

Claresholm, Alberta, October 12, 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, Sundquist, Van Hierden and Wilson, CAO Vizzutti and Executive Assistant MacOdrum as recording secretary present.

Absent – Councillor Sandberg

Emergency Services Manager Coleman entered the meeting.

Director of Finance Hannas entered the meeting.

Lawrence Gleason – Reporter entered the meeting.

1. Reeve Hemmaway called the meeting to order at 10:03 a.m.

2. **MINUTES:**

(a) September 21, 2016 Council Meeting Minutes

Moved by Councillor Wilson the September 21, 2016 Council meeting minutes be accepted as presented.

Carried.

3. **EMERGENCY SERVICES:**

(a) Billing for Emergency Services

Emergency Services Manager Coleman presented information regarding the M.D.'s billing practices for emergency services provided by the fire departments. He stated 80% of municipalities in Region 7, southern Alberta, bill for insurable items such as fires, motor vehicle collisions and rescues. He said half of the municipalities in Region 7 that aren't currently charging are looking at a process to start charging ratepayers for services. He said fire department billing was discussed at the last Alberta Fire Chiefs Association meeting he attended and he stated more municipalities are starting to charge for fire department services. He advised the few municipalities that do not charge for fire department services recoup these costs through the tax roll.

Superintendent of Public Works Johnson entered the meeting at 10:05 a.m.

Emergency Services Manager Coleman advised medical first response and co-response calls are not billable. He doesn't feel it is fair for all ratepayers to pay more on their taxes to cover the fire department charges for highway collisions or insurable items. He feels it is fair to charge the individual involved for emergency calls rather than charging every ratepayer in the M.D and feels our current billing system is fair.

CAO Vizzutti said she asked Emergency Services Manager Coleman to provide the information for fire department billing due to the recent article in the local paper and the phone calls received from ratepayers. She stated the 2015 operating costs; not including capital items, for the five fire departments was \$443,200.00. A total of \$291,000.00 was billed out of which over 50% was invoiced to Alberta Transportation. She stated a total deficit of \$152,000.00 was recovered through the tax roll. She said the ratepayers of the M.D. of Willow Creek are subsidizing approximately one third of the

Claresholm, Alberta, October 12, 2016

operating cost of the fire departments per year. The M.D. only recovers a portion of the actual expenses incurred through the fee structure for billing as per the fees bylaw.

Discussion ensued with regards to invoicing for search and rescue, allowing hunters access, uninsurable events and liability insurance.

Joanne & Malcolm MacDougall entered the meeting at 10:10 a.m.

CAO Vizzutti advised an invoice for emergency services could be as low as \$2,000.00 or high as \$10,000.00 depending on the circumstance. She said normally the individual is billed or the landowner if it is their family member that is involved and extenuating circumstances are brought to Council for direction.

Council requested information regarding fire facts and emergency services facts be provided on the M.D. website.

Emergency Services Manager Coleman left the meeting at 10:33 a.m.

4. **PUBLIC WORKS:**

(a) Request to Open Cut Gravel Road – Malcolm MacDougall

Superintendent of Public Works Johnson advised Malcolm MacDougall has requested to open-cut the gravel road between the NW 22-14-25-4 and SW 27-14-25-4. He advised this road is used as a gravel haul route by the M.D. He advised the M.D.'s liability is a concern.

Malcolm MacDougall advised they will be using a qualified contractor, H & H Contracting from Fort Macleod, who they have used in the past and have never had a problem. He advised the quote for boring was \$20,000.00 compared to \$2.00/ft. to open-cut the road. He said boring would greatly increase the cost of the project.

CAO Vizzutti advised the M.D.'s requirements will be as follows:

- Contractor to provide WCB coverage;
- Contractor to indemnify the M.D. on their insurance policy and provide proof;
- Contractor to meet with Superintendent of Public Works prior to commencing work and inspection by Superintendent of Public Works upon completion;
- Landowner shall provide a \$10,000.00 bond for three years;
- Memorandum of Agreement to Open-Cut a Gravel Road signed by the landowner.

