

MINUTES OF THE DECEMBER 13, 2016 REGULAR MEETING
OF THE COUNCIL OF KNEEHILL COUNTY AT THE KNEEHILL COUNTY OFFICE,
1600- 2ND STREET NE, THREE HILLS, ALBERTA.

PRESENT:

Division No. 5	Bob Long, Reeve
Division No. 3	Jerry Wittstock, Deputy Reeve
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
Manager of Planning and Development	Barb Hazelton
Manager Agricultural Services and Parks	Bowen Clausen
Economic Development Officer	Patrick Earl
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
ADDITIONS**

1.0 Agenda

1.1 Additions to the Agenda

Additions under Council and Committee Reports

10.3 Drumheller and District Solid Waste Management Association
10.4 Regional Partnership Steering Committee
10.5 One on One with Reeve
10.6 Deputy Minister of Tourism
10.7 FCM Nominations for Central Zone AAMDC


**ADOPTION OF
AGENDA**

516/16

1.2 Adoption of Agenda

Councillor Calhoun moved approval of the agenda as amended.

CARRIED


Initials

COUNCIL MINUTES OF DECEMBER 13, 2016

MINUTES

2.0 Minutes

2.1 Regular Council Meeting Minutes of November 22, 2016

517/16

Councillor Hoppins moved approval of the November 22, 2016 Council Meeting minutes as presented.

CARRIED

MUNICIPAL SERV
TRANSPORTATION
MUNI SERVICES
SUMMARY

5.0 Municipal Services

5.1 Transportation

5.1.1 Municipal Services Summary

518/16

Councillor Wittstock moved that Council receive the Municipal Services Summary Report as presented.

CARRIED

BUDGET
AMENDMENT

519/16

5.1.2 New Equipment Budget Amendment Request

Councillor Calhoun moved that Council approve the increase of \$2795.00 to the 2017 Capital Budget to fund the purchase of the replacement grader with the extended warranty.

CARRIED

PLANNING
DESIGNATED
OFFICER

520/16

5.3 Planning

5.3.1 Development/Designated Officer Position

Councillor Holsworth moved that Council appoint Ms. Brandy Morgan as a designated Development Officer for Kneehill County pursuant to Bylaw #1718.

CARRIED

The meeting recessed from 9:02 a.m. to 9:15 a.m.

Brad Buchert was not present when the meeting reconvened.

ASB
FARM FAMILY

521/16

5.4 Agricultural Service Board

5.4.1 Calgary Stampede Farm Family Award

Councillor Calhoun moved that Council nominate, the Bill and Dallas Dau Family, to receive the 2017 BMO Calgary Stampede Farm Family Award.

CARRIED

ASB STRAT PLAN
522/16

5.4.2 ASB Strategic Business Plan 2017-19

Councillor Holsworth moved that Council approve and adopt the 2017-2019 ASB Strategic Business Plan and Grant Application.

CARRIED

COUNCIL MINUTES OF DECEMBER 13, 2016

**ARTHURVALE
CEMETERY**

523/16

5.4.3 Arthurvale Cemetery

Councillor Hoppins moved that Council approve Administration's request for additional time to gather information on the Arthurvale Cemetery and additional cemeteries, to be brought back to the Regular Council Meeting on February 28th, 2017.

CARRIED

BYLAW #1713

524/16

5.4.5 Bylaw #1713, Stubble Burning Bylaw

Councillor Calhoun moved that Council give first reading to Bylaw #1713 that being a bylaw for the purpose of controlling stubble burning.

CARRIED

525/16

Councillor Holsworth moved that second reading be given to Bylaw #1713.

CARRIED

526/16

Councillor Wittstock moved that consideration to hold third reading be given to Bylaw #1713.

CARRIED UNANIMOUSLY

527/16

Councillor Calhoun moved that third reading be given to Bylaw #1713.

CARRIED

CORPORATE SERV

BYLAW #1722

528/16

6.0 Corporate Services

6.1 Bylaw #1722, Tax Installment Payment Plan

Councillor Wittstock moved that Council give first reading to Bylaw #1722 that being a bylaw for the provision of a pre-authorized monthly installment property tax payment plan.

