



**KNEEHILL COUNTY  
ORGANIZATIONAL MEETING**

**AGENDA**

**Tuesday, October 27, 2015**

**8:30 a.m.**

**Kneehill County Council Chambers  
232 Main Street  
Three Hills, Alberta**

**Call to Order by CAO**

- 1.0** Adoption of the Organizational Meeting Agenda
- 2.0** Voting Procedures
- 3.0** Election of Reeve
- 4.0** Election of Deputy Reeve
- 5.0** Reassessment – Council Motion # 311-14
- 6.0** Regular Council Meeting Dates 2016
- 7.0** Committee of the Whole Meeting Dates 2016
- 8.0** Seating Arrangements in Council Chambers
- 9.0** 2015/2016 Board and Committee Appointments

**Adjournment**



# REQUEST FOR DECISION

Agenda Item #

## 2.0

<b>SUBJECT:</b>	<b>Organizational Meeting- Voting Procedures</b>
<b>MEETING DATE:</b>	<b>2015-10-27</b>
<b>PRESENTED BY:</b>	<b>Al Hoggan, CAO</b>
<b>BACKGROUND/ PROPOSAL</b>	<p>If there is more than one Councillor nominated for either Reeve or Deputy Reeve positions a motion needs to be made to approve the use of secret ballot as per MGA 185.1.</p> <p>A motion also needs to be made that the ballots will be destroyed at the end of the meeting.</p>
<b>COSTS/SOURCE OF FUNDING:</b>	N/A
<b>ATTACHMENTS:</b>	N/A
<b>RECOMMENDED ACTION:</b>	That Council make a motion to utilize the voting procedures of secret ballot, as well as make a motion to destroy the ballots at the end of the meeting.
<b>COUNCIL OPTIONS:</b>	<ol style="list-style-type: none"> <li>1. That Council make the recommended two motions.</li> <li>2. That Council amend the recommended motions.</li> </ol>
<b>MOTION:</b>	<ol style="list-style-type: none"> <li>1. That Council utilize the voting procedures of secret ballot when there is more than one nomination for position of Reeve and Deputy Reeve.</li> <li>2. That all ballots be destroyed at the end of the meeting.</li> </ol>

Prepared By: Carolyn Van der Kuil  
Executive Assistant

Approved By: Al Hoggan  
Chief Administrative Officer

Reviewed By: Al Hoggan  
Chief Administrative Officer



# REQUEST FOR DECISION

Agenda Item #

## 3.0

<b>SUBJECT:</b>	<b>Election of Reeve</b>
<b>MEETING DATE:</b>	<b>2015-10-27</b>
<b>PRESENTED BY:</b>	<b>Al Hoggan, CAO</b>
<b>BACKGROUND/ PROPOSAL</b>	Section 150 (2) of the Municipal Government Act states that the Chief Elected Official of a municipality is to be appointed by Council from among the Councillors' unless the Council passes a bylaw providing that the official is to be elected by a vote of the electors of the municipality. No bylaw has been passed.
<b>COSTS/SOURCE OF FUNDING:</b>	N/A
<b>ATTACHMENTS:</b>	Oath of Office- Reeve
<b>RECOMMENDED ACTION:</b>	That the Council conduct an election for the purpose of electing a Reeve in accordance with the following process: 1. The CAO will conduct the election for Reeve. 2. The CAO will call for nominations three times for the position of Reeve. 3. <b>A motion will be required for nominations to cease.</b> 4. Where there is more than one nomination for Reeve, voting shall be done by secret ballot. 5. Ballots will be counted by CAO or designate. 6. The CAO will announce the person elected as Reeve. 7. If, on the first ballot, no one Councillor receives a clear majority of the votes, the Councillor who received the least number of votes shall be dropped from the ballot and second ballot shall be taken. 8. On subsequent ballots, a Councillor who receives the least number of votes shall be dropped from the ballot until a Councillor receives a clear majority. 9. After the declaration of the Reeve, the Chair will be turned over to the Reeve.
<b>COUNCIL OPTIONS:</b>	
<b>MOTION:</b>	That Council move nominations to cease.

