



Kneehill County  
Regular Meeting of Council

Minutes

March 25, 2025, 8:30 a.m.  
1600 2nd Street NE  
Three Hills, AB T0M 2A0

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

Council Absent: Debbie Penner, Councillor

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  
Marika Von Mirbach, Manager of Financial Planning  
Christine Anderson, Communications Officer  
Fallon Sherlock, Manager of Parks and Agricultural Services  
Mike Conkin, Project Supervisor  
Carolyn Van der Kuil, Legislative Services Manager

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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 Community Futures Wildrose
- 9.2 Central Alberta Economic Partnership (CAEP)
- 9.3 RMA Spring Conference 2025

1.1.2 Adoption of the Agenda

**Resolution: 079/25**

**Moved by:** Councillor Christie

That Council approve the agenda as amended.

**CARRIED UNANIMOUSLY**

**2. Approval of Minutes**

2.1 Regular Council Meeting Minutes of March 11, 2025

**Resolution: 080/25**

**Moved by:** Councillor Christie

That Council approves the adoption of the minutes of the March 11, 2025, Regular Meeting of Council, as presented.

**CARRIED UNANIMOUSLY**

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

4.1 Three Hills Cruise - Water Truck Request

**Resolution: 081/25**

**Moved by:** Councillor Cunningham

That Council approve the use of a water truck and operator and supply water to fill barricades for the 2025 Three Hills Cruise Weekend races.

**CARRIED UNANIMOUSLY**

**5. Community Services**

5.2 Agricultural Service Board & Parks

5.2.1 Braconnier Campground Picnic Shelter Design

**Resolution: 082/25**

**Moved by:** Councillor Fobes

That Council approve the Braconnier Campground Picnic Shelter design as discussed.

**CARRIED UNANIMOUSLY**

5.2.2 Vegetation Cutting and Snow Plowing at Hamlet Community Centers

**Resolution: 083/25**

**Moved by:** Councillor Fobes

That Council increase the private cemetery mowing fees to \$500 annually in 2026 and implement formal service agreements with existing serviced cemeteries.

**CARRIED**

**Resolution: 084/25**

**Moved by:** Councillor Fobes

That Council maintain the status quo regarding mowing services for Rural Community Centres.

**CARRIED UNANIMOUSLY**

**Resolution: 085/25**

**Moved by:** Councillor Christie

That Council approve the provision of snow plowing services to rural community centres, as requested, at a cost recovery basis.

**CARRIED UNANIMOUSLY**

5.3 Protective Services

5.3.1 Fire Guardian Annual Appointments 2025

The Chair called for a recess at 9:25 a.m. and called the meeting back to order at 9:35 a.m. with all previously mentioned members present.

**Resolution: 086/25**

**Moved by:** Deputy Reeve McGhee

That Council appoint the following as Fire Guardians for the issuance of fire permits to March 31, 2026:

- Three Hills Fire Department: Chris Evans, Murray Fenton, Brandon Rempel
- Acme Fire Department: No Fire Guardians
- Carbon Fire Department: Jody Kranzler, Jordan Reed, Jeremy Kranzler, Austin Larsen, Travis Cormier, Riddel Wiebe
- Linden Fire Department: Shawn Klassen, Carson Reimer, Max Penner
- Torrington Fire Department: Doug Fretz, Jason Michielsen, Derek Benedict
- Trochu Fire Department: Richard Hoppins, Alan Adam, Chris Armstrong
- Kneehill County Administrative: CAO, Director of Community Services, Manager of Protective Services, Rural Fire Chief, Community Peace Officers.

**CARRIED UNANIMOUSLY**

**6. Corporate Services**

6.1 Ratepayer Evenings 2025

**Resolution: 087/25**

**Moved by:** Councillor Fobes

That Council approve hosting a Ratepayer Evening in Huxley and the second Ratepayer evening to take place at Horseshoe Canyon in 2025, with the knowledge that extra costs may be incurred.

**CARRIED UNANIMOUSLY**

6.2 2024 Fourth Quarter Variance Report

**Resolution: 088/25**

**Moved by:** Deputy Reeve McGhee

That Council approves reserve contributions of \$2,758,304 as detailed in Appendix G.