Malcolm MacDougall provided printed information showing the location of the road crossing, proposed irrigation project and photos of a road previously open-cut for an irrigation pipeline crossing.

Councillor Van Hierden asked if a sleeve will be installed.

Malcolm advised they will be using a 10" pipe however will increase to 12" as per MD requirement and sleeve the pipe within the crossing.

Moved by Deputy Reeve Alm to approve Malcolm MacDougall's application to open-cut the gravel road between the NW 22-14-25-4 and SW 27-14-25-4 for the installation of a 10" irrigation line (with 12" sleeve) using the open cut/trenching method subject to the following conditions:

Claresholm, Alberta, October 12, 2016

- \$10,000.00 bond for three years
- Memorandum of Agreement for Irrigation Projects by the Open-Cut/Trenching Method Crossing Graveled Municipal Road Rights-of-Way be signed.

Carried.

Malcolm & Joanne MacDougall left the meeting at 10:47 a.m.

(b) Road Closure Procedure

CAO Vizzutti requested a resolution to clearly authorize the CAO and his/her designates for the purpose of closing roads to facilitate construction, rehabilitation, repairs, or emergency, to prevent the need to convene a meeting of Council each time such a closure is needed.

Moved by Councillor Sundquist that the Chief Administrative Officer or his/her designate, who for the purpose of this resolution shall be the Superintendent of Public Works and/or the Assistant Superintendent of Public Works, be authorized to temporarily close roads for the purposes stated in the Municipal Government Act, Section 25 or in the case of emergency.

Carried.

Superintendent of Public Works Johnson provided an update on the RM500 Rotomix, the installation of snow fence and gravel hauling. He advised they are trying to finalize the replacement of faded municipal address signs.

5. **FINANCIAL MANAGEMENT:**

(a) Cheque Register

Director of Finance Hannas presented the cheque register for cheque #'s 21580 – 21653 in the amount of \$358,563.01 as information.

Director of Finance Hannas left the meeting at 11:05 a.m.

Superintendent of Public Works Johnson left the meeting at 11:05 a.m.

6. **COUNCIL MANAGEMENT:**

(a) Alberta Health Services – South Zone Community Engagement Report

CAO Vizzutti asked Councillor Sundquist and Reeve Hemmaway if they felt the South Zone Community Engagement report reflects what was discussed at the meeting.

Councillor Sundquist and Reeve Hemmaway reported on the South Zone Community Engagement session they attended in Lethbridge. They said the consensus was everyone wants health care improved, easy access to health care services, wait times for surgery (hip and knee replacement) to be improved and the utilization of rural hospitals. They couldn't discuss ambulance issues at the meeting as it is under a different department of AHS.

(b) Resolution – Realtors Responsibility to Buyers

CAO Vizzutti advised she reviewed the Realtors Code and Real Estate Act in Alberta and if they abide by the Realtors Code it is very clear that a realtor

Claresholm, Alberta, October 12, 2016

shall be aware of current legislation and wherever reasonably possible be aware of pending legislation including zoning and government programs which could affect trading conditions in the market place. She said there may be a lack of education. She advised there is a complaint mechanism whereby if the municipality or individual feels a transaction has not been done properly they can submit a complaint against a realtor or company and the Council of the Realtors will investigate.

CAO Vizzutti asked Council for direction concerning the content of the resolution required.

Moved by Councillor Sundquist resolution #332/16 be rescinded regarding the instructions to submit a resolution to the Foothills Little Bow as the M.D.'s concerns regarding realtor disclosure are represented in the Realtor Code and Real Estate Act in Alberta.

Carried.

(c) Local Government Leadership Program – “On the Edge of the Diving Board”

CAO Vizzutti advised there will be a Local Government Leadership training course – “On the Edge of the Diving Board” held on December 5, 2016 at the M.D. office and asked who could attend.

Reeve Hemmaway, Deputy Reeve Alm, Councillors Sundquist, Van Hierden, Kroetsch, Sandberg and Wilson will attend the course.