Prepared By: Carolyn Van der Kuil  
Executive Assistant

Approved By: Al Hoggan  
Chief Administrative Officer

Reviewed By: Al Hoggan  
Chief Administrative Officer



# Oath of Office

Reeve

I, \_\_\_\_\_,

do swear that I will diligently, faithfully and to the best  
of my ability, execute according to law,  
the office of **Reeve** for Kneehill County.

SO HELP ME GOD.

SWORN/AFFIRMED before me at the Town of Three Hills in the  
Province of Alberta this 27<sup>th</sup> day of October, A.D. 2015

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Commissioner of Oaths  
Laurie Watt

---

Reeve



# REQUEST FOR DECISION

Agenda Item #

## 4.0

<b>SUBJECT:</b>	<b>Election of Deputy Reeve</b>
<b>MEETING DATE:</b>	<b>2015-10-27</b>
<b>PRESENTED BY:</b>	<b>Al Hoggan, CAO</b>
<b>BACKGROUND/ PROPOSAL</b>	The Municipal Government Act, Section 152 (1) states that a Council must appoint one or more Councillors' as deputy chief elected official so that: a. Only one Councillor will hold that office at any one time, and b. The office will be filled at all times.
<b>COSTS/SOURCE OF FUNDING:</b>	N/A
<b>ATTACHMENTS:</b>	Oath of Office- Deputy- Reeve
<b>RECOMMENDED ACTION:</b>	That the Council conduct an election for the purpose of electing a Deputy-Reeve in accordance with the following process: 1. The Reeve will conduct the election for Deputy-Reeve. 2. The Reeve will call for nominations three times for the position of Deputy-Reeve. 3. A motion will be required for nominations to cease. 4. Where there is more than one nomination for Deputy-Reeve, voting shall be done by secret ballot. 5. Ballots will be counted by CAO or designate. 6. The CAO will announce the person elected as Deputy-Reeve. 7. If, on the first ballot, no one Councillor receives a clear majority of the votes, the Councillor who received the least number of votes shall be dropped from the ballot and second ballot shall be taken. 8. On subsequent ballots, a Councillor who receives the least number of votes shall be dropped from the ballot until a Councillor receives a clear majority.
<b>COUNCIL OPTIONS:</b>	
<b>MOTION:</b>	That Council move nominations to cease.

Prepared By: Carolyn Van der Kuil  
Executive Assistant

Approved By: Al Hoggan  
Chief Administrative Officer

Reviewed By: Al Hoggan  
Chief Administrative Officer



# Oath of Office

Deputy Reeve

I, \_\_\_\_\_,

do swear that I will diligently, faithfully and to the best  
of my ability, execute according to law,  
the office of **Deputy Reeve** for Kneehill County.

SO HELP ME GOD.

SWORN/AFFIRMED before me at the Town of Three Hills in the  
Province of Alberta this 27<sup>th</sup> day of October, A.D. 2015

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Commissioner of Oaths  
Laurie Watt

---

Deputy Reeve



# REQUEST FOR DECISION

Agenda Item #

## 5.0

<b>SUBJECT:</b>	<b>Reassessment – Council Motion #311-14</b>
<b>MEETING DATE:</b>	<b>2015-10-27</b>
<b>PRESENTED BY:</b>	<b>Al Hoggan, CAO</b>
<b>BACKGROUND/ PROPOSAL</b>	At the August 5, 2014 Council meeting, Motion # 311/14 was made: <i>Councillor Wittstock moved that administration be directed to remove Councillor Painter from all Committees and Boards, and that authorization is removed for Councillor Painter’s attendance at any conference, convention or any other event representing Kneehill County. These to become effective immediately and to continue through to the completion of the current electoral term. A review of this decision is to take place on October 25, 2015 and again on October of 2016.</i>
<b>DISCUSSION/ OPTIONS/ BENEFITS/ DISADVANTAGES:</b>	Council Decision.
<b>COSTS/SOURCE OF FUNDING:</b>	N/A
<b>COMMUNICATIONS:</b>	N/A
<b>LINK TO STRATEGIC PLAN:</b>	N/A
<b>ATTACHMENTS:</b>	N/A
<b>RECOMMENDED ACTION:</b>	Review the decision made to remove Councillor Painter from all committees and Boards, and that authorization is removed for Councillor Painter’s attendance at any conference, convention or any other event representing Kneehill County.
<b>COUNCIL OPTIONS:</b>	N/A
<b>MOTION:</b>	Council Decision.

