

MINUTES OF THE JANUARY 27, 2015 REGULAR MEETING  
OF THE COUNCIL OF KNEEHILL COUNTY AT THE KNEEHILL COUNTY OFFICE,  
232 MAIN STREET, 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 (Absent)

**ADMINISTRATION PRESENT:**

CAO	Al Hoggan
Recording Secretary	Carolyn Van der Kuil
Director Municipal Services	Laurie Watt
Director Corporate Services	Mike Morton
Communications Officer	Debra Grosfield

**CALL TO ORDER**

**Reeve Long in the Chair**

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

Present when the meeting convened was Jessie Kasha, Human Resource Coordinator and John McKiernan, Water, Wastewater and Environment Manager.

**AGENDA  
ADDITIONS**

**1.0 Agenda**

**1.1 Additions to the Agenda**

No additions were made to the agenda.

**ADOPTION OF  
AGENDA**

**1/15**

**1.2 Adoption of Agenda**

Councillor Wittstock moved approval of the agenda as presented.

CARRIED

**MINUTES**

**2/15**

**2.0 Minutes**

**2.1 Regular Council Meeting Minutes of December 16, 2014**

Councillor Calhoun moved approval of the December 16, 2014 Council Meeting minutes as presented.

CARRIED

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MUNICIPAL SERV  
WATER  
T-HILLS TRANSFER  
SITE

**4.0 Municipal Services**  
**4.2 Water**  
**4.2.1 Three Hills Transfer Site Change of Hours**

3/15

Councillor Holsworth moved that Council revise the Saturday hours of operation for the Three Hills Transfer site on Saturday's to 9:00 a.m. to 5:00 p.m. effective March 1, 2015.

CARRIED

TORRINGTON  
TRANSFER SITE

**4.2.2 Disposal of Torrington Transfer Site Shack**

4/15

Councillor Hoppins moved that Council approve disposing of the old Torrington Transfer Site attendant shack to the rubble pit.

CARRIED

John McKiernan left the meeting at 8:37 a.m.

CORPORATE SERV  
BYLAW #1677

**5.0 Corporate Services**  
**5.1 Bylaw # 1677- Borrowing to Finance Operating Expenditures**

5/15

Councillor Holsworth moved that first reading be given to Bylaw #1677, this being a Bylaw to authorize borrowing for the purpose of financing operating expenditures for the years 2015, 2016 and 2017.

CARRIED

6/15

Councillor Calhoun moved that second reading be given to Bylaw #1677.

CARRIED

7/15

Councillor Wittstock moved consideration to hold third reading be given to Bylaw #1677.

DEFEATED

Debi Moon, reporter for the Capital, entered the meeting at 8:41 a.m.

Deb Johnston, reporter for the East Central Review, entered the meeting at 8:44 a.m.

BYLAW #1678

**5.2 Bylaw #1678- Master Rates Bylaw**

8/15

Councillor Wittstock moved that first reading be given to Bylaw #1678, that being the 2015 Master Rates Bylaw, establishing rates, fees, penalties and charges for various goods, licenses, permits and services.

CARRIED

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9/15 Councillor Hoppins moved that second reading be given to Bylaw #1678.  
CARRIED

10/15 Councillor Holsworth moved consideration to hold third reading be given to Bylaw #1678.  
CARRIED UNANIMOUSLY

11/15 Councillor Calhoun moved that third reading be given to Bylaw #1678.  
CARRIED

The meeting recessed from 9:05 a.m. to 9:12 a.m.

**GOLDEN HILLS  
LODGE**

**5.3 Golden Hills Lodge 2015 Requisition**

12/15 Councillor Hoppins moved that, Council approve the 2015 Golden Hills Lodge requisition in the amount of \$40,940.24 with funds to come out of the 2015 Operating Budget to be levied as part of 2015 tax rate by-law.  
CARRIED

**NEW BUSINESS  
ADMIN/MEDICAL  
BLDG**

**7.0 New Business**

**7.1 County Administration Building/Medical Clinic Project Update**

13/15 Councillor Holsworth moved that Council receive the Al-Terra Engineering Underground Construction Summary for information.  
CARRIED

**POLICY #15-7**

**7.2 Policy #15-7, Recreation, Community, Arts and Cultural Events**

14/15 Councillor Hoppins moved that Policy #15-7, Recreation, Community, Arts & Cultural Events, be accepted as amended.  
CARRIED

**HR POLICY**

**7.3 Human Resource Policy**

Mike Morton, Director of Corporate Services introduced Jessie Kasha to Council. Jessie has been hired to fill the Human Resource Coordinator position. On behalf of the Council Reeve Long welcomed Jessie to the County.

15/15 Councillor Holsworth moved that Council approve the amendments to the Human Resource Policy effective January 1, 2015 as presented.  
CARRIED

The meeting recessed from 9:40 a.m. to 9:50 a.m.  
Jessie Kasha was not present when the meeting reconvened.

**PUBLIC  
CONSULTATION  
POLICY**

**16/15**

**7.4 Public Consultation Policy**

Councillor Hoppins moved to table this agenda item

CARRIED

Alan Litster from BDO Canada LLP entered the meeting at 9:58 a.m.

**DELEGATIONS  
BDO AUDIT**

**3.0 Delegations**

**3.1 BDO Canada LLP Audit Presentation- Alan Litster- 10:00 a.m.**

Alan Litster gave a brief audit presentation to Council and discussed 2014 audit timelines.

