



1600-2nd Street NE
Three Hills, AB
T0M 2A0

COUNCIL MEETING AGENDA

March 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 February 22, 2022

3.0 Appointments

- 3.1 Central Alberta Economic Partnership: Kimberley Worthington & James Carpenter @ 9:00 a.m.
- 3.2 Community Futures Wildrose: Chantale Sangster @ 10:00 a.m.
- 3.3 Three Hills RCMP: Sgt. Jamie Day @ 11:00 a.m.

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

No Report

5.0 Community Services

- 5.1 Planning
 - 5.1.1 Special Events Bylaw #1847
- 5.2 Agricultural Service Board & Parks
No Report
- 5.3 Protective Services
No Report
- 5.4 Economic Development
No Report

6.0 Corporate Services

- 6.1 2021 Preliminary Operating and Capital Budget Results
- 6.2 2022 Operating and Capital Budget Deliberations

7.0 New and Unfinished Business

- 7.1 Kneehill 4-H District Request

8.0 Disposition of Delegation & Public Hearing Business

- 8.1 Central Alberta Economic Partnership
- 8.2 Community Futures Wildrose
- 8.3 RCMP Reporting on Council's Priorities, Public Safety Update

9.0 Council and Committee Reports

- 9.1 Division 7 Councillor Report
- 9.2 Trochu Housing Corporation
- 9.3 Kneehill Regional Doctor Recruitment and Retention Committee

10.0 Council Follow-up Action List

11.0 Closed Session

- 11.1 Local Public Body Confidences (FOIPP- Section 23)

12.0 Motions from Closed Session

ADOPTED



MINUTES OF THE MARCH 8, 2022 REGULAR MEETING
OF THE COUNCIL OF KNEEHILL COUNTY HELD AT THE KNEEHILL COUNTY
OFFICE, 1600- 2ND STREET NE, THREE HILLS, ALBERTA

PRESENT:

Division No. 1	Faye McGhee, Councillor
Division No. 2	Debbie Penner, Councillor (left @ 12:17 p.m.)
Division No. 3	Jerry Wittstock, Reeve (Video Conf)
Division No. 4	Carrie Fobes, Councillor
Division No. 5	Laura Lee Machell-Cunningham, Councillor
Division No. 6	Wade Christie, Councillor
Division No. 7	Kenneth King, Deputy Reeve

ALSO PRESENT:

Chief Administrative Officer	Mike Haugen
Director Corporate Services	Bill McKennan
Director of Infrastructure	Mike Ziehr
Protective Services Manager	Debra Grosfield
Manager of Planning and Development	Barb Hazelton
Economic Development Officer	Jacqueline Buchanan
Recording Secretary	Carolyn Van der Kuil
Communications Officer	Christine Anderson

CALL TO ORDER

Deputy Reeve King in the Chair

Deputy Reeve King 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 agenda.

**ADOPTION OF
AGENDA**

1.2 Adoption of Agenda

52/22

Councillor Christie moved approval of the agenda, as presented.

CARRIED UNANIMOUSLY

MINUTES

2.0 Minutes

2.1 Regular Council Meeting Minutes of February 22, 2022

53/22

Councillor McGhee moved approval of the February 22, 2022, Council Meeting minutes, as presented.

CARRIED UNANIMOUSLY

COUNCIL MINUTES OF MARCH 8, 2022

NEW BUSINESS

7.0 New and Unfinished Business

7.1 Kneehill 4-H District Request

54/22

Councillor Penner moved that Council approve sponsorship in the amount of \$800.00 to the Kneehill 4-H District to assist with the cost of advertising and printing of the 2022 District Show/Sale Catalogue.

CARRIED UNANIMOUSLY

COMMUNITY
SERVICES
PLANNING

5.0 Community Services

5.1 Planning

5.1.1 Special Events Bylaw #1847

55/22

Councillor McGhee moved that Council give first reading to Bylaw 1847, that being a bylaw for the regulation and control of public events within Kneehill County.

