

**MINUTES OF A REGULAR MEETING OF THE FOREMOST VILLAGE COUNCIL HELD  
IN THE COUNCIL CHAMBERS ON MONDAY, THE 20TH DAY OF NOVEMBER, A.D.,  
2017 AT 7:00 P.M.**

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

**ABSENT:** Councillor Lorne Buis

**ALSO PRESENT:** Municipal Administrator, Kelly Calhoun

Richard Jaeger, Public Works Acting Foreman joined meeting at 7:00 pm

**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:**

No amendments

**C. ACCEPTANCE OF AGENDA:**

202/17

Moved that the November 20, 2017 Regular Village of Foremost Council Meeting  
Agenda be approved and adopted ...Carried.

**D. DELEGATIONS: N/A**

Late arrival: Councillor Ormann arrived at 7:01 pm.

203/17

**E. MINUTES:** The minutes of the October 16, 2017 Regular Village Council Meeting  
and the October 17, 2017 Organizational Meeting Minutes were confirmed and  
ordered filed in the minute book...Carried.

204/17

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

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

**G. BANK RECONCILIATIONS:**

205/17

a) **Monthly Bank Reconciliations:** The financial statements for the month of October,  
2017, as presented were confirmed and ordered filed in the minute book...Carried.

206/17

b) **Departmental Variance Report – January 1, 2017 – October 31, 2017:** The  
Departmental Budget Variance Report – January 1, 2017 to October 31, 2017 as  
presented was confirmed and ordered filed in the minute book...Carried.

**H. LAND OFFER APPLICATIONS:**

a) Discussion regarding the removal of the existing top soil, clay pile and composting  
pile.

**I. STAFF REPORTS:**

- a) Mr. Richard Jaeger, Public Works
- b) Mr. Malcolm Matthews, Public Works

**Public Works Projects**

207/17

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

**Cam & Sue's Fresh Water Hauling:**

Alberta Health Services Food Handling Permit – October 1, 2017 – September 30, 2018

**Alberta Water & Wastewater Operators Association:**

Richard Jaeger certificate of completion – Math & Support Systems for Operators

**Alberta Emergency Management Agency:**

Certificate of Completion Richard Jaeger ICS-100

**Canadian Training Resources:**

Leadership Conference – Richard Jaeger

**Groundhoppers Coring Inc.:**

Price quotes for two additional sewer line services scheduled for repair

**Tom Simanton:**

Discussion regarding honorarium for allowing Village of Foremost to spray under his license in 2017. \$50.00 in Foremost and District Chamber of Commerce - Chamber Bucks

208/17

Moved to issue letter of Disciplinary actions...Carried

Richie Jaeger, Acting Public Works Foreman left meeting at 9:30 pm

**J. COUNTY OF FORTY MILE NO. 8 – REGIONAL WATER SYSTEM:****County of Forty Mile:**

Village of Foremost and County of Forty Mile representatives to continue to work on agreement wording

209/17

**Cross Training Request:** Moved to request County of Forty Mile to cross train their utility officers along with the Village of Foremost utility officer at the Village of Foremost Regional Water Treatment Plant due to the current staffing situation with the Village of Foremost and as the training and possible commissioning of the Water Treatment Plant is scheduled to occur this month, the Village would request that the County of Forty Mile Utility Officers also be trained for critical incidents/operations at the plant...Carried.

**Alberta Capital Finance Authority:**

Notification of Loan Information – loan to be funded December 15, 2017

Councillor Klatt declared a pecuniary interest in the Farm Land Lease bid and abstained from all voting and discussion. Councillor Klatt left Council Chambers at 9:31 pm.

210/17

**K. FARM LAND LEASE:**

Moved that the bid from Klatt 7 Farms Ltd., Foremost, Alberta in the amount of \$90.00 per acre (plus GST) be accepted for the Farm Land Lease – Portion NW1/4 17-6-11-W4M, 94.75 acres more or less, one year lease –2018...carried.

Councillor Klatt returned to Council Chambers at 9:37 pm.

