

## MUNICIPAL DISTRICT OF BIGHORN NO. 8

Minutes of the Regular meeting of Council held at 9:00 a.m. on Tuesday, December 13, 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
KATHERINE VAN KEIMPEMA	DIRECTOR OF FINANCE

### **CALL TO ORDER**

Reeve Cooper called the meeting to order at 9:00 a.m.

Reeve Cooper  
called mtg. to  
order at 9:00 am.

### **A. APPROVAL OF AGENDA**

**Moved** by Deputy Reeve Butters that the December 13, 2011 agenda be adopted with the following additions/amendments:

R:383/11  
Agenda adopted as  
amended.

- <b>New Business Item H. 18</b>	Letter of Support re Pollution Equipment Installation Application: Graymont Western Ltd.
- <b>Additional Information to Delegation E.4</b>	BDO Dunwoody Pre-Audit Discussion

**CARRIED**

### **B. MINUTES**

**1. Moved** by Councillor Ryan that the November 8<sup>th</sup>, 2011 Annexation Public Hearing Minutes be approved as circulated.

R: 384/11  
Public Hearing  
minutes aprvd.

**CARRIED**

**2. Moved** by Councillor Montgomery that the November 8<sup>th</sup> 2011 Council meeting minutes be approved as amended:

R: 385/11  
Council minutes  
aprvd.

- **Pg. 2** Councillor's Reports, 4<sup>th</sup> paragraph correct "Sothern" to read "Southern".
- **Pg. 2** Councillor's Reports, 2<sup>nd</sup> paragraph, remove the sentence "The Deputy Reeve noted that those staff members didn't seem to be very prepared for the meeting and weren't aware of some key decisions."
- **Pg. 5** Item H.13 change "Councillor Ryan declared that he may have a pecuniary interest in the granting of funds to the Exshaw Community Association and Exshaw Library Society the line as per the Community Services Board recommendations." to read, "Councillor Ryan declared that he may have a pecuniary interest in the granting of funds to the Exshaw Community Association and Exshaw Library Society."

**CARRIED**

R: 386/11  
various mins  
accepted as info.

3. **Moved** by Councillor Ryan that the previously circulated August 23, 2011 Finance and Economic Development, the May 25, 2011 Community Services Board, and the September 21, 2011 MPC meeting minutes be accepted as information.

**CARRIED**

### **C. COUNCILLOR'S REPORTS**

- Councillor Montgomery reported her attendance at an intermunicipal meeting with the CAO, the Reeve and one Councillor from the Town of Canmore on December 10<sup>th</sup>. She said one of the topics of discussion was the possibility of a business registry.  
On November 16<sup>th</sup> Councillor Montgomery attended the first MPC meeting with all the new members.  
She also reported attending the AAMD&C fall conference with the rest of Council in November and noted she was pleased to see how many Provincial ministers were present.  
In closing, the Councillor said the Heritage Resources Committee met with a representative of the McDougall Stoney Mission Society to learn more about that Society.
- Deputy Reeve Butters reported his and Councillor Montgomery's attendance at the Bow River Basin Council meeting and planning process for phase two of the Watershed Plan. Public engagement for the plan is currently underway. He said the plan was underway with thanks in part to the MD's support.  
He said the Municipal Development Plan Steering Committee meets regularly and will be meeting with Sustainable Resources and Development next.
- Councillor Thomas reported he submitted the Bow Valley Regional Housing Commission meeting minutes which were included in the agenda package along with a letter sent to the Towns of Banff and Canmore Councils addressing municipal concerns.  
The next Streets and Roads Committee meeting was postponed until the new Director of Operations has a chance to familiarize himself with the issues.
- Councillor Ryan attended a biosolids regional workshop put on by the Calgary Regional Waste Reduction Partnership. After some questions regarding the MD not taking biosolids, the Councillor had the chance to explain the MD's bylaws and the sales agreement with the Francis Cooke Landfill. The Councillor also said that at the Southern Alberta Waste to Energy Association's November 25<sup>th</sup> meeting there seemed to be some interest in moving forward. The 2012 budget for that group was approved and the Executive Committee was expanded to include a Secretary and a Treasurer.  
He also said the Executive Committee would be presenting the draft bylaws to the Board for approval. The bylaws would then be circulated to members before being returned to the Board for adoption at the January meeting.  
The Bow Valley Waste Management Commission is working well and is operating in the black, the Councillor reported.
- Reeve Cooper attended the Bow River Basin session with Councillor Montgomery and Deputy Reeve Butters. He said the MD was well represented and that Council and Administration worked well together answering some tough questions.  
He also attended the Bow Corridor Environmental Advisory Group meeting that same day. Darrell Johnson of Sustainable Resources and Development was also in attendance. He is working on the South Saskatchewan Regional Land Use Plan. The deadline to submit comments on the Regional Advisory Council's Advice to the Provincial Government on the draft Plan is December 19<sup>th</sup>. The MD's submission, attached to this month's agenda, was thoughtfully done, the Reeve said.  
Finally, the Reeve said that Graymont reported to the Bighorn Corridor Environmental Committee