CARRIED UNANIMOUSLY

56/22

Councillor Christie moved that second reading be given to Bylaw 1847.

CARRIED UNANIMOUSLY

57/22

Councillor Penner moved that Council gives unanimous consent for third and final reading to Bylaw 1847.

CARRIED UNANIMOUSLY

58/22

Reeve Wittstock moved that third reading be given to Bylaw 1847.

CARRIED UNANIMOUSLY.

59/22

Councillor McGhee moved to approve damage deposit fees in the amounts of \$2500 and \$5000 in accordance with Bylaw 1847, and these amounts be included in the next amendment of the Master Rates Bylaw.

CARRIED UNANIMOUSLY.

COUNCIL REPORTS

9.0 Council and Committee Reports

9.1 Division 7 Councillor Report- Deputy Reeve King provided a report on the meetings he attended for the Doctor Recruitment and Retention Committee and the Trochu Housing Corporation.

9.2 Trochu Housing Corporation- Minutes from the February 7th, 2022, meeting were provided.

9.3 Kneehill Regional Doctor Recruitment and Retention Committee- Minutes were provided from the February 16th, 2022, meeting.

COUNCIL MINUTES OF MARCH 8, 2022

60/22 Councillor Cunningham moved that Council receive the Council and Committee reports for information, as presented.
CARRIED UNANIMOUSLY

61/22 **9.3 RCMP Reporting on Council's Priorities, Public Safety Update**
Councillor Christie moved that Council accept the RCMP Quarterly Report and Kneehill County Public Safety Report for information, as presented.
CARRIED UNANIMOUSLY

The Chair called for a recess at 9:00 a.m. and called the meeting back to order at 9:22 a.m. with all previously mentioned members present.

APPOINTMENTS

3.0 Appointments

3.1 Central Alberta Economic Partnership (CAEP):

Kimberley Worthington, James Carpenter, & Chief Leonard Standingontheroad

Kimberley Worthington, Executive Director, Chief Leonard Standingontheroad, Vice Chair and James Carpenter, Chair of CAEP, reviewed with Council the projects they have underway and their vision for the next 5 years.

CORPORATE SERV

6.0 Corporate Services

6.1 2021 Preliminary Operating and Capital Budget Results

The Chair called for a recess at 10:01 a.m. and called the meeting back to order at 10:08 a.m. with all previously mentioned members present.

APPOINTMENTS

3.0 Appointments Cont'd

3.2 Community Futures Wildrose: Chantale Sangster

Chantale Sangster, Community Futures Wildrose Executive Director, provided Council a brief overview of the Community Futures Wild Rose services and how they work collaboratively to support local entrepreneurs in Kneehill County.

CORPORATE SERV

6.0 Corporate Services

6.1 2021 Preliminary Operating and Capital Budget Results Cont'd

The Chair called for a recess at 10:53 a.m. and called the meeting back to order at 11:02 a.m. with all previously mentioned members present.

APPOINTMENTS

3.0 Appointments Cont'd

3.3 Three Hills RCMP: Sgt. Jamie Day @ 11:00 a.m.

Sgt. Jamie Day and Cpl. Tim VanderPloeg from the Three Hills detachment provided Council an update on the Annual Performance Plan Consultation.

