

**MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF LETHBRIDGE COUNTY HELD JANUARY 18, 2017 IN THE COUNTY ADMINISTRATIVE OFFICE, LETHBRIDGE, ALBERTA.**

**PRESENT:**

Division No. 1	- L. Hickey, Reeve (present at 9:58 a.m.)
Division No. 3	- H. Doeve, Deputy Reeve
Division No. 4	- K. Benson
Division No. 5	- S. Campbell
Division No. 6	- T. White
Division No. 7	- M. Zeinstra

**ABSENT:**

Division No. 2	- J. Willms
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**ADMINISTRATION PRESENT:**

Chief Administrative Officer	- R. Robinson (present at 9:58 a.m.)
Director of Corporate Services	- T. Anderson
Director of Municipal Services	- R. Bacon
Director of Community Services	- L. Randle
Recording Secretary	- D. Irwin

**DEPUTY REEVE HENRY DOEVE HICKEY IN THE CHAIR**

**CALL TO ORDER** Deputy Reeve Doeve called the meeting to order at 9:30 a.m.

Note: S. Ashbee, Sunny South News present at 9:30 a.m.

**AMENDMENTS TO THE AGENDA**

Rick Bacon, Acting Chief Administrative Officer and members of Council made the following additions and deletions to the January 18, 2017 agenda.

- F1. Snow Removal – M. Zeinstra

01/17	K. BENSON	MOVED that Council approve the agenda as amended.	CARRIED
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**CONFIRMATION B1. Confirmation of Minutes**

02/17	S. CAMPBELL	MOVED that the December 15, 2016 Council Minutes be approved as presented.	CARRIED
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**MUNICIPAL SERVICES**

**F1. Snow Removal and Agreements – M. Zeinstra**

Councillor Zeinstra reported to members of Council that he was contacted by a family regarding snow removal enquiring what their options were as they are capable of plowing their own way out or across their land, but are advised by the County that it is unlawful to do so. Council held a discussion regarding the options available.

03/17	M. ZEINSTR	MOVED that County Council refers item F1. Snow Removal and Agreements to the Municipal Services Committee.	CARRIED
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Reeve

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Chief Administrative Officer

**COMMUNITY SERVICES****G1. Green Acres Foundation – Letter of Support for Rebuild of Piyami Lodge, Picture Butte**

04/17 K. BENSON MOVED that County Council approves a letter of support to the Green Acres Foundation regarding their request to the provincial government for the replacement of their Piyami Lodge building in Picture Butte, Alberta. CARRIED

**G2. Subdivision and Development Appeal Board – Compensation Request**

NOTE: Reeve L. Hickey and CAO R. Robinson present at 9:58 a.m.

05/17 S. CAMPBELL MOVED that Council sends a letter to the Subdivision and Development Appeal Board thanking them for their letter and advising them that Lethbridge County will continue with its policy of compensating SDAB members only when a hearing is held. CARRIED

Note: S. Ashbee, Sunny South News departed at 10:03 a.m.

**REEVE HICKEY ASSUMED THE CHAIR AT 10:03 a.m.****APPOINTMENT****E1. Appointment (In-Camera) - Land Matter**

06/17 S. CAMPBELL MOVED to bring item E1. Appointment (In-Camera) Land Matter back to the table. CARRIED

**IN-CAMERA****E1. Appointment (In-Camera) Land Matter**

08/17 T. WHITE MOVED that County Council go In-Camera at 10:04 a.m. CARRIED

09/17 M. ZEINSTRA MOVED that County Council come out of In-Camera at 10:15 a.m. CARRIED

10/17 T. WHITE MOVED that County Council grants the Town of Coaldale permission in writing to acquire a portion of the lands discussed. CARRIED

Note: S. Ashbee, Sunny South News present at 10:15 a.m.

**COMMUNITY SERVICES****G3. Municipal Consent Request – City of Lethbridge**

11/17 H. DOEVE MOVED that County Council table item G3. Municipal Consent Request – City of Lethbridge pending a report to be brought back to a future Council meeting. CARRIED

**APPOINTMENTS****E2. Lynn Doratty Re: Dog Bylaw #1167**

Reeve Hickey welcomed Ms. Lynn Doratty to the meeting at 10:30 a.m. Council introduced themselves to Ms. Doratty who reported to Council her ideas and recommendations she would like seen in a revised dog bylaw, including changes to Section 2.5 Dog Fanciers License to: a) exclude the requirement for canines to be one thousand feet from the nearest neighbour, *and*; b) exclude that the requirement for canines must be for the purpose of breeding or showing. Also she would like to see an 'Unsuitable Pet Owner' section included in the bylaw.

