



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

COUNCIL MEETING AGENDA

DECEMBER 10, 2019
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 November 26, 2019

3.0 Delegations

No Delegations Scheduled

4.0 Public Hearings

No Public Hearings Scheduled

5.0 Municipal Services

- 5.1 **Transportation**
No Report

- 5.2 **Water/Wastewater/Environment**
No Report

- 5.3 **Planning**
 - 5.3.1 Quality Management Plan (QMP) for Safety Codes
 - 5.3.2 Municipal Planning Commission Meeting Cancellation

- 5.4 **Agricultural Service Board & Parks**
 - 5.4.1 2020 BMO Stampede Farm Family Award

- 5.5 **Protective Services**
No Report

6.0 Corporate Services

- 6.1 2020 Interim Budget
- 6.2 Tax Sale Public Auction Results
- 6.3 Designated Mobile Homes Public Auction

7.0 Business Arising from Previous Minutes

7.1

8.0 New Business

- 8.1 Human Resource Policy
- 8.2 Council Attendance at the Federation of Canadian Municipalities
- 8.3 Canadian Badlands Letter of Support
- 8.4 Intermunicipal Collaboration Framework Agreement Red Deer County
- 8.5 Policy #15-3, Community Grants to Non-Profit Organizations
- 8.6 Policy #15-10, Youth Sponsorship
- 8.7 Policy #15-5, Kneehill County Scholarship Program
- 8.8 Policy #15-7, Recreation, Community, Arts & Cultural Events
- 8.9 Policy #15-13, Rural Community Halls
- 8.10 Policy #15-1, 100 Year Farm and Ranch Award
- 8.11 **Drumheller and District Solid Waste Management Association**

9.0 Disposition of Delegation & Public Hearing Business

No Report

10.0 Council and Committee Reports

- 10.1 Kneehill Regional Family & Community Support Services Board
- 10.2 Kneehill County Committee of the Whole Minutes, November 19, 2019

11.0 Council Follow-up Action List

12.0 Closed Session

- 12.1 **Intergovernmental Relations (Section 21)**

13.0 Motions from Closed Session

Adjournment



MINUTES OF THE DECEMBER 10, 2019 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, Deputy Reeve
Division No. 2	Debbie Penner, Councillor
Division No. 3	Jerry Wittstock, Reeve
Division No. 4	Glen Keiver, Councillor
Division No. 5	Jim Hugo, Councillor
Division No. 6	Wade Christie, Councillor
Division No. 7	Kenneth King, Councillor

ALSO PRESENT:

Chief Administrative Officer	Mike Haugen
Director Municipal Services	Laurie Watt
Director Corporate Services	Bill McKennan
Manager of ASB and Parks	Bowen Clausen
Manager of Planning and Development	Barb Hazelton
Manager of Financial Services	Will Wolfe
Human Resources Officer	Jessie Kasha
Tax and Utility Clerk	Caroline Siverson
Communications Officer	Christine Anderson
Recording Secretary	Carolyn Van der Kuil

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 Closed Session

12.1 Intergovernmental Relations

Additions under New Business

8.11 Drumheller and District Solid Waste Management Association

**ADOPTION OF
AGENDA**

511/19

1.2 Adoption of Agenda

Councillor Christie moved approval of the agenda as amended.

CARRIED

COUNCIL MINUTES OF DECEMBER 10, 2019

MINUTES

2.0 Minutes

2.1 Regular Council Meeting Minutes of November 26, 2019

512/19

Councillor King moved approval of the November 26, 2019 Council Meeting minutes as presented.

CARRIED

MUNICIPAL SERV
PLANNING

5.0 Municipal Services

5.3 Planning

5.3.1 Quality Management Plan (QMP) for Safety Codes

513/19

Councillor King moved to accept the proposed Quality Management Plan for Safety Codes.

CARRIED

5.3.2 Municipal Planning Commission Meeting Cancellation

514/19

Deputy Reeve McGhee moved to cancel the December 19, 2019 Municipal Planning Commission Meeting.

