

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 Alm, Neufeld, Hemmaway, Wakelin and Wilson, Municipal Administrator Vizzutti and Arlene MacOdrum as recording secretary present.

Councillor Sundquist entered later in the meeting.

Superintendent of Public Works Johnson and General Foreman Cochlan entered the meeting.

Rob Vogt – Reporter entered the meeting.

1. Reeve Van Hierden called the meeting to order at 10:04 a.m.

2. **MINUTES:**

Council meeting minutes of February 16, 2011 were presented for adoption.

Councillor Wakelin noted on Page 10018 (g) Empress Theatre donation from Division 2 should be \$800.00 and Division 3 should be \$2,000.00.

Moved by Councillor Wakelin that the February 16, 2011 Council meeting minutes be accepted as amended.

Carried.

3. **COUNCIL MANAGEMENT:**

(a) **Town of Granum – Recycling**

Municipal Administrator Vizzutti advised that the Town of Granum's recycling estimate over a three week span is 680 kg/week being hauled to Willow Creek Recycling. The cost to the Town of Granum to enter into the recycling program with the Town of Claresholm and the M.D. of Willow Creek would be \$2,756.00/year total.

Moved by Councillor Alm that the M.D. of Willow Creek, Town of Claresholm and Willow Creek Recycling and Bottle Depot enter into an agreement with the Town of Granum for recycling and shall pay The M.D. of Willow Creek and the Town of Claresholm each \$1,375.00/year.

Carried.

(b) **Emergency Management Committee & Appointment**

Moved by Councillor Wakelin to amend the Organizational Minutes of November 1, 2010 to rename the Alberta/Municipal Disaster Services Committee as the Emergency Management Committee and appoint Councillor Hemmaway to the committee.

Carried.

(c) **Appoint Director and Deputy Director of Emergency Management**

Moved by Councillor Alm to appoint Travis Coleman as Director of Emergency Management and Municipal Administrator Vizzutti as Deputy Director of Emergency Management for The Municipal District of Willow Creek No. 26.

Carried.

(d) ERCB – Abandoned Wells

Municipal Administrator Vizzutti advised that the letter that the M.D. sent to the ERCB was misplaced at the ERCB and therefore she did not receive a response to the request for information on abandoned well sites for two months. She was advised that correspondence should be done electronically. She had called John Ramotowski regarding this matter and the possibility of the M.D. obtaining a GIS formatted electronic map of abandoned wells to assist with development decisions.

(e) Sustainable Resource Development

Municipal Administrator Vizzutti advised that Greg Hale of SRD has requested to attend the March 16, 2011 Council meeting to discuss the Large Carnivore Program.

Discussion ensued.

(f) Willabar Ranch Agreement

Municipal Administrator Vizzutti presented the renewal of the three year agreement with Willabar Ranch to lease Ptn. Lot 1, Block 1, Plan 8610037 (W ½ 24-12-28-4) containing 42 acres, more or less, for Council's consideration.

Moved by Councillor Alm to renew the three year lease with Willabar Ranch on Ptn. Lot 1, Block 1, Plan 8610037 (W1/2 24-12-28-4).

Carried.

(g) 2011 Alberta Recycling Spring Seminar – April 6 – 8, 2011, Brooks, AB – presented.

(h) Foothills High School Rodeo Club

Councillor Alm presented a request from the Foothills High School Rodeo Club for a donation towards hosting the rodeo on March 19 & 20, 2011 at the Claresholm Agriplex.

Moved by Councillor Alm to donate \$1,000.00 to the Foothills High School Rodeo Club to assist with expenses for the 2011 rodeo from the following discretionary spending accounts:

Division 2 - \$300.00

Division 4 - \$300.00

Division 5 - \$300.00

Division 6 - \$100.00

Carried.

Manager of Development and Planning Services Gibeau entered the meeting at 10:23 a.m.

4. **DEVELOPMENT:**

(a) Safety Codes Contract

Manager of Development and Planning Services Gibeau presented information regarding the evaluation process and the agencies who responded to the Request for Proposal (RFP) submitted by the M.D. of Willow Creek and the Town of

Nanton, to provide services, pursuant to the Safety Codes Act and in accordance with the joint municipal QMP, for the disciplines of building, plumbing, gas and electrical.

Manager of Development and Planning Services Gibeau advised that after evaluating several key criteria, the Town and M.D. administration are recommending that Superior Safety Codes Inc. be contracted to provide services for a two-year period in all safety code disciplines, excluding fire.

