



COUNCIL MEETING AGENDA

Tuesday, April 8, 2025, 8:30 a.m.

1600 2nd Street NE

Three Hills, AB T0M 2A0

<https://www.youtube.com/@kneehillcounty48>

	Pages
1. Call Meeting to Order	
1.1 Agenda	
1.1.1 Additions to the Agenda	
1.1.2 Adoption of the Agenda	
2. Approval of Minutes	
2.1 Regular Council Meeting Minutes of March 25, 2025	3
3. Appointments	
3.1 Delegation- Third Party Business (FOIP-Section 16) Time: 9:00 a.m. This Delegation will be presented in Closed Session. See Item 11.2	
3.2 Delegation-Hesketh Community Hall Time: 10:00 a.m. Presenter: Harold Cooper Subject: Rural Community Hall Capital Grant Application	10
3.3 Travel Drumheller Delegation Time: 11:00 a.m. Presenter(s): Julia Fielding & Lana Phillips	20
4. Infrastructure- Roads/Bridges/Water/Wastewater/Environment No Report	
5. Community Services	
5.1 Planning	
5.1.1 Bylaw 1916 Road Closure – Undeveloped Road Allowance East of Ptn. NE 8-33-23 W4 Plan 4910S Block W	35
5.1.2 Bylaw 1917 A to LI- Request to Amend Land Use Bylaw 1808	42
5.2 Agricultural Service Board & Parks No Report	
5.3 Protective Services No Report	
5.4 Economic Development	
5.4.1 Travel Drumheller Annual General Meeting	51
6. Corporate Services	
6.1 Assessment, Taxes, and Ratepayer Impacts	54
6.2 Bylaw 1913- Tax Rate Bylaw	58

6.3	Bylaw 1915- Town of Trochu Senior's Living Complex NEW Borrowing Bylaw	64
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7.1	Trochu and District Agricultural Society Request	71
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8.1	Hesketh Community Hall Rural Hall Capital Grant	76
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11.	Closed Session	
11.1	Advice from Officials (FOIP-Section 24)	
11.2	Third Party Business (FOIP- Section 16)- See Item 3.1 Delegation Time: 9:00 a.m.	
11.3	Third Party Business (FOIP- Section 16)	
12.	Motions from Closed Session	
13.	Adjourn	



Kneehill County
Regular Meeting of Council

Minutes

March 25, 2025, 8:30 a.m.
1600 2nd Street NE
Three Hills, AB T0M 2A0

Council Present: Faye McGhee, Deputy Reeve
Jerry Wittstock, Councillor
Carrie Fobes, Councillor
Laura Lee Machell-Cunningham, Councillor
Wade Christie, Councillor
Kenneth King, Reeve

Council Absent: Debbie Penner, Councillor

Staff Present: Mike Haugen, Chief Administrative Officer
Mike Ziehr, Director of Infrastructure
Kevin Gannon, Director of Community Services
Theresa Cochran, Director of Corporate Services
Debra Grosfield, Manager of Protective Services
Marika Von Mirbach, Manager of Financial Planning
Christine Anderson, Communications Officer
Fallon Sherlock, Manager of Parks and Agricultural Services
Mike Conkin, Project Supervisor
Carolyn Van der Kuil, Legislative Services Manager

1. Call Meeting to Order

Reeve King called the meeting to order at 8:30 a.m.

1.1 Agenda

1.1.1 Additions to the Agenda

Additions under Council & Committee Reports

- 9.1 Community Futures Wildrose
- 9.2 Central Alberta Economic Partnership (CAEP)
- 9.3 RMA Spring Conference 2025

1.1.2 Adoption of the Agenda

Resolution: 079/25

Moved by: Councillor Christie

That Council approve the agenda as amended.

CARRIED UNANIMOUSLY

2. Approval of Minutes

2.1 Regular Council Meeting Minutes of March 11, 2025

Resolution: 080/25

Moved by: Councillor Christie

That Council approves the adoption of the minutes of the March 11, 2025, Regular Meeting of Council, as presented.

CARRIED UNANIMOUSLY

1. 4. Infrastructure- Roads/Bridges/Water/Wastewater/Environment

4.1 Three Hills Cruise - Water Truck Request

Resolution: 081/25

Moved by: Councillor Cunningham

That Council approve the use of a water truck and operator and supply water to fill barricades for the 2025 Three Hills Cruise Weekend races.

CARRIED UNANIMOUSLY

5. Community Services

5.2 Agricultural Service Board & Parks

5.2.1 Braconnier Campground Picnic Shelter Design

Resolution: 082/25

Moved by: Councillor Fobes

That Council approve the Braconnier Campground Picnic Shelter design as discussed.

CARRIED UNANIMOUSLY

5.2.2 Vegetation Cutting and Snow Plowing at Hamlet Community Centers

Resolution: 083/25

Moved by: Councillor Fobes

That Council increase the private cemetery mowing fees to \$500 annually in 2026 and implement formal service agreements with existing serviced cemeteries.

CARRIED

_____Initials

Resolution: 084/25

Moved by: Councillor Fobes

That Council maintain the status quo regarding mowing services for Rural Community Centres.

CARRIED UNANIMOUSLY

Resolution: 085/25

Moved by: Councillor Christie

That Council approve the provision of snow plowing services to rural community centres, as requested, at a cost recovery basis.

CARRIED UNANIMOUSLY

5.3 Protective Services

5.3.1 Fire Guardian Annual Appointments 2025

The Chair called for a recess at 9:25 a.m. and called the meeting back to order at 9:35 a.m. with all previously mentioned members present.

Resolution: 086/25

Moved by: Deputy Reeve McGhee

That Council appoint the following as Fire Guardians for the issuance of fire permits to March 31, 2026:

- Three Hills Fire Department: Chris Evans, Murray Fenton, Brandon Rempel
- Acme Fire Department: No Fire Guardians
- Carbon Fire Department: Jody Kranzler, Jordan Reed, Jeremy Kranzler, Austin Larsen, Travis Cormier, Riddel Wiebe
- Linden Fire Department: Shawn Klassen, Carson Reimer, Max Penner
- Torrington Fire Department: Doug Fretz, Jason Michielsen, Derek Benedict
- Trochu Fire Department: Richard Hoppins, Alan Adam, Chris Armstrong
- Kneehill County Administrative: CAO, Director of Community Services, Manager of Protective Services, Rural Fire Chief, Community Peace Officers.

CARRIED UNANIMOUSLY

_____Initials

6. Corporate Services

6.1 Ratepayer Evenings 2025

Resolution: 087/25

Moved by: Councillor Fobes

That Council approve hosting a Ratepayer Evening in Huxley and the second Ratepayer evening to take place at Horseshoe Canyon in 2025, with the knowledge that extra costs may be incurred.

CARRIED UNANIMOUSLY

6.2 2024 Fourth Quarter Variance Report

Resolution: 088/25

Moved by: Deputy Reeve McGhee

That Council approves reserve contributions of \$2,758,304 as detailed in Appendix G.

CARRIED UNANIMOUSLY

Resolution: 089/25

Moved by: Councillor Wittstock

That Council approves a draw of \$2,057 from the Contingency Reserve to fund over-budget Operating Projects as detailed in Appendix C.

CARRIED UNANIMOUSLY

Resolution: 090/25

Moved by: Councillor Christie

That Council approves \$708,514 of Operating Project carryforwards, including funding sources, as detailed in Appendix C.

CARRIED UNANIMOUSLY

Resolution: 091/25

Moved by: Deputy Reeve McGhee

That Council approves a draw of \$16,432 from the Building Capital Replacement Reserve and \$14,676 from the Roads Reserve to fund over-budget Capital Projects as detailed in Appendix D.

CARRIED UNANIMOUSLY

_____Initials

Resolution: 092/25

Moved by: Councillor Fobes

That Council approves \$4,358,753 of Capital Project carryforwards, including funding sources, as detailed in Appendix D.

CARRIED UNANIMOUSLY

3. Appointments

3.1 Delegation- Accurate Assessment 2025

The Chair called for a recess at 10:47 a.m. and called the meeting back to order at 11:00 a.m. with all previously mentioned members present.

Troy Birtles, Kris Meadows and Kent Smith from Accurate Assessment presented highlights of Kneehill County's 2024 Assessment.

6. Corporate Services

6.3 Promotional Item Expenditure Report

Resolution: 093/25

Moved by: Councillor Fobes

That Council accepts the report on promotional item expenditures for 2022 to 2024 as information.

CARRIED UNANIMOUSLY

7. Legislative Services

7.2 Policy 15-6, Promotional Items

Resolution: 094/25

Moved by: Councillor Cunningham

That Council receive for information Policy #15-6, Promotional Items.

CARRIED

7.1 Community Grants Round One 2025

The Chair called for a recess at 12:25 p.m. and called the meeting back to order at 1:03 p.m. with all previously mentioned members present.

Resolution: 095/25

Moved by: Councillor Cunningham

That this meeting goes into closed session at 1:09 p.m. for the following reason.

- Third Party Business (Section 16)

CARRIED UNANIMOUSLY

_____Initials

Resolution: 096/25

Moved by: Councillor Christie

That Council return to open meeting at 1:19 p.m.

1:19 p.m. - meeting recessed to allow return of public.

1:19 p.m. - meeting resumed.

CARRIED UNANIMOUSLY

Resolution: 097/25

Moved by: Councillor Fobes

That Council approve the following Round One Community Grants to Non-Profit Organizations funding to the following organizations:

Trochu Valley Historical Society	\$960.00	To create the Trochu & District History Book Three.
Three Hills Minor Softball Association	\$2,365.00	Purchase new ball equipment and jerseys
Huxley Community Association	\$4,500.00	Curling Rink Retaining Wall Project
TOTAL	\$7,825.00	

CARRIED UNANIMOUSLY

8. Disposition of Delegation & Public Hearing Business

8.1 Accurate Assessment Delegation

Resolution: 098/25

Moved by: Councillor Cunningham

That Council receive for information the Accurate Assessment presentation.

CARRIED UNANIMOUSLY

9. Council and Committee Reports

Resolution: 099/25

Moved by: Councillor Christie

That Council accepts for information the Council & Committee Report, as presented.

- Community Futures Wildrose
- Central Alberta Economic Development (CAEP)
- RMA Spring Conference 2025

CARRIED UNANIMOUSLY

10. Council Follow-Up Action List

Resolution: 100/25

Moved by: Councillor Wittstock

That Council receive for information the Council Follow-Up Action List as presented.

CARRIED UNANIMOUSLY

13. Adjourn

The meeting adjourned at 1:50 p.m.

Kenneth King, Reeve

Mike Haugen, CAO

Subject: **Hesketh Community Hall**
Meeting Date: Tuesday, April 8, 2025
Time: 10:00 a.m.

STRATEGIC PLAN ALIGNMENT: (Check all that apply)

	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
High Quality Infrastructure		Economic Resilience		Quality of Life		Effective Leadership		Level of Service	

ATTACHMENTS:

Delegation Request Form
Kneehill County Rural Community Hall Capital Grant Application

APPROVAL(S):

Mike Haugen, Chief Administrative Officer Approved-





Delegation Request Form

Please submit completed form to
carolyn.vanderkuil@kneehillcounty.com

MEETING DETAILS

Regular Council Meeting Date & Time: April 8, 2025 @ 10:00 a.m.

GUIDELINES

- Presentations are not to exceed 15 minutes, including questions, unless permitted by Council.
- The Delegation Request Form and related documents will become part of the public record and will be released/published in the agenda and minutes and will be made available to the public in a variety of methods.
- Persons interested in requesting a presentation to Kneehill County Council must supply all pertinent information including handouts, PowerPoint Presentations no later than 4:00 p.m. on the Wednesday prior to the scheduled Tuesday meeting. If your material is not published in the agenda, bring ten (10) copies with you to the meeting. Note: distributed documents will become part of the public record.
- The County’s Council meetings are video recorded and live-streamed on the County’s website.
- Kneehill County Council values respectful and constructive proceedings. All presenters are expected to engage with Council, staff, and other attendees in a courteous manner. Disrespectful or inappropriate behaviour will not be tolerated and may result in the Chairperson concluding the presentation. The Chairperson may also direct anyone causing a disturbance or acting improperly to leave the meeting.
- The purpose of a delegation is to provide information to Council. The delegation is not intended to be a “back and forth” engagement or to function as a “question period”.

PRESENTER DETAILS

Name: (Person Making presentation) Harold Cooper

Company or Group Represented: Hesketh Community Hall

Contact Number: _____

Email: _____

Mailing Address: _____

This personal information is being collected under the authority of Section (c) of the Freedom of Information and Protection of Privacy Act and will be used in scheduling you as a delegation before Council. If you have any questions about the collection of this information, please contact the FOIP Coordinator at 403-443-5541.



Delegation Request Form

Please submit completed form to
carolyn.vanderkuil@kneehillcounty.com

PRESENTATION TOPIC

Will the presentation require PowerPoint facilities? Yes No

The topic of the discussion is (be specific, provide details, and attach additional information, if required so that all necessary details may be considered.):

The Hesketh Community Hall Association is applying for a Rural Community Hall Capital Grant. As part of the policy, if a request is over \$5,000 the organization needs to present their project to Council in person.

The Hesketh Community Hall Association is requesting \$7,369 from the County to purchase new tables and Chairs for their hall.

PURPOSE OF PRESENTATION

Information Only Request Action/Support Request Funds Other

Desired Resolution (What is the decision you are asking to make?)

- *Have you included all attachments?*
- *Does your summary contain all pertinent information?*
- *Have you provided enough information to enable Council to make an informed decision?*
- *Have you reviewed your presentation to ensure that it will fit within the specified timelines?*

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ORGANIZATION INFORMATION

Date: March 10/25

Organization Legal Name: Hesketh Community Hall Association

Contact Person: Susan Berdahl

PROJECT INFORMATION

Please provide a brief (one sentence) description of the project for which grant funding is requested on the line below. (i.e. upgrade furnace in hall)

In great need for tables and chairs

- Please attach a detailed description of the project for which Community Grant funding is requested and include:
- An indication of how this project will benefit the local community.
- If you are including volunteer labour or any other donation "in-kind", please include detailed information about this in your description. (i.e. how many volunteers and expected volunteer hours etc.)

Yes No Will this project be completed within the current year?

Yes No Would you like to present to Council? (Mandatory for projects over \$5,000)

Yes No If you do not receive this grant, will the project take place?

The personal information on this form is being collected for the purpose of determining eligibility of an applicant to receive a grant. This information is collected under the authority of Section 33 (c) of the Freedom of Information and Protection of Privacy Act and may become public information once it is submitted to Council during a Council meeting. Questions regarding the collection of this information can be directed to the FOIP Coordinator at 403-443-5541.



Rural Hall Capital Grant Policy
Application Form
 POLICY #15-4

PROJECT FUNDING			
Project Funding Details – Please identify all sources of funding for this project			
			Total Amount
Kneehill County Contribution- Please fill in the funding request for this application			\$ 7369.00
Additional revenues to complete the project: Organizations must contribute an amount equal to or exceeding Kneehill County's Contribution.	Confirmed Amount	Pending Amount	
Organization's cash contribution to the project (cells highlighted in blue must equal 25% of the total project cost)			\$ 1500.00
Other grants applied for			\$ <u> </u>
Volunteer Labour*			\$ 1000.00
Donated In-Kind (including equipment and material)*			\$
Other Funding Sources			\$
Total Project Funding (This amount must equal the Total Project Cost)			\$ 9869.00

* Rates are: \$20/hr for unskilled labour, \$35/hr for skilled labour and \$70/hr for equipment including operator
 Proof for budgeted in-kind contributions and volunteer labour will be requested on the Accountability form.

APPLICANT AGREEMENT

I DECLARE THAT: (application must be signed by two members of the Halls Executive Committee.)

- I am a duly authorized representative having legal and/or financial signing authority for the above organization.
- The information contained in this application and supporting documents is true and accurate and endorsed by the above organization.
- An accounting of spending, showing compliance with conditions of the grant shall be provided at completion of the project, no later than one year from the date the grant was approved.
- Any grant awarded shall be used solely for the purposes stated within Rural Hall Capital Grant Policy # 15-4.
- Kneehill County's communications may incorporate project details and corresponding photos.

Signature: Susan Berdahl
 Name Printed: SUSAN BERDAHL - Sec. Treasurer
 Date: March 10, 2025

Signature: [Signature]
 Name Printed: HAROLD COOPER
 Date: MAR 10, 2025
Director

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**Hesketh Community Hall (1925 - 2025)
100th Anniversary Celebration**

Brief Project Description: Purchasing replacement tables and chairs for our existing ones that have aged out and are desperately needing replacing

Detailed Project Description:

History – The hall was initially built as the centre of activities for the local residences and the surrounding communities. It provided a social centre for 4-H, community potlucks, Farmers Union of Alberta (FUA) meetings, Women’s Institute meetings, and the school’s Christmas concerts were annual hosted in our hall. It was a hub of activities, including church service, Alberta Wheat Pool regional events throughout the years. The social events were all about bringing families and the community together for meals, dances, bingos etc. It also served for many years as a polling station for the county, and provincial and federal elections.

Today we have continued in a number of these activities bringing together for family reunions, anniversaries, annual ‘heritage’ picnics as well as being available for various private function when the hall is rented.

Not only preserving our rich historical heritage but the current community togetherness, this grant will help ensure our ability to provide these types of events for many years to come. That is why we are asking for your help in readying our hall for our 100th Anniversary Celebrations planned for this June

Need: the current furniture has aged out! Chairs and tables are in significant disrepair and are also very heavy for handling and awkward for storing. More modern tables and chairs will provide a MUCH NEED increase for capacity and comfort for our events.

Grant Request: we are asking for a total of **\$7,369.00 from the County** to help us meet our 100th Anniversary Celebration goals.

Specific Items on the Grant Request:

11 Banquet Tables @ \$214.00	\$2,354.00	
4 Card/Games Tables @ \$131.00	\$ 524.00	
80 chairs @ \$75.00 per chair	<u>\$6,000.00</u>	\$8,869.00
Shipping / Delivery Costs		<u>\$1,000.00</u>
	GRAND TOTAL	\$9,869.00

Hesketh Community Hall 100th Anniversary Celebration

Remaining Effective in Caring for This Generation and the Next



The hall today!



Exterior upgraded in



Community Pot-luck 2025



Very old tables & chairs



Extra long old tables

Hesketh Community Hall 100th Year Celebration

Remaining Effective in Caring for This Generation and the Next



Our history on display.



