



1600-2<sup>nd</sup> Street NE  
Three Hills, AB  
T0M 2A0

# COUNCIL MEETING AGENDA

February 8, 2022  
8:30 a.m.

## +CALL MEETING TO ORDER

### 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 January 11, 2022

### 3.0 Appointments

No Appointments Scheduled

### 4.0 Infrastructure- Roads/Bridges/Water/Wastewater/Environment

- 4.1 Agricultural Industry Road Ban Exemption Options

### 5.0 Community Services

#### 5.1 Planning

- 5.1.1 Policy 5-18 Location Filming Policy

#### 5.2 Agricultural Service Board & Parks

- 5.2.1 Policy #12-5, Drone Policy
- 5.2.2 Policy #12-4, Trails and Pathways Policy
- 5.2.3 2022 BMO Stampede Farm Family Award

#### 5.3 Protective Services

No Report

#### 5.4 Economic Development

No Report

### 6.0 Corporate Services

- 6.1 Tax Cancellation – Industrial Accounts
- 6.2 Provincial Education Requisition Credit Application

### 7.0 New and Unfinished Business

- 7.1 Wheatland County Resolution
- 7.2 Policy #3-1, Council Compensation and Expense Reimbursement
- 7.3 Southern Alberta Energy from Waste Association (SAEWA)
- 7.4 Proposed Kneehill Medical Services Recruitment and Retention Terms of Reference

**8.0 Disposition of Delegation & Public Hearing Business**

No Delegations or Public Hearings Scheduled

**9.0 Council and Committee Reports**

- 9.1 Kneehill Housing Report
- 9.2 Division 1 Councillor Report

**10.0 Council Follow-up Action List**

**11.0 Closed Session**

- 11.1 Personnel (FOIP, Section 17)
- 11.2 Legal Matters (FOIP, Section 24)

**12.0 Motions from Closed Session**

ADOPTED



MINUTES OF THE FEBRUARY 8, 2022 REGULAR MEETING  
OF THE COUNCIL OF KNEEHILL COUNTY HELD AT THE KNEEHILL COUNTY  
OFFICE, 1600- 2<sup>ND</sup> STREET NE, THREE HILLS, ALBERTA

**PRESENT:**

Division No. 1	Faye McGhee, Councillor
Division No. 3	Jerry Wittstock, Reeve
Division No. 4	Carrie Fobes, Councillor (Video Conf)
Division No. 5	Laura Lee Machell-Cunningham, Councillor
Division No. 6	Wade Christie, Councillor
Division No. 7	Kenneth King, Deputy Reeve

**ABSENT:**

Division No. 2	Debbie Penner, Councillor
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**ALSO PRESENT:**

Chief Administrative Officer	Mike Haugen
Director Community Services	Laurie Watt
Director Corporate Services	Bill McKennan
Director of Infrastructure	Mike Ziehr
Tax Clerk	Caroline Siverson
Manager of Parks and ASB	Shelby Sherwick
Manager of Planning and Development	Barb Hazelton
Recording Secretary	Carolyn Van der Kuil
Communications Officer	Christine Anderson

**CALL TO ORDER**

**Reeve Wittstock in the Chair**

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

**AGENDA**

**1.0 Agenda**

**1.1 Additions to the Agenda**

No additions were made to the agenda.

**ADOPTION OF  
AGENDA**

**1.2 Adoption of Agenda**

**10/22**

Councillor Christie moved approval of the agenda as presented.

CARRIED UNANIMOUSLY

**MINUTES**

**2.0 Minutes**

**2.1 Regular Council Meeting Minutes of January 11, 2022**

**11/22**

Deputy Reeve King moved approval of the January 11, 2022 Council Meeting minutes as presented.

CARRIED UNANIMOUSLY

COUNCIL MINUTES OF FEBRUARY 8, 2022

INFRASTRUCTURE

**4.0 Infrastructure- Roads/Bridges/Water/Wastewater/Environment**

**4.1 Agricultural Industry Road Ban Exemption Options**

12/22

Councillor McGhee moved that Council approves the recommended “Option A” as shown in the Request for Decision that reinforces the ability for the CAO or designate to provide exemptions to Seasonal Road Bans for Agriculture Industry traffic.

CARRIED UNANIMOUSLY

13/22

Deputy Reeve King moved that Council direct Administration to develop a policy that details the guidelines that will be followed when administering a Road Ban Exemption request.

