

MINUTES
MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9
REGULAR COUNCIL MEETING
AUGUST 25, 2015

8542

The Meeting of the Council of the Municipal District of Pincher Creek No. 9 was held on Tuesday, August 25, 2015, in the Council Chambers of the Municipal District Building, Pincher Creek, Alberta.

PRESENT Reeve Brian Hammond, Councillors Terry Yagos, Fred Schoening, and Garry Marchuk

STAFF Chief Administrative Officer Wendy Kay, Director of Finance and Administration Mat Bonertz, Director of Operations Leo Reedyk, Director of Development and Community Services Roland Milligan, Finance Manager Janene Day and Executive Assistant Tara Cryderman

Reeve Brian Hammond called the Council Meeting to order, the time being 1:00 pm.

A. ADOPTION OF AGENDA

Councillor Terry Yagos 15/342

Moved that the Council Agenda for August 25, 2015 be amended, the amendment as follows:

Addition to I – New Business – Proposal of Intermunicipal Development Plans with adjacent Municipalities;

And that the agenda be approved as amended.

Carried

B. DELEGATIONS

1) South West Waste Management

Keelan Unruh with South West Waste Management appeared as a delegation to introduce his company and offer its waste management services to the MD.

Mr. Unruh had heard of the possible agreement between the MD and the Pincher Creek / Crowsnest Landfill Association and feels that South West Waste Management could provide the same service.

Mr. Unruh provided a history of himself and South West Waste Management.

Door to door pickup services was discussed.

Mr. Unruh could provide costs if requested.

2) AltaLink Route Comparison and Proposed Alternate Routes

Russ Thompson appeared as a delegation to present to Council his research into possible alternate routes for the AltaLink Transmission Line.

Mr. Thompson provided a history of himself and his research.

The PowerPoint was discussed.

This presentation has been forwarded to AltaLink.

AltaLink has indicated that they are not in favour of alternate routes at this time.

3) Proposed Incinerator Project

Delphine Crayford and Dr. Connett appeared as a delegation to speak to the Pincher Creek / Crowsnest Landfill Associations' possible Incinerator project.

A presentation was shown.

4) Request to Development Road Allowance

Steve Maunsell appeared as a delegation to discuss his request to develop the road allowance east of SE 25-5-1 W5M, providing him access to Lot 1, Block 1, Plan 121 1571.

Mr. Maunsell provided clarification to information presented at past meetings.

Constructing Option 3, based on the modified cross section, is the preferred option.

The location of the proposed residence has yet to be determined.

C. MINUTES

1) Public Hearing Meeting Minutes – Bylaw 1263-15 – Road Closure Bylaw – Hamlet of ~~Lundbrook~~ Beaver Mines

As Amended September 8/15

Councillor Fred Schoening 15/343

Moved that the Public Hearing Meeting Minutes of July 14, 2015, for Bylaw 1263-15, being the road closure bylaw for a portion of Sixth Street within the Hamlet of ~~Lundbrook~~ Beaver Mines, be approved as presented.

Carried

2) Public Hearing Meeting Minutes – Bylaw 1262-15 – Road Closure Bylaw

Councillor Terry Yagos 15/344

Moved that the Public Hearing Meeting Minutes of July 14, 2015, for Bylaw 1262-15, being the road closure bylaw for a the road allowance between SE 3-6-1 W5M and SW 2-6-1 W5M, be approved as presented.

Carried

3) Council Meeting Minutes

Councillor Terry Yagos 15/345

Moved that the Council Meeting Minutes of July 14, 2015, be approved as presented.

Carried

D. UNFINISHED BUSINESS

(1) Southern Foothills Study – Southern Alberta Land Trust Society (SALTS)

Councillor Terry Yagos 15/346

Moved that the Southern Foothills Study – Phase 3 compiled by SALTS, be received as information.

Carried

Minutes
Council Meeting
August 25, 2015

E. CHIEF ADMINISTRATOR OFFICER'S (CAO) REPORTS

1) Operations

a) Project Status Update

Councillor Fred Schoening 15/347

Moved that the project status updates from WSP be received as information.