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Reeve

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Chief Administrative Officer

Council thanked Ms. Doratty for her presentation.

12/17 H. DOEVE MOVED that County Council receives the presentation from Ms. Lynn Doratty regarding the County's Dog Bylaw 1167 for information and further that the Bylaw 1167 be referred back to the Emergency Services Committee with a report to be brought back to a future Council meeting with recommendations to upgrade the bylaw to reflect present day realities. CARRIED

Ms. Doratty retired at 10:40 a.m.

Reeve Hickey recessed the meeting at 10:40 a.m.  
The meeting reconvened at 10:50 a.m.

**G4. Bylaw 1485 - Tollestrup Construction - Amendment to the Land Use Bylaw - Rural Agriculture (RA) to Rural Heavy Industrial (RHI) for a Portion of LSD 10 in NE 25-9-23-W4 - First Reading**

13/17 H. DOEVE MOVED first reading of Bylaw 1485 and direct Administration to proceed with public notification and schedule a Public Hearing. CARRIED

**G5. Bylaw 1488 - DRT Farms - To Rescind Bylaw 1364 - DRT Area Structure Plan - First Reading**

14/17 T. WHITE MOVED first reading of Bylaw 1488 and direct Administration to proceed with public notification and schedule a Public Hearing. CARRIED

**APPOINTMENTS E3. PUBLIC HEARING – Bylaw 1483 – Section 26 Area Structure Plan – for Section 26-8-21-W4**

15/17 T. WHITE MOVED that the Public Hearing for Bylaw 1483 – Section 26 Area Structure Plan – for Section 26-8-21-W4 open at 11:00 a.m. CARRIED

Reeve Hickey welcomed the delegation to the meeting. The delegation consisted of:

S. Rutledge	D. Howe	R. Duncan
D. Howe	S. Denecky	V. Denecky
C. Nagel	P. Pawluk	F. Boulton
K. Corazza	G. Sheridan	S. Sheridan
D. Orr	L. Hill	

Reeve Hickey declared that the public hearing is being held pursuant to the Municipal Government Act as amended for Bylaw #1483.

Reeve Hickey invited Ms. Hilary Janzen, Senior Planner/Development Officer to give an overview of the application.

- County Administration, with the Oldman River Regional Services Commission as the consultant, has completed a draft Area Structure Plan for Section 26-8-21-W4 in order to facilitate further subdivision and development for the Section.
- Section 26 currently includes 31 separate titles with 28 affected landowners as some landowners own multiple titles.
- County Administration initiated the development of the Area Structure Plan due to the high level of fragmentation of lands (31 parcels) as well as the moratorium on subdivision currently in effect for Section 26.

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Reeve

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Chief Administrative Officer

- A moratorium on subdivision was approved by County Council resolution 211/96 (September 16, 1996) and was put in effect due to inadequate drainage and the possibility of a high water table.
- The moratorium was to remain in effect until a fully engineered plan for the whole area was completed.
- The Area Structure Plan provides a strategy for the entire Section and will be used to guide and regulate further subdivision in the area.
- A high-level stormwater water analysis was completed for the entire section by MPE Engineering.
- The stormwater analysis shows the potential location of storm ponds for the entire section and how the stormwater would be conveyed through the area and out of the area into St. Mary's River Irrigation District canal system.
- Any landowner wishing to subdivide will be required to provide a detailed engineering storm water management plan for the entire subdivision cell (quarter section) to ensure that the drainage, soils capabilities and stormwater are addressed.
- The area has been divided into 4 main subdivision cells (quarter sections) and includes a preferred lot layout and road network plan and the proposed location of stormwater management facilities.
- The general lot sizes allowed would be 4-5 acres and would not be eligible for further subdivision.
- March 21, 2016 County Council directed Administration to proceed with the draft plan and initiate the public consultation process.
- On May 26, 2016 affected landowners were invited to a public meeting held at the Oldman River Regional Services Commission (ORRSC), approximately 30-35 people attended the meeting.
- Some amendments were made to the Area Structure Plan as a result of the public consultation.
- The application was circulated to other County departments and external agencies for review and comment. Comments have been received from Alberta Transportation, SMRID and the City of Lethbridge and some minor changes were made to the report to reflect comments by the City and Alberta Transportation. No other comments were made regarding the proposed Bylaw.
- The notice for the public hearing was advertised in the December 20, December 27, and January 3 editions of the Sunny South News and notices were also sent to the affected landowners. No comments have been received regarding the proposed bylaw.