1922 - 1929



1922 - 1927



Under Construction Dec. 1925

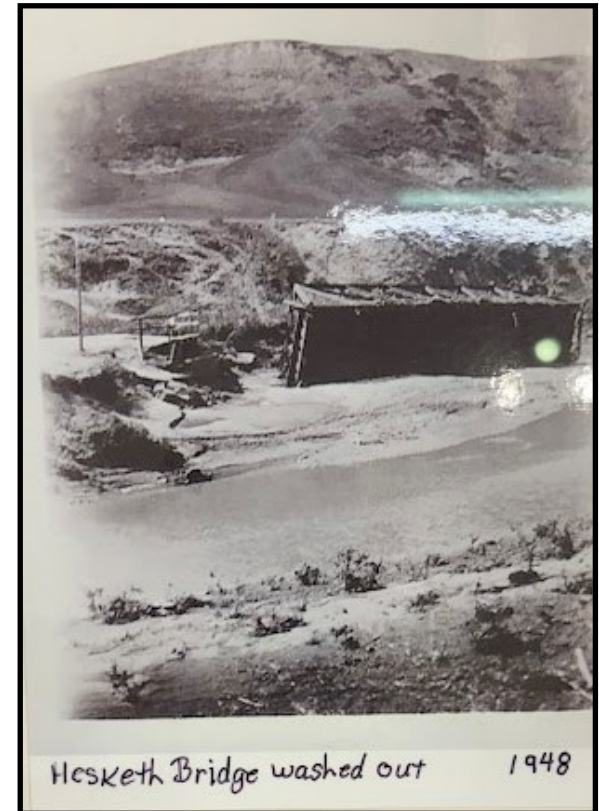


Hesth Hall 3rd Row
John & Mary
1926-1935
Page 18 of 97



Knee Hill Creek Flood

1948

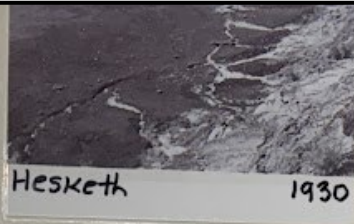


Hesketh Bridge washed out

1948

Hesketh Community Hall 100th Year Celebration

Remaining Effective in Caring for This Generation and the Next



**Some memories
of days gone by!**

Subject: **Travel Drumheller Delegation**

Meeting Date: **Tuesday, April 8, 2025**

STRATEGIC PLAN ALIGNMENT: (Check all that apply)

	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
High Quality Infrastructure		Economic Resilience		Quality of Life		Effective Leadership		Level of Service	

ATTACHMENTS:

Travel Drumheller is scheduled to present at today's meeting at 11:00 a.m.

- Delegation Request Form
- Presentation

APPROVAL(S):

Mike Haugen, Chief Administrative Officer

Approved-





Delegation Request Form

Please submit completed form to
carolyn.vanderkuil@kneehillcounty.com

MEETING DETAILS

Regular Council Meeting Date & Time: Tuesday, April 8 @ 11:00 a.m.

GUIDELINES

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PRESENTER DETAILS

Name: (Person Making presentation) Julia Fielding and Lana Phillips

Company or Group Represented: Travel Drumheller

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PRESENTATION TOPIC

Will the presentation require PowerPoint facilities? Yes No

The topic of the discussion is (be specific, provide details, and attach additional information, if required so that all necessary details may be considered.):

We will be presenting an update on:

- work completed by Travel Drumheller in 2024, including progress on the implementation of the Destination Development Plan, and
- continued work underway across the region, focusing on activities specific to supporting tourism growth within Kneehill County.

PURPOSE OF PRESENTATION

Information Only Request Action/Support Request Funds Other

Desired Resolution (What is the decision you are asking to make?)

To help provide content for the Canadas Badlands website

- *Have you included all attachments?*
- *Does your summary contain all pertinent information?*
- *Have you provided enough information to enable Council to make an informed decision?*
- *Have you reviewed your presentation to ensure that it will fit within the specified timelines?*

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Horseshoe Canyon Kneehill County

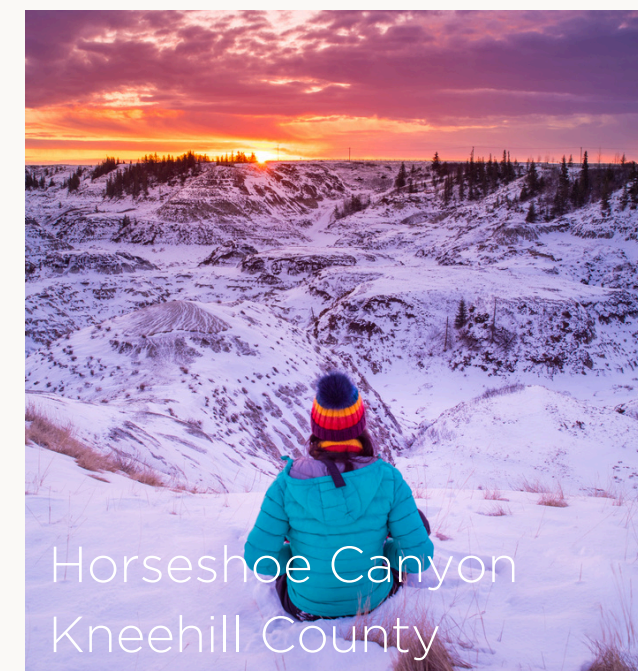


Travel Drumheller

& DESTINATION DRUMHELLER
APRIL 2025



Willow Creek Hoodoos



Horseshoe Canyon Kneehill County



Midland Provincial Park



Travel Drumheller

Vision

The Drumheller region is an iconic Canadian Destination

Mission

To promote Drumheller and region as a year-round destination

Values

Passion

Authenticity

Knowledge



Horseshoe Canyon
Kneehill County



Midland Provincial
Park



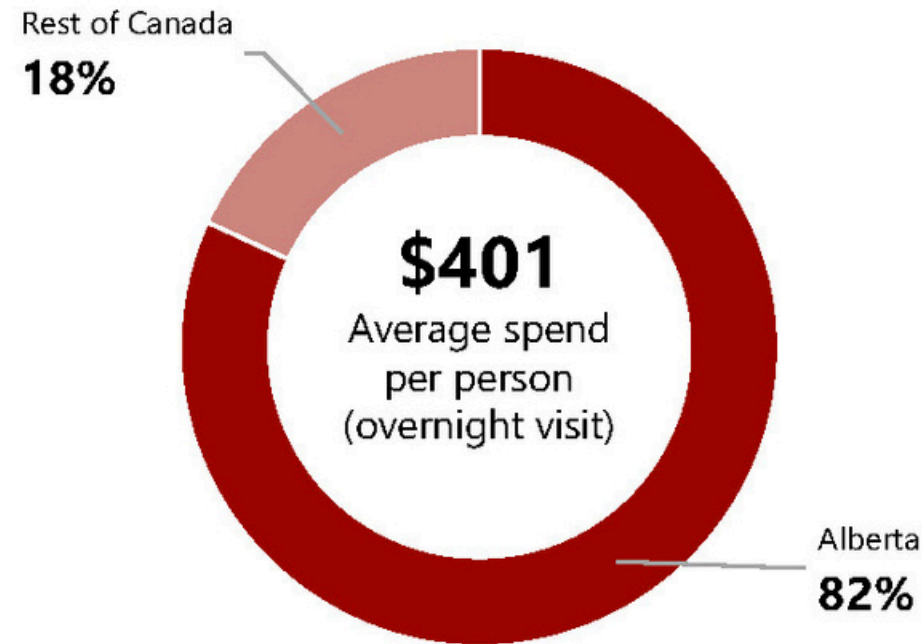
Horseshoe Canyon
Kneehill County

Destination Drumheller



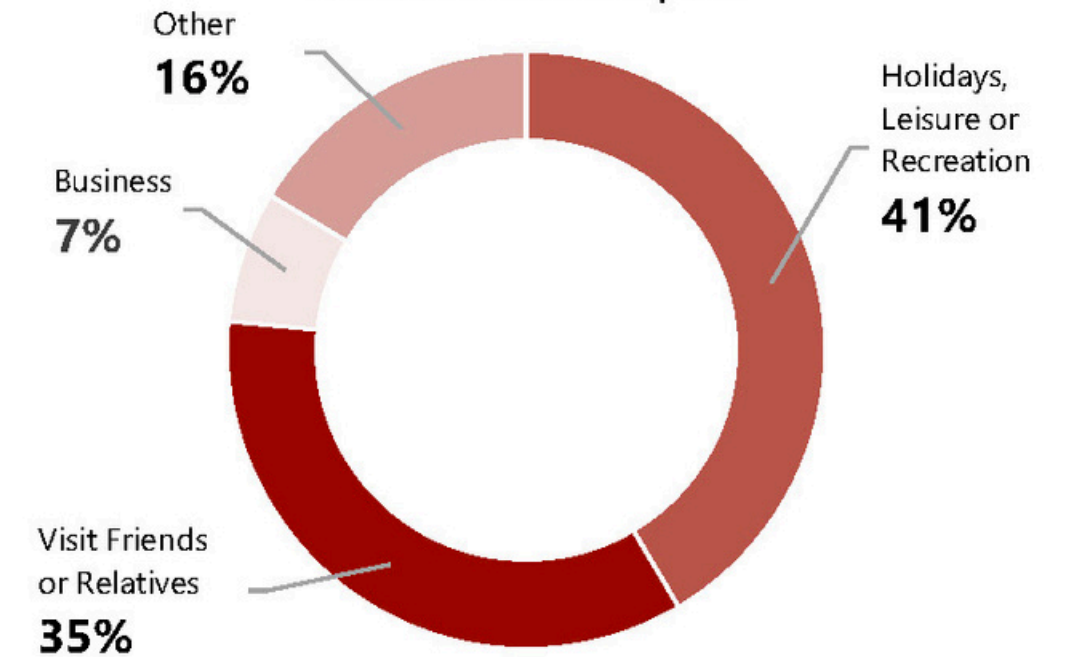
TOTAL DOMESTIC TOURSIM SPEND
\$939M

Domestic Spend



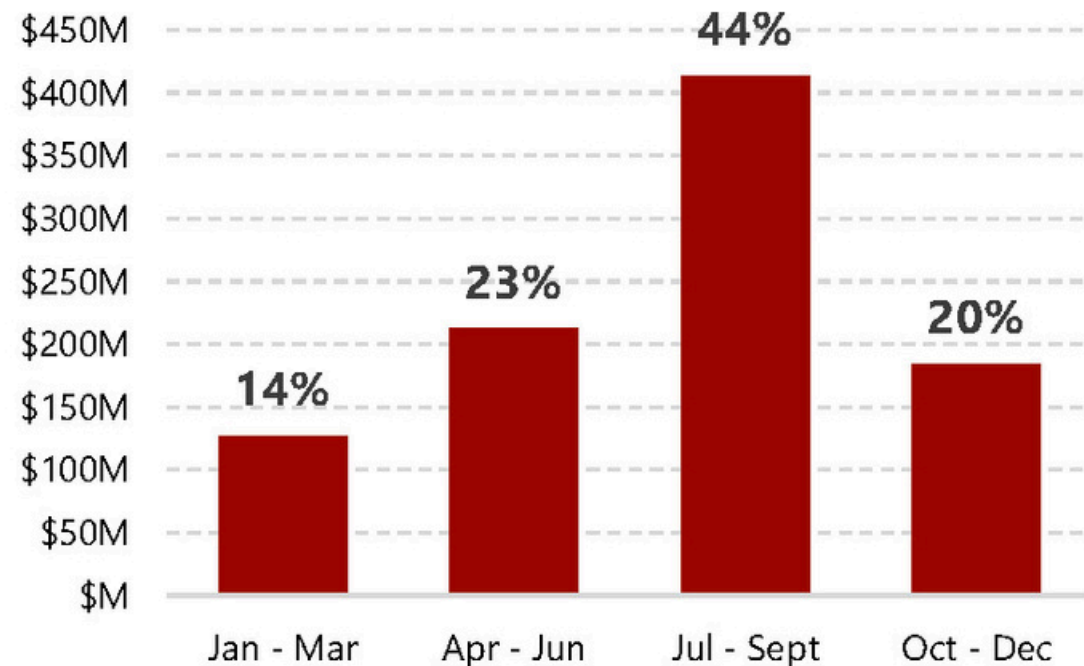
Trip Purpose

Based on Tourism Spend

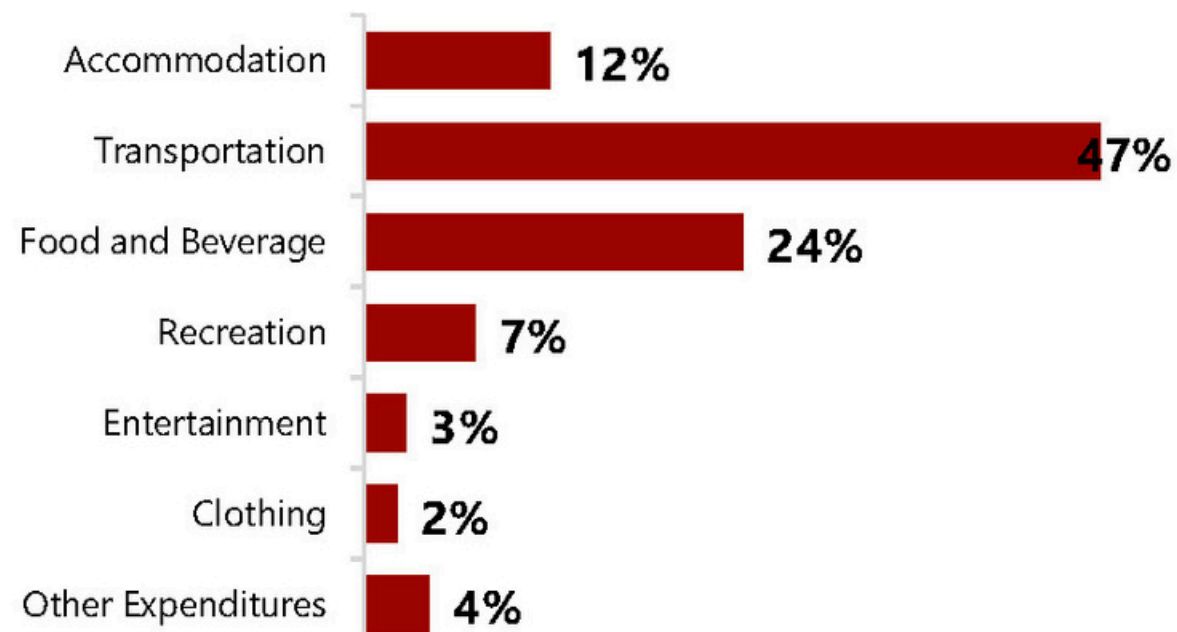


Seasonality

Based on Tourism Spend

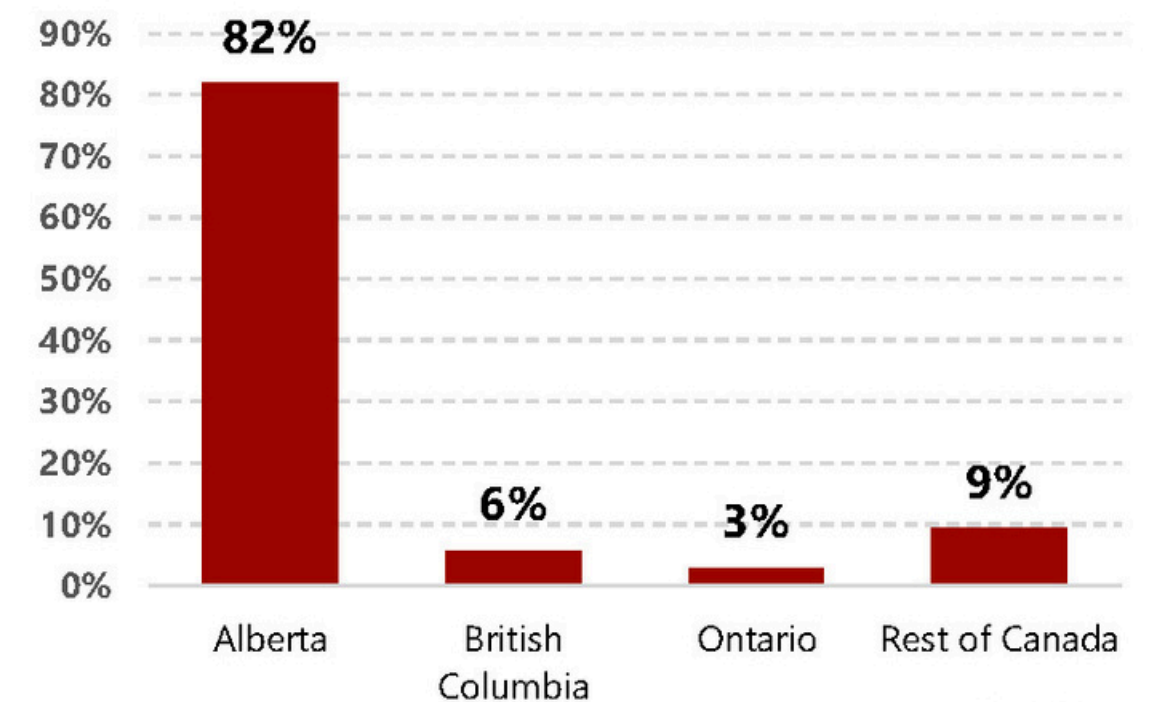


Spend by Category



Top Domestic Markets

Based on Tourism Spend





Midland Provincial Park



Royal Tyrrell Museum

Tourism Numbers

1 IN 6 JOBS

\$70 MILLION IN SALES

\$16 MILLION IN WAGES



Orkney Viewpoint Kneehill County



Minister Schow visit to Drumheller 2023



Cactus Coulee Starland Co.