COUNCIL MINUTES OF MARCH 8, 2022

CORPORATE SERV

6.0 Corporate Services

6.1 2021 Preliminary Operating and Capital Budget Results Cont'd

- 62/22** Councillor McGhee moved that Council approve a contribution of \$441,349 to the Capital Equipment Plan Reserve based on actual disposals in 2021.
CARRIED UNANIMOUSLY
- 63/22** Councillor Christie moved that Council authorizes a draw from the Capital Equipment Plan Reserve in the amount of \$9,750 to fund an unbudgeted ICF commitment.
CARRIED UNANIMOUSLY
- 64/22** Councillor McGhee moved that Council approve a contribution in the amount of \$56,161 to the Allowance for Doubtful Accounts with the contribution being funded through 2021 Provision for Allowances/Tax Write-Offs.
CARRIED UNANIMOUSLY
- 65/22** Reeve Wittstock moved that Council approve a contribution of \$705,800 to the Revenue Stabilization Reserve to fund the operating budget carry-forward initiatives as detailed in Appendix C.
CARRIED UNANIMOUSLY
- 66/22** Councillor Penner moved that Council approve \$2,636,332 of capital project carryforwards including funding sources as detailed in Appendix D.
CARRIED UNANIMOUSLY
- 67/22** Councillor Christie moved that \$106,940 of unbudgeted revenues collected under the various frontage agreements for water services be contributed to the Water Reserve.
CARRIED UNANIMOUSLY
- 68/22** Councillor Penner moved that \$277,602 be transferred to the Water Reserve from the Water Service Area Reserve.
CARRIED UNANIMOUSLY
- 69/22** Councillor Cunningham moved that \$11,306.67 of actual expenses from 2020 related to Dr. Recruitment and Retention be withdrawn from the Doctor Recruitment Reserve and contributed to the Contingency Reserve.
CARRIED UNANIMOUSLY

COUNCIL MINUTES OF MARCH 8, 2022

70/22 Reeve Wittstock moved that Council authorize an additional contribution of \$1,000,000 from the 2021 Operating Budget Surplus be contributed to the Revenue Stabilization Reserve.
CARRIED UNANIMOUSLY

71/22 Councillor McGhee moved that this report be received for information.
CARRIED UNANIMOUSLY

6.2 2022 Operating and Capital Budget Deliberations

The Chair called for a recess at 12:17 p.m. and called the meeting back to order at 1:04 p.m. with all previously mentioned Council members present except Councillor Penner.

The Chair called for a recess at 3:00 p.m. and called the meeting back to order at 3:08 p.m. with all previously mentioned Council members present.

CLOSED SESSION

11.0 Closed Session

72/22

Councillor Christie moved that Council convene in Closed Session to discuss Local Public Body Confidences pursuant to Section 23 of the Freedom of Information and Protection of Privacy Act, at 3:17 p.m.

CARRIED UNANIMOUSLY

Councillor Cunningham left the meeting at 4:21 p.m.

73/22

Councillor Fobes moved that Council return to open meeting at 4:35p.m..

CARRIED UNANIMOUSLY

4:38 p.m. – meeting recessed to allow return of public.

4:38 p.m. - meeting resumed.

6.2 2022 Operating and Capital Budget Deliberations

74/22

Councillor McGhee moved that Council include the \$9,000 honorarium to the Torrington Fire Department in the 2022 Operating Budget.

CARRIED UNANIMOUSLY

75/22

Councillor Christie moved that Council direct administration to prepare the Request for Decision report for the approval of the operating and capital budget based on the directions provided by Council.

CARRIED UNANIMOUSLY

COUNCIL MINUTES OF MARCH 8, 2022

DISPOSITION OF
DELEGATION
BUSINESS

8.0 Disposition of Delegation Business & Public Hearing Business

76/22

8.1 Central Alberta Economic Partnership

Councillor Fobes moved that Council receive the presentation from the Central Alberta Economic Partnership for information, as presented.
CARRIED UNANIMOUSLY

77/22

8.2 Community Futures Wildrose

Councillor McGhee moved that Council receive the presentation from the Community Futures Wildrose for information, as presented.
CARRIED UNANIMOUSLY

COUNCIL ACT LIST
78/22

10.0 Council Follow-Up Action List

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

DISPOSITION OF
DELEGATION
BUSINESS

**8.0 Disposition of Delegation Business & Public Hearing Business
Cont'd**

79/22

8.3 RCMP Reporting on Council's Priorities, Public Safety Update

Councillor Christie moved that Council receive the presentation from the Three Hills RCMP for information, as presented.
CARRIED UNANIMOUSLY

ADJOURNMENT

Adjournment

The meeting adjourned at 4:43p.m.


Kenneth King
Deputy Reeve


Mike Haugen
CAO