CARRIED UNANIMOUSLY

ASB

5.4 Agricultural Service Board

5.4.1 2020 BMO Stampede Farm Family Award

515/19

Councillor Christie moved to nominate the Benedict farm family (Alex & Sharon, and Derek & Lois family) to receive the 2020 BMO Calgary Stampede Farm Family Award as recommended by the Agricultural Service Board.

CARRIED

516/19

Councillor King moved to approve attendance to the Award Presentation event for Councillor Christie as the County Representative.

CARRIED

CORPORATE SERV

6.0 Corporate Services

6.1 2020 Interim Budget

517/19

Councillor Penner moved to approve the 2020 Interim Operating Budget as detailed in Appendix I.

CARRIED UNANIMOUSLY

518/19

Deputy Reeve McGhee moved to approve the 2020 Capital Expenditures – Prior Approvals and Funding Sources as detailed in Appendix II.

CARRIED UNANIMOUSLY

519/19

Councillor King moved to the Urban Sustainability Reserve be closed and the balance of \$1,268,392 be transferred to the Gravel Reserve.

CARRIED UNANIMOUSLY

COUNCIL MINUTES OF DECEMBER 10, 2019

6.2 Tax Sale Public Auction Results

520/19 Deputy Reeve McGhee moved to authorize the purchase of Plan OT at Township 31, Range 26, W4, Roll 31261443000 for \$1.00 by Kneehill County.

CARRIED UNANIMOUSLY

521/19 Councillor Penner moved to authorize the purchase of a Ptn of NE 20-32-23-W4, Roll 32232043000, for \$1.00 by Kneehill County.

CARRIED UNANIMOUSLY

522/19 Councillor King moved to direct administration to sell Plan 00124861, Lot 1 containing 11.61 acres, Roll 35240523000 as per the Sale of Properties Policy 16-16.

CARRIED UNANIMOUSLY

523/19 Councillor Keiver moved to accept the offer of \$800.00 for Plan 4761EH, Block 8, Lot 12, Roll 31261244200, in the hamlet of Sunnyslope with the following conditions:

- The purchaser to pay GST
- The parcel be consolidated with Plan 4761EH, Block 8, Lots 9-11
- The purchaser is to pay all transfer costs

CARRIED UNANIMOUSLY

6.3 Designated Mobile Homes Public Auction

524/19 Councillor King moved that the tax sale date for the Designated Mobile Homes with tax arrears as defined in Section 326(1)(c) of the Municipal Government Act, be set for Monday, February 3, 2020 at 11:00 a.m.

CARRIED UNANIMOUSLY

COUNCIL MINUTES OF DECEMBER 10, 2019

525/19 Deputy Reeve McGhee moved that pursuant to the Municipal Government Act, Part 10, Division 8.1, Council sets the reserve bids for the Designated Mobile Homes that will go to Public Auction as follows:

- Roll 33260314500 be \$16,500
- Roll 33260313700 be \$8,500

With the following conditions for each of the properties:

- Each property must not be sold for less than the reserve bid
- The purchaser takes possession of the property “as is”
- The purchaser is to pay all transfer costs
- The purchaser to pay GST
- The full purchase price must be paid by a certified cheque or cash by end of business, February 3, 2020.

CARRIED UNANIMOUSLY

NEW BUSINESS

8.0 New Business

8.1 Human Resource Policy

526/19 Deputy Reeve McGhee moved to approve the Human Resource Policy with the recommended changes as presented.

CARRIED

8.2 Council Attendance at the Federation of Canadian Municipalities

527/19 Councillor McGhee moved to defer this agenda item until the January 14th, 2020 council meeting.

Councillor Hugo request a recorded vote:

In Favour:

Councillor Hugo, Councillor Keiver, Councillor King, Reeve Wittstock, Deputy Reeve McGhee, Councillor Penner, Councillor Christie

Opposed:

None were forthcoming

CARRIED UNANIMOUSLY

The Chair called for a recess at 9:45 a.m. and called the meeting back to order at 10:02 a.m. with all previously mentioned Council members present.

8.3 Canadian Badlands Letter of Support

528/19 Deputy Reeve McGhee moved to provide a letter of support to the Canadian Badlands Ltd. organization, as they lobby the government for continued funding.