**CARRIED UNANIMOUSLY**

**Resolution: 089/25**

**Moved by:** Councillor Wittstock

That Council approves a draw of \$2,057 from the Contingency Reserve to fund over-budget Operating Projects as detailed in Appendix C.

**CARRIED UNANIMOUSLY**

**Resolution: 090/25**

**Moved by:** Councillor Christie

That Council approves \$708,514 of Operating Project carryforwards, including funding sources, as detailed in Appendix C.

**CARRIED UNANIMOUSLY**

**Resolution: 091/25**

**Moved by:** Deputy Reeve McGhee

That Council approves a draw of \$16,432 from the Building Capital Replacement Reserve and \$14,676 from the Roads Reserve to fund over-budget Capital Projects as detailed in Appendix D.

**CARRIED UNANIMOUSLY**

\_\_\_\_\_Initials

**Resolution: 092/25**

**Moved by:** Councillor Fobes

That Council approves \$4,358,753 of Capital Project carryforwards, including funding sources, as detailed in Appendix D.

**CARRIED UNANIMOUSLY**

**3. Appointments**

3.1 Delegation- Accurate Assessment 2025

The Chair called for a recess at 10:47 a.m. and called the meeting back to order at 11:00 a.m. with all previously mentioned members present.

Troy Birtles, Kris Meadows and Kent Smith from Accurate Assessment presented highlights of Kneehill County's 2024 Assessment.

**6. Corporate Services**

6.3 Promotional Item Expenditure Report

**Resolution: 093/25**

**Moved by:** Councillor Fobes

That Council accepts the report on promotional item expenditures for 2022 to 2024 as information.

**CARRIED UNANIMOUSLY**

**7. Legislative Services**

7.2 Policy 15-6, Promotional Items

**Resolution: 094/25**

**Moved by:** Councillor Cunningham

That Council receive for information Policy #15-6, Promotional Items.

**CARRIED**

7.1 Community Grants Round One 2025

The Chair called for a recess at 12:25 p.m. and called the meeting back to order at 1:03 p.m. with all previously mentioned members present.

**Resolution: 095/25**

**Moved by:** Councillor Cunningham

That this meeting goes into closed session at 1:09 p.m. for the following reason.

- Third Party Business (Section 16)

**CARRIED UNANIMOUSLY**

**Resolution: 096/25**

**Moved by:** Councillor Christie

That Council return to open meeting at 1:19 p.m.

1:19 p.m. - meeting recessed to allow return of public.

1:19 p.m. - meeting resumed.

**CARRIED UNANIMOUSLY**

**Resolution: 097/25**

**Moved by:** Councillor Fobes

That Council approve the following Round One Community Grants to Non-Profit Organizations funding to the following organizations:

Trochu Valley Historical Society	\$960.00	To create the Trochu & District History Book Three.
Three Hills Minor Softball Association	\$2,365.00	Purchase new ball equipment and jerseys
Huxley Community Association	\$4,500.00	Curling Rink Retaining Wall Project
<b>TOTAL</b>	<b>\$7,825.00</b>	

**CARRIED UNANIMOUSLY**

**8. Disposition of Delegation & Public Hearing Business**

8.1 Accurate Assessment Delegation

**Resolution: 098/25**

**Moved by:** Councillor Cunningham

That Council receive for information the Accurate Assessment presentation.

**CARRIED UNANIMOUSLY**

**9. Council and Committee Reports**

**Resolution: 099/25**

**Moved by:** Councillor Christie

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

- Community Futures Wildrose
- Central Alberta Economic Development (CAEP)
- RMA Spring Conference 2025

**CARRIED UNANIMOUSLY**

**10. Council Follow-Up Action List**

**Resolution: 100/25**

**Moved by:** Councillor Wittstock

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

**CARRIED UNANIMOUSLY**

**13. Adjourn**

The meeting adjourned at 1:50 p.m.

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Kenneth King, Reeve

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Mike Haugen, CAO