



**Kneehill County
Regular Meeting of Council
Minutes**

**October 8, 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
Barb Hazelton, Manager of Planning and Development
Marika Von Mirbach, Manager of Financial Planning
Fallon Sherlock, Manager of Parks and Agricultural Services
Ushba Khalid, Municipal Intern
Ashley Olson, Financial Controller
Rajeana Nyman, Property Tax & Utilities Administrator
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 Division 7 Report
- 9.2 Red Deer River Municipal Users Group
- 9.3 Community Futures Wildrose
- 9.4 Division 5 Report
- 9.5 CAEP

Additions under Closed Session

11.2 Intergovernmental Relations (FOIP- Section 21)

11.3 Intergovernmental Relations (FOIP-Section 21)

11.4 Third Party Business (FOIP- Section 16)

1.1.2 Adoption of the Agenda

Resolution: 297/24

Moved by: Councillor Christie

That Council approve the agenda as amended.

CARRIED UNANIMOUSLY

2. Approval of Minutes

2.1 Regular Council Meeting Minutes of September 24, 2024

Resolution: 298/24

Moved by: Councillor Cunningham

That Council approves the adoption of the minutes of the September 24, 2024, Regular Meeting of Council, as presented.

CARRIED UNANIMOUSLY

4. Corporate Services

4.1 2025 Budget – Setting the Stage and Proposed Projects

The Chair called for a recess at 9:24 a.m. and called the meeting back to order at 9:34 a.m. with all previously mentioned members present.

The Chair called for a recess at 11:04 a.m. and called the meeting back to order at 11:150 a.m. with all previously mentioned members present.

Resolution: 299/24

Moved by: Councillor Penner

That Council receive the 2025 Budget Setting the Stage and Proposed Projects presentation for information.

CARRIED UNANIMOUSLY

Resolution: 300/24

Moved by: Councillor Fobes

That Council direct Administration bring back budget information to the November Council meetings.

CARRIED UNANIMOUSLY

_____Initials

3. Appointments

3.1 Photo Opportunity: Swalwell Community Hall Receive Rural Hall Capital Grant Funding

Council presented a cheque to the Swalwell Community Centre in the amount of \$2,250. This funding was granted by Council during their meeting on September 24, 2024, through the Rural Hall Capital Grant Funding Program.

3.2 Delegation: Kneehill Housing Corporation

Amanda Gill and Amanda Kinniburgh presented to Council, informing them of the significant structural changes taking place within Kneehill Housing Corporation.

4. Corporate Services

4.2 2024 Tax Account Cancellations

Resolution: 301/24

Moved by: Councillor Fobes

That Council approves the cancellation of taxes on municipal tax rolls that have been turned over to the Orphan Well Association and are affiliated with Manitok Energy Inc., Trident Exploration (Alberta), Lexin Resources Ltd., and Canyon Oil and Gas Corporation and Municipal Tax Roll 33260313700. Total Cancellation \$68,444.21.

CARRIED UNANIMOUSLY

Resolution: 302/24

Moved by: Deputy Reeve Wittstock

That Council direct Administration to apply for the Provincial Education Requisition Credit for the tax cancellations in the amount of \$68,252.28.

CARRIED UNANIMOUSLY

4.3 Appointment of County External Auditors

Resolution: 303/24

Moved by: Deputy Reeve Wittstock

That Council approve the appointment of MNP as Kneehill County's auditor for a period of three years, ending with the audit of the fiscal year 2026.

CARRIED UNANIMOUSLY

Resolution: 304/24

Moved by: Councillor McGhee

That Council request an initial pre-audit meeting with the appointed auditors for the 2024 audit at a future meeting date.

CARRIED UNANIMOUSLY

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

5.1 ACP Grant Application – Regional SCADA Master Plan

Resolution: 305/24

Moved by: Councillor Cunningham

That Council moves to support the submission of the 2024/2025 Alberta Community Partnership grant application in support of the Regional SCADA Master Plan project and is prepared to manage the grant project and related compliance requirements.

