



**KNEEHILL COUNTY
ORGANIZATIONAL MEETING**

AGENDA

Tuesday, October 24, 2017

8:30 a.m.

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

Call to Order by CAO

- 1.0** Adoption of the Organizational Meeting Agenda
- 2.0** Official Oaths of Office for all Councillors- Council Photos
- 3.0** Councillor Code of Conduct and Ethics Bylaw #1717
- 4.0** Voting Procedures
- 5.0** Election of Reeve
- 6.0** Election of Deputy Reeve
- 7.0** Seating Arrangements in Council Chambers
- 8.0** Regular Council Meeting Dates 2018
- 9.0** Committee of the Whole Meeting Dates 2018
- 10.0** Municipal Planning Commission Meeting Dates 2018
- 11.0** 2017/2018 Board and Committee Appointments
- 12.0** Procedural Bylaw #1725

Adjournment

MINUTES OF THE OCTOBER 24, 2017 ORGANIZATIONAL
MEETING OF THE COUNCIL OF KNEEHILL COUNTY
HELD AT THE KNEEHILL COUNTY OFFICE,
1600- 2ND STREET NE, THREE HILLS, AB

PRESENT:

Division No. 1	Faye McGhee
Division No. 2	Debbie Penner
Division No. 3	Jerry Wittstock
Division No. 4	Glen Keiver
Division No. 5	Jim Hugo
Division No. 6	Wade Christie
Division No. 7	Kenneth King

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
Environmental Services Manager	John McKiernan
Manager of Financial Services	Will Wolfe
Recording Secretary	Carolyn Van der Kuil

CALL TO ORDER

Call to Order

Al Hoggan, Chief Administrative Officer called the meeting to order at 8:30 a.m.

AGENDA

473/17

1.0 Adoption of the Organizational Meeting Agenda

Jerry Wittstock moved to adopt the Organizational Meeting Agenda for October 24, 2017.

CARRIED

**OFFICIAL OATHS
OF OFFICE**

2.0 Official Oaths of Office for all Councillors

All Councillors read and signed their Official Oaths of Office.

CODE OF CONDUCT

3.0 Councillor Code of Conduct and Ethics Bylaw #1717

All the Councillors read and signed their Code of Ethics and Conduct Statements.

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PROCEDURES

4.0 Voting Procedures

Voting Procedures for the positions of Reeve and Deputy Reeve were reviewed.

REEVE

5.0 Election of Reeve for Ensuing Year

Al Hoggan called for nominations for the Office of Reeve for 2017/2018.

Councillor King nominated Councillor Wittstock for the office of Reeve for 2017/2018.

Councillor Wittstock accepted the nomination.

Al Hoggan asked two times if there were any further nominations.

Councillor Wittstock was declared Reeve by acclamation.

Al Hoggan administered the Oath of Office to Reeve Wittstock.

Reeve Wittstock assumed the position of Chair.

DEPUTY REEVE

6.0 Election of Deputy Reeve for Ensuing Year

The Reeve called for nominations for the position of Deputy Reeve 2017/2018.

Councillor Christie nominated Councillor King for the office of Deputy Reeve.

Councillor King accepted the nomination.

The Reeve asked two times if there were any further nominations.

Councillor King was declared Deputy Reeve by acclamation.

Al Hoggan administered the Oath of Office to Deputy Reeve King.

COUNCIL SEATING

7.0 Seating Arrangements in Council Chambers

Council determined the new seating arrangements at the Council table pursuant to Bylaw 1725, Meeting Procedures Bylaw, 10 (4).

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COUNCIL DATES
47417

8.0 Regular Council Meeting Dates 2018

Councillor Keiver moved that Council approve the scheduling of the 2018 Organizational Meeting for Tuesday, October 23, 2018 and to hold all regular Council meeting dates on the second and fourth Tuesday of each month with the exception of:

- July – Schedule one meeting for July 17, 2018
- August- Schedule one meeting for August 21, 2018
- December- Schedule one meeting for December 11, 2018

CARRIED UNANIMOUSLY

COW
475/17

9.0 Committee of the Whole Meeting Dates 2018

Councillor Christie moved that Council approve the third Tuesday of every month at 8:30 a.m. for a Committee of the Whole meeting, with the exception of:

- January 16th, 2018
- March 20th, 2018
- July 17th, 2018
- August 21st, 2018
- November 20th, 2018
- and the December Committee of the Whole Meeting will be held on December 4th, 2018

CARRIED UNANIMOUSLY

MPC
476/17

10.0 Municipal Planning Commission Meeting Dates 2018

Councillor McGhee moved that Council approve the scheduling of the 2018 Municipal Planning Commission meetings on the fourth Thursday of each month in 2018 with the exception of:

- November meeting to be held on November 29th, 2018
- December meeting to be held on December 20th, 2018

CARRIED UNANIMOUSLY

The meeting recessed from 9:06a.m. to 9:19 a.m.

COMMITTEE
APPOINTMENTS

11.0 2017/2018 Board and Committee Appointments

477/17

1. Agricultural Service Board

Councillor Penner moved to appoint Councillor Christie to be the Chairman of the Agricultural Service Board Committee.

