



**Kneehill County**  
**Organizational Meeting of Council**  
**Minutes**

**October 24, 2023, 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  
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  
Kinza Barney, Director of Corporate Services  
Carolyn Van der Kuil, Legislative Services Coordinator

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**1. Adoption of the Organizational Meeting Agenda**

Mike Haugen, Chief Administrative Officer, called the meeting to order at 8:32 a.m.

**Resolution: 344/23**

**Moved by:** Councillor Christie

That Council move to adopt the October 24th, 2023 Organizational Meeting agenda as presented.

**CARRIED UNANIMOUSLY**

**2. Voting Procedures**

**Resolution: 345/23**

**Moved by:** Councillor King

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: 346/23**

**Moved by:** Councillor Wittstock

That Council approve that all ballots be destroyed at the end of the meeting.

**CARRIED UNANIMOUSLY**

**3. Establish Municipal Office**

**Resolution: 347/23**

**Moved by:** Councillor McGhee

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

**CARRIED UNANIMOUSLY**

**4. Election of Reeve**

Mike Haugen called for nominations for the office of Reeve for 2023/2024.

Councillor Wittstock nominated Councillor King for the office of Reeve for 2023/2024.

Councillor King accepted the nomination.

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

**Resolution: 348/23**

**Moved by:** Councillor Penner

That nominations cease.

**CARRIED UNANIMOUSLY**

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 2023/2024.

Councillor McGhee nominated Councillor Wittstock for the office of Deputy Reeve for 2023/2024.

Councillor Wittstock accepted the nomination.

Councillor Fobes nominated Councillor McGhee for the office of Deputy Reeve for 2023/2024.

Councillor McGhee accepted the nomination.

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

**Resolution: 349/23**

**Moved by:** Councillor Cunningham

That Council declare nominations to cease.

**CARRIED UNANIMOUSLY**

A vote was taken by secret ballot.

Mike Haugen declared Councillor Wittstock as Deputy Reeve of Kneehill County. Deputy Reeve Wittstock was administered the Oath of Office.

**6. Seating Arrangements in Council Chambers 2023**

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

**7. Regular Council Meeting Dates 2024**

**Resolution: 350/23**

**Moved by:** Councillor Fobes

That Council approve the scheduling of the 2024 Organizational Meeting for Tuesday, October 22, 2024 and to hold all regular Council meeting dates on the second and fourth Tuesday of each month with the exception of:

- January- Schedule one meeting for January 9<sup>th</sup> as the Agricultural Service Board conference is scheduled on the fourth Tuesday.
- July- Schedule one meeting for July 16, 2024
- August- Schedule one meeting for August 13, 2024
- December- Schedule one meeting for December 10, 2024

**CARRIED UNANIMOUSLY**

**8. Committee of the Whole Meeting Dates 2024**

**Resolution: 351/23**

**Moved by:** Councillor Cunningham

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:

- March 19, 2024
- July 16, 2024
- August 20, 2024

and the December Committee of the Whole Meeting be held on December 3<sup>rd</sup>, 2024.

**CARRIED UNANIMOUSLY**

**9. Municipal Planning Commission Meeting Dates 2024**

**Resolution: 352/23**

**Moved by:** Councillor McGhee

That Council approve the scheduling of the 2024 Municipal Planning Commission meetings on the fourth Thursday of each month in 2024 with the exception of:

- The December meeting to be held on December 19<sup>th</sup>, 2024

**CARRIED UNANIMOUSLY**

**10. 2023/2024 Board and Committee Appointments**

10.1 Agricultural Service Board

**Resolution: 353/23**

**Moved by:** Councillor Penner

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

**CARRIED UNANIMOUSLY**

**Resolution: 354/23**

**Moved by:** Councillor Penner

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

**CARRIED UNANIMOUSLY**

**Resolution: 355/23**

**Moved by:** Councillor Christie

That Council appoint Alfred Neufeld as Member at Large for a three-year term to the Agricultural Service Board effective January 1, 2024 and expiring on December 31, 2026.

**CARRIED UNANIMOUSLY**

10.2 Agricultural Appeal Board 2024

**Resolution: 356/23**

**Moved by:** Councillor Cunningham

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

**CARRIED UNANIMOUSLY**

10.3 Soil Conservation Appeal Board 2024

**Resolution: 357/23**

**Moved by:** Councillor McGhee

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**

10.4 Regional Emergency Management Advisory Committee 2024

**Resolution: 358/23**

**Moved by:** Councillor Christie

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

**CARRIED UNANIMOUSLY**

10.5 AQUA 7 Regional Water Commission

**Resolution: 359/23**

**Moved by:** Councillor McGhee

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

**CARRIED UNANIMOUSLY**

10.6 Central Alberta Economic Partnership (CAEP)

**Resolution: 360/23**

**Moved by:** Councillor Christie

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

**CARRIED UNANIMOUSLY**

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

**Resolution: 361/23**

**Moved by:** Councillor Fobes

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

**CARRIED UNANIMOUSLY**

10.8 Police Advisory Committee

**Resolution: 362/23**

**Moved by:** Councillor Penner

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

**CARRIED UNANIMOUSLY**

10.9 Community Futures Wild Rose

**Resolution: 363/23**

**Moved by:** Councillor Cunningham

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

**CARRIED UNANIMOUSLY**

10.10 Kneehill Medical Services Retention and Recruitment Committee

**Resolution: 364/23**

**Moved by:** Councillor Wittstock

That Council appoint Ken King to the Kneehill Medical Services Retention and Recruitment Committee and Faye McGhee as alternate.