Carried

b) Waste Removal Services

Councillor Terry Yagos 15/348

Moved that the report from the Director of Operations, dated August 11, 2015, regarding Waste Removal Services, be tabled to the next In-Camera meeting of Council.

Carried

c) Dust Control Concerns

Councillor Fred Schoening 15/349

Moved that the emails from Connie Noble, dated August 17, 2015 and the email from Janet Samber, dated August 16, 2015, be received;

And that a public meeting be held with the residents along Township Road 6-1 and Range Road 2-2A, regarding the potential for improvements to the road.

Carried

d) Operations Report

Councillor Fred Schoening 15/350

Moved that the Operations Report for the period of July 8 to August 19, 2015, be received as information.

Carried

2) Planning and Development

a) Road Closure Resolution – SE 25-8-1 W5M - Maufort

Councillor Terry Yagos 15/351

Moved that the report from the Director of Development and Community Services, dated August 18, 2015, regarding Road Closure Resolution – SE 25-8-1 W5M - Maufort, be received;

And that the following resolution be passed:

A Resolution of the **Municipal District of Pincher Creek No. 9** for the purpose of closing to public travel and cancelling a public highway in accordance with Section 24 of the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26 as amended.

WHEREAS, the lands hereafter described are no longer required for public travel,

NOW THEREFORE be it resolved that the Council of the MD of Pincher Creek No. 9 does hereby close the following described road, subject to rights of access granted by other legislation.

ALL THAT PORTION OF ROAD PLAN 7803Q WITHIN THE SE 25-8-1 W5M

CONTAINING 1.86 HECTARES (4.6 ACRES) MORE OR LESS

and

ROAD PLAN 704BZ WITHIN THE SE 25-8-1 W5M
 CONTAINING 0.397 HECTARES (0.98 ACRES) MORE OR LESS

All to be placed back in Certificate of Title No. 961 078 407 + 1

Carried

3) Finance

a) Financial Policy Adoption

Councillor Fred Schoening

15/352

Moved that the report from the Director of Finance and Administration, dated August 18, 2015, regarding Financial Policy Adoption, be received;

And that Council adopt the Financial Policies, dated August 25, 2015, on Financial Governance specifically being:

- 5.1.1.1. Financial Controls – Accounting
- 5.1.1.2. Financial Controls – Audits
- 5.1.1.3. Financial Controls – Internal Reporting
- 5.1.1.4. Financial Controls – External Reporting
- 5.1.2.1. Internal Controls – Personnel
- 5.1.2.2. Internal Controls – Technology
- 5.1.2.3. Internal Controls – Segregation of Duties
- 5.1.2.4. Internal Controls – Execution and Recording of Transactions
- 5.1.2.5. Internal Controls – Access to Assets
- 5.1.2.6. Internal Controls – Assets and Computerization
- 5.1.2.7. Internal Controls – Risk Management
- 5.1.4.1. Money Controls – Cash
- 5.1.4.3. Money Controls – Short Term Investing
- 5.1.4.4. Money Controls – Long Term Investing

And that Council adopt the Financial Policies, dated August 25, 2015, on Financial Planning specifically being:

- 5.2.1.1. Budgets – Operating and Capital Budgets
- 5.2.1.2. Budgets – Budget Process
- 5.2.2.1. Long Term Planning – Support of Long Term Planning
- 5.2.2.2. Long Term Planning – Investment Management
- 5.2.2.3. Long Term Planning – Debt Management
- 5.2.2.4. Long Term Planning – Reserves
- 5.2.3.1. Asset Management – Tangible Capital Assets
- 5.2.3.2. Asset Management – Asset Condition Assessment
- 5.2.3.3. Asset Management – Service Levels and Standards

And that Council adopt the Financial Policies, dated August 25, 2015, on Revenue specifically being:

- 5.3.1.1. Revenue Diversification – Diversity
- 5.3.1.2. Revenue Diversification – Revenue Uncertainties
- 5.3.2.1. Fees and Charges – Process
 - Schedule for Fees and Charges
- 5.3.2.2. Fees and Charges – Accounts Receivable
- 5.3.3.1. Unbudgeted Revenue – Disposition

Minutes
Council Meeting
August 25, 2015

And that Council adopt the Financial Policies, dated August 25, 2015, on Expenses specifically being:

- 5.4.1.1. Debt – Debt Management
- 5.4.2.1. Requisition – Requisition Management
- 5.4.3.1. Control – Purchasing
- 5.4.3.2. Control – Credit Cards.

