



Kneehill County
Organizational Meeting of Council
Minutes

October 22, 2024, 8:30 a.m.
1600 2nd Street NE
Three Hills, AB T0M 2A0

Council Present: Faye McGhee, Councillor
Debbie Penner, Councillor
Jerry Wittstock, Councillor
Carrie Fobes, Councillor (Video Conf)
Laura Lee Machell-Cunningham, Councillor
Wade Christie, Councillor
Kenneth King, Councillor

Staff Present: Mike Haugen, Chief Administrative Officer
Mike Ziehr, Director of Infrastructure
Kevin Gannon, Director of Community Services
Carolyn Van der Kuil, Legislative Services Manager
Theresa Cochran, Director of Corporate Services (Video Conf)
Ushba Khalid, Municipal Intern

1. Adoption of the Organizational Meeting Agenda

Mike Haugen, Chief Administrative Officer, called the meeting to order at 8:30 a.m.

Resolution: 317/2024

Moved by: Councillor McGhee

That Council move to adopt the October 22nd, 2024, Organizational Meeting agenda as presented.

CARRIED

2. Voting Procedures

Resolution: 318/2024

Moved by: Councillor Christie

That Council utilize the voting procedures of secret ballot when there is more than one nomination for position of Reeve and Deputy Reeve.

CARRIED UNANIMOUSLY

Resolution: 319/2024

Moved by: Councillor Cunningham

That all ballots be destroyed at the end of the meeting.

CARRIED UNANIMOUSLY

3. Establish Municipal Office

Resolution: 320/2024

Moved by: Councillor Wittstock

That Council establish the municipal office at 1600 2nd Street NE, Three Hills, AB.

CARRIED UNANIMOUSLY

4. Election of Reeve

Mike Haugen called for nominations for the office of Reeve for the 2024/2025.

Councillor Wittstock nominated Councillor King for the office of Reeve for 2024/2025.

Councillor King accepted the nomination.

Councillor Cunningham nominated Councillor McGhee for the office of Reeve for 2024/2025.

Councillor McGhee accepted the nomination.

Mike Haugen asked two more times if there were any further nominations.

Resolution: 321/2024

Moved by: Councillor Wittstock

That Council declare nominations to cease.

CARRIED UNANIMOUSLY

A vote was taken by secret ballot.

Councillor King was declared Reeve.

Reeve King was administered the Oath of Office and assumed the position of Chair.

5. Election of Deputy Reeve

The Reeve called for nominations for the position of Deputy Reeve for 2024/2025.

Councillor Christie nominated Councillor McGhee for the office of Deputy Reeve for 2024/2025.

Councillor McGhee accepted the nomination.

Councillor McGhee nominated Councillor Christie for the office of Deputy Reeve for 2024/2025.

Councillor Christie did not accept the nomination.

Councillor Penner nominated Councillor Wittstock for the office of Deputy Reeve for 2024/2025.

Councillor Wittstock accepted the nomination.

The Reeve asked two more times if there were any further nominations.

Resolution: 322/2024

Moved by: Councillor Penner

That Council declare nominations to cease.

CARRIED UNANIMOUSLY

A vote was taken by secret ballot.

Councillor McGhee was declared Deputy Reeve of Kneehill County. Deputy Reeve McGhee was administered the Oath of Office.

6. Seating Arrangements in Council Chambers 2024

Council determined the new seating arrangements at the Council table pursuant to Bylaw 1846, Meeting Procedures Bylaw, 9 (4).

7. Regular Council Meeting Dates 2025

Resolution: 323/2024

Moved by: Councillor McGhee

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

CARRIED UNANIMOUSLY

8. Committee of the Whole Meeting Dates 2025

Resolution: 324/2024

Moved by: Councillor McGhee

That Council approve the third Tuesday of every month at 8:30 a.m. for a Committee of the Whole meeting, with the following exceptions:

- January 21, 2025
- March 18, 2025
- July 15, 2025
- August 19, 2025
- October 21, 2025
- November 18, 2025
- and the December Committee of the Whole Meeting be held on December 2nd, 2025.

