

VILLAGE OF ARROWWOOD
REGULAR COUNCIL MEETING
MINUTES

Tuesday, May 21st, 2024

The Regular Meeting of the Council of the Village of Arrowwood was held in the Village Office on Tuesday, May 21st, 2024, commencing at 6:00 pm.

IN ATTENDANCE: Colin Bexte, Mayor (Chair)
Matt Crane, Deputy Mayor
Nicholas Kuntz, Councillor (joined at 7:06 PM)
Nicole Holloway, Chief Administrative Officer
Christopher Northcott, Municipal Clerk (Recording Secretary)

Gallery: Alan Strid, Lorie Patterson, Jim Brooks

1. **CALL TO ORDER**

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

2. **ACCEPTANCE OF AGENDA**

Res. No. 2024-05-21-01: Moved Mayor Bexte that the agenda be accepted as presented.

CARRIED

3. **ADOPTION OF MINUTES**

a. April 9th, 2024, Regular Meeting

Res. No. 2024-05-21-02: Moved by Mayor Bexte that the minutes of the April 9th, 2024, Regular Meeting be adopted as presented.

CARRIED

b. April 23rd, 2024, Regular Meeting

Res. No. 2024-05-21-03: Moved by Mayor Bexte that the minutes of the April 23rd, 2024, Regular Meeting be adopted as presented.

CARRIED

4. **STAFF REPORTS**

a. Chief Administrative Officer

- Written distributed in advance.
- Review of Employee Benefits.
- Review of Policies to discuss and approve.
- Finalization of Road Closures.

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- Recycle Center hours.
- Removal of tree in campground.
- Blackfoot signage and Restoration Society.
- Potential sidewalk repair.
- Discussion on contracted jobs going forward.
- MFIR extension request denied.
- Co-op dirt fill and what can be done with it.
- Update on water leak near Montgomery's place.

b. Municipal Clerk

- Financial Update.
- 2024 Budget.
- Subdivision Servicing & Development Permits.
- Audits.

Res. No. 2024-05-21-04: Moved by Deputy Mayor Crane that the Staff Reports be accepted as presented for information.

CARRIED

5. **COUNCILLOR REPORTS**

a. Matt Crane:

- Remains concerned about addressing incessant barking dogs as it seems to be a problem with more than one resident. There needs to be some enforcement, however, maybe we could start with a letter.

b. Colin Bexte:

- Received a call from Dale Gooch regarding garbage in the field north of the village. CAO noted that she also spoke with Mr. Gooch and she will be putting out a notice regarding early placement of garbage for pickup when coyotes will venture into town to get it.
- Spoke with Bruce at the Co-op regarding the street between the two Co-op buildings, adjacent to the main tire shop overhead door. There is a significant pothole that needs to be addressed. Municipal Clerk Northcott explained that there had been conversations with Cathy at the Co-op

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regarding it and they were looking at options to fix it. It is in the Village roadway so it should be addressed. Discussion of various options regarding this repair were had. If it is to be dug out, given how hard and compacted it is, it will probably make sense to try and get Vulcan County to do it and fill it with pit run. The problem is the underground services for natural gas and telecommunications as there is a heavy concentration in this vicinity. Consensus was that the Village could get some locates done of the underground services to understand where everything is at, however, Village Operations could try filling the pothole and compacting it, then monitoring the area for any re-appearance.

Res. No. 2024-05-21-05: Moved by Mayor Bexte that Councillor Reports be accepted for information.

CARRIED

6. **OLD BUSINESS**

a. Recycle Centre Hours

- Discussion of what would be appropriate. CAO Holloway noted that approximately \$3,000/year could be saved by going to one day a week instead of two.
- Discussion was had about the need to manage solid waste effectively at the campground in the absence of the dumpsters that used to be at the environment yard.

Res. No. 2024-05-21-06: Moved by Mayor Bexte that the Village get a dumpster from Hobart for the campground over the summer season and that it be dumped as often as needed.