(d) Remembrance Day Services

Moved by Councillor Wilson the following Councillors will attend the Remembrance Day Services on behalf of the M.D. and \$100.00 donation be made to each:

Fort Macleod - \$100.00 – Councillor Sandberg will attend the service

Granum - \$100.00 – Councillor Kroetsch will attend the service

Claresholm - \$100.00 – Councillor Alm will attend the service

Nanton - \$100.00 – Councillor Wilson will attend the service.

Carried.

(e) AUMA Resolution - Capital Funding for Alberta's Library System

CAO Vizzutti advised the resolution presented at the AUMA Convention, to allow library systems in Alberta to borrow capital funds independently, was defeated.

(f) Rowan House Emergency Shelter – Proclamation

CAO Vizzutti presented a letter from the Rowan House Emergency Shelter asking the M.D. to proclaim November as Family Violence Prevention Month in our community.

Claresholm, Alberta, October 12, 2016

Moved by Councillor Kroetsch to authorize Reeve Hemmaway to proclaim November as Family Violence Prevention Month in the M.D. and advertise on the M.D.'s website, Facebook & Twitter.

Carried.

(g) Subdivision and Development Appeal Board Training

CAO Vizzutti advised ORRSC will be hosting an SDAB training session on November 25, 2016 10:00 a.m. – 4:00 p.m. in Lethbridge and asked if any Council members wish to attend. She advised the seven members of the SDAB have been invited to attend and five members have confirmed their attendance as of today.

Noted Deputy Reeve Alm and Councillor Kroetsch will attend the SDAB training.

(h) 2016 Organizational Meeting

CAO Vizzutti reminded Council of the 2016 Organizational Meeting on October 19th at 9:00 a.m. and hard copy of the previous appointments was provided.

(i) AAMDC Fall Convention – November 14 – 17, 2016

CAO Vizzutti advised the cancellation date for AAMDC Convention is October 28, 2016.

(j) Town of Claresholm Business Growth and Development Centre Open House

CAO Vizzutti advised Reeve Hemmaway and herself have been invited to attend the Town of Claresholm Business Growth and Development Centre Open House on October 18th, 1 – 4 p.m.

7. **CORRESPONDENCE:**

(a) Thank you – Empress Theatre Diamond Dinner – presented.

(b) Canadian Natural Resources Ltd. – (CNR)

CAO Vizzutti and Reeve Hemmaway reported on their meeting with CNR representatives to discuss their request for reduced property taxes. They advised CNR representatives feel the M.D. of Willow Creek's taxation is fair.

(c) Rural Broadband Workshop – Mountain View County

Read and noted.

(d) CUPW – Canada Post Review – presented.

(e) Friends of the Granum Library – Donation

CAO Vizzutti presented a letter from the Friends of the Granum Library requesting a donation to support their fund raising Murder Mystery Dinner Theater on Saturday November 5th in Fort Macleod.

Moved by Councillor Van Hierden to donate two sets of glasses and \$400.00 from the following discretionary spending accounts:

Divisions 1 7 2 - \$200.00 each

Carried.

(f) Stavely Community Hall Board – Thank you - presented.

10885

Claresholm, Alberta, October 12, 2016

(g) 2016 – 2017 Southern Alberta Intercollegiate Rodeo – Thank you Dinner

Moved by Councillor Kroetsch Henry and Shannon Van Hierden attend the Southern Alberta Intercollegiate Rodeo dinner to represent the M.D.

Carried.

Meeting recessed for lunch a 12:04 p.m.

Lawrence Gleason – Reporter left the meeting at 12:04 p.m.

Meeting reconvened at 12:42 p.m.

Moved by Councillor Wilson the meeting goes in camera at 12:42 p.m. under Section 21 – FOIP – Intermunicipal Relations and Section 16 FOIP – Third Party Interests.

Carried.

Moved by Councillor Kroetsch to come out of in camera at 1:56 p.m.

Carried.

8. **ADJOURNMENT:**

Moved by Councillor Wilson to adjourn the meeting.

Carried.

Meeting adjourned at 1:57 p.m.

Reeve

Chief Administrative Officer