CARRIED UNANIMOUSLY

9. Agricultural Service Board Meeting Dates 2025

Resolution: 325/2024

Moved by: Councillor Cunningham

That Council approve the scheduling of the 2025 Agricultural Service Board meetings on the following dates:

- January 8, 2025
- March 12, 2025
- May 14, 2025
- July 9, 2025
- September 10, 2025
- November 26, 2025

CARRIED UNANIMOUSLY

10. Municipal Planning Commission Meeting Dates 2025

Resolution: 326/2024

Moved by: Councillor Christie

That Council approve the scheduling of the 2025 Municipal Planning Commission meetings on the fourth Thursday of each month in 2025 with the exception of:

- The January meeting to be held on January 30th, 2025
- The October meeting to held on November 6, 2025
- The December meeting to be held on December 18th, 2025

CARRIED UNANIMOUSLY

11. 2024/2025 Board and Committee Appointments

11.1 Agricultural Service Board

Resolution: 327/2024

Moved by: Councillor McGhee

That Council appoint Wade Christie, Debbie Penner, and Carrie Fobes to the Agricultural Service Board and appoint Jerry Wittstock as an alternate member.

CARRIED UNANIMOUSLY

Resolution: 328/2024

Moved by: Councillor Penner

That Council appoint Wade Christie as Chairman to the Agricultural Service Board.

CARRIED UNANIMOUSLY

Resolution: 329/2024

Moved by: Councillor Christie

That Council extend the term of the current Members at Large for the Agricultural Service Board Members at Large for one year.

- Heather Berreth expires December 31, 2025
- Julia Jensen expires December 31, 2026
- Alfred Neufeld expires December 31, 2027

CARRIED UNANIMOUSLY

11.2 Agricultural Appeal Board

Resolution: 330/2024

Moved by: Councillor Cunningham

That Council utilizes the Subdivision and Development Appeal Board for the Agricultural Appeal Board.

CARRIED UNANIMOUSLY

11.3 Soil Conservation Appeal Board

Resolution: 331/2024

Moved by: Councillor Christie

That Council appoints the Agricultural Service Board as the Soil Conservation Act Appeal Board, per Section 14(a) of the Soil Conservation Act.

CARRIED UNANIMOUSLY

11.4 AQUA 7 Regional Water Commission

Resolution: 332/2024

Moved by: Councillor Cunningham

That Council appoints Jerry Wittstock to the AQUA 7 Regional Water Commission and Debbie Penner as an alternate.

CARRIED UNANIMOUSLY

11.5 Regional Emergency Management Advisory Committee

Resolution: 333/2024

Moved by: Councillor Penner

That Council appoints the Reeve to the Regional Emergency Management Advisory Committee and Deputy Reeve as alternate.

CARRIED UNANIMOUSLY

11.6 Central Alberta Economic Partnership

Resolution: 334/2024

Moved by: Councillor Christie

That Council appoint Faye McGhee to the Central Alberta Economic Partnership committee and Laura Lee Cunningham as alternate.

CARRIED UNANIMOUSLY

11.7 Central Rural Municipalities of Alberta (Zone 2) Director Committee

Resolution: 335/2024

Moved by: Councillor Penner

That Council appoint the Reeve to the Central Rural Municipalities of Alberta Director Committee and appoint Deputy Reeve as alternate.

CARRIED UNANIMOUSLY

11.8 Community Futures Wild Rose

Resolution: 336/2024

Moved by: Councillor Penner

That Council appoint Wade Christie to the Community Futures Wild Rose Committee and Faye McGhee as alternate.

CARRIED UNANIMOUSLY

11.9 Kneehill Medical Services Retention and Recruitment Committee

Resolution: 337/2024

Moved by: Councillor Cunningham

That Council appoint Kenneth King to the Kneehill Medical Services Retention and Recruitment Committee and Jerry Wittstock as alternate.

CARRIED UNANIMOUSLY

11.10 Police Advisory Committee

Resolution: 338/2024

Moved by: Councillor Christie

That Council appoint Laura Lee Cunningham to the Police Advisory Committee and Faye McGhee as alternate.

