

**COUNTY OF TWO HILLS NO. 21 REGULAR COUNCIL MEETING
March 30, 2022**

Meeting Called to Order The County Council Meeting was called to order by Reeve, D. Gulayec at 9:17 a.m. on Wednesday, March 30, 2022.

Attendance Present were:

D. Gulayec S. Dary, CAO
M. Phillips K. Kenney, Executive Assistant
D. Saskiw
S. Dutrisac Press:
E. Yakemchuk News Advertiser – M. Pinon

Agenda The Agenda for the March 30, 2022 Council Meeting was presented for review and consideration, having the following additions being presented:

- o Bylaw No. 05-2022 Unsightly Premises
- o 2022 Ministers Awards for Municipal and Public Library Excellence
- o Letter of Request re: National Police Federation
- o Road Bans re: Update
- o Letter of Request re: Mime-Light Theatre Society – Bro-tel Backyard Festival
- o Letter of Request re: St. Paul Search and Rescue
- o 2022 Draft Budget Meeting Date

There being no further additions; it was moved by:

R-120553 D. SASKIW

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

Motion Carried

Previous Minutes The minutes of the February 16, 2022 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-120554 E. YAKEMCHUCK

That the minutes of the February 16, 2022 Regular Council Meeting be approved.

Motion Carried

The minutes of the February 16, 2022 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-120555 M. PHILLIPS

That the minutes of the February 16, 2022 Special Council Meeting be approved.

Motion Carried

Business Arising from the Minutes:

- Correspondence re: previous meeting.
- Alberta Community Partnership (ACP) re: Village of Myrnam – Letter of Support.

Village of Myrnam re: APC Application The CAO informed Council of correspondence received from Municipal Affairs regarding the Village of Myrnam's 2022 Alberta Community Partnership – Municipal Restructuring grant application status; placing the same on the table for review and consideration.

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

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

Bank Rec – February The Bank Reconciliation Report for the month ending February 2022 indicating a bank balance of \$ 2, 530, 905.38 was presented for review and consideration.

C. McRae presented Council a Tax Arrears Report.

It was consensus of Council to provide the Tax Arrears Report to the News Advertiser for information.

Council having reviewed and discussed the February 2022 Bank Reconciliation Report; it was moved by:

R-120556 M. PHILLIPS

That the Bank Reconciliation Report for the month ending February 2022, as presented, reviewed and discussed by Council be approved, signed and incorporated into the minutes.

Motion Carried

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

Bylaw No. 03-2022 Re: Council Code of Conduct The CAO presented Bylaw No. 03-2022 being a Bylaw of the County of Two Hills that repeals and replaces Bylaw No. 4-2018, to modernize both the Complaint Procedure and Sanctions within the Council Code of Conduct.

Council having reviewed and discussed Bylaw No. 03-2022; it was moved by:

R-120557 S. DUTRISAC

That Bylaw No. 03-2022 be given first reading this 30th day of March, 2022.

Motion Carried

R-120558 D. SASKIW

That Bylaw No. 03-2022 be given second reading this 30th day of March, 2022.

Motion Carried

R-120559 M. PHILLIPS

That authority to proceed with third and final reading of Bylaw No. 03-2022 be given this 30th day of March, 2022.

Motion Unanimously Carried

R-120560 E. YAKEMCHUK

That Bylaw No. 03-2022 be given third and final reading this 30th day of March, 2022.

Motion Carried

Bylaw No. 04-2022 Re: Regional Emergency Management Agency The CAO presented Bylaw No. 04-2022 being a Bylaw of the County of Two Hills that repeals and replaces Bylaw No. 02-2021, to modernize the Regional Emergency Management Agency composition.

Council having reviewed and discussed Bylaw No. 04-2022; it was moved by:

R-120561 S. DUTRISAC

That Bylaw No. 04-2022 be given first reading this 30th day of March, 2022.

Motion Carried

R-120562 D. SASKIW

That Bylaw No. 04-2022 be given second reading this 30th day of March, 2022.

Motion Carried

R-120563 **M. PHILLIPS**

That authority to proceed with third and final reading of Bylaw No. 04-2022 be given this 30th day of March, 2022.

