

**COUNTY OF TWO HILLS NO. 21 REGULAR COUNCIL MEETING
January 16, 2019**

Meeting Called to Order The County Council Meeting was called to order by Reeve, D. Gulayec at 10:02 a.m. on Wednesday, January 16, 2019.

Attendance Present were:

D. Gulayec S. Dary, CAO
M. Phillips N. Prkusic, Recording Secretary
D. Saskiw
S. Odegard
E. Yakemchuk

Agenda The Agenda for the January 16, 2019 Council Meeting was presented for review and consideration, having the following additions being presented:

- Federation of Alberta Gas Co-ops Ltd. re: Learn to Curl
- Gravel Sales
- Derwent and District Agricultural Society
- Willingdon and District Fish and Game Association re: Donation
- 2019 Budget

There being no further additions; it was moved by:

R-11430 S. ODEGARD
That the Agenda, inclusive of the additions, be approved as presented.

Motion Carried

Previous Minutes The minutes of the December 19, 2018 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-11431 E. YAKEMCHUK
That the December 19, 2018 Regular Council Meeting Minutes be approved.

Motion Carried

Business Arising from the Minutes

- 2018 Development Permits
- Correspondence re: previous meeting
- Myrnam Construction Trades Education Centre (CTEC)

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

Bank Rec The Bank Reconciliation Report for the month ending November 2018 indicating a bank balance of \$3,998,345.40 was presented for review and consideration.

Council having reviewed and discussed the November 2018 Bank Reconciliation Report; it was moved by:

R-11432 S. ODEGARD
That the Bank Reconciliation Report for the month ending November 2018 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.

By-Law 1-2019 The CAO informed Council that Section 256(1)(2)(3) of the Municipal Government Act authorizes the borrowing of monies for the purpose of financing operating expenditures. The amount to be borrowed must not exceed the estimate to be raised in taxes in the year of borrowing and the Bylaw does not have to be advertised if the borrowing term does not exceed three years.

Council having discussed this item; it was moved by:

R-11433 E. YAKEMCHUK
That Bylaw No. 1-2019 be given first reading this 16th day of January 2019.

Motion Carried

R-11434 M. PHILLIPS
That Bylaw No. 1-2019 be given second reading this 16th day of January 2019.

Motion Carried

R-11435 S. ODEGARD
That authority to proceed with third and final reading of Bylaw No. 1-2019 be given this 16th day of January 2019.

Motion Carried Unanimously

R-11436 D. SASKIW
That Bylaw No. 1-2019 be given third and final reading and finally passed this 16th day of January 2019.

Motion Carried

Appointment of Auditors The CAO informed Council that Section 280(1) of the Municipal Government Act reads:

That each Council must appoint one or more Auditors for the municipality.

Council having discussed this item; it was moved by:

R-11437 D. SASKIW
That the Auditing Firm of Synergy Chartered Accountants be appointed as Auditors for the County of Two Hills No. 21 for the 2019 fiscal year.

Motion Carried

Appointment of Legal Surveyor The CAO informed Council that the County requires from time to time the service of a Legal Surveyor for the provision of legal road plan revisions and cancellations due to road construction projects.

Council having discussed this item; it was moved by:

R-11438 E. YAKEMCHUK
That the County of Two Hills retain the services of a Surveying Firm by way of appointment or tender invitation for the projects within the County requiring legal and survey services in the 2019 fiscal year.

Motion Carried

Road Engineering The CAO informed Council that the County has over the past years retained a variety of firms for the provision of Road/Bridge/Water and Sewer Engineering Services.

Council having discussed this item; it was moved by:

R-11439 **D. SASKIW**

That the County of Two Hills retain the services of an Engineering Firm by way of appointment or tender invitation for the projects within the County requiring engineering services in the 2019 fiscal year.

Motion Carried

Hamlet of
Willingdon

The CAO informed Council there are seven properties in the Hamlet of Willingdon that do not have water meters, requesting authorization to have meters installed at the said properties.

Council having discussed this item; it was moved by:

R-11440 **S. ODEGARD**

That the County install water meters on the properties that do not currently have a water meter in the Hamlet of Willingdon, at the sole cost of the County.

