

**Town of High River - Foothills County  
Intermunicipal Committee Meeting**

**March 6, 2025**

**1:00 pm**

**JOINT COUNCIL CHAMBERS**



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- 1. CALL TO ORDER**
  - 2. ADDITIONS/CHANGES TO AGENDA**
  - 3. REVIEW/CONFIRMATION OF PREVIOUS MEETING NOTES**
    - 3.1 Intermunicipal Committee - December 5, 2024
  - 4. BUSINESS ITEMS**
    - 4.1 Elemental Energy Solar Installation – AEP Approval**  
Requested by: Director of Planning, Heather Hemingway
  - 8. GENERAL MUNICIPAL UPDATES**
  - 9. NEXT MEETING DATE**

Proposed date: TBD
  - 10. ADJOURN**

**Town of High River - Foothills County  
Intermunicipal Committee Meeting**

**December 5, 2024**

**1:00 pm**

**JOINT COUNCIL CHAMBERS**



Present:

**Foothills County**

Reeve Delilah Miller  
Deputy Reeve Don Waldorf  
Councillor Rob Siewert

**Town of High River**

Mayor Craig Snodgrass  
Councillor Jamie Kinghorn  
Councillor Michael Nychyk

Staff Present:

Ryan Payne, CAO  
Heather Hemingway, Director of Planning  
Julie McLean, Deputy Director of  
Planning  
Drew Granson, Planner  
Krista Conrad, Legislative Services

Chris Prosser, CAO  
Sarah Peck, Planner II  
Jody Hipkin, Legislative Services  
Sheron Ward, Legislative Services

**1. CALL TO ORDER**

Called to order at 1:00 p.m.

**1.1 Acknowledgement of Co-Chairs**

**Moved By:** Mayor Snodgrass

That it be acknowledged the co-chairs for 2025 are Reeve Miller with Councillor Siewert as alternate for Foothills County, and Mayor Snodgrass with Councillor Nychyk as alternate for the Town of High River.

**Carried**

**2. ADDITIONS/CHANGES TO AGENDA**

**Moved By:** Deputy Reeve Siewert

That the agenda for the Intermunicipal Committee be adopted as presented.

**Carried**

**3. REVIEW/CONFIRMATION OF PREVIOUS MEETING NOTES**

**3.1 Intermunicipal Committee - July 2, 2024**

**Moved By:** Councillor Nychyk

That the minutes of the July 2, 2024 Intermunicipal Committee meeting be adopted as presented.

**Carried**

#### **4. BUSINESS ITEMS**

##### **4.1 Joint Planning Area 4 - Context Study**

Sarah Peck, Town of High River Planner II, and Julie McLean, Foothills County Deputy Director of Planning, presented a preliminary draft of the Joint Planning Area 4 Context Study.

**Moved By:** Mayor Snodgrass

That the draft Joint Planning Area 4 Context Study be accepted as information.

**Carried**

**Moved By:** Deputy Reeve Waldorf

That work on the Joint Planning Area 4 Context Study project be temporarily suspended.

**Carried**

##### **4.2 Data Centre Engagement**

Julie McLean, Foothills County Deputy Director of Planning, provided information regarding a proposed data centre within the Foothills Crossing Area Structure Plan area and an upcoming open house being hosted by the developer on December 11, 2024.

##### **4.3 Office Space Near Council Chambers**

Delilah Miller shared concerns with privacy and security of storing Town of High River files within a meeting room that requires Town staff to pass through the office space of Foothills County, and inquired as to the viability of moving the file storage elsewhere within the joint administration building.

Chris Prosser, Town of High River CAO, stated the Town is currently engaged in an active project to dispose of documents that were previously stored off-site in a depository in Calgary and brought to the administration building to save storage expenses.

**Moved By:** Councillor Kinghorn

That the Town of High River / Foothills County Intermunicipal Committee direct CAOs of the Town and the County to investigate alternate storage solutions for the Town of High River files within the joint administration building.

**Carried**

**5. FLOOD MITIGATION UPDATE**

Craig Snodgrass shared that as of December 5, 2024 there is \$4.5 million available for transfer to Foothills County. Prior to the transfer of funds occurring, a memorandum of understanding must be created between the Town of High River, Foothills County, and the Province.

Work on the Memorandum of Understanding will commence in January 2025.

**7. NEXT MEETING DATE**

The next meeting of the Town of High River / Foothills County Intermunicipal Committee is scheduled for March 6, 2025.

**8. ADJOURNMENT**

**Moved By:** Councillor Siewert

That the December 5, 2024 Intermunicipal Committee Meeting be adjourned at 1:24 p.m.

**Carried**