

**COUNTY OF TWO HILLS NO. 21 REGULAR COUNCIL MEETING
January 19, 2022**

Meeting Called to Order The County Council Meeting was called to order by Reeve, D. Gulayec at 10:10 a.m. on Wednesday, January 19, 2022.

Attendance Present were:

D. Gulayec S. Dary, CAO
D. Saskiw K. Kenney, Executive Assistant
S. Dutrisac
E. Yakemchuk

Absent was:
M. Phillips

Agenda The Agenda for the January 19, 2022 Council Meeting was presented for review and consideration, having the following additions being presented:

- Disaster Recovery Program re: Funding
- Municipal Lakes and Parks re: Bookings
- Letter of Request re: Two Hills School – Grad Class
- Secondary Hwy 857 – North of Willingdon

There being no further additions; it was moved by:

R-120489 S. DUTRISAC

That the Agenda, inclusive of the additions, be approved as presented.

Motion Carried

Previous Minutes The minutes of the December 13, 2021 Special Council Meeting having been presented to each Councillor and each Councillor having declared to have received and read the minutes, Reeve, D. Gulayec asked for adoption.

R-120490 D. SASKIW

That the minutes of the December 13, 2021 Special Council Meeting be approved.

Motion Carried

The minutes of the December 15, 2021 Regular Council Meeting having been presented to each Councillor and each Councillor having declared to have received and read the minutes, Reeve, D. Gulayec asked for adoption.

R-120491 E. YAKEMCHUK

That the minutes of the December 15, 2021 Regular Council Meeting be approved.

Motion Carried

The minutes of the December 15, 2021 Special Council Meeting having been presented to each Councillor and each Councillor having declared to have received and read the minutes, Reeve, D. Gulayec asked for adoption.

R-120492 E. YAKEMCHUK

That the minutes of the December 15, 2021 Special Council Meeting be approved.

Motion Carried

Business Arising from the Minutes:

- Correspondence re: previous meeting.
- CAO Performance Evaluation.
- CATS Program.
- Bylaw Officer Enforcement Contract.
- Municipal Law Seminars.
- Contract Spare Grader Operator.

CAO Performance Evaluation The CAO informed Council must provide a Chief Administration Officer with an annual written performance evaluation of the results the CAO has achieved with respect to fulfilling the CAO responsibilities under the *Municipal Government Act* Section 207.

Council having discussed this item; tabled the CAO Performance Evaluation to the week of February 14, 2022.

CATS Program The CAO informed Council that neither the Town of Two Hills nor the Village of Myrnam received funding requests for the CATS Program to date.

Council having discussed this item; it was accepted as information.

Bylaw Officer Enforcement Contract The CAO informed Council of the Bylaw Officer Enforcement contract, having the same commence Spring 2022.

Council having discussed this item; it was accepted as information.

Municipal Law Seminars The CAO provided Council an update on Brownlee LLP and Reynolds Mirth Richards and Farmer LLP – Municipal Law Seminars, having both seminars provided virtually.

Council having discussed this item; it was accepted as information.

Contract Spare Grader Operator The CAO informed Council of the Contract Spare Grader Operator, having a casual employee hired as required.

Council having discussed this item; Administration shall investigate additional Casual Grader Operators.

C. McRae, Director of Finance entered the Council Chambers.

Bank Rec – December The Bank Reconciliation Report for the month ending December 2021 indicating a bank balance of \$ 3,372,426.69 was presented for review and consideration.

Council having reviewed and discussed the December 2021 Bank Reconciliation Report; it was moved by:

R-120493 E. YAKEMCHUK

That the Bank Reconciliation Reports for the month ending December 2021, as presented, reviewed and discussed by Council be approved, signed and incorporated into the minutes.

Motion Carried

Municipal Lakes and Parks re: Bookings The CAO informed Council of requests to book municipal parks for private events prior to the opening of reservations; and, requested for online bookings to commence February 1, 2022.

