

MUNICIPAL DISTRICT OF BIGHORN NO. 8

Minutes of the Regular meeting of Council held at 9:00 a.m. on Tuesday, November 8, 2011 in the Council Chambers, MD office, with the following persons present:

COUNCIL:

DENE COOPER	REEVE
ERIK BUTTERS	DEPUTY REEVE
REID THOMAS	COUNCILLOR
CAROLYN MONTGOMERY	COUNCILLOR
PAUL RYAN	COUNCILLOR

ADMINISTRATION:

MARTIN BUCKLEY	CHIEF ADMINISTRATIVE OFFICER
GREG BIRCH	ASSISTANT MUN. MANAGER
NATALIE GERMANN	EXECUTIVE ASSISTANT
KATHERINEVAN KEIMPEMA	DIRECTOR OF FINANCE

CALL TO ORDER

Reeve Cooper called the meeting to order at 9:15 a.m.

Reeve Cooper called mtg. to order at 9:15 am.

A. APPROVAL OF AGENDA

Moved by Deputy Reeve Butters that the November 8, 2011 agenda be adopted with the following amendments:

R:349/11
Agenda adopted as amended.

- Business Arising from the Minutes Item D.1	BCEAG Terms of Reference
- New Business Item H.11 and H.12	Community Association Financial Statements
- Information Item J. 20	CRAZ Passive Monitoring Station Data
- In Camera Item K.	Land
- In Camera Item K.	Legal
- In Camera Item K.	Personnel

CARRIED

B. MINUTES

1. **Moved** by Councillor Montgomery that the October 11, 2011 Council Organizational Meeting Minutes be approved as circulated.

CARRIED

R: 350/11
Council Org meeting minutes aprvd.

2. **Moved** by Deputy Reeve Butters that the October 11, 2011 Regular Council Meeting Minutes be approved as circulated:

CARRIED

R: 351/11
Regular Council mins aprvd as info.

Councillor Thomas declared that he may have a conflict of interest in Item B.3 as his property is adjacent to the land involved; he vacated the Council Chambers at 9:21 a.m., and was absent during the

discussions/voting on Item B.3

R:352/11
Public Hearing
Minutes aprvd. as
amended.

3. **Moved** by Councillor Ryan that the October 3, 2011 Public Hearing Minutes on Development Permit Application no. 14/11 (Tree Tops Pet Resort) be adopted as amended:
- P.7, 1st paragraph change 2102 to read 2012
 - P.7, 6th paragraph change 1st sentence from "Councillor Ryan said..." to "Councillor Ryan noted..."
 - P.9, 2nd paragraph correct "doges" to read "dogs"
 - P.9, 2nd paragraph change the 1st sentence to read "...he has done everything to mitigate..." to read "...he has done everything he was able to do to mitigate..."

CARRIED

Councillor Thomas returned to Council Chambers at 9:26 a.m.

R:353/11
Various mins
accepted as info.

4. **Moved** by Deputy Reeve Butters that the previously circulated August 11, 2011 Municipal Excellence Committee, June 11, 2011 Streets and Roads Committee, July 20, 2011 MPC, September 6, 2011 Heritage Resources Committee Meeting Minutes be accepted as information.

CARRIED

C. COUNCILLOR'S REPORTS

- Councillor Montgomery reported her attendance of a Lac Des Arcs annual general meeting with the CAO and noted the residents were happy with how things are going. She also said the Heritage Resources Committee visited the Canmore Museum to see how the archives there are managed.
- Deputy Reeve Butters reported that he attended a Bow River Basin Council public event which outlined Phase 2 of the Bow River Plan. The Deputy Reeve also mentioned he attended the CAAMD&C zone meetings in Ponoka. A resolution made by Rocky View County regarding oil and gas activity surveillance by rural municipalities was defeated. No Government of Alberta ministers were at the meetings; instead they were represented by staff members.
- Councillor Thomas had earlier distributed an electronic copy to Councillors and the CAO of the new Bow Valley Regional Housing monthly activity summaries for August and September. It has been arranged that the CAO will receive an electronic copy of the monthly summary directly from BVRHC and Council may wish to have these one-page summaries included in the regular Council meeting packages for information. BVRH has also launched a website (www.BVRH.ca) that provides information about overall services provided, specific instructions for making an application for services and the monthly activity summaries. Councillor Thomas recommended that a link to the site be set up and notice of the BVRH website launch be advertised on the MD's website. The website launch should also be included in the December MD newsletter if possible.
- Councillor Ryan reported that he attended a Southern Alberta Waste to Energy Association (SAEWA) event in Champion on October 14th with the Reeve.

He was also invited to attend the City of Calgary Standing Policy Committee on Environment and Infrastructure where the SAEWA project was reported on to the Committee by the City's own administration.

