

MINUTES OF THE FEBRUARY 4, 2014 REGULAR MEETING  
OF THE COUNCIL OF KNEEHILL COUNTY AT THE KNEEHILL COUNTY OFFICE,  
232 MAIN STREET, THREE HILLS, ALBERTA.

**PRESENT:**

Division No. 5	Bob Long, Reeve
Division No. 3	Jerry Wittstock, Deputy Reeve
Division No. 1	Brian Holsworth, Councillor (Absent)
Division No. 2	Carol Calhoun, Councillor (Video Conf)
Division No. 4	Glen Keiver, Councillor
Division No. 6	Ken Hoppins, Councillor
Division No. 7	Bobby Painter, Councillor

**ADMINISTRATION PRESENT:**

CAO	Al Hoggan
Assistant CAO	Laurie Watt
Recording Secretary	Carolyn Van der Kuil
Director of Operations	Pete McRae
Director of Planning and Protective Services	Jerry Brett
Director of Finance	Mike Morton

**CALL TO ORDER**

**Reeve Long in the Chair**

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

**AGENDA**

**1.0 Agenda**

**ADDITIONS**

**1.1 Additions to the Agenda**

**Additions under Finance**

5.1 AQUA 7 Rate Increase

**ADOPTION OF  
AGENDA**

**1.2 Adoption of Agenda**

**25/14**

Councillor Wittstock moved approval of the agenda as amended.

CARRIED UNANIMOUSLY

**MINUTES**

**2.0 Minutes**

**2.1 Regular Council Meeting Minutes of January 14<sup>th</sup>, 2014**

**26/14**

Councillor Hoppins moved approval of the January 14<sup>th</sup>, 2014 Council Meeting minutes as presented.

CARRIED UNANIMOUSLY

COUNCIL MINUTES OF FEBRUARY 4, 2014

**OPERATIONS  
OPER SUMMARY  
27/14**

**4.0 Operations**

**4.1 Operations Summary**

Councillor Wittstock moved that Council receive the Operations Report as presented.

CARRIED UNANIMOUSLY

**FINANCE  
AQUA 7  
28/14**

**5.0 Finance**

**5.1 AQUA 7 Rate Increase**

Councillor Wittstock moved to defer, AQUA 7 rate increase, agenda item until April 1, 2014.

CARRIED UNANIMOUSLY

**NEW BUSINESS  
CAO REPORT  
29/14**

**8.0 New Business**

**8.1 CAO Report**

Councillor Calhoun moved that the CAO Report for January 2014 be received for information.

CARRIED UNANIMOUSLY

Debi Moon, reporter for the Capital, entered the meeting at 8:52 a.m.

**EDO CONFERENCE  
30/14**

**8.2 Economic Developers Alberta 2014 AGM and Conference**

Councillor Calhoun moved that Reeve Long be approved to attend the 2014 Economic Developers Alberta Conference on April 9-11, 2014 and that Administration be directed to complete all necessary arrangements for this conference.

CARRIED UNANIMOUSLY

**PARADE FLOAT  
31/14**

**8.3 Parade Float**

Councillor Hoppins moved that Council approve vinyl wrapping of a County Vehicle to be used for the 2014 parade season with funds to come from Council Promotional Items Account.

CARRIED UNANIMOUSLY

**POLICY # 3-16  
32/14**

**8.4 Policy Review #3-16- Organizational Chart for the Municipality**

Councillor Wittstock moved that, Policy 3-16, Organizational Chart for the Municipality, be approved as proposed and presented.

CARRIED UNANIMOUSLY

**POLICY #3-22  
33/14**

**8.5 Policy Review # 3-22- Former Elected Official Waiting Period to Serve as Member-at-Large.**

Councillor Calhoun moved that, Policy 3-22, Former Elected Official to Serve as Member-at-Large, be accepted as proposed and presented.

CARRIED UNANIMOUSLY



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Councillor Calhoun, Debi Moon and Ted Traikovski, Planner for Kneehill County entered the meeting at 10:01 a.m.

**DELEGATIONS  
BYLAW #1665**

**3.0 Delegations Cont'd**

**3.2 Public Hearing for Bylaw #1665, Redesignation NW 15-30-21-W4M, Retail Store Use from "A" to "LRC"**

**41/14**

Councillor Hoppins moved the Regular Council meeting recess to hear the public hearing scheduled for 10:00 a.m. (Bylaw #1665-Redesignation from "A" to "LRC").

CARRIED UNANIMOUSLY

Time: 10:04 a.m.

**42/14**

Councillor Painter moved the meeting back in session.

CARRIED UNANIMOUSLY

Time: 10:20 a.m.

