



Council Notes March 24, 2020

Public Hearing Bylaw 1807, Acme/Kneehill Intermunicipal Development Plan

Agenda Item 3.1, 9.1; YouTube Livestream [1:58:43](#); [3:42:40](#)

Amendments to the Municipal Government Act require all municipalities who share a boundary to work together to adopt an Intermunicipal Development Plan (IDP). A draft IDP was created and the administration and the assigned Committees from both Kneehill County and the Village of Acme have met to review and revise the proposed draft. The next step in the process is to provide an opportunity for public comments and feedback

Decision:

Following the Public Hearing, Council moves second and third reading of Bylaw 1807, passing the Village of Acme and Kneehill County Intermunicipal Development Plan.

Policy 13-4 Residential Dust Suppression

Agenda Item .1, 9.1 YouTube Livestream: [27:09](#)

Kneehill County offers dust suppression to residents every year, to help improve rural quality of life. Residents can sign up to have either Calcium Chloride or Spec Crude applied in front of their residence at a rebated rate. The Dust Control Policy has been amended to offer dust control at full cost (no rebate) to residents that apply after the deadline.

Decision:

Council approved Policy 13-4, Residential Dust Suppression.

Bylaw 1806, Wheatland County/Kneehill County IDP

Agenda Item 5.3.1; YouTube Livestream: [38:21](#)

Amendments to the Municipal Government Act require all municipalities who share a boundary to work together to adopt an Intermunicipal Development Plan (IDP). A draft IDP was created and the administration and the assigned Committees from both Kneehill County and Wheatland County have met to review and revise the proposed draft. A public hearing for the IDP was held on January 14, 2020.

Decision:

Council gives second and third reading to Bylaw 1806, passing the Wheatland County/Kneehill County Intermunicipal Development Plan.

Cancellation of April Municipal Planning Commission Meeting

Agenda Item 6.1; YouTube Livestream: [45:21](#)

Due to COVID-19 and the increased risk for the virus to spread in public gatherings, administration would like to cancel the Municipal Planning Commission meeting scheduled for April 23, 2020.

Decision:

Council cancelled the Municipal Planning Commission Meeting, scheduled for April 23, 2020.

Postpone Open House for Draft Land Use Bylaw 1808

Agenda Item 6.2; YouTube Livestream: [47:45](#)

Due to COVID-19 and the increased risk for the virus to spread in public gatherings, administration would like to postpone the scheduled Draft Land Use Bylaw Open House on April 2, 2020.

Decision:

Council postponed the Open House for the draft Land Use Bylaw 1808 that was scheduled for April 2, 2020, at the Kneehill County office.

Postpone Public Hearing for Drumheller/Kneehill Intermunicipal Development Plan

Agenda Item 8.3; YouTube Livestream: [50:03](#)

Due to COVID-19 and the increased risk for the virus to spread in public gatherings, administration would like to postpone the scheduled Public Hearing for the Town of Drumheller/Kneehill County IDP, on April 14, 2020.

Decision:

Council postponed the Public Hearing for the Town of Drumheller & Kneehill County Intermunicipal Development Plan, scheduled for April 14, 2020.

Subdivision Extensions

Agenda Item 8.1; YouTube Livestream: [51:36](#)

Due to COVID-19's impact on planning and development services, administration is recommending Council grant a blanket subdivision extension for all approved subdivisions set to expire in the next six months, and waive the required fees.

Decision:

Council moved to provide an automatic 6-month extension for previously approved subdivision applications that will expire in the next 6 months, and waived the required extension fees for these subdivisions.

2019 Non TCA & TCA Project Status Report

Agenda Item 8.1; YouTube Livestream: [55:41](#)

Corporate Services presented a 2019 project report to Council, indicating which projects were completed in 2019 and seeking necessary Council approvals to carry-forward the remaining projects that have not been completed.

[Full report available in the Council package.](#)

Decision:

Council approved the 2019 carry-forward projects and funding sources, contributions to the Transitional Funds Reserve, budget amendments for the Capital Equipment Plan purchases, and contribution to the Municipal Reserve, as recommended.

2020 Operating & Capital Budget Approval

Agenda Item 8.1; YouTube Livestream: [1:05:21](#); [2:15:09](#)

The County is required under the Municipal Government Act (MGA) to approve an operating and capital budget that are both balanced and fully funded. The budgeting process allows Kneehill County to prioritize projects, programs and service levels based on anticipated revenue and expenses. The municipality's annual budget routinely consists of two components:

- The Operating Budget for day-to-day expenditures (e.g. salaries, wages, benefits, heat, electric, and maintenance of buildings and infrastructure, etc.).
- The Capital Budget for the purchase and financing of assets or improvement of existing infrastructure (e.g. roads, water and wastewater facilities, county facilities and major projects, etc.)

[Full report available in the Council Package.](#)

Decision:

Council approved the 2020 Operating and Capital Budget, transfers from reserves, contributions to reserves, 2020's Non-TCA projects including Gravel projects, and Capital Budget funding sources as recommended.