Council having discussed this item; Park Campground Reservation Policy PAR-REV-1 cancellation procedures is to be reviewed and, commencing February 1, 2022 Lakes and Parks online booking shall be available, having the same advertised.

C. McRae left the Council Chambers.

Bylaw No. 01-2022 The CAO presented Council Bylaw No. 01-2022, pursuant to the provisions of the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26, as amended, Section 256(1)(2)(3) of the *Municipal Government Act* which authorizes the borrowing of monies for the purpose of financing operating expenditures.

Council having reviewed and discussed Bylaw No. 01-2022; it was moved by:

R-120494 E. YAKEMCHUK

That Bylaw No. 01-2022 be given first reading this 19th day of January, 2022.

Motion Carried

R-120495 **S. DUTRISAC**

That Bylaw No. 01-2022 be given second reading this 19th day of January, 2022.

Motion Carried

R-120496 **D. SASKIW**

That authority to proceed with third and final reading of Bylaw No. 01-2022 be given this 19th day of January, 2022.

Motion Unanimously Carried

R-120197 **E. YAKEMCHUK**

That Bylaw No. 01-2022 be given third and final reading this 19th day of January, 2022.

Motion Carried

Bylaw No. 02-2022 The CAO presented Bylaw No. 02-2022 being a Bylaw of the County of Two Hills that repeals and replaces Bylaw No. 08-2021 Schedule of Fees – Schedule ‘A’ to increase Overnight Camping Fees, Service – Daily Rate being water, power and sewer stalls to \$35.00 per night; and to remove the Schedule of Fees from Bylaw No. 05-2020 Water and Bylaw No. 11-2020 Waste Water to add Water, Sewer, Garbage and Bulk Water Rates (of which will be increased by 5%, effective January 2022) to Schedule ‘A’ of Bylaw No. 2019.

Council having reviewed and discussed Bylaw No. 02-2022; it was moved by:

R-120498 **S. DUTRISAC**

That Bylaw No. 02-2022 be given first reading this 19th day of January, 2022.

Motion Carried

R-120499 **D. SASKIW**

That Bylaw No. 02-2022 be given second reading this 19th day of January, 2022.

Motion Carried

R-120500 **E. YAKEMCHUK**

That authority to proceed with third and final reading of Bylaw No. 02-2022 be given this 19th day of January, 2022.

Motion Unanimously Carried

R-120501 **S. DUTRISAC**

That Bylaw No. 02-2022 be given third and final reading this 19th day of January, 2022.

Motion Carried

R-120502 **S. DUTRISAC**

That County of Two Hills Water, Sewer, Garbage and Bulk water rates be investigated further.

Motion Carried

2022 Strategic Plan The CAO presented Council the 2022 Strategic Plan for review and consideration.

Council having discussed this item; it was moved by:

R-120503 **D. SASKIW**

That Council approve the 2022 Strategic Plan as presented this 19th day of January, 2022.

Motion Carried

Mulching Request The CAO informed Council that correspondence was received from the Landowner of Pt. SE ¼ 11-57-14 W4, requesting mulching maintenance alongside the road allowance to the North Saskatchewan River and grading of the same.

Council having discussed this item; it was moved by:

R-120504 S. DUTRISAC

That the County of Two Hills recommend that the Landowner of Pt. SE ¼ 11-57-14 W4 request for mulching work be undertaken by a private organization, at their cost (accepting the correspondence as information).

Motion Carried

Delegation(s)
11:00 a.m. re:
LICA

Ms. Kristina Morris, Executive Director of Lakeland Industry and Community Association (LICA) – Environmental Stewards was invited to attend the Council meeting by teleconference, due to COVID-19 Coronavirus, to provide an Organizational Overview and Program Highlights.

On conclusion of the discussion, Ms. Morris thanked Council for their time and left the teleconference.

Council having discussed this item; it was moved by:

R-120505 S. DUTRISAC

That County of Two Hills investigate membership and program opportunities with the North Saskatchewan Watershed Alliance and Vermilion River Watershed.