Motion Carried

The CAO informed Council of the current Water and Sewer Fees in the Hamlet of Willingdon requesting these fees be reimbursed, as all residents were not charged the same.

Council having discussed this item; it was moved by:

R-11441 **D. SASKIW**

That the \$55.00 Water and Sewer Fee in the Hamlet of Willingdon be reimbursed from July 2018 (up to six months).

Motion Carried

The Hamlet of Willingdon current Water and Sewer Infrastructure Fee was discussed.

Council having discussed this item; it was moved by:

R-11442 **M. PHILLIPS**

That the Hamlet of Willingdon Water and Sewer Infrastructure Fee be set at \$20.00 per residence.

Motion Carried

Bylaw No. 7-
2012

The CAO informed Council that Bylaw No. 7-2012 does not meet the requirements of all Hamlets.

Council having discussed this item; it was moved by:

R-11443 **S. ODEGARD**

That Bylaw No. 7-2012 be reviewed and updated by Administration and Legal.

Motion Carried

Chudyk Lease

The CAO informed Council that the County has in 2018 (under agreement) leased the Pt. SW 20-54-8-W4, situated SE of the abandoned rail bed (containing 44.8 acres) to Mr. Kenneth Chudyk, for the annual sum of \$125.00.

Council having discussed this item; it was moved by:

R-11444 **E. YAKEMCHUK**

That the County of Two Hills No. 21 offer to lease the Pt. SW 20-54-8-W4, situated SE of the abandoned rail bed (containing 44.8 acres) to Mr. Kenneth Chudyk for the 2019 fiscal year, for the annual lease price of \$125.00.

Motion Carried

D. Saskiw informed Council the Federation of Alberta Gas Co-ops will be hosting a Learn to Curl Event in the Town of Two Hills for students within the County, requesting a donation for lunch expense.

Council having discussed this item; it was moved by:

R-11445 D. SASKIW

That the County of Two Hills provide a donation not exceeding the amount of \$1,000.00 to provide lunch for the Learn to Curl Event hosted by the Federation of Alberta Gas Co-ops.

Motion Carried

The CAO informed Council of the correspondence received from the Derwent and District Agricultural Society advising they missed the deadline for the 2018 Recreation Grant funding, the deadline for applications was November 30, 2018, requesting the County make an exception for the said application.

Council having discussed this item; it was moved by:

R-11446 D. GULAYEC

That the correspondence from the Derwent and District Agricultural Society regarding Recreation Grant funding be accepted as information.

Motion Carried

The CAO informed Council the Willingdon and District Fish & Game Association 38th Annual Supper will be held on January 26, 2019. Donations are being requested for the Live and Silent Auction to be held at this event.

Council having discussed this item; it was moved by:

R-11447 D. SASKIW

That the County of Two Hills donate two loads of gravel (35 cubic yards) within County boundaries for the Live & Silent Auction at the Willingdon and District Fish and Game Association 38th Annual Supper to be held January 26, 2019.

Motion Carried

Reeve, D. Gulayec placed the sale of gravel from the County of Two Hills on the table for discussion.

Council having discussed this item; it was moved by:

R-11448 S. ODEGARD

That Administration investigate an aggregate levy for gravel leaving the County boundaries and bring back the same to a future meeting.

Motion Carried

The CAO informed Council the Two Hills & District Agricultural Society is requesting a letter of support for their application for funding for the Grow Arena. It was consensus of Council that Administration provide a letter of support (in the amount of \$150,000.00 for the 2018 fiscal year) to the Two Hills & District Agricultural Society in their application for funding.

R-11449 D. GULAYEC

That the meeting be recessed for lunch – 11:55 a.m.

Motion Carried

The meeting reconvened at 1:25 p.m., having all Councillors in attendance.