that the company is currently working on dust mitigation.

**D. BUSINESS ARISING FROM MINUTES/NOTES**

1. **Moved** by Councillor Montgomery that, having received the 2 Dec 11 letter from the Harvie Heights Community Association advising that a loan for the replacement of the Community Hall furnace is no longer required, Council rescind resolution 365/11 passed 8 Nov 11.

**CARRIED**

**E. DELEGATIONS**

1. Grade 4, 5 and 6 students from the Exshaw School Leadership Group along with Principal Mrs. Hanson and teacher Mrs. Pauls came to Council to report on their success in raising funds for their Christmas Stocking Project and to invite Council to the school's December 22<sup>nd</sup> Christmas Concert. The Reeve thanked the students for their presentation and generosity.
2. Pam Ison Reilander, Resource and Development Manager for STARS, presented an overview of that organization's objectives and operations. She outlined the "Four Pillars" from how a call for the trauma helicopter is dispatched, to how funds are raised. She concluded her presentation by asking Council to consider making a \$2 per capita donation to the STARS and noted this would be about the same as the contribution Council had been giving until 2005. Administration indicated that requests for donations from STARS had not been received for some time, so therefore no donations have been made in recent years. Ms. Ison Reilander indicated that she would personally draft a letter requesting the funds.
3. Representatives from the Exshaw Community Association, Robin Bushulak and Deborah Grady, came to Council to discuss the plans for the South Exshaw Trail Project. Some of the trail is slated to run through municipal and environmental reserve lands. They requested that Council give them permission in principle to use this land and go ahead with the grant application form.
4. Matt Pearson and Jennifer Enwright, auditors from BDO Dunwoody, gave a pre-audit presentation to familiarize Council with the audit process. The audit will begin in January.

**F. UNFINISHED BUSINESS**

1. **Moved** by Councillor Thomas that Council accept the Tabled Resolution 360/11 re Streets and Roads Bylaw Moratorium memorandum as information.
2. **Moved** by Councillor Montgomery that, following the 8 November 11 Public Hearing on the proposed annexation of lands from Rocky View County at which there were no oral or written submissions made or provided, Council hereby adopt in principle the Annexation Principles as circulated.

**CARRIED**

**CARRIED**

**Moved** by Deputy Reeve Butters that Council authorize M.D. Administration to negotiate and finalize an annexation agreement with Rocky View County, for approximately seventy (70) acres of land in Sections 7 and 18, Township 25, Range 5, west of Highway 68 and south of the Trans-Canada Highway.

**CARRIED**

3. **Moved** by Councillor Ryan that M.D. Administration meet with representatives from the Bow Valley Waste Management Commission, to discuss a possible location for an east regional waste transfer station site, within Dead Man's Flats.

**Moved** by Deputy Reeve Butters that Council Table Item F.3, the East Regional Transfer Station,

R:387/11  
Resolution  
365/11 rescinded.

R:387(a)/11:  
Tabled res. 360/11  
re Bylaw  
moratorium

R:388/11:  
Annexation  
principles  
adopted.

R389/11:  
Annexation to be  
finalized.

R:390/11

Item F.3 tabled.

pending more information.

**CARRIED**

**R:391/11**  
Letter to GOA re:  
SSRP.

4. **Moved** by Deputy Reeve Butters that Council authorize the Reeve to sign the draft 13 Dec 11 M.D. response to the Land Use Secretariat, on the Regional Advisory Council's "Advice to the Government of Alberta for the South Saskatchewan Regional Plan".

