

MINUTES OF THE OCTOBER 23, 2018 ORGANIZATIONAL MEETING OF THE  
COUNCIL OF KNEEHILL COUNTY HELD AT THE KNEEHILL COUNTY OFFICE,  
1800-2<sup>nd</sup> S STREET NE, THREE HILLS, AB

**PRESENT:**

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

**ALSO PRESENT:**

|                                     |                      |
|-------------------------------------|----------------------|
| Chief Administrative Officer        | Al Hoggan            |
| Director Municipal Services         | Laurie Watt          |
| Director Corporate Services         | Mike Morton          |
| Manager of Planning and Development | Barb Hazelton        |
| Information Management Supervisor   | Will Nyman           |
| Communications Officer              | Christine Anderson   |
| Fire Chief                          | Dan Ross             |
| Recording Secretary                 | Chaysleigh Tullikopf |
| Executive Assistant to CAO          | 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**

**1.0 Adoption of the Organizational Meeting Agenda**

**386/18**

Councillor Christie moved to adopt the Organizational Meeting Agenda as presented for October 23, 2018.

CARRIED

**PROCEDURES**

**2.0 Voting Procedures**

**387/18**

Councillor McGhee moved that Council utilize the voting procedures of secret ballot when there is more than the required number of nominations.

CARRIED

**388/18**

Councillor Wittstock moved that all ballots be destroyed at the end of the meeting.

CARRIED

KNEEHILL COUNTY COUNCIL ORGANIZATION MEETING MINUTES  
OCTOBER 23, 2018

**REEVE**

**3.0 Election of Reeve for Ensuing Year**

Al Hoggan called for nominations for the Office of Reeve for 2018/2019.

Councillor King nominated Councillor Wittstock for the office of Reeve for 2018/2019.

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**

**4.0 Election of Deputy Reeve for Ensuing Year**

The Reeve called for nominations for the position of Deputy Reeve for 2018/2019.

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

Councillor King accepted the nomination.

Councillor Keiver nominated Councillor McGhee for the office of Deputy Reeve.

Councillor McGhee accepted the nomination.

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

**389/18**

Councillor Christie moved that nominations cease.

CARRIED

A vote was taken by secret ballot.

Al Hoggan declared Councillor McGhee as Deputy Reeve of Kneehill County. Deputy Reeve McGhee was administered the Oath of Office.

**COUNCIL SEATING**

**5.0 Seating Arrangements in Council Chambers**

Council determined the new seating arrangements at the Council table pursuant to Bylaw 1768, Meeting Procedures Bylaw, 9 (4).

KNEEHILL COUNTY COUNCIL ORGANIZATION MEETING MINUTES  
OCTOBER 23, 2018

COUNCIL DATES  
390/18

**6.0 Regular Council Meeting Dates 2019**

That Council approve the scheduling of the 2019 Organizational Meeting for Tuesday, October 22, 2019 and to hold all regular Council meeting dates on the second and fourth Tuesday of each month with the exception of:

- Cancellation of January 22<sup>nd</sup>, 2019 regular Council meeting date
- July- Schedule one meeting for July 16, 2019
- August- Schedule one meeting for August 20, 2019
- November- Cancellation of November 12<sup>th</sup>, 2018 regular Council meeting date
- December- Schedule one meeting for December 10, 2019

CARRIED UNANIMOUSLY

COW  
391/18

**7.0 Committee of the Whole Meeting Dates 2019**

Councillor Penner 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:

- February 19, 2019
- March 19, 2019
- July 16, 2019
- August 20, 2019

and the December Committee of the Whole Meeting will be held on December 3<sup>rd</sup>, 2019, and the February Committee of the Whole meeting will be held on February 5<sup>th</sup>, 2019 and the March meeting will be held on March 5<sup>th</sup>, 2019.

CARRIED UNANIMOUSLY

MPC  
392/18

**8.0 Municipal Planning Commission Meeting Dates 2019**

That Council approve the scheduling of the 2019 Municipal Planning Commission meetings on the fourth Thursday of each month in 2019 with the exception of:

- December meeting to be held on December 19<sup>th</sup>, 2019

CARRIED UNANIMOUSLY

COMMITTEE  
APPOINTMENTS

**9.0 2018/2019 Board and Committee Appointments**

**Municipal Planning Commission**

393/18

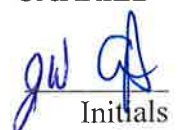
Councillor King moved to appoint Rick Vickery as Member at Large for a one year term.

CARRIED

394/18

Councillor King moved to direct administration to advertise for a second Member at Large.

CARRIED

  
Initials

KNEEHILL COUNTY COUNCIL ORGANIZATION MEETING MINUTES  
OCTOBER 23, 2018

**Parks and Recreation**

395/18 Deputy Reeve McGhee moved to remove the Parks and Recreation Committee.

CARRIED UNANIMOUSLY

**Subdivision & Development Appeal Board**

396/18 Councillor King moved to appoint the following people to the SDAB

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

CARRIED UNANIMOUSLY

397/18 Councillor Christie moved to appoint Maureen Chalack as Chairperson and Bill Zens as Vice Chair to the Subdivision and Development Appeal Board.