Schedule 'A'

Motion to Amend Bylaw 2-2018, the County of Two Hills Land Use Bylaw

A. Delete Section 7.25 and replace it with the following:

“7.25 Subdivision for Single Lot Country Residential or Farmstead Uses

- 7.25.1 In the Agricultural (A) and Controlled Urban Development (CUD) Districts, a maximum of one parcel-for country residential use, including farmsteads, may be subdivided out of each quarter section, provided the quarter section is a minimum of 50.0ha (123.5ac) in size and provided, further, that the total area of such parcels does not exceed 4.04 ha (10.0 ac.). Such country residential parcels may include farmstead separations and vacant parcels, and may include one (1) fragmented parcel.
- 7.25.2 Notwithstanding Subsection 1, the subdivision of a single farmstead separation parcel for country residential use, which exceeds 4.04 ha (10.0 ac.) in area, may be allowed at the discretion of the Subdivision Authority if the applicant provides a real property report or building site certificate which demonstrates that the additional area is required to accommodate existing farmstead structures such as: buildings, accessory buildings, dugouts and shelterbelts within the country residential parcel. In no instance will a county residential parcel be approved with an area larger than 8.1ha (20.0ac).
- 7.25.3 The development of more than the number of country residential parcels in a quarter section indicated in Subsection 1 above shall be considered to be multi-lot country residential development and shall not be allowed within the Agricultural (A) or Controlled Urban Development (CUD) Districts. Rather, an appropriate amendment to this Bylaw shall be required, normally to a Country Residential District.
- 7.25.4 A fragmented parcel, as defined in this bylaw, of less than 8.1ha (20.0ac) in size shall be considered a parcel for country residential use for the purposes of Subsection 1 above. Subdivision of fragmented parcels larger than 8.1ha (20.0ac) in area shall be considered to be agricultural parcels.

B. Revise Section 8.1.3 by deleting the Minimum lot area provisions for permitted and discretionary uses and replacing them with the following:

Regulation	Standard
Min. Lot Area – Extensive Agriculture	32. 32.0 ha (79.1 ac.) 24.0 ha (59.3 ac) where: <ul style="list-style-type: none"> • The original quarter section is less than 64.7 ha (160 ac); • A parcel of land has been separated from the original quarter section; • It is desirable in order to split leasehold or other partial interests
Min. Lot Area – Farmsteads & Single Detached Dwellings	
Min. Lot Area – All other uses	As required by the Development Authority

C. Revise Section 8.2.3 by deleting the Minimum lot area provisions for permitted and discretionary uses and replacing them with the following:

Regulation	Standard
Min. Lot Area – Extensive Agriculture	<p>32. 32.0 ha (79.1 ac.)</p> <p>24.0 ha (59.3 ac) where:</p> <ul style="list-style-type: none"> • The original quarter section is less than 64.7 ha (160 ac); • A parcel of land has been separated from the original quarter section; • It is desirable in order to split leasehold or other partial interests
Min. Lot Area – Farmsteads & Single Detached Dwellings	
Min. Lot Area – All other uses	As required by the Development Authority

Motion to Amend Bylaw 3-2018, the County of Two Hills Municipal Development Plan

A. Delete policy 6.3.1 and replace it with the following:

General

6.3.1 Both single-lot country residential development, defined as up to 1 residential lot within a quarter section, and multi-lot country residential development, defined as more than 1 residential lots within a quarter section, will be allowed within the Agricultural Use Area shown on Map 2, subject to the policies noted below.

B. Delete policy 6.3.10 and replace it with the following:

Parcel Size

6.3.10 Country residential lots shall not be less than 0.4 ha (1 ac.), and normally no more than 4.04 ha (10 ac.) in size. Where the subdivision is to separate a farmstead, the maximum may be exceeded if it can be demonstrated by the applicant that the additional area is required to include shelter belts and farm buildings and facilities ancillary to the farmstead. Lots may be increased in size to contain the area required for an existing surface discharge sewage system only if the excess land required for the subdivision is unsuitable for agricultural production. **Surface discharge sewage systems shall not be allowed to encroach upon land that is currently involved in agricultural uses.**

A. Delete Section 6.4 and replace it with the following:

6.4 Single-Lot Country Residential Subdivision Policies

Blanket Regulations

6.4.1 Throughout the County, a maximum of two (2) parcels shall be allowed on a quarter section consisting of the following options and as shown in Figure 1:

- a. Two (2) agricultural parcels; or
- b. One (1) agricultural parcel and one (1) country residential parcel with a maximum area of 4.04 ha (10.0 ac.) for vacant lots and 8.1ha (20.0 ac) for farmstead separations.