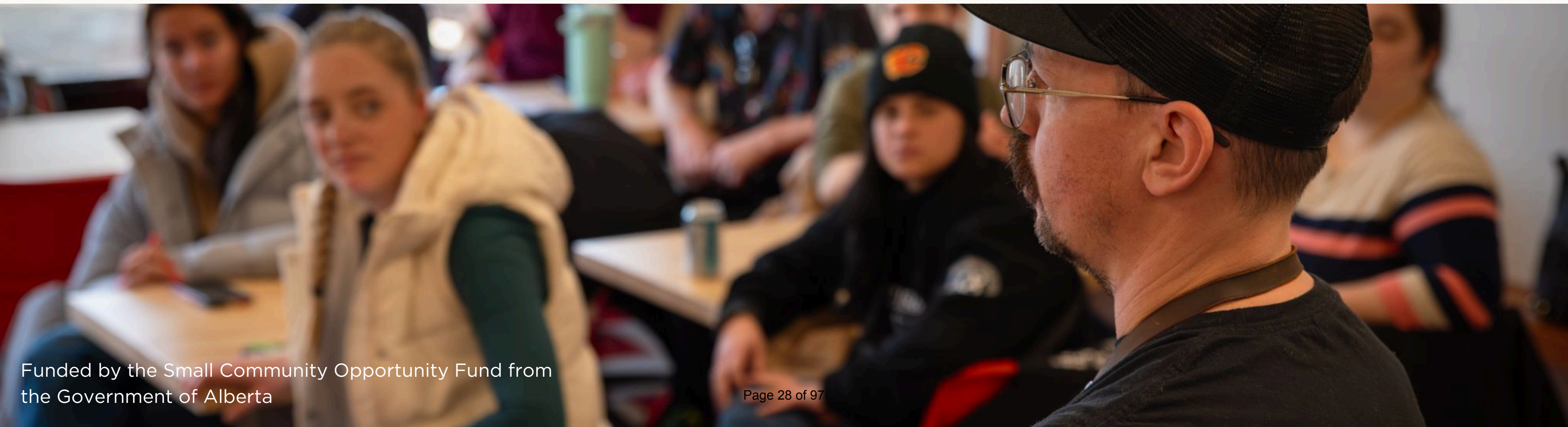
Valley Brewing



Boogie in the Badlands

Tourism Training & Development Program

- High School – Hospitality/Culinary Focused Work Experience Program for Local Youth
- Establishing relationships and partnerships with select post-secondary institutions offering Tourism & Hospitality focused education programs
- Agritourism Event and Development Program- in Kneehill County



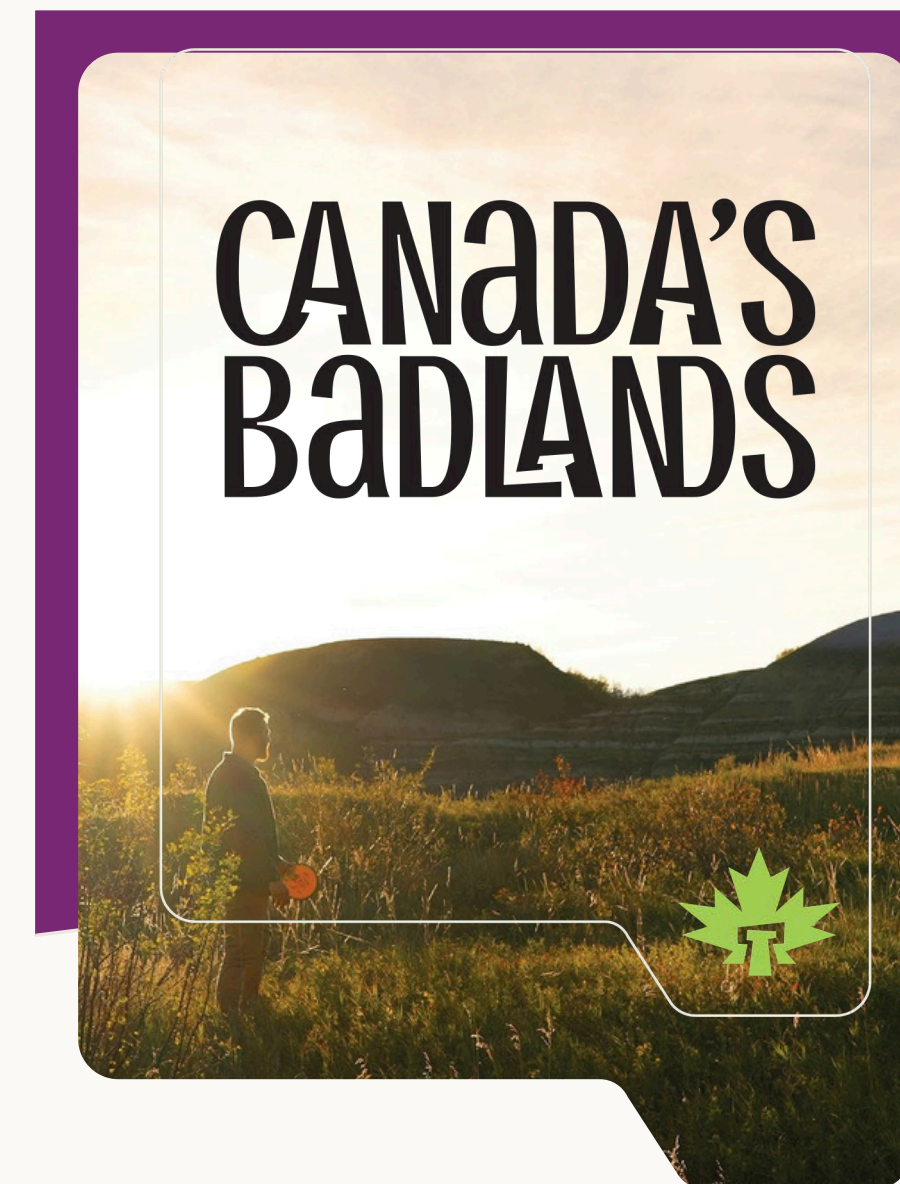
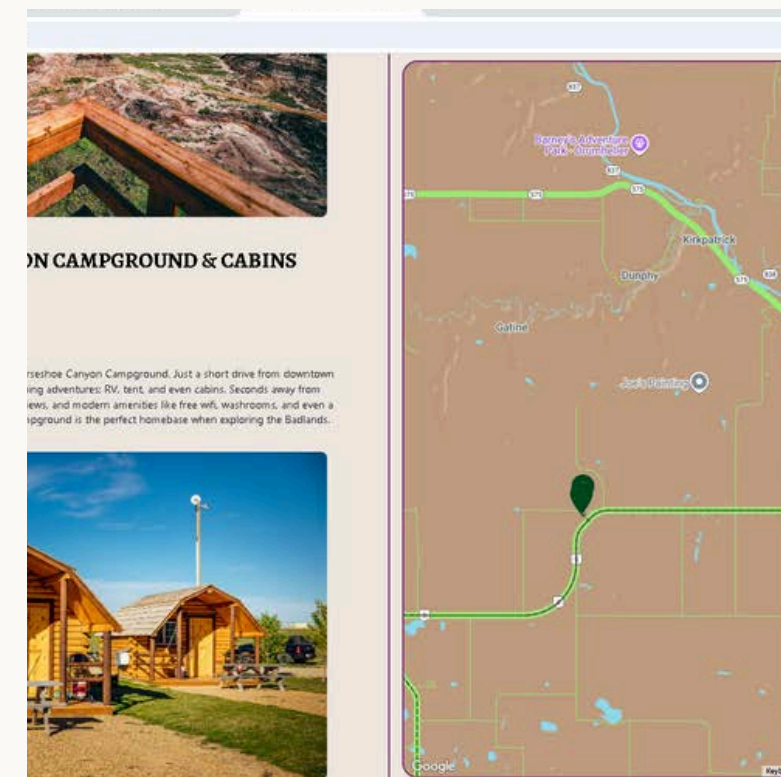
Promoting/Supporting Kneehill County



- Tagging social media posts with @kneehillcounty
- All reports/ posters have images tagged with locations
- Loop in with opportunities such as film crews
- Have provided \$15,000 in funding to support the long table dinner in September

A more regional approach

- Canada's Badlands
- <https://canadasbadlands.com/>
- Itineraries across the badlands region including Kneehill county
- Advertise events across the region
- Two sub brands- Badlands Live and Badlands Unearthed
- Third food brand developed in 2025





Orkney Viewpoint Kneehill County



Downtown Drumheller

#DESTINATION *Drumheller* DEVELOPMENT PLAN

VISION

To be an iconic year-round destination grounded in community

MISSION

Driving significant economic and social value for Drumheller residents, businesses, and visitors through destination development



Bleriot Ferry Kneehill and Starland County



Horseshoe Canyon Kneehill County



Riverside Park Drumheller




3,392
visitor responses


30
questions

80+
participating locations

51%
of respondents were brought here by the Royal Tyrrell Museum

55%
of respondents came for a day trip

 Day trippers arrived mornings at 10am and 11am

 Average spend on a typical day = \$462
Median spend of \$267
Average varies between \$330 to \$1,043 relative to time spent Page 32 of 97



Visit traveldrumheller.com/destination-drumheller for full results



#DESTINATION *Drumheller* DEVELOPMENT PLAN

UPCOMING

- Enabling Transportation Opportunities: Feasibility Study, complemented by a Pilot Shuttle Bus in Drumheller

“THE FUTURE POTENTIAL FOR TOURISM IN DRUMHELLER IS ONLY CONSTRAINED BY PERCEPTIONS OF WHAT TOURISM CURRENTLY IS & SUPPORTED BY THE VISION OF WHAT IT CAN BECOME.”

TWENTY 31 MARCH 2023



Any Questions?

“Destination promotion is a catalyst for community vitality, driving what is needed for a community to become that destination where people want to visit, live, work and play. ”

Jack Johnson, Destinations International

Horsethief Canyon Starland County




Subject: **Bylaw 1916 Road Closure – Undeveloped Road Allowance East of Ptn. NE 8-33-23 W4 Plan 4910S Block W - First Reading & Set Public Hearing Date**

Meeting Date: Tuesday, April 8, 2025

Prepared By: Deanna Keiver, Planning and Development Officer

Presented By: Deanna Keiver, Planning and Development Officer

STRATEGIC PLAN ALIGNMENT: (Check all that apply)

	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
High Quality Infrastructure		Economic Resilience		Quality of Life		Effective Leadership		Level of Service	

RELEVANT LEGISLATION:

Provincial (cite)-

Municipal Government Act Section 22 Road Closure
 Municipal Government Act Section 216 Public Hearings, Section 606

Council Bylaw/Policy (cite)- Bylaw 1772 Advertising Bylaw

BACKGROUND/PROPOSAL:

James Frison has approached the County in his desire to purchase the portion of an undeveloped road allowance which lies on the east side of his property. By closing the undeveloped road allowance, and ultimately purchasing the land, it would allow him to increase the size of his lot and allow him to develop without having the constraint of having a 100-foot (30.5 m) setback from the undeveloped road allowance.

Should Council and subsequently the Minister of Transportation approve the closure, it would be required of the applicant to survey, purchase and consolidate the undeveloped road allowance into his one Country Residential lot.

Closure of the undeveloped road allowance will not interfere with legal access to any other parcels. The applicant owns 5.4 acres zoned Country Residential on the east side of the Town of Trochu. The closure of the avenue would add an additional 1.3 +/- acres.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES/OTHER CONSIDERATIONS:

Road Closures are governed by the Municipal Government Act Section 22, which states that a road must be closed by bylaw, must be advertised and must be approved by the Minister of Transportation prior to receiving 2nd Reading.

Notices are a requirement of Section 606 of the Municipal Government Act and must be done by an advertised method and in accordance with Bylaw 1772: Advertising Bylaw, which notes the Three Hills Capital and Kneehill County website as our official means for notification. We have continued to notify adjacent landowners and referral agencies who could be deemed to be considered potentially affected parties by mail. In this instance, notices are being forwarded to residents within the Town of Trochu which reside east of the railway. Rural residents within Kneehill County that fall within one mile will also be notified by mail. Referral agencies notified include internal Kneehill County Departments. This process is similar to a Public Hearing for a Land Use Bylaw Amendment. A person who claims to be deemed



affected must be given an opportunity to be heard by Council. First Reading is also the mechanism for moving an application into the process.

FINANCIAL & STAFFING IMPLICATIONS:

Costs to the applicant will be as follows:

1. Application fee as set out by Council (1,0000.00)
2. All costs associated with Transfer of Land (Survey, Transfer Documents, Registration etc.)
3. Appraisal Fee (Kneehill County will request an appraisal from our Assessment Department. It will be up to the Applicant to use Kneehill County’s value or hire an outside appraiser).
4. Purchase cost of undeveloped road allowance.

Costs to the County will include referrals, advertisements, and hosting the public hearing. Once the undeveloped road allowance has been closed, consolidated and registered with Land Titles, there will be no ongoing annual operating costs.

RECOMMENDED ENGAGEMENT:

Consultative Decision (Consulting the Public- Two Way Communication)

Tools:	Public Hearing	Other:	
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ATTACHMENTS:

Bylaw 1916

Site Plan

COUNCIL OPTIONS:

1. Council move First Reading of Bylaw 1916 to pursue the road closure of the undeveloped road allowance east of Plan 4910S Block W.
2. Council move that a Public Hearing be scheduled for May 13, 2025 10:00 a.m. as per Section 22 and 230 of the *Municipal Government Act*.
3. Council provide an alternate date or time for the Public Hearing.
4. Council request more information prior to scheduling the Public Hearing.

RECOMMENDED MOTION:

1. That Council move First Reading of Bylaw 1916 to pursue the road closure of the undeveloped road allowance east of Plan 4910S Block W.
2. That Council move that a Public Hearing be scheduled for May 13, 2025, 10:00 a.m. as per Section 22 and 230 of the *Municipal Government Act*.

FOLLOW-UP ACTIONS:

Administration will ensure the required notifications and advertisements are done in preparation for the Public Hearing as per Section 22 and 230 of the *Municipal Government Act*.

APPROVAL(S):

Mike Haugen, Chief Administrative Officer

Approved-





BYLAW NO 1916

ROAD CLOSURE BYLAW – UNDEVELOPED ROAD ALLOWANCE EAST OF

PTN. NE 8-33-23 W4 PLAN 4910S BLOCK W

A BYLAW OF KNEEHILL COUNTY, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF CLOSING TO PUBLIC TRAVEL IN ACCORDANCE WITH SECTION 22 OF THE MUNICIPAL GOVERNMENT ACT, CHAPTER M26 REVISED STATUTES OF ALBERTA 2000, AS AMENDED

WHEREAS the lands hereafter described are no longer required for public travel, and

WHEREAS application has been made to Council to have the road allowance closed, and

WHEREAS the Council of Kneehill County deems it expedient to provide for a bylaw for the purpose of closing to public travel certain roads, or portions thereof, situated in the said municipality, and therefore disposing of same, and

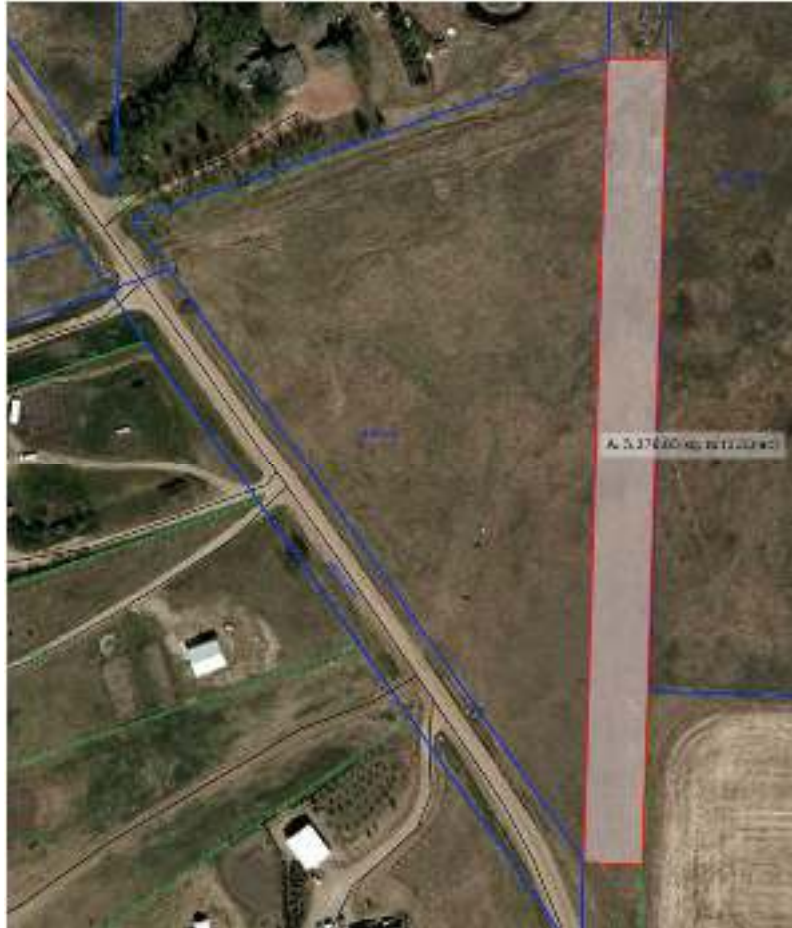
WHEREAS notice of the intention of Council to pass a bylaw has been given in accordance with Section 606 of the Municipal Government Act, and

WHEREAS Council was not petitioned for an opportunity to be heard by any person claiming to be prejudicially affected by the bylaw

NOW THEREFORE BE IT RESOLVED that the Council of Kneehill County, in the Province of Alberta does hereby close to public travel for the purpose of creating title to the following described road allowance, subject to right of access granted by other legislation:

1. The description for the Road Closure for the portion of Government Road Allowance along the East Boundary of Ptn. NE 8-33-23 W4 Plan 4910S Block W as shown outlined in red on the sketch is as follows:

Commencing at the South corner of Block W Plan 4910S head northerly along the east boundary of said block, to the north corner of Block W Plan 4910S. Thence, easterly to the east boundary of the Government Road Allowance. Thence, southerly along the east boundary of the Government Road Allowance to a point perpendicular to the point of commencement. Then westerly to the point of commencement.



PART ONE INTRODUCTION

1. TITLE

This Bylaw shall be known as the “ROAD CLOSURE BYLAW – UNDEVELOPED ROAD ALLOWANCE EAST OF PTN. NE 8-33-23 W4 PLAN 4910S BLOCK W”.

2. DEFINITIONS

In this bylaw the following words and phrases mean:

“Council” means the Council of Kneehill County.

PART TWO TRANSITION

3. SEVERABILITY

(1) If a portion of this bylaw is found by a court of competent jurisdiction to be invalid, the invalid portion will be voided, and the rest of the bylaw remains valid and effective.

4. EFFECTIVE DATE

(1) This bylaw comes into effect upon third reading of this bylaw.
(2) **READ** a first time on this 8th day of April, 2025.

PUBLIC HEARING held on the 13th day of May, 2025 at 10:00 a.m.

Reeve

Kenneth King

Date Public Hearing Held

Chief Administrative Officer

Mike Haugen

APPROVED this _____ day of _____, 2025.

Minister of Transportation

READ a second time on this day of , 2025.

READ a third time and final time of this day of , 2025.

Reeve

Kenneth King

Chief Administrative Officer

Mike Haugen

Date Bylaw Signed



A: 5,376.85 sq. m (1.33 ac)

Portion to be closed



Scale 1: 8,554



100 yd 
 100 m 

The municipality makes no representation or warranties regarding the information contained in this document, including without limitation, whether said information is accurate or complete. Persons using this document do so solely at their own risk, and the municipality shall have no liability to such person for any loss or damage whatsoever. This document shall not be copied or distributed to any person without the express written consent of the municipality. Copyright Kneehill County. All Rights Reserved.

Subject: **Request to Amend Land Use Bylaw 1808 – Bylaw 1917 A to LI**
 Meeting Date: Tuesday, April 8, 2025
 Prepared By: Brandy Hay-Morgan, Planning & Development Officer
 Presented By: Brandy Hay-Morgan, Planning & Development Officer

STRATEGIC PLAN ALIGNMENT: (Check all that apply)

	<input type="checkbox"/>		<input checked="" type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input checked="" type="checkbox"/>
High Quality Infrastructure		Economic Resilience		Quality of Life		Effective Leadership		Level of Service	

RELEVANT LEGISLATION:

Provincial (cite)- Municipal Government Act, Alberta Utilities Commission Act, Alberta Environmental Protection and Enhancement Act

Municipal Government Act Section 216 Public Hearings, Section 606 Requirements for Advertising

Council Bylaw/Policy (cite)- Bylaw 1772 Advertising Bylaw, Land Use Bylaw 1808, Municipal Development Plan 1905

BACKGROUND/PROPOSAL:

Paget Holdings Inc. is the current landowner of SE 30-34-23 W4, and they have granted Corse Energy Corp. the authority (Agent) to apply to increase the total generating capacity of the power plant from 4.95-megawatt to 9.5-megawatt power generation plant. The additional generated electricity will be directed to the on-site cryptocurrency mining/data center which will be the subject of this municipal application. Corse Energy Corp. has received approval from the AUC for the increase to a 9.5-megawatt facility.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES/OTHER CONSIDERATIONS:

The proposed site is approximately one mile north of the Hamlet of Huxley. It is accessed via Highway 21 and TWP 344. The applicants will place five generators, which will connect to ten data center containers (the containers will be stacked in groups of two). This lease will be within the existing Corse Energy Corp footprint. The entire workspace is within the SE 30-34-23 W4.