Moved by Councillor Alm that the M.D. of Willow Creek enter into a joint agreement with the Town of Nanton to contract Superior Safety Codes Inc. to provide services, pursuant to the Safety Codes Act and joint municipal QMP, for a two-year period for the disciplines of building, plumbing, gas and electrical.

Carried.

Treasurer Hannas entered the meeting at 10:30 a.m.

(b) Fortis – Powerline

Superintendent of Public Works Johnson advised that he received a phone call from Fortis requesting to run a powerline adjacent to TransAlta's line in the municipal right-of-way, across the southern portion of the M.D. of Willow Creek.

Superintendent of Public Works Johnson asked if Council would like Fortis to attend a meeting to discuss their request.

Manager of Development and Planning Services Gibeau advised that the M.D. needs proof that Fortis has exhausted all other options.

Superintendent of Public Works Johnson and Manager of Development and Planning Services Gibeau will discuss the request with Fortis.

Manager of Development and Planning Services Gibeau left the meeting at 10:41 a.m.

General Foreman Roly Cochlan left the meeting at 10:41 a.m.

5. **FINANCIAL MANAGEMENT:**

(a) Audit Update

Treasurer Hannas advised that Meyers Norris Penny have completed the audit for the M.D. of Willow Creek. She advised that the Audit Committee meeting will be on March 14, 2011 at 2:00 p.m.

(b) Cheque Register

Treasurer Hannas presented a list of cheques #13037 - #13072 for informational purposes.

(c) Investment Reconciliation

Treasurer Hannas presented the Investment Reconciliation as of March 7, 2011.

Moved by Councillor Hemmaway that the Investment Reconciliation as of March 7, 2011 be accepted as presented.

Carried.

General Foreman Roly Cochlan returned to the meeting at 10:46 a.m.

(d) Discretionary Grant Reconciliation

Treasurer Hannas presented the Discretionary Grant reconciliation as of March 2, 2011.

Moved by Councillor Wilson that the Discretionary Grant reconciliation as of March 2, 2011 be accepted as presented.

Carried.

(e) Municipal Affairs – Municipal Sustainability Initiative (MSI)

Funding

Treasurer Hannas presented a letter from Hon. Hector Goudreau advising that the M.D. of Willow Creek's MSI allocation is \$1,923,898, which includes capital project funding of \$1,575,432, and conditional operating funding of \$348,466. The conditional operating amount of \$218,401 in sustainable investment funding is provided over and above the MSI funding and fluctuates based on equalized assessment in relation to the provincial average.

Councillor Sundquist entered and Treasurer Hannas left the meeting at 10:51 a.m.

6. **PUBLIC WORKS:**

(a) Grader Update

Superintendent of Public Works Johnson advised that the new Cat 140M grader will be delivered on Thursday. The 2006 Cat 140H grader will be placed on Finning's lot for sale.

(b) Anderson – Gravel Stockpile Agreement

Superintendent of Public Works Johnson presented the gravel stockpile agreement with Benjamin and Janis Anderson of High River, Alberta, to allow the M.D. of Willow Creek to stockpile gravel on a two-acre site in the NW 28-12-26-4 for a term of five-years at a cost of \$200.00/acre per year. He advised that this was previously known as the Markle stockpile agreement.

Moved by Councillor Hemmaway to approve the gravel stockpile agreement with Benjamin and Janis Anderson of High River, Alberta, to allow the M.D. of Willow Creek to stockpile gravel on a two-acre site in the NW 28-12-26-4 for a term of five-years at a cost of \$200.00/acre per year.

Carried.

(c) Request for New T300 Truck

Superintendent of Public Works Johnson presented a quote from Greatwest Kenworth for a 2011 single axle T300 series chassis at a cost of 77,400 + GST. and does not include the gravel box. He asked for Council's consideration to approve the purchase of a new truck this year to facilitate the ordering process and allow for delivery in June.

Moved by Councillor Neufeld to authorize the purchase of a 2011 single axle T300 series chassis at a cost of \$77,400 + GST from Greatwest Kenworth

and a gravel box from Lethbridge Truck Equipment at a cost of \$19,515.00 + GST. and the truck and box be included in the 2011 budget.

Carried.

(d) AAMDC Trades Division – Michelin Tire Factory Tour

Superintendent of Public Works Johnson advised that the AAMDC Trades Division have asked him to attend a Safety Training at the Michelin Tire Factory in Greenvew, South Carolina next week, all expenses paid.

Moved by Councillor Hemmaway to authorize Superintendent of Public Works Johnson to attend the Safety Training at the Michelin Tire Factory in South Carolina.

Carried.

Councillor Neufeld left the meeting at 11:07 a.m.

