returned to his position as Councillor.

Claresholm, Alberta, January 27, 2016

**(b) Bylaw No. 1740 – Amend Land Use Bylaw No. 1616 –
Redesignation ‘Claresholm Industrial Area – CIA’ to ‘Rural Commercial – RC’ –
Lot 2, Block 3, Plan 2840 JK – Dama Products Inc.**

Moved by Councillor Van Hierden Bylaw No. 1739, being a bylaw to amend Land Use Bylaw No. 1616 to redesignate Lot 2, Block 3, Plan 2840 JK from ‘Claresholm Industrial Area – CIA’ to ‘Rural Commercial – RC’, be given first reading.

Carried.

Moved by Deputy Reeve Hemmaway Bylaw No. 1740 be given second reading.

Carried.

Moved by Councillor Kroetsch all Councillors present are in agreement to giving Bylaw No. 1740 third and final reading.

Carried Unanimously.

Moved by Councillor Alm Bylaw No. 1740 be given third and final reading and the Reeve and Chief Administrative Officer be authorized to sign and counter sign on behalf of the Municipal District.

Carried.

Bruce McIntosh, (John) Zhong Zhuang, Tom & Marilyn Curry, Ulla Meredith, J.R. Nielsen, R. Wytinck and Andrew Gaffney left the meeting at 2:19 p.m.

Mike Burla, Development Officer Chisholm and Kelsey Kilborn left the meeting at 2:19 p.m.

2. **ADDITIONS TO THE AGENDA (CONT:)**

CAO Vizzutti asked Council for approval to add the following item to the agenda:

(r) Nature Conservancy Canada – Conservation Easement Form 1 – Oxley CA4

The addition to the agenda was approved by Council.

5. **COUNCIL MANAGEMENT:**

**(h) Close Road Plan 644 AZ in the NW 30 & SW 31-10-24-4 and
Road Plan 5465 EZ in the NW 30-10-24-4**

CAO Vizzutti advised resolutions are required to close to public travel and cancel the road plans in accordance with Section 24 of the Municipal Government Act. She advised Road Plans 644 AZ and 5465 EZ affecting the NW 30 & SW 31-10-24-4 will be cancelled and a new road plan registered to realign the road within the road plan.

Moved by Councillor Alm a resolution of The MD of Willow Creek No. 26 for the purpose of closing to public travel and cancelling a public highway in accordance with Section 24 of the Municipal Government Act, Chapter M26, Revised Statutes of Alberta 2000, as amended.

Claresholm, Alberta, January 27, 2016

Whereas, the lands hereafter described are no longer required for public travel;

Now Therefore be it resolved that the Council of The MD of Willow Creek No. 26 does hereby close the following described road, subject to rights of access granted by other legislation.

Road Plan 644 AZ, affecting SW ¼ Sec. 31, Twp. 10, Rge. 24, W4M:

Containing 2.07 Hectares (5.11 Acres) More or Less

To be placed back in Certificate of Title No. 121 317 310

Carried.

Moved by Councillor Sandberg a resolution of The MD of Willow Creek No. 26 for the purpose of closing to public travel and cancelling a public highway in accordance with Section 24 of the Municipal Government Act, Chapter M26, Revised Statutes of Alberta 2000, as amended.

Whereas, the lands hereafter described are no longer required for public travel;

Now Therefore be it resolved that the Council of The MD of Willow Creek No. 26 does hereby close the following described road, subject to rights of access granted by other legislation.

Road Plan 644 AZ, affecting NW ¼ Sec. 30, Twp. 10, Rge. 24, W4M:

Containing 1.121 Hectares (2.77 Acres) More or Less

To be placed back in Certificate of Title No. 111 143 062

And

Road Plan 5465 EZ, affecting NW ¼ Sec. 30, Twp. 10, Rge. 24, W4M:

Containing 1.194 Hectares (2.95 Acres) More or Less

To be placed back in Certificate of Title No. 111 143 062

Carried.

(i) 2016 Alberta Agriculture Hall of Fame Award

CAO Vizzutti presented a letter from Alberta Agriculture and Forestry advising the Agriculture Hall of Fame Award nomination deadline is April 30, 2016.