Motion Carried

Town of Two Hills
re: Regional
Governance

The CAO informed Council of correspondence received from the Town of Two Hills, requesting to explore regional governance, having preliminary discussions with the Mayor/Reeve and Deputy Mayor/Reeve.

Council having discussed this item; it was moved by:

R-120506 D. SASKIW

That a Special Council meeting be held February 3, 2022 to discuss regional governance.

Motion Carried

R-120507 D. SASKIW

That the County of Two Hills meet with the Town of Two Hills Mayor and Deputy Mayor to discuss regionalization, in the near future.

Motion Carried

Appointment of
Auditors

The CAO informed Council pursuant to the provisions of the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26, as amended, to meet the requirements of Section 280(1), each Council must appoint one or more Auditors for the municipality.

Council having discussed this item; it was moved by:

R-120508 S. DUTRISAC

That the Auditing Firm of Synergy Chartered Accountants be appointed as Auditors for the County of Two Hills No. 21 for the 2022 Fiscal year.

Motion Carried

Land Lease
Agreement re:
Pt. SW 20-54-8 W4
& NW 20-54-8 W4

The CAO informed Council that the County has from 2016 – 2021, under agreement, leased Pt. SW 20-54-8 W4, situated SE of the abandoned rail bed (containing 44.8 acres) to the Landowner of NW 17-54-8 W4, for the annual sum of \$125.00.

The CAO informed Council that the County of Two Hills in 2021, under agreement, leased NW 20-54-8 W4 (containing approximately 151 acres) to the Landowner of NW 10-54-8 W4, for an Animal Unit Month rate, being \$0.50 per day.

Council having discussed these items; it was moved by:

R-120509 S. DUTRISAC

That Administration prepare tendering documents for Land Lease Agreements for Pt. SW 20-54-8 W4, situated SE of the abandoned rail bed and NW 20-54-8 W4; bringing back the same for review and consideration.

Motion Carried

Traffic Control
Device Request re:
Stop Sign at RR
131 and TWP 550

The CAO informed Council that the Public Works Department received a Traffic Control Device Request for the County of Two Hills to install North-South directional 'Stop Sign Ahead' and 'Stop' Signs at the intersection of Range Road 131 at the end of Township Road 550.

Council having discussed this item; it was moved by:

R-120510 D. SASKIW

That a 'Checkerboard' Sign be installed at the end of Range Road 131 and Township Road 550.

Motion Carried

Disaster Recovery
Program re:
Funding

The CAO informed Council that the County received \$384,000.00 from the Provincial Disaster Recovery Program, to date.

Council having discussed this item; it was accepted as information.

Two Hills School
re: Grad Class

The CAO presented Council correspondence from the Two Hills School – Grad Class, requesting funding to support Graduation Program costs.

Council having discussed this item; it was moved by:

R-120511 S. DUTRISAC

That correspondence received from the Two Hills School Grad Class be accepted as information.

Motion Carried

Recess

R-120512 D. GULAYEC

That the meeting be recessed – time 12:10 p.m.

Motion Carried

The meeting reconvened at 1:04 p.m., having all Councillors in attendance.

Secondary Hwy
857 North of
Willingdon

Councillor, E. Yakemchuk informed Council of ratepayer concerns regarding the intersection of Secondary Hwy 857 and Hwy 645, requesting to forward correspondence to Alberta Transportation to state concerns and request additional traffic control signage.

Council having discussed this item; it was moved by:

R-120513 E. YAKEMCHUK

That correspondence be forwarded to Alberta Transportation regarding additional traffic control signage at the intersection of Secondary Hwy 857 and Hwy 645.

Motion Carried

Committees of
Council

Councillor, D. Saskiw provided an update on the Municipal Engagement Session for Affordable Housing and Seniors meeting and of Local Policing plans moving forward with Two Hills RCMP Sergeant.