**CARRIED**

**R:392/11**  
Recommendations  
from CSB re:  
Coyote Creek  
Trail appvd.

5. **Moved** by Councillor Thomas that Council approve 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 as follows:
1. All structures and signage shall be removed;
  2. Adjoining landowners shall be made aware of this decision and be reminded that while the land no longer contains a maintained trail, it is still public land and, for this reason, it cannot be fenced or encroached upon in any manner;
  3. The Jamieson Road community shall be made aware that the trail has been decommissioned but that the land is still municipal reserve and available for public recreational use; and,
  4. The municipal reserve land designation shall be preserved and held as per section 8.1.1 i) of the M.D. of Bighorn's Open Spaces Policy (CS-4) that directs the provision of land for a large integrated trail system that can be developed in the future if community interest and densities increase in the area.

**CARRIED**

## **G. BYLAWS**

## **H. NEW BUSINESS**

**R:393/11**  
Cheques Issued  
report accepted.

1. **Moved** by Councillor Ryan that Council accepts for information, the payroll cheques issued report for the November payroll EFT payments in the total amount of \$84,024.51 and the register for A/P cheques issued, numbers 19328 to 19477 and 00082-0001 to 00086-0002 in the net amount of \$642,924.13 for the month of November 2011.

**CARRIED**

**R:394/11**  
Investment  
transactions aprvd.

2. **Moved** by Councillor Montgomery that Council authorizes the following investment transactions:
- a) Transfer \$500,000 from the RBC Investment savings account into the MD's general operating account, and
  - b) Transfer the full proceeds from the December 2, 2011 maturation of the Province of Ontario bond investment into the MD's general operating account.

**CARRIED**

**R:395/11**  
Transfer of funds  
defeated.

3. **Moved** by Councillor Ryan that the over-funding in the Vehicle and Equipment Reserve be transferred to the Roads Reserve and thus eliminate the use of the Tax Stabilization Fund for 2012 budget purposes.

**DEFEATED**

(Councillor Ryan and Deputy Reeve Butters in favor)

**R:396/11**  
2012 Budget  
adopted.

**Moved** by Councillor Thomas that Council adopts the 2012 operating and capital budgets as presented and authorize the withdrawal of \$100,000 from the Tax Rate Stabilization Fund to limit the municipal tax requisition increase to 4.963% over last year's requisition.

**CARRIED**



R:397/11  
Utility write off  
aprvd.

4. **Moved** by Councillor Ryan that Council approves the writing off of the \$84.65 owing on utility account #100-2360722-002, a utility receivable.

**CARRIED**

R:398/11  
Council expenses  
aprvd.

5. **Moved** by Councillor Thomas that Council consider approval of payment for the following meeting expense claims, from the Contingency Allowance:

Date	Councillor	Purpose	Amount
13 Oct	Reeve Cooper	BHB meeting	\$150.00 + mileage
19 Oct	Reeve Cooper	Meeting with Lafarge	\$150.00
14 Oct	Dep Reeve Butters	CAAMD&C in Ponoka County	\$150.00
13 Oct	Coun. Ryan	BOWDA	\$150.00 + mileage
24 Oct	Coun. Thomas	Mtg. w/ Alta Transportation re Hwy 1A safety assessment results	\$150.00 + mileage

**CARRIED**

R:399/11  
Fee schedule  
bylaw amended.

6. **Moved** by Deputy Reeve Butters that Council approves the rate change amendments to Fee Schedule Bylaw 01/11, effective January 1<sup>st</sup>, 2012, as circulated.

**CARRIED**

R:400/11  
Ward 1  
expenditure  
authorized.

7. **Moved** by Councillor Ryan that, pursuant to Policy F-10, the Reserve Funds Policy – Community Enhancement Program Reserve Account, Council authorize the expenditure of up to \$10,000 from the Ward 1 Community Enhancement funds, for the connection of the Exshaw Community Association (ECA) Building to the Municipal Water system and the installation of a hot water system, and authorize Administration to release funds to the ECA, upon the receipt of copies of invoices for completed work.

**CARRIED**

R:401/11  
Ward 2  
expenditure  
authorized.

8. **Moved** by Councillor Montgomery that, pursuant to Policy F-10, the Reserve Funds Policy – Community Enhancement Program Reserve Account, Council authorize the expenditure of up to \$1,000 from the Ward 2 Community Enhancement funds, for purchase of a camera and related signage to be used at the Lac Des Arcs solid waste bins' site, to record violations of the M.D.'s Solid Waste Management Bylaw #08/05.

