



**SPECIAL COUNCIL MEETING  
KANANASKIS IMPROVEMENT  
DISTRICT COUNCIL**

**MINUTES**

**DATE:** April 1<sup>st</sup>, 2016  
**TIME:** 10:30 a.m. to 11:30 a.m.  
**PLACE:** Glenbow Ranch Provincial Park  
(Main Office)

**FINAL**

**Chairperson:** Bruce Lukey (via conference)  
**Councillors:** Arn Hoffman (via conference)  
Susan Billington, QC  
Mike Norton  
**In Attendance:** Jordie Fraser, Chief Administrative Officer  
**Recording Secretary:** Manon Miller, Municipal Administrator

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**1. Call to Order, Presentations & Delegations**

The meeting was called to order at 10:27 am.

**2. Agenda Items – Adoption of the Agenda**

(a) Items to be struck-5(a) Business Cycle Planning will be deferred to the May 17, 2016 Regular Council Meeting.

(b) Items to be added-none.

(c) Adoption of the Agenda

**Motion:** **Bruce Lukey**  
Move to approve the Agenda of the Special Meeting of April 1, 2016 as presented.

**Second:** Arn Hoffman  
**#2016/04/01\_006** **Carried Unanimously**

**3. Administrative Updates**

(a) Excuse Councillors-There were no Councillors to excuse.

#### 4. Council Committee Reports

(a) Budget and Audit Committee

2015 Annual Financial Transfer Approval

**Motion:** **Mike Norton**  
Move that Council accepts all financial transfers listed in the 2015 Annual Financial Transfer's document.  
**Second:** **Susan Billington**  
**#2016/04/01\_007** **Carried Unanimously**

ii. 2015 Audited Financial Statement Approval

**Motion:** **Arn Hoffman**  
Move that Council accepts the 2015 Office of the Auditor General Council's Report to the Kananaskis Improvement District's Budget and Audit committee and the 2015 Audited Financial Statements.  
**Second:** **Mike Norton**  
**#2016/04/01\_008** **Carried Unanimously**

With respect to Note 15-Honoraria Salaries and Benefits Disclosure & Note 17-Public Service Pension Plan to the Kananaskis Improvement District's financial statements, clarification that KID Councillors: receive an Honoraria for their volunteer service pursuant to Schedule #2 ; do not receive a salary or benefits; do not participate and are not eligible for the multi-employer, Public Service Pension Plan and will not receive any benefits under the Public Service Pension Plan.

With respect to Notes 4-Related Party Transactions & Note 15-Honoraria, Salaries and Benefits Disclosure of the Kananaskis Improvement District financial statements on April 1, 2016, the interim CAO salary was not taken account in the audited financial statements when presented to Council and a revision of these notes will be provided to the CAO by the Office of the Auditor General.

iii. 2015 Municipal Financial Information Return Approval

**Motion:** **Arn Hoffman**  
Move that Council accepts the 2015 Municipal Financial Information Return.  
**Second:** **Mike Norton**  
**2016/04/01\_009** **Carried Unanimously**

**5. Councillor Updates**

(a) Business Cycle Planning-Councillor Billington gave a review of the Draft Business Cycle Planning that had been drafted by CAO Fraser. Mid-April Councillors will input there recommendations as per the Draft plan.

**6. Council Question Period to Administration-None.**

**7. New Business-No new business.**


**8. Public Gallery Question Period-No members were in the public gallery.**

**9. Updates for future meetings**

**10. Next Meeting**

May 17, 2016	<b>Regular Council Meeting 2016 Final Budget Approval</b>	KID Council
June 19-21, 2016	<b>Business &amp; Strategic Planning</b>	TBD
Sept 20, 2016	<b>Regular Council Meeting</b>	KID Council
November 7, 2016	<b>Regular Council Meeting 2017 Interim Budget Approval</b>	KID Council
December 2, 2016	<b>Council Committee Presentations</b>	KID Council Chambers

**11. Adjournment**-The meeting was adjourned at 11:45 am.

  
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17 MAY 2016. Chair

  
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Chief Administrative Officer  
17 MAY, 2016

Supplemental for Motion #2016/04/01\_007  
**2015 Annual Transfer's Document dated April 1, 2016**

Move to transfer \$161,040 of the 2014 Forest Resource Improvement Association of Alberta 13-16 Grant, plus \$1,020.19 of the 2015 unrestricted surplus (net assets) identified as interest on the 2015 trial balance sheet to Deferred Operating Contributions – Restricted Cash and that the balance remain as restricted cash to be spent in accordance with grant guidelines.

Move to transfer \$175,875 of the 2014 Forest Resource Improvement Association of Alberta 13-17 Grant, plus \$0.49 of the 2015 unrestricted surplus (net assets) identified as interest on the 2015 trial balance sheet to Deferred Operating Contributions – Restricted Cash and that the balance remain as restricted cash to be spent in accordance with grant guidelines.

Move to transfer \$38.16 of the 2015 unrestricted surplus (net assets) identified as interest on the 2015 trial balance sheet to Deferred Operating Contributions – Restricted Cash and that the balance remain as restricted cash to be spent in accordance with the 2012/2013 FireSmart Community Grant.

Move to transfer \$15,000 of the 2014/2015 FireSmart Community Grant, plus \$94 of the 2015 unrestricted surplus (net assets) identified as interest on the 2015 trial balance to Deferred Operating Contributions – Restricted Cash and that the balance remain as restricted cash to be spent in accordance with grant guidelines.

Move to transfer \$460 of the 2015 unrestricted surplus (net assets) identified as interest on the 2015 trial balance sheet to Deferred Operating Contributions – Restricted Cash and that the balance remain as restricted cash to be spent in accordance with the 2014 FireSmart Vegetation Management Grant.

Move to transfer \$1,689.04 of the 2015 unrestricted surplus (net assets) identified as interest on the 2015 trial balance sheet to Deferred Capital Contributions – Restricted Cash and that the balance remain as restricted cash for capital purposes to be spent in accordance with the MSI Capital Grant guidelines.

Move to transfer \$1,020.80 of the 2015 unrestricted surplus (net assets) identified as interest on the 2015 trial balance sheet to Deferred Capital Contributions – Restricted Cash and that the balance remain as restricted cash to be spent in accordance with the Federal Gas Tax Fund grant guidelines.

Move to transfer the accumulated 2015 unrestricted surplus (net assets) plus associated 2015 unrestricted surplus (net assets) identified as interest on the 2015 trial balance sheet within the Reserve Funds as follows:

- \$72,848.84 to Operating contingency spent in the 2016 or future years;
- \$7,728.69 to Capital Reserve – Restricted Cash and that the balance remains as restricted cash for capital purposes in 2016 or future years;
- \$2,307.69 to Operating Reserve – Restricted Cash and that the balance remains as restricted cash for operating purposes for 2016 or future years;