(j) Nanton 2015 Annual FCSS Report - presented.

(k) Pat Stier - Request for Capital Plan Priorities

CAO Vizzutti presented a request from Pat Stier – MLA Livingstone Macleod, requesting a list of the M.D.'s capital plan priorities to submit to Infrastructure Minister Brian Mason's office by January 29, 2016.

CAO Vizzutti will send a copy of the M.D. of Willow Creek's 5 Year Capital Plan to Pat Stier's office.

(l) AAMDC – Municipal Infrastructure Priorities Survey

Council completed the Municipal Infrastructure Priorities Survey for submission.

10750

Claresholm, Alberta, January 27, 2016

(m) Cardston County – ACP Grant Application

Moved by Councillor Sandberg the Council of The Municipal District of Willow Creek No. 26 supports Cardston County's grant application under the Alberta Community Partnership (ACP) Program to manage and control the spread of Spotted Knapweed and Leafy Spurge along the rivers bordering our municipalities.

Carried.

(n) Fire Chief Honorarium

Moved by Councillor Alm Fire Chiefs be paid an honorarium of \$400.00 per year.

Carried.

(o) CARES – Operating Grant for 2016

CAO Vizzutti presented a letter from Claresholm Animal Rescue Society (CAREs) requesting an operating grant of \$600.00 for 2016.

Moved by Councillor Sandberg the request from CAREs be included for budget discussions.

Carried.

(p) Letter from M & B Kurtz – Thank you to Sheldon Weir – Grader Operator – presented.

(q) CAO Holidays

CAO Vizzutti advised she will be taking holidays May 24 – 27, 2016.

(r) Nature Conservancy of Canada – Notification Letter of Conservation Easement and 60 Day Waiver

CAO Vizzutti presented Conservation Easement Form 1 – OXLEY CA4 and 60 day waiver for the following properties:
NE 35-13-29-4, SW 36-13-29-4, SW 31-13-28-4 & SE 36-13-29-4, SW 6-14-28-4, N ½ & SE 31-13-28-4, W ½ 32-13-28-4, SE 35-13-29-4, N ½ 36-13-29-4, W ½ & SE 1-14-29-4,

Moved by Councillor Kroetsch the M.D. of Willow Creek waives the 60 day notification requirement by the Nature Conservancy for Conservation Easement Form 1 – OXLEY CA4 for the following properties:
NE 35-13-29-4, SW 36-13-29-4, SW 31-13-28-4 & SE 36-13-29-4, SW 6-14-28-4, N ½ & SE 31-13-28-4, W ½ 32-13-28-4, SE 35-13-29-4, N ½ 36-13-29-4, W ½ & SE 1-14-29-4,

Carried.

7. BYLAWS (CONT:)

(c) Bylaw No. 1741 - Subdivision and Development Appeal Board

CAO Vizzutti reviewed the proposed Subdivision and Development Appeal Board Bylaw with Council.

10751

Claresholm, Alberta, January 27, 2016

Moved by Councillor Van Hierden Bylaw No. 1741, being a bylaw to establish a municipal Subdivision and Development Appeal Board, be given first reading.

Carried.

Moved by Councillor Kroetsch Bylaw No. 1741 be given second reading.

Carried.

Moved by Deputy Reeve Hemmaway all Councillors present are in agreement to giving Bylaw No. 1741 third and final reading.

Carried Unanimously.

Moved by Councillor Alm Bylaw No. 1741 be given third and final reading and the Reeve and Chief Administrative Officer be authorized to sign and counter sign on behalf of the Municipal District.

Carried.

Moved by Councillor Sandberg the meeting goes in camera to discuss a legal personnel matter at 3:17 p.m.

Rob Vogt left the meeting at 3:17 p.m.

Executive Assistant MacOdrum left the meeting at 3:17 p.m.

Moved by Councillor Van Hierden the meeting comes out of in camera at 3:24 p.m.

Carried.

8. **ADJOURNMENT:**

Moved by Councillor Kroetsch to adjourn the meeting.

Carried.

Meeting adjourned at 3:25 p.m.

Reeve

Chief Administrative Officer