CARRIED UNANIMOUSLY

COMMUNITY  
SERVICES  
PLANNING

**5.0 Community Services**

**5.1 Planning**

**5.1.1 Policy 5-18, Location Filming Policy**

14/22

Deputy Reeve King moved that Council approve Policy 5-18 Location Filming Policy, as presented.

CARRIED UNANIMOUSLY

15/22

Councillor Christie moved that Council approve damage deposit fees in the amounts of \$2500 and \$5000 in accordance with Policy 5-18 Location Filming Policy. and that these amounts be included in the next amendment of the Master Rates Bylaw.

CARRIED UNANIMOUSLY

AG SERVICES

**5.2 Agricultural Service Board and Parks**

**5.2.1 Policy #12-5, Drone Policy**

16/22

Councillor Cunningham moved that Council approve Policy 12-5: Drone Policy, as presented.

CARRIED UNANIMOUSLY

**5.2.2 Policy #12-4, Trails and Pathways Policy**

17/22

Councillor McGhee moved that Council approve Policy #12-4 Trails and Pathways Policy, as presented.

CARRIED UNANIMOUSLY

**5.2.3 2022 BMO Stampede Farm Family Award**

18/22

Councillor Christie moved that Council nominates Leinweber Farms Ltd. (Kurt & Tracy Leinweber) to receive the 2022 BMO Calgary Stampede Farm Family Award as recommended by the Agricultural Service Board.

CARRIED UNANIMOUSLY

COUNCIL MINUTES OF FEBRUARY 8, 2022

19/22

Deputy Reeve King moved that Council approve the attendance to the event for Reeve Wittstock as the County Representative.

CARRIED UNANIMOUSLY

The Chair called for a recess at 9:25 a.m. and called the meeting back to order at 9:38 a.m. with all previously mentioned members present.

CORPORATE SERV

**6.0 Corporate Services**

**6.1 Tax Cancellation – Industrial Accounts**

20/22

Deputy Reeve King moved that the amount of \$897,209.78 in property taxes be expensed in 2021 and cancelled on rolls 28222541000, 28222431400, 28213431201, 28211231101, 28201820501, 28200740900, 31231231100, 30231141500, 33242220400, 40001120000, 32221020400, 32232731400, 33231420600, 32250631210, 32221231200, 32221441000, 32222520300, 32223340900, 33220210100, 33220431400, 33220710100, 33220941500, 33221010800, 33221110800, 33221831300, 33221840900, 33222010700, 33222041500, 33222220600, 33222910100, 33223220300, 33223231100, 33232241600, 33232410700, 33232431300, 33232841600, 33233010800, 33233410100, 33233420400, 33233431200, 34220420400, 34220431300, 34220441600, 34220610200, 34220720400, 34221010800, 34221020300, 34221120300, 34221410200, 34221410800, 34221431300, 34221820400, 34221841610, 34223610100, 34223620400, 34223641000, 34231210100, 34230641600, 32263210800, 34230220400, 33221120600, 33222141000, 34221720600, 34221841000, 34221920400, 34222031200, 34223320400, 34232431100.

CARRIED UNANIMOUSLY

21/22

Councillor McGhee moved that administration is also directed to void any 2022 penalties currently attached to these rolls.

CARRIED UNANIMOUSLY

**6.2 Provincial Education Requisition Credit Application**

22/22

Deputy Reeve King moved that administration submit an application under the Provincial Education Requisition Credit (PERC) for the uncollectable Education Requisition and the uncollectable Designated Industrial Property Requisition on rolls 33242220400

28222541000, 31231231100, 28213431201, 28201820501, 28211231101, 30231141500, 28200740900, 28222431400, 29253332100, 29260310700, 29260341600, 29261010800, 29261041600, 29261410700, 29261420300, 30251410110, 30251910700, 30251931200, 31222510100, 31243441600, 32220642100, 32221020400, 32221231200, 32221441000, 32222331300, 32222520300, 32223340900, 32223541000, 32231020410, 32231510800, 32232320600, 32232731300, 32232731400, 32233420400, 32233631400, 32233641000, 32240810200, 32250631210, 32252631410, 32263210800, 33220210100, 33220310800, 33220431400, 33220710100, 33220941500, 33221010800, 33221110800, 33221120600, 33221710800, 33221831100, 33221831300, 33221840900, 33221910700, 33222010700, 33222041500, 33222141000, 33222220600, 33222910100, 33222910700, 33223220300, 33223231100, 33231310100, 33231341600, 33231420600, 33232241600, 33232410700, 33232410800, 33232431300, 33232841600, 33233010100, 33233010800, 33233410100, 33233420400, 33233431200, 34213231300, 34213240900, 34220420400, 34220431300, 34220441600, 34220610200, 34220720400, 34221010800, 34221020300, 34221120300, 34221141600, 34221410200, 34221410800, 34221431300, 34221720600, 34221820400, 34221841000, 34221841610, 34221920400, 34222031200, 34222431300, 34223320400, 34223610100, 34223620400, 34223641000, 34230220400, 34230641600, 34231210100, 34231420400, 34232431100, 40000410000, 40001120000, 40001960000.