Motion Unanimously Carried

R-120564 **E. YAKEMCHUK**

That Bylaw No. 04-2022 be given third and final reading this 30th day of March, 2022.

Motion Carried

INT-CTY-1

The CAO presented Council Facts About the County Policy INT-CTY-1 for review and consideration.

It was consensus of Council to table Facts About the County Policy INT-CTY-1 for further information, bringing back the same for review and consideration.

INT-MIS-1

The CAO presented Council Mission Statement Policy INT-MIS-1 for review and consideration.

It was consensus of Council to investigate a corporate Vision Statement at an upcoming Quarterly Strategic Plan meeting.

Council having discussed this item; it was moved by:

R-120565 **E. YAKEMCHUK**

That Mission Statement Policy INT-MIS-1 be approved, as amended, this 30th day of March, 2022.

Motion Carried

INT-POL-1

The CAO presented Council Introduction – Policies Policy INT-POL-1 for review and consideration.

Council having discussed this item; it was moved by:

R-120566 **M. PHILLIPS**

That Introduction – Policies Policy INT-POL-1 accepted as information.

Motion Carried

PUB-DUS-1

The CAO informed Council of increasing program costs for the Dust Control Program; and, placed Dust Control Policy PUB-DUS-1 on the table for review and consideration.

It was consensus of Council to amend Dust Control Policy PUB-DUS-1 to provide dust control to the following locations: Seed Plants, Beauvallon Tank Loader, TWP 561 (resident to Lac Santé), RR 151, Lac Santé Shores – RR 114 and Slawa Church – RR 82 and TWP 550.

Council having discussed this item; it was moved by:

R-120567 **E. YAKEMCHUK**

That Dust Control Policy PUB-DUS-1 be approved, as amended, this 30th day of March, 2022.

Motion Defeated

R-120568 **M. PHILLIPS**

That Dust Control Policy PUB-DUS-1 be approved, as amended, having payment be 55% (by the resident), this 30th day of March, 2022.

Councillor, E. Yakemchuk requested a recorded vote.

In Favor	Against
M. Phillips	D. Gulayec
D. Saskiw	E. Yakemchuk
S. Dutrisac	

Motion Carried

Councillor S. Dutrisac requested to review project-based budgeting for the program; Administration will investigate the same.

ADM-DON-1

The CAO placed Donations Policy ADM-DON-1 on the table for review and consideration, inquiring on the responsibility of gravel delivery.

Reeve, D. Gulayec inquired on Donations Policy ADM-DON-1 budget allotment.

Council having discussed this item; it was moved by:

R-120569 **S. DUTRISAC**

That Donations Policy PUB-DON-1 be brought back for review and consideration.

Motion Carried

Additional Services

Reeve, D. Gulayec inquired if additional services are being provided to landowners in tax arrears.

The CAO informed Council that no additional services are provided while utility accounts are outstanding.

Council having discussed this item; it was moved by:

R-120570 **M. PHILLIPS**

That Administration investigate Additional Service procedures, having the same brought back for review and consideration.

Motion Carried

Peoples' Museum
Society of/de St.
Paul & District

The CAO presented Council correspondence from the Peoples' Museum Society of/de St. Paul & District, requesting a donation to support the move of their recent acquisition of the Shandro Historical Village and Pioneer Museums' vintage CPR Train Station to the St. Paul Museum site and, restoration of the same.

Council having discussed this item; it was moved by:

R-120571 **D. SASKIW**

That the County of Two Hills provide a donation in the amount of \$1,000.00 for a Cabin Compartment to the Peoples' Museum Society of/de St. Paul & District for the Vintage CPR Train Station Project.

Motion Carried

Town of Two Hills

The CAO presented Council correspondence from the Town of Two Hills requesting the presence of the Reeve at a Northeastern Alberta Mayors, Reeves and Indigenous Leaders caucus to be held on or about April 12 or 13, 2022 at approximately 10:30 a.m. to discuss concerns regarding healthcare, broadband, MSI, etc.

Council having discussed this item; it was moved by:

R-120572 S. DUTRISAC

That the Reeve attend the Northeastern Alberta Mayors, Reeves and Indigenous Leaders caucus on April 12 or 13, 2022.

