

Claresholm, Alberta, March 8, 2017

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 Executive Assistant MacOdrum as recording secretary present.

Lawrence Gleason – Reporter entered the meeting.

Director of Finance Hannas entered the meeting.

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

2. **MINUTES:**

- (a) **Council Meeting Minutes of February 15, 2017**

Moved by Councillor Sandberg to accept the Council meeting minutes of February 15, 2017 as presented.

Carried.

3. **FINANCIAL MANAGEMENT:**

- (a) **Cheque Register**

Director of Finance Hannas presented the cheque register for cheque #'s 22191 – 22240 in the amount of \$629,099.87 as information.

4. **COUNCIL MANAGEMENT:**

- (a) **Web Information Consent Form**

CAO Vizzutti asked Council to ensure the web information consent form is submitted if they want their email or phone number on the MD website.

- (b) **Appoint Returning Officer for 2017**

Moved by Councillor Kroetsch to appoint CAO Vizzutti as Returning Officer for the M.D. of Willow Creek 2017 Municipal Election.

Carried.

- (c) **Deputy Returning Officer and Poll Clerk Fees**

CAO Vizzutti presented the list of fees paid to Deputy Returning Officers and Poll Clerks who worked at the last election and asked Council to set the fees for 2017 election.

Moved by Councillor Sandberg to approve the 2017 elections fees as follows:

Training - \$20.00/hr

Advance Poll

Meal Allowance - \$25.00

DRO-Poll Clerk - \$185.00/day

Election Day

Meal Allowance - \$50.00

DRO-Poll Clerk - \$360.00/day

Mileage – applicable MD rate per policy

Carried.

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(d) Voting of an Incapacitated Elector at Home

Moved by Councillor Sundquist to provide for the attendance of two deputies at the residence of an elector, during the hours an advance voting station is open in order to provide for the voting of an elector who, because of physical incapacity, is unable to attend a voting station or an advance voting station to vote, as provided for by Section 79(1) of the Local Authorities Election Act.

Carried.

(e) Election Identification Bylaw No. 1678

CAO Vizzutti presented Election Identification Bylaw No. 1678 as information and advised no changes are required.

5. BYLAWS:

(a) Bylaw No. 1759 – Nomination Deposit

Moved by Councillor Van Hierden Bylaw No. 1759, being a bylaw to require every nomination be accompanied by a deposit when filing a nomination paper for the office of Councillor, be given first reading.

Carried.

Moved by Councillor Wilson Bylaw No. 1759 be given second reading.

Carried.

Moved by Councillor Kroetsch all Councillors present are in agreement of giving Bylaw No 1759 third and final reading.

Carried Unanimously.

Moved by Councillor Sundquist Bylaw No. 1759 be 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.

4. COUNCIL MANAGEMENT (CONT:)

(f) Town of Claresholm – MD Water Vault to Granum

CAO Vizzutti presented a notification from the Town of Claresholm the MD water vault to Granum is now within the boundary of the town. The Public Utility Lot is roll# 13109.00 and civic address is 3900 – 5th St. East.

(g) Daylight Savings Time – Thomas Dang, MLA

Moved by Councillor Sandberg the MD Council logon to www.albertandp-caucus.ca to show support for the repealing of Daylight Saving Time.

Defeated.

(h) Hon. Shannon Phillips – Town Hall Session

Reeve Hemmaway reported on the telephone Town Hall Session held by Hon. Shannon Phillips, Minister of Environment and Parks and Minister responsible for Climate Change on February 24th from 2:00 pm – 3:00 pm. He advised the M.D.'s

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questions submitted on carbon tax and seniors housing were not addressed during the call. No one was allowed to respond to any of the topics, everyone's phone had to be put on mute as you could listen only.

(i) Nanton Health Centre Management Committee – 2016

Financial Statements

Moved by Councillor Wilson the draft Nanton Health Centre Management Committee – 2016 Financial Statement be approved in principle.

Carried.

(j) AAMDC Board Governance Review

Councillor Wilson reported on the AAMDC Board Governance Review committee meetings he attended and the committee recommended a 5% increase in the board members salary and a change in the role of the vice president. The committee's findings and recommendations will be presented at the 2017 AAMDC Spring Convention.

Moved by Deputy Reeve Alm to support in principle, the AAMDC Board Governance Committee's recommendations as presented in hard copy at the March 8, 2017 Council meeting.

Carried.

(k) Town of Claresholm – Public Hearing – Land Use Bylaw

Amendment

CAO Vizzutti advised the Town of Claresholm are holding a Public Hearing on March 27, 2017 at 7:00 p.m. to consider the proposed Bylaw 1625 to amend the land use designation of the annexed properties from 'Rural General – RG' to 'Agricultural/Transitional – A/T'.

Deputy Reeve Alm will attend the Public Hearing on March 27, 2017 to consider Bylaw No. 1625 to amend land use designation of properties annexed from the M.D.

(l) Memorandum of Agreement for Irrigation Projects – Crossing Municipal Road Right-of-Way Using the Bore Method

CAO Vizzutti asked Council to amend the Memorandum of Agreement for Irrigation Projects – Crossing Municipal Road Right-of-Way Using the Bore Method to only require one signature being the Chief Administrative Officer.

Moved by Councillor Van Hierden the Memorandum of Agreement for Irrigation Projects – Crossing Municipal Road Right-of-Way Using the Bore Method be signed by the Chief Administrative Officer only as the installation is allowed per the M.D. policy.

Carried.

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(m) **Oldman Watershed Council (OWC)**

CAO Vizzutti presented the Oldman Watershed Council membership fee of \$1,865.00 and asked for Council direction.

Moved by Deputy Reeve Alm the Oldman Watershed Council membership be included in budget deliberations.

Carried.