- 211/17 L. **FORTY MILE REGIONAL FCSS:**  
Moved approval of the Alberta Family and Community Support Services (FCSS) Funding Agreement – January 1, 2018 – December 31, 2018....Carried.
- M. **SHORTGRASS LIBRARY SYSTEM:**  
Discussion regarding appointment to the Shortgrass Library System Board  
Mayor Ken Kultgen will attend meetings until position is filled
- 212/17 N. **ALBERTA RECYCLING MANAGEMENT AUTHORITY:**  
Moved approval of the following application:  
Alberta Recycling Management Authority  
2018 Municipal Demonstration Grant Program Application  
Rubberized Pool Decking - \$39,000.00  
Grant Request - \$19,500.00  
Village of Foremost Funds - \$19,500.00...Carried
- 674/17 O. **BY-LAW NO. 674:**  
A by-law of the Village of Foremost in the Province of Alberta to authorize the provision of Emergency 9-1-1 Dispatch Service to be provided by the City of Medicine Hat year was read a first time...Carried.  
Read a second time...carried.  
Authority to proceed with third reading...Carried  
Unanimously.  
Read a third time and finally passed...Carried.
- P. **STAFFING:**  
Review of Job Descriptions, Current Salary/Wage and Scale, Current Training/Certification  
Discussion - Water Treatment Plant – Number of Operators, On call and Open house
- 213/17 Q. **INFORMATION RELEASE TO PUBLIC AND MEDIA:**  
Moved that the Village of Foremost publish the approved Village of Foremost Council meeting minutes on the Foremost Alberta Webpage....Carried.
- 214/17 R. **OGDEN, NATHAN AND TINA:**  
Moved ratification of the information shown on the Surveyor's Certificate prepared by Global Raymac Surveys, Medicine Hat, Alberta dated November 10, 2017 for the property legally described as Plan 5160JK, Block 14, Lot 2, 102-3<sup>rd</sup> Street West which states the dwelling and hot tub does not conform to the set-back regulations of Land Use By-Law No. 550, however, there will not be a request to correct the set-backs from the property lines...Carried.
- S. **ITEMS ADDED TO THE AGENDA:**
- a) **Alberta Urban Municipalities Association – Convention:**  
Councillor Tyson Ormann to attend convention in Calgary, AB  
November 22-24, 2017
- 215/17 b) **Foremost Emergency Advisory Committee Meeting:**  
Moved that the Foremost Emergency Advisory Committee Meeting date be set for Monday, December 18, 2017 at 6:15 pm  
...Carried.
- 216/17 c) **Foremost Economic Development Advisory Committee Meeting:**  
Moved that the Foremost Economic Development Advisory Committee Meeting date be set for Monday, December 18, 2017 at 6:30 pm  
...Carried.

- 217/17
- d) **BDI Play Designs:**  
Proposal for water park discussion
  - e) **Telus Communications:**  
Discussion regarding the lack of service
  - f) **Town of Taber: Bill-C45 (Cannabis Act)**  
No action taken – Councillor Ormann to address at AUMA Convention.
  - g) **Foremost Ambulance:**  
Moved that the Village of Foremost present gift certificates in the amount of \$100.00 from The Keg, Lethbridge to the following, in recognition of completion of EMT designation, Lorne Buis, Kerri Buis, La Donna Hammel...Carried

**INFORMATION ITEMS:****1. DEVELOPMENT PERMITS:**

Permit No. 07/17 – A copy of the Foremost Evangelical Free Church Encroachment Agreement as required under Development Permit No. 07/17

**2. HIRE STANDARD:**

Copy of signed Permanent Staffing Agreement  
Representative will meet with CAO, Kelly Calhoun to further discuss requirements

**3. ALBERTA EMERGENCY MANAGEMENT AGENCY:**

Message from Alberta Agriculture regarding animal losses, pasture losses and building and infrastructure damage from the recent wildfires in Southern Alberta

**4. ALBERTA LABOUR:**

Alberta Labour market information  
Labour Force Statistics – October, 2017 Briefing Package

**5. ALBERTA MUNICIPAL AFFAIRS:**

Official Election Results as sent to Alberta Municipal Affairs from Mrs. Jennifer Hirsche, Returning Officer

**Alberta Community Partnership (ACP) Grant Program:**

Accepting applications for all components of the 2017/18 ACP program, including the Intermunicipal Collaboration (IC) and Mediation and Collaborative Processes (MCP) components.

ACP applications are due by January 2, 2018.

**Assessment Review Board Member and Clerk Training – Registration:**

Information regarding 2018 Training – Village of Foremost Member, Councillor Lorne Buis' last certification was in 2015, and it is valid until May 31, 2018.  
Clerk Training –Administrative Coordinator to be discussed with County and Bow Island

**Municipal Government Act Review Amendment Implementation Checklist**  
**Municipal Affairs Pecuniary Interest for Municipal Councillors**  
**Municipal Affairs What Every Councillor Needs to Know!**  
**Municipal Affairs In-Camera Discussions of Council**  
**Municipal Resource Handbook**  
**Brownlee LLP – Barristers & Solicitors**  
**Select MGA Amendments Proclaimed: What does this mean for you right now?**