Motion Carried

Community Assisted Transportation Services

The CAO presented Council correspondence from Two Hills & Area FCSS, regarding the Community Assisted Transportation Services (C.A.T.S.) program, requesting a Letter of Support in their application to the Rural Transit Solution Fund grant program for a vehicle to operate the C.A.T.S. program.

Council having discussed this item; it was moved by:

R-120573 S. DUTRISAC

That the County of Two Hills provide a Letter of Support to Two Hills & Area FCSS in their application to Rural Transit Solution Fund program.

Motion Carried

Ukraine Humanitarian Aid

The CAO informed Council that correspondence relating to humanitarian aid efforts for Ukraine were received, placing the same on the table for review and consideration.

Councillor, S. Dutrisac provided Council a survey conducted by the Adult Learning Centre regarding Ukraine humanitarian aid; and, requested Administration provide additional information to disclose support systems available within the community for the same.

Council having discussed this item; it was moved by:

R-120574 D. SASKIW

That Administration investigate the contacts relating to humanitarian efforts for Ukraine (local and international), bringing back the same for review and consideration.

Motion Carried

Shandro Hall Historical Designation Study

The CAO informed Council that Shandro Hall requires a Historical Designation Study to be considered for the Province's List of Historical Resources; and, that the Landowner of SE 22-57-15 W4 is requesting for the County to conduct the same, having quotes for undertaking the study presented for review and consideration.

Council having discussed this item; it was moved by:

R-120575 M. PHILLIPS

That correspondence from Landowner of SE 22-57-15 W4 be accepted as information (having the Statement of Integrity be provided by the landowner for consideration of the Province's List of Historical Resources).

Motion Carried

R-120576 M. PHILLIPS

That Administration draft a policy regarding Historically Significant Buildings within the County of Two Hills.

Motion Carried

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

Delegation 11:00 a.m. re: 2021 *Draft* Audited Financial Statement

Ms. Sheryl Cymbaliuk, Partner of Synergy Chartered Accountants was invited into the Council Chambers to discuss the 2021 *Draft* Audited Financial Statement.

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-120577 **E. YAKECMCHUK**

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: Financial with all members in attendance – time 11:12 p.m.

Motion Carried

R-120578 **E. YAKEMCHUK**

That the County of Two Hills revert back to the regular public meeting with all members in attendance – time 12:02p.m.

Motion Carried

R-120579 **M. PHILLIPS**

That the County of Two Hills 2021 Audited Financial Statement be accepted this 30th day of March 2022.

Motion Carried

Councillor, D. Saskiw left the Council Chambers.

Genesis Reciprocal
Insurance re:
Annual General
Meeting

The CAO informed Council that the Genesis Reciprocal Insurance Exchange will be holding its Annual General Meeting virtually on April 14, 2022 from 9:00 a.m. to 11:00 a.m.

Council having discussed this item; it was moved by:

R-120580 **D. GULAYEC**

That the Chief Administrative Officer be present to vote at the Genesis Reciprocal Insurance Exchange Annual General Meeting on April 14, 2022.

Motion Carried

Municipal
Administration
Leadership
Workshop

The CAO and Executive Assistant requested authorization to attend the Municipal Administration Leadership Workshop in Kananaskis, Alberta on May 10 to 12, 2022, as per Conference, Seminar and Workshop Attendance Policy ADM-CON-6.

Council having discussed this item; it was moved by:

R-120581 **S. DUTRISAC**

That the CAO and Executive Assistant be authorized to attend the Municipal Administration Leadership Workshop in Kananaskis, Alberta on May 10 to 12, 2022, as per Conference, Seminar and Workshop Attendance Policy ADM-CON-6.

Motion Carried

Bylaw No. 05-2022

The CAO presented Bylaw No. 05-2022 being a Bylaw of the County of Two Hills that repeals and replaces Bylaw No. 14-95, to modernize Unsightly Premises.

It was consensus of Council to review standards of enforcement with the contracted Bylaw Enforcement Officer at an upcoming Council Meeting.

Council having reviewed and discussed Bylaw No. 05-2022; it was moved by:

R-120582 **S. DUTRISAC**

That Bylaw No. 05-2022 be given first reading this 30th day of March, 2022.