Prepared By: Carolyn Van der Kuil  
Executive Assistant

Approved By: Al Hoggan  
Chief Administrative Officer

Reviewed By: Al Hoggan  
Chief Administrative Officer



# REQUEST FOR DECISION

Agenda Item #

**6.0**

<b>SUBJECT:</b>	<b>Regular Council Meeting Dates 2016</b>
<b>MEETING DATE:</b>	<b>2015-10-27</b>
<b>PRESENTED BY:</b>	<b>Al Hoggan, CAO</b>
<b>BACKGROUND/ PROPOSAL</b>	Section 7 of Kneehill County's Procedural Bylaw #1679 states that regular meetings of Council shall be held on the second and fourth Tuesday of each month provided that where a regular Council meeting falls on a holiday, the meeting shall be held on the next following day, or on such other day as Council decides by Motion.
<b>DISCUSSION/ OPTIONS/ BENEFITS/ DISADVANTAGES:</b>	<p>There are no Council meeting dates in 2016 that fall on a holiday.</p> <p><b>Summer 2016-</b> Kneehill County last summer had two Council dates, one in July and one in August. Does Council wish to continue this and would the fourth Tuesday of July and August work?.</p> <p><b>December 2016-</b> Due to the Budgetary Process it is recommended to have one Council meeting on December 13<sup>th</sup>, and the Committee of the Whole Meeting on the 6<sup>th</sup>.</p> <p><b>Organizational Meeting:</b> Under section 192 of the MGA, a Council must hold an organizational meeting annually, no later than 2 weeks after the third Monday in October. It is recommended to hold Kneehill County's Organizational meeting on Tuesday, October 25<sup>th</sup>, 2016.</p>
<b>COSTS/SOURCE OF FUNDING:</b>	None
<b>COMMUNICATIONS:</b>	Advertise dates on our website and local newspaper.
<b>LINK TO STRATEGIC PLAN:</b>	N/A
<b>ATTACHMENTS:</b>	Calendar Plan for 2016
<b>RECOMMENDED ACTION:</b>	<p>That Council approve the following:</p> <ul style="list-style-type: none"> <li>• Summer Council Meetings July 26 and August 23</li> <li>• December Council Meeting on December 13<sup>th</sup>.</li> <li>• To hold our Organizational Meeting on October 25<sup>th</sup>, 2016.</li> </ul>



	<ul style="list-style-type: none"> <li>• And hold all other regular Council meeting dates on the second and fourth Tuesday of each month.</li> </ul>
<b>COUNCIL OPTIONS:</b>	<ol style="list-style-type: none"> <li>1. To approve the recommendations to the Council Calendar</li> <li>2. To amend the recommendations to the Council Calendar</li> <li>3. To receive as information.</li> </ol>
<b>MOTION:</b>	<p>That Council approve the scheduling of the 2016 Organizational Meeting for Tuesday, October 25, 2016 and to hold all regular Council meeting dates on the second and fourth Tuesday of each month with the exception of:</p> <ul style="list-style-type: none"> <li>• July – Schedule one meeting for July ?, 2016</li> <li>• August- Schedule one meeting for August ?, 2016</li> <li>• December- Schedule one meeting for December 13, 2016</li> </ul>



Prepared By: Carolyn Van der Kuil  
Executive Assistant



Approved By: Al Hoggan  
Chief Administrative Officer



Reviewed By: Al Hoggan  
Chief Administrative Officer

# 2016

**JANUARY**

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
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**FEBRUARY**

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**MARCH**

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**APRIL**

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**MAY**

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**JUNE**

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**JULY**

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**AUGUST**

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**SEPTEMBER**

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**OCTOBER**


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**NOVEMBER**


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**DECEMBER**

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 Council mtgs 2nd + 4th Tuesday

 Cow mtgs

 Convention

 Cancelled mtgs.