CARRIED

Res. No. 2024-05-21-07: Moved by Mayor Bexte that the Village Council table the Recycling Centre hours discussion to a future meeting that Village Administration deems appropriate.

CARRIED

7. **NEW BUSINESS**

a. Employee Code of Ethics Policy

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Res. No. 2024-05-21-08: Moved by Deputy Mayor Crane that the Employee Code of Ethics policy be approved as presented.

CARRIED

b. Employee Benefits and Pension Policy

Res. No. 2024-05-21-09: Moved by Deputy Mayor Crane that the Employee Benefits and Pension Policy be approved as presented. AND THAT the Village contribution be set at zero percent for the first year and reviewed annually.

CARRIED

c. Road Closure Bylaws 462 and 489

Res. No. 2024-05-21-10: Moved by Deputy Mayor Crane that Bylaw 462 be given Second Reading.

CARRIED

Res. No. 2024-05-21-11: Moved by Mayor Bexte that Bylaw 462 be given Third Reading.

CARRIED

Res. No. 2024-05-21-12: Moved by Mayor Bexte that Bylaw 489 be given Second Reading.

CARRIED

Res. No. 2024-05-21-13: Moved by Deputy Mayor Crane that Bylaw 489 be given Third Reading.

CARRIED

d. Tree at RV Park

Res. No. 2024-05-21-14: Moved by Mayor Bexte that the poplar tree in the southeast corner of the campground cut down and that Administration replace it with two or three suitable trees that will not shed nuisance seedlings.

CARRIED

Nick Kuntz join meeting at 7:06 PM.

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e. Restoration Society

- Discussion of the maintenance work undertaken by the Village for the Restoration Society. There seems to be a need to let them know much expense and work goes into maintaining these grounds be it for the board walk, the flower plants, mowing and spraying. Consensus was that it would good to have one or two representatives from the Restoration Society attend a future meeting discuss collaboration with the Village.
- CAO Holloway explained that the Blackfoot sign will no longer be placed on the siphon, however, Palliser School Division has given the go ahead for placing it on their property.

f. Sidewalk Repair on 1st Avenue

- Jim will shore it up. Next time sidewalk repairs are being considered, locations on 1st Street East will be looked at closely.

g. Contracted Work

- Discussion regarding the gazebo repairs and discretion of the CAO over deferring to Council on project scope and details. Municipal Clerk Northcott noted that normally the CAO can operate with flexibility when within an approved budgeted amount, however, for the sake of good relations in the community, consultation with Council is usually necessary to avoid potential conflict.

8. IN-CAMERA ITEMS

- a. Labour Relations, as per s. 17.1 of Freedom of Information and Protection of Privacy Act
 - i. Health Benefits
- b. Advice from Officials, as per s. 24.1 of Freedom of Information and Protection of Privacy Act
 - i. Municipal Affairs MAP Review

Res. No. 2024-05-21-15: Moved by Deputy Mayor Crane that the Village Council move into Closed Session at 7:52 PM.

CARRIED

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Res. No. 2024-05-21-16: Moved by Deputy Mayor Crane that the Village Council move into Open Session at 8:21 PM.

CARRIED

Res. No. 2024-05-21-17: Moved by Councillor Kuntz that Council authorize an increase in the Village's contribution towards employee health and dental benefits to eighty-five percent (85%) and that it be reviewed annually.

CARRIED

Res. No. 2024-05-21-18: Moved by Mayor Bexte that Council authorize Administration to prepare a detailed plan and draft a letter in response to the Minister of Municipal Affairs that can be circulated to Council prior to being sent.


CARRIED

9. **NEXT MEETING**

- a. **Regular Meeting:** Tuesday, June 11th, 2024, at 6:00 PM in the Village Office

10. **ADJOURNMENT**

Mayor Bexte adjourned the meeting at 8:26 PM.



Colin Bexte,

Mayor



Nicole Holloway,

Chief Administrative Officer