



**Committee of the Whole Minutes**

**February 20, 2024, 8:30 a.m.  
1600 2nd Street NE  
Three Hills, AB T0M 2A0**

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

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  
John McKiernan, Manager of Environmental Services  
Barb Hazelton, Manager of Planning and Development  
Fallon Sherlock, Manager of Parks and Agricultural Service Board  
Jenna Kester, Economic Development Intern  
Carolyn Van der Kuil, Legislative Services Coordinator

---

**1. Call to Order**

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

**1.1 Approval of Agenda**

Additions to the Agenda:

Under Closed Session

3.1 Privileged Information (FOIP- Section 27)

**Resolution: CW079**

**Moved by:** Councillor Christie

That the Committee of the Whole approve the agenda as amended.

**CARRIED UNANIMOUSLY**

1.2 Approval of Minutes

1.2.1 Approval of the January 16, 2024, COW Meeting Minutes

**Resolution: CW080**

**Moved by:** Reeve King

That the Committee of the Whole approves the adoption of the minutes of the January 16, 2024, Committee of the Whole meeting, as presented.

**CARRIED UNANIMOUSLY**

**2. New Business**

2.1 Hamlet of Huxley Wastewater

**Moved by:** Councillor Penner

That the Committee of the Whole recommend that Council investigate the cost in a condition assessment of each septic tank and a septic pump out service for the Hamlet of Huxley.

**CARRIED UNANIMOUSLY**

2.2 Huxley Streetlighting Upgrade

**Resolution: CW081**

**Moved by:** Councillor McGhee

That the Committee of the Whole recommend to Council to approve the funding and installation of two new streetlights in the Hamlet of Huxley as per the details included in the discussion report and to be funded from the Operating Budget.

**CARRIED UNANIMOUSLY**

2.3 Horseshoe Canyon Master Plan

The Chair called for a recess at 9:46 a.m. and called the meeting back to order at 10:02 a.m. with all previously mentioned members present.

The Chair called for a recess at 11:56 a.m. and return back at 12:05 p.m.

At 11:58 a.m., the Reeve announced an extension of the recess for a lunch break, with proceedings set to resume at 12:45 p.m.

The Chair called the meeting back to order at 12:46 p.m. with all previously mentioned members present.

**Moved by:** Councillor McGhee

That the Committee of the Whole recommends to Council to direct administration to bring options for the Horseshoe Canyon Map Sign prior to season opening.

**CARRIED UNANIMOUSLY**

**Moved by:** Councillor Fobes

That the Committee of the Whole defer further conversation on a revised Horseshoe Canyon Master Plan to the April 16th, 2024, Committee of the Whole meeting.

**CARRIED UNANIMOUSLY**

2.4 Unightly Premises Process and Bylaw Follow Up

The Chair called for a recess at 2:27 p.m. and called the meeting back to order at 2:36 p.m. with all previously mentioned members present.

**Moved by:** Councillor Cunningham

That the Committee of the Whole recommend to Council to request Administration to bring forward recommendations for Unightly Premises Bylaw which include rural and hamlets, which also includes bench marking.

**CARRIED**

**3. Closed Session**

**Moved by:** Councillor Fobes

That this meeting goes into closed session at 3:30 p.m. for the following reason(s):

- Privileged Information (FOIP- Section 27)
- Advice from Officials (FOIP-Section 24)

**CARRIED UNANIMOUSLY**

**Moved by:** Reeve King

That Council return to open meeting at 4:13 p.m.

**CARRIED UNANIMOUSLY**

4:13 p.m. - meeting recessed to allow return of public.

4:13 p.m. - meeting resumed.

**4. Adjournment**

The meeting adjourned at 4:15 p.m.

---

Kenneth King, Deputy Reeve

---

Mike Haugen, CAO