Alan Litster and Mike Morton left the meeting at 10:28 a.m.

Mike Morton re-entered the meeting at 10:38 a.m.

**PUBLIC  
CONSULTATION  
POLICY**

**17/15**

**7.4 Public Consultation Policy**

Councillor Hoppins moved to remove Agenda Item 7.4, Public Consultation Policy from the table.

CARRIED

Councillor Hoppins left the meeting at 10:41 a.m. and returned at 10:45 a.m.

**18/15**

Councillor Hoppins moved to defer the Public Consultation Policy agenda item until the February 24<sup>th</sup>, 2015 Council meeting.

CARRIED

The meeting recessed from 11:06 a.m. to 11:16 a.m.

**STRAT PLAN**

**19/15**

**7.5 2015-2018 Strategic Plan**

Councillor Holsworth moved that Council approves the adoption of the Strategic Plan 2015-2018 Phase 1 as presented.

CARRIED

**20/15**

Councillor Holsworth moved that Council defer setting the date for the Public Consultation Meeting focusing on the Strategic Plan until the February 10<sup>th</sup>, 2015 meeting.

CARRIED

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LAND USE BYLAW  
21/15

**7.6 Land Use Bylaw- Set Public Consultation Date**

Councillor Hoppins moved that a Public Consultation Date for the Land Use Bylaw be set for Tuesday, March 3, 2015 at 10:00 a.m., to give the public an opportunity to review and comment on the draft document before it goes through the Bylaw/Public Hearing process.

CARRIED

AAMDC SPRING  
CONVENTION

**7.7 Alberta Association of Municipal Districts and Counties Spring 2015 Convention**

Discussion was had regarding the upcoming Alberta Association of Municipal District and Counties Spring 2015 Convention with Council providing Administration information on who will be attending.

FCM CONFERENCE

**7.8 Federation of Canadian Municipalities 2015 Conference**

Discussion was had in regards to the upcoming FCM conference with Council providing Administration information on who will be attending.

BMR ENGINEERING  
REPORT

22/15

**7.9 Badlands Motor Sports Engineering Report**

Councillor Hoppins moved that Council receive the R. A. Silvennoinen Engineering Report for the access road proposal for the Badlands Motorsport Resort as information.

CARRIED

The meeting recessed from 11:50 a.m. to 1:08 p.m.

Councillor Calhoun, Debi Moon and Deb Johnston were not present when the meeting reconvened.

John McKiernan, Water, Wastewater and Environment Manager and Calvin Symington, Planning and Development Officer were present when the meeting reconvened.

DELEGATIONS  
BDO

23/15

**8.0 Disposition of Delegation Business**

**8.1 BDO Canada LLP Audit**

Councillor Keiver moved that Administration be directed to continue working with BDO in the completion of the 2014 audit and in the preparation of the 2014 Financial Statements.

CARRIED

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- COUNCIL REPORTS**     **9.0 Council and Committee Reports**
- DRUM WASTE**        **9.1 Drumheller and District Solid Waste Management Association-**  
A written report was submitted by Councillor Calhoun on the meeting she attended on December 18<sup>th</sup>, 2014. Approved minutes were also provided from the October 16, 2014 meeting.
- MPC**                    **9.2 Municipal Planning Commission-**Approved minutes were provided from the November 27, 2014 meeting.
- COMM FUTURES**     **9.3 Community Futures Wildrose-** A written report was submitted by Councillor Keiver on the meeting he attended on January 8<sup>th</sup>, 2015. Un-approved minutes were also provided from the January 8<sup>th</sup>, 2015 meeting.
- KHILL HOUSING**     **9.4 Kneehill Housing Corporation-** A written report was submitted by Councillor Hoppins on the meeting he attended on January 14<sup>th</sup>, 2015.
- 24/15**                    Councillor Hoppins moved that Council receive the Council and Committee reports as presented. CARRIED
- CORRESPONDENCE**     **11.0 Correspondence Report**
- 25/15**                    Councillor Holsworth moved that Council receive the Correspondence Report as presented. CARRIED
- COUNCIL ACT LIST**     **12.0 Council Follow-up Action List**
- 26/15**                    Councillor Wittstock moved that Council receive the January 27, 2015 Council Follow-Up Action List as presented for information. CARRIED
- IN-CAMERA**
- 27/15**                    **14.0 In-Camera**  
Councillor Keiver moved that Council go into In-Camera at 1:19 p.m. to discuss Legal and Labour issues. CARRIED
- Deb Grosfield left the meeting at 1:33 p.m.
- John McKiernan, Calvin Symington, Mike Morton, Laurie Watt and Carolyn Van der Kuil left the meeting at 2:20 p.m.
- Al Hoggan, CAO took over the recording of the minutes at this time.
- 28/15**                    Councillor Hoppins moved that Council go out of In-Camera at 3:30 p.m.

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CARRIED

**MOTIONS IN-CAM**  
**29/15**

**15.0 Motions from In-Camera**

Councillor Wittstock moved that the draft Memorandum of Understanding as presented is accepted and Administration is directed to present the Memorandum of Understanding to the Doctor group for ratification.

CARRIED

**ADJOURNMENT**

**Adjournment**

The meeting adjourned at 3:45 p.m.

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Bob Long  
Reeve

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Al Hoggan  
CAO