



**KNEEHILL COUNTY
REGULAR COUNCIL MEETING**

AGENDA

Tuesday, March 14, 2017

8:30 a.m.

**Kneehill County Council Chambers
1600- 2ND Street NE
Three Hills, Alberta**

1.0 Agenda

- 1.1 Additions to the Agenda
- 1.2 Adoption of the Agenda

2.0 Approval of Minutes

- 2.1 Regular Council Meeting Minutes of February 28, 2017

3.0 Delegations

- 3.1 Glen Rieger, Acme Curling Club @ 10:00 a.m.

4.0 Public Hearings

- 4.1 Bylaw #1729, NW 22-28-21 W4 Redesignation @ 11:00 a.m.

5.0 Municipal Services

5.1 Transportation

- 5.1.1 Policy # 13-2, Culvert Markers
- 5.1.2 Policy #13-3, Drainage Projects
- 5.1.3 Policy #13-8, Low Level Crossings Minimum Standards for Construction
- 5.1.4 Policy #13-6-2, Gravel Specifications
- 5.1.5 Policy #13-6-5, Gravel Testing
- 5.1.6 Policy # 13-10, Mail Boxes
- 5.1.7 Policy # 13-23-1, Sale of County Property- Sale of Grader Blades
- 5.1.8 Policy #13-23-2, Sale of Used Culverts

5.2 Water/Wastewater/Environment
No Report

5.3 Planning

- 5.3.1 Bylaw 1730- Land Use Bylaw - Amendment from Agriculture District to Local Rural Commercial District
- 5.3.2 Bylaw 1731- Land Use Bylaw - Amendment from Agriculture District to Recreation District
- 5.3.3 Bylaw 1732- Amendment from Agriculture District to Recreation District

5.4 Agricultural Service Board & Parks
No Report

5.5 Protective Services

- 5.5.1 Annual Appointment of Fire Guardians

6.0 Corporate Services

- 6.1 Bank Reconciliation- December 2016 and January 2017

7.0 Business Arising from Previous Minutes

No Report

8.0 New Business

- 8.1 Community Grants to Non-Profit Organizations- Round One Funding
- 8.2 Policy # -14-1, Meetings with Ratepayers
- 8.3 Policy #13-15, Overnight Expenses
- 8.4 Policy # 3.-18, Communications Allowance
- 8.5 Kneehill 4-H District Request
- 8.6 Appointment of Returning Officer

9.0 Disposition of Delegation Business

10.0 Council and Committee Reports

- 10.1 AQUA 7 Water Services Commission
- 10.2 Community Action Plan

11.0 Council Follow-up Action List

12.0 In Camera

- 12.1 Labour (Section 17- FOIP)
- 12.2 Land (Section 25-FOIP)

13.0 Motions from In Camera

Adjournment

MINUTES OF THE MARCH 14, 2017 REGULAR MEETING
OF THE COUNCIL OF KNEEHILL COUNTY AT THE KNEEHILL COUNTY OFFICE,
1600- 2ND STREET NE, THREE HILLS, ALBERTA.

PRESENT:

Division No. 5	Bob Long, Reeve
Division No. 3	Jerry Wittstock, Deputy Reeve
Division No. 1	Brian Holsworth, Councillor
Division No. 2	Carol Calhoun, Councillor (Video Conf)
Division No. 4	Glen Keiver, Councillor
Division No. 6	Ken Hoppins, Councillor
Division No. 7	Bobby Painter, Councillor

ADMINISTRATION PRESENT:

Chief Administrative Officer	Al Hoggan
Director Municipal Services	Laurie Watt
Director Corporate Services	Mike Morton
Communications Officer	Debra Grosfield
Sr. Manager of Transportation and Facilities	Brad Buchert
Manager of Planning and Development	Barb Hazelton
Economic Development Officer	Patrick Earl
Recording Secretary	Carolyn Van der Kuil

CALL TO ORDER

Reeve Long in the Chair

Reeve Long called the meeting to order at 8:30 a.m.

**AGENDA
ADDITIONS**

1.0 Agenda

1.1 Additions to the Agenda

Additions under In-Camera

Additions under New Business

Additions under Council and Committee Reports

10.1 AQUA 7 Water Services Commission

10.2 Community Action Committee

**ADOPTION OF
AGENDA**

106/17

1.2 Adoption of Agenda

Councillor Holsworth moved approval of the agenda as presented

CARRIED UNANIMOUSLY

MINUTES

107/17

2.0 Minutes

2.1 Regular Council Meeting Minutes of February 28, 2017

Councillor Calhoun moved approval of the February 28, 2017 Council Meeting minutes as presented.

CARRIED UNANIMOUSLY


Initials

COUNCIL MINUTES OF MARCH 14, 2017

MUNICIPAL SERV
TRANSPORTATION
POLICY #13-2
108/17

5.0 Municipal Services

5.1 Transportation

5.1.1 Policy #13-2, Culvert Marker

Councillor Wittstock moved that Council delete Policy #13-2, Culvert Marker.

CARRIED UNANIMOUSLY

POLICY #13-3
109/17

5.1.2 Policy #13-3, Drainage Projects

Councillor Hoppins moved that Council delete Policy #13-3, Drainage Projects.