CARRIED

**Joint Inter-Municipal Subdivision and Development Appeal Board**

398/18 Councillor King moved to appoint the Subdivision and Appeal Board members to serve on the Joint Inter-Municipal Subdivision and Development Appeal Board

CARRIED UNANIMOUSLY

399/18 Councillor Christie moved to accept the following Committee and Board Appointments:

**1. Agricultural Service Board**

Chairman: Councillor Christie

Council Member: Councillor Keiver

Council Member: Councillor Penner

Council Member: Councillor Hugo

Alternate Member: Councillor King

**2. Agricultural Appeal Board**

Subdivision and Development Appeal Board

**3. Kneehill Regional Emergency Management Committee**

Reeve: Reeve Wittstock

Deputy Reeve: Deputy Reeve McGhee

CAO

KNEEHILL COUNTY COUNCIL ORGANIZATION MEETING MINUTES  
OCTOBER 23, 2018

**4. AQUA 7 Regional Water Commission**

Council Member: Reeve Wittstock  
Alternate Member: Councillor Penner

**5. Canadian Badlands Ltd.**

Council Member: Deputy Reeve McGhee  
Council Member or Member at Large: Councillor King  
Council Member or Member at Large: Councillor Hugo

**6. Central Alberta Economic Partnership (CAEP)**

CAO or Designate

**7. Central Rural Municipalities of Alberta (District 2) Executive**

Reeve or Deputy Reeve: Reeve Wittstock or Deputy Reeve McGhee  
CAO

**8. Community Action Committee**

Council Member: Councillor Hugo  
Alternate Member: Deputy Reeve McGhee

**9. Community Futures Wildrose**

Council Member: Councillor Christie  
Alternate Member: Councillor Keiver

**10. Doctor Recruitment and Retention Committee**

Council Member: Reeve Wittstock  
Alternate Member: Councillor King

**11. Drumheller and District Solid Waste Management Association**

Council Member: Councillor Penner  
Alternate Member: Deputy Reeve McGhee

**12. Kneehill Housing Corporation**

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

**13. Kneehill Regional Family and Community Support Services Board**

Council Member: Councillor King  
Alternate Member: Reeve Wittstock

**14. Kneehill Regional Partnership Steering Committee**

Council Member: Deputy Reeve McGhee  
Alternate Member: Councillor Christie

KNEEHILL COUNTY COUNCIL ORGANIZATION MEETING MINUTES  
OCTOBER 23, 2018

**15. Marigold Library System**

Council Member: Councillor Keiver  
Alternate Member: Councillor Hugo

**16. Mayors and Reeves Liaison Committee**

Reeve Wittstock or Deputy Reeve McGhee  
CAO

**17. Medical Clinic Enhanced Services Review Committee**

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

**18. Municipal Planning Commission**

Chairman: Reeve Wittstock  
Vice Chairman: Councillor King  
All of Council

**20. Joint Inter-Municipal Planning Commission  
Acme/Kneehill County**

MPC Chairman: Reeve Wittstock  
Councillor: Councillor Penner  
Alternate: Councillor Hugo

**21. Joint Inter-Municipal Planning Commission  
Bylaw 1744**

**Carbon/Kneehill County**  
Council Member: Deputy Reeve McGhee  
Council Member: Councillor Penner  
Alternate: Reeve Wittstock

**22. Joint Inter-Municipal Planning Commission  
Linden/Kneehill County**

MPC Chairman: Reeve Wittstock  
Councillor: Councillor Keiver  
Alternate: Councillor Hugo

**23. Joint Inter-Municipal Planning Commission  
Rocky View County/Kneehill County**

Reeve: Reeve Wittstock  
Deputy Reeve as Alternate: Deputy Reeve McGhee

KNEEHILL COUNTY COUNCIL ORGANIZATION MEETING MINUTES  
OCTOBER 23, 2018

**24. Inter-Municipal Framework Collaboration Committee**

**Rocky View County/Kneehill County**

Council Member: Reeve Wittstock

Alternate: Deputy Reeve McGhee

**25. Joint Inter-Municipal Planning Commission**

**Bylaw 1615**

**Three Hills/Kneehill County**

Council Member: Reeve Wittstock

Council Member: Councillor Keiver

Alternate Member: Councillor Christie

**26. Joint Inter-Municipal Planning Committee**

**Trochu/Kneehill County**

MPC Chair: Reeve Wittstock

Divisional Councillor: Councillor Christie

Alternate: Councillor Hugo

**27. Joint Inter-Municipal Planning Committee**

**Wheatland/Kneehill County**

Reeve: Reeve Wittstock

MPC Chairman: Councillor King

Alternate- MPC Vice-Chairman: Deputy Reeve McGhee

**28. Red Deer River Municipal User Group**

Council Member: Councillor Keiver


Alternate Member: Councillor Hugo

CARRIED

ADJOURNMENT

**Adjournment**

The meeting adjourned at 9:40 a.m.

  
\_\_\_\_\_  
Jerry Wittstock  
Reeve

  
\_\_\_\_\_  
Al Hoggan  
CAO

  
\_\_\_\_\_  
Initials