**CARRIED UNANIMOUSLY**

10.11 Drumheller & District Solid Waste Management Association

**Resolution: 365/23**

**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**

10.12 Kneehill Housing Corporation

**Resolution: 366/23**

**Moved by:** Councillor Fobes

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

**CARRIED UNANIMOUSLY**

10.13 Kneehill Regional Family & Community Support Services Board

**Resolution: 367/23**

**Moved by:** Councillor Wittstock

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

**CARRIED UNANIMOUSLY**

10.14 Kneehill Regional Partnership

**Resolution: 368/23**

**Moved by:** Councillor Cunningham

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

**CARRIED UNANIMOUSLY**

10.15 Marigold Library System

**Resolution: 369/23**

**Moved by:** Councillor McGhee

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

**CARRIED UNANIMOUSLY**

10.16 Municipal Planning Commission

**Resolution: 370/23**

**Moved by:** Councillor Fobes

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

**CARRIED UNANIMOUSLY**

**Resolution: 371/23**

**Moved by:** Councillor Fobes

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

**CARRIED UNANIMOUSLY**

**Resolution: 372/23**

**Moved by:** Councillor Penner

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

**CARRIED UNANIMOUSLY**

**Resolution: 373/23**

**Moved by:** Councillor Wittstock

That this meeting goes into closed session at 9:30 a.m. for the following reason(s):

- Third Party Business (Section 16-FOIP)

**CARRIED UNANIMOUSLY**

**Resolution: 374/23**

**Moved by:** Councillor Christie

That Council return to open meeting at 9:41 a.m.

**CARRIED UNANIMOUSLY**

**Resolution: 375/23**

**Moved by:** Councillor Penner

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

**CARRIED UNANIMOUSLY**

10.17 Red Deer River Municipal Users Group

**Resolution: 376/23**

**Moved by:** Councillor Cunningham

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

**CARRIED UNANIMOUSLY**



10.18 Subdivision and Development Appeal Board

**Resolution: 377/23**

**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 (June 2024)
- Steve Cullum (June 2024)
- Connie Fraser (May 2025)
- Lori Campion (May 2025)
- Rob Park (New)

**CARRIED UNANIMOUSLY**

10.19 Trochu Housing Corporation

**Resolution: 378/23**

**Moved by:** Councillor Cunningham

That Council move to appoint Ken King to the Trochu Housing Corporation Committee and Wade Christie as alternate.

**CARRIED UNANIMOUSLY**

10.20 Intermunicipal Collaboration Framework Committees

**Resolution: 379/23**

**Moved by:** Councillor Fobes

That Council appoint the Reeve, Jerry Wittstock and Wade Christie to the Red Deer County/Kneehill County Intermunicipal Collaboration Framework Committee and Laura Lee Cunningham as alternate, with these members serving on this committee until the organizational meeting after the next general election; and

That Council appoint the Reeve and Laura Lee Cunningham to the Three Hills/Kneehill County Intermunicipal Collaboration Framework Committee and Faye McGhee as alternate, with these members serving on this committee until the organizational meeting after the next general election; and

That Council appoint the Reeve, Laura Lee Cunningham, Carrie Fobes and Wade Christie to the Trochu/Kneehill County Intermunicipal Collaboration Framework Committee, with these members serving on this committee until the organizational meeting after the next general election; and

That Council appoint the Reeve and Jerry Wittstock to the Stettler County/Kneehill County Intermunicipal Collaboration Framework Committee and Wade Christie as alternate, with these members serving on this committee until the organizational meeting after the next general election.

**CARRIED UNANIMOUSLY**

10.21 Intermunicipal Development Plan Committee

**Resolution: 380/23**

**Moved by:** Councillor Christie

That Council appoint the Reeve, Jerry Wittstock, Wade Christie to the Red Deer County/Kneehill County Intermunicipal Development Plan Committee and Carrie Fobes as alternate, with these members serving on this committee until the organizational meeting after the next general election; and

That Council appoint the Reeve and Jerry Wittstock to the Starland County/Kneehill County Intermunicipal Development Plan Committee and Faye McGhee as alternate, with these members serving on this committee until the organizational meeting after the next general election; and

That Council appoint the Reeve and Jerry Wittstock to the Stettler County/Kneehill County Intermunicipal Development Plan Committee and Faye McGhee as alternate, with these members serving on this committee until the organizational meeting after the next general election.

**CARRIED UNANIMOUSLY**

**11. Adjournment**

The meeting adjourned at 10:02 a.m.

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Ken King, Reeve

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Mike Haugen, CAO