



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

## COUNCIL MEETING AGENDA

February 9, 2021  
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 26, 2021

#### 3.0 Appointments

- 3.1 Public Hearing- Keiver's Lake Road Closure, Bylaw 1828 @ 10:00 a.m.
- 3.2 Delegation- Great Plains MDF Production Inc., Brian McLeod, Wayne Wasylciw, Gerry Moore at 1:00 p.m.

#### 4.0 Transportation

- 4.1 Highway 27, Torrington Region Speed Reduction

#### 5.0 Community Services

- 5.1 **Planning**  
No Report
- 5.2 **Water/Wastewater/Environment**
  - 5.2.1 Orkney Water Co-op
- 5.3 **Agricultural Service Board & Parks**
  - 5.3.1 Campground Fees Adjustment
  - 5.3.2 Horseshoe Canyon Pay Parking
- 5.4 **Protective Services**
  - 5.4.1 Emergency Communications System Upgrade Project Change Request

#### 6.0 Corporate Services

No Report

#### 7.0 Business Arising from Previous Minutes

- 7.1 Master Rates Bylaw #1831
- 7.2 Town of Trochu/Trochu Housing Corporation Request

**8.0 New Business**

- 8.1 Doctor Retention and Recruitment Committee Terms of Reference
- 8.2 Xplornet Letter of Support Request
- 8.3 Cancellation of February 16, 2021, Committee of the Whole Meeting
- 8.4 **RMA District 2 Questions**

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

- 9.1 Great Plains MDF Production

**10.0 Council and Committee Reports**

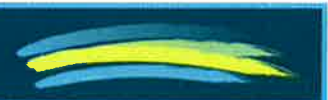
- 10.1 **Community Futures Wildrose**

**11.0 Council Follow-up Action List**

**12.0 Closed Session**

- 12.1 Third Party Business Interest (FOIP, Section 16 & 25)

**13.0 Motions from Closed Session**



MINUTES OF THE FEBRUARY 9, 2021 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, Deputy Reeve (Video Conf)
Division No. 2	Debbie Penner, Councillor
Division No. 3	Jerry Wittstock, Reeve
Division No. 4	Glen Keiver, Councillor
Division No. 5	Jim Hugo, Councillor (Video Conf)
Division No. 6	Wade Christie, Councillor
Division No. 7	Kenneth King, Councillor

**ALSO PRESENT:**

Chief Administrative Officer	Mike Haugen
Director Community Services	Laurie Watt
Director Corporate Services	Bill McKennan
Director of Transportation	Brad Buchert
Protective Services Manager	Debra Grosfield (Video Conf)
Environmental Services Manager	John McKiernan
Manager of ASB and Parks	Shelby Sherwick
Manager of Planning and Development	Barb Hazelton
Planning and Development Officer	Deanna Keiver
Kneehill County Fire Chief	Dan Marsellus
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**

Additions under New Business

8.4 RMA Main Issues Question

Additions under Council and Committee Reports

10.1 Community Futures


**ADOPTION OF  
AGENDA**

**1.2 Adoption of Agenda**

**47/21**

Councillor Christie moved approval of the agenda as amended.

CARRIED

 Initials

COUNCIL MINUTES OF FEBRUARY 9, 2021

MINUTES

**2.0 Minutes**

**2.1 Regular Council Meeting Minutes of January 26, 2021**

48/21

Councillor King moved approval of the January 26, 2021 Council Meeting minutes as presented.

CARRIED

TRANSPORTATION

**4.0 Transportation**

**4.1 Highway 27, Torrington Region Speed Reduction**

49/21

Councillor Penner moved that Council write a letter of support to Alberta Transportation to reduce the speed limit on Hwy 27 in the Torrington region.

CARRIED

COMMUNITY  
SERVICES  
WATER

**5.0 Community Services**

**5.2 Water/Wastewater/Environment**

**5.2.1 Orkney Water Co-op**

Councillor McGhee excused herself from the discussion due to pecuniary interest.

50/21

Councillor King moved that Council direct Administration to explore with the Orkney Water Co-op a plan for Kneehill County to assume ownership and operation of the system.

CARRIED UNANIMOUSLY  
Absent: Deputy Reeve McGhee

BUSINESS ARISING

**7.0 Business Arising from Previous Minutes**

**7.2 Town of Trochu/Trochu Housing Corporation Request**

The Chair tabled this agenda item to hear the public hearing that was scheduled at 10:00 a.m.

Time: 10:01 a.m.

APPOINTMENTS

**3.0 Appointments Cont'd**

**3.1 Bylaw #1828, Keivers Lake Road Closure @10:00 a.m.**

51/21

Councillor Christie moved that the Public Hearing for Bylaw #1828 be opened at 10:02 a.m.

