

COUNCIL MINUTES OF APRIL 23, 2013

MINUTES OF THE APRIL 23, 2013 REGULAR MEETING  
OF THE COUNCIL OF KNEEHILL COUNTY AT THE KNEEHILL  
COUNTY OFFICE, 232 MAIN STREET, THREE HILLS, ALBERTA.

**PRESENT:**

<b>PRESENT</b>	Division No. 5	Bob Long, Reeve
	Division No. 1	Brian Holsworth, Deputy Reeve
	Division No. 2	Carol Calhoun, Councillor
	Division No. 3	Jerry Wittstock, Councillor (by video conferencing)
	Division No. 6	Ken Hoppins, Councillor
	Division No. 7	Bobby Painter, Councillor

**ABSENT:**

<b>ABSENT</b>	Division No. 4	Glen Keiver, Councillor
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**ADMINISTRATION PRESENT:**

Interim CAO	Laurie Watt
Recording Secretary	Carolyn Van der Kuil

**CALL TO ORDER**

**Reeve Long in the Chair**

Reeve Long called the meeting to order at 8:32 a.m.

**AGENDA**

**1.0 Adoption of Agenda**

Under Operations

4.4 Swalwell Cemetery

Under Council and Committee Reports

8.4 Restorative Justice

8.5 Drumheller and District Solid Waste

8.6 Marigold Library

**160/13**

Councillor Wittstock moved approval of the agenda as amended.

CARRIED

**MINUTES**

**2.0 Minutes**

**REGULAR MTG**

**2.1 Approval of the April 9, 2013 Regular Meeting Minutes**

**161/13**

Councillor Calhoun moved approval of the April 9, 2013 Council Meeting minutes as presented.

CARRIED

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**NEW BUSINESS**                    **7.0 New Business**  
**NEON'S SWIM CLUB**       **7.3 Three Hills Neon's Swim Club**  
    **162/13**                    Councillor Calhoun moved that Council approve a \$60 (sixty) dollar advertising sponsorship to the Three Hills Neon's Swim Club.  

CARRIED

**MUD STOMP 2013**            **7.4 Carbon Mud Stomp 2013 Sponsorship**  
    **163/13**                    Councillor Hoppins moved that Council approve a donation of \$250.00 to the Carbon Mud Stomp 2013 being held June 22, 2013.  

CARRIED

**AG FIELDMAN**                **7.5 Appointment of Fallon Sherlock to Agricultural Fieldman**  
**POSITIONS**                **Positions**  
    **164/13**                    Councillor Hoppins moved that Council approve the appointment of Kneehill County Assistant Agricultural Fieldman, Fallon Sherlock, as the Weed Inspector, Pest Inspector, and Conservation Officer for Kneehill County.  

CARRIED

**THILLS GRAD**                **7.6 Three Hills High School Graduation Invitation**  
    **165/13**                    Councillor Calhoun moved that Council authorize the attendance of Reeve Long or alternate to the Three Hills Graduation dinner and ceremony being held on Saturday, May 18<sup>th</sup>, 2013.  

CARRIED

**FINANCIAL**                    **5.0 Financial Reports**  
**BANK REC**                    **5.6 Bank Reconciliation March 31, 2013**  
    **166/13**                    Councillor Holsworth moved that Council receive the March 31, 2013 Bank Reconciliation as presented.  

CARRIED

Jerry Brett, Sr. Planner and Development Officer entered the meeting at 8:40 a.m.

**NEW BUSINESS**                **7.0 New Business Cont'd**  
**EVENTS BYLAW**            **7.2 Events Bylaw**  
    **167/13**                    Councillor Holsworth moved that Council consent to the Drag Racing event being proposed at the Three Hills Airport on Sunday, June 2, 2013 by the Three Hills Cruise Weekend Committee.  

CARRIED

Jerry Brett left the meeting at 8:58 a.m.

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Pete McRae, Director of Operations and Brandy Hay Evans, Operations Executive Assistant entered the meeting at 8:58 a.m.

The meeting recessed from 8:59 a.m. to 9:06 a.m.

Debi Moon, reporter for the Capital, entered the meeting at 9:07 a.m.

**OPERATIONS**

**4.0 Operations**

**OPR SUMMARY**

**4.1 Operations Summary**

Pete McRae presented the Operations Report comprised of Transportation (Roads), Water and Miscellaneous updates. The following items were also addressed.