Councillor, S. Dutrisac provided an update on the Seed Processors Conference.

Correspondence and Information Items

- Royal Canadian Mounted Police re: Communications.
- RMA:
 - Contact Newsletters – January 7, 2022.
 - Member Bulletins:
 - 2020-12-09 | Save the Date for Second Round of Canada’s History and the Municipal Role in Reconciliation Workshop.
 - 2021-12-09 | Alberta’s Rural Municipalities are Unique!
 - 2021-12-10 | Provide Input into the Development of Budget 2022.
 - 2021-12-10 | RMA Seeking Nominees to Participate on Safety Codes Council Fire Sub-Council.
 - 2021-12-13 | EOEP Gearing Up for 2022 Courses.
 - 2021-12-16 | Resolution Deadline for 2022 Spring Convention.
 - 2021-12-21 | Provide Input on the Management Plan for the Baird’s Sparrow.
 - 2021-12-22 | RMA 2021 Fall Convention Highlights Now Available.
 - 2022-01-06 | RMA 101: Available Now.
 - 2022-01-07 | RMA Engagement Guide for Provincial Police Engagements Available.

Next Meeting Date Discussion took place on the next meeting date; it was moved by:

R-120514 D. SASKIW

That that the regular Council meeting be held on Wednesday February 16, 2022 in the Council Chambers at 10:00 a.m. and the Department Head Meeting be held on Thursday February 3, 2022 in the Committee Room at 10:00 a.m.

Motion Carried

Closed-Session The CAO informed Council of items to be discussed in Closed-Session as per Division 2, Section 16(a)(ii) of the Freedom of Information and Protection of Privacy Act.

R-120515 E. YAKEMCHUK

That the County of Two Hills meet in closed-session as per Division 2, Section 16(a)(ii) of the Freedom of Information and Protection of Privacy Act re: Personnel with all members in attendance – time 1:08 p.m.

Motion Carried

K. Kenney left the Council Chambers.

R-120516 E. YAKEMCHUK

That the County of Two Hills revert back to the regular public meeting with all members in attendance – time 1:29 p.m.

Motion Carried

K. Kenney entered the Council Chambers.

P. Gordeyko entered Council Chambers.

The CAO informed Council of items to be discussed in Closed-Session as per Division 2, Section 16(a)(ii) of the Freedom of Information and Protection of Privacy Act.

R-120517 E. YAKEMCHUK

That the County of Two Hills meet in closed-session as per Division 2, Section 16(a)(ii) of the Freedom of Information and Protection of Privacy Act re: Personnel with all members in attendance – time 1:36 p.m.

Motion Carried

R-120518 D. SASKIW

That the County of Two Hills revert back to the regular public meeting with all members in attendance – time 2:02 p.m.

Motion Carried

Director of Utilities Report

P. Gordeyko, Director of Utilities presented the Director of Utilities Report.

Council having discussed this item; it was accepted as information.

P. Gordeyko left the Council Chambers.

Essential Services Report

G. Dupuis, Essential Services Administrator entered the Council Chambers to present the Essential Services Report.

On conclusion of the report, G. Dupuis left the Council Chambers.

The Reeve informed Council of items to be discussed in Closed-Session as per Division 2, Section 16(a)(ii) of the Freedom of Information and Protection of Privacy Act.

R-120519 E. YAKEMCHUK

That the County of Two Hills meet in closed-session as per Division 2, Section 16(a)(ii) of the Freedom of Information and Protection of Privacy Act re: Personnel with all members in attendance – time 2:23 p.m.

Motion Carried

S. Dary and K. Kenney left the Council Chambers.

R-120520 S. DUTRISAC

That the County of Two Hills revert back to the regular public meeting with all members in attendance – time 2:46 p.m.

Motion Carried

Adjournment

Council having dealt with all items contained on the Meeting Agenda; it was moved by:

R-120521 D. SASKIW

That the meeting be adjourned at 2:46 p.m.

Motion Carried

REEVE

CAO