**CARRIED**

R: 402/11  
Public hearing  
date set.

9. **Moved** by Councillor Thomas that Council set the public hearing date for consideration of Development Permit Application No. 22/11, a proposal for a group care facility near Jamieson Road, as Monday, February 13, 2012 at 7:00 p.m. at the Beaupre Community Hall; and, direct staff to prepare a draft set of conditions for the development permit approval, if it was granted, to be provided to the public as part of the hearing notification so that those possible conditions can be discussed at the public hearing.

**CARRIED**

R:403/11  
Referral request  
response aprvd.

10. **Moved** by Deputy Reeve Butters that Council direct Administration to respond to Mountain View's referral request in regards to the review of their Municipal Development Plan (MDP) that the MD of Bighorn has "no comments or objections".

**CARRIED**

R:404/11  
MOU to be  
reviewed.

11. **Moved** by Deputy Reeve Butters that Council receive the expired Memorandum of Understanding that establishes the Bow Corridor Regional Mobility Partnership (BCRMP) and its attached Terms of Reference for the Working Group as information.

**CARRIED**

R:405/11  
Grant to SPCA  
aprvd.

12. **Moved** by Councillor Montgomery that Council approve a grant of \$800 in 2012, from the Council Discretionary Funds account, to the Bow Valley SPCA (based on a per-capita basis for that part of the

M.D. benefiting from the SPCA services.)

**CARRIED**

R:406/11  
ASEAB chairs  
aprvd.

13. **Moved** by Deputy Reeve Butters that Council appoint Jackie Gemmill as Chairperson and Bryne Weerstra as Vice Chairperson of the Agriculture Service and Environmental Advisory Board.

**CARRIED**

R:407/11  
Conference  
aprvd.

14. **Moved** by Councillor Ryan that Council approve the presentation of the Large Carnivore Livestock Losses – Mini Conference to be held in Sundre, Alberta on February 17, 2012.

**CARRIED**

R:408/11  
Report accepted  
as info.

15. **Moved** by Deputy Reeve Butters that Council accept the Agricultural Services and Environmental Advisory Board Strategic Plan for 2011 – 2012 and 2013 report as information.

**CARRIED**

R:409/11  
ToR accepted as  
info.

16. **Moved** by Councillor Montgomery that Council accept the Bow Corridor Ecosystem Advisory Group Terms of Reference as information.

**CARRIED**

R:410/11  
Report accepted  
as info.

17. **Moved** by Councillor Montgomery that Council accept the Legacy Trail System Status Report as information.

**CARRIED**

R: 411/11  
Draft letter to  
Graymont aprvd.

18. **Moved** by Councillor Ryan that Council approve the draft 15 Dec 11 letter to the Director of Approvals, Alberta Environment and Water, supporting Graymont Western's request for authorization to install pollution control equipment (dust collectors and bin vents on the crushing plant, hydrate loading silo, zero grind silo and two lime loading silos), pursuant to Section 67(3)(b) of the Environmental Protection and Enhancement Act.

**CARRIED**

**I. ENQUIRIES OF ADMINISTRATION FROM COUNCIL**

Councillor Thomas asked if, during the meeting with the Stoney Nation, there was any discussion about the garbage blowing from the reserve into the MD. Administration said that there wasn't but he would bring it up at the February meeting.

The Councillor requested that an update on the upcoming January 18<sup>th</sup> meeting with Sustainable Resources and Development be brought to the next Streets and Roads meeting.

**J. INFORMATION**

**Moved** by Councillor Ryan that items J.1- J.21 be accepted as information.

**CARRIED**

R:412/11  
Items J.1- J.21  
accepted as  
information.

**K. IN CAMERA**

**Moved** by Deputy Reeve Butters that Council go in camera at 3:30 p.m.

**CARRIED**

R:413/11  
Council in camera  
@ 3:30.

**Moved** by Councillor Montgomery that Council come out of camera at 4:30 p.m.

**CARRIED**

R:414/11  
Council out of  
camera @ 4:30.

**ADJOURNMENT**


R:415/11  
Council adjourned  
@ 4:31.

**Moved** by Councillor Ryan that the December 13, 2011 Regular Council Meeting be adjourned at 4:31 p.m.  
**CARRIED**



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REEVE



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EXECUTIVE ASSISTANT