- Good participation in the road construction tenders. Still reviewing with the consultant but will have a report for Council at next meeting.

**168/13**

Councillor Calhoun moved that Council receive the Operations Summary report as presented.

CARRIED

**CARBON APPROACH**

**4.2 Carbon Approach/Culvert Issue**

**169/13**

Councillor Hoppins moved that Council assist the Village of Carbon with the removal of culvert(s) and the construction of a swale at the location described while Kneehill County crews are in the vicinity on another project.

CARRIED

**BACKUP GEN**

**4.3 Back-Up Generators**

**170/13**

Councillor Calhoun moved that Council go into In-Camera at 9:40 a.m.

CARRIED

Councillor Wittstock and Debi Moon left the meeting at 9:40 a.m.

**171/13**

Councillor Calhoun moved the meeting out of In-Camera at 9:54 a.m.

CARRIED

Councillor Wittstock entered the meeting at 9:54 a.m.

**172/13**

Councillor Calhoun moved that Council proceed with the Request for Quote for back-up generators for both the Office and Shop.

Pete McRae and Brandy Hay Evans left the meeting at 9:58 a.m.

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The meeting recessed from 9:58 a.m. to 10:05 a.m.

Present when the meeting reconvened were representatives from BDO Canada LLP, Alan Lister and Dan Lyons.

Mike Morton, Director of Finance and Will Wolfe, Accounting Supervisor for Kneehill County and Debi Moon were also present.

**FINANCIAL**  
**2012 FINANCIALS**  
**173/13**

**5.0 Financial Reports Cont'd**

**5.1 2012 Financial Reports**

Councillor Hoppins moved that Council go into In-Camera at 10:05 a.m.

CARRIED

Councillor Wittstock, Debi Moon, Laurie Watt, Carolyn Van der Kuil, Mike Morton and Will Wolfe left the meeting at 10:05 a.m.

**174/13**

Councillor Calhoun moved the meeting out of In-Camera at 10:17a.m.

CARRIED

Councillor Wittstock, Laurie Watt, Carolyn Van der Kuil, Mike Morton, Will Wolfe, and Debi Moon entered the meeting at 10:17 a.m.

Alan Lister reviewed the 2012 Audited Financial Statements expressing appreciation for the cooperation and assistance received during the course of the audit from Mike Morton, Will Wolfe and financial staff. The auditor's Report indicated all was in good order again this year. There were no issues and all procedures were in accordance with County policy.

**175/13**

Councillor Holsworth moved that Council accept the Kneehill County 2012 Audited Financial Statements as presented.

CARRIED

BDO representatives and Will Wolfe left the meeting at 10:46 a.m.

**COUNCIL REPORTS**  
**THILLS AIRPORT**

**8.0 Council and Committee Reports**

**8.1 Three Hills Municipal Airport Operating Committee** - Written report by Councillor Keiver on the meeting he attended on April 17<sup>th</sup>, 2013.

**FINANCIAL**  
**OPERATING BUDGET**  
**176/13**

**5.0 Financial Reports Cont'd**

**5.2 2013 Operating Budget**

Councillor Hoppins moved that Council approve the 2013 Operating Budget as presented.

CARRIED

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- CAPITAL BUDGET**      **5.3 2013 Capital Budget**  
**177/13**              Councillor Calhoun moved that Council approve the 2013 Capital Budget as presented. CARRIED
- BYLAW #1655**      **5.4 2013 Tax Rate Bylaw # 1655**  
**178/13**              Councillor Holsworth moved first reading of Bylaw 1655 to authorize the rates of taxation to be levied against assessable property within Kneehill County for the 2013 taxation year. CARRIED
- 179/13**              Councillor Calhoun moved second reading of Bylaw 1655. CARRIED
- 180/13**              Councillor Hoppins moved consideration to hold third reading be given to Bylaw 1655. CARRIED UNANIMOUSLY
- 181/13**              Councillor Holsworth moved third reading to Bylaw 1655. CARRIED
- BYLAW #1656**      **5.5 2013 Water Service Area Tax Bylaw #1656**  
**182/13**              Councillor Calhoun moved first reading of Bylaw 1656, that being the bylaw to provide for a special tax to raise revenue to pay the associated costs of the Kneehill County Water Service Area. CARRIED
- 183/13**              Councillor Wittstock moved second reading of Bylaw 1656. CARRIED
- 184/13**              Reeve Long moved consideration to hold third reading be given to Bylaw 1656. CARRIED UNANIMOUSLY
- 185/13**              Councillor Hoppins moved third reading to Bylaw 1656. CARRIED
- Mike Morton left the meeting at 11:08 a.m.
- COUNCIL REPORTS**      **8.0 Council and Committee Reports Cont'd**  
**AQUA 7**              **8.2 AQUA 7-** Written report by Councillor Holsworth on the meeting he attended on April 18, 2013.