Notices are a requirement of Section 606 of the Municipal Government Act (MGA) and must be done by an advertised method in accordance with Kneehill County Bylaw 1772: Advertising Bylaw, which notes the Three Hills Capital and Kneehill County website as our official means for notification.

As part of our process, we continue to mail notices to adjacent landowners and referral agencies within one mile of the site who could be considered potentially affected parties. The internal Kneehill County departments are included in the agency referral. Residents and landowners within a mile radius will receive the referral notice.

A person who claims to be deemed affected must be allowed to be heard by Council. First Reading is also the mechanism for moving an application into the process.

Below are the uses that can be introduced on the lands that have been redesignated into the Light Industrial District.



Permitted Uses	
(a) Accessory Building	(h) Industrial Manufacturing/Processing
(b) Automotive and Recreational Vehicle Sales and Rentals	(i) Industrial Storage & Warehousing
(c) Cannabis, Micro-Cultivation	(j) Motor Vehicle Servicing, Repair & Storage – Service Station
(d) Cannabis, Micro-Processing	(k) Office
(e) Cannabis, Nursery License	(l) Public Utility Building
(f) Cannabis, Sale License (Medical)	(m) Security Suite
(g) Farm and Industrial Equipment and Machinery Sales and Service	(n) Solar, Private – Ground Mounted
	(o) Veterinary Clinic
Discretionary Uses	
(a) Abattoir	(s) Hazardous/Noxious Uses
(b) Accessory Use(s)	(t) Housing, Employee
(c) Agricultural Processing	(u) Meat Market/Butcher
(d) Agricultural Support Services	(v) Outdoor Storage Facility
(e) Auction Mart	(w) Portable Storage Container
(f) Auction Mart, Livestock	(x) Public or Quasi-public Use
(g) Bulk Fuel Depot	(y) Restaurant
(h) Cannabis, Sale License (Non-Medical)	(z) Recycling Collection Point
(i) Cannabis, Standard Cultivation	(aa) Recycling Depot
(j) Cannabis, Standard Processing	(bb) Sign
(k) Car/Truck Wash	(cc) Truck Stop
(l) Commercial Storage	(dd) Veterinary Hospital
(m) Data Centre	(ee) Warehousing
(n) Drive-through Business	(ff) Wind Energy Conservation System, Private
(o) Eating and Drinking Establishment	(gg) Wrecking Yard
(p) Equipment Rentals	
(q) Gas Bar	
(r) Gas & Oilfield Services Business, Minor	

FINANCIAL & STAFFING IMPLICATIONS:

The operating budget is not affected. If the projects are successful, additional tax revenue will be included in our overall assessment.

There are no staffing implications to the recommended motion.

RECOMMENDED ENGAGEMENT:

Consultative Decision (Consulting the Public- Two Way Communication)

Tools:	Public Hearing	Other:	
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ATTACHMENTS:

Bylaw 1917

Light Industrial District

Letter of Intent

COUNCIL OPTIONS:

1. That Council move First Reading of proposed Bylaw 1917 for the purpose of amending Land Use Bylaw 1808 by redesignating a portion of the SE 30-34-23 W4 from Agriculture District to Light Industrial District.
2. That Council move to schedule the Public Hearing, as per Sections 216 & 692 of the Municipal Government Act, to be held on May 13, 2025, at 11:00 a.m.
3. That Council move to schedule the Public hearing at an alternate date and time.



RECOMMENDED MOTION:

1. That Council move First Reading of proposed Bylaw 1917 for the purpose of amending Land Use Bylaw 1808 by redesignating a portion of the SE 30-34-23 W4 from Agriculture District to Light Industrial District.
2. That Council move to schedule the Public Hearing, as per Sections 216.4 & 606 of the Municipal Government Act, to be held on May 13, 2025, at 11:00 a.m.

FOLLOW-UP ACTIONS:

Administration will ensure that the required notifications and advertising are made before the public hearing as per Section 606 of the Municipal Government Act.

APPROVAL(S):

Mike Haugen, Chief Administrative Officer

Approved-



BYLAW NO. 1917

REDESIGNATION FROM AGRICULTURE DISTRICT TO LIGHT INDUSTRIAL DISTRICT

BEING A BYLAW OF THE COUNCIL OF KNEEHILL COUNTY, IN THE PROVINCE OF ALBERTA, TO AMEND
LAND USE BYLAW NO. 1808

WHEREAS, pursuant to the Municipal Government Act, Revised Statutes of Alberta 2000 Chapter M-26, as amended, a Municipal Council has authority to govern and to pass bylaws respecting the municipality; and

WHEREAS, it is deemed necessary and expedient to amend Bylaw No. 1808 in the manner hereinafter.

NOW THEREFORE, the Council of Kneehill County, in the Province of Alberta, duly assembled, and under the powers conferred upon it by the Municipal Government Act, RSA 2000, Chapter M-26, and amendment thereto, enacts as follows:

1. THAT in PART XIV- LAND USE MAPS, the relevant 2563.5 square meters of SE 30-34-23 W4 shown in the sketch below will be redesignated from A – Agriculture District to LI- Light Industrial District.



2. EFFECTIVE DATE

(1) This bylaw comes into effect upon third reading.

READ a first time on this 8th day of April, 2025.

Public Hearing Date on this 13th day of May 2025.

READ a second time on this _____ day of _____, 2025.

READ a third time and final time of this _____ day of _____, 2025.

Reeve

Kenneth King

Date Bylaw Signed

Chief Administrative Officer

Mike Haugen



102. LI – Light Industrial District

Purpose

To provide for a wide range of low intensive industrial and commercial land uses in the rural areas, which are easily accessible.

Permitted Uses	
(a) Accessory Building	(h) Industrial Manufacturing/Processing
(b) Automotive and Recreational Vehicle Sales and Rentals	(i) Industrial Storage & Warehousing
(c) Cannabis, Micro-Cultivation	(j) Motor Vehicle Servicing, Repair & Storage – Service Station
(d) Cannabis, Micro-Processing	(k) Office
(e) Cannabis, Nursery License	(l) Public Utility Building
(f) Cannabis, Sale License (Medical)	(m) Security Suite
(g) Farm and Industrial Equipment and Machinery Sales and Service	(n) Solar, Private – Ground Mounted
	(o) Veterinary Clinic
Discretionary Uses	
(a) Abattoir	(s) Hazardous/Noxious Uses
(b) Accessory Use(s)	(t) Housing, Employee
(c) Agricultural Processing	(u) Meat Market/Butcher
(d) Agricultural Support Services	(v) Outdoor Storage Facility
(e) Auction Mart	(w) Portable Storage Container
(f) Auction Mart, Livestock	(x) Public or Quasi-public Use
(g) Bulk Fuel Depot	(y) Restaurant
(h) Cannabis, Sale License (Non-Medical)	(z) Recycling Collection Point
(i) Cannabis, Standard Cultivation	(aa) Recycling Depot
(j) Cannabis, Standard Processing	(bb) Sign
(k) Car/Truck Wash	(cc) Truck Stop
(l) Commercial Storage	(dd) Veterinary Hospital
(m) Data Centre	(ee) Warehousing
(n) Drive-through Business	(ff) Wind Energy Conservation System, Private
(o) Eating and Drinking Establishment	(gg) Wrecking Yard
(p) Equipment Rentals	
(q) Gas Bar	
(r) Gas & Oilfield Services Business, Minor	

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(1) Subdivision Regulations

- (a) Minimum Lot Area: 1 acre (0.4 ha)
- (b) Minimum Lot Area Width: 30.5 m (98.4 ft.)

(2) Development Regulations

- (a) Minimum Gross Floor Area for Housing, Employee: 74 m² (800 ft.²)
- (b) Minimum Gross Floor Area for Other uses: at the discretion of the Development Authority
- (c) Maximum Lot Coverage: Sixty Percent (60%)
- (d) Maximum Height of any Principal or Accessory Structure 12.0 m (39.4 ft.)

(3) Siting Regulations

- (a) Minimum Yard, Front Setback from the rights-of-way of a primary highway or as required by Alberta Transportation: 41.1 m (135 ft.)
- (b) Minimum Yard, Front Setback from the rights-of-way of a Road other than a primary Highway: 30.5 m (100 ft.)
- (c) Minimum Side Yard Setback: 7.6 m (25 ft.)
- (d) Minimum Yard, Rear Setback: 7.6 m (25 ft.)

(4) Landscaping Requirements

- (a) Notwithstanding requirements listed in Part IX, Landscaping, Fencing and Screening, a minimum 3.0 m (10 ft.) wide landscaped buffer shall be provided along the rear and side parcel boundaries adjacent any residential land use. Landscaping shall be provided to the satisfaction of the Development Authority, and may include construction of a 1.8 m (6 ft.) solid fence or wall and the planting of trees and may include the planting of shrubs and/or other vegetation and the construction of a landscaped berm.
- (b) Notwithstanding (a) above, at the discretion of the Development Authority, screening may be provided along the rear and side parcel boundaries adjacent to non-industrial use land uses and may include the construction of a 1.8 m (6 ft.) tall solid screened fence and the planting of trees, shrubs and other vegetation.
- (c) Landscaping requirements within the front yard shall be at the discretion of the Development Authority.
- (d) Landscaping must not impede the sight triangle of intersections of roads and approaches as per Section 36.

(5) Special Requirements for Rural Industrial Development

- (a) Industrial uses and rural industrial parks shall be located within a reasonable distance of:
 - i. a primary highway to which the planned use or park has access; or
 - ii. a railway to which the park has access, or both.
- (b) Rural industrial parks (3 or more lots) must be contained within an approved Area Structure Plan.

- (c) Industrial uses and rural industrial parks shall be located and designed so as not to create conflicts with adjacent or surrounding land uses through unsightly appearance, emission of noise or pollutants, creation of dust or similar disturbances.
 - (d) Industrial uses and rural industrial parks shall not locate on lands having a potential for flooding, erosion, subsidence, steep slopes or otherwise containing adverse physical features.
 - (e) Industrial uses and rural industrial parks shall have adequate sewage disposal systems and available water supplies as required by appropriate authorities.
- (6) In considering subdivision or development permit applications for industrial uses adjacent to existing residential developments, the Development Authority may impose conditions addressing:
- (a) The provision of proper services and access to the site;
 - (b) Aesthetics;
 - (c) The control of signage;
 - (d) The control of noise;
 - (e) A development agreement, with the need to provide security; and
 - (f) Any other issue deemed necessary by the Development Authority.
- (7) In addition to the regulations listed above, other regulations may apply. These include Part VII – General Land Use Regulations, Part VIII – Specific Land Use Regulations, Part IX – Landscaping, Fencing and Screening, Part X – Parking and Loading Regulations, and Part XI – Sign Regulations.



February 19, 2025

**Subject: Kneehill County – Land Redesignation Notification
Corse Energy Corp.
Huxley Power Plant - SE 30-034-23W4M
Letter of Intent**

Corse Energy Corp. (“Corse”) is proposing to construct and operate the Huxley Power Plant (the “Power Plant”), a 9.5 MW thermal power plant located at legal subdivision 01-30-034-23 W4M within Kneehill County. The Power Plant will be located within the existing developed footprint of the Huxley Sweet Gas Processing Plant (the “Gas Plant”). Generated power will be utilized on-site and exported to the grid. The Power Plant and Gas Plant will continue to be operated in accordance with safe industry practices and in compliance with Provincial regulatory requirements.

Both traffic and noise are not anticipated to increase from current levels once operation has commenced. Corse will comply with all requirements related to noise impacts. Additionally, no odors are expected to occur as a result of the proposed activity.

To meet Kneehill County requirements, the land in which the Power Plant is situated must be redesignated from “Agricultural” to “Light Industrial.” An application for this redesignation has been submitted to Kneehill County for the proposed change.

This notification is being provided to you as a requirement of Kneehill County’s redesignation process, and in alignment with Corse’s continued efforts towards full transparency and accountability. In accordance with the *Municipal Government Act*, a Public Hearing will be held to allow you to voice any concerns regarding the proposed land redesignation. Notice of the Public Hearing will be advertised in the local newspaper.

The following documentation has been attached for your information:

1. Attachment A – Site Plan showing the location of equipment
2. Attachment B – The Land Use Bylaw which provides details on the Light Industrial District
3. Attachment C – Fact Sheet - Redesignation Process
4. Attachment D – Fact Sheet - Public Hearing Process

Should you have any questions or concerns, please do not hesitate to contact the undersigned.





Sincerely,

Original Signed

Steven Albertsen
President
Corse Energy Corp.

Subject: **Travel Drumheller Annual General Meeting**
 Meeting Date: Tuesday, April 8, 2025
 Prepared By: Jenna Kester, Economic Development Officer
 Presented By: Jenna Kester, Economic Development Officer

STRATEGIC PLAN ALIGNMENT: (Check all that apply)

	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input type="checkbox"/>
High Quality Infrastructure		Economic Resilience		Quality of Life		Effective Leadership		Level of Service	

RELEVANT LEGISLATION:

Provincial (cite)- N/A

Council Bylaw/Policy (cite)- N/A

BACKGROUND/PROPOSAL:

Travel Drumheller is holding their Annual General Meeting on April 16th 2025. This meeting is an opportunity to get an exclusive look at Travel Drumheller’s achievements in 2024 and plans for 2025.

This event is a pivotal opportunity to connect with tourism operators, political entities, and community stakeholders. Our continued partnership is crucial for the future growth and success of our local tourism and economy including:

- Enhanced Tourism Promotion:** Collaborative efforts significantly boost the visibility of Kneehill County and the badlands region as a prime tourist destination, attracting more visitors and increasing revenue for local businesses.
- Economic Growth:** Increased tourism leads to higher spending in our community, supporting local enterprises and creating job opportunities.
- Community Engagement:** Active participation in tourism initiatives fosters a sense of community pride and involvement, encouraging residents to contribute to and benefit from tourism activities.
- Strategic Planning:** Collaboration with Travel Drumheller allows us to align our strategies and resources, ensuring that our tourism development plans are effective and sustainable.

Travel Drumheller invites you as Council to attend as elected officials and to have your voice heard on behalf of Kneehill County. Your presence at the Annual General Meeting will be invaluable in discussing future collaborations and initiatives that can further enhance the tourism experience in Kneehill County. We believe that together, we can achieve remarkable outcomes for our community.

Event Details:

Date: April 16, 2025

Time: 6 – 7:30 PM

Location: East Coulee School Museum



DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES/OTHER CONSIDERATIONS:

At this meeting, Administration and Council can learn more on the benefits of the current and future plans of Travel Drumheller and how their programs and services are supporting businesses and growing the tourism sector.

Administration is seeking confirmation from Council if there is interest in attending and if so to advise Administration of participation to be booked accordingly.

FINANCIAL & STAFFING IMPLICATIONS:

Registration is free to attend this event.

Travel and/or per Diem's as per policy 3 – 1.

RECOMMENDED ENGAGEMENT:

Collaborative Decision (Active Participation- Share or Delegate Decision Making)

Tools:	Individual Notification	Other:	
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ATTACHMENTS:

Travel Drumheller AGM Invite

COUNCIL OPTIONS:

1. That Council make a motion to appoint Council members to attend the Travel Drumheller Annual General Meeting on April 16th 2025.
2. That Council make a motion to not attend the Annual General Meeting on April 16th 2025.
3. That Council make a motion to accept as information.

RECOMMENDED MOTION:

That Council make a motion for Council members to attend the Travel Drumheller Annual General meeting on April 16th 2025.

FOLLOW-UP ACTIONS:

Administration to notify Travel Drumheller of Council's level of participation for the Annual General Meeting on April 16th 2025.

APPROVAL(S):

Mike Haugen, Chief Administrative Officer

Approved-





We're excited to invite you to **Travel Drumheller's 2024 Annual General Meeting (AGM)** on **April 16 at 6-7:30 PM** at **East Coulee School Museum**.

- This is your opportunity to:
- Get an exclusive look at Travel Drumheller's achievements in 2024 and plans for 2025
- Connect with fellow tourism partners and community members
Share your input and help shape the future of tourism in the Badlands

We encourage all tourism operators, business owners, and community stakeholders to attend—your voice matters!

📍 Event Details:

📅 Date: April 16, 2025

🕒 Time: 6 – 7:30 PM





📍 Location: East Coulee School Museum

Reserve your spot now by registering here: [Tickets](#)

We look forward to seeing you there! If you have any questions, feel free to reach out to us at executivedirector@traveldrumheller.com.

Subject: **Assessment, Taxes, and Ratepayer Impacts**
 Meeting Date: Tuesday, April 8, 2025
 Prepared By: Marika von Mirbach, Manager of Financial Planning
 Presented By: Marika von Mirbach, Manager of Financial Planning

STRATEGIC PLAN ALIGNMENT: (Check all that apply)

	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
High Quality Infrastructure		Economic Resilience		Quality of Life		Effective Leadership		Level of Service	

RELEVANT LEGISLATION:

Provincial (cite)- The County is required under the *Municipal Governments Act (MGA)* to approve a Tax Rate Bylaw reflecting the revenues required by the County’s current year budget.

Council Bylaw/Policy (cite)- Annual Tax Rate Bylaw

BACKGROUND/PROPOSAL:

During the 2025 Budget process, Council directed Administration to budget for total Property Tax revenues of \$27,710,295. In addition, to limit the impact of taxation increases on ratepayers, Council also directed Administration to include a draw from the Revenue Stabilization reserve of \$277,650.

The budget is developed before final assessment numbers are distributed, and as such, the budgeted ratepayer impacts are estimated during budget deliberations. When assessment numbers are distributed, Administration analyzes them to develop the annual mill rates for the tax rate bylaw.

Upon review of the fluctuations in assessment, further discussion and direction by Council is required to maintain the MGA mandated 5:1 tax rate ratio (non-residential tax rates must not exceed five times that of residential rates).

This report outlines the current situation based on the numbers developed during the budget process. It then outlines two potential scenarios for Council consideration to ensure alignment with Council’s expectation of ratepayer impacts and to maintain the 5:1 ratio requirement.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES/OTHER CONSIDERATIONS:

Current Situation

Despite the ending of the oil and gas tax holiday, which affected non-residential assessment and taxation revenue in recent years, the percentage increase in residential assessment (14.0%) exceeded that of non-residential assessment (11.9%) for the 2025 taxation year. The resulting impact of the assessment trends means that if Council adopted the Tax Rate bylaw with taxation by class as approved during the 2025 Budget, the MGA mandated 5:1 ratio would be exceeded at 5.3:1.

Given the assessment trends, Administration has drafted two base scenarios for Council to consider in directing administration to present the 2025 Tax Rate bylaw.



