

MINUTES OF A REGULAR MEETING OF THE FOREMOST VILLAGE COUNCIL HELD
IN THE COUNCIL CHAMBERS ON MONDAY, THE 22ND DAY OF JANUARY, A.D.,
2018 AT 7:00 P.M.

PRESENT: Mayor Ken Kultgen, Councillors Lorne Buis, Blake Klatt, Tyson Ormann
and Stewart Payne

Councillor Ormann joined the meeting via telephone conference call at 7:00 p.m.

ALSO PRESENT: Municipal Administrator, Kelly Calhoun

Acting Public Works Foreman, Richard Jaeger joined the meeting at 7:00 p.m

ACTION ITEMS:

A. CALL TO ORDER:

The meeting was called to order by Mayor Ken Kultgen at 7:00 p.m.

B. AMENDMENTS TO AGENDA:

Councillor Buis – Business License discussion

C. ACCEPTANCE OF AGENDA:

Moved that the January 22, 2018 Regular Village of
Foremost Council Meeting Agenda be approved and adopted with the following
addition:

Business License discussion...Carried

LATE ARRIVAL: Councillor Klatt arrived at the meeting at 7:01 p.m.

D. DELEGATIONS: Nil Report

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E. MINUTES: The minutes of the December 18, 2017 Regular Village Council Meeting
were confirmed and ordered filed in the minute book
...Carried.

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F. ACCOUNTS APPROVED AND PASSED FOR PAYMENT: The accounts for the month of
December, 2017 as presented and comprised were approved and passed for payment on motion
...Carried.

A list of the accounts is attached hereto and forms a part of these minutes.

G. FINANCIAL STATEMENTS:

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a) **Monthly Financial Statements:** The financial statements for the month of December, 2017,
as presented were confirmed and ordered filed in the minute book on motion... Carried.

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b) **Foremost Community Airport:** The 2017 Foremost Community Airport Financial
Statement, as presented, was confirmed and ordered filed in the minute book... Carried.

- 6/18 c) **Foremost Swimming Pool:** The 2017 Foremost Swimming Pool Financial Statement, as presented, was confirmed and ordered filed in the minute book...Carried.
- 7/18 d) **Foremost Medical Clinic:** The 2017 Foremost Medical Clinic Financial Statements, as presented, was confirmed and ordered filed in the minute book...Carried.
- 8/18 e) **Foremost Cemetery:** The 2017 Foremost Cemetery Revenue/Expenditure Report, as presented, was confirmed and ordered filed in the minute book...Carried.
- f) **MNP LLP:**
Engagement Letter for year ended December 31, 2017

H. LAND OFFER APPLICATIONS: Nil Report

I. STAFF REPORTS:

- 9/18 Moved that Acting Public Works Foreman, Richard Jaeger and Public Works Employee, Malcolm Matthews' reports on the activities of the outside workers for the past month be accepted as presented...Carried.

J. COUNTY OF FORTY MILE NO. 8 – REGIONAL WATER SYSTEM:

Commission date has been set back to the end of February to the beginning of March
Chad Moore, Alberta Environment Drinking Water Specialist will be out for 3-4 days
after it is up and running

10/18 **K. COUNTY OF FORTY MILE NO. 8:**

Foremost Cemetery: Moved that the Village of Foremost request from the County of Forty Mile No. 8 financial support for the Foremost Cemetery in the amount of \$5,000.00...Carried.

- 11/18 **Foremost Community Airport:** Moved that the Village of Foremost request from the County of Forty Mile No. 8 financial support for the Foremost Community Airport in the amount of \$3,500.00...Carried.

- 12 /18 **L. INTERIM BUDGET FOR 2018:** Moved that an Interim Budget for 2016 be adopted as per the 2017 Budget Estimates until such time as the current year's budget is finalized...Carried.

M. FOREMOST COMMUNITY AIRPORT:

The following tender to be issued:

VILLAGE OF FOREMOST
Box 159
Foremost, Alberta T0K 0X0

The Village of Foremost is accepting bids (on a per ton basis) for GRASS CUTTING & BALING at the Foremost Community Airport (approximately 46 acres) and the New Industrial Park and dry pond (approximately 15 acres).

The Village of Foremost will retain the right for weed control.
*All weight tickets will be required prior to payment

For further information, contact Richard Jaeger at 867-3733.
Bids will be accepted until FRIDAY,
MARCH 16, 2018 at 4:30 p.m.

Please send bids in a sealed envelope with "GRASS CUTTING BID" clearly marked on the front of the envelope.

The Village of Foremost reserves the right to accept or reject any or all tenders and to waive irregularities and informalities at its discretion.
GST will apply on tender
Bids will be opened on March 19, 2018.

Mayor Kultgen declared a pecuniary interest in the airport lease rate and abstained from all voting and discussion.
Mayor Kultgen left the Council Chamber at 7:27 p.m.

Deputy Mayor Buis assumed chair of the meeting.

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Lease Rates: Moved approval of the following:
Airport lease rate \$165.00 per year (plus GST) effective January 1, 2018
...Carried.

Mayor Kultgen returned to Council Chambers at 7:30 p.m. and re-assumed chair of the meeting.