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**RADF** **8.3 Rural Alberta Development Fund 2013 Spring Showcase Event** –  
Written report by Reeve Long on the conference he attended April 19<sup>th</sup>.  
Organizations from around Alberta presented on the many programs that  
have received RADF funding.

**RESTORATIVE JUS** **8.4 Restorative Justice**- Written report by Councillor Calhoun on the  
meeting she attended on April 9, 2013. The purpose of the evening was to  
examine under what conditions a restorative justice model is an  
appropriate alternative for managing crime for communities, within the  
Three Hills area.

Pete McRae, Director of Operations and Brandy Hay Evans, Operations  
Executive Assistant entered the meeting at 11:11 a.m.

**DRUM SOLID WASTE** **8.5 Drumheller & District Solid Waste** - Written report by Councillor  
Calhoun on the meeting she attended on April 18<sup>th</sup>, 2013.

**MARIGOLD** **8.6 Marigold Library**- Written report by Councillor Keiver on the  
meeting he attended on April 20<sup>th</sup>, 2013.

**186/13** Councillor Hoppins moved that Council receive the Council and  
Committee reports as presented.

CARRIED

**OPERATIONS** **4.0 Operations Cont'd**  
**BACK UP GEN** **4.3 Back-Up Generators**  
A vote was taken on motion 172/13.

CARRIED

**SWALWL CEMETERY** **4.4 Swalwell Cemetery**  
Council provided direction to Operations on how to address the damages  
made to the Swalwell Cemetery.

**NEW BUSINESS** **7.0 New Business Cont'd**  
**RTEPAYER MTG** **7.1 Ratepayer Meeting Feedback**  
**187/13** Councillor Calhoun moved that Council receive as information and defer  
concerns to relevant departments for resolution.

CARRIED

The meeting recessed from 12:11 p.m. to 1:19 p.m.

When the meeting reconvened Pete McRae, Brandy Hay Evans and Debi  
Moon were absent.

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**CORRESPONDENCE**    **9.0 Correspondence Report**  
**188/13**            Councillor Calhoun moved that Council receive the Correspondence Report.  
CARRIED

**BUS PENDING**        **10.0 Council Business Pending & Summary Reports**  
                          **10.1 Business Pending Report 2008/2009/2010/2011/2012**  
                          **10.2 Business Pending Report 2013**  
**189/13**            Councillor Wittstock moved that Council receive the Business Pending reports.  
CARRIED

**SUMMARY REPORT**    **10.3 Business Completed Items Summary Report 2013**  
**190/13**            Councillor Hoppins moved that Council receive the Business Summary report.  
CARRIED

The meeting recessed from 1:25 p.m. to 1:32 p.m.

When the meeting reconvened Jerry Brett, Sr. Planner and Development Officer was present.

**PUBLIC HEARING**        **3.0 Delegations:**  
**191/13**            **3.4 Rhino Enterprises – Bylaw 1652**  
                          Councillor Calhoun moved the meeting to recess to hear the public hearing scheduled for 1:30 p.m. (Rhino Enterprises – Bylaw 1652- Amendments to the Land Use Bylaw 1564)  
CARRIED

Time: 1:33 p.m.

**192/13**            Councillor Calhoun moved the meeting back in session.  
CARRIED

Time: 1:59 p.m.