# REQUEST FOR DECISION

Agenda Item #

## 7.0

<b>SUBJECT:</b>	<b>Committee of the Whole Meeting Dates 2016</b>
<b>MEETING DATE:</b>	<b>2015-10-27</b>
<b>PRESENTED BY:</b>	<b>Al Hoggan, CAO</b>
<b>BACKGROUND/ PROPOSAL</b>	Section 11 (4) of Kneehill County's Procedural Bylaw #1679 states that The Committee of the Whole (COW) meeting schedule shall be established by motion at the annual organization meeting or at a regular meeting following the organizational meeting, as may be appropriate.
<b>DISCUSSION/ OPTIONS/ BENEFITS/ DISADVANTAGES:</b>	<p>In the Past we have scheduled the COW meetings every third Tuesday of the Month, and no COW meetings during the summer months.</p> <p>There are a few third Tuesday's of the month that conflict with other scheduled events.</p> <p>March 15, 2016 conflicts with the AAMDC Spring Convention November 15, 2016 conflicts with the AAMDC Fall Convention</p> <p>Due to the budgetary process in December it is recommended to have the COW meeting on December 6<sup>th</sup>, 2016, before the December 13<sup>th</sup>, 2016 Council meeting.</p>
<b>COSTS/SOURCE OF FUNDING:</b>	None
<b>COMMUNICATIONS:</b>	Advertise dates on our website
<b>LINK TO STRATEGIC PLAN:</b>	N/A
<b>ATTACHMENTS:</b>	Calendar Plan for 2016
<b>RECOMMENDED ACTION:</b>	That Council approve the third Tuesday of every month at 8:30 a.m. for a COW meeting, with the exception of March 15, July 19, August 16 and November 15 and the COW meeting in December be held on December 6 <sup>th</sup> , 2016.
<b>COUNCIL OPTIONS:</b>	<ol style="list-style-type: none"><li>1. To approve the recommendations</li><li>2. To amend the recommendations</li><li>3. To receive as information.</li></ol>

**MOTION:**

That Council approve the third Tuesday of every month at 8:30 a.m. for a Committee of the Whole meeting, with the exception of:

- March 15<sup>th</sup>, 2016
- July 19<sup>th</sup>, 2016
- August 16<sup>th</sup>, 2016
- November 15<sup>th</sup>, 2016
- and the December Committee of the Whole Meeting will be held on December 6<sup>th</sup>, 2016



Prepared By: Carolyn Van der Kuil  
Executive Assistant



Approved By: Al Hoggan  
Chief Administrative Officer



Reviewed By: Al Hoggan  
Chief Administrative Officer

# 2016

**JANUARY**

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**FEBRUARY**

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**MARCH**

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**APRIL**

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**MAY**

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**JUNE**

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**JULY**

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**AUGUST**

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**SEPTEMBER**

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**OCTOBER**


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**NOVEMBER**

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**DECEMBER**

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 Council mtgs 2nd + 4th Tuesday

 Cow mtgs

 Convention

 Cancelled mtgs.



# REQUEST FOR DECISION

Agenda Item #

## 8.0

<b>SUBJECT:</b>	<b>Seating Arrangements in Council Chambers</b>
<b>MEETING DATE:</b>	<b>2015-10-27</b>
<b>PRESENTED BY:</b>	<b>Al Hoggan, CAO</b>
<b>BACKGROUND/ PROPOSAL</b>	<p>Bylaw # 1679, Meeting Procedures Bylaw was passed on May 26<sup>th</sup>, 2015. In the Bylaw under 10 (4) it states that:</p> <p>The seating arrangements of Council shall be determined at the Organizational Meeting. The Reeve shall occupy the centre seat at the head of the Council table. The seating of Councillors shall be determined by each Councillor drawing a number between 1 and 6. Councillor seating will also be numbered from 1 through 6 determined by the CAO or designate prior to Councillors drawing their number.</p>
<b>DISCUSSION/ OPTIONS/ BENEFITS/ DISADVANTAGES:</b>	N/A
<b>COSTS/SOURCE OF FUNDING:</b>	N/A
<b>COMMUNICATIONS:</b>	N/A
<b>LINK TO STRATEGIC PLAN:</b>	N/A
<b>ATTACHMENTS:</b>	N/A
<b>RECOMMENDED ACTION:</b>	Council follow the seating arrangement procedure outlined in Bylaw # 1679.
<b>COUNCIL OPTIONS:</b>	N/A
<b>MOTION:</b>	No motion required.