Reeve Hickey asked Council if they had any questions of Ms. Janzen.

There were no questions from Council.

Reeve Hickey asked if there were any questions from the gallery. There were no questions.

Reeve Hickey asked if anyone wished to speak in favour of Bylaw 1484.

Lorraine Hill came forward and enquired what the comments were from the City, the St. Mary River Irrigation District (SMRID), the Oldman River Regional Services Commission (ORRSC) and Alberta Transportation.

Ms. Janzen commented that the City wanted a Traffic Impact Assessment (TIA) to ensure traffic could be accommodated. SMRID had no additions to the plan, and they supported the plan; they did request more engineering prior to subdivision to accommodate drainage, and the SMRID will not allow individual owners to purchase new household purpose agreements.

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Reeve

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Chief Administrative Officer

Council enquired for clarification on what a household purpose agreement for water was.

Ms. Janzen stated that new household purposes agreements means potable water, so people would have to go to a co-op for their water or haul water in.

Reeve Hickey asked three times if anyone wished to speak in favour of Bylaw 1484.

Reeve Hickey asked three times if anyone wanted to speak in opposition.

No one came forward.

Council enquired regarding drainage and people wanting to further subdivide? When is that triggered?

Ms. Janzen said it is addressed in the Area Structure Plan. The first person to subdivide would create an engineering plan for the whole section but there is an 'endeavour to assist' clause, so the following subdivisions would benefit from the engineering plan.

Council enquired how does the County administer the 'endeavor to assist'?

Ms. Janzen stated that it is done through the Development Agreement which is a condition of the subdivision. County would collect that money and return it to the landowner who upfronted the costs of the engineering plan.

Council stated that storm water is a big issue in the area and can be a restriction for some people. If the County does the work on the storm water plan, is that considered a local improvement?

Ms. Janzen stated that typically it is under the purview of the developer to pay for the storm water plan in this type of development.

Steve Harty, Senior Planner, ORRSC stated that the County did have MPE do the higher level analysis regarding drainage and ponds and how it can break out to the different landowners. Due to the fact that there are 30 landowners and some want to subdivide and some don't, the County decided early on not to pursue Local Improvement.

Council enquired regarding fire suppression, is it not the responsibility of landowners to provide suppression.

Rick Bacon, Director of Municipal Services stated that fire suppression was a discussion item at Strategic Planning. It was determined that Administration will investigate further the requirements for fire suppression.

Reeve Hickey asked three times if anyone wished to speak in favour or opposition of Bylaw 1483. No one came forward.

Council enquired; item 13 states under Section C that the landowner/developer shall be responsible for drainage easements in respect of the functioning of the engineered storm water system and conveyance of drainage water. The County may agree to that, but there is no certainty.

Mr. Bacon stated that there might be a second phase required in terms of what an 'endeavor to assist' may look like, but they would be dealt with on an individual basis. To word it specifically in the document would be very cumbersome.

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Reeve

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Chief Administrative Officer

Mr. Harty stated that Administration asked for a 'may' not a 'shall', so that each subdivision can be dealt with individually through an 'endeavour to assist' with the ultimate responsibility falling to the landowner.

Mr. Rob Duncan addressed Council and enquired would it not be to the County's benefit to take on the responsibility of the water, it would speed the process up.

Mr. Bacon stated it would be a large up-front cost which could mean a local improvement and some have indicated they don't want to subdivide.

Mr. Doug Orr addressed Council and enquired regarding the storm water management plan and people putting in storm ponds. What if the pond is partially on the land of people who don't want to subdivide?

Mr. Harty replied that in the initial analysis, MPE determined where a good spot would be for a storm pond; however you can't force anyone to participate; so based on the subsequent engineering plan, it would be referred to the second level, more detailed plan.

Reeve Hickey asked three times if there were any last comments. There were no more comments.