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6. **ALBERTA TRANSPORTATION:**

Village of Foremost – Crosswalk Review and Possible Upgrade  
Alberta Transportation has completed half of the count and will be doing the half soon

Results from the Alberta Provincial Transportation Needs Assessment of Seniors and Persons with Disabilities

Letter from Alberta Transportation Minister Brian Mason regarding upgrades to Highway 61.
  7. **ALBERTA UTILITIES BOARD:**

Applications for a 400-megawatt Suncor Forty Mile Wind Power Project within the County of Forty Mile have been received – Applications 23030-A001 to 23030-A005
  8. **BRIMICOMBE, KATHERINE:**

E-mail from Katherine Brimicombe – regarding pavement and sidewalks
  9. **TOWN OF BOW ISLAND:**

Council Appointments
  10. **CANADIAN BADLANDS:**

Webinar Series Funding and Resources for Tourism and Development
  11. **COUNTY OF FORTY MILE NO. 8:**

Council Appointments
  12. **COMMUNITY FOUNDATION OF SOUTHEASTERN ALBERTA:**

Community Foundation of Southeastern Alberta Vital Signs Report for 2017
  13. **ECONOMIC DEVELOPERS ALBERTA (EDA):**

EDA's 2018 Annual Conference March 21-23, 2017 Banff Centre in Banff, AB
  14. **FORTISALBERTA:**

Notification of Work Regarding Electric Distribution Facilities
  15. **GRIFFITHS, DOUG:**

New Services and ways to help community post-election
  16. **MUNICIPAL CLIMATE CHANGE ACTION PLAN:**

Tame+ and Tame Express Program Fully Subscribed
  17. **SOCIETY OF LOCAL GOVERNMENT MANAGERS:**

What's on First Base? – December 1, 2017 Claresholm, Alberta  
Interest?
  18. **MACEWAN UNIVERSITY:**

Lobby Government Effectively – November 29, 2017 Edmonton, Alberta  
Mayor Kullgen and CAO, Kelly Calhoun have taken this seminar

**19. ALBERTA URBAN MUNICIPALITIES ASSOCIATION:**

- Digest for Council for October 18, 2017
- Digest for Council for October 25, 2017
- Digest for Council for November 2, 2017
- Digest for Council for November 8, 2017
- Digest for Council for November 16, 2017

**AUMA Update**

AUMA Returning Officer Nomination Notice-Positions

Election is scheduled for Friday, November 24, 2017

Municipal Affairs Grant Meetings at AUMA fall 2017 Convention

Electricity Aggregation Pricing Schedule for the Village of Foremost

2017 AUMA Convention-Tyson Ormann attending- November 22, 2017

**20. COMMITTEE REPORTS:**

**a) Village of Foremost Fire Ban:**

Foremost Fire Chief Lorne Buis reinstated fire ban on October 18, 2017 and lifted fire ban on November 3, 2017

**b) Palliser Economic Partnership:**

Good news story out of Oyen – Railyard & Logistics Park Ground breaking October 24, 2017 event  
Next Palliser Economic Partnership Board Meeting Friday December 1, 2017

**c) Foremost Community Airport:**

Airport Taxiway, Runway – Paving and Apron Lighting project approved Under the Strategic Transportation Infrastructure Program (STIP)  
Received funding in the amount of \$99,464.36

**Government of Canada – Western Economic Diversification Canada:**  
Project # 13176 – Amendment

**Unmanned Systems Canada Conference and Trade Show:**  
Report from Mayor Kultgen – attended by Mayor Kultgen and CAO, Kelly Calhoun – November 1-3, 2017 – Toronto, AB

**Letter of Commitment – Industry / Innovation Superclusters initiative (ISI):**  
Copy of letter sent to Unmanned System Canada

**Contractor Service Agreement:**

218/17

Moved approval of the Amended Contractor Service Agreement between UXS Consulting Limited and the Village of Foremost and the Mayor and the Municipal Administrator of the Village of Foremost be hereby authorized to sign and execute the said agreement for and on behalf of the Village of Foremost and the Municipal Administrator is hereby authorized to affix thereto the corporate seal of the Village of Foremost...carried

**d) Foremost and District Civic Centre:**

Civic Centre – Fire Alarm VI Deficiency – Looking into ULC Requirements

**e) Foremost Library/Seniors Complex:**

November 10, 2017 – reported roof at library leaking – contractor contacted to assess roof  
Security System – not working properly – to be assessed

219/17

**21. ADJOURNMENT:** The meeting adjourned at 11:40 p.m...Carried.

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MAYOR

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Municipal Administrator