CARRIED UNANIMOUSLY

8.4 Intermunicipal Collaboration Framework Agreement Red Deer County

529/19 Councillor Penner moved to give first reading to Bylaw 1809, that being a bylaw for the adoption of the Intermunicipal Collaboration Framework with Red Deer County.
CARRIED UNANIMOUSLY

530/19 Councillor Christie moved second reading to Bylaw 1809.
CARRIED UNANIMOUSLY

531/19 Councillor Keiver moved to give unanimous consent for third and final reading to Bylaw 1809.
CARRIED UNANIMOUSLY

532/19 Councillor King moved third and final reading to Bylaw 1809.
CARRIED UNANIMOUSLY

8.5 Policy #15-3, Community Grants to Non-Profit Organizations

533/19 Deputy Reeve McGhee moved to approve Policy #15-3, Community Grants to Non-Profit Organizations as presented.
CARRIED UNANIMOUSLY

8.6 Policy #15-10, Youth Sponsorship

534/19 Councillor Penner moved to approve Policy #15-10, Youth Sponsorship as presented.
CARRIED UNANIMOUSLY

8.7 Policy #15-5, Kneehill County Scholarship Program

535/19 Councillor Penner moved to approve Policy #15-5, Kneehill County Scholarship Program as amended.
CARRIED UNANIMOUSLY

8.8 Policy #15-7, Recreation, Community, Arts & Cultural Events

536/19 Councillor Christie moved to approve Policy #15-7, Recreation, Community, Arts and Cultural Events as presented.
CARRIED UNANIMOUSLY

8.9 Policy #15-13, Rural Community Halls

537/19 Councillor King moved to approve Policy #15-13, Rural Community Halls as presented.
CARRIED

COUNCIL MINUTES OF DECEMBER 10, 2019

538/19 **8.10 Policy #15-1, 100 Year Farm and Ranch Award**
Deputy Reeve McGhee moved to approve Policy #15-1, 100 Year Farm and Ranch Award as presented.
CARRIED UNANIMOUSLY

539/19 **8.11 Drumheller & District Solid Waste Management Association**
Deputy Reeve McGhee moved that Council support the following options regarding the Drumheller Solid Waste Management Association for the emergent transtor replacement program in order of priority:
1. One lump sum payment without participation in the borrowing
2. Option 3
3. Option 1
CARRIED UNANIMOUSLY


COUNCIL REPORTS **10.0 Council and Committee Reports**
10.1 Kneehill Regional Family & Community Support Services Board- Unapproved minutes were provided from the November 19, 2019 meeting.

540/19 **10.3 Kneehill County Committee of the Whole Minutes, November 19, 2019** – Approved minutes were provided from that meeting.
Councillor Penner moved that Council receive the Council and Committee reports as presented.
CARRIED UNANIMOUSLY

COUNCIL ACT LIST **11.0 Council Follow-Up Action List**
541/19 Deputy Reeve McGhee moved that Council receive the December 10, 2019 Council Follow-Up Action List as presented for information.
CARRIED UNANIMOUSLY

CLOSED SESSION **12.0 Closed Session**
542/19 Councillor Christie moved that Council convene in closed session to discuss Intergovernmental Relations pursuant to section 21 of the Freedom of Information and Protection of Privacy Act, at 11:03 a.m.
CARRIED

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
Bill McKennan, Director of Corporate Services
Carolyn Van der Kuil, Recording Secretary


Initials

COUNCIL MINUTES OF DECEMBER 10, 2019

543/19

Councillor King moved that Council return to open meeting at 11:35 a.m.

CARRIED


11:36 a.m. – meeting recessed to allow return of public.

11:36 a.m. - meeting resumed.

ADJOURNMENT

Adjournment

The meeting adjourned at 11:36 a.m.



