

MINUTES OF THE APRIL 12, 2016 REGULAR MEETING  
OF THE COUNCIL OF KNEEHILL COUNTY AT THE KNEEHILL COUNTY OFFICE,  
1600- 2<sup>ND</sup> STREET NE, THREE HILLS, ALBERTA.

**PRESENT:**

Division No. 5	Bob Long, Reeve
Division No. 3	Jerry Wittstock, Deputy Reeve (Video Conf)
Division No. 1	Brian Holsworth, Councillor
Division No. 2	Carol Calhoun, Councillor
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
Environmental Services Manager	John McKiernan
Manager Agricultural Services and Parks	Bowen Clausen
Economic Development Officer	Patrick Earl
Sr. Planning and Development Officer	Barb Hazelton
Planning and Development Officer	Dharmesh Vyas
Accounting Supervisor	Will Wolfe
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**

**1.0 Agenda**

**ADDITIONS**

**1.1 Additions to the Agenda**

**Additions under Council and Committee Reports**

10.5 Economic Development Conference  
10.6 Drumheller Solid Waste  
10.7 Meeting with Alberta Premier's Office  
10.8 Mayors and Reeves Meeting

**ADOPTION OF  
AGENDA**

**1.2 Adoption of Agenda**

**132/16**

Councillor Holsworth moved approval of the agenda as amended.

**CARRIED**

COUNCIL MINUTES OF APRIL 12, 2016

MINUTES

133/16

**2.0 Minutes**

**2.1 Regular Council Meeting Minutes of March 22, 2016**

Councillor Calhoun moved approval of the March 22, 2016 Council Meeting minutes as presented.

CARRIED

MUNICIPAL SERV  
TRANSPORTATION  
CAPITAL BUDGET  
AMENDMENT

134/16

**5.0 Municipal Services**

**5.1 Transportation**

**5.1.1 Capital Budget Amendment**

Councillor Calhoun moved that Council approve to cancel the Old Shop Rehabilitation Capital Project in the amount of \$500,000.00 and approve \$35,000.00 to go towards new lighting in the old shops.

CARRIED

POLICY # 13-1

135/16

**5.1.2 Policy #13-1, Industry Dust Suppression**

Councillor Calhoun moved that Council approve Policy #13-1, Commercial and Industry Dust Suppression as presented.

CARRIED

WATER/  
WASTEWATER  
ENVIRONMENT  
BYLAW #1699

136/16

**5.2 Water/Wastewater/Environment**

**5.2.1 Bylaw #1699, Water & Wastewater Services Bylaw**

Councillor Holsworth moved that Council give first reading to Bylaw #1699 as amended, that being a Bylaw for the purpose to regulate and provide for the supply and use of water and wastewater when provided by Kneehill County.

CARRIED

137/16

Councillor Calhoun moved that second reading be given to Bylaw #1699 as amended.

CARRIED

138/16

Councillor Hoppins moved that consideration to hold third reading be given to Bylaw #1699 as amended.

CARRIED UNANIMOUSLY

139/16

Councillor Holsworth moved that third reading be given to Bylaw #1699 as amended.

CARRIED

COUNCIL MINUTES OF APRIL 12, 2016

PLANNING  
SUBDIVISION  
EXTENSION  
140/16

**5.3 Planning**  
**5.3.1 Request for Extension of an Approved Subdivision**

Councillor Calhoun moved that Council approve the extension of the registration timeframe for subdivision approval KNE120220 until July 31, 2016 and waive the extension fee.

CARRIED

BYLAW #1709  
141/16

**5.3.2 Bylaw # 1709, SE 19-30-25-W4- Redesignation**

Councillor Holsworth moved that Council move first reading of Bylaw #1709 to amend Land Use Bylaw #1564 by redesignating the relevant 3.71 acres of SE 19-30-25 W4 from Agricultural (A) to Country Residential (CR).

