

VILLAGE OF ARROWWOOD
REGULAR COUNCIL MEETING
MINUTES

Tuesday, April 9th, 2024

The Regular Meeting of the Council of the Village of Arrowwood was held in the Village Office on Tuesday, April 9th, 2024, commencing at 6:00 pm.

IN ATTENDANCE: Colin Bexte, Mayor (Chair)
Nicholas Kuntz, Councillor
Nicole Holloway, Chief Administrative Officer
Christopher Northcott, Municipal Clerk (Recording Secretary)

Gallery: Alan Strid, Joyce Halpenny, Lorie Patterson, Kevyn Stevenson, Jim Brooks

1. CALL TO ORDER

Mayor Bexte called the meeting to order at 6:04 PM.

2. ACCEPTANCE OF AGENDA

Res. No. 2024-04-09-01: Moved Mayor Bexte that the agenda be accepted as presented.

CARRIED

3. ADOPTION OF MINUTES

a. March 13th, 2024, Regular Meeting

Res. No. 2024-04-09-02: Moved by Mayor Bexte that the minutes of the March 13th, 2024, Regular Meeting be adopted as presented.

CARRIED

4. DELEGATION

a. Arrowwood Co-op: Cathy Christensen (Manager)

- Cathy Christensen presented a written proposal to Council on the addition of liquor sales to Co-op operations.
- Ms. Christensen believes that the addition of liquor sales will bring in customers for a new product that will not require a separate location. What will be separate is the hours by which liquor sales will be offered to comply with provincial legislation.
- Ms. Christensen explained how her written proposal provides a diagram showing the 1st row in the store. This row will be blocked off during off hours for liquor sales while the store is still open for other products and services. Liquor cannot be sold earlier than 10:00 AM.

VILLAGE OF ARROWWOOD
REGULAR COUNCIL MEETING
MINUTES

Tuesday, April 9th, 2024

The Regular Meeting of the Council of the Village of Arrowwood was held in the Village Office on Tuesday, April 9th, 2024, commencing at 6:00 pm.

- Ms. Christensen is hope that the liquor sales will have the least impact on the community given hours of availability. She does, however, need some clarity on the development permit process.
- Development Officer, Nikki Holloway, and Municipal Clerk, Christopher Northcott, explained the setback from Public zoning standards that are set out in the Land Use Bylaw for cannabis and liquor sales. The application is otherwise a discretionary use in lands zoned Commercial or Industrial and, when completed, will be forwarded to the Municipal Planning Commission for a decision. This requires public notification for the meeting of the Municipal Planning Commission. This notification will likely be extended to the entire village given the precedent that this could set and how Public zoning is spread out across the village.
- Mayor Bexte asked Ms. Christensen about her plan for hours. Ms. Christensen stated that she has reached out to the RCMP to provide comment on the liquor sales proposal and suggested hours. She noted that the RCMP are in the store all of the time and should be able to deal with any issue that might arise.
- Ms. Christensen then spoke to how this proposal will impact other services offered in the store. She would like to see the store expand its C-Store by changing around the floor plan and offering more hot food.
- Mayor Bexte wondered if it would be possible to do this on a trial basis. Ms. Christensen does not believe that a trial would be feasible given the investment that would be required to do it properly. Liquor is very expensive and setting up a store to sell it also carries a significant expense.
- Cathy Christensen noted that every community has people who come into their stores inebriated and they have to deal with it.
- Municipal Clerk Northcott explained how the cannabis and liquor setbacks came into force as a result of the legalization of cannabis sales. This created a need to update the Land Use Bylaw in order to contemplate such development proposals. He explained that the Council of the day decided to treat cannabis sales the same as liquor and place a significant setback requirement on them from lands zoned for Public use. What this means is that cannabis and liquor sale applications are discretionary and have the

VILLAGE OF ARROWWOOD
REGULAR COUNCIL MEETING
MINUTES

Tuesday, April 9th, 2024

The Regular Meeting of the Council of the Village of Arrowwood was held in the Village Office on Tuesday, April 9th, 2024, commencing at 6:00 pm.

additional hurdle of needing to ask for a setback waiver for most areas in the Village of Arrowwood.

- Council thanked Ms. Christensen for her attendance at the meeting and her proposal.
- Ms. Christensen left the meeting at 6:19 PM.

5. STAFF REPORTS

a. Chief Administrative Officer

- Written report distributed in advance: 1. review of previous minutes; 2. review of draft policies to discuss and approve; 3. review of water brochure for residents on conservation and the potential for restrictions; 4. Recycle Centre Hours; 5. Jetpatcher Spray Patching; 6. communication with Co-op regarding liquor store proposal; 7. Spring Clean-Up; 8. letter sent to residents regarding outstanding utility payments and extension of water shut off deadline; 9. update on projects.
- Reviewed estimate from Sunshine Gas for servicing residential subdivision.
- Have received comments regarding the safety of some of the playground equipment and concerns about the slide tower. It was noted by Alan Strid in the gallery that this piece of equipment is used a lot. Discussion was had regarding replacement and upgrade of equipment in the park.
- Councillor Nick Kuntz asked what the village's liability insurer might say about the playground equipment. Mayor Colin Bexte wondered how much of a significant concern this might be, and Jim Brooks reported that he is prepared to do maintenance as required and after taking a good close look.
- CAO Holloway has also noticed that animal feces are being left discarded near the disposal bins and wondered if the village should use a wildlife cam to see who might be creating this problem. Councillor Kuntz wondered if there might be push back to such surveillance. Mayor Bexte acknowledged that it is frustrating that people won't clean up after their animals and wondered how far it was appropriate to go to ensure enforcement of community standards.

b. Municipal Clerk

- Financial Update.