And further that the following policies be rescinded;

- 117 – Fees and Charges
- 124 – Municipal Reserves
- 124 – Funding of Capital Reserves for Municipal Utilities
- 125 – Capitalization
- 501 – Budget Preparation
- 502 – Budget Control
- 503 – Purchasing Supplies
- 504 – Purchasing Major Equipment
- 505 – Payment of Bills – Dates
- 506 – Signing Authorities
- 507 – Auditors
- 508 – Investment Policy – Internal
- 508A – Investment Policy – External
- 510 – Discount and Penalties on Taxes
- 511 – Availability of Financial Statements
- 513 – Accounts Receivable Collections
- 517 – Over Expenditure Approval
- 518 – Purchasing
- 519 – Watershed Groups – Accounting Services
- 520 – Risk Control Statement
- 521 – Use of Company Credit Cards

Carried

Councillor Terry Yagos 15/353

Moved that Policy 5.3.4.1. Cash Receipts – Payment Methods – be approved.

Carried

b) Distribution of MD Data – iHunter

Councillor Fred Schoening 15/354

Moved that the request to distribute MD data by iHunter, be denied at this time.

Carried

c) Statement of Cash Position

Councillor Fred Schoening 15/355

Moved that the Statement of Cash Position for the month ending July 2015, be received as information.

Carried

Minutes
Council Meeting
August 25, 2015

4) Municipal

a) FCM 2016 Conference - Winnipeg

Councillor Fred Schoening 15/356

Moved that Council not attend the FCM 2016 Conference to be held in Winnipeg.

Carried

b) CAO Report

Councillor Fred Schoening 15/357

Moved that the CAO report for the period of July 10, 2015 to August 20, 2015, and the Administration Call Log be received as information.

Carried

F. CORRESPONDENCE

(1) For Action

a) Alberta Smart City Alliance – Invitation, Survey and Events

Councillor Terry Yagos 15/358

Moved that the letter from City of St. Albert, dated August 17, 2015, regarding Alberta Smart City Alliance, be received as information.

Carried

b) Recycle My Cell in Alberta

Councillor Fred Schoening 15/359

Moved that the letter from Canadian Wireless Telecommunications Association, dated July 2, 2015, regarding Recycle my Cell in Alberta, be received as information.

Carried

c) Prairie Canada Futures Game Workshop

Councillor Terry Yagos 15/360

Moved that the email from Community Futures Alberta Southwest, dated August 20, 2015, regarding Prairie Canada Futures Game Workshop, be received as information.

Carried

(2) For Information Only

a) MD of Pincher Creek Hamlet of Beaver Mines Water and Sewer Servicing

Councillor Garry Marchuk 15/361

Moved that the email from H2O Innovations, dated August 14, 2015, regarding MD of Pincher Creek Hamlet of Beaver Mines Water and Sewer Servicing, be received;

And that Administration be requested to obtain further information from H2O Innovations.

Carried

b) Small Communities Fund – Hamlet of Beaver Mines Water and Sewer Servicing

Councillor Terry Yagos 15/362

Moved that the letter from Alberta Municipal Affairs, dated July 31, 2015, regarding Small Communities Fund - Hamlet of Beaver Mines Water and Sewer Servicing, be received as information.

Carried

c) Correspondence – For Information

Councillor Fred Schoening 15/363

Moved that the following be received as information:

(1) Auto Theft Awareness Blitz

- Email from Citizens on Patrol, dated July 15, 2015

(2) Gas Tax Fund

- Letter from Alberta Municipal Affairs, dated August 12, 2015

(3) Incineration Project Proposal

- Letter from Town of Pincher Creek, dated July 13, 2015

(4) Agricultural Service Board Grant Funding

- Letter from Alberta Agriculture and Forestry, dated July 20, 2015

(5) Regional Collaboration Program

- Letter from Municipal Affairs, dated July 15, 2015

(6) Thank You Letter – Contribution to STARS

- Letter from STARS, dated July 31, 2015

Carried

G. COMMITTEE REPORTS

Councillor Fred Schoening – Division 2

- Chinook Arch Library Board
- Highlights of Meeting held August 6, 2015

Councillor Garry Marchuk – Division 3

Councillor Marchuk made the following statement to Council:

“I am in support of a new fire hall provided that the following conditions are met:

1. That there is an operational need for the new fire hall that is not currently being met.
2. That the residents of Beaver Mines be allowed to provide input to the location of the new fire hall.
3. That the new fire hall is in the best interest for the MD of Pincher Creek as a whole”.