CARRIED UNANIMOUSLY

23/22

Councillor McGhee moved to direct administration to contribute the PERC funds, if approved and received, to the Revenue Stabilization Reserve.

CARRIED UNANIMOUSLY

COUNCIL MINUTES OF FEBRUARY 8, 2022

NEW BUSINESS

**7.0 New and Unfinished Business**

**7.1 Wheatland County Resolution**

- 24/22 Councillor McGhee moved that Council Support the Wheatland County Resolution to the Rural Municipalities of Alberta Regarding Ensuring Landowners Remain Whole in Contractual Agreements with Oil and Gas Companies in principle.
- CARRIED UNANIMOUSLY

**7.2 Policy #3-1, Council Compensation and Expense Reimbursement**

- 25/22 Councillor McGhee moved that Council approve Policy #3-1, Council Compensation and Expense Reimbursement, as presented.
- CARRIED UNANIMOUSLY

**7.3 Southern Alberta Energy from Waste Association (SAEWA)**

- 26/22 Councillor McGhee moved that Council direct administration to include the Southern Alberta Energy from Waste Association membership in the Operating Budget.
- CARRIED

**7.4 Proposed Kneehill Medical Services Recruitment and Retention Terms of Reference**

- 27/22 Councillor McGhee moved that Council request the Kneehill Regional Partnership to clarify/strengthen wording contained in the proposed Kneehill Medical Services Recruitment and Retention Task Force Terms of Reference, specifically in the areas of:
- Subsidies to independent businesses
  - Termination of membership by a municipal member
  - Scope of recruitment activities
  - Strengthening of regional purpose
- CARRIED UNANIMOUSLY

COUNCIL REPORTS

**9.0 Council and Committee Reports**

**9.1 Kneehill Housing** - Report submitted by Councillor Fobes on the meeting she attended.

**9.2 Division 1 Councillor Report**- A report was submitted by Councillor McGhee.

- 28/22 Councillor Cunningham moved that Council receive for information the Council and Committee reports as presented.
- CARRIED UNANIMOUSLY

COUNCIL MINUTES OF FEBRUARY 8, 2022

COUNCIL ACT LIST  
29/22

**10.0 Council Follow-Up Action List**

Councillor McGhee moved that Council receive for information the Council Follow-Up Action List as presented.

CARRIED UNANIMOUSLY

The Chair called for a recess at 11:12 a.m. and called the meeting back to order at 11:17 a.m. with all previously mentioned Council members present.

CLOSED SESSION  
30/22

**11.0 Closed Session**

Councillor Christie moved that Council convene in Closed Session to discuss Personnel and Legal Matters pursuant to Section 17 & 24 of the Freedom of Information and Protection of Privacy Act, at 11:17 a.m.

CARRIED UNANIMOUSLY

The Chair called for a recess at 12:28 p.m. and called the meeting back to order in closed session at 1:10 p.m. with all previously mentioned members present, except for Councillor Fobes who not present when the meeting reconvened.

31/22

Deputy Reeve King moved that Council return to open meeting at 1:30 p.m.

CARRIED

1:31 p.m. – meeting recessed to allow return of public.

1:33 p.m. - meeting resumed.

32/22

**12.0 Motions from Closed Session**

Councillor Christie moved that Council authorize the Reeve to sign the letter that was discussed in closed session for Mike Haugen, Chief Administrative Officer, on behalf of Kneehill County with one amendment.

CARRIED UNANIMOUSLY

33/22

Deputy Reeve King moved that the Chief Administrative Officer letter to Mike Haugen remain confidential in accordance with FOIPPA Section 17 "disclosure harmful to personal privacy".

CARRIED UNANIMOUSLY




COUNCIL MINUTES OF FEBRUARY 8, 2022

ADJOURNMENT

Adjournment

The meeting adjourned at 1:36 p.m.

  
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Jerry Wittstock  
Reeve

  
\_\_\_\_\_  
Mike Haugen  
CAO