VILLAGE OF ARROWWOOD
REGULAR COUNCIL MEETING
MINUTES

Tuesday, April 9th, 2024

The Regular Meeting of the Council of the Village of Arrowwood was held in the Village Office on Tuesday, April 9th, 2024, commencing at 6:00 pm.

- 2024 Budget
- Subdivision Servicing
- Request for deadline extension on 2023 financial statements and Financial Information Return.
- Municipal Clerk Northcott explained the challenges that he has had reconciling the accounts and was eager to get the input of Mark DeBoer on the financial audit files. Councillor Kuntz was disappointed that statements could not be filed on time especially when the Council is supportive of any additional resources that are required to get the accounting on track in a timely manner.
- Municipal Clerk Northcott noted that it has been a challenge to figure out the process to reconcile and then export to the old system for auditing purposes. He agreed to update Mayor Bexte by the end of the week as to how it is going and that additional assistance could be sought, if necessary.
- Consensus was that Administration needs to do everything it can to complete the financial audits by July 1st.

Res. No. 2024-04-09-03: Moved by Mayor Bexte that Administration request an extension of the filing deadline for the 2023 financial statement and Municipal Financial Information Return to July 1st.

CARRIED

Res. No. 2024-04-09-04: Moved by Councillor Kuntz that the Staff Reports be accepted as presented for information.

CARRIED

6. COUNCILLOR REPORTS

a. Colin Bexte:

- Councillor Bexte attended that Vulcan County Regional Emergency Management Partnership meeting. They reviewed the Emergency Response Plan. They discussed water conservation efforts that might become necessary this summer.
- Councillor Bexte is wondering what Arrowwood could possibly do should its water well supply run short. He wonders if the Bow River Irrigation District

VILLAGE OF ARROWWOOD
REGULAR COUNCIL MEETING
MINUTES

Tuesday, April 9th, 2024

The Regular Meeting of the Council of the Village of Arrowwood was held in the Village Office on Tuesday, April 9th, 2024, commencing at 6:00 pm.

allows for any draw from the irrigation canal that could then be treated in Arrowwood.

- Councillor Bexte noted that Emergency Preparedness Week is coming up and there will be an effort to push out information regarding water conservation.

Res. No. 2024-04-09-05: Moved by Councillor Kuntz that Councillor Reports be accepted for information.

CARRIED

7. OLD BUSINESS

a. Recycle Centre Hours

- Discussion regarding the potential for changing the open hours for the recycling centre to one day a week and possibly not on a weekend.
- Jim Brooks is wondering if Thursday might be the best day as he will be working and can better monitor what is going on at the Environment Yard.
- CAO Holloway explained that this would save \$1,600 in wages per year.

8. NEW BUSINESS

a. Campground Rental and Reservations Policy

Res. No. 2024-04-09-06: Moved by Councillor Kuntz that the Campground Rental and Reservations Policy be approved as presented.

CARRIED

b. Outstanding Utility Account Transfer to Tax Roll Policy

Res. No. 2024-04-09-07: Moved by Councillor Kuntz that the Outstanding Utility Account Transfer to Tax Roll Policy be approved as presented.

CARRIED

c. Private Service Repairs Charged to Homeowner Policy

Res. No. 2024-04-09-08: Moved by Mayor Bexte that the Private Service Repairs Charged to Homeowner Policy be approved as presented.

VILLAGE OF ARROWWOOD
REGULAR COUNCIL MEETING
MINUTES

Tuesday, April 9th, 2024

The Regular Meeting of the Council of the Village of Arrowwood was held in the Village Office on Tuesday, April 9th, 2024, commencing at 6:00 pm.

CARRIED

d. JetPatcher repairs

- Discussion regarding unsatisfactory application of this product and proposal by contractor to repair it.

Res. No. 2024-04-09-09: Moved by Mayor Bexte that Council get a quote from Brooks Asphalt on crack sealing.

CARRIED

e. Spring Cleanup

- Discussion. Consensus that Administration can pick a day and co-ordinate something for residents.

f. Letter of Support for Assisted Transportation Project Grant

Res. No. 2024-04-09-10: Moved by Mayor Bexte that Council authorise Administration to draft a letter of support from the Village of Arrowwood Mayor and Council for the Assisted Transportation Project Grant.

CARRIED

g. SAEMRSA Agreement

Res. No. 2024-04-09-11: Moved by Mayor Bexte that Council agree to the terms of the Southern Alberta Emergency Management Resource Sharing Agreement and authorise him to sign it.

CARRIED

9. NEXT MEETING

- a. **Regular Meeting:** Tuesday, May 14th, 2024, at 6:00 PM in the Village Office

Res. No. 2024-04-09-12: Moved by Councillor Kuntz that Council cancel the Regular Meeting on Tuesday, May 14th, 2024, and schedule a Special Meeting of Council for May 21st, 2024, due to scheduling conflicts.

CARRIED

VILLAGE OF ARROWWOOD
REGULAR COUNCIL MEETING
MINUTES

Tuesday, April 9th, 2024

The Regular Meeting of the Council of the Village of Arrowwood was held in the Village Office on Tuesday, April 9th, 2024, commencing at 6:00 pm.

10. **ADJOURNMENT**

Mayor Bexte adjourned the meeting at 7:54 PM.



Colin Bexte,

Mayor



Nicole Holloway,

Chief Administrative Officer