- Castle Mountain Expansion
 - Email from FortisAlberta, dated August 13, 2015
- Alberta SouthWest
 - Bulletin August 2015
 - Minutes of May 6, 2015
- Oldman River Regional Services Commission
 - Minutes of May 14, 2015

Reeve Brian Hammond - Division 4

- Proposed Policy – Recognition of Completed Projects

Councillor Fred Schoening 15/364

Moved that Administration prepare a policy recognizing the completion of major projects within the MD.

Carried

Minutes
Council Meeting
August 25, 2015

Councillor Terry Yagos – Division 5
- Nothing to report

Councillor Terry Yagos 15/365

Moved that the committee reports be received as information.

Carried

H. IN CAMERA

Councillor Terry Yagos 15/366

Moved that Council move In-Camera, to discuss two land and two legal issues, the time being 4:03 pm.

Carried

Councillor Garry Marchuk left the In-Camera session, the time being 4:12 pm.

Councillor Garry Marchuk, Director of Development and Community Services Roland Milligan and Executive Assistant Tara Cryderman entered the In-Camera session, the time being 5:12 pm.

Councillor Fred Schoening 15/367

Moved that Council and Staff move out of In-Camera, the time being 5:45 pm.

Carried

I. REQUEST TO CLOSE AND PURCHASE ROAD ALLOWANCE

Councillor Garry Marchuk 15/368

Moved that the report from the Director of Development and Community Services, dated August 18, 2015, be referred to the Subdivision Authority in order that the MD Planning Advisor can speak to this matter.

Carried

J. REQUEST TO PURCHASE LAND

Councillor Fred Schoening 15/369

Moved that the report from the Director of Development and Community Services, be received;

And that Administration be directed to commence negotiations with the applicant.

Carried

K. COST SHARING CONTRIBUTION

Councillor Terry Yagos 15/370

Moved that Council accept the counter offer with regards to NE 25-7-2 W5M, as presented In-Camera.

Carried

L. INTERMUNICIPAL DEVELOPMENT PLAN WITH ADJACENT MUNICIPALITIES

Councillor Terry Yagos 15/371

Moved that the MD of Willow Creek be advised that the MD of Pincher Creek is willing to pursue entering into Intermunicipal Development Plans with our adjacent and surrounding municipalities, in principle;

Minutes
Council Meeting
August 25, 2015

And that the MD of Willow Creek be requested to apply for funding for this project.

Carried


M. ADJOURNMENT

Councillor Terry Yagos


15/372

Moved that Council adjourn the meeting, the time being 5:47 pm.

Carried



REEVE



CHIEF ADMINISTRATIVE OFFICER

Municipal District of Pincher Creek No. 9

A Resolution of the **Municipal District of Pincher Creek No. 9** for the purpose of closing to public travel and cancelling a public highway in accordance with Section 24 of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26 as amended.

WHEREAS, the lands hereafter described are no longer required for public travel,

NOW THEREFORE be it resolved that the Council of the MD of Pincher Creek No. 9 does hereby close the following described road, subject to rights of access granted by other legislation.

ALL THAT PORTION OF ROAD PLAN 7803Q WITHIN THE SE 25-8-1 W5M
CONTAINING 1.86 HECTARES (4.6 ACRES) MORE OR LESS
and

ROAD PLAN 704BZ WITHIN THE SE 25-8-1 W5M
CONTIANING 0.397 HECTARES (0.98 ACRES) MORE OR LESS

All to be placed back in Certificate of Title No. 961 078 407 + 1




Chief Elected Official
Seal



Chief Administrative Officer

Approved this 4 day of November, 2015.



Minister of Transportation

resolution