

VILLAGE OF ARROWWOOD
REGULAR COUNCIL MEETING
MINUTES

Tuesday, April 11th, 2023

The Regular Meeting of the Council of the Village of Arrowwood was held in the Village Office on Tuesday, April 11th, 2023, commencing at 6:00 pm.

IN ATTENDANCE: Colin Bexte, Deputy Mayor (Chair)
Nicholas Kuntz, Councillor
Christopher Northcott, Chief Administrative Officer
Nicole Holloway, incoming Assistant Chief Administrative Officer
Matt Crane, Mayor (joined at 6:55 PM)

Gallery: Alan Strid

1. **CALL TO ORDER**

Deputy Mayor Bexte called the meeting to order at 6:08 PM.

2. **ACCEPTANCE OF AGENDA**

Res. No. 2023-04-11-01: Moved by Deputy Mayor Bexte that the agenda be accepted as presented.

CARRIED

3. **ADOPTION OF MINUTES**

a. March 14th, 2023, Regular Meeting

Res. No. 2023-04-11-02: Moved by Councillor Kuntz that the minutes of the March 14th, 2023, Regular Meeting be adopted as amended. AND THAT in section 4.a., under the report by Nick Kuntz, the minutes strike "where there seems to be significant opposition."

CARRIED

b. March 16th, 2023, Special Meeting

Res. No. 2023-04-11-03: Moved by Deputy Mayor Bexte that the minutes of the March 16th, 2023, Special Meeting be adopted as presented.

CARRIED

4. **STAFF REPORTS**

a. Report of the Chief Administrative Officer:

- Injury
- Office: Utilities & Journal Entries, History Book Write Up, Grant Report, Reconciliations, Audit Files

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- Joint Use Agreement with Palliser
- RCMP Billing
- Unique Village Emails
- Fitness Centre
- Road Closure Bylaws
- Post Office Counter
- Signage
- Pole Relocation and Tender Package

Discussion was also had regarding the need to price garbage cans and design options, as well as walking path project costs. This may include dog on leash signs.

Res. No. 2023-04-11-04: Moved by Councillor Kuntz that the report of the Chief Administrative Officer be accepted as presented for information.

CARRIED

5. COUNCILLOR REPORTS

- a. Nick Kuntz: At the Vulcan District Waste Commission, population numbers are being updated. At the Southern Alberta Energy from Waste Association (SAEWA), this facility could be built within two years. The CAO mentioned that they are wanting to have a strategic planning session for the board of SAEWA. At the Marquis Foundation, they just found out that there is another outbreak of Covid-19.
- b. Colin Bexte: Attended the ORRSC Meeting online. SouthGrow had an economic development summit but he was unable to attend.

Res. No. 2023-04-11-05: Moved by Deputy Mayor Bexte that Council accept the Councillor Reports for information.

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6. **NEW BUSINESS**

- a. 2022 Financial Information Return (FIR) Extension Request and Letter of Update

Res. No. 2023-04-11-06: Moved by Councillor Kuntz that Council authorize Administration to send a letter to Municipal Affairs requesting an extension for the submission of the 2022 Financial Information Return, as well as to provide Municipal Affairs with an update on our progress.

CARRIED

- b. Signage

- Discussion of the need to include signage purchases within a more comprehensive plan for the walking path project. Administration will go ahead and purchase a new stop sign for the south facing side of the four way stop.

Matt Crane joined meeting at 6:55 PM.

Matt Crane asked that portable toilet facilities (port-a-potty) be discussed as warmer weather is making this a possibility. He believes this should be addressed sooner rather than later, and is willing to follow up with the operator on Siksika who could sell a port-a-potty to the village.

Res. No. 2023-04-11-07: Moved by Deputy Mayor Bexte that Council authorise Mayor Crane and Administration to purchase a port-a-potty for up to \$800.00. AND THAT this item be included in the walking path project.

CARRIED

- c. Post Office Sign

Res. No. 2023-04-11-08: Moved by Deputy Mayor Bexte that Council authorize Administration to pay for the costs associated with the post office counter and sign above the veranda. AND THAT this contribution be considered part of the village's community post office project that already includes considerations on the sale of land and the memorandum of understanding entered into with Cor-Lan Developments.

CARRIED

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d. 2023 Capital Projects and Tender Package

Res. No. 2023-04-11-09: Moved by Councillor Kuntz that Council receive the tender package, as prepared by MPE Engineering and put out for tender, for information.

CARRIED

Alan Strid left the meeting at 7:19 PM.

7. **IN-CAMERA ITEMS**

- a. Labour Relations, as per s. 17.1 of Freedom of Information and Protection of Privacy Act
 - a. CAO Transition

Res. No. 2023-04-11-10: Moved by Mayor Crane that Council move into closed session at 7:20 PM.

CARRIED

Res. No. 2023-04-11-11: Moved by Deputy Mayor Bexte that Council move into open session at 7:28 PM.

CARRIED

8. **NEXT MEETING**

- a. **Regular Meeting:** Tuesday, May 9th, 2023, in the Village Office

9. **ADJOURNMENT**

Deputy Mayor Bexte adjourned the meeting at 7:29 PM.



Colin Bexte,
Deputy Mayor



Christopher Northcott,
Chief Administrative Officer