CARRIED

142/16

Councillor Hoppins moved that Council move to replace Twin Creek Estates Outline Plan dated November 2007 with Twin Creek Estates Outline Plan dated March 16, 2016.

CARRIED

143/16

Councillor Holsworth moved that Council schedule a public hearing for the redesignation of approximately 3.71 acres from Agriculture to Country Residential for May 10, 2016 at 11:00 a.m. as per Section 606 of the Municipal Government Act.

CARRIED

ASB  
POLICY # 12-3  
144/16

**5.4 Agricultural Service Board**  
**5.4.1 Policy # 12-3, Commemorative Bench Program**

Councillor Calhoun moved that Council approve Policy #12-3, Commemorative Bench Program, as presented.

CARRIED

The meeting recessed from 9:27 a.m. to 9:37 a.m.

Brad Buchert, Bowen Clausen, John Mckiernan, Barb Hazelton, and Dharmesh Vyas were not present when the meeting reconvened.

CORPORATE SERV  
FINANCIAL  
REPORT

145/16

**6.0 Corporate Services**  
**6.1 4<sup>TH</sup> Quarter 2015 Financial Report**

Councillor Holsworth moved that Council receive the January to December 2015 Financial Reports as presented for information.

CARRIED

**BANK REC**

**146/16**

**6.5 Bank Reconciliation- January and February 2016**

Councillor Calhoun moved that Council receive the January and February 2016 Bank Reconciliation Report as presented for information.

CARRIED

The meeting recessed from 9:55 a.m. to 10:05 a.m.  
David Imrie, Michael Tautchin and Mike Minard from Alberta Municipal Affairs, Linear Taxation/Assessment Department, were present when the meeting re-convened.

**DELEGATIONS  
GOV OF ALBERTA**

**3.0 Delegations**

**3.1 Government of Alberta Linear Property Assessment Presentation**

Alberta Government presented to Council an update on Kneehill County's Linear Property Assessment and an overview of the 2016 Linear Tax Year.

**2015 SURPLUS**

**147/16**

**6.2 2015 Surplus**

Councillor Holsworth moved that Council transfer \$460,000 to Contingency Reserve and \$621,209 to Special Projects Reserve to balance 2016 budget and 1,836,791 to Water Service Area Reserve to pay off the debentures.

CARRIED

**2016 BALANCED  
BUDGET**

**148/16**

**6.3 2016 Balanced Budget**

Councillor Calhoun moved that Council cancel project B1610 (\$750,500) and apply Special Project reserves in the amount of \$621,209 to balance 2016 budget. This comes from part of the 2015 the Surplus that was transferred to reserves. In addition, the remaining balance of debenture \$2,699,000 to be paid from WSA Reserve, part of which comes from the 2015 surplus and part from the WSA tax and the resulting savings of not making the December payment.

CARRIED

The meeting recessed from 11:50 a.m. to 1:19 p.m.

Will Wolfe and Debra Grosfield were not present and Barb Hazelton was present when the meeting reconvened.

**BYLAW #1710**

**149/16**

**6.4 Bylaw #1710, Master Rates**

Councillor Wittstock moved that first reading be given to Bylaw #1710, that being the Master Rates Bylaw, establishing rates, fees, penalties and charges for various goods, licenses, permits and services.

CARRIED

COUNCIL MINUTES OF APRIL 12, 2016

**150/16** Councillor Calhoun moved that second reading be given to Bylaw #1710.  
CARRIED

**151/16** Councillor Hoppins moved that consideration to hold third reading be given to Bylaw #1710.  
CARRIED UNANIMOUSLY

**152/16** Councillor Keiver moved that third reading be given to Bylaw #1710.  
CARRIED

**NEW BUSINESS  
GOLDEN ACRES**

**8.0 New Business**

**8.1 Golden Acres Honey Site Visit**

**153/16** Councillor Calhoun moved that Council approve the Golden Acres Honey Farm Site Visit for Tuesday, May 10th, 2016 at 1:00 p.m.  
CARRIED

