

Claresholm, Alberta, April 13, 2011

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 Van Hierden, Councillors Neufeld, Hemmaway, Wakelin, Wilson and Sundquist, Municipal Administrator Vizzutti and Arlene MacOdrum as recording secretary present.

Councillor Alm absent

Assistant Superintendent of Public Works Cochlan entered the meeting.

Rob Vogt entered the meeting.

1. Reeve Van Hierden called the meeting to order at 10:10 a.m.

2. **MINUTES:**

Moved by Councillor Sundquist to approve the Council meeting minutes of March 16, 2011 as presented.

Carried.

3. **DELEGATIONS:**

(a) **Town of Claresholm and Alberta Health Services – Re: Claresholm Ambulance Service**

Town of Claresholm Council members – Mayor David Moore, Councillors Betty Fieguth, Judy Van Amerongen, Doug MacPherson, Connie Quayle and CAO Kris Holbeck entered the meeting.

Shelley O’Neil – Willow Creek Recycling entered the meeting.

Alberta Health Services – Nick Thain Director of Urban and Rural Operations EMS and Darren Sandbeck – Executive Director of Calgary & Central Zone EMS entered the meeting.

Shawn Knight – Emergency Medical Services Consultant was on speaker phone.

Darren Sandbeck advised that Nick Thain and he are present to provide an update to the Town of Claresholm and the M.D. of Willow Creek with regards to the transition and provision of Emergency Medical & Ambulance Services in the Claresholm area.

Nick Thain advised that he is the Director of Urban and Rural Operations and is currently working with Chinook Emergency Management Services to provide continuous service during the transition period. He advised that Alberta Health Services focus is on patient care and the transition will be provided to best serve the area.

Reeve Van Hierden asked if the level of service provided will be the same or better than the current ambulance service and dispatch service provided.

Nick Thain advised that there will be no decrease in the level of service and no intent to remove services.

Mayor Dave Moore asked where the ambulance will be housed after transition is completed.

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Nick Thain advised that the transition date of July 14th may be modified and the provision of service may be contracted back to Chinook Emergency Management Services until the system is in place.

Mayor Dave Moore asked if there will be any guarantee of employment with Alberta Health Services for the seven or eight individuals who currently work for Chinook EMS and live in Claresholm.

Darren Sandbeck advised that the same number of units and staff will be required no matter who provides the service and it would be beneficial to keep local staff members who know the area.

Municipal Administrator Vizzutti advised that if Council passes a resolution today approving the Medical Co-response with Dr. Phelps as our medical director, it will allow the fire departments to operate at their level of training for medical first response.

Municipal Administrator Vizzutti asked if the ambulance service will be changed from basic life support (BLS) to advanced life support (ALS).

Nick Thain advised that the current mandate is BLS but they will be looking at updating in the future.

Reeve Van Hierden asked if the dispatch will be provided from Calgary.

Nick Thain stated that they ensure that dispatchers are familiar with rural areas, township and range road descriptions and will provide closest ambulance as first response.

Municipal Administrator Vizzutti asked Nick Thain if dispatch has access to the municipalities data for municipal addressing, GPS, etc.

Nick Thain advised that units north of Nanton are using GPS information.

Municipal Administrator Vizzutti asked Nick Thain to investigate the data that Alberta Health Services dispatch is currently using as the M.D. will provide their data.

Mayor Dave Moore said he hopes that the transition will go smoothly.

Reeve Van Hierden asked if the ambulances will be housed locally.

Darren Sandbeck advised that their intent is to leave the units stationed in Claresholm.

Councillor Sundquist asked if patient transfers from the local hospital to Calgary will be done by local ambulance or an ambulance from Calgary.

Nick Thain advised that the best resource will be used to transfer a patient, not necessarily the local ambulance.

Nick Thain thanked Council for the opportunity to discuss the ambulance service and stated that he will follow up regarding the GPS data.

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Municipal Administrator Vizzutti advised that there is a central repository being explored to provide updated data.

Darren Sandbeck and Nick Thain left the meeting at 10:35 a.m.

Shawn Knight on speaker phone advised the Councils that Darren Sandbeck and Nick Thain have transitioned various areas and have always done a great job. He advised that the government monitors all emergency services transitions.

Shawn Knight disconnected.

(b) Town of Claresholm – Funding Issues

Recycling

Mayor Moore advised that the funding of \$10,000 to the Town of Claresholm for recycling in 2012 will not be enough. 33% of the recycling in Claresholm is from rural residents and 50% of Stavely and Granum recycling is rural.

Reeve Van Hierden advised that the M.D. is now funding all five towns for recycling.

Recreation

Mayor Moore advised that the rural population is 1700 in the Claresholm area.