**BUS ARISING**            **6.0 Business Arising**  
**BYLAW #1652**            **6.1 Bylaw #1652 – Rhino Enterprises – Amendment to Land Use Bylaw #1564**  
**193/13**            Councillor Calhoun moved second reading of Bylaw 1652 as amended. This being a bylaw to amend land use Bylaw #1564 to include amendments since first reading as follows:  

- **“Part 1 – Purpose and Definitions”**: the new definition of “Gas and Oilfield Business – Minor” will be inserted in the definitions section of the LUB as follows: “Gas and Oilfield Services Business – Minor” means a business that provides limited support services to oil field

and pipeline operations. Typical services in this use include, but are not limited to, hot shots, inspection, maintenance, testing, well conditioning, well logging, x-ray and diagnostic, cathodic protection, wireline services or other such similar services. This use does not include the use or storage of toxic, explosive or radioactive materials.

- **“Part VI, Land Use Districts, Section 19, A - Agricultural District”**: the new definition will be inserted under “Discretionary Uses” as follows: “Gas and Oilfield Business-Minor” ;
- **“Part VI, Land Use Districts, Section 27, LI – Light Industrial District”**: the new definition will be inserted under “Permitted Uses” as follows: “Gas and Oilfield Business-Minor”;
- **“Part VI, Land Use Districts, Section 23, HI-Hamlet Industrial District”**: the new definition will be inserted under “Discretionary Uses” as follows: “Gas and Oilfield Business-Minor” ;
- **“Part VI, Land Use Districts, Section 28, I-Industrial District”**: the new definition will be inserted under “permitted Uses” as follows: “Gas and Oilfield Business-Minor” ;
- **“Part VI, Land Use Districts Section 19, Subsection 6, Special Requirements, (K) Gas and Oilfield Business- Minor”**:
  - (i) The business shall be contained within an enclosed building(s) and the outdoor storage of any materials, heavy vehicles, equipment and/or pipes is restricted to 20% of the total parcel size or an area within the subject Agriculture parcel of 1 hectare (2.5 Acres more or less) whichever is the lesser (excluding any access road required to access the same)
  - (ii) Shall not include the use or storage of toxic, explosive or radioactive materials.
  - (iii) The subject parcel and all outdoor storage shall be screened at the discretion and to the satisfaction of the Development Authority.
  - (iv) At the discretion of the Development Authority, the developer may be required to landscape and screen the area in a similar fashion to those required in Light Industrial and Industrial Districts of this bylaw.
  - (v) At the discretion of the Development Authority, the parking requirements shall be that as described in this bylaw's LI – Light Industrial and Industrial Districts.
  - (vi) The landowner/applicant shall comply with all applicable Provincial and Federal legislation and regulations including but not limited to the Safety Codes Act; the Alberta Building Code, and the Alberta Private Sewage Disposal Systems Regulation.



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- (vii) Shall not generate a nuisance such as smell, smoke, dust, noise, traffic, vibrations, heat, and intense light sources and shall not be unsightly in appearance.
- (viii) Any intensification of use shall require a new development permit. Should the Development Authority consider an application for intensification as potentially generating a nuisance, the business may be required to be relocated to more suitable non-agricultural lands.

Will be inserted under Part VI, - Land Use Districts, Section 19, Subsection 6, Special Requirements, (K) Gas and Oilfield Business-Minor.

CARRIED

**194/13** Councillor Holsworth moved third reading to Bylaw 1652.

CARRIED

**195/13** Councillor Calhoun moved that Council approve reimbursing the rezoning application fee submitted by the applicant Ryan Smith of Rhino Enterprises, as due to the Land Use Bylaw amendment the applicant no longer required rezoning. Applicant will still need to apply for a development permit.

CARRIED

Jerry Brett left the meeting at 2:04 p.m.

**IN-CAMERA  
196/13**

**11.0 In-Camera**

Councillor Painter moved that Council go into In-Camera at 2:05 p.m.

CARRIED

Councillor Wittstock left the meeting at 2:05 p.m.

Carolyn Van der Kuil left the meeting at 2:30 p.m. The remainder of the minutes were recorded by Reeve Long.

Laurie Watt left the meeting at 2:50 p.m.

**197/13** Councillor Painter moved the meeting out of In-Camera at 3:35 p.m.

CARRIED

**IN-CAMERA MOTION 11.1 Motions from In-Camera**

**198/13**

Councillor Holsworth moved that Council approve the adjustments to the 2013 Wage and Salary grid effective July 1<sup>st</sup>, 2013.

CARRIED

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**Adjournment**

The meeting adjourned at 3:38 p.m.

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Reeve

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Interim CAO