Prepared By: Carolyn Van der Kuil  
Executive Assistant

Approved By: Al Hoggan  
Chief Administrative Officer

Reviewed By: Al Hoggan  
Chief Administrative Officer



# REQUEST FOR DECISION

Agenda Item #

## 9.0

<b>SUBJECT:</b>	<b>2015/2016 Board and Committee Appointments</b>
<b>MEETING DATE:</b>	<b>2015-10-13</b>
<b>PRESENTED BY:</b>	<b>Al Hoggan, CAO</b>
<b>BACKGROUND/ PROPOSAL</b>	Kneehill County Council appoints member of Council annually at the Organizational meeting of Council to serve on boards and committees to which Kneehill County is a member.
<b>DISCUSSION/ OPTIONS/ BENEFITS/ DISADVANTAGES:</b>	The Committee List is attached with current representation. Recommended motions are marked in Red.
<b>COSTS/SOURCE OF FUNDING:</b>	N/A
<b>COMMUNICATIONS:</b>	Committee appointments to Board and Committee's will be put on our website, and mailed to the urban municipalities within Kneehill County. Notification letters will also be sent to the listed committees.
<b>LINK TO STRATEGIC PLAN:</b>	N/A
<b>ATTACHMENTS:</b>	Committee List
<b>RECOMMENDED ACTION:</b>	Recommended motions are marked in red on the committee list.
<b>COUNCIL OPTIONS:</b>	N/A
<b>MOTION:</b>	That Council approve the 2015/2016 Councillor and Member at Large appointments to Committees, Commissions and Boards.

Prepared By: Carolyn Van der Kuil  
Executive Assistant

Approved By: Al Hoggan  
Chief Administrative Officer

Reviewed By: Al Hoggan  
Chief Administrative Officer

#	Name of Board	Purpose/Remarks	Position	Current Representation	2015/2016 Representatives
1	Agricultural Service Board	To promote agricultural production and protect the environment (includes Kneehill Watershed Advisory Committee, and any other committees formed to address environmental issues) <b>Motion: Four Council Appointments and one alternate member.</b>  <b>Motion: One Member at Large Appointment for a three year term.</b>  <b>Motion: Appoint Chairman to the Committee.</b>	Chairman: Council Member: Council Member: Council Member: Alternate Member:  Rate Payer Member:  Rate Payer Member: Until Dec 31/15 Rate Payer Member:  Agricultural Fieldman: Asst Agricultural Fieldman Secretary to the Board:	Brian Holsworth Carol Calhoun Jerry Wittstock Ken Hoppins Glen Keiver  Neil Bertsch  Blaine Ferguson Charlotte Johnson  Bowen Clausen Fallon Sherlock CAO Designation	       Neil Bertsch   Charlotte Johnson  Bowen Clausen Fallon Sherlock CAO Designation
2	Agricultural Appeal Board	To hear any appeal under Agricultural Acts enforced by the County. <b>Motion: Appoint Subdivision and Appeal Board Members to this Committee.</b>	Same as SDAB	Same as SDAB	
3	Kneehill Regional Emergency Management Committee	Pursuant to Disaster Services Act RSA 2000- Required to establish a committee to declare local emergencies, develop emergency plans & direct emergency response. <b>Motion : Appoint Reeve, Deputy Reeve and CAO to Committee</b>	Reeve Deputy Reeve  CAO	Reeve Deputy Reeve  CAO	
4	AQUA 7	To represent Kneehill County and to present Council's direction to the Commission. <b>Motion: One Council appointment and one alternate member.</b>	Council Member:  Alternate Member:	Jerry Wittstock  Brian Holsworth	
5	Canadian Badlands	To promote tourism within the Canadian Badlands region.  <b>Motion: Three Council appointments</b>	Council Member: Council Member or Member at Large: Council Member or Member at Large:	Bob Long Brian Holsworth Glen Keiver	
6	Central Alberta Economic Partnership (CAEP)	Regional economic development alliance made up of 42 members and 14 associate members. Primary goal is to cultivate, advocate and market the collective voice of the region. Meets approx every two months.  <b>Motion: One Council appointment, one alternate member and CAO Designate.</b>	Council Member Alternate Member:  "New" CAO Designate	Reeve Bob Long Deputy Reeve Jerry Wittstock	
7	Central Association of Municipal Districts & Counties (CAAMDC) Executive	To represent Kneehill County on the AAMD&C Zone Executive. <b>Motion: Appoint Reeve or Deputy Reeve and CAO to Committee.</b>	Reeve or Deputy Reeve  CAO	Reeve or Deputy Reeve  CAO	