Motion Carried

R-120583 **M. PHILLIPS**

That Bylaw No. 05-2022 be given second reading this 30th day of March, 2022.

Motion Carried

R-120584 **M. PHILLIPS**

That authority to proceed with third and final reading of Bylaw No. 05-2022 be given this 30th day of March, 2022.

Motion Unanimously Carried

R-120585 **E. YAKEMCHUK**

That Bylaw No. 05-2022 be given third and final reading this 30th day of March, 2022.

Motion Carried

2022 Ministers
Awards for
Municipal and
Public Library
Excellence

The CAO presented Council correspondence from the Assistant Deputy Minister Municipal Services Division, informing of the 2022 Minister's Awards for Municipal and Public Library Excellence; and, inquired on submission for the same.

Council having discussed this item; it was moved by:

R-120586 **M. PHILLIPS**

That the County of Two Hills submit Alice Melnyk Library to the 2022 Ministers Awards for Municipal and Public Library Excellence, under the Public Library Services (open to library boards serving a population under 10,000) category; having the same forward to the Town of Two Hills.

Motion Carried

Letter of Request
re: National Police
Federation

The CAO presented Council correspondence received from the National Police Federation, requesting a Letter of Support in their Call to Action against the Government of Alberta regarding the new provincial police service.

Council having discussed this item; it was moved by:

R-120587 **S. DUTRISAC**

That correspondence received from the National Police Federation be accepted as information.

Motion Carried

Road Bans re:
Update

The CAO informed Council that, by order of the Vehicle Weight Committee, put into effect Order No. 1-2022 on March 28, 2022 – time 8:00 a.m. to define maximum allowable weights permitted on certain County of Two Hills roads; having All Gravel and Oil Surfaced Roads (unless otherwise posted) be 75%.

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

Mime-Light
Theatre Society -
Bro-Tel Backyard
Festival

The CAO presented Council correspondence from Mime-Light Theatre Society regarding the Bro-Tel Backyard Festival, requesting the consideration of waiving the grounds rental for Jackfish Lake and also, to support advertising costs.

Council having discussed this item; it was moved by:

R-120588 **M. PHILLIPS**

That the County of Two Hills advertise Mime-Light Theatre Society's 2022 Bro-Tel Backyard Festival on County social media accounts and Highlights circulation; having the remainder of the correspondence accepted as information.

Motion Carried

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

The CAO informed Council that the Invitation to Tender for Land Lease Agreements for Pt. SW 20-54-8 W4 and NW 20-54-8 W4 closed March 18, 2022 at 4:30 p.m. and presented tender results.

Council having discussed this item; tabled Land Lease Agreement.

Recess

R-120589 D. GULAYEC

That the meeting be recessed – time 12:57 p.m.

Motion Carried

The meeting reconvened at 1:30 p.m., having all Councillors in attendance.

Delegation(s)
1:30 p.m.
Re: Smoky Lake
County

Mr. Kyle Schole, Planning Technician of Smoky Lake County was invited to attend the Council meeting by teleconference, to present an update on the Heritage River Initiative; also, requesting a retro-active Letter of Support for the Village of Vilna in their application to the Alberta Community Partnership (ACP) grant program to complete a Management Plan for the North Saskatchewan River under the Canadian Heritage Rivers System.

There being no further discussion, Mr. Schole thanked Council for their time and ended the teleconference.

Council having discussed this item; it was moved by:

R-120590 S. DUTRISAC

That the County of Two Hills provide a Letter of Support to the Village of Vilna in their application to the Alberta Community Partnership (ACP) grant program to complete a Management Plan for the North Saskatchewan River under the Canadian Heritage Rivers System.

Motion Carried

Letter of Request
re: St. Paul Search
and Rescue

The CAO presented Council correspondence received from St. Paul Search and Rescue Society, requesting a donation to support their operational costs.

Council having discussed this item; it was moved by:

R-120591 E. YAKEMCHUK

That correspondence from St. Paul Search and Rescue be accepted as information.