2020 Parade Season

Agenda Item 8.1; YouTube Livestream: [2:20:24](#)

Every year Council participates in the local parades within our area. Administration brought forward this request, knowing that Council's attendance at the parades may not take place, or the events themselves may be cancelled due to the COVID 19 pandemic which is expected to go on for several months.

Decision:

Council authorized Council's attendance to participate in the Linden, Carbon, Acme, Trochu, Three Hills and Drumheller 2020 parades.

Drumheller Area Health Foundation

Agenda Item 8.1; YouTube Livestream: [2:22:19](#)

Administration received a letter from the Drumheller Area Health Foundation requesting a Board Member representative from Kneehill County, per their Bylaw, and advised that their AGM is on April 29th.

Decision:

Council directed administration to withdraw from the Drumheller Area Health Foundation, as Kneehill County has not been an active member of this committee.

Rehoboth Christian Ministries Request

Agenda Item 8.1; YouTube Livestream: [2:25:32](#)

Administration received a request from the Rehoboth Christian Ministries asking to use the Keivers Lake Day Use Area 4 times this summer, during the week without charge. The Rehoboth Christian Ministries have visited the facility for many years. The group would include around 25 people which consists of clients and their support staff. Council approved this request in 2018 and 2019.

Decision:

Council waived the Keiver's Lake Day Use Area fee in the amount of \$200.00 for Rehoboth Christian Ministries for four days, dependent on health approvals due to COVID-19.

Bylaw 1821, Procedural Bylaw

Agenda Item 8.1; YouTube Livestream: [2:28:26](#)

In the midst of the COVID 19 pandemic, the Alberta Government has implemented aggressive public health measures, including additional limits to mass gatherings. Administration is recommending amendments to the Procedural Bylaw to allow Council to attend meetings electronically as a protective measure in response to COVID-19.

Decision:

Council gave first, second and third reading to Bylaw 1821, passing the Procedural Bylaw. Council also directed administration to bring the Bylaw back immediately following pandemic concerns.

Business Continuity Overview

Agenda Item 8.1; YouTube Livestream: [2:39:15](#)

In light in the COVID 19 pandemic currently taking place, the County is taking measures to ensure that critical operations conducted by the County are maintained. The County has activated its Emergency Coordination Centre and that entity is monitoring the COVID 19 pandemic and the County's resources on a daily basis. The goal of the County during this pandemic is to maintain as many of the County's provided services (that can safely and reasonably be provided) for as long as possible. Some services have already been suspended, and it is anticipated that as time goes on, it will be required to suspend other services.

Decision:

Council accepted the Overview of Business Continuity Planning report for information, as presented.

Kneehill County Organizational Chart

Agenda Item 8.1; YouTube Livestream: [3:01:30](#)

Policy 3-16 requires Kneehill County's Organizational Chart be presented to Council in March of each year. While a number of reporting lines and functional units have been altered in the 2020 Organizational Chart, there are no new positions other than the proposed Economic Development Officer. The effective date of the Org Chart has not been determined, but is expected to be implemented in early April, dependent on COVID-19.

Decision:

Council accepted the updated Kneehill County Organizational Chart, and directed Administration to amend Policy 3-16 with the new Organizational Chart.

Drumheller/Kneehill County ICF

Agenda Item 8.1; YouTube Livestream: [3:15:06](#)

As a result of recent updates to the Municipal Government Act (MGA), the Province now requires all municipalities that share a common boundary to adopt Intermunicipal Collaboration Framework (ICF) Agreements. Each ICF agreement must include a description of the services provided that benefit residents from both municipalities, identify which municipality is responsible for which service, how these services will be delivered and funded, and include a process for resolving disputes, should they occur. Administration from both Kneehill County and the Town of Drumheller have met to discuss their proposed ICF, and have come to an agreement.

Decision:

Council authorized the Reeve and CAO to execute the Kneehill County and Town of Drumheller Intermunicipal Collaboration Framework Agreement as presented.

Village of Acme/Kneehill County ICF

Agenda Item 8.1; YouTube Livestream: [3:18:19](#)

As a result of recent updates to the Municipal Government Act (MGA), the Province now requires all municipalities that share a common boundary to adopt Intermunicipal Collaboration Framework (ICF) Agreements. Each ICF agreement must include a description of the services provided that benefit residents from both municipalities, identify which municipality is responsible for which service, how these services will be delivered and funded, and include a process for resolving disputes, should they occur. Administration from both Kneehill County and the Village of Acme have met to discuss their proposed ICF, and have come to an agreement.

Decision:

Council authorized the Reeve and CAO to execute the agreements with the Village of Acme, as listed in the Council package, adopting the Kneehill County/Village of Acme Intermunicipal Collaboration Framework Agreement.

Council and Committee Reports

Agenda Item 8.1; YouTube Livestream: [3:45:09](#)

Council and Committee reports include minutes from Community Futures Wildrose. Received for information.

Decision:

Council accepted the reports as presented.

Closed Session

Agenda Item 12.0; YouTube Livestream: [3:47:40](#)

(FOIP Section 16)

NEXT Council Meeting: April 14, 2020 at 8:30 am in Council Chambers
1600, 2nd Street NE, Three Hills, Alberta.
Agendas are available at www.kneehillcounty.com