Scenario 1

The first scenario maintains the total budgeted taxation revenue of \$27,710,295 and reallocates \$120,000 of revenue from non-residential taxation to residential taxation. This adjustment would result in a ratio of 4.98:1 and has the following impacts:

Total Revenues and Mill Rates

Tax Class	Assessment Change	Revenue Change from 2024 to 2025	Mill Rate Change from 2024 to 2025
Residential	+ 14.0%	+ 10.1%	- 3.4%
Farmland	0.0%	+ 5.0%	+ 5.0%
Non-Residential	+ 11.9%	+ 8.2%	- 3.5%

Ratepayer Impact

Ratepayer Type	2024 Assessment	2025 Assessment	Change in Municipal Tax
Acreage	\$380,000	\$428,000	+ \$99
Hamlet Home	\$160,000	\$178,000	+ \$36
Farm Quarter Section	\$30,000	\$30,000	+ \$23
Non-Residential	\$100,000	\$102,000	- \$24

Scenario 2

The second scenario also reallocates \$120,000 of revenue from non-residential taxation to residential taxation; in addition, it includes a \$300,000 draw from the Revenue Stabilization reserve to further decrease taxation from non-residential properties, reducing the ratio to 4.92:1. This scenario was developed to identify the reserve draw required to align with ratepayer impacts and the 5:1 ratio communicated at the time the budget was developed.

Total Revenues and Mill Rates

Tax Class	Assessment Change	Revenue Change from 2024 to 2025	Mill Rate Change from 2024 to 2025
Residential	+ 14.0%	+ 10.1%	- 3.4%
Farmland	0.0%	+ 5.0%	+ 5.0%
Non-Residential	+ 11.9%	+ 6.7%	- 4.8%

Ratepayer Impact

Ratepayer Type	2024 Assessment	2025 Assessment	Change in Municipal Tax
Acreage	\$380,000	\$428,000	+ \$99
Hamlet Home	\$160,000	\$178,000	+ \$36
Farm Quarter Section	\$30,000	\$30,000	+ \$23
Non-Residential	\$100,000	\$102,000	- \$43



Additional Context – Tax Notice Ratepayer Impacts

In addition to levying property taxes on the annual tax notice, the County must levy requisitions that are remitted to the appropriate entities. Two of those requisitions are significantly increasing for the 2025 taxation year and will have an additional impact on ratepayers.

During the 2024 taxation year, Council opted to absorb some of the impact of increased requisitions by funding those requisitions through reserves. Due to this decision, there was some pushback from the province; as such, Council cannot choose to absorb the costs of these requisitions through reserve draws and must levy them through taxation notices for the 2025 taxation year. The ratepayer impact of these requisitions is included in this report for Council information concerning decision-making on the municipal tax rates.

Ratepayer Impact

Ratepayer Type	Alberta School Fund Requisition	Kneehill Housing Requisition
Acreage	+ \$159	+ \$39
Hamlet Home	+ \$62	+ \$16
Farm Quarter Section	+ \$3	+ \$3
Non-Residential	- \$7	+ \$9

FINANCIAL & STAFFING IMPLICATIONS:

There are no staffing implications related to this report; the development of the annual tax rate bylaw in alignment with the budget is built into existing work plans.

If Council directs additional reserve draws in relation to this report, the budget will be adjusted accordingly, and the necessary entries will be recorded in the accounting software.

RECOMMENDED ENGAGEMENT:

Directive Decision (Information Sharing, One-Way Communication)			
Tools:	Public Notification	Other:	

ATTACHMENTS:

None.

COUNCIL OPTIONS:

1. Move the motion as presented.
2. Provide Administration with additional direction to amend the proposed Tax Rate Bylaw. If a reserve draw is directed (as outlined in Scenario 2), a second motion would be required:

That Council amend the 2025 Operating Budget by reducing Property Tax revenues by \$XXX,XXX and increasing Transfers from Reserves by the same amount through a draw from the Revenue Stabilization reserve.
3. Request additional information.



RECOMMENDED MOTION:

That Council recommend that the 2025 Tax Rate Bylaw be presented in alignment with Scenario 1.

FOLLOW-UP ACTIONS:

Administration acknowledges that regardless of the direction Council provides regarding the 2025 Tax Rate bylaw, ratepayers, specifically residential ratepayers, will see significant increases on their property tax notices in 2025. Administration also acknowledges that the increase is primarily related to requisitions that are not within the control of Council.

Administration will draft communication to ratepayers regarding increases in municipal taxes and requisitions in the form of the annual tax insert and social media communications.

APPROVAL(S):





Mike Haugen, Chief Administrative Officer

Approved-



Subject: **2025 Tax Bylaw 1913**
 Meeting Date: Tuesday, April 8, 2025
 Prepared By: Rajeana Nyman, Property Tax Administrator
 Presented By: Rajeana Nyman, Property Tax Administrator

STRATEGIC PLAN ALIGNMENT: (Check all that apply)

	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
High Quality Infrastructure		Economic Resilience		Quality of Life		Effective Leadership		Level of Service	

RELEVANT LEGISLATION:

Provincial (cite)-

Municipal Government Act - Property tax bylaw Section 353

- (1) Each council must pass a property tax bylaw annually.
- (2) The property tax bylaw authorizes the council to impose a tax in respect of property in the municipality to raise revenue to be used toward the payment of
 - (a) the expenditures and transfers set out in the budget of the municipality, and
 - (b) the requisitions.
- (3) The tax must not be imposed in respect of property
 - (a) that is exempt under section 351, 361, 362 or 364, or
 - (b) that is exempt under section 363, unless the bylaw passed under that section makes the property taxable. RSA 2000 cM-26 s353;2024 c19 s12

Council Bylaw/Policy (cite)-

Special Tax Levy - Trochu Recreation Levy comes forward in a separate bylaw # 1914

Local Improvement Bylaw's

- Sunnyslope Bylaw 1627, 2011-2025
- Kirkpatrick Bylaw 1620, 2011 - 2025
- Selkirk Water Bylaw 1626, 2011 – 2025
- Sunnyslope Bylaw 1643, 2012-2026 (8)



BACKGROUND/PROPOSAL:

The Property Tax Bylaw authorizes Council to impose a tax on property in the municipality to raise revenue to be used toward the payment of the expenditures set out in the County's Operating Budget.

Administration will administer and send out the combined assessment/taxation notices on or before June 1st. The Current Due Date & Penalty Bylaw #1890 states that taxes are due on or before October 31st.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES/OTHER CONSIDERATIONS:

The annual 2025 Budget for Kneehill County estimated the municipal revenues to be \$32,127,835, with \$27,710,295 from taxation revenue and \$4,417,540 from other revenue sources. Total expenditures are \$32,127,835, with \$9,280,548 for future financial plans.

Requisitions

In addition to the funds collected for Kneehill County operations and services, municipalities are required by legislation to collect and remit funds for various requisitions.

Alberta School Fund

Alberta School Foundation Fund collects a requisition through municipal taxes to provide Alberta's education system with a sustainable source of revenue to facilitate educational programs for schools across the province. The province calculates the revenue based on equalized assessment values.

The municipality then divides the requisition amount by the taxable properties listed on the assessment roll to determine the provincial education tax rate for their municipality. The municipality uses this tax rate to levy the provincial education property tax on all taxable properties.

The Alberta School Fund requisition increased from \$5,572,896 in 2024 to \$6,268,673 in 2025. There is \$40,447.92 left to requisition for 2024, making the 2025 total \$6,309,119.78.

Designated Industrial Property

Designated Industrial Property (DIP) requisition is a fee charged by the province to assess linear properties within Kneehill County (wells, pipelines, telecommunications assets, etc.) The County's 2025 obligations are \$104,112.68 to be collected from Linear and Designated Industrial owners, through a separate tax rate to pay the requisition.

Kneehill Housing

Management bodies administer the senior's lodge program under the Alberta Housing Act and have legislated the authority to requisition taxes to assist with the costs of the accommodation services they provide to eligible seniors.

Kneehill County's 2025 Requisition Amount is \$311,682.17. There is \$488.10 left to requisition for 2024, making the 2025 total \$312,170.27.

FINANCIAL & STAFFING IMPLICATIONS:

The approval of the Tax Rate Bylaw ensures that the Administration can issue tax notices that provide the total taxation revenues as shown in the County's operating budget.



RECOMMENDED ENGAGEMENT:

Directive Decision (Information Sharing, One-Way Communication)

Tools: Individual Notification

Other:

ATTACHMENTS:

2025 Tax Rate Bylaw 1913

COUNCIL OPTIONS:

1. That Council gives first reading of Bylaw 1913 as presented.
2. That Council gives first reading of Bylaw 1913 as amended.
3. That Council request additional information.

RECOMMENDED MOTION:

That Council give first reading to Bylaw #1913 that being a bylaw for the 2025 Tax Rates.

FOLLOW-UP ACTIONS:

The administration will prepare and send-out the 2025 Tax Notifications as per the approved Bylaw.

APPROVAL(S):

Mike Haugen, Chief Administrative Officer

Approved- 



BYLAW NO 1913
2025 PROPERTY TAX BYLAW

A BYLAW OF KNEEHILL COUNTY, IN THE PROVINCE OF ALBERTA, TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY WITHIN KNEEHILL COUNTY FOR THE 2025 TAXATION YEAR.

WHEREAS, Kneehill County has prepared and adopted detailed estimates of municipal revenue, expenses and expenditures as required, at the Council meeting held on December 10, 2024; and

WHEREAS the estimated municipal revenues from all sources other than property taxation total \$4,417,540; and

WHEREAS the estimated municipal expenses set out in the annual budget for Kneehill County in 2025 total \$32,127,835 and the balance of \$27,710,295 is to be raised by general municipal property taxation; and

WHEREAS the estimated amount required for current and future financial plans to be raised by municipal taxation is \$9,280,648, which is included in the total expenditures for 2025; and

WHEREAS the County prepares an additional Bylaw for Special Tax Rates as per Division 5 of the Municipal Government Act, being the 2025 Trochu Recreation Area Special Tax Bylaw #1914;

THEREFORE, the total amount to be raised by general municipal taxation is \$27,710,295.

WHEREAS, the requisitions are:

Alberta School Fund	Requisition
Residential and Farmland	2,234,421.16
Non-Residential	4,034,250.70
Over/(Under) Levy	40,447.92
	6,309,119.78
Designated Industrial Property	104,112.68
Seniors Foundation	
All assessment	311,682.17
Over/(Under) Levy	488.10
	312,170.27

WHEREAS, the assessed value of all property in Kneehill County as shown on the assessment roll is:

General Municipal

Residential	752,994,850
Farmland	151,625,750
Commercial	67,764,540
Federal Grants in Lieu of Taxes	259,020
Provincial Grants in Lieu of Taxes	68,560
Non Designated Industrial Property	44,245,680
Designated Industrial Property	380,740,420
Linear Property	1,104,461,920
	<hr/>
	2,502,160,740

NOW THEREFORE under the authority of the Municipal Government Act, Kneehill County Council enacts as follows:

1. That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property as shown on the assessment roll of Kneehill County:

General Municipal

	Assessment	Tax Levy	Tax Rate
Residential	752,994,850	2,171,004.83	0.002883160
Commercial	67,764,540	973,742.74	0.014369503
Non Designated Property	44,245,680	635,788.44	0.014369503
Farmland	151,625,750	2,485,493.57	0.016392290
Designated Industrial Property	380,740,420	5,471,050.78	0.014369503
Federal Grants in Lieu of Taxes	259,020	746.80	0.002883160
Provincial Grants in Lieu of Taxes	68,560	985.17	0.014369503
Linear Property	1,104,461,920	15,870,568.83	0.014369503
Minimum Levy		100,912.15	
	<hr/>	<hr/>	
	2,502,160,740	27,710,293.31	

Alberta School Foundation Fund

	Assessment	Requisition	Tax Rate
Residential and Farmland	904,620,600	2,248,837.96	0.002485946
Non-Residential	1,159,448,000	4,060,281.39	0.003501909
		<hr/>	
		6,309,119.35	

Designated Industrial Property

	Assessment	Requisition	Tax Rate
	1,485,202,340	104,112.66	0.000070100

Kneehill Housing Corporation

	Assessment	Requisition	Tax Rate
	2,255,218,495	312,137.76	0.000138407

2. That the minimum amount payable per parcel as property tax for general municipal purposes shall be \$175.

3. The total Tax Rate for each Assessment Category is as follows:

	Municipal Levy	Alberta School Foundation Fund	Kneehill Housing Corporation	Designated Industrial Property	Total Tax Rate
Residential	0.002883160	0.002485946	0.000138407		0.005507513
Farmland	0.016392290	0.002485946	0.000138407		0.019016643
Grants in Lieu of Taxes	0.002883160				0.002883160
Machinery & Equipment / Power Generation	0.014369503		0.000138407	0.000070100	0.01457801
Non-Residential	0.014369503	0.003501909	0.000138407		0.018009819
Non DIP Industrial Property	0.014369503	0.003501909	0.000138407		0.018009819
Designated Industrial Property	0.014369503	0.003501909	0.000138407	0.000070100	0.018079919
Linear Property	0.014369503	0.003501909	0.000138407	0.000070100	0.018079919

4. This bylaw comes into force at the beginning of the day that it is passed unless otherwise provided for in the MGA or another enactment or in the bylaw. This bylaw is passed when it receives third reading, and it is signed in accordance with S.213 of the MGA.

READ a first time on this 8th day of April, 2025

READ a second time on this 22nd day of April, 2025

READ a third time and final time of this 22nd day of April, 2025

Reeve
Kenneth King

Chief Administrative Officer
Mike Haugen

Date Bylaw Signed

Subject: **Town of Trochu Senior’s Living Complex NEW Borrowing Bylaw 1915**
 Meeting Date: Tuesday, April 8, 2025
 Prepared By: Theresa Cochran
 Presented By: Theresa Cochran

STRATEGIC PLAN ALIGNMENT: (Check all that apply)

	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input checked="" type="checkbox"/>
High Quality Infrastructure		Economic Resilience		Quality of Life		Effective Leadership		Level of Service	

RELEVANT LEGISLATION:

Provincial (cite)- N/A

Council Bylaw/Policy (cite)- N/A

BACKGROUND/PROPOSAL:

Provincial (cite) - Section 266 of the Municipal Government Act (MGA) outlines the legal framework concerning municipal loan guarantees. In essence, it specifies that a municipality can only guarantee the repayment of a loan between a lender and a non-profit organization or one of its controlled corporations if this guarantee is authorized by a municipal bylaw.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES/OTHER CONSIDERATIONS:

Council Meeting Summary: Bylaw No. 1915

On February 25, 2025, Council approved the first reading of Bylaw No. 1915, which guarantees a loan to the Town of Trochu. Administration advertised the bylaw for public consideration and comment from March 12 to 26, 2025, with no comments received. Today, Administration is presenting the second and third readings to Council for consideration.

Background

On February 11, 2025, Council received an update on the Trochu Seniors Housing Complex project, including information about changes in borrowing interest rates. Due to higher-than-expected interest rates, a new borrowing bylaw was requested. Council directed Administration to prepare an amending bylaw to revise Bylaw No. 1898, which authorizes the Town of Trochu to guarantee a loan and sets the maximum allowable interest rate at 6%.

However, on February 19, 2025, Kneehill County Reeve and Council received a letter from the Mayor of Trochu requesting that Council consider revising the bylaw to allow for a maximum interest rate of 7%. The Mayor of Trochu stated that while they do not anticipate rates reaching this level, a buffer would be beneficial due to uncertain economic conditions. This would help avoid the need for a new bylaw in case of unforeseen interest rate fluctuations.



The Town of Trochu proposes the construction of a Senior's Living Complex within its boundaries, estimated at \$32,000,000.00. The Trochu Housing Corporation (THC), a municipally owned corporation of which Trochu is the sole owner, will oversee the project. THC and Trochu aim to finance the project through a mix of grant funding, life-lease sales, and financing. Anticipating provincial grant funding release soon, they plan to apply for approximately \$19 Million. However, Trochu cannot finance this borrowing without ministerial approval. Therefore, they seek financial backing from Kneehill County to enable financing and provide cash flow during project construction if needed. The County's support is crucial for Trochu to submit a grant application.

It has been indicated that without County support, it may not be possible to submit a grant application. The Town of Trochu has stated that funding from the County would only be required as a last resort.

The council motion on February 11th, 2025, directed Administration to create a new bylaw in place of Bylaw 1898, that is, a bylaw authorizing the guarantee of a loan by the Town of Trochu and setting the maximum allowable interest at 7%. Upon legal consultation, it was recommended that Kneehill County prepare a new Loan Guarantee Bylaw, specific about the loan repayment timing. Section 266(2)(b) of the MGA mandates that the bylaw outlines the interest rate, term, and repayment terms of the loan.

Creating a new bylaw offers several benefits, including enhanced clarity and specificity regarding repayment terms. Precise timelines and interest rates ensure transparency and better understanding among stakeholders. A new bylaw also allows for the incorporation of updated legal requirements, ensuring compliance with relevant legislation and regulations.

Timeline of Events

February 9, 2021	Council approved supporting the development of the Trochu Seniors Supportive Living Facility Project
March 9, 2021	Bylaw 1833 received its first reading, a bylaw to authorize the guarantee of a loan by the Town of Trochu
April 13, 2021	Bylaw 1833 received second and third reading in accordance with Municipal Government Act regulations
September 28, 2021	Council approved the Reeve and CAO to sign the Trochu Seniors' Supportive Living Facility Agreement with the Town of Trochu
February 27, 2024	Trochu Housing Corporation provided an update to Kneehill County Council on the project status
April 9, 2024	Council approved Borrowing Bylaw 1898
February 11, 2025	Trochu Housing Corporation provided an update to Kneehill County Council on the bank interest rates and requested a new borrowing bylaw. Councillor Fobes moved That Council direct Administration to bring to a future Council meeting an amending bylaw to revise Bylaw 1898, that being a bylaw to authorize the guarantee of a loan by the Town of Trochu, to set the maximum allowable interest at 6%.
February 19, 2025	Kneehill County Reeve and Council received a letter from the Mayor of Trochu requesting the borrowing bylaw be set to 7%.



FINANCIAL & STAFFING IMPLICATIONS:

Adopting the loan guarantee bylaw is contingent upon the Town of Trochu entering into a new agreement that meets Kneehill County's satisfaction. This ensures the loan guarantee terms are aligned with the County's financial and operational objectives. The county must consider potential financial implications. In the case of Trochu's loan repayment difficulties, the County may need to utilize cash reserves or raise funds through taxation to fulfill its obligations under the loan guarantee.

RECOMMENDED ENGAGEMENT:

Directive Decision (Information Sharing, One-Way Communication)

Tools:	Individual Notification	Other:	
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ATTACHMENTS:

Bylaw 1898

Bylaw 1915

COUNCIL OPTIONS:

Council Options for Second Reading:

1. Undertake the second reading of Bylaw 1915 as directed by the council resolution on February 11th, 2025, which mandated the creation of a new bylaw to address the interest rates associated with the Trochu Housing Corporation's loan guarantee agreement.
2. Accept as information.