Municipal Administrator Vizzutti advised of the following recreation funds given per town:

Claresholm - \$25,000

Fort Macleod - \$25,000

Nanton - \$25,000

Stavely \$22,400

Granum - \$15,500

She advised that the recreation calculation is based on recreation areas.

Mayor Moore presented the Town of Claresholm information on recreation facility expenses and upgrades required. He advised currently town residents are paying \$129.55/capita whereas the M.D. is paying \$19.67/capita. He stated that the Town of Claresholm does not have the linear assessment for tax base like the M.D.

Reeve Van Hierden asked if there is a breakdown showing the number of urban and rural users of the recreation facilities.

Mayor Moore stated that rural residents from Fort Macleod and Nanton use the swimming pool as well.

Councillor Neufeld stated that the Claresholm Library is giving free library memberships to residents under the age of 16 thus causing Granum Library to lose patrons.

Councillor Hemmaway discussed various libraries and memberships charged.

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Municipal Administrator Vizzutti suggested that the study for regional collaboration grant could include recreation facilities and usages.

Reeve Van Hierden advised that the user fees vary between the towns.

Councillor Wilson asked if the town feels that marketing of recyclables is being done with the best outcome.

Mayor Moore stated that they trust the operator is doing a good job.

Councillor Wilson advised that continuing funding doesn't encourage the recycling business to become self sustainable.

Mayor Moore advised that recycling is a huge component of energy from waste.

Councillor Hemmaway stated that the energy from waste study will be completed in October. He stated that they still encourage recycling however if there is no market then the commodity could be used to generate energy. He advised that it would take at least 8 years to get a facility up and going if the study is positive.

Councillor Wakelin suggested that the CAO's could meet and discuss issues regionally.

Councillor Sundquist suggested using the Stavely model to get funding for recreation facilities by having volunteer societies.

Golf Course

Mayor Moore advised that the Town of Claresholm will be starting to make payments on the upgrade and expansion of the golf course as very little has been paid on the loan.

Town of Claresholm delegation and Shelley O'Neil left the meeting at 10:25 a.m.

(c) Town of Stavely

Mayor Barry Johnson – Town of Stavely entered the meeting.

Mayor Barry Johnson of the Town of Stavely was present to ask the M.D. to allow the Town of Stavely to pay their share of the bunker gear over a couple of years.

Councillor Sundquist advised that the total cost to the Town of Stavely is \$9,250.00 for 10 sets of gear split 50/50 basis with the M.D. He advised that more sets of gear will be required over the next few years to outfit additional fire fighters.

Noted that Council will discuss the request from the Town of Stavely later in the meeting when the budget is presented.

Mayor Barry Johnson left the meeting at 10:32 a.m.

4. **COUNCIL MANAGEMENT:**

(a) **2011 Mutual Aid Fire Control Plan – SRD**

Municipal Administrator Vizzutti presented the 2011 Mutual Aid Fire Control Plan with Sustainable Resource Development – Forestry Division for Council's consideration for approval.

Moved by Councillor Wakelin that the 2011 Mutual Aid Fire Control Plan with Sustainable Resource Development – Forestry Division be approved and the Reeve and Municipal Administrator be authorized to sign and countersign on behalf of the Municipal District.

Carried.

(b) **Waste Dumped on Private Land**

Municipal Administrator Vizzutti presented photos of unauthorized waste dumping on private land within the MD of Willow Creek. She advised that MD forces cleaned up the garbage and an invoice in the amount of \$2,299.15 has been sent to the individual whose name was located on items in the garbage.

Meeting recessed at 11:52 a.m.

Meeting reconvened at 1:12 p.m.

Councillor Sundquist left the meeting at 1:12 p.m.

3. **DELEGATIONS (CONT:)**

(c) **Community Futures – Highwood**

John Lockhart entered the meeting at 1:12 p.m.

Councillor Sundquist returned to the meeting at 1:15 p.m.

John Lockhart was present to provide an overview of the governance, operational procedures, program history and current programs and lending provided by the Community Futures – Highwood.

Councillor Wilson asked John Lockhart to provide a flow chart of the various funds for clarification.

John Lockhart left the meeting at 1:45 p.m.

5. **PUBLIC WORKS:**

(a) **Articles of Agreement**

Assistant Superintendent of Public Works presented the 2011 Articles of Agreement for Council's approval.

Moved by Councillor Hemmaway to approve the 2011 Articles of Agreement as presented.

Carried.

(b) **Moon River Estates Horse Paddock**

Municipal Administrator Vizzutti presented various issues with regards to the horse paddock at Moon River Estates.