Motion Carried

Lease Agreement

The CAO placed Land Lease Agreements for Pt. SW 20-54-8 W4 and NW 20-54-8 W4 on the table for review and consideration.

Council having discussed this item; it was moved by:

R-120592 M. PHILLIPS

That the County of Two Hills award highest tender for lease of Pt. SW 20-54-8 W4 and NW 20-54-8 W4, entering into agreement April, 2022.

Motion Carried

Committees of
Council

Councillor, S. Dutrisac provided an update on the Alberta Invasive Species Council and Alberta Service Board Provincial, Eagle Hill Foundation and Alberta HUB Committees.

Reports
Essential Services
Administrator

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

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

Correspondence and Information Items

- Rural Municipalities of Alberta re: Budget 2022 Boosts EMS Capacity.
- Rural Municipalities of Alberta re Recognizing Albertans Who Make Our Communities Safe.
- Jackie Armstrong-Homeniuk, MLA for Fort Saskatchewan-Vegreville re: 2022 Budget Update.
- Jackie Armstrong-Homeniuk, MLA for Fort Saskatchewan-Vegreville re: Update on March 3 IRCC Announcement: Canada to Welcome Those Fleeing the War in Ukraine.
- Honourable Ric McIver, Minister of Municipal Affairs re: 2022 Budget.
- Honourable Ric McIver, Minister of Municipal Affairs re: Village of Vilna – 2021/22 Alberta Community Partnership Program, Intermunicipal Collaboration Component.

- RMA:
 - Contact Newsletters – February 11, 18 & 25, 2022; and, March 04, 2022.

 - Member Bulletins:
 - 2022-02-04 | Quick Questions Guide for Provincial Policing engagement Sessions.
 - 2022-02-04 | RMA 2022 Provincial Budget Submission.
 - 2022-02-10 | CIRA Broadband Grant Now Open.
 - 2022-02-11 | Register for RMA 101 Webinars.
 - 2022-02-16 | Alberta Environment and Parks Priority Issues Presentation Materials Now Available.
 - 2022-02-18 | Provide Feedback on the Proposed Management Plan for the Yellow Banded Bumble Bee in Canada.
 - 2022-02-24 | Court Affirms Municipal Bylaw Authority Related to Roadside Trailer Signs.
 - 2022-02-24 | Provide Feedback on the Proposed Management Plan for the Evening Grosbeak.
 - 2022-02-24 | Resolutions for the RMA 2022 Spring Convention Now Available.
 - 2022-02-24 | RMA 2022 Federal Pre-Budget Submission Available.
 - 2022-02-25 | Alberta Budget 2022 – 2023: RMA Initial Analysis and Backgrounder
 - 2022-03-02 | Upcoming EOEP Courses.
 - 2022-03-03 | You're Invited to an Alberta Environment and Parks Priority Issues Presentation.
 - 2022-03-03 | Provincial Broadband Strategy Released.
 - 2022-03-03 | The RMA Assigns Statuses to Some Fall 2021 Resolutions.
 - 2022-03-07 | Don't Miss Second Offering of EOEP Finance Course.
 - 2022-03-09 | RMA, ABMunis, and IAMA Receive Fourth Round of MAMP Asset Management Funding.
 - 2022-03-18 | EMS Engagement and Live Survey.

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

R-120593 M. PHILLIPS

That that the regular Council meeting be held on Wednesday April 20, 2022 in the Council Chambers at 10:00 a.m. and the Department Head Meeting be held on Thursday April 14, 2022 in the Committee Room at 10:00 a.m.

Motion Carried

R-120594 M. PHILLIPS

That the 2022 Draft Budget Meeting be held on April 27, 2022 at 10:00 a.m. in the Council Chambers.

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-120595 D. SASKIW

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 2:40 p.m.

Motion Carried

K. Kenney left Council Chambers.

R-120596 S. DUTRISAC

That the County of Two Hills revert back to the regular public meeting with all members in attendance – time 3:32 p.m.

Motion Carried

R-120597 M. PHILLIPS

That Administration review and update the Workers Compensation Board Policy.

Motion Carried

Adjournment

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

R-120598 S. DUTRISAC

That the meeting be adjourned at 3:33 p.m.

Motion Carried

REEVE

CAO