



**Kneehill County
Regular Meeting of Council**

Minutes

**May 28, 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
John McKiernan, Manager of Environmental Services
Marika Von Mirbach, Financial Planning Coordinator
Will Nyman, Information Management Supervisor
Deanna Keiver, Planning and Development Officer
Fallon Sherlock, Manager of Parks and Agricultural Services
Mike Conkin, Project Construction Supervisor
Wendy Gerbrandt, Economic Development Officer
Carolyn Van der Kuil, Legislative Services Coordinator

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 Community Services: Agricultural Service Board & Parks

5.2.3 Growing Kneehill Country Market

Additions under Council & Committee Reports

- 9.1 CAEP Event
- 9.2 Invite from CAEP
- 9.3 Kneehill Housing

Additions under Closed Session

11.1 Third Party Business (FOIP- Section 16)

1.1.2 Adoption of the Agenda

Resolution: 148/24

Moved by: Councillor Christie

That Council approve the agenda as amended.

CARRIED UNANIMOUSLY

2. Approval of Minutes

2.1 Regular Council Meeting Minutes of May 14, 2024

Resolution: 149/24

Moved by: Deputy Reeve Wittstock

That Council approves the adoption of the minutes of the May 14, 2024, Regular Meeting of Council, as amended.

CARRIED UNANIMOUSLY

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

4.1 Hamlet of Wimborne: Naturally Occurring Fluoride

The Chair called for a recess at 8:51 a.m. and called the meeting back to order at 8:53 a.m. with all previously mentioned members present.

Resolution: 150/24

Moved by: Councillor Cunningham

That Council accept the Hamlet of Wimborne Fluoride reduction study as information.

CARRIED UNANIMOUSLY

4.2 Capital Equipment Plan Pre-authorization - Snowplow

Resolution: 151/24

Moved by: Councillor McGhee

That Council approve the expenditure of up to \$555,000 from the Capital Equipment Replacement Reserve to fund the purchase of a Class 8 Highway Snowplow for delivery in the fall of 2024.

CARRIED UNANIMOUSLY

Resolution: 152/24

Moved by: Deputy Reeve Wittstock

That Council direct that insurance proceeds received as a result of the totalled snowplow be contributed to the Capital Equipment Replacement Reserve.

CARRIED UNANIMOUSLY

5. Community Services

5.1 Planning

5.1.1 Bylaw 1902- Redesignation from A to R

Resolution: 153/24

Moved by: Councillor Cunningham

That Council move first reading of proposed Bylaw 1902 for the purpose of amending Land Use Bylaw 1808 by redesignating a portion of SW 16-31-25 W4 from Agriculture District to Recreation District.

CARRIED UNANIMOUSLY

Resolution: 154/24

Moved by: Deputy Reeve Wittstock

That Council move to schedule the Public Hearing, as per Sections 216.4 & 692 of the Municipal Government Act, to be held on June 25, 2024, at 10:00 a.m.

CARRIED UNANIMOUSLY

5.2 Agricultural Service Board & Parks

5.2.1 Open Farm Days Community Event in Trochu

Resolution: 155/24

Moved by: Councillor Christie

That Council approve the allocation of \$5000 in funding to support the Open Farm Days Cluster event at the Trochu Arboretum on August 17, 2024, to be funded from the Growing Kneehill project budget.

CARRIED UNANIMOUSLY

5.2.2 Agricultural Fieldman Appointment

The Chair called for a recess at 9:26 a.m. and called the meeting back to order at 9:35 a.m. with all previously mentioned members present.

Resolution: 156/24

Moved by: Councillor Christie

That Council appoint Fallon Sherlock as Agricultural Fieldman for Kneehill County.

CARRIED UNANIMOUSLY

5.2.3 Growing Kneehill Country Market

Resolution: 157/24

Moved by: Councillor McGhee

That Council set a threshold of 15 vendors, per event, by May 31, 2024, for the Country Market and cancel any respective Country Market that does not meet this threshold.

CARRIED UNANIMOUSLY

Resolution: 158/24

Moved by: Councillor Cunningham

That Council direct Administration to include the Country Market in the 2025 budget for Council's consideration.

CARRIED UNANIMOUSLY

Resolution: 159/24

Moved by: Councillor McGhee

That Council direct Administration to conduct outreach, to potential Country Market vendors in Kneehill County, utilizing funding not to exceed \$4,000.00, currently allocated for the Country Market in the 2024 budget.