#	Name of Board	Purpose/Remarks	Position	Current Representation	2015/2016 Representatives
8	Community Action Committee	To increase the presence of the RCMP in the communities served by the Three Hills detachment. <b>Motion: One Council appointment and one alternate member.</b>	Council Member:	Ken Hoppins	
			Alternate Member:	Carol Calhoun	
9	Community Futures Wildrose	<b>Motion: One Council appointment and one alternate member.</b>	Council Member:	Glen Keiver	
			Alternate Member:	Bob Long	
10	Dirt Trail Advisory Committee	The purpose of the committee is to make recommendations to Council on matters relating to the Dirt Trail Road Allowances. Council Motion # 353/15 The membership of the Committee will be comprised of: - Reeve and/or Deputy Reeve - Seven members at large who are ratepayers of Kneehill County; preferable one from each division - CAO in an advisory capacity Additional Councillors may be appointed to the Committee from time to time by Council. All members of the Committee will be appointed by Council.  <b>Motion: Reconfirm the Membership of the Committee.</b>	Reeve and/or Deputy Reeve CAO Seven Member at large preferably one from each division	Reeve and/or Deputy Reeve CAO Division 1- Councillor Holsworth Division 2- Ed Miller Division 3- Danielle Balderson Division 4- Melvin Carlton Division 5- James Main Division 6- Angus Park Division 7- Steven Haller	
11	Doctor Recruitment and Retention Committee	To address recruitment and long term retention of physicians and complementary health related professionals. <b>Motion: One Council Appointment and one alternate member.</b>	Council Member:	Bob Long	
			Alternate Member:	Ken Hoppins	
			Secretary: (Appointed by CAO)	CAO Designation	
12	Drumheller Municipal Enforcement Committee	Liaison between Town Council, RCMP detachment, Bylaw Enforcement Officer and the Citizens of Drumheller. Committee member has to live within the boundaries of the Drumheller Detachment. Drumheller Bylaw #16-09 <b>Motion: To appoint Councillor Holsworth to the committee.</b>	Council Member:	Brian Holsworth	
13	Inter-Municipal Local Assessment Review Board Bylaw #1694	To hear complaints regarding assessment for Local Assessment Review Board (LARB) and Composite Assessment Review Board. Must complete training as prescribed by Minister. <b>Motion: One Council appointment.</b>  <b>Motion: Appoint one Member at Large.</b>	Council Member: Member at Large: Clerk: Appointed by Bylaw #1694 Alternate Clerk as per Bylaw #1694	Ken Hoppins Maureen Chalack Deb Grosfield CAO Designation	Deb Grosfield CAO Designation
14	Kneehill Housing Corporation	To oversee the operations of the Golden Hills Lodge. <b>Motion: Two Council appointments and one alternate member.</b>	Council Member: Council Member: Alternate Member:	Bob Long Ken Hoppins Glen Keiver	

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15	Kneehill Building Committee	To oversee the building projects for Kneehill County <b>Motion: To appoint all of Council to committee.</b>	All of Council	All of Council	
16	Kneehill Regional FCSS Board	To approve funding grants and to be aware and promote social programming within Kneehill County. <b>Motion: One Council appointment and one alternate member.</b>	Council Member:  Alternate Member:	Bob Long  Carol Calhoun	
17	Kneehill Regional Partnership Steering Committee	<b>Motion: One Council appointment and one alternate member.</b>	Council Member:  Alternate Member:	Brian Holsworth  Bob Long	
18	Marigold Library System	<b>Motion: One Council appointment and one alternate member.</b>	Council Member: Alternate Member:	Glen Keiver Ken Hoppins	
19	Mayors/Reeves Liaison Committee	Promote networking, and disseminate information about Municipal projects or processes, between the Mayors, Deputy Mayors, Reeves and Deputy Reeves. <b>Motion: Appoint Reeve or Deputy Reeve and CAO to the Committee.</b>	Reeve or Deputy Reeve & CAO	Reeve or Deputy Reeve & CAO	
20	Municipal Enforcement Services Committee	To review any appeal made by the Special Constable, Bylaw Enforcement Officer, regarding any disciplinary action resulting from an act of alleged misconduct. Composition: AB Solicitor General recommends the person(s) should be a member of the community or a person holding an official position with the organization. This person(s) should not be an elected official. The person(s) authorized to hear the appeal must be different the person(s) who received and investigates complaints. <b>Motion: One Member at Large Appointment for a one year term.</b>	Member at Large:	Bill Zens	