The Councillor said that the Mission Statement for SAEWA is, "The Southern Alberta Energy-from-Waste Alliance is a coalition of waste management jurisdictions committed to researching and

recommending for implementation technological applications for recovering energy from waste materials, and reducing reliance on landfills.”

When SAEWA started out it only had a Chair, Vice-Chair and has grown to include a Past Chair as Executive Committee. The Executive Committee was tasked with working with the Engineers to execute the SAEWA Mission; that has been done. The question now is what’s next, what do they do with the report? The Councillor said he thought the Board’s next steps, next year, should be a Strategic Plan, Governance Model and Business Plan.

- Reeve Cooper attended the SAEWA meeting held in Champion, where it was reported that the incineration method of waste disposal is the cheapest at a cost of \$57/tonne including transport. A site in Burnaby BC is already operating using this method.

The Reeve handed out the Calgary Regional Airshed Zone passive monitoring results and noted that the cost of the monitoring for a full year is around \$80,000.

Finally, the Reeve announced he was appointed chair to the Bow Valley Waste Management Committee for another year.

D. BUSINESS ARISING FROM MINUTES/NOTES

1. Councillor Ryan asked why the BCEAG Terms of Reference were not included on the November agenda.
The Assistant Municipal Manager replied that he forgot to include them, but would bring them to the December meeting.

E. DELEGATIONS

1. Sgt Brad Freer of the Canmore RCMP detachment was present at Council to speak on local RCMP activity and policing within the valley.
2. John Hartenberger, of Hargroup Management Consultants Inc. spoke on the recently completed M.D. Community Services survey. The survey provides information on where our populace is going for social/recreational services, what they’re using, and generally what direction the populace would like to go, in this regards. Some of the findings were a strong sense of community within the M.D., volunteerism runs high both within and outside the M.D. (where the volunteer efforts are aimed), recreation/sports/arts/culture involvement is high. Mr. Hartenberger noted that community participation in this survey was amongst the highest he’d seen.

Moved by Councillor Ryan that Council accept the Hargroup Management Consultants Inc. M.D. of Bighorn Community Services report as information.

CARRIED

F. UNFINISHED BUSINESS

1. Council discussed the October 11, 2011 Lafarge dust mitigation letter and asked that the letter be included in the Bow Corridor Environmental Committee package in December.

G. BYLAWS

H. NEW BUSINESS

R: 354/11:
Report accepted as
info.



R:355/11
Cheques Issued
report accepted.

1. **Moved** by Councillor Thomas that Council accepts for information, the payroll cheques issued report for the October payroll EFT payments in the total amount of \$83,938.11 and the register for A/P cheques issued, numbers 19172 to 19327 and 00077-0001 to 00082-0001 in the net amount of \$529,966.49 for the month of October 2011.

CARRIED

R:356/11
Budget vs. Actual
Accepted.

2. **Moved** by Councillor Ryan that Council review and accept the Balance Sheet and Budget vs. Actual Spending Report to September 30, 2011 as information before adjustments and review by the auditor.

CARRIED

R:357/11
Investment
transactions aprvd.

3. **Moved** by Councillor Thomas that Council authorizes the following investment transaction:

Transfer \$1,500,000 from the RBC Investment savings account into the MD's general operating account.

CARRIED

R:358/11
New computer
server aprvd.

4. **Moved** by Councillor Ryan that Council allows Administration to:

1. Waive the requirement in Policy F-9 to obtain at least three tenders in the case of the purchase of a computer server,
2. Sole-source the purchase and installation of a computer server from Aeon Technologies at a cost not to exceed \$28,000, and
3. Withdraw, from the Vehicle and Equipment reserve, an amount equal to the acquisition cost of the computer server to fund its acquisition.

CARRIED

R:359/11
Policy H-8 tabled.

5. **Moved** by Councillor Thomas that Council table the amendments to Policy H-8, Employee/Volunteer Recognition, until the December regular Council meeting.

CARRIED

R: 360/11
Streets and Roads
Bylaw tabled.

6. **Moved** by Councillor Thomas that Item H. 6, the lifting of moratorium Streets and Roads Bylaw Enforcement in Exshaw, be tabled until the January regular Council meeting.

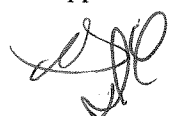
CARRIED

Councillor Thomas declared that he may have conflict of interest in Item H.7 as his property is adjacent to the land involved; he vacated the Council Chambers at 11:20 a.m., and was absent during the discussions/voting on Item H.7.

R:361/11:
Tree Tops Kennel
D.P. aprvd.