(n) **AAMDC 2017 Spring Resolutions** – presented.

6. **CORRESPONDENCE:**

(a) **Requests for Donations:**

- **The Station**

- **Claresholm Legion – Community Safety Net**

- **The Fort – Sponsorship**

- **Fort Macleod Allied Arts – “The Art of Food and Wine”**

- **STARS Mixed Volleyball Tournament (Mike Bourassa)**

- **Alberta Southwest – Economic Developers Alberta Annual Conference (March 22 – 24, 2017)**

- **Fort Macleod Midget Mavericks Hockey Team – Provincials in Slave Lake**

Moved by Councillor Wilson to approve the following donations:

Alberta Southwest - donate a set of glasses to the Economic Developers Alberta Annual Conference silent auction.

Fort Macleod Allied Arts – “The Art of Food and Wine” - \$600.00 from the following discretionary spending accounts:

Division 1 - \$200.00

Divisions 2, 3, 4 & 6 - \$100.00 each

Fort Macleod Midget Mavericks Hockey Team - Provincials - \$800.00 from the following discretionary spending accounts:

Division 1 - \$100.00

Division 2 - \$200.00

Division 3 - \$500.00

And the following be deferred to budget deliberations:

- **STARS Mixed Volleyball Tournament (Mike Bourassa)**

- **The Station**

- **Claresholm Legion – Community Safety Net**

- **The Fort – Sponsorship**

Carried.

(b) **Thank you – Claresholm 4-H Multi Club** – presented.

Meeting recessed for lunch at 11:36 a.m.

Meeting reconvened at 12:28 p.m.

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Director of Finance Hannas and Tax Clerk Skog entered the meeting at 12:28 p.m.

7. DELEGATIONS:

(a) Municipal Affairs – Assessment Services Branch – Linear Assessment Presentation

Dave Imrie – Manager, Utilities Operations and Shanna McConnell – Advisor, Well and Pipe - Municipal Affairs – Linear Property Assessment entered the meeting.

Dave Imrie and Shanna McConnell were present to provide an overview of the Linear Property Assessment organization, responsibilities, legislated process and Ministerial guidelines to prepare assessments.

Dave Imrie reviewed the M.D. of Willow Creek's Linear Property Facts as information.

Dave Imrie & Shanna McConnell left the meeting at 2:00 p.m.

Director of Finance Hannas and Tax Clerk Skog left the meeting at 2:00 p.m.

6. CORRESPONDENCE (CONT:)

(c) Wind Energy Workshop – April 26 in Calgary

Moved by Deputy Reeve Alm to authorize Councillor Van Hierden to attend the Wind Energy Workshop in Calgary on April 26 and the Halkirk tour on April 25th.

Carried.

(d) Annual Minister's Awards for Municipal Excellence -
presented.

(e) Alberta Southwest Regional Alliance Minutes – Feb 1, 2017 –
presented.

(f) Letter to Hon. Brian Mason – Minister of Transportation from Leavings Water Co-op Members

CAO Vizzutti advised members of the Leavings Water Co-op are writing to Hon. Brian Mason – Minister of Transportation, copies to: Premier Notley, Minister of Agriculture, Minister of Environment, Minister of Environment, Minister of Municipal Affairs, John Barlow MP, Pat Stier MLA and the M.D. of Willow Creek voicing their concern for lack of Provincial grant programming to provide domestic potable water.

Jason Bishoff and Todd Buhmiller entered the meeting at 2:20 p.m.

(g) Report on Ecosystem Services and Biodiversity Network (ESBN) Workshop

Councillor Wilson and Deputy Reeve Alm reported on the Ecosystem Services and Biodiversity Network workshop they attended in Nisku on March 7th.

7. **DELEGATIONS (CONT:)****(b) Claresholm Arena Upgrade (Tabled Item)**

Jason Bishoff and Todd Buhmiller representing Claresholm Minor Hockey were present.

Jason Bishoff reviewed the Claresholm Arena Upgrade Project summary presented to Council. He said the committee is requesting a donation of \$144,000.00 from the M.D. of Willow Creek which would equal the Town of Claresholm's donation.

CAO Vizzutti discussed bidding process, managing partner, safety policy, WCB and OH&S with regards to the construction. She suggested the committee discuss these items with the Town of Claresholm CAO for clarification

Councillor Sandberg asked when they need to know the M.D.'s financial commitment.

Jason Bishoff advised the grant is due October 15, 2017 and they need to know financial commitment by August 1, 2017.

Jason Bishoff and Todd Buhmiller left the meeting at 3:07 p.m.

Moved by Councillor Sundquist to instruct CAO Vizzutti to provide a tax study on the Claresholm Recreation Area to recover \$144,000.00 over 4, 5 or 6 years.

Carried.

Moved by Deputy Reeve Alm the meeting goes in camera at 3:11 a.m. to discuss the following:

- Section 16 – FOIP – Disclosure harmful to business interests of a third party and
- Section 21 – FOIP – Disclosure harmful to intergovernmental relations.

Carried.

Lawrence Gleason left the meeting at 3:11 p.m.

Councillor Kroetsch left the meeting at 3:16 p.m.

Moved by Councillor Van Hierden to come out of in camera at 3:49 p.m.

Carried.

4. **COUNCIL MANAGEMENT (CONT:)****(o) Legion Plaques Commemorating Battle of VIMY Ridge Anniversary**

Moved by Deputy Reeve Alm to purchase 3 plaques to be presented to the Nanton, Claresholm and Fort Macleod Legions in recognition of the 100th Anniversary of the Battle of VIMY Ridge.

Carried.

8. **ADJOURNMENT:**

Moved by Councillor Sundquist to adjourn the meeting.

Carried.

Meeting adjourned at 3:52 p.m.

Reeve

Chief Administrative Officer