CARRIED UNANIMOUSLY

POLICY #13-8
110/17

5.1.3 Policy #13-8, Low Level Crossings Minimum Standards for Construction

Councillor Calhoun moved that Council delete Policy #13-8, Low Level Crossings Minimum Standards for Construction.

CARRIED UNANIMOUSLY

POLICY #13-6-2
111/17

5.1.4 Policy #13-6-2, Gravel Specifications

Councillor Wittstock moved that Policy #13-6-2, Gravel Specifications be approved as presented.

CARRIED UNANIMOUSLY

POLICY #13-6-5
112/17

5.1.5 Policy #13-6-5, Gravel Testing

Councillor Holsworth moved that Council delete Policy #13-6-5, Gravel Testing.

CARRIED UNANIMOUSLY

POLICY #13-10
113/17

5.1.6 Policy #13-10, Mail Boxes

Councillor Hoppins moved that Policy #13-10, Mail Boxes be approved as presented.

CARRIED UNANIMOUSLY

POLICY #13-23-1
114/17

5.1.7 Policy #13-23-1, Sale of County Property- Sale of Grader Blades

Councillor Wittstock moved that Council delete Policy #13-23-1, Sale of County Property- Sale of Grader Blades.

CARRIED UNANIMOUSLY

POLICY #13-23-2
115/17

5.1.8 Policy #13-23-2, Sale of Used Culverts

Councillor Calhoun moved that Council delete Policy #13-23-2, Sale of Used Culverts.

CARRIED UNANIMOUSLY


Initials

COUNCIL MINUTES OF MARCH 14, 2017

PLANNING
BYLAW #1730

5.3 Planning

5.3.1 Bylaw #1730, Land Use Bylaw- Amendment from Agriculture District to Local Rural Commercial District

116/17 Councillor Calhoun moved that first reading of proposed Bylaw #1730 for the purpose of amending Land Use Bylaw #1718 for the redesignation of a portion of the SE 19-34-24 W4 from Agriculture District to Local Rural Commercial District.

CARRIED

117/17 Councillor Wittstock moved to schedule the Public Hearing for Bylaw #1730, as per Section 606 of the Municipal Government Act, to be held on April 11, 2017 at 10:00 a.m.

CARRIED

BYLAW #1731

5.3.2 Bylaw #1731, Land Use Bylaw- Amendment from Agriculture District to Recreation District

118/17 Councillor Holsworth moved that first reading of proposed Bylaw #1731 for the purpose of amending Land Use Bylaw #1718 for the redesignation of a portion of the NE 31-030-23-W4 from Agriculture District to Recreation District.

CARRIED

119/17 Councillor Calhoun moved schedule the Public Hearing for Bylaw #1731, as per Section 606 of the Municipal Government Act, to be held on April 11, 2017 at 11:00 a.m.

CARRIED

BYLAW #1732

5.3.3 Bylaw #1732, Amendment from Agriculture District to Recreation District

120/17 Councillor Wittstock moved that first reading of proposed Bylaw #1732 for the purpose of amending Land Use Bylaw #1718 for the redesignation of a portion of the SW 27-028-21-W4 from Agriculture District to Recreation District.

CARRIED

121/17 Councillor Calhoun moved to schedule the Public Hearing for Bylaw #1732, as per Section 606 of the Municipal Government Act, to be held on April 11, 2017 at 1:00 p.m.

CARRIED



Initials

**PROTECTIVE SERV
FIRE GUARDIANS
122/17**

5.5 Protective Services

5.5.1 Annual Appointment of Fire Guardians

Councillor Wittstock moved that Council appoint the following as Fire Guardians for the issuance of Fire Permits to March 2018:

- Three Hills Fire Department: Art Creasser & Bob Leuf
- Acme Fire Department: Brian Fradgley, Bert Jackson, Mark Bartel & John Tersteeg
- Carbon Fire Department: Jody Kranzler, Marty Morgan & Kerry Morgan
- Linden Fire Department: Shawn Klassen, Kevin Klassen & Justin Regehr
- Torrington Fire Department: Mike Bauer & Ed Look
- Trochu Fire Department: Richard Hoppins, Alan Adam, Lawrence Hogg
- Kneehill County Administrative: CAO, Director of Municipal Services, Manager of Protective Services
- Kneehill County (by virtue of position): All of Council.

Should any of the appointed Fire Guardians leave their respective fire department, or leave their position at Kneehill County, their appointment will be revoked immediately.

CARRIED UNANIMOUSLY

The meeting recessed from 8:51 a.m. to 9:24 a.m.

Patrick Earl, Brad Buchert and Barb Hazelton were not present when the meeting reconvened.

**CORPORATE SERV
BANK REC
123/17**

6.0 Corporate Services

6.1 Bank Reconciliation- December 2016 to January 2017

Councillor Hoppins moved that Council receives the December 2016 Bank Reconciliation as information.

CARRIED

124/17

Councillor Holsworth moved that Council receives the January 2017 Bank Reconciliation as information.