7. **CORRESPONDENCE:**

(a) TransAlta – re: Reference Letter

Municipal Administrator Vizzutti presented a request from Jason Edworthy of TransAlta, for a reference letter addressing TransAlta's approach to community acceptance, which will be used at regulatory meetings for new projects being developed in Eastern Canada.

Councillor Neufeld returned to the meeting at 11:09 a.m.

Moved by Councillor Sundquist that the M.D. of Willow Creek provide a letter of reference to TransAlta regarding community acceptance.

Carried.

(b) Community Futures – re: Travel Expenses for Member

Municipal Administrator Vizzutti presented a letter from John Lockhart of Community Futures Highwood requesting the M.D. to consider paying the travel expenses for Don McRae, board member representing the M.D. of Willow Creek.

Noted that Municipal Administrator Vizzutti will contact John Lockhart to discuss Community Futures including travel expenses as general operating.

(c) Bill 10 – Alberta Land Stewardship Amendment Act

Municipal Administrator Vizzutti presented an email from Morris Seiferling, Stewardship Commissioner, Land Use Secretariat advising that Bill 10, Alberta Land Stewardship Amendment Act was announced in the Alberta Legislature. Bill 10 will create a review process for people who believe they are directly and adversely affected by a regional plan. It will also require public consultation during planning and that draft regional plans be provided to the Legislature before being approved.

(d) AAMDC – Bill 10 Alberta Land Stewardship Amendment Act Introduced in Legislature – presented.

Councillor Wilson advised that a public forum will be held in High River on March 12, 2011.

(e) **SAEWA**

Municipal Administrator Vizzutti presented hard copy of the SAEWA Media Release, project update, membership fees and research project.

Noted that the M.D. will be invoiced \$1,974.69 for membership fees in 2011.

(f) **AAMDC – Upstream Oil & Gas** - presented.

(g) **Nanton Minor Hockey – Steak Night – April 9, 2011** - presented.

(h) **Nanton Future Foundation – Donations**

Noted that the M.D. will donate items for the auction/fundraiser for the Tom Hornecker Rec Center repairs.

(i) **Pitch-In Alberta** – presented.

(j) **Business Case Planning and Development Seminar**

Municipal Administrator Vizzutti requested Council's consideration to allow her to attend the Business Case Planning and Development Seminar in Edmonton, May 5 & 6, 2011.

Moved by Councillor Wakelin to authorize Municipal Administrator Vizzutti to attend the Business Case Planning and Development Seminar in Edmonton at a cost of \$1,195.00.

Carried.

(k) **Town of Claresholm – Letter Concerning Willow Creek Recycling**

Municipal Administrator Vizzutti read a letter from the Town of Claresholm advising that they are willing to sign the one year agreement with Willow Creek Recycling as presented, however that is not what the Town was negotiating to achieve. The Town was in favor of a three year contract with no increase and feel that Councillor Hemmaway did not convey their wishes to the M.D. Council.

Councillor Hemmaway advised that the M.D. Council was firm on a one year contract and he presented record of events and discussions with the Town of Claresholm representative for clarification and would like a letter sent to the Town of Claresholm noting the communication error as their representative was in agreement to the one year contract.

Moved by Councillor Alm to instruct Municipal Administrator Vizzutti to write a letter to the Town of Claresholm advising that the M.D. Council only ever wanted a one year contract and that is what was indicated to the Town Council representative.

Carried.

Meeting recessed for lunch at 11:58 p.m.

Meeting reconvened at 1:03 p.m.

(l) Town of Claresholm – re: Ambulance Service

Municipal Administrator Vizzutti read a letter from the Town of Claresholm to the Hon. Gene Zwozdesky, Minister of Health and Wellness, expressing concerns regarding the level of service for ground ambulance once Chinook EMS is no longer providing the service.

Municipal Administrator Vizzutti advised that Alberta Health Services – Emergency Services will meet with the Town of Claresholm and MD of Willow Creek to discuss the provision of ambulance service to be provided.

(m) Chinook Country Tourist Association

Municipal Administrator Vizzutti presented a letter from the Chinook Country Tourist Association with regards to advertising in the 2012 Southwest Alberta Travel Planner.

Received as information.

(n) AAMDC – Navigable Waters Regulation on Minor Works

Council requested that Municipal Administrator Vizzutti advise Transport Canada, Regulatory Services and Quality Assurance, that the M.D. of Willow Creek No. 26 supports the information paper to develop regulations for Minor Works and Waters whereby repairs that fall under the following definitions shall be allowed to take place without approval from Transport Canada:

- Minor navigable waters
- Temporary works on navigable waters while they are at low levels
- Temporary work on Frozen Navigable Waters

(o) Claresholm 4-H Beef Club – Thank You - presented.

