

Subject: **Regular Council Meeting Dates 2025**
 Meeting Date: Tuesday, October 22, 2024
 Prepared By: Carolyn Van der Kuil, Legislative Services Manager
 Presented By: Mike Haugen, CAO

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)- N/A

Council Bylaw/Policy (cite)- Bylaw 1846, under Section (6) 1

BACKGROUND/PROPOSAL:

Section 6 (1) of Kneehill County’s Procedural Bylaw #1846 states that regular meetings of Council shall be held on the second and fourth Tuesday of each month provided that where a regular Council meeting falls on a holiday, the meeting shall be held on the next following day, or on such other day as Council decides by Motion.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES/OTHER CONSIDERATIONS:

Here’s the breakdown of the meeting schedule for Council Meetings :

Summer 2025: Kneehill County proposes two Council meetings for the summer, one in July and another in August and to be held the same week as MPC.

November 2025: Since November 11th falls on the second Tuesday of the month, Administration recommends rescheduling the Council meeting to Wednesday, November 12th. Although holding the meeting on Monday, November 10th was considered, it was decided that many may take advantage of the long weekend.

December 2025: Typically, Kneehill County plans for one Council meeting in December. The recommendation is to hold the December Council meeting on December 9th, which is the second Tuesday of that month.

Organizational Meeting: Under section 192 (1) of the MGA, a Council must hold an organizational meeting annually, no later than 2 weeks after the third Monday in October. It is recommended to hold Kneehill County’s Organizational meeting on Tuesday, October 28th, 2025.

FINANCIAL & STAFFING IMPLICATIONS:



RECOMMENDED ENGAGEMENT:

Directive Decision (Information Sharing, One-Way Communication)

Tools: Individual Notification

Other:

ATTACHMENTS:

Calendar Plan for 2025

COUNCIL OPTIONS:

1. To approve the recommendations to the Council Calendar
2. To amend the recommendations to the Council Calendar
3. To receive for information.

RECOMMENDED MOTION:

That Council approve the scheduling of the 2025 Organizational Meeting for Tuesday, October 28, 2025, and to hold all regular Council meeting dates on the second and fourth Tuesday of each month with the exception of:

- July- Schedule one meeting for July 22, 2025
- August- Schedule one meeting for August 26, 2025
- November- Schedule the meeting for November 12th to replace November 11th, which is a statutory holiday.
- December- Schedule one meeting for December 9, 2025

FOLLOW-UP ACTIONS:

Administration will Advertise dates on our website and local newspaper.

APPROVAL(S):

Mike Haugen, Chief Administrative Officer

Approved- 