CARRIED UNANIMOUSLY

11.11 Drumheller & District Solid Waste Management Association

Resolution: 339/2024

Moved by: Councillor Cunningham

That Council appoint Debbie Penner to the Drumheller and District Solid Waste Management Association and Faye McGhee as alternate.

CARRIED UNANIMOUSLY

11.12 Kneehill Housing Corporation

Resolution: 340/2024

Moved by: Councillor Penner

That Council appoint Laura Lee Cunningham and Carrie Fobes to the Kneehill Housing Corporation and Faye McGhee as alternate.

CARRIED UNANIMOUSLY

11.13 Kneehill Regional Family & Community Support Services Board

Resolution: 341/2024

Moved by: Councillor Christie

That Council appoint Kenneth King to the Kneehill Regional Family and Community Support Services Board and Faye McGhee as alternate.

CARRIED UNANIMOUSLY

11.14 Kneehill Regional Partnership

Resolution: 342/2024

Moved by: Councillor Penner

That Council appoint Faye McGhee to the Kneehill Regional Partnership Committee and Wade Christie as alternate.

CARRIED UNANIMOUSLY

11.15 Marigold Library System

Resolution: 343/2024

Moved by: Councillor Cunningham

That Council appoint Faye McGhee to the Marigold Library System Board and Carrie Fobes as alternate.

CARRIED UNANIMOUSLY

11.16 Municipal Planning Commission

Resolution: 344/2024

Moved by: Councillor Penner

That Council appoint all members of Council to the Municipal Planning Commission as per Bylaw 1784.

CARRIED UNANIMOUSLY

Resolution: 345/2024

Moved by: Councillor Christie

That Council appoint Jerry Wittstock as Chairperson to the Municipal Planning Commission.

CARRIED UNANIMOUSLY

Resolution: 346/2024

Moved by: Councillor Penner

That Council appoint Kenneth King as Vice-Chairperson to the Municipal Planning Commission.

CARRIED UNANIMOUSLY

Resolution: 347/2024

Moved by: Councillor Cunningham

That Council appoint Rick Vickery and Amy Merrill as Members at Large to the Municipal Planning Commission.

CARRIED UNANIMOUSLY

11.17 Red Deer River Municipal Users Group

Resolution: 348/2024

Moved by: Councillor Christie

That Council appoint Jerry Wittstock to the Red Deer River Municipal Users Group and Faye McGhee as alternate.

CARRIED UNANIMOUSLY

11.18 Subdivision and Development Appeal Board

Resolution: 349/2024

Moved by: Councillor McGhee

That Council move to appoint the following Members at Large to the Subdivision and Development Appeal Board for a one-year-term:

- Dennis Dey
- Connie Fraser
- Lori Campion
- Robert Park
- Jenny Scott

CARRIED UNANIMOUSLY

11.19 Trochu Housing Corporation

Resolution: 350/2024

Moved by: Councillor Cunningham

That Council moves to appoint Kenneth King to the Trochu Housing Corporation Committee and Wade Christie as an alternate.

CARRIED UNANIMOUSLY

11.20 Intermunicipal Collaboration Framework Committees

Resolution: 351/2024

Moved by: Councillor Penner

That Council receive for information the Intermunicipal Collaboration Framework Committee report.

CARRIED UNANIMOUSLY

11.21 Intermunicipal Development Plan Committee

Resolution: 352/2024

Moved by: Councillor McGhee

That Council appoint the following to the Acme/Kneehill County Intermunicipal Development Plan Committee:

- Reeve
- Jerry Wittstock
- Alternate: Debbie Penner

CARRIED UNANIMOUSLY

Resolution: 353/2024

Moved by: Councillor Christie

That Council appoint the following to the Linden/Kneehill County Intermunicipal Development Plan Committee:

- Reeve
- Jerry Wittstock
- Alternate: Carrie Fobes

CARRIED UNANIMOUSLY

12. Adjournment

Meeting adjourned at 10:02 a.m.

Ken King, Reeve

Mike Haugen, CAO