Council Options for Third Reading:

1. Undertake the third and final reading of Bylaw No. 1915 as directed by the council resolution on February 11th, 2025, which mandated the creation of a new bylaw to address the interest rates associated with the Trochu Housing Corporation's loan guarantee agreement.
2. Accept the information.

RECOMMENDED MOTION:

1. That Council grant second reading of Bylaw 1915, being a Bylaw providing a Loan Guarantee to the Town of Trochu as presented.
2. That Council grant second reading of Bylaw 1915, being a Bylaw providing a Loan Guarantee to the Town of Trochu as presented.

FOLLOW-UP ACTIONS:

With the adoption of Bylaw 1915, Bylaw No. 1898, Loan Guarantee to Town of Trochu, is repealed in its entirety.

Administration will inform the Town of Trochu and undertake necessary changes to the Loan Agreement.

APPROVAL(S):

Mike Haugen, Chief Administrative Officer

Approved-





BYLAW NO 1915

LOAN GUARANTEE TO TOWN OF TROCHU

A BYLAW OF KNEEHILL COUNTY, IN THE PROVINCE OF ALBERTA, TO AUTHORIZE THE GUARANTEE OF A LOAN BY THE TOWN OF TROCHU

WHEREAS, Section 266 of the Municipal Government Act, R.S.A. 2000, Chapter M-26 and amendments thereto, provides that a Council may issue a Bylaw that authorizes the County to guarantee a loan;

WHEREAS, the Council of Kneehill County has determined that supporting the development of the Trochu Seniors Supportive Living Facility Project in the Town of Trochu (the "Project") is beneficial to the municipality;

WHEREAS, to support the development of the Project, the Town of Trochu proposes to borrow up to \$20,000,000.00, and has asked Kneehill County to guarantee repayment of such loan;

WHEREAS, in compliance with Section 268 of the Municipal Government Act the amount of the proposed loan guarantee does not cause Kneehill County to exceed its debt limit, and the County is prepared to provide such guarantee, subject to the terms and conditions set out herein;

WHEREAS, a borrowing agreement between the Town and County will permit borrowing up to \$20 million for interim financing, with parameters to be updated to include a 5-year timeline and a maximum 7% interest rate;

WHEREAS, legal consultation has recommended that Kneehill County prepare a new Loan Guarantee Bylaw, specific about the loan repayment timing, as mandated by Section 266(2)(b) of the MGA, which outlines the interest rate, term, and repayment terms of the loan;

WHEREAS, with the adoption of Bylaw 1915, Bylaw No. 1898, titled LOAN GUARANTEE TO TOWN OF TROCHU, is repealed in its entirety;

NOW, THEREFORE, the Council of Kneehill County, duly assembled, enacts as follows:

1. The Municipal Council of Kneehill County is hereby empowered and authorized to provide a loan guarantee for the Town of Trochu in the amount not to exceed TWENTY MILLION (\$20,000,000.00) DOLLARS, based on a loan with an interest rate not to exceed 7%, to be repaid in full by The Town of Trochu within a 5-year timeline.
2. The County will utilize cash reserves or funds raised through taxation to honour the payments of the loan should the Town of Trochu become unable to meet the terms of the loan.
3. The provision of the guarantee authorized by this Bylaw shall be conditional upon the Town of Trochu entering into an agreement to the satisfaction of Kneehill County.

PART ONE DEFINITIONS

In this bylaw the following words and phrases mean:

“Council” means the Council of Kneehill County.

PART TWO TRANSITION

1. SEVERABILITY

(1) If a portion of this bylaw is found by a court of competent jurisdiction to be invalid, the invalid portion will be voided, and the rest of the bylaw remains valid and effective.

2. EFFECTIVE DATE

(1) This bylaw comes into effect upon Third reading of this bylaw.

3. BYLAW REPEAL

(1) Bylaw No. 1898 is hereby repealed.

READ for the first time on this 11th day of February 2025.

READ a second time on this 8th day of April 2025.

READ a third time and final time on the 8th day of April, 2025

Reeve
Kenneth King

Date Bylaw Signed

Chief Administrative Officer
Mike Haugen



BYLAW NO 1898

LOAN GUARANTEE TO TOWN OF TROCHU

A BYLAW OF KNEEHILL COUNTY, IN THE PROVINCE OF ALBERTA, TO AUTHORIZE THE GUARANTEE OF A LOAN BY THE TOWN OF TROCHU

WHEREAS, Section 266 of the Municipal Government Act, R.S.A. 2000, Chapter M-26 and amendments thereto, provides that a Council may issue a Bylaw that authorizes the County to guarantee a loan;

WHEREAS, the Council of Kneehill County has determined that supporting the development of the Trochu Seniors Supportive Living Facility Project in the Town of Trochu (the "Project") is beneficial to the municipality;

WHEREAS, to support the development of the Project, the Town of Trochu proposes to borrow up to \$20,000,000.00, and has asked Kneehill County to guarantee repayment of such loan;

WHEREAS, in compliance with Section 268 of the Municipal Government Act the amount of the proposed loan guarantee does not cause Kneehill County to exceed its debt limit, and the County is prepared to provide such guarantee, subject to the terms and conditions set out herein;

WHEREAS, a borrowing agreement between the Town and County will permit borrowing up to \$20 million for interim financing, with parameters to be updated to include a 5-year timeline and a maximum 5.5% interest rate;

NOW, THEREFORE, the Council of Kneehill County, duly assembled, enacts as follows:

1. The Municipal Council of Kneehill County is hereby empowered and authorized to provide a loan guarantee for the Town of Trochu in the amount not to exceed TWENTY MILLION (\$20,000,000.00) DOLLARS, based on a loan with an interest rate not to exceed 5.5%, to be repaid in full by The Town of Trochu within a 5-year timeline.
2. The County will utilize cash reserves or funds raised through taxation to honour the payments of the loan should the Town of Trochu become unable to meet the terms of the loan.
3. The provision of the guarantee authorized by this Bylaw shall be conditional upon the Town of Trochu entering into an agreement to the satisfaction of Kneehill County.

PART ONE DEFINITIONS

In this bylaw the following words and phrases mean:

“Council” means the Council of Kneehill County.

PART TWO TRANSITION

1. SEVERABILITY

(1) If a portion of this bylaw is found by a court of competent jurisdiction to be invalid, the invalid portion will be voided, and the rest of the bylaw remains valid and effective.

2. EFFECTIVE DATE

(1) This bylaw comes into effect upon third reading of this bylaw.

3. BYLAW REPEAL

(1) Bylaw No. 1833 are hereby repealed.

READ for the first time on this 28th day of May 2024.

READ a second time on this 23rd day of July, 2024.

READ a third time and final time on the 23rd day of July, 2024.



Reeve

Kenneth King



Date Bylaw Signed





Chief Administrative Officer

Mike Haugen

Date Bylaw Signed

Subject: **Trochu and District Agricultural Society Request**
 Meeting Date: Tuesday, April 9, 2024
 Prepared By: Carolyn Van der Kuil, Legislative Services Manager
 Presented By: Carolyn Van der Kuil, Legislative Services Manager

STRATEGIC PLAN ALIGNMENT: (Check all that apply)

	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input checked="" type="checkbox"/>
High Quality Infrastructure		Economic Resilience		Quality of Life		Effective Leadership		Level of Service	

RELEVANT LEGISLATION:

Provincial (cite)- N/A

Council Bylaw/Policy (cite)- Policy #15-7, Community Enrichment Support Program

BACKGROUND/PROPOSAL:

Administration received a request from the Trochu and District Agricultural Society requesting sponsorship for the 2025 Summer Rope, Ride & Race Event.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES/OTHER CONSIDERATIONS:

There are six tiers of sponsorship, with only five options available, with contributions ranging from \$200 to \$1,500. For a comprehensive breakdown of these sponsorship levels, please consult the attached Sponsorship Opportunity poster.

Kneehill County sponsored this event in 2024 with a panel sponsorship in the amount of \$500.

Additionally, in 2023, the Council allocated \$17,500 through the Community Grant Program to facilitate the acquisition of new bleachers.

FINANCIAL & STAFFING IMPLICATIONS:

2025 Budget	Allocated in 2025	Remaining Balance
\$6,000.00	\$650.00	\$5,350.00

Kneehill County budgeted \$6,000 for this program in the 2025 Budget. Currently, \$650.00 has been utilized, leaving a remaining balance of \$5,350.00.

RECOMMENDED ENGAGEMENT:

Directive Decision (Information Sharing, One-Way Communication)			
Tools:	Individual Notification	Other:	

ATTACHMENTS:



- Sponsorship Opportunity Poster
- Policy # 15-7, Community Enrichment Support Program

COUNCIL OPTIONS:

1. Council approve a sponsorship in the amount of \$500.
2. Council approve a sponsorship in a different amount.
3. That Council receive for information this request.

RECOMMENDED MOTION:

That Council provide the Trochu and District Agricultural Society sponsorship in the amount of \$500.00 to assist in the costs associated with hosting the 2025 Rope, Ride & Race Summer Event, with funds to come from the Community Enrichment Support Program.

FOLLOW-UP ACTIONS:

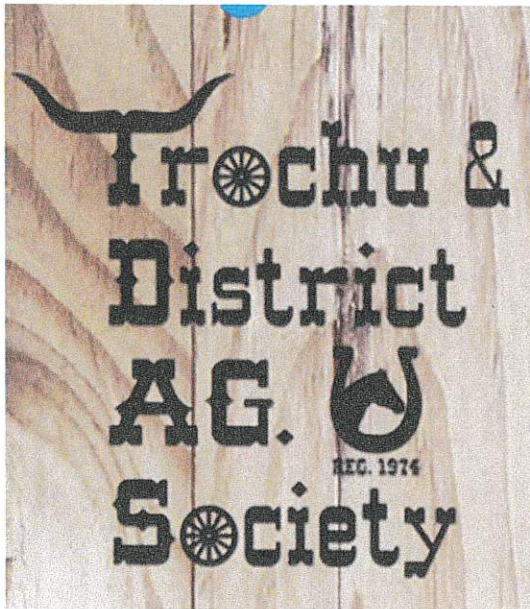
Notify the Trochu and District Agricultural Society of Council's decision.

APPROVAL(S):

Mike Haugen, Chief Administrative Officer

Approved -





Dear Kneehill County,

I am writing on behalf of the Trochu and District Ag Society to extend our heartfelt thanks for your generous sponsorship of our 2024 Events. Your support played a crucial role in the success of these events, and we are deeply appreciative of your commitment to making a difference.

Thanks to your sponsorship, we were able to hold 2 big events. The first was on June 22 – Our 3rd Annual BRC (Bull Riders Canada)Event. It was a great success with over 700 people attending and more then 30 bull riders participating. Our next big event was over the Canada Day Weekend. We

hosted a Cabaret for the Annual Slow Pitch Tournament at the Trochu Fair Grounds and also hosted the Crooked Horn Jr Rodeo. Each of these events were well attended and we look forward to hosting them again in 2025.

As we plan for our 2025 year, we are excited to build on the momentum from last year and continue making a positive impact in the community. Once again, we are seeking the support of Kneehill County to help us reach our goals and ensure that our events are even more successful than before.

Your continued involvement as a sponsor will not only help us host our events but make them bigger and better. We also are hoping to have a few more events over the season. We have outlined a range of sponsorship levels and opportunities for you to consider, which we believe will be a great fit for your organization.

We would be truly honored to have Kneehill County as a returning sponsor for our 2025 Season. Please let us know if you would like to discuss the available options, and we are happy to tailor a package that aligns with your objectives.

Thank you once again for your past support. We truly appreciate your generosity and hope to partner with you once more to make this upcoming year a great success. Please feel free to reach out to me at 403-588-5826 or trochuag2023@gmail.com with any questions or to confirm your involvement.

Warm regards,

Lynnette de Beaudrap

Trochu and District Ag Society



2025 SPONSORSHIP OPPORTUNITIES

Trochu and District AG Society are seeking donations and sponsorships for the 2025 summer events. Events this year will include, but not be limited to, Bull Riders of Canada, Junior Rodeo, and Family events. We are excited for our 2025 events and look forward to spending the season with everyone.

ROPE, RIDE & RACE SUMMER EVENTS

Event Sponsor \$6,000

Title for the summer events,
Centre Gate Banner,
Barrel Covers Advertising,
Announcer Recognition,
Program Advertising,
6 summer event tickets

SOLD

Timed Sponsor \$1,500

Roping end Banner Advertising,
Announcer Recognition,
Program Advertisement,
2 Summer event tickets
(4 available)

Chute Sponsor \$1,500

Chute Banner, Advertising,
Announcer Recognition,
Program Advertisement,
2 Summer event tickets
(6 available)

Dance Sponsor \$1,000

Recognition at Dance,
Advertising,
Program Advertisement,
2 Summer event tickets

Panel Sponsor \$500-\$999

Program Advertisement,
Social Media Advertisement
(Banner purchased with Sponsorship)

Support Sponsor \$200-\$499

Facebook & Program Advertisement

POLICY



Section Grants/Scholarships/Awards/Donation	Policy No. 15-7	Page 1 of 1
Policy Title Community Enrichment Support Program	Date: November 28, 2023	Motion No. 422/23

Purpose:

To establish guidelines for Council to address requests from individuals and organizations for sponsorship of recreation, community, arts & cultural events not covered by other grants, scholarships, awards or donations.

Policy Guidelines/Procedures:

1. Funding Allotment & Allocation:

1.1. The grant amount and availability will be determined by Council during the annual budget deliberations.

2. Eligibility:

2.1. Individuals or organizations requesting sponsorship for recreation, community, arts & cultural events not covered by other grants, scholarships, awards or donations.

2.2. To assist with operating expenses, and other costs associated with hosting an event.

3. Disbursement of Funds:

3.1. Funding to be provided at the discretion of the CAO, to a maximum of \$250.00 per request.

3.2. Funding requests over \$250.00 at the discretion of Council by resolution.

4. Reporting

4.1 Council will be provided with a copy of the approval letter for each recipient in the Council Information Package.


Ken King,
Reeve


Mike Haugen,
CAO

Amended: January 23, 2007 22/07
Amended: August 30, 2011 412/11
Amended: January 27, 2015 14/15
Amended: December 10, 2019 536/19
Amended: November 28, 2023 422/23

Review Date: November 28, 2027



Subject: **Hesketh Community Hall Rural Hall Capital Grant**
 Meeting Date: Tuesday, April 8, 2025
 Prepared By: Carolyn Van der Kuil, Legislative Services Manager
 Presented By: Carolyn Van der Kuil, Legislative Services Manager

STRATEGIC PLAN ALIGNMENT: (Check all that apply)

	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input checked="" type="checkbox"/>
High Quality Infrastructure		Economic Resilience		Quality of Life		Effective Leadership		Level of Service	

RELEVANT LEGISLATION:

Provincial (cite)- N/A

Council Bylaw/Policy (cite)- Policy # 15-4 Rural Community Hall Capital Grant

BACKGROUND/PROPOSAL:

Kneehill County Council established the Rural Hall Capital Grant Policy for the purposes of assisting the renewal of community infrastructure like Rural Halls. Council is dedicated to offering financial support for the advancement and improvement of community halls within these areas.

Administration received an application from the Hesketh Community Hall Association requesting \$7,369.00 from the County to assist in purchasing replacement tables and chairs for their hall.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES/OTHER CONSIDERATIONS:

Application Review

The application request is over \$5,000 and is scheduled to be presented to Council at today's meeting at 10:00 a.m.

Eligibility

<u>Yes</u>	<u>No</u>	
✓		Does the project offer clear benefits to the local community, enhancing its social, cultural, recreation, or education aspects?
✓		Is it a Capital Project?
✓		Do they have 25% of the total project cost?
	✓	Have they received funding from the Rural Hall Capital Grant Program in the prior year of over \$1,000?
✓		Will the project be done within one year?
	✓	Is the applicant at a Level A funding level? (Applicants that are at a Level A funding level will receive higher priority for funding.)



Project Request

Kneehill County Contribution	\$7,369.00
Rural Hall Contribution (minimum 25%)	\$1500.00 in cash and \$1,000 in labour= \$2,500.00
Total Project Funding	\$9,869.00

Recognition:

When creating the policy, Council expressed a desire for increased recognition for the County when providing grant funding and determined that the form of recognition will be made during grant approval.

Recognition Examples provided in the policy:

Recommended Recognition	Recognition Examples
	Public Acknowledgement This could be in the form of a social media post or a press release
✓	Photo Opportunity To capture a photo opportunity, it could be considered to coordinate it during a regular Council Meeting. Following the meeting, the photo could be shared on Kneehill County's social media accounts or included in a press release.
	Displaying a Sign at the Project Site (this is done at the applicants cost)
	A Customized Recognition

FINANCIAL & STAFFING IMPLICATIONS:

Budget Overview: Allocation and Remaining Funds

In 2025, Council has budgeted \$20,000 for this program. To date, no other projects have been approved under this program.

2025 Budget	Allocated in 2025	Remaining Balance
\$20,000.00	\$0.00 (this is our first application)	\$20,000.00

RECOMMENDED ENGAGEMENT:

Directive Decision (Information Sharing, One-Way Communication)			
Tools:	Individual Notification	Other:	

ATTACHMENTS:

Policy #15-4, Rural Community Hall Capital Grant Application



Supporting Documents

COUNCIL OPTIONS:

1. Approve funding in the amount requested.
2. Approve funding in an amended amount.
3. Request further documentation.

RECOMMENDED MOTION:

1. That Council approve Rural Hall Capital Grant Funding in the amount of \$7,369.00 to the Hesketh Community Hall Association to assist in purchasing new tables and chairs for the facility.
2. That a photo opportunity be organized with the Hesketh Community Hall Association regarding the project.

FOLLOW-UP ACTIONS:

Administration will contact the applicant and let them know of Council's decision.

APPROVAL(S):

Mike Haugen, Chief Administrative Officer

Approved-





ORGANIZATION INFORMATION

Date: March 10/25

Organization Legal Name: Hesketh Community Hall Association

Contact Person: Susan Berdahl

PROJECT INFORMATION

Please provide a brief (one sentence) description of the project for which grant funding is requested on the line below. (i.e. upgrade furnace in hall)

In great need for tables and chairs

- Please attach a detailed description of the project for which Community Grant funding is requested and include:
- An indication of how this project will benefit the local community.
- If you are including volunteer labour or any other donation "in-kind", please include detailed information about this in your description. (i.e. how many volunteers and expected volunteer hours etc.)

Yes No Will this project be completed within the current year?

Yes No Would you like to present to Council? (Mandatory for projects over \$5,000)

Yes No If you do not receive this grant, will the project take place?

The personal information on this form is being collected for the purpose of determining eligibility of an applicant to receive a grant. This information is collected under the authority of Section 33 (c) of the Freedom of Information and Protection of Privacy Act and may become public information once it is submitted to Council during a Council meeting. Questions regarding the collection of this information can be directed to the FOIP Coordinator at 403-443-5541.