CARRIED


Initials

COUNCIL MINUTES OF MARCH 14, 2017

**NEW BUSINESS
COMMUNITY
GRANTS**

125/17

8.0 New Business

8.1 Community Grants to Non-Profit Organizations- Round One Funding

Councillor Holsworth moved that Council approve the March 2017 Community Grants to Non-Profit Organizations funding to the following organizations:

- Huxley Community Association- \$2,900.00
- Three Hills Golf Club- \$5,000.00
- Swalwell Community Association- \$1,500.00
- Wimborne Community Center- \$3,000.00
- Three Hills Health Care Center Auxiliary Society- \$950.00

CARRIED

POLICY #3-14-1

126/17

8.2 Policy #3-14-1, Meetings with Ratepayers

Councillor Wittstock moved that Policy #3-14-1, Meetings with Ratepayers, be accepted as presented.

CARRIED

POLICY #3-15

127/17

8.3 Policy #3-15, Overnight Expenses

Councillor Calhoun moved that Policy #3-15, Overnight Expenses, be accepted as presented.

CARRIED

POLICY #3-18

128/17

8.4 Policy #3-18, Communications Allowance

Councillor Hoppins moved that Policy #3-18, Communications Allowance, be accepted as presented.

CARRIED

**KHILL 4-H
DISTRICT**

129/17

8.5 Kneehill 4-H District Request

Councillor Holsworth moved that Council approve sponsorship in the amount of \$600.00 to the Kneehill 4-H District to help with the cost of printing the 2017 District Show/Sale Catalogue.

CARRIED

**RETURNING
OFFICER**

130/17

8.6 Appointment of Returning Officer

Councillor Wittstock moved that Council appoint Ms. Maureen Chalack as Returning Officer for Kneehill County for the 2017 Municipal Election.

CARRIED

The meeting recessed from 9:47 a.m. to 10:00 a.m.
Glen Rieger was present when the meeting reconvened.


Initials

COUNCIL MINUTES OF MARCH 14, 2017

**DELEGATIONS
ACME CURLING
CLUB**

3.0 Delegations

3.1 Glen Rieger, Acme Curling Club @ 10:00 a.m.

Glen Rieger informed Council in that the Acme Curling Club will be applying for a Community Facility Enhancement Program Grant in the amount of \$36,000.00 and are requesting that Kneehill County donate 25% of the matching funds, in the amount of \$9,000.00 (nine thousand dollars) to assist in the costs of repairs to the Acme Curling Rink Facility.

Glen Rieger left the meeting at 10:12 a.m.

IN-CAMERA

12.0 In-Camera

131/17

Councillor Holsworth moved that Council go into In-Camera to discuss Land and Legal matters at 10:12 a.m.

CARRIED

132/17

Councillor Holsworth moved that Council go out of In-Camera at 10:56 a.m.

CARRIED

**PUBLIC HEARING
BYLAW #1729**

4.0 Public Hearings

4.1 Bylaw #1729, NW 22-28-21 W4 Redesignation

133/17

Councillor Wittstock moved that the Regular Council meeting recess to hear the Public Hearing scheduled for 11:00 a.m. (Bylaw #1729, Land Use Bylaw Amendment from Agriculture to Recreation District)

CARRIED

Time: 11:01 a.m.

134/17

Councillor Wittstock moved the Regular Council meeting back in session.

CARRIED

Time: 11:18 a.m.

Councillor Calhoun was not present when the meeting reconvened.

**DELEGATIONS
ACME CURLING
CLUB**

9.0 Disposition of Delegation Business

9.1 Acme Curling Club


135/17

Councillor Hoppins moved to approve the request from the Acme Curling Club for 25% of the matching funds for Community Facility Enhancement Program Grant in the amount of \$9,000.00.


CARRIED

COUNCIL MINUTES OF MARCH 14, 2017

- BYLAW #1729** **5.3.3 Bylaw #1729, Amendment from Agriculture District to Recreation District**
- 136/17** Councillor Wittstock moved that second reading of proposed Bylaw #1729 for the purpose to amend Land Use Bylaw #1718 for the redesignation of a portion of the NW 22-28-21-W4 from the Agriculture District to Recreation District. CARRIED
- 137/17** Councillor Hoppins moved third reading to Bylaw #1729. CARRIED
- COUNCIL REPORTS** **10.0 Council and Committee Reports**
- AQUA 7** **10.1 AQUA 7 Water Services Commission** - Verbal report provided by Councillor Wittstock on the meeting he attended on February 23, 2017.
- CAC** **10.2 Community Action** – Verbal report provided by Councillor Painter on the meeting he attended on March 9, 2017.
- 138/17** Councillor Hoppins moved that Council receive the Council and Committee reports as presented. CARRIED
- Councillor Calhoun returned to the meeting at 11:30 a.m.
- COUNCIL ACT LIST** **11.0 Council Follow-Up Action List**
- 139/17** Councillor Wittstock moved that Council receive the March 14, 2017 Council Follow-Up Action List as presented for information. CARRIED
- ADJOURNMENT** **Adjournment**
 The meeting adjourned at 11:36 a.m.



Bob Long
Reeve



Al Hoggan
CAO