7. **Moved** by Deputy Reeve Butters that Council approve Development Permit Application No. 14/11, for a renewal of the Tree Tops Pet Resort, a commercial kennel near Courville Road, subject to the following conditions:

1. The animals boarded shall only be dogs, cats or similar common household pets.
2. The number of pets boarded at any one time shall not exceed sixty (60) within the existing kennel and small animal enclosure buildings.
3. In order to limit the effect of noise from dogs barking on the property, all dogs shall be kept indoors (e.g., in the kennel or small animal enclosure building) between the hours of 8:00 p.m. and 8:00 a.m. daily.
4. There shall be no addition to either the kennel building or the small animal enclosure/office/reception building without the written approval of the M.D. of Bighorn, except as set out in Condition No. 5 below.
5. A two stage modification to the existing kennel building (as outlined in the renewal application)



shall be constructed by September 30, 2012 to further improve noise attenuation features/sound proofing of the kennel building, the end result being complete enclosure of the kennel building with the use of hinged doors.

6. The M.D. of Bighorn reserves the right to require the applicants to mitigate any complaints that might be received with respect to the kennel operation, and this development approval is subject to cancellation if complaints cannot be mitigated to the M.D.'s satisfaction.
7. All animal excrement shall be disposed of in a manner deemed acceptable to Alberta Health Services and the Municipal District.
8. This development permit is subject to consideration for renewal but shall otherwise expire on July 30, 2014.

CARRIED

Councillor Thomas returned to Council Chambers at 11:30 a.m.

8. **Moved** by Councillor Ryan that Council approve the November 2011 Terms of Reference for the preparation of a new Exshaw Area Redevelopment Plan.

CARRIED

Moved by Deputy Reeve Butters that Council appoint Bighorn's Municipal Planning Commission as the project Steering Committee, to be undertaken as part of the regular Commission responsibilities.

CARRIED

9. Council judged the submissions for the "My Favourite Thing About Bighorn" contest that was established as part of the Municipal Development Plan review process, and announced the top three submissions.

10. **Moved** by Councillor Thomas that Council approve the withdrawal of \$7,750 from the Land Sale Reserve Account to pay for survey work that was undertaken in Dead Man's Flats as part of the proposed land swap with the Province, and credit that money to account no. 1-1-66-00-920 Transfer from Reserves, in order to off-set the expenditure (bill payment) already made from 2011 budget operating account no. 1-2-66-00-200.

CARRIED

Councillor Montgomery declared that she may have a pecuniary interest in the granting of funds to the Harvie Heights Community Association as she is a member of that association. . She vacated Council chambers at 11:50 p.m., and was absent during the discussion and voting on items H.11, H.12 and the portion of H.13 dealing with Harvie Heights funding.

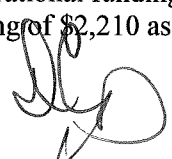
11. **Moved** by Councillor Ryan that Council provide an interest-free loan of \$2,900.35 with a term of five years to the Harvie Heights Community Association, for the immediate replacement of the Community Hall furnace, and direct Administration to prepare a bylaw to authorize same, as required by the Municipal Government Act.

CARRIED

12. **Moved** by Deputy Reeve Butters that Council table the Harvie Heights special grant request pending review of the Community Enhancement Fund.

CARRIED

13. **Moved** by Councillor Ryan that Council approve the CSB recommendation of operational funding to the Harvie Heights Community Association in the amount of \$2,100 and capital funding of \$2,210 as part of the 2012 budget, subject to final budget approval.



R:362/11
Exshaw RDP ToR
aprvd.

R: 363/11
MPC Exshaw
RDP steering
cmt.

R:364 /11
Survey work
account adjusted.

R:365/11
Loan to HH
aprvd.

R:366/11
HH grant request
tabled.

R:367/11
Funding to HH
aprvd.

CARRIED

Councillor Montgomery returned to Council Chambers at 1:20 p.m.

Moved by Deputy Reeve Butters that Council approve the CSB recommendation of operational funding to the Water Valley Library - \$600, the Water Valley Community Association - \$5,000, Ghost Waiparous Trails Association \$652, the Lac Des Arcs Community Association - \$570, and the Canmore Canada Day Parade - \$1,500, subject to final budget approval.

CARRIED

Councillor Ryan declared that he may have a pecuniary interest in the granting of funds to the Exshaw Community Association and Exshaw Library Society. He vacated Council chambers at 1:27 p.m., and was absent during the discussion and voting on these items.

Moved by Deputy Reeve Butters that Council approve the CSB recommendation of operational funding to the Exshaw Community Association of \$7,600, subject to final budget approval.

CARRIED

R:368/11
Operation
funding aprvd.

R:369/11:
Exshaw
Community
Association
funding aprvd.

R:370/11
Exshaw Library
funding aprvd.

14. **Moved** by Councillor Thomas that Council approve the Community Services Board (CSB) recommendation of funding in the following amount as part of the 2012 budget: Exshaw Library Society - \$13,000, subject to final budget approval.