**INDUSTRIAL  
ASSESSMENT**

**8.2 Centralized Industrial Assessment**

**154/16** Councillor Calhoun moved that Council directs Administration to complete the draft letter as amended, signed by the Reeve, and to be sent to the Minister of Municipal Affairs.  
CARRIED

**POLICY #11-1**

**8.3 Policy #11-1, Handling Public Concerns**

**155/16** Councillor Holsworth moved that Council approve Policy #11-1, Handling Public Concerns as amended.  
CARRIED

**PARADE SEASON**

**8.4 2016 Parade Season**

**156/16** Councillor Hoppins moved that Council authorize attendance to Council to participate in the Trochu, Three Hills, Linden, Carbon, Torrington and Acme parades.  
CARRIED

**CANADIAN  
BADLANDS**

**8.5 Request for Sponsorship- Canadian Badlands Conference**

**157/16** Councillor Holsworth moved that Council approves sponsorship in the amount of \$500.00 for the Economics and Tourism workshop at the Canadian Badlands Conference being held in Drumheller from April 19-21, 2016.  
CARRIED

COUNCIL MINUTES OF APRIL 12, 2016

- COUNCIL REPORTS**      **10.0 Council and Committee Reports**
- CAC**      **10.1 Community Action Committee-** Written report was submitted by Councillor Hoppins on the meeting he attended on March 24, 2016.
- CAEP**      **10.2 Central Alberta Economic Partnership-** Draft minutes were provided on the meeting that took place on March 2, 2016.
- KHILL HOUSING**      **10.3 Kneehill Housing-** A written report was submitted by Councillor Hoppins on the Central Zone Senior Housing meeting he attended in Sylvan Lake on March 18, 2016.
- EOEP COURSE**      **10.4 Elected Officials Education Program Report-** A written report was submitted by Councillor Painter on the course he attended on Ethics and Municipal Politics.
- ECONOMIC DEVELOPMENT CONFERENCE**      **10.5 Economic Development Conference-** Reeve Long provided a verbal report on the conference he attended from April 6-8, 2016.
- DRUM SOLID WASTE**      **10.6 Drumheller Solid Waste-** Councillor Calhoun provided a verbal report on the February 25, 2016 meeting.
- PREMIER'S OFFICE MEETING**      **10.7 Meeting with Alberta Premier's Office-** Reeve Long provided a verbal report on the meeting he had with the Premier's Office.
- MAYORS AND REEVES MTG**      **10.8 Mayors and Reeves Meeting-** Reeve Long provided a verbal report on the meeting he attended on March 23, 2016.
- 158/16**      Councillor Hoppins moved that Council receive the Council and Committee reports as presented. CARRIED
- COUNCIL ACT LIST**      **11.0 Council Follow-Up Action List**
- 159/16**      Councillor Holsworth moved that Council receive the April 12, 2016 Council Follow-Up Action List as presented for information. CARRIED
- The meeting recessed from 2:15 p.m. to 2:20 p.m.
- IN-CAMERA**      **12.0 In-Camera**
- 160/16**      Councillor Hoppins moved that Council go into In-Camera to discuss Legal matters at 2:20 p.m. CARRIED
- Councillor Wittstock left the meeting at 2:20 p.m.

COUNCIL MINUTES OF APRIL 12, 2016

**161/16** Councillor Holsworth moved that Council go out of In-Camera at 3:12 p.m.

CARRIED

**MOTIONS IN-CAM**

**162/16**

**13.0 Motions from In-Camera**

Councillor Calhoun moved to schedule a Strategic Planning meeting on Monday, June 13, 2016 at 8:00 a.m.

CARRIED

**ADJOURNMENT**

**Adjournment**

The meeting adjourned at 3:13 p.m.

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Bob Long  
Reeve

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Al Hoggan  
CAO