16/17	K. BENSON	MOVED that the Public Hearing for Bylaw 1483 – Section 26 Area Structure Plan – for Section 26-8-21-W4 close at 11:24 a.m.	CARRIED
17/17	T. WHITE	MOVED second reading of Bylaw 1483.	CARRIED
18/17	K. BENSON	MOVED third reading of Bylaw 1483.	CARRIED
19/17	S. CAMPBELL	MOVED to rescind the Council Planning resolution 211/96 and lift the moratorium on subdivision in Section 26.	CARRIED

**G6. Town of Coalhurst ACP Grant Application - Joint Area Structure Plan - Resolution of Support Request**

20/17	H. DOEVE	MOVED that County Council authorize the Town of Coalhurst to participate in an application for the Shared Industrial Park Area Structure Plan submitted by the Town of Coalhurst under the Intermunicipal Collaboration component of the Alberta Community Partnership Grant and further that Lethbridge County, a participant, agrees to abide by the terms of the Conditional Grant Agreement, governing the purpose and use of the grant funds.	CARRIED
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**G7. Coaldale Engine 106 – 2017 Replacement**

21/17	H. DOEVE	MOVED that County Council approves of an amendment to the Town of Coaldale and Lethbridge County Fire and Rescue Services Agreement to reflect a 2017 50% County / 50% Coaldale replacement cost share of Engine 106 and further that County Council directs Administration to present County Council with a report upon the completion of the ISO Project and the report is to include any recommendations regarding the County's emergency management systems or services including a recommendation regarding the future joint acquisition of a Ladder/Engine unit.	CARRIED
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Reeve

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Chief Administrative Officer

- 22/17 M. ZEINSTRA MOVED the meeting recess for lunch at 11:59 p.m. CARRIED
- The meeting reconvened at 1:28 p.m. with all members of Council present as previously stated.

**APPOINTMENTS E4. Introduction of Cole Bodnaruk, New Infrastructure & Asset Technician**

Mr. Michael Bly, GIS and Asset Coordinator introduced Mr. Cole Bodnaruk, who will be filling the new role of Infrastructure & Asset Technician. Mr. Bodnaruk provided a brief history of his professional and educational background. Council welcomed Mr. Bodnaruk to Lethbridge County and wished him much success.

- 23/17 S. CAMPBELL MOVED that item E4. Introduction of Cole Bodnaruk, New Infrastructure & Asset Technician be received for information. CARRIED

**CORPORATE SERVICES**

**H1. Bylaw 1487 – Schedule of Fees 2017**

- 24/17 T. WHITE MOVED first reading of Bylaw 1487. CARRIED
- 25/17 M. ZEINSTRA MOVED second reading of Bylaw 1487. CARRIED
- 26/17 S. CAMPBELL MOVED that Council proceeds to third reading of Bylaw 1487. CARRIED UNANIMOUSLY
- 27/17 H. DOEVE MOVED third reading of Bylaw 1487. CARRIED

**APPOINTMENTS E5a. Subdivision Application 2016-176 - Lethbridge Northern Irrigation District & Grandview Cattle Feeders Ltd. - Lot 1, Block 1, Plan 0610887 & Canal R/W Plan 9110376 within NW 1/4 28-10-22-W4 & SW 1/4 33-10-22-W4**

- 28/17 M. ZEINSTRA MOVED that the Agriculture subdivision of Lot 1, Block 1, Plan 0610887 & Canal R/W Plan 9110376 within NW1/4 28-10-22-W4M & SW1/4 33-10-22-W4M (Certificate of Title No. 911 080 195, 061 115 195), to separate a portion of surplus irrigation canal right-of-way, consisting of 3.16 acres (1.28 ha) and consolidate it to an adjacent title in the quarter section thereby enlarging the present agricultural title from 248.14 acres (100.42 ha) to 251.30 acres (101.70 ha) respectively in size, for agricultural use; BE APPROVED subject to the following:
- CONDITIONS:**
1. That, pursuant to Section 654(1)(d) of the Municipal Government Act, all outstanding property taxes shall be paid to Lethbridge County.
  2. That, pursuant to Section 655(1)(b) of the Municipal Government Act, the applicant or owner or both enter into a Development Agreement with Lethbridge County which shall be registered concurrently with the final plan against the title(s) being created.
  3. That the applicant provides a subdivision and consolidation plan, which may be in the form of a Descriptive Plan as acceptable to Land Titles office, as prepared by an Alberta Land Surveyor for the approved parcel to be subdivided and consolidated, prior to final endorsement.
- REASONS:**
1. The proposed subdivision is consistent with the South Saskatchewan Regional Plan and complies with both the Municipal Development Plan and Land Use Bylaw.