CARRIED

529/16

Councillor Hoppins moved that second reading be given to Bylaw #1722.

CARRIED

530/16

Councillor Calhoun moved that consideration to hold third reading be given to Bylaw #1722.

CARRIED UNANIMOUSLY

531/16

Councillor Holsworth moved that third reading be given to Bylaw #1722.

CARRIED


Initials

**HESKETH ROAD
CLOSURE**

532/16

6.2 Proceeds from Hesketh Road Closure

Councillor Hoppins moved to authorize Administration to transfer the \$4,500.00 received from the sale of road allowance in Hesketh to the Gravel Reserve.

CARRIED

POLICY #16-19

533/16

6.3 Policy #16-19, Purchasing and Procurement

Councillor Holsworth moved that Council approve Policy #16-19, Purchasing and Procurement with the proposed amendments as presented.

CARRIED

BYLAW #1723

534/16

6.4 Bylaw #1723, Master Rates

Councillor Holsworth moved that Council give first reading to Bylaw #1723 that being a bylaw to establish rates, fees, and charges for various goods, licenses, permits and services.

CARRIED

535/16

Councillor Hoppins moved that second reading be given to Bylaw #1723.

CARRIED

536/16

Councillor Calhoun moved that consideration to hold third reading be given to Bylaw #1723.

CARRIED UNANIMOUSLY

537/16

Councillor Holsworth moved that third reading be given to Bylaw #1723.

CARRIED

The meeting recessed from 10:01 a.m. to 10:15 a.m.
Gary Debney from McElhanney was present when the meeting reconvened.

**ASB
TOURISM & REC
MASTER PLAN**

538/16

5.4 Agricultural Service Board Cont'd

5.4.4 Tourism and Recreation Master Plan

Councillor Calhoun moved to table the Tourism and Recreation Master Plan to the January 17, 2017 Committee of the Whole meeting to give Council a chance to review the document more thoroughly.

CARRIED

Gary Debney left the meeting at 10:45 a.m.

COUNCIL MINUTES OF DECEMBER 13, 2016

**CORPORATE SERV
FINANCIAL
REPORT**

539/16

6.0 Corporate Services Cont'd
6.5 3RD Quarter Financial Report

Councillor Holsworth moved that Council receives the January to September 2016 Financial Reports as presented.

CARRIED

**2016 CAPITAL
BUDGET**

540/16

6.6 2016 Project and Capital Budget

Councillor Calhoun moved that Council receive the Capital/Project Expenditure Report as of November 14, 2016 as information.

CARRIED

The meeting recessed from 11:10 a.m. to 11:23 a.m.

**NEW BUSINESS
LETTER TO
MUNICIPAL
AFFAIRS**

541/16

8.0 New Business
8.1 Letter to the Minister of Municipal Affairs

Councillor Calhoun moved that Council directs Administration to complete the draft letter as presented, signed by the Reeve, and to be sent to the Minister of Municipal Affairs.

CARRIED

**EMERGENCY
MANAGEMENT**

542/16

8.2 Deputy Director of Emergency Management

Councillor Holsworth moved that Council appoint Ms. Debra Grosfield to the position of Deputy Director of Emergency Management of the Kneehill County Emergency Management Agency.

CARRIED

**CBL CONFERENCE
SPONSORSHIP**

543/16

8.3 Canadian Badlands Conference Sponsorship

Councillor Hoppins moved that Council approve sponsorship in the amount of \$750.00 to go towards sponsoring a breakout session at the Canadian Badlands Conference being held in Brooks, AB, from March 15-17, 2017 with funds to come from the 2017 Operating Budget, account number 97-000-00-27700.

CARRIED

**COMMUNICAITONS
2017**

544/16

8.4 Communications 2017

Councillor Calhoun moved that Council accept the Communications Initiatives Report as information.

CARRIED

COUNCIL MINUTES OF DECEMBER 13, 2016

545/16

Councillor Holsworth moved to defer the Share Kneehill County meeting dates until the January 10th, 2017 Council meeting.