CARRIED UNANIMOUSLY

6. Corporate Services

6.1 Virtual City Hall

Resolution: 160/24

Moved by: Councillor Cunningham

That Council approve the purchase of Virtual City Hall in 2024 for \$15,000 with funds coming from Corporate Initiatives.

CARRIED UNANIMOUSLY

3. Appointments

3.1 Delegation- Kneehill Housing Corporation

The Chair called for a recess at 10:28 a.m. and called the meeting back to order at 10:34 a.m. with all previously mentioned members present.

Julie Miller, the Chief Administrative Officer (CAO) of Kneehill Housing, provided Council a presentation on how the Golden Hills Lodge is funded, how rental rates are set, how municipalities are requisitioned, and the cost pressures facing the Golden Hills Lodge.

3.2 Delegation- Accurate Assessment 2024

Troy Birtles, Kris Meadows and Sean Barrett from Accurate Assessment presented highlights of Kneehill County's 2023 Assessment.

6. Corporate Services

6.2 Capital Project – Council Screen

The Chair called for a recess at 12:23 p.m. and called the meeting back to order at 1:00 p.m. with all previously mentioned members present.

Resolution: 161/24

Moved by: Deputy Reeve Wittstock

That council increase the budget for the Council Screen replacement from \$44,000 to \$64,000 with funds coming from the IT reserve.

CARRIED UNANIMOUSLY

6.3 Town of Trochu Senior's Living Complex Borrowing Bylaw

Resolution: 162/24

Moved by: Councillor Fobes

That Council undertake the first reading of Bylaw 1898 as directed by the Council resolution on February 27th, 2024, which mandated the creation of a new bylaw to address timelines and interest rates associated with the Trochu Housing Corporation's loan guarantee agreement.

CARRIED UNANIMOUSLY

6.4 2025 Budget Guidelines

Resolution: 163/24

Moved by: Councillor McGhee

That the 2025 Operating and Capital Budgets, the 2026-2028 Operating Forecast, and the 2026-2030 Capital Forecast, be prepared in accordance with the following principles:

- Align with Council's Strategic Plan

- Sustain existing service levels
- Maintain competitive tax rates
- Review and recommend adjustments of service fees and rates as necessary
- Continue to implement and monitor a proactive infrastructure renewal strategy
- Enhance the customer experience

CARRIED UNANIMOUSLY

7. Legislative Services

7.1 Alberta Utilities Commission (AUC) Rule 007 Consultation

Resolution: 164/24

Moved by: Councillor Cunningham

That Council direct staff to prepare a written submission as part of the current AUC review of Rule 007.

CARRIED UNANIMOUSLY

8. Disposition of Delegation & Public Hearing Business

8.1 Kneehill Housing Corporation

Resolution: 165/24

Moved by: Councillor Penner

That Council receive for information the presentation provided by the Kneehill Housing Corporation.

CARRIED UNANIMOUSLY

8.2 Accurate Assessment Delegation

Resolution: 166/24

Moved by: Councillor Cunningham

That Council receive for information the Accurate Assessment presentation.

CARRIED UNANIMOUSLY

9. Council and Committee Reports

Resolution: 167/24

Moved by: Councillor Fobes

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

CARRIED UNANIMOUSLY

9.1 Central Alberta Economic Partnership

Councillors provided an update on the Central Alberta Economic Partnership event that took place on Thursday, May 23, 2024 in Red Deer.

9.2 Central Alberta Economic Partnership Invite

Councillor McGhee provided Council an update on the webinar event that will take place on Thursday, May 30th.

9.3 Kneehill Housing Corporation

Councillor Cunningham provided an update on the Kneehill Housing Corporation.

10. Council Follow-Up Action List

Resolution: 168/24

Moved by: Councillor Christie

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

CARRIED UNANIMOUSLY

11. Closed Session

Resolution: 169/24

Moved by: Councillor Fobes

That this meeting goes into closed session at 2:45 p.m. for the following reason(s):

- Third Party Business (FOIP-Section 16)

CARRIED UNANIMOUSLY

Resolution: 170/24

Moved by: Councillor Christie

That Council return to open meeting at 4:19 p.m.

CARRIED UNANIMOUSLY

4:19 p.m. - meeting recessed to allow return of public.

4:20 p.m. - meeting resumed.

_____Initials

13. Adjourn

The meeting adjourned at 4:20 p.m.

Ken King, Reeve

Mike Haugen, CAO