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Reeve

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Chief Administrative Officer

2. The Subdivision Authority is satisfied that the proposed subdivision is suitable for the purpose for which the subdivision is intended pursuant to Section 7 of the Subdivision and Development Regulation.

3. The Subdivision Authority has determined that this proposal, as a realignment of existing titles with no additional standalone titles created, complies with the subdivision policies. CARRIED

**E5b. Subdivision Application 2016-0-179 - Colin & Colleen J. Van Dyk - Lot 2, Block 3, Plan 0811507 within SE 1/4 13-9-20-W4**

29/17

T. WHITE

MOVED that the Country Residential subdivision of Lot 2, Block 3, Plan 0811507 within S1/2 13-9-20-W4M (Certificate of Title No. 141 272 154), to resplit a title of 6.57 acres (2.66 ha) into two titles, being 4.27 and 2.30 acres (1.73 and 0.93 ha) respectively in size, for county residential use; BE APPROVED subject to the following:

RESERVE: The 10% reserve requirement, pursuant to Sections 666 and 667 of the Municipal Government Act, be provided as money in place of land on the 6.57 acres at the market value of \$45,000 per acre with the actual acreage and amount to be paid to Lethbridge County be determined at the final stage, for Municipal Reserve purposes.

CONDITIONS:

1. That, pursuant to Section 654(1)(d) of the Municipal Government Act, all outstanding property taxes shall be paid to Lethbridge County.

2. That, pursuant to Section 655(1)(b) of the Municipal Government Act, the applicant or owner or both enter into a Development Agreement with Lethbridge County which shall be registered concurrently with the final plan against the title(s) being created.

3. That the applicant provides at their expense a professional soils analysis by an accredited agency or engineer to ensure suitability for a private on-site septic treatment system on the proposed 2.30 acre parcel.

4. That the older residence on the west 4.27 acre proposed parcel, and the barn situated on the east proposed 2.30 acre parcel that encroaches over the proposed property line, be removed to the satisfaction of Lethbridge County, prior to final endorsement.

REASONS:

1. The proposed subdivision is consistent with the South Saskatchewan Regional Plan and complies with both the Municipal Development Plan and Land Use Bylaw.

2. The Subdivision Authority is satisfied that the proposed subdivision is suitable for the purpose for which the subdivision is intended pursuant to Section 7 of the Subdivision and Development Regulation.

3. The Subdivision Approval Authority of Lethbridge County has determined the proposed subdivision complies with the bylaw for a title being 20 acres or less in size, and is eligible for subdivision consideration to be divided into two titles.

4. The proposal is determined to meet the subdivision policies in accordance with the Lethbridge County and Town of Coaldale IDP, and this land was pre-identified in the IDP as being eligible to be resubdivided. CARRIED

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Reeve

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Chief Administrative Officer

**E5c. Subdivision Application 2016-0-182 - Madeline F. Irvine - SE 1/4 36-11-24**

Note: Reeve Hickey departed at 2:00 p.m.

**DEPUTY REEVE HENRY DOEVE IN THE CHAIR AT 2:00 P.M.**

30/17

S. CAMPBELL MOVED that the Country Residential subdivision of SE1/4 36-11-24-W4M (Certificate of Title No. 141 121 013), to create an 8.20 acre (3.32 ha) parcel from a previously unsubdivided quarter section title of 160.00 acres (64.75 ha), for country residential use; BE APPROVED subject to the following:

**CONDITIONS:**

1. That, pursuant to Section 654(1)(d) of the Municipal Government Act, all outstanding property taxes shall be paid to Lethbridge County.
2. That, pursuant to Section 655(1)(b) of the Municipal Government Act, the applicant or owner or both enter into a Development Agreement with Lethbridge County which shall be registered concurrently with the final plan against the title(s) being created.
3. That the shed in the northwest that slightly encroaches over the west property line be removed to the satisfaction of Lethbridge County so that there is no encroachment, prior to final endorsement.