CARRIED UNANIMOUSLY

Person(s) who presented:	Deanna Keiver, Planning and Development Officer
Person(s) who spoke in favour:	None
Person(s) who spoke in opposition:	None
Person(s) who spoke in rebuttal:	None

COUNCIL MINUTES OF FEBRUARY 9, 2021

52/21

Councillor Penner moved that the Public Hearing for Bylaw #1828 be closed at 10:13 a.m.

CARRIED UNANIMOUSLY

BUSINESS ARISING

**7.0 Business Arising from Previous Minutes**

**7.2 Town of Trochu/Trochu Housing Corporation Request Cont'd**

The Chair called for a recess at 10:14 a.m. and called the meeting back to order at 10:23 a.m. with all previously mentioned Council members present.

The Chair removed this agenda item from the table.

53/21

Councillor King moved that Kneehill County commit to proceed with the appropriate legislative steps prescribed in the MGA of Alberta that will allow for the implementation of the bylaw(s) required to be able to provide financial backing, in the form of Security, to the Town of Trochu for the borrowing of up to \$20 Million, for a period of time not to exceed four (4) years.

The understanding is that the provided Security, if appropriate bylaws are passed, will support the Town of Trochu in obtaining interim (bridge) project financing during the construction of the Trochu Senior's Supportive Living Facility.

The following conditions apply:

1. The Town of Trochu and Kneehill County must meet all legislated requirements with respect to borrowing and extending debt limits and provision of the Security.
2. Capital grant funding of \$19 Million must be approved.
3. Trochu Housing Corporation is required to validate sales of a minimum of 90% of the 24 Life Lease Units prior to the commencement of construction.
4. The Security provided by Kneehill County will be available for four (4) years from the date the Town of Trochu and Kneehill County sign the necessary intermunicipal agreements.
5. The Town of Trochu shall be responsible for any costs incurred by Kneehill County associated with the development, implementation and maintenance of the Security.
6. Guarantee by the Town of Trochu and Trochu Housing Corporation that no other financial or material commitments beyond the Security to be requested of Kneehill County.

COUNCIL MINUTES OF FEBRUARY 9, 2021

7. Commitment by the Town of Trochu and Trochu Housing Corporation that there will be no future request to Kneehill County for financial support or requisitions to operate the Trochu Senior's Supportive Living Facility.
8. Prior to any further project design or construction, the Town of Trochu must engage their residents/ratepayers in an Open House/Information Forum on the project and receive a favorable response. As part of the public engagement, the Town of Trochu will provide formal recognition that should the Town of Trochu become unviable, any and all debts incurred by the Town, will be the responsibility of the properties/ratepayers within the current Town of Trochu limits to repay.
9. Town of Trochu will allow Kneehill County to appoint a Board Member to the Trochu Housing Corporation Board for the period of the build and during any time period that the Kneehill County Security is in effect.
10. Should any project asset be required to change ownership or be liquidated, Kneehill County's Security will terminate, and Kneehill County will be reimbursed for any outstanding amounts, prior to and as part of the change.
11. The Town of Trochu will ensure that the necessary insurance coverage is in place during all parts of construction and commissioning of the building.
12. The Town of Trochu will indemnify the County for all aspects of the project.
13. If the Town of Trochu fails to meet the above conditions, and the required agreements between Kneehill County and the Town of Trochu are not finalized prior to the October 2021 municipal election, this agreement will then have to be reaffirmed by the Kneehill County Council elected at that time.

CARRIED

ASB & PARKS

54/21

**5.3 Agricultural Service Board and Parks**

**5.3.1 Campground Fees Adjustment**

Councillor King moved that Council approves the amended campground fees adjustments for 2021 amendments to the Master Rates Bylaw 1831 prior to final reading.

Serviced sites - \$35.00

Un-serviced- Other Campgrounds- \$20.00

Un-serviced- Keivers- \$25.00

Tenting Sites – Keivers Lake - \$25.00

Tenting- Other Campgrounds- \$20.00

CARRIED UNANIMOUSLY

COUNCIL MINUTES OF FEBRUARY 9, 2021

**5.3.2 Horseshoe Canyon Pay Parking**

**55/21** Councillor Penner moved that Council approves the inclusion of \$2/vehicle for pay parking fees at Horseshoe Canyon in the 2021 amendments for Master Rates Bylaw 1831.

CARRIED UNANIMOUSLY

**56/21** Councillor King moved that Council direct Administration to include \$40,000 in the 2021 Operating Expense Budget and \$40,000 in the 2021 Operating Revenue Budget for a pay parking pilot project at Horseshoe Canyon.