Rural Hall Capital Grant Policy

Application Form

POLICY #15-4

PROJECT FUNDING			
Project Funding Details – Please identify all sources of funding for this project			
			Total Amount
Kneehill County Contribution- Please fill in the funding request for this application			\$ 7369.00
Additional revenues to complete the project: Organizations must contribute an amount equal to or exceeding Kneehill County's Contribution.	Confirmed Amount	Pending Amount	_____
Organization's cash contribution to the project (cells highlighted in blue must equal 25% of the total project cost)			\$ 1500.00
Other grants applied for			\$ _____
Volunteer Labour*			\$ 1000.00
Donated In-Kind (including equipment and material)*			\$ _____
Other Funding Sources			\$ _____
Total Project Funding (This amount must equal the Total Project Cost)			\$ 9869.00

* Rates are: \$20/hr for unskilled labour, \$35/hr for skilled labour and \$70/hr for equipment including operator
Proof for budgeted in-kind contributions and volunteer labour will be requested on the Accountability form.

APPLICANT AGREEMENT

I DECLARE THAT: (application must be signed by two members of the Halls Executive Committee.)

- I am a duly authorized representative having legal and/or financial signing authority for the above organization.
- The information contained in this application and supporting documents is true and accurate and endorsed by the above organization.
- An accounting of spending, showing compliance with conditions of the grant shall be provided at completion of the project, no later than one year from the date the grant was approved.
- Any grant awarded shall be used solely for the purposes stated within Rural Hall Capital Grant Policy # 15-4.
- Kneehill County's communications may incorporate project details and corresponding photos.

Signature: Susan Berdahl

Name Printed: Susan Berdahl - Sec. Treasurer

Date: March 10, 2025

Signature: [Handwritten Signature]

Name Printed: HAROLD COOPER

Date: MAR 10, 2025

Director

The personal information on this form is being collected for the purpose of determining eligibility of an applicant to receive a grant. This information is collected under the authority of Section 33 (c) of the Freedom of Information and Protection of Privacy Act and may become public information once it is submitted to Council during a Council meeting. Questions regarding the collection of this information can be directed to the FOIP Coordinator at 403-443-5541.

**Hesketh Community Hall (1925 - 2025)
100th Anniversary Celebration**

Brief Project Description: Purchasing replacement tables and chairs for our existing ones that have aged out and are desperately needing replacing

Detailed Project Description:

History – The hall was initially built as the centre of activities for the local residences and the surrounding communities. It provided a social centre for 4-H, community potlucks, Farmers Union of Alberta (FUA) meetings, Women’s Institute meetings, and the school’s Christmas concerts were annual hosted in our hall. It was a hub of activities, including church service, Alberta Wheat Pool regional events throughout the years. The social events were all about bringing families and the community together for meals, dances, bingos etc. It also served for many years as a polling station for the county, and provincial and federal elections.

Today we have continued in a number of these activities bringing together for family reunions, anniversaries, annual ‘heritage’ picnics as well as being available for various private function when the hall is rented.

Not only preserving our rich historical heritage but the current community togetherness, this grant will help ensure our ability to provide these types of events for many years to come. That is why we are asking for your help in readying our hall for our 100th Anniversary Celebrations planned for this June

Need: the current furniture has aged out! Chairs and tables are in significant disrepair and are also very heavy for handling and awkward for storing. More modern tables and chairs will provide a MUCH NEED increase for capacity and comfort for our events.

Grant Request: we are asking for a total of **\$7,369.00 from the County** to help us meet our 100th Anniversary Celebration goals.

Specific Items on the Grant Request:

11 Banquet Tables @ \$214.00	\$2,354.00	
4 Card/Games Tables @ \$131.00	\$ 524.00	
80 chairs @ \$75.00 per chair	<u>\$6,000.00</u>	\$8,869.00
Shipping / Delivery Costs		<u>\$1,000.00</u>
	GRAND TOTAL	\$9,869.00



Section Grants/Scholarships/Awards/Donation	Policy No. 15-4	Page 1 of 3
Policy Title Rural Community Hall Capital Grant	Date: November 28, 2023	Motion No. 420/23

Purpose:

Kneehill County is committed to fostering the growth, vitality, and unity of rural communities by providing financial assistance for the development and enhancement of their community halls, including the following Rural Community Halls:

- Huxley Community Association
- Sunnyslope Community Association
- Wimborne Community Centre
- Torrington Community Centre
- Swalwell Community Association
- Three Hills Rural Community Association
- Orkney Athletic Association
- Mt. Vernon Community Association
- Hesketh Community Hall Association

This Rural Community Hall Capital Grant Policy outlines the eligibility criteria, application process, evaluation guidelines, and expectations for organizations seeking grants to improve their community halls.

Policy Guidelines:

1. Eligibility Criteria

To be eligible for the Rural Community Hall Capital Grant, the following organizations listed above must meet the following criteria:

- a. The proposed project should offer clear benefits to the local community, enhancing its social, cultural, recreational, or educational aspects.
- b. All projects proposed must be capital expenditures, not operational costs.
- c. Applicants must provide a minimum of 25 per cent of the total project cost, which can include provincial or federal funds.
- d. Applicants that received more than \$1,000 in Rural Community Hall Capital Grant funding in the prior year are not eligible for the following year.
- e. Projects must be completed within one-year of funding approval.
- f. Applicants approved at a Level A funding level, as defined in Policy #15-13 for Rural Community Halls, will receive higher priority for funding.



Section Grants/Scholarships/Awards/Donation	Policy No. 15-4	Page 2 of 3
Policy Title Rural Community Hall Capital Grant	Date: November 28, 2023	Motion No. 420/23

2. Funding

- a. The grant amount and availability will be determined by Council during the annual budget deliberations.
- b. The 25 per cent contribution from applicants can include cash, in-kind volunteer hours, and/or donated materials and equipment.
 - i. The value of volunteerism is defined as follows:
 1. \$20.00/hour for unskilled labour;
 2. \$35.00/hour for skilled labour;
 3. Donated material and professional services at verified fair market value
 4. Donated heavy equipment (incl. operator) \$70.00/hour.

3. Grant Application Process

- a. **Submission:** Organizations interested in applying for the grant must complete the official application that provides detailed information about the proposed project, its objectives, budget, timeline and expected community impact.
- b. **Submission Dates:** Applications are open from January 1st to September 30th of each year, with remaining funds transferred to the second round of Community Grants to Non-Profits Grant Policy after September 30th.
- c. **Supporting Documentation:** Applicants may be required to submit additional documentation, such as architectural plans, cost estimates, and project timelines.
- d. **Application Review:** An evaluation committee, comprising all Council members, will review all applications. Projects requesting funds over \$5,000 must present their project to Council.

4. Grant Disbursement and Reporting

- a. **Grant Amount:** The grant amount will be determined by Kneehill County Council based on the project's needs, impact, and available funds.
- b. **Disbursement:** The County's committed funding will be released upon project's confirmation.
- c. **Reporting:** Recipients must submit a final report within one-year of funding approval, including all receipts and full accounting.
 - i. Unused funds will be returned to Kneehill County.
 - ii. All financial support must be used exclusively for the project program, event or activity identified in the application.
 - iii. Project photos are to be included in the project reporting document.



POLICY

Section Grants/Scholarships/Awards/Donation	Policy No. 15-4	Page 3 of 3
Policy Title Rural Community Hall Capital Grant	Date: November 28, 2023	Motion No. 420/23

d. Extension:

- i. Requests for project extensions must be submitted in writing and approved by the Chief Administrative Officer, with Council being updated on their decision.
- ii. Failure to request an extension or if an extension is not granted, the organization shall return the funds provided by the County.
- iii. Unused funds not returned to the County may lead to withheld future financial support.

e. Recognition:

- i. Council will determine the form of recognition at the time of grant approval, which may include:
 1. Public acknowledgment by Applicant;
 2. A photo opportunity;
 3. Displaying a sign at the project site with the cost borne by the Applicant; or
 4. A customized recognition.



Ken King,
Reeve



Mike Haugen,
CAO

Approved: November 28, 2023 420/23
Review Date: **November 28, 2027**





RURAL COMMUNITY HALLS

Accountability Form

POLICY #15-13

Grant funds will not be disbursed until the "Accountability Form" has been provided to Kneehill County.

COMMUNITY HALL INFORMATION

Date: Feb 6/25

Community Hall Name: Hesketh Community Hall Association

FACILITY USAGE- PRIOR YEAR

To assess the funding level for your facility, we would like to know how frequently the hall is rented each year and the total number of days the hall was rented annually. Please see Policy 15-13 for further information.

Facility Usage

Total Amount of Bookings from Jan 1- Dec 31, 2024: 6

Total Amount of Days Booked Jan 1- Dec 31, 2024: 6

Occupancy Number:

WEBSITE ADVERTISEMENT

The County website advertises local Community Halls in our County and the contact names and numbers to book a hall.

Hall Rental Contact: _____ Hall Rental Phone Number: _____

Hall Rental Email: _____

DECLARATION

(Please ensure that this section is signed by an authorized representative for your organization)

I declare that:

1. I am a duly authorized representative having legal and/or financial signing authority for the above organization.
2. The information contained in this application and supporting documents is true and accurate and endorsed by the above organization.
3. I have read and understood this Declaration and the information contained in the grant application.

Susan Berdahl

Signature of Board Member

Susan Berdahl

Print Name

Feb 6/25

Date

Applications can be mailed to or dropped off at below address:

Kneehill County
Box 400
1600-2nd Street NE
Three Hills, AB T0M 2A0

Signed and Scanned Applications can be emailed to:
execassist@kneehillcounty.com

The personal information on this form is being collected for the purpose of determining eligibility of an applicant to receive a grant. This information is collected under the authority of Section 33 (c) of the Freedom of Information and Protection of Privacy Act and may become public information once it is submitted to Council during a Council meeting. Questions regarding the collection of this information can be directed to the FOIP Coordinator at 403-443-5541.

Subject: **Travel Drumheller 2024 Review**
 Meeting Date: Tuesday, April 8, 2025
 Prepared By: Jenna Kester, Economic Development Officer
 Presented By: Jenna Kester, Economic Development Officer

STRATEGIC PLAN ALIGNMENT: (Check all that apply)

	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input type="checkbox"/>
High Quality Infrastructure		Economic Resilience		Quality of Life		Effective Leadership		Level of Service	

RELEVANT LEGISLATION:

Provincial (cite)- N/A

Council Bylaw/Policy (cite)- N/A

BACKGROUND/PROPOSAL:

Kneehill County and the Drumheller region continue to build a strong and collaborative relationship that significantly boosts tourism and the local economy. The collaboration between Drumheller and Kneehill County has increased tourism traffic, which has benefited local businesses and boosted the economy. Additionally, joint training programs for tourism operators have helped improve service quality and business success.

The partnership between Drumheller and Kneehill County is crucial for regional development. By working together, both organizations can leverage each other's strengths and resources to create a more attractive and cohesive tourist experience. This collaboration enhances the visitor experience and fosters economic growth and community development.

Looking ahead, both regions continue to explore new initiatives to strengthen their partnership further.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES/OTHER CONSIDERATIONS:

Julia Fielding and Lana Phillips with Travel Drumheller are here today to co – present the 2024 Travel Drumheller year in review, what they are working on this year in 2025, and what is expected to come in 2026.

FINANCIAL & STAFFING IMPLICATIONS:

RECOMMENDED ENGAGEMENT:

Directive Decision (Information Sharing, One-Way Communication)

Tools:	Individual Notification	Other:	
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ATTACHMENTS:

Travel Drumheller presentation



COUNCIL OPTIONS:

1. Receive for information
2. Direct Administration to provide additional information

RECOMMENDED MOTION:

That Council accepts the information as presented by Travel Drumheller

FOLLOW-UP ACTIONS:

APPROVAL(S):






Mike Haugen, Chief Administrative Officer

Approved-



Subject: **Council & Committee Report**
 Meeting Date: Tuesday, April 8, 2025
 Prepared By: Carolyn Van der Kuil, Legislative Services Manager
 Presented By: Mike Haugen, CAO

STRATEGIC PLAN ALIGNMENT: (Check all that apply)

	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>
High Quality Infrastructure		Economic Resilience		Quality of Life		Effective Leadership		Level of Service	

RELEVANT LEGISLATION:

Provincial (cite)- N/A
 Council Bylaw/Policy (cite)- N/A

BACKGROUND/PROPOSAL:

The purpose of the Council and Committee Reports is to provide each member with the opportunity to bring forward any matter of general interest to Council or the County.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES/OTHER CONSIDERATIONS:

Council reports will be included on the agenda when requested by Council and reports may be either in writing, verbal, or a combination of both.

FINANCIAL & STAFFING IMPLICATIONS:

The recommended motion does not have any financial implication.

RECOMMENDED ENGAGEMENT:

Directive Decision (Information Sharing, One-Way Communication)

Tools: Individual Notification

Other:

ATTACHMENTS:

Council & Committee Reports

COUNCIL OPTIONS:

1. That Council accepts the Council and Committee report.

RECOMMENDED MOTION:

That Council accepts for information the Council & Committee Report, as presented.

FOLLOW-UP ACTIONS:

N/A

APPROVAL(S):

Mike Haugen, Chief Administrative Officer

Approved-



CFWR 2025 EXECUTIVE SUMMARY

OUR IMPACT SINCE 1989

35,134

Jobs Created
or Maintained

\$38,848,708

in Loans

50,583

Business Coaching
Sessions

101,997

Client Services
Delivered

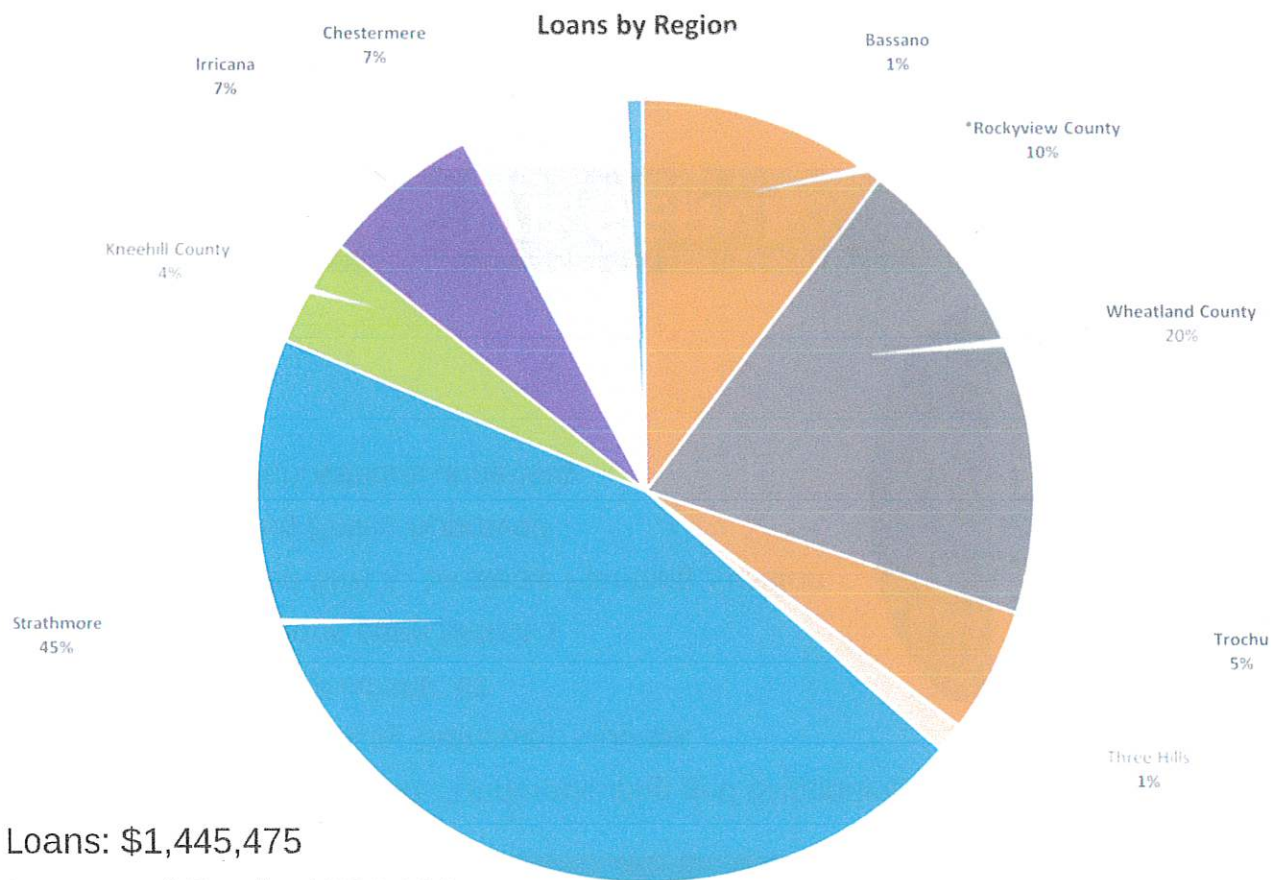
\$53,296,594

Leveraged Funds
into our Communities

19,493

Business Training
Sessions

THIS FISCAL APRIL 1, 2024 - FEBRUARY 28, 2025



Loans: \$1,445,475

Leveraged Funds: \$597,309

Entrepreneurs Trained: 562

CED Projects: 6



CFWR 2025 EXECUTIVE SUMMARY

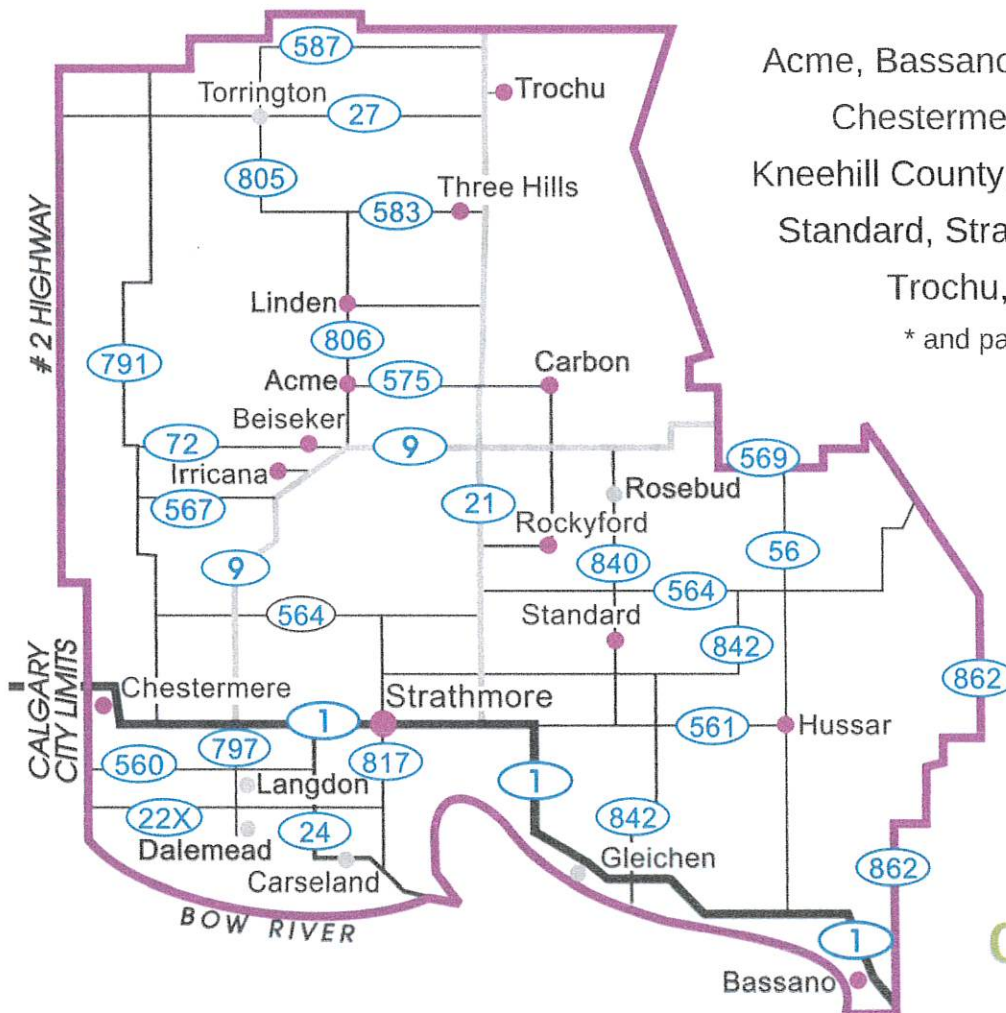
THIS MONTH FEBRUARY 2025

- Training Program offered: “Understanding and Supporting ADHD in the Workplace”
- Heart of the Community Campaign Update:
 - Total # of nominations: 81
 - Q2 Nominations open March 1
- CFWR facilitated SWCC Strategic Planning Session
- Revised Lending Policy Approved
- Lower Level Renovations underway



wildrose.albertacf.com

COMMUNITIES WE SERVE



Acme, Bassano, Beiseker, Carbon, Chestermere, Hussar, Irricana, Kneehill County, Linden, Rockyford, Standard, Strathmore, Three Hills, Trochu, Wheatland County.
* and parts of Rocky View County