CARRIED UNANIMOUSLY

6. Community Services

6.1 Planning

6.1.1 Bylaw 1905 Draft Municipal Development Plan

The Chair called for a recess at 2:28 p.m. and called the meeting back to order at 2:34 p.m. with all previously mentioned members present.

Resolution: 306/24

Moved by: Councillor Christie

That Council move first reading of proposed Bylaw 1905 Municipal Development Plan as amended.

CARRIED

Resolution: 307/24

Moved by: Councillor Cunningham

That Council move to schedule the public hearing for November 26, 2024, at 1:00 p.m.

CARRIED UNANIMOUSLY

6.2 Agricultural Service Board & Parks

6.2.1 ASB Member Structure Recommendation from ASB

Resolution: 308/24

Moved by: Councillor Penner

That Council adjust the ASB membership structure to 4 Producer members on a term of 4 years on a rotational basis and 3 Council members as selected at the annual organizational meeting and approve the associated changes in Policy 1-1.

CARRIED

7. Legislative Services

7.1 Council Governance Initiative

Resolution: 309/24

Moved by: Councillor McGhee

That Council direct Administration to prepare a project proposal with resource requirements for the development of a formal governance model for Kneehill County.

CARRIED

7.2 Trochu Alberta Community Partnership Grant Support

Resolution: 310/24

Moved by: Councillor Christie

That Kneehill County supports the Town of Trochu's (managing partner) submission of a 2024/25 Alberta Community Partnership grant application in support of the Regional Infrastructure Management Initiative project.

CARRIED UNANIMOUSLY

7.3 Town of Three Hills – Alberta Community Partnership Grant Support

Resolution: 311/24

Moved by: Councillor McGhee

That Council moves that Kneehill County supports the Town of Three Hills (managing partner) submission of a 2024/25 Alberta Community Partnership grant application in support of the Regional Transmission Line Assessment project.

CARRIED UNANIMOUSLY

8. Disposition of Delegation & Public Hearing Business

8.1 Kneehill Housing Delegation

Resolution: 312/24

Moved by: Councillor McGhee

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

CARRIED UNANIMOUSLY

9. Council and Committee Reports

9.1 Division 7 Report

Reeve King provided a report on the Alberta Municipalities Conference he attended in Red Deer on September 24-27, 2024.

9.2 Red Deer River Municipal Users Group

Deputy Reeve Wittstock provided a verbal report on the meeting he attended on September 19th, 2024.

9.3 Community Futures Wildrose

Councillor Christie provided a verbal report on the meeting he attended.

9.4 Division 5 Report

Councillor Cunningham provided a verbal report on the Kneehill Housing Event, Retirement Event, and RMA Regional Meeting held in Rocky View County.

9.5 Central Alberta Economic Partnerships Ltd.

Councillor McGhee provided a verbal report on an event that CAEP will be hosting.

9. Council and Committee Reports

Resolution: 313/24

Moved by: Councillor Christie

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

CARRIED UNANIMOUSLY

10. Council Follow-Up Action List

Resolution: 314/24

Moved by: Councillor Fobes

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

CARRIED UNANIMOUSLY

11. Closed Session

Resolution: 315/24

Moved by: Councillor Fobes

That this meeting goes into closed session at 3:25 p.m. for the following reason(s):

Confidential Evaluations (FOIP- Section 19)
Intergovernmental Relations (FOIP-Section 21)
Intergovernmental Relations (FOIP-Section 21)
Third Party Business (FOIP-Section 16)

CARRIED UNANIMOUSLY

Resolution: 316/24

Moved by: Deputy Reeve Wittstock

That Council return to open meeting at 5:16 p.m.

CARRIED UNANIMOUSLY

5:16 p.m. - meeting recessed to allow return of public.
5:17 p.m. - meeting resumed.

13. Adjourn

The meeting adjourned at 5:17 p.m.

Kenneth King, Reeve

Mike Haugen, CAO