**PLAN & PROTECT  
BYLAW # 1665**

**6.0 Planning and Protective Services**

**6.1 Bylaw 1665- Redesignation NW 15-30-21-W4M, Retail Store Use from "A" to "LRC"**

**43/14**

Councillor Calhoun moved second reading of Bylaw #1665, this being a Bylaw to redesignate a portion of a parcel containing 11.97 acres (4.483 ha) on Lot 3; Block 1; Plan 071 0090 within NQ 15-30-21-W4M, from Agriculture (A) to Local Rural Commercial (LRC).

CARRIED UNANIMOUSLY

**44/14**

Councillor Hoppins moved third reading of Bylaw #1665.

CARRIED UNANIMOUSLY

The meeting recessed from 10:22 a.m. to 10:31 a.m.

Ted Traikovski was not present when the meeting resumed.

**NEW BUSINESS  
POLICY #15-12**

**8.0 New Business Cont'd**

**8.10 Policy #15-12- Regional Resource Urban Sustainability Grant**

**45/14**

Councillor Hoppins moved to remove agenda item # 8.10 from the table.

**46/14**

Councillor Hoppins moved that, Policy 15-12, Regional Resource Urban Sustainability Grant, be accepted as proposed and presented and that 50/50 distribution funding formula be applied.

CARRIED

COUNCIL MINUTES OF FEBRUARY 4, 2014

**47/14** Councillor Calhoun moved that in 2014 each municipality receive the same 2013 funding levels as under Policy # 15-08, Recreation and Leisure Services Grant, with the addition of 1% Cost of Living Allowance (COLA), and Policy # 15-08 be repealed on December 31, 2014.

CARRIED UNANIMOUSLY

**HR POLICY**

**48/14**

**8.11 Human Resource Policy – Item 22**

Councillor Calhoun moved that Council approve the amendments to Item 22 – Employee Benefits of the Human Resource policy as presented.

CARRIED UNANIMOUSLY

**HR POLICY**

**49/14**

**8.12 Human Resource Policy – Item 13**

Councillor Wittstock moved that Council approve the amendments to Item 13 – Use of Municipal Vehicles of the Human Resource policy as presented.

CARRIED

**DISCOVERY NIGHT**

**50/14**

**8.13 Kneehill Area Community Discovery Nights 2014**

Councillor Keiver moved that Council authorize the attendance of Councillors wishing to attend the 2014 Kneehill Area Community Discovery Nights.

CARRIED UNANIMOUSLY

**POLICY #15-11**

**51/14**

**8.14 Policy #15-11- Recreational and Leisure Capital Funding**

Councillor Hoppins moved that Policy #15-11, Recreational and Leisure Capital Funding, be repealed effective immediately.

CARRIED UNANIMOUSLY

The meeting recessed from 11:50 a.m. to 1:14 p.m.

Councillor Calhoun and Debi Moon were not present when the meeting reconvened.

**IN-CAMERA**

**52/14**

**14.0 In-Camera**

Councillor Wittstock moved that Council go into In-camera at 1:14 p.m.

CARRIED UNANIMOUSLY

**53/14**

Councillor Painter moved that Council go out of In-camera at 1:39 p.m.

CARRIED UNANIMOUSLY

Councillor Calhoun re-entered the meeting at 1:39 p.m.

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**NEW BUSINESS  
COUNTY OFFICE**

**54/14**

**8.0 New Business Cont'd**

**8.15 New County Office Construction**

Councillor Wittstock moved that, the design, tender, and construction of a new County Office as proposed be approved, and that prior to tender, Kneehill County Council will approve the proposed County Office design.

CARRIED UNANIMOUSLY

**55/14**

Councillor Hoppins moved that a committee be formed, to consist of all members of Council, to oversee the development of the administration building.

CARRIED UNANIMOUSLY

**COUNCIL REPORTS**

**10.0 Council and Committee Reports**

**10.1 Community Futures Wild Rose-** Minutes from the January 2<sup>nd</sup> meeting were submitted from Councillor Keiver.

**10.2 Community Action Committee-** Councillor Hoppins provided Council a verbal report on the meeting he attended on January 16, 2014.

**56/14**

Councillor Hoppins moved that Council receive the Council and Committee reports as presented.

CARRIED UNANIMOUSLY

**CORRESPONDENCE**

**57/14**

**11.0 Correspondence Report**

Councillor Painter moved that Council receive the Correspondence Report as presented.

CARRIED UNANIMOUSLY

**COUNCIL ACT LIST**

**58/14**

**12.0 Council Follow-up Action List**

Councillor Hoppins moved to rescind motion # 578/13.

CARRIED UNANIMOUSLY

**59/14**

Councillor Calhoun moved Council receive the February 4<sup>th</sup>, 2014 Council Follow-Up Action List as presented for information.

CARRIED UNANIMOUSLY

COUNCIL MINUTES OF FEBRUARY 4, 2014

**ADJOURNMENT**

**Adjournment**

The meeting adjourned at 2:04 p.m.

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Bob Long  
Reeve

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Al Hoggan  
CAO