CARRIED

COUNCIL
ORIENTATION

546/16

8.5 Council 2017 Orientation

Councillor Holsworth moved that Council share their Thursday, October 26, 2017 Councillor Orientation facilitated by Gord McIntosh with the Kneehill Regional Partnership Committee and arrange with Mr. McIntosh to do a private meeting with Kneehill County Council later in the afternoon on October 26, 2017.

CARRIED

TORRINGTON
HISTORICAL
SOCIETY

547/16

8.6 Torrington Historical Society Request

Councillor Calhoun moved to direct Administration to work with the Torrington Historical Society in regards to upgrades to Torrington East, Torrington West and Gaetz Cemeteries.

CARRIED

LONG SERVICE
AWARD

8.7 Councillor Long Service Award Presentation

Al Hoggan, CAO awarded Deputy Reeve Wittstock, Councillor Calhoun, Councillor Hoppins and Councillor Holsworth 15 year Long Service Awards.

The meeting recessed from 12:06 p.m. to 1:20 p.m.

Bowen Clausen was not present when the meeting reconvened.

COUNCIL
REPORTS
MARIGOLD

10.0 Council and Committee Reports

10.1 Marigold Library- Written report was provided by Councillor Keiver on the meeting he attended on November 26, 2016.

THREE HILLS
SEED CLEANING
PLANT AGM

10.2 Three Hills & District Seed Cleaning Plant 59th AGM- Written report was provided by Councillor Hoppins on the AGM he attended on November 28, 2016.

DRUMHELLER
SOLID WASTE

10.3 Drumheller Solid Waste Association- Unapproved minutes were provided from the October 28, 2016 meeting.

KHILL REGIONAL
PARTNERSHIP

10.4 Kneehill Regional Partnership Steering Committee- Written report was provided by Councillor Holsworth on the meeting he attended on November 23, 2016.

COUNCIL MINUTES OF DECEMBER 13, 2016

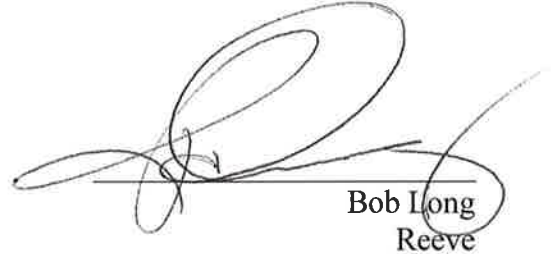
- ONE ON ONE WITH REEVE** **10.5 One on One with the Reeve-** A verbal report was provided by Reeve Long on the meeting he attended on December 12, 2016.
- MINISTER OF TOURISM** **10.6 Meeting with Deputy Minister of Tourism-** A verbal report was provided by Reeve Long on the meeting he attended with Canadian Badlands Ltd.
- CENTRAL ZONE AAMDC** **10.7 FCM Nominations for Central Zone AAMDC-** A verbal report was provided by Reeve Long on the meeting he attended on December 9, 2016.
- 548/16** Councillor Calhoun moved that Council receive the Council and Committee reports as presented. **CARRIED**
- COUNCIL ACT LIST** **11.0 Council Follow-Up Action List**
 549/16 Councillor Wittstock moved that Council receive the December 13, 2016 Council Follow-Up Action List as presented for information. **CARRIED**
- IN-CAMERA** **12.0 In-Camera**
 550/16 Councillor Holsworth moved that Council go into In-Camera to discuss Legal matters at 1:34 p.m. **CARRIED**
- 551/16** Councillor Calhoun moved that Council go out of In-Camera at 2:12 p.m. **CARRIED**
- THREE HILLS AIRPORT** **13.0 Motions from In-Camera**
 552/16 Councillor Hoppins moved to direct administration to complete the Airport Agreement with the Town of Three Hills in the all-inclusive amount of \$25,000.00 per year for five years. **CARRIED**
 Councillor Painter was not present when the vote was taken.

COUNCIL MINUTES OF DECEMBER 13, 2016

ADJOURNMENT

Adjournment

The meeting adjourned at 2:16 p.m.



Bob Long
Reeve



Al Hoggan
CAO



Initials