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Business License Fee: Moved that the Private Business Fees at the Foremost Community Airport be set as follows; effective January 1, 2018:
\$661.50 per year (GST Exempt)
Minimum of \$225.75 per month or portion thereof, for portion of year (GST Exempt)... Carried.

N. ALBERTA MUNICIPAL AFFAIRS:

Alberta Community Partnership (ACP) 2017/18 – Local Land Use Planning Application for the development of the Municipal Development Plan.

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Moved approval of the following grant application:
 Alberta Community Partnership – 2017/18 – Local Land Use Planning Application for the development of the Village of Foremost Municipal Development Plan
 Grant Request – up to a maximum of \$20,000.00... Carried

O. ITEMS ADDED TO THE AGENDA:

- a) **MNP:**
Audit January 29, 30, 31 & February 1, 2018
- b) **2018 Capital Projects:**
Discussion on 2018 Capital Projects as well as new Municipal Corporate Planning Regulation, municipalities MUST adopt, as a minimum standard, a written three (3) year financial plan and five (5) year capital plan in addition to the annual budget.
- c) **County of Forty Mile**
County of Forty Mile to be invoiced for hardwater delivery, effective January 1, 2018
- d) **Policy Drafts**
Code of Conduct for Members of Council and Council Committees,
Code of Ethics/Conduct Policy
Anti-Harassment Policy
Procedural Bylaw
Date for review – to be set later
- e) **Business License**
Discussion

Early Dismissal: Councillor Ormann left the meeting via telephone conference at 8:02 p.m

INFORMATION ITEMS:

- 1. **DEVELOPMENT PERMITS:** N/A
- 2. **HIRE STANDARD:**

Update on Public Works Foreman recruitment activities
 Village of Foremost Pension Plan/Alberta Blue Cross
 Employment opportunity Public Works Labourer – Kyle Hanna hired
 January 23, 2018 – approximately March 31, 2018
- 3. **ALBERTA INFRASTRUCTURE**

Investing in Canada Infrastructure Plan fact sheet for funding and related Process

4. ALBERTA UTILITIES COMMISSION:

Suncor's Proposed Forty Mile Wind Power Project

5. CORONA RENEWABLES LTD.

Solar opportunity for Foremost-submission deadline is April 30, 2018

6. FARM SAFETY CENTER

Request for donation

7. MUNICIPAL ASSET MANAGEMENT PROGRAM

Milos Posavljak, P.Eng. from University of Waterloo proposed case study draft
No Action Taken

8. FEDERATION OF CANADIAN MUNICIPALITIES

Membership information

9. REYNOLDS MIRTH RICHARDS & FARMER

Invitation for upcoming Reynolds Mirth Richards & Farmer LLP Annual
Municipal Law Seminar

10. SUMMER TEMPORARY EMPLOYMENT PROGRAM (STEP):

Applying for: 1 Labourer Public Works – May-August, 2018
 1 Senior Lifeguard - July-August, 2018

11. FOREMOST SWIMMING POOL:

Swimming Pool Advertisement to be run for lifeguards for the summer of 2018

12. ALBERTA URBAN MUNICIPALITIES ASSOCIATION:

Sweeping changes to Alberta's Health and Safety Legislation
2018 Annual Membership
Municipal Leaders' Caucus set for March 14 and 15, 2018

13. COMMITTEE REPORTS:

a) Foremost Community Airport:

Mayor Kultgen, CAO Kelly Calhoun and Doug Hanna, Foremost UAS Range Manager will be meeting with Assistant Deputy Minister, Michelle Evans, along with Manager, Southeast Region Regional Economic Development Services in Medicine Hat, Selena Maclean-Moore February 8, 2018

Tentative Date for Council Update and Open House for Foremost UAS Range –
Early June, 2018

**Alberta Economic Development and Trade – Advanced Industries, Americas Branch
Trade Division:**

Invitation to join the Alberta Pavilion at AUVSI's Xponential 2018, May 1-3, 2018
Denver, Colorado
Doug Hanna, Foremost UAS Range Manager to attend

- b) **Foremost and District Civic Centre:**
Councillor Klatt reported that the painting in the arena lobby and curling rink was complete
- c) **Foremost and District Chamber of Commerce:**
Annual Supper & General Meeting – Monday January 29, 2018
- d) **Canadian Badlands:**
Canadian Badlands Board Meeting Minutes from November 30, 2017
Canadian Badlands AGM and Tourism Development Conference
"THE FUTURE IS TOURISM" is scheduled for March 13-15, 2018 in
Medicine Hat
2018 Annual Shareholder Levy Invoice for support
- e) **Palliser Economic Partnership:**
PEP Board Meeting February 9, 2018, Brooks, Alberta
Local to Global Eastern Alberta Trade Corridor Forum
March 7-9, 2018, Vermilion, Alberta
- f) **Economic Development Advisory Committee:**
Minutes of the December 18, 2017 Foremost Economic Development
Advisory Committee Meeting
- g) **Foremost Emergency Advisory Committee**
Minutes of the December 18, 2017 Foremost Emergency Advisory
Committee Meeting

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14. **ADJOURNMENT:** The meeting adjourned at 8:47 p.m. on motion... Carried.

MAYOR

Municipal Administrator