(p) Performance Appraisal

Municipal Administrator Vizzutti asked Council to complete her annual performance appraisal.

(q) AAMDC Spring Convention Resolutions

Hard copy of AAMDC Spring Convention Resolutions provided.

(r) Town of Nanton – Ad Hoc Recycling Committee

Municipal Administrator Vizzutti presented a letter from the Town of Nanton advising that the Nanton Ad Hoc Recycling Committee recommendations included making a request for an increase to the yearly \$5,000.00 contribution from the MD of Willow Creek towards recycling expenses.

(s) Alberta Seniors Housing Assoc. – Conference

Reeve Van Hierden asked if the MD would pay the per diem rate for him to attend the Alberta Seniors Housing Conference.

Discussion ensued and it was noted that the Reeve will not be available to attend the audit committee meeting if he is attending the conference.

(see motion later in the meeting)

Appoint Alternate Member to Audit Committee

Moved by Councillor Wakelin to appoint Councillor Hemmaway as an alternate on the Audit Committee.

Carried.

Moved by Councillor Wilson that the meeting go in camera.

Carried.

Rob Vogt left the meeting at 1:20 p.m.

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

Carried.

6. **PUBLIC WORKS (CONT:)**

(e) **Road Tour**

Noted that the M.D. road tour will be held on March 30th at 9:00 a.m.

General Foreman Cochlan left the meeting at 1:27 p.m.

Superintendent of Public Works Johnson left the meeting at 1:27 p.m.

Rob Vogt returned to the meeting at 1:27 p.m.

8. **DELEGATIONS:**

Jim Kiss entered the meeting at 1:27 p.m.

(a) **Farmers Advocate**

Farmers Advocate Jim Kiss was present to provide information with regards to the mandate of the Farmers Advocate Office. The FAO works to ensure rural Albertans have consumer protection, rural opportunities and fair process.

Superintendent of Public Works Johnson returned to the meeting at 1:32 p.m.

The FAO administers the Farm Implement Act and the Farm Implement Dealers Act, which provide consumer protection through warranty, parts availability and licensing provisions.

FAO reports to the Minister of Agriculture and assists the following departments:

SRD – leases and wild fire

ERCB – water well program

Municipal Affairs – flood and disaster assistance program

Part 1 of Agricultural Operations Practices Act (AOPA)

Superintendent of Public Works Johnson left the meeting at 1:37 p.m.

Councillor Wilson asked if the Farmers Advocate Office will be involved with conservation directives.

Jim Kiss advised that there are new amendments re: property rights. There will be no expropriation without consultation. His office would assist with loss of rights or lease.

Reeve Van Hierden asked what the majority of requests of the Farmers Advocate's Office include.

Jim Kiss advised that his office assists individual landowners with regards to surface leases, oil wells and negotiating strategy.

Councillor Alm asked if the FAO have had any requests for assistance due to the AltaLink proposal.

Jim Kiss advised that they have helped residents to understand the process with regards to the AltaLink transmission line.

Jim Kiss left the meeting at 1:43 p.m.

Moved by Councillor Hemmaway that the meeting go in camera.

Carried.

Rob Vogt left the meeting at 1:44 p.m.

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

Carried.

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

(i) **Willow Creek Recycling**

Moved by Councillor Wilson that letters be sent to the following with regards to recycling:

Shelly O'Neil of Willow Creek Recycling advising that the M.D. of Willow Creek will not be renewing the existing recycling contract after its expiration on December 31, 2011 and recycling funding will be split between the Towns of Nanton, Claresholm and Fort Macleod.

Town of Claresholm advising that the M.D. will not be subsidizing Willow Creek Recycling after December 31, 2011 as the M.D. will be providing funding in the amount of \$10,000.00 to each of the Towns of Nanton, Claresholm and Fort Macleod to assist with recycling costs.

(j) **Clarification of Council Per Diem**

Moved by Councillor Sundquist that Council be paid a per diem at a rate of \$100.00/1/2 day (4 hours) or \$200.00/day (over 4 hours) for all conventions or conferences attended outside of the MD of Willow Creek boundary.

Carried.

(k) **Toxic Roundup**

Moved by Councillor Wilson that a toxic roundup be held in Stavely.

Carried.

9. **ADJOURNMENT:**

Moved by Councillor Wilson that the meeting adjourn.

Carried.

Meeting adjourned at 3:20 p.m.

Reeve

Municipal Administrator