**REASONS:**

1. The proposed subdivision is consistent with the South Saskatchewan Regional Plan and complies with both the Municipal Development Plan and Land Use Bylaw.
  2. The Subdivision Authority is satisfied that the proposed subdivision is suitable for the purpose for which the subdivision is intended pursuant to Section 7 of the Subdivision and Development Regulation. With the pan-handle driveway included as part of the titled land, both legal and physical access is provided to a municipal road.
  3. The proposed parcel is the first subdivision from the quarter section and is determined to be suitable for the intended purpose.
- CARRIED

Note: Reeve Hickey present at 2:06 p.m.

**REEVE HICKEY ASSUMED THE CHAIR AT 2:06 P.M.****E5d. Subdivision Application 2010-0-242 - Vale Farms Ltd. - Time Extension Request**

31/17

M. ZEINSTRA MOVED that Council grant an additional time extension up to December 31, 2017, on Subdivision Application 2010-0-242 – Vale Farms Ltd., to allow the applicants to finalize their approval and enable the plan of subdivision to be registered at Land Titles Office.

CARRIED

**E5e. Subdivision Application 2013-0-034 - DP Koegler Professional Corp. - Time Extension Request**

32/17

K. BENSON MOVED that Council grant an additional time extension up to December 18, 2017 on Subdivision Application 2013-0-034 - DP Koegler Professional Corp., to allow the applicants to finalize

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Reeve

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Chief Administrative Officer

their approval and enable the plan of subdivision to be registered at Land Titles Office. CARRIED

**ADMINISTRATION**

**I1. Jack Hayden, Hayden & Associates - Consulting & Government Relation Services Proposal – January 1, 2017 to December 31, 2018**

33/17 K. BENSON MOVED that County Council extends the contract for Hayden & Associates from January 1, 2017 to December 31, 2018 at a cost of \$3,570 per month (included in the County's three-year budget); funds to be utilized from the Municipal Debt Reduction Reserve. CARRIED

**I2. Council Meeting Date – February 16, 2017**

34/17 M. ZEINSTRA MOVED that County Council cancels the February 16, 2017 Council meeting and schedule one Council meeting on February 2, 2017 commencing at 10:00 a.m. and that it be advertised in the Sunny South News and on the County's website and social media pages. CARRIED

**I3. MP Rachael Harder Meeting – March 13, 2017, Lethbridge County Administration Building**

35/17 M. ZEINSTRA MOVED that any member of Council wishing to attend the meeting with MP Rachael Harder on Monday, March 13, 2017 at 10:00 a.m. at the Lethbridge County Administration Building be authorized to do so. CARRIED

**I4. Oldman Watershed Council Re: Southern Alberta Water Charter 2017 – Presentation by Reeve Lorne Hickey**

36/17 M. ZEINSTRA MOVED that County Council authorizes the Reeve to execute the Oldman Watershed Council Southern Alberta Water Charter 2017. CARRIED

**I5. AAMDC Board Governance Review Committee Needs Member Input**

37/17 S. CAMPBELL MOVED that Council members complete and submit to Administration the AAMDC Board of Governance Review Committee Needs Member Input by the morning of January 29, 2017. CARRIED

**INVITATIONS**

**J1. Picture Butte & District Chamber of Commerce Re: Annual Awards - January 20, 2017**

38/17 T. WHITE MOVED that any member of Council wishing to attend the Picture Butte & District Chamber of Commerce Annual Awards night scheduled for January 20, 2017 at the Elks Hall in Picture Butte be authorized to do so. CARRIED

**J2. 2017 Community Planning Association of Alberta Annual Conference – May 1-3, 2017, Red Deer, Black Knight Inn and Sponsorship Request**

39/17 M. ZEINSTRA MOVED that any member of Council wishing to attend the 2017 Community Planning Association Annual Conference scheduled for May 1-3, 2017 at the Black Knight Inn in Red Deer be authorized to do so and further that Lethbridge County provide a "Gold Sponsorship" in the amount of \$1,250.00. Funds to be

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Reeve

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Chief Administrative Officer

utilized from the Grants to Individuals & Organizations.  
CARRIED

**ADJOURNMENT**

40/17

T. WHITE

MOVED the meeting adjourn at 2:45 p.m.

CARRIED

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Reeve

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Chief Administrative Officer