Noted that Municipal Administrator Vizzutti will attend a meeting with the residents association at Moon River Estates to assist in resolving the issues.

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Moved by Councillor Hemmaway that the Moon River Estates Horse Paddock item be tabled.

Carried.

Treasurer Hannas entered the meeting at 2:00 p.m.

6. **FINANCIAL MANAGEMENT:**

(a) **Cheque Register**

Treasurer Hannas presented the cheque register which includes cheque # 13199 to #13239 in the amount of \$116,226.65 as information.

(b) **2011 Draft Budget**

Treasurer Hannas reviewed the 2011 draft budget with Council.

Councillor Wilson left the meeting at 2:22 p.m.

Councillor Wilson returned to the meeting at 2:24 p.m.

Councillor Neufeld left the meeting at 3:00 p.m.

Councillor Neufeld returned to the meeting at 3:01 p.m.

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

Noted that Treasurer Hannas will make the changes as requested by Council to the 2011 draft budget for presentation for approval at the April 20, 2011 Council meeting.

Treasurer Hannas left the meeting at 3:40 p.m.

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

(c) **Grazing of Willow Creek – Rob Hugill**

Municipal Administrator Vizzutti presented a proposed letter to Rob Hugill, Director, South Region, Parks Division, requesting to enter into a Memorandum of Understanding to manage the lands, at Willow Creek Park, as a grazing disposition, on behalf of Alberta Tourism, Parks and Recreation.

Moved by Councillor Neufeld that the letter to Rob Hugill, Director, Parks Division requesting to enter into a Memorandum of Understanding to manage the lands, at Willow Creek Park, as a grazing disposition, on behalf of Alberta Tourism, Parks and Recreation be approved as presented.

Carried.

(d) **Draft Agreement Claresholm Drainage Operational and Maintenance Plan (Frog Creek Drainage)**

Municipal Administrator Vizzutti presented an agreement between the Town of Claresholm, The Municipal District of Willow Creek No. 26 and landowners for the Frog Creek drainage corridor called the Claresholm Drainage Operational and Maintenance Plan for Council's consideration and comments.

Noted that Council is in agreement to the Claresholm Drainage Operational and Maintenance Plan as presented.

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(e) Municipal Administrator's Holidays

Municipal Administrator Vizzutti requested holidays from June 16, 2011 to July 8, 2011.

Moved by Councillor Hemmaway to approve holidays for Municipal Administrator Vizzutti from June 16, 2011 to July 8, 2011 as requested.

Carried.

(f) Seniors Housing – Needs Assessment Report

Noted that the Needs Assessment Report on the Seniors Housing in Fort Macleod will be reviewed at the foundation meeting tonight.

(g) Medical Co-Response

Municipal Administrator Vizzutti advised that a resolution is required to enter into an agreement with Alberta Health Services to provide Medical Co-Response to the municipality.

Moved by Councillor Wakelin that the Municipal District enter into an agreement with Alberta Health Services to provide the Medical Co-Response Program to the municipality under the direction of Dr. Ian Phelps, Medical Director for Emergency Medical Services – South Zone.

Carried.

(h) AAMDC Standing Issues Committee Members Appointed

Moved by Councillor Hemmaway to approve the appointments to the AAMDC Standing Issues Committee as follows:

Councillor Sundquist - Resources, Agriculture & the Environment

Reeve Van Hierden – Infrastructure, Transportation and Municipal Affairs

Carried.

(i) Restrictive Covenant – Lots 1 – 19, Block B, Plan 2819R

Municipal Administrator Vizzutti presented a Restrictive Covenant to be registered on Lots 1 – 19, Block B, Plan 2819R, which is currently owned by the Municipal District. The restrictive covenant indicates that the soil on the property is impacted by salt in excess of AEPA criteria.

Moved by Councillor Wakelin to approve the Restrictive Covenant to be registered on Lots 1 – 19, Block B, Plan 2819R and the Reeve and Municipal Administrator be authorized to sign and counter sign on behalf of the Municipal District.

Carried.

Councillor Neufeld left the meeting at 3:58 p.m.

(j) Joint Emergency Preparedness Program (JEPP)

Moved by Councillor Hemmaway to approve the submission of applications under the Joint Emergency Preparedness Program for the following:

Fort Macleod Repeater - \$10,000.00

Claresholm Fire Department Command Vehicle - \$40,000.00

Carried.

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Councillor Neufeld returned to the meeting at 4:00 p.m.

(k) Chinook Jr. Stock Show – Funding

Moved by Councillor Neufeld to donate \$1,000.00 to the Chinook Jr.

Stock Show from the following discretionary spending accounts:

Division 1 - \$200.00

Division 2 - \$200.00

Division 3 - \$200.00

Division 4 - \$200.00

Division 5 - \$200.00

Carried.

