



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

# COUNCIL MEETING AGENDA

April 26, 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 April 12, 2022

### 3.0 Appointments

- 3.1 Delegation- BDO Canada LLP, Alan Litster and Mitchell Kennedy @ 9:00 a.m., Agenda Item 6.1
- 3.2 Delegation- Strategic Steps, Ian McCormick @ 1:00 p.m., Agenda Item 7.3

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

No Report

### 5.0 Community Services

#### 5.1 Planning

- 5.1.1 Policy 5-17: Food Truck & Mobile Vendor Policy

#### 5.2 Agricultural Service Board & Parks

No Report

#### 5.3 Protective Services

No Report

#### 5.4 Economic Development

- 5.4.1 Kneehill Regional Partnership Broadband Project - Phase One
- 5.4.2 Kneehill Regional Partnership – Explore Kneehill 2.0

### 6.0 Corporate Services

- 6.1 2021 Audited Financial Statements
- 6.2 2022 Tax Rate Bylaw
- 6.3 Local Improvement Bylaw Amendments
- 6.4 2022 Trochu Recreation Area Special Tax

### 7.0 New and Unfinished Business

- 7.1 Master Rates Bylaw # 1854
- 7.2 RMA Member Visit
- 7.3 Draft Strategic Plan @ 1:00 p.m.

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

No Report

**9.0 Council and Committee Reports**

9.1 Community Futures Wildrose

9.2 Drumheller & District Solid Waste

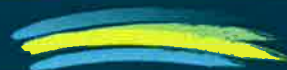
**10.0 Council Follow-up Action List**

**11.0 Closed Session**

11.1 Confidential Appraisals (Section 19-FOIP)

**12.0 Motions from Closed Session**

**Adjournment**



MINUTES OF THE APRIL 26, 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. 2	Debbie Penner, Councillor
Division No. 3	Jerry Wittstock, Reeve
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 of Infrastructure	Mike Ziehr
Financial Planning Coordinator	Marika Von Mirbach
Manager of ASB and Parks	Shelby Sherwick
Tax Clerk	Caroline Siverson
Economic Development	Jacqueline Buchanan
Manager of Planning and Development	Barb Hazelton
Recording Secretary	Carolyn Van der Kuil

**CALL TO ORDER**

**Reeve Wittstock in the Chair**

Reeve Wittstock called the meeting to order at 8:31 a.m.

**AGENDA**

**1.0 Agenda**

**1.1 Additions to the Agenda**

Additions under Council and Committee Reports

9.2 Drumheller & District Solid Waste

**ADOPTION OF  
AGENDA**

**1.2 Adoption of Agenda**

**124/22**

Councillor Christie moved approval of the agenda as amended.

CARRIED UNANIMOUSLY

**MINUTES**

**2.0 Minutes**

**2.1 Regular Council Meeting Minutes of April 12, 2022**

**125/22**

Deputy Reeve King moved approval of the April 12, 2022 Council Meeting minutes as presented.

CARRIED UNANIMOUSLY

COMMUNITY  
SERVICES  
PLANNING

**5.0 Community Services**

**5.1 Planning**

**5.1.1 Policy 5-17: Food Truck & Mobile Vendor Policy**

126/22

Councillor Penner moved that Council approve Policy 5-17, Food Truck & Mobile Vendor Policy, as presented.

CARRIED UNANIMOUSLY

EC DEVELOPMENT

**5.4 Economic Development**

**5.4.1 Kneehill Regional Partnership Broadband Project- Phase One**

127/22

Councillor McGhee moved that Council approves a maximum budget of \$2000.00 for Kneehill Regional Partnership Broadband Project – Phase One with funds to come from Corporate Initiatives.

CARRIED

APPOINTMENTS

**3.0 Appointments**

**3.1 BDO Canada**

Alan Litster and Mitchell Kennedy presented Council the 2021 Audited Financial Statements.

The Chair called for a recess at 9:28 a.m. and called the meeting back to order at 9:47 a.m. with all previously mentioned Council members present.

COMMUNITY  
SERVICES

**5.0 Community Services**

**5.4.2 Kneehill Regional Partnership- Explore Kneehill 2.0**

128/22

Councillor McGhee moved that Council confirm the County's participation in the Kneehill Regional Partnership – Explore Kneehill 2.0 tourism project to take place throughout 2022.

CARRIED

129/22

Councillor Penner moved that Council provide a letter of support indicating their participation in the Kneehill Regional Partnership – Explore Kneehill 2.0 tourism project for the Travel Alberta Cooperative Grant application.

CARRIED UNANIMOUSLY

CORPORATE SERV

**6.0 Corporate Services**

**6.1 2021 Audited Financial Statements**

130/22

Deputy Reeve King moved that Council accept the 2021 Audited Financial Statements as presented.

CARRIED UNANIMOUSLY

COUNCIL MINUTES OF APRIL 26, 2022

**6.2 2022 Tax Rate Bylaw**

- 131/22 Choose an item. moved that Council give first reading to Bylaw #1855. that being a bylaw for the 2022 Tax Rates. Choose an item.
- 132/22 Choose an item. moved that second reading be given to Bylaw #1855. Choose an item.
- 133/22 Choose an item. moved that Council give unanimous consent to hold third reading to Bylaw #1855. Choose an item.
- 134/22 Choose an item. moved that third reading be given to Bylaw #1855. Choose an item.