CARRIED

Councillor Ryan returned to Council Chambers at 1:27 p.m.

15. **Moved** by Deputy Reeve Butters that Council approve the Community Services Board (CSB) recommendations of funding in the following amounts as part of the 2012 budget: Bow Valley Victim Services - \$2,100; Cochrane and Area Victim Services - \$1,575, subject to final budget approval.

WITHDRAWN

Moved by Councillor Ryan that Council approve the Community Services Board (CSB) recommendations of funding in the following amounts as part of the 2012 budget: Cochrane and Area Victim Services - \$1,575 and increase the Bow Valley contribution to \$3.00 per resident (resident in the Bow Valley portion of the M.D.), subject to final budget approval.

CARRIED

R:371/11
Funding for
Victims Services
aprvd.

R:372/11
Coyote Creek
recommendations
tabled.

16. **Moved** by Councillor Ryan that Council table the four recommendations from the Community Services Board regarding the decommissioning of the Coyote Creek Trail System in Sec. 25, Twp 26, Rge 6, W5M pending recommendation from staff.

CARRIED

R:373/11
Int. Day of
Persons with
Disabilities Proc.

17. **Moved** by Councillor Thomas that Council declare the December 3, 2011 as International Day of Persons with Disabilities, authorize the Reeve to sign the proclamation and that the proclamation be posted in the entrance way to the MD office.

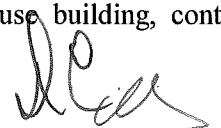
CARRIED

R:374/11
Newsletter
Articles aprvd.

18. **Moved** by Councillor Montgomery that Council reviews the circulated articles for the December 2011 newsletter and approves them for publication.

CARRIED

19. **Moved** by Councillor Ryan that Council authorize Administration to undertake a risk assessment and identify fail-safe solutions for the new Exshaw Municipal Water System, to include such things as failure or damage to the: water source, treatment system, reservoir, pumphouse building, controls,



electrical power and heat, etc., and allocate an amount of \$10,000 in the 2012 budget for that study.

WITHDRAWN

R:375/11
Risk assessment
tabled.

Moved by Councillor Thomas that Council table the undertaking of a risk assessment and identify fail-safe solutions for the new Exshaw Municipal Water System until the January regular Council meeting and the provision of a terms of reference.

CARRIED

Reeve Cooper left Council Chambers at 2:00 p.m. and was absent during voting/discussion on the remaining agenda items. In his absence, Deputy Reeve Butters acted as Chair.

R:376/11
Disposed of
vehicles

20. Moved by Councillor Ryan that Council authorize Administration to dispose of the following surplus vehicles:

-1994 IHC (Unit #19) garbage truck, serial no. 1HTSCACL2RH603206

-1988 Chev truck (Ghost Fire Hall), serial no. 1GBJR33W6JJ105850

-1984 Chev/GMC truck (Exshaw Fire Hall bush buggy), serial no. 1GBHK34M7E119710.

CARRIED

R:377/11
Janitorial contract
extended.

21. Moved by Councillor Montgomery that Council direct staff to extend the current contract with 2000 RPM Enterprises for another year and re-tender next year. The current contract expires on December 31, 2011.

CARRIED

I. ENQUIRIES OF ADMINISTRATION FROM COUNCIL

- Councillor Ryan asked when the additional projects under the Sustainable Economic Development/Tourism Strategy (being the business registry/licensing review and the import substitution project) will be brought back to Council. Administration answered that the two projects are nearly completed.

The Councillor noted that the fire hydrants in Exshaw have been up for months, but some insurance companies won't give the deduction because the hydrants haven't been inspected yet.

The Assistant Municipal Manager said the system is still being tested, but would be done in the next couple of weeks.

- Councillor Ryan asked if the auditors would be coming to council. The Finance Officer said they were on the December agenda. She requested that any questions Councillors have for the auditors please be forwarded to her prior to the meeting.

J. INFORMATION

Moved by Councillor Ryan that items J.1- J.20 be accepted as information.

CARRIED

R:378/11
Items J.1- J.20
accepted as
information.

K. IN CAMERA

Moved by Councillor Thomas that Council go in camera at 2:17 p.m.

CARRIED

R:379/11
Council in camera
@ 2:17.

Moved by Councillor Montgomery that Council come out of camera at 2:52 p.m.

CARRIED

R:380/11
Council out of
camera @ 2:52.

Moved by Councillor Ryan that Council appoint Kevin Hebb to the Municipal Planning commission for the remainder of the 2011-2012 Organizational year.

R:381/11
Appointment to
MPC.



CARRIED

ADJOURNMENT

Moved by Councillor Thomas that the November 8, 2011 Regular Council Meeting be adjourned at 2:55 p.m.

CARRIED

R:382/11
Council adjourned
@ 2:55.



REEVE

EXECUTIVE ASSISTANT