7. BY-LAWS:

(a) By-Law No. 1627

Municipal Administrator Vizzutti presented By-Law No. 1627, being a by-law for the closure and lease of the statutory road allowance adjacent to the East boundary of the NE 24-16-1-W5 being that portion lying south of the southerly limit of the production across the said road allowance containing 2 acres for grazing purposes for Madelaine Kimmerly.

Moved by Councillor Wilson that By-Law No. 1627, being a by-law for the closure and lease of the statutory road allowance adjacent to the East boundary of the NE 24-16-1-W5 being that portion lying south of the southerly limit of the production across the said road allowance containing 2 acres for grazing purposes for Madelaine Kimmerly be given first reading.

Carried.

4. COUNCIL MANAGEMENT (CONT:)

(l) Superior Safety Codes Inc. - Contract

Moved by Councillor Wakelin to authorize the Reeve and Municipal Administrator to sign and countersign the contract on behalf of the Municipal District with Superior Safety Codes Inc. to provide Safety Codes Services.

Carried.

8. CORRESPONDENCE:

(a) ATCO Community Symposium

Municipal Administrator Vizzutti presented an invitation to attend the ATCO Community Symposium on May 12th in High River.

(b) M.D. Census

Moved by Councillor Hemmaway that the M.D. of Willow Creek No. 26 will not conduct a municipal census in 2011 and will use the 2010 official population figure of 5,337 for the 2011 Official Population List.

Carried.

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(c) South Saskatchewan RAC & Lower Athabasca Regional Plan and Regs.

Municipal Administrator Vizzutti advised that Council has been provided hard copy of the South Saskatchewan RAC & Lower Athabasca Regional Plan and Regs.

(d) Town of Fort Macleod – Re: Bill C-544

Municipal Administrator Vizzutti presented a letter from the Town of Fort Macleod expressing their objection to Bill C-544 – Amendment to Health of Animals Act & Meat Inspection Act (Slaughter of Horses for Human Consumption).

(e) Empress Theatre – Diamond Dinner Sponsorship - presented.

(f) SAEWA – Media Release – HDR/AECOM Report on Task 2, Phase 1 – Combustion Technologies – presented.

(g) Chinook Arch Regional Library Board Report – hard copy provided.

(h) Reynolds Mirth Richards and Farmer – Legal Issues

Municipal Administrator Vizzutti presented information pertaining to CAO/Council jobs, Intermunicipal Disputes, Pecuniary Interests and Council Obligation.

(i) International Beef Congress – August 10, 2011

Moved by Councillor Hemmaway to table the International Beef Congress.

Carried

(j) Fort Macleod & District Allied Arts Council – Children’s Art Festival

Moved by Councillor Wakelin to approve funding in the amount of \$250.00 to the Fort Macleod & District Allied Arts Council Association - Children’s Art Festival May 7, 2011 being \$50.00 each from Divisions 1, 2, 3, 5 & 7 discretionary spending accounts:

Carried.

(k) Priority Setting in Local Government – hard copy provided.

(l) Quebec Environment - Thank you re: TransAlta reference letter.

(m) Foothills High School Rodeo - Thank You – presented.

(n) Nanton All Girls Rodeo Funding Request

Municipal Administrator Vizzutti presented a request for sponsorship for the Nanton All Girl Rodeo on June 18 & 19, 2011 in Nanton.

Moved by Councillor Wilson to donate \$1,150 to the Nanton All Girl Rodeo from the following discretionary spending accounts:

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Division 3 - \$200.00

Division 6 - \$300.00

Division 4 - \$200.00

Division 7 - \$150.00

Division 5 - \$300.00

Carried.

**(o) L.W Dennis Contracting Re: Regional Water Supply
Warranty Extension**

Municipal Administrator Vizzutti presented a letter from LW Dennis Contracting advising that they will provide an extended warranty until one full year occurs without any pipeline breaks.

Moved by Councillor Neufeld that the meeting go in camera.

Carried.

Rob Vogt left the meeting at 4:25 p.m.

Moved by Councillor Wakelin that the meeting go out of in camera.

Carried.

4. COUNCIL MANAGEMENT (CONT:)

(m) Large Carnivore Funds Transfer to M.D. Ranchland

Moved by Councillor Neufeld to transfer the grant funding for the Large Carnivore Program in the amount of \$222,859.81 to the M.D. of Ranchland .

Carried.

9. ADJOURNMENT

Moved by Councillor Wilson that the meeting adjourn.

Carried.

Meeting adjourned at 4:31 p.m.

Reeve

Municipal Administrator