Jerry Wittstock
Reeve



Mike Haugen
CAO

COUNCIL MINUTES OF DECEMBER 10, 2019

APPENDIX I
2020 INTERIM OPERATING BUDGET

	2019 Budget	Interim 2020 Budget
Operating Revenues:		
00 General	25,609,611	12,804,806
12 Administration	282,043	141,022
14 Assessment	50	25
23 Fire	8,000	4,000
26 Enforcement	54,373	27,187
32 Transportation	252,500	126,250
41 Water	1,048,814	524,407
42 Wastewater	14,000	7,000
43 Waste Management	89,357	44,679
55 Health	99,996	49,998
56 Cemetery	5,800	2,900
61 Planning	119,020	59,510
62 Agriculture	266,859	133,430
72 Parks	73,900	36,950
Total County Revenues	27,924,322	13,962,162
Operating Expenses:		
00 General	1,409,574	704,787
11 Legislative	656,789	328,395
12 Administration	3,182,343	1,591,172
14 Assessment	120,500	60,250
23 Fire	754,794	377,397
24 Disaster	31,633	15,816
26 Enforcement	375,093	187,546
27 Health and Safety	133,780	66,890
32 Transportation	7,234,807	3,617,403
33 Bridges	136,250	68,125
41 Water	1,677,875	838,937
42 Wastewater	97,241	48,620
43 Waste Management	511,800	255,900
55 Health	44,474	22,237
56 Cemetery	114,656	57,328
61 Planning	647,972	323,986
62 Agriculture	785,962	392,981
72 Parks	709,258	354,629
74 Cultural	52,511	26,255
Total County Expenses	18,677,310	9,338,655

COUNCIL MINUTES OF DECEMBER 10, 2019

APPENDIX II
2020 CAPITAL EXPENDITURES - PRIOR APPROVALS

Item A	CAPITAL EQUIPMENT PLAN PURCHASES	Expenditures	Funding Source	
			2020 Budget	CEP Reserve
	Current Equipment Description			
	2005 T/A Tilt Deck Trailer	15,000	14,000	1,000
	2015 Kubota RTV 900 XTWH	28,000	16,000	12,000
	2013 Ford F250 XLT 4x4SCAB	45,000	35,000	10,000
	2002 Teejay Spray System With Install	65,000	57,000	8,000
	2002 Spray Truck System	65,000	57,000	8,000
	2016 Ford 3 ton 4x4 Cab & Chassis DRW	75,000	60,000	15,000
	2011 Ford 550 Spray Truck and equipment	75,000	70,000	5,000
	2015 Dodge Durango	65,000	57,000	8,000
	2006 SCBA Compressor	25,000	23,000	2,000
	2014 Ford Expedition 4WD 4DR XL	70,000	62,000	8,000
	2019 Bobcat T870 Skid Steer	84,064	4,000	80,064
	2019 Bobcat 5600 Toolcat	60,360	5,360	55,000
	2010 Ford F150	35,000	31,000	4,000
	2015 Baumalight Brush Mulcher	45,000	41,500	3,500
	2013 Canuck End Dump Tridem R12-3500	79,000	51,000	28,000
	2010 Trail King TK110SA Trailer Low Boy	80,000	72,000	8,000
	2013 Load Line Tridem Centre CUL	120,000	92,000	28,000
	2013 Freightliner Coronado	190,000	150,000	40,000
	2013 Freightliner Coronado	190,000	150,000	40,000
	2007 STERLING Sander/Plow (Fixed Mount)	235,000	195,000	40,000
	2013 CAT 160M Grader	570,000	440,000	130,000
	2017 Toro Z-Master 5000 52" Deck 25Hp Kohler	15,000	7,500	7,500
	2017 Toro Z-Master 5000 72" Deck 26.5Hp Kohler	15,000	7,500	7,500
	2017 John Deere 1025R Utility Tractor	20,000	12,000	8,000
	2010 SWS Utility Trailer	15,000	14,000	1,000
	2014 Rainbow Excursion Tilt Trailer	15,000	14,000	1,000
	2013 Ford F150 XLT4x4SCAB	45,000	35,000	10,000
	2016 Ford 3 ton 4x4 Cab & Chassis DRW	15,000	-	15,000
	2010 SWS Utility Trailer	14,000	13,500	500
	2014 Dodge Ram 1500 Light	40,000	36,000	4,000
	TOTAL	2,410,424	1,822,360	588,064
			Water Reserve	
Item B	WATER PIPELINE - Sunnyslope Gravity Extension	75,000	75,000	