#	Name of Board	Purpose/Remarks	Position	Current Representation	2015/2016 Representatives
21	Municipal Planning Commission (Bylaw #1340)	Subdivision and Development Authority for the County – to receive, consider, and decide on development.  <b>Motion: Appoint 5 Council Members and two Alternate members to the committee.</b>  <b>Motion: Appoint a Chairman to the Committee</b>  <b>Motion: Appoint 2 Members at Large to the Committee for a one year term. Rick Vickery and Doug Herman both expressed interest in serving another one year term.</b>	Chairman Council Member: Council Member: Council Member:  Council Member: Alternate Member:  Alternate Member: Member at Large:  Member at Large: Planner & Development Officer Planner & Development Officer Secretary to the Commission	Brian Holsworth Bob Long Ken Hoppins Carol Calhoun  Jerry Wittstock Carol Calhoun  Glen Keiver Rick Vickery  Doug Herman Vacant Dharmesh Vyas CAO Designation	        Vacant Dharmesh Vyas CAO Designation
22	Joint Inter-Municipal Planning Commission (JMPC) Bylaw 1615	To consider all subdivision and applications and discretionary development permits which relate to lands located within the fringe area accordance with Bylaw 1615. <b>Motion: Appoint 2 Council members and one alternate member to committee.</b>	Council Member: Council Member: Alternate:  Secretary:	Jerry Wittstock Carol Calhoun Ken Hoppins  CAO Designation	
23	Red Deer River Municipal User Group	<b>Motion: One Council appointment and one alternate member.</b>	Council Member  Alternate Member:	Jerry Wittstock  Brian Holsworth	
24	Subdivision and Development Appeal Board (Bylaw #1339)	To hear all subdivision and Development appeals  <b>Motion: To appoint Members at Large to the Subdivision and Appeal Board for a one year term.</b>	Members at Large: Members at Large: Members at Large: Members at Large: Members at Large: Members at Large: Members at Large: Members at Large: Members at Large: Members at Large: Secretary to the Board (Appointed by CAO)	  "Resigned" Greg Cole Charlie Christie "No Reply Back" Dallas Dau Robert Jackson "No Reply Back" Dale Moran Bill Zens Angus Park "No Reply Back" Steve Cullum Kent Knudsen Paul Devos Vern Crawford CAO Designation	"New" Maureen Chalack "New" Dennis Dey Charlie Christie Robert Jackson Bill Zens Angus Park Kent Knudsen Paul Devos Vern Crawford CAO Designation
25	Joint Inter-Municipal Subdivision and Development Appeal Board- Three Hills/Kneehill County (ISDAB) Bylaw #1616)	County's Subdivision Authority and the County's Development Authority which relates to lands located within the fringe area in accordance with Bylaw 1616. <b>Motion: Appoint Subdivision and Appeal Board Members to this Committee.</b>	Same as SDAB  Secretary to the Board (Appointed by CAO)	Same as SDAB  CAO Designation	
26	Three Hills Municipal Airport Operating Committee	To govern the operation and maintenance of the Three Hills Airport.	Council Member:	Glen Keiver	

#	Name of Board	Purpose/Remarks	Position	Current Representation	2015/2016 Representatives
		Motion: Two Council appointments and one alternate member.	Council Member:	Ken Hoppins	
			Alternate Member:		
27	Waste Management & Recycling Committee	To represent Kneehill County as one of the member municipalities of the Drumheller & District Solid Waste Management Association and to investigate option for recycling and waste management within the County. Motion: One Council appointment and one alternate member.	Council Member:	Carol Calhoun	
			Alternate Member:	Jerry Wittstock	