CARRIED UNANIMOUSLY

**PROTECTIVE SERV**

**5.4 Protective Services**

**5.4.1 Emergency Communications System Upgrade Project**

**Change Request**

**57/21** Councillor King moved that Council change the scope of the emergency communications upgrade project to AFRRCs instead of Digital System with AFRRCs, thus cancelling the existing agreement with the project contractor.

CARRIED UNANIMOUSLY

**58/21** Councillor Christie moved that Council move to amend Project B1943 in the 2021 Capital Budget from \$960,250 to \$978,000, with additional funds of \$17,750 to come from Contingency Funds.

CARRIED UNANIMOUSLY

**59/21** Councillor Penner moved that Council direct Administration to review the ICF Fire Agreements to ensure whether a clarification/MOU is needed with all contracted municipalities in regards to the communications system.

CARRIED UNANIMOUSLY

The Chair called for a recess at 11:51 a.m. and called the meeting back to order at 1:00 p.m. with all previously mentioned Council members present except Councillor Hugo.

**APPOINTMENTS**

**3.0 Appointments**

**3.2 Great Plains MDF Production Inc.**

Brian McLeod, Wayne Wasylciw, Gerry Moore from Great Plains MDF Production Inc. provided Council details on their MDF Facility proposed to be built in Kneehill County.

COUNCIL MINUTES OF FEBRUARY 9, 2021

BUSINESS ARISING

**7.0 Business Arising from Previous Minutes**

**7.1 Master Rates Bylaw #1831**

Councillor Hugo returned to the meeting at 2:01 p.m.

60/21

Councillor King moved that Council provide third reading to Bylaw 1831, that being a bylaw to establish rates, fees and charges for various Operations products, permits and services with amendments from today's meeting.

CARRIED UNANIMOUSLY

NEW BUSINESS

**8.0 New Business**

**8.1 Doctor Retention and Recruitment Committee Terms of Reference**

61/21

Deputy Reeve McGhee moved that Council reaffirm its position that a redraft of the Doctor Recruitment and Retention Task Force Terms of Reference be conducted by the Kneehill Regional Partnership through the Partnership process.

CARRIED UNANIMOUSLY

**8.2 Xplornet Letter of Support Request**

62/21

Deputy Reeve McGhee moved that Council direct Administration to provide a letter of support for Xplornet regarding their application to the Universal Broadband Fund.

CARRIED

**8.3 Cancellation of February 16, 2021, Committee of the Whole Meeting**

63/21

Councillor Christie moved that Council cancel the Committee of the Whole Meeting scheduled for February 16, 2021.

CARRIED UNANIMOUSLY

**8.4 RMA District 2 Questions**

64/21

Councillor Keiver moved that Council respond to the RMA outlining the top issues, in no priority, facing Kneehill County as:

- Lack of consultation from the Province regarding changes to municipalities
- Continued downloading of Provincial costs to municipalities
- A lack of enforcement mechanism to ensure payment of Oil and Gas taxes
- Non-payment of Oil and Gas industry taxes
- Rural Crime

CARRIED UNANIMOUSLY



**DISPOSITION OF  
DELEGATION  
BUSINESS**

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

**65/21**

**9.1 Great Plains MDF Production**

Councillor Penner moved that Council receive the presentation from Great Plans MDF Production for information, as presented.

CARRIED UNANIMOUSLY

**COUNCIL REPORTS**

**10.0 Council and Committee Reports**

**10.1 Community Futures Wildrose Inc.-** Councillor Christie provided a verbal report on the Regional Relief Recovery Fund (RRRF) Loans provided through Community Futures Wildrose

**66/21**

Deputy Reeve McGhee moved that Council receive the Council and Committee reports as presented.

CARRIED UNANIMOUSLY

**COUNCIL ACT LIST**

**67/21**

**11.0 Council Follow-Up Action List**

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

CARRIED UNANIMOUSLY

The Chair called for a recess at 2:34 p.m. and called the meeting back to order at 2:47 p.m. with all previously mentioned members present except Councillor Hugo.

**CLOSED SESSION**

**68/21**

**12.0 Closed Session**

Councillor Christie moved that Council convene in Closed Session to discuss Third Party Business Interest pursuant to Section 16 & 25 of the Freedom of Information and Protection of Privacy Act, at 2:47 p.m.

CARRIED UNANIMOUSLY

The following people were in attendance of the Closed Session to provide a report and advise Council:

Mike Haugen, CAO

Laurie Watt, Director of Municipal Services

Carolyn Van der Kuil, Recording Secretary

**69/21**

Councillor King moved that Council return to open meeting at 3:39 p.m.

CARRIED UNANIMOUSLY

3:39 p.m. – meeting recessed to allow return of public.

3:43 p.m. - meeting resumed.

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ADJOURNMENT

**Adjournment**

The meeting adjourned at 3:43 p.m.

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

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