CFWR 2025 EXECUTIVE SUMMARY

OUR IMPACT SINCE 1989

35,134

Jobs Created
or Maintained

\$38,848,708

in Loans

50,843

Business Coaching
Sessions

102,210

Client Services
Delivered

\$53,296,594

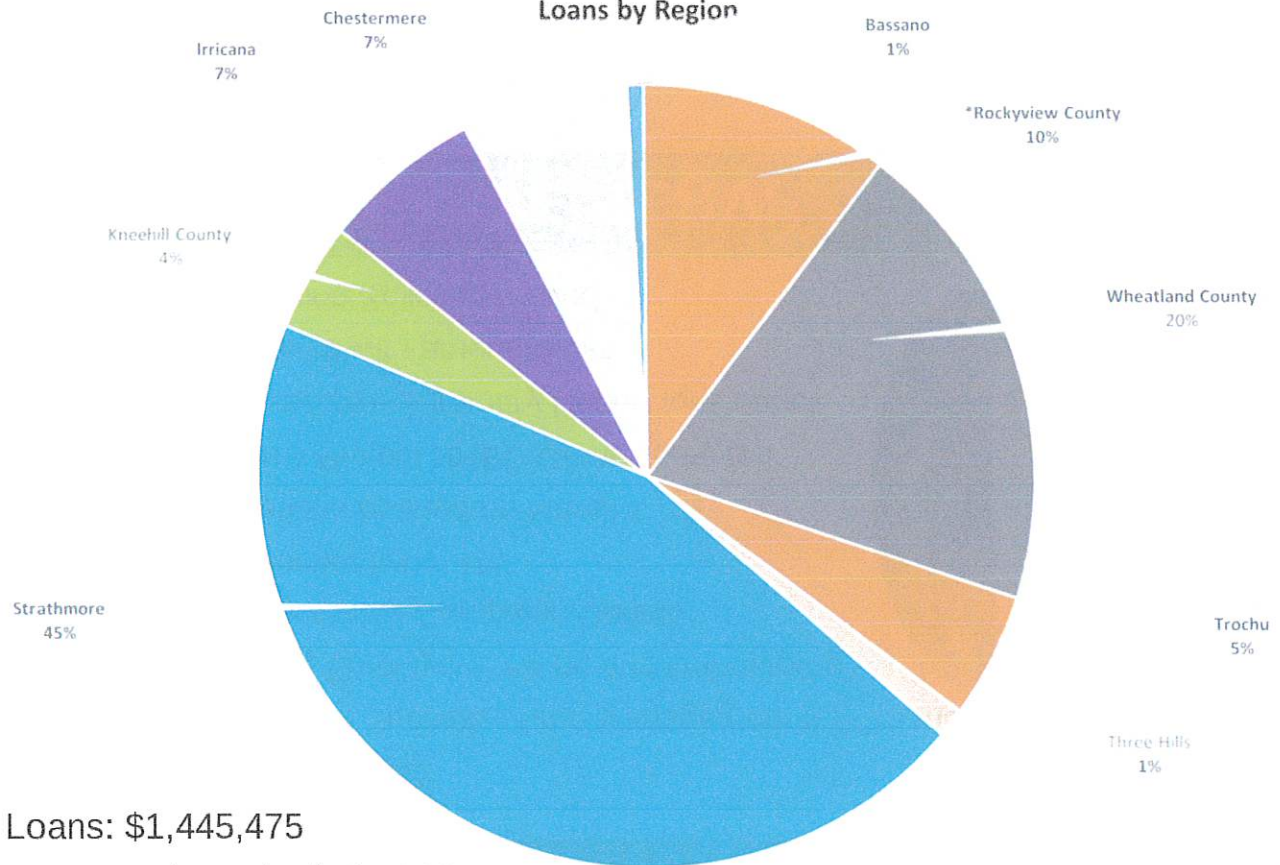
Leveraged Funds
into our Communities

28,189

Business Training
Sessions

THIS FISCAL APRIL 1, 2024 - MARCH 31, 2025

Loans by Region



Loans: \$1,445,475

Leveraged Funds: \$597,309

Entrepreneurs Trained: 562

CED Projects: 6



CFWR 2025 EXECUTIVE SUMMARY

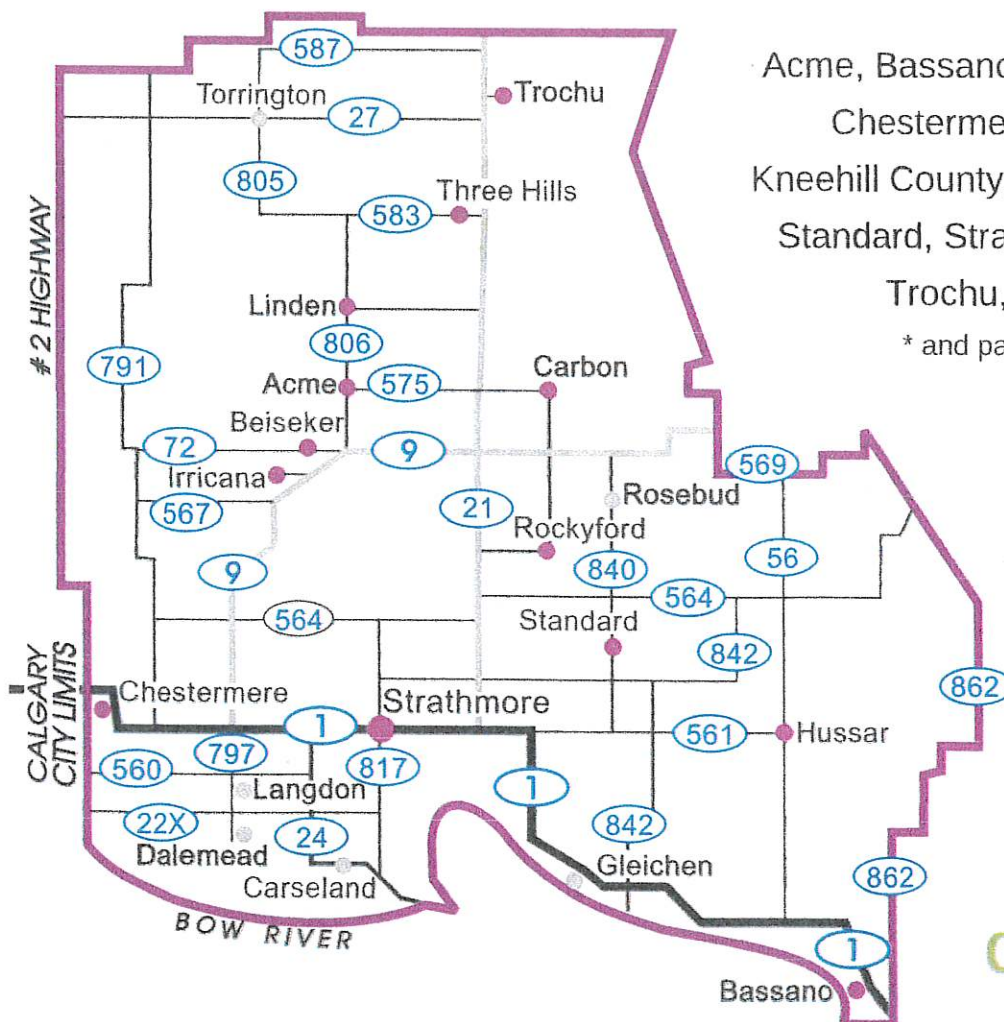
THIS MONTH MARCH 2025

- Training Program offered:
 - “Streamlining for Success: Time Management & Efficiency for Small Business ”
 - “Empowering Employers: Hiring and Onboarding”
- Heart of the Community Campaign Update:
 - Total # of nominations: 102
 - Q2 Nominations opened on March 1
- 2-year Workforce Project NRED Grant Approved
- Draft CFWR Executive Summary Report for Council packages approved with amendments
- Revised Nomination Policy approved



wildrose.albertacf.com

COMMUNITIES WE SERVE



Acme, Bassano, Beiseker, Carbon, Chestermere, Hussar, Irricana, Kneehill County, Linden, Rockyford, Standard, Strathmore, Three Hills, Trochu, Wheatland County.
* and parts of Rocky View County

Subject: **Council Follow-Up Action List**
 Meeting Date: Tuesday, April 8, 2025
 Prepared By: Carolyn Van der Kuil, Legislative Services Manager
 Presented By: Mike Haugen, CAO

STRATEGIC PLAN ALIGNMENT: (Check all that apply)

	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input checked="" type="checkbox"/>
High Quality Infrastructure		Economic Resilience		Quality of Life		Effective Leadership		Level of Service	

RELEVANT LEGISLATION:

Provincial (cite)- N/A
 Council Bylaw/Policy (cite)- N/A

BACKGROUND/PROPOSAL:

To request Council's acceptance of the Council Follow-Up Action List.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES/OTHER CONSIDERATIONS:

Please find attached the Council Follow-up Action List. The Council Follow-up Action List is a list of items from Council meetings that require follow-up. This document is regularly reviewed and updated after each Council meeting.

FINANCIAL & STAFFING IMPLICATIONS:

The recommended motion does not have any financial implications.

RECOMMENDED ENGAGEMENT:

Directive Decision (Information Sharing, One-Way Communication)

Tools:	Individual Notification	Other:	
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ATTACHMENTS:

Council Follow-up Action List.

COUNCIL OPTIONS:

- To receive the report regarding the Council Follow-up Action List for information.
- Council provide further direction or required changes/amendments.

RECOMMENDED MOTION:

That Council receive for information the Council Follow-up Action List as presented.

FOLLOW-UP ACTIONS:

N/A

APPROVAL(S):

Mike Haugen, Chief Administrative Officer

Approved-





Council Action Items

Meeting Date	Motion #	Description/Motion	Action Required	Assigned To	Due Date	Status
30-May-23	208/23	Councillor Penner moved that Council authorize the use of \$10,000 from the 2023 Operating Budget – Strategic initiatives for a regional economic development project at the Three Hills Airport in partnership with the Town of Three Hills and Prairie College.		Mike Haugen	2024 Q3	There has been little applicant interest in this position. Member parties are meeting later this month to discuss next steps.
13-Feb-24	026/24	That Council direct Administration to request Council presentations from the NRCB, AUC, and knowledgeable expert on Alberta electrical grid regarding processes, setbacks, and other information relevant to municipalities.		Mike Haugen/Carolyn V	Q2 2025	Two have taken place. We are still working to obtain a knowledgeable speaker regarding the electrical grid.
25-Jun-24	196/24	That Council direct Administration to investigate options for upgrading the water service to the Three Hills Airport.		Mike Ziehr	Q2 2025	Applicant is currently investigating options and has indicated that they will be in contact with the County in Q2 of 2025 with an update.
20-Aug-24	226/24	That Council direct administration to further investigate the costs of providing solid waste services within Kneehill County and at the Torrington site beyond the site's current lifespan.		John McKiernan	Q1 2025	in progress
10-Sep-24	261/24	That Council direct Administration to provide a report on the process and resources required to develop a land acknowledgement protocol.		Kevin Gannon	Q1 2025	RFD being brought forward 8 April 2025
24-Sep-24	280/24	That Council directs Administration to initiate a new service level within the Hamlet of Huxley involving coordinating the pumping of private septic tanks once every two years, to be completed at a cost recovery model, and commencing in the year 2025.		John McKiernan	Q1 2025	RFP closed. Reviewing proposals, Educational component informing Huxley residents of project status will be distributed.
22-Oct-24	360/24	That Council move that Kneehill County participate in the AUC process regarding the Lone Butte Solar Project		Mike Haugen	Ongoing	County is being represented by legal counsel in the upcoming hearing.
22-Oct-24	362/24	That Council donate the two Engines (Spare and Kneehill County Three Hills Station) to Alberta Society for Firefighters Abroad Project Paraguay.		Deb Grosfield	TBD	Timing dependant on society.
22-Oct-24	368/24	That Council direct Administration to develop a Kneehill County Governance Model document for Council approval, with funding coming from the 2024 approved Operating Budget.		Mike Haugen	Q1 2025	Development of a draft document is starting now that other items have been completed.
12-Nov-24	381/24	That Council direct Administration to draft a policy regarding participation in AUC proceedings.	In process	Barb Hazelton	Q1 2025	Ongoing
10-Dec-24	420/24	That Council direct Administration to bring back further information on the Vegetation Cutting at Hamlet Community Centers report to the January 28, 2024 Council meeting.	Completed	Fallon Sherlock, Mike Conkin	Q1 2025	Pushing back to April as waiting for responses from Community organizations and Administrative review.
14-Jan-25	003/25	That Council direct Administration to amend the proposed Policy 13-2, Grader Gravel Services and to defer this discussion to a future Council meeting.		Mike Conkin	Q2 2025	
14-Jan-25	004/25	That Council direct Administration to place a discussion regarding industry road use agreements and development permit/agreement as it relates to road use, to a future Committee of the Whole Meeting.		Mike Ziehr	Q2 2025	
11-Feb-25	045-46/25	That Council approve first and second reading of Bylaw #1911, that being a bylaw to authorize the implementation of a Community Aggregate Payment Levy.			Q1 2025	Bring back for third reading at a future meeting, pending information
11-Feb-25	048/25	"Range Road 211" to "Deer Valley Lane" adhering to the Naming of County Roads Policy # 5-19, and authorizing the required public notice as well as the necessary updates to County maps		Cody Dale-McNair		Notices are going out & signs are being ordered
25-Feb-25	060/25	That Council direct administration to provide Council a report on the last three years on what was spent on internal and external promotional items versus budget amounts by March 25, 2025.	Completed	Theresa Cochran		On the March 25, 2025 Agenda.
25-Feb-25	061/25	That Council table Policy 15-6, Promotional Items until the March 25, 2025, Council meeting.	Completed	Carolyn van der Kuil		On the March 25, 2025 Agenda.

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11-Mar-25	069/25	That Council authorizes the CAO to enter into a services agreement with Product Care for the collection of Hazardous Special Products (HSP), in conjunction with the overall ERP program.	Completed	CAO	Q1 2025	
11-Mar-25	074/25	That Council direct Administration to request an engagement with the local Regional Director with Alberta Transportation regarding several provincial bridge and road issues. ;	In Progress	Mike Haugen	Q1 2025	
11-Mar-25	078/25	That Council authorize Administration to proceed with the land investment opportunity as discussed.	In Progress	Mike Zlehr		Consultation is currently underway.
25-Mar-25	081/25	That Council approve the use of a water truck and operator and supply water to fill barricades for the 2025 Three Hills Cruise Weekend races.				
25-Mar-25	082/25	That Council approve the Braconnier Campground Picnic Shelter design as discussed.				
25-Mar-25	083/25	That Council increase the Private Cemetery mowing fees to \$500 annually in 2026 and implement formal service agreements with existing serviced cemeteries.				
25-Mar-25	084/25	That Council maintain the status quo regarding mowing services for Rural Community Centres.	Completed			
25-Mar-25	085/25	That Council approve the provision of snow plowing services to Rural Community Centres, as requested, at a cost recovery basis.				
25-Mar-25	086/25	That Council appoint the following as Fire Guardians for the issuance of Fire Permits to March 31, 2026: Three Hills Fire Department: Chris Evans, Murray Fenton, Brandon Rempel Acme Fire Department: No Fire Guardians Carbon Fire Department: Jody Kranzler, Jordan Reed, Jeremy Kranzler, Austin Larsen, Travis Cormier, Riddel Wiebel Linden Fire Department: Shawn Klassen, Carson Reimer, Max Penner Torrington Fire Department: Doug Fretz, Jason Michielsen, Derek Benedict Trochu Fire Department: Richard Hoppins, Alan Adam, Chris Armstrong Kneehill County Administrative: CAO, Director of Community Services, Manager of Protective Services, Rural Fire Chief, Community Peace Officers.	Completed			
25-Mar-25	087/25	That Council approve hosting a Ratepayer Evening in Huxley and the second Ratepayer evening to take place at Horseshoe Canyon in 2025, with the knowledge that extra costs may be incurred.				
25-Mar-25	088/25	That Council approves reserve contributions of \$2,758,304 as detailed in Appendix G.				
25-Mar-25	089/25	That Council approves a draw of \$2,057 from the Contingency Reserve to fund over-budget Operating Projects as detailed in Appendix C.				
25-Mar-25	090/25	That Council approves \$708,514 of Operating Project carryforwards, including funding sources, as detailed in Appendix C.				
25-Mar-25	091/25	Capital Replacement Reserve and \$14,676 from the Roads Reserve to fund over-budget Capital Projects as detailed in Appendix D.				
25-Mar-25	092/25	That Council approves \$4,358,753 of Capital Project carryforwards, including funding sources, as detailed in Appendix D.				
25-Mar-25	093/25	That Council accepts the report on promotional item expenditures for 2022 to 2024 as information.	Completed			
25-Mar-25	094/25	That Council receive for information Policy #15-6, Promotional Items.	Completed			



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25-Mar-25	097/25	That Council approve the following Round One Community Grants to Non-Profit Organizations funding to the following organizations: Trochu Valley Historical Society \$960.00 To create the Trochu & District History Book #3 Three Hills Minor Softball Association \$2,365.00 Purchase new ball equipment and jerseys Huxley Community Association \$4,500.00 Curling Rink Retaining Wall Project TOTAL \$7825.00 ;	Completed			
25-Mar-25	098/25	That Council receive for information the Accurate Assessment presentation.	Completed			