CARRIED UNANIMOUSLY

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3. Alberta Health Services Health Advisory Council

478/17 Councillor Christie moved to remove the Alberta Health Services Health Advisory Council from the 2017/2018 Board and Committee Appointment list.

CARRIED UNANIMOUSLY

13. Inter-Municipal Local Assessment Review Board Bylaw #1746

479/17 Deputy Reeve King moved to appoint Dennis Dey to serve on the Inter-Municipal Local Assessment Review Board for a three year term ending October 2020.

CARRIED UNANIMOUSLY

20. Municipal Planning Commission

480/17 Deputy Reeve King moved that all members of Council shall serve on the Municipal Planning Commission.

CARRIED UNANIMOUSLY

481/17 Councillor McGhee moved to appoint Rick Vickery to serve as Member at Large on the Municipal Planning Commission

CARRIED UNANIMOUSLY

482/17 Deputy Reeve King moved to appoint Councillor Hugo to serve as Chairman of the Municipal Planning Commission and Reeve Wittstock to serve as Vice Chairman of the Municipal Planning Commission.

CARRIED UNANIMOUSLY

21. Parks and Recreation Committee

483/17 Reeve Wittstock moved to appoint all of Council to serve on the Parks and Recreation Committee and Deputy Reeve King to serve as Chairman.

CARRIED UNANIMOUSLY

25. Subdivision and Development Appeal Board

484/17 Councillor Christie moved to appoint the following Members at Large to serve on the Subdivision and Development Appeal Board:

Maureen Chalack
Dennis Dey
Kent Knudsen
Robert Jackson
Bill Zens
Angus Park
Steve Cullum

CARRIED UNANIMOUSLY

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485/17 Councillor Christie moved to accept the following Committee and Board appointments.

1. Agricultural Service Board

Council Member: Councillor Penner
Council Member: Councillor Christie
Council Member: Councillor Hugo
Council Member: Councillor Keiver
Alternate Member: Deputy Reeve King

2. Agricultural Appeal Board

Subdivision and Appeal Board Members

4. Kneehill Regional Emergency Management Committee

The Reeve, Deputy Reeve and CAO

5. AQUA 7 Regional Water Commission

Council Member: Reeve Wittstock
Alternate Member: Councillor Penner

6. Canadian Badlands Ltd.

Council Member: Councillor McGhee
Council Member: Deputy Reeve King
Council Member: Councillor Hugo

7. Central Alberta Economic Partnership (CAEP)

Council Member: Reeve Wittstock
Alternate Member: Deputy Reeve King

8. Central Association of Municipal Districts and Counties Executive

Reeve or Deputy Reeve
CAO

9. Community Action Committee

Council Member: Councillor Hugo
Alternate Member: Councillor McGhee

10. Community Futures Wildrose

Council Member: Councillor Christie
Alternate Member: Councillor Keiver

11. Doctor Recruitment and Retention Committee

Council Member: Reeve Wittstock
Alternate Member: Councillor McGhee

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12. Drumheller and District Solid Waste Management Association

Council Member: Councillor Penner
Alternate Member: Councillor McGhee

14. Kneehill Housing Corporation

Council Member: Councillor McGhee
Council Member: Councillor Keiver
Alternate Member: Reeve Wittstock

15. Kneehill Regional Family and Community Support Services Board

Council Member: Deputy Reeve King
Alternate Member: Reeve Wittstock

16. Kneehill Regional Partnership Steering Committee

Council Member: Councillor McGhee
Alternate Member: Councillor Christie

17. Marigold Library System

Council Member: Councillor Keiver
Alternate Member: Councillor Hugo

18. Mayors and Reeves Liaison Committee

Reeve or Deputy Reeve
Chief Administrative Officer

19. Medical Clinic Enhanced Services Review Committee

Reeve: Reeve Wittstock
Council Member: Deputy Reeve King
Council Member: Councillor Christie
CAO or Designate in an advisory capacity

**22. Joint Inter-Municipal Planning Commission (JMPC)
Three Hills/Kneehill County**

Bylaw #1615

Council Member: Reeve Wittstock
Council Member: Councillor Keiver
Alternate Member: Councillor Christie

**23. Joint Inter-Municipal Planning Commission (JMPC)
Carbon/Kneehill County**

Bylaw #1744

Council Member: Councillor McGhee
Council Member: Councillor Penner
Alternate Member: Reeve Wittstock

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24. Red Deer River Municipal User Group

Council Member: Councillor Keiver

Alternate Member: Deputy Reeve King

26. Joint Inter-Municipal Subdivision and Development Appeal Board

- Three Hills/Kneehill County Bylaw 1616

- Carbon/Kneehill County Bylaw 1745

Subdivision and Appeal Board Members

CARRIED UNANIMOUSLY

The meeting recessed from 10:14 a.m. to 10:25 a.m.

BYLAW #1725


12.0 Procedural Bylaw #1725

Council reviewed Procedural Bylaw #1725.

ADJOURNMENT

Adjournment

The meeting adjourned at 10:58 a.m.



Jerry Wittstock
Reeve



Al Hoggan
CAO