**6.4 2022 Trochu Recreation Area Special Tax**

- 135/22 Councillor Penner moved that Council give first reading to Bylaw #1849, that being a bylaw for the 2022 Trochu Recreation Area Special Tax. CARRIED UNANIMOUSLY
- 136/22 Councillor Christie moved that second reading be given to Bylaw #1849. CARRIED UNANIMOUSLY
- 137/22 Deputy Reeve King moved that Council give consent to hold third reading to Bylaw #1849. CARRIED UNANIMOUSLY
- 138/22 Deputy Reeve King moved that third reading be given to Bylaw #1849. CARRIED UNANIMOUSLY

**6.3 Local Improvement Bylaw Amendments**

- 139/22 Deputy Reeve King moved that Council give first reading to Bylaw 1850 that being a bylaw for the Grainger-Hesketh Water Service Area Project, replacing Schedule B of Bylaw 1696 due to subdivision activity. CARRIED UNANIMOUSLY
- 140/22 Councillor Penner moved that second reading be given to Bylaw 1850. CARRIED UNANIMOUSLY

COUNCIL MINUTES OF APRIL 26, 2022

- 141/22** Councillor Christie moved that consideration to hold third reading be given to Bylaw 1850.  
CARRIED UNANIMOUSLY
- 142/22** Councillor Cunningham moved that third reading be given to Bylaw 1850.  
CARRIED UNANIMOUSLY
- 143/22** Councillor McGhee moved that Council give first reading to Bylaw 1851 that being a bylaw for the Selkirk Water Service Area Project, replacing Schedule B of Bylaw 1682 due to subdivision activity.  
CARRIED UNANIMOUSLY
- 144/22** Councillor Christie moved that second reading be given to Bylaw 1851.  
CARRIED UNANIMOUSLY
- 145/22** Deputy Reeve King moved that consideration to hold third reading be given to Bylaw 1851.  
CARRIED UNANIMOUSLY
- 146/22** Deputy Reeve King moved that third reading be given to Bylaw 1851.  
CARRIED UNANIMOUSLY
- 147/22** Councillor Penner moved that Council give first reading to Bylaw 1852, that being a bylaw for the Sunnyslope Pressure Water Service Area Project, replacing Schedule B of Bylaw 1689 due to subdivision activity.  
CARRIED UNANIMOUSLY
- 148/22** Councillor Fobes moved that second reading be given to Bylaw 1852.  
CARRIED UNANIMOUSLY
- 149/22** Councillor Christie moved that consideration to hold third reading be given to Bylaw 1852.  
CARRIED UNANIMOUSLY
- 150/22** Deputy Reeve King moved that third reading be given to Bylaw 1852.  
CARRIED UNANIMOUSLY

COUNCIL MINUTES OF APRIL 26, 2022

NEW BUSINESS

**7.0 New and Unfinished Business**

**7.1 Master Rates Bylaw #1854**

**151/22** Councillor McGhee moved that Council give first reading to Bylaw 1854, that being a bylaw to establish rates, fees and charges for various operations, products, permits and services.  
CARRIED UNANIMOUSLY

**152/22** Councillor Cunningham moved that second reading be given to Bylaw 1854.  
CARRIED UNANIMOUSLY

**153/22** Councillor Christie moved that gives consent for third and final reading to Bylaw 1854.  
CARRIED UNANIMOUSLY

**154/22** Councillor Penner moved that third reading be given to Bylaw 1854.  
CARRIED UNANIMOUSLY

**7.2 RMA Member Visit**

**155/22** Councillor Penner moved that Council accept the RMA Member Visit Discussion for information, as presented.  
CARRIED UNANIMOUSLY

COUNCIL REPORTS

**9.0 Council and Committee Reports**

**9.1 Community Futures-** Loan Portfolio Report Attached.

**9.2 Drumheller and District Solid Waste-** A written report was created by Councillor Penner on the meeting she attended on April 21, 2022.

**156/22** Deputy Reeve King moved that Council receive the Council and Committee reports for information, as presented.  
CARRIED UNANIMOUSLY

COUNCIL ACT LIST

**10.0 Council Follow-Up Action List**

**157/22** 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 11:15 a.m. and called the meeting back to order at 11:29 a.m. with all previously mentioned Council members present.

COUNCIL MINUTES OF APRIL 26, 2022

**CLOSED SESSION**

**158/22**

**11.0 Closed Session**

Councillor Penner moved that Council convene in Closed Session to discuss Confidential Appraisals pursuant to Section 19 and Intergovernmental Relations pursuant to Section 21 of the Freedom of Information and Protection of Privacy Act, at 11:30 a.m.

CARRIED UNANIMOUSLY

**159/22**

Councillor McGhee moved that Council return to open meeting at 12:19 p.m.

CARRIED UNANIMOUSLY

12:19 p.m. – meeting recessed to allow return of public.

12:19 p.m. - meeting resumed.

The Chair called for a recess at 12:19 p.m. and called the meeting back to order at 1:05 p.m. with all previously mentioned members present.

**160/22**

**7.3 Draft Strategic Plan**

Deputy Reeve King moved that Council direct Administration to continue working with the consultant to finalize the 2022 Kneehill County Strategic Plan.

CARRIED UNANIMOUSLY

**CLOSED SESSION**

**161/22**

**11.0 Closed Session**

Councillor Christie moved that Council convene in Closed Session to discuss Confidential Appraisals pursuant to Section 19 of the Freedom of Information and Protection of Privacy Act, at 1:38 p.m.

CARRIED UNANIMOUSLY

**162/22**

Deputy Reeve King moved that Council return to open meeting at 1:50 p.m.

CARRIED UNANIMOUSLY

1:51 p.m. – meeting recessed to allow return of public.

1:52 p.m. - meeting resumed.

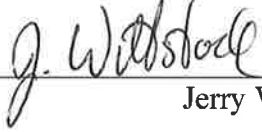


COUNCIL MINUTES OF APRIL 26, 2022

**ADJOURNMENT**

**Adjournment**

The meeting adjourned at 1:52 p.m.

  
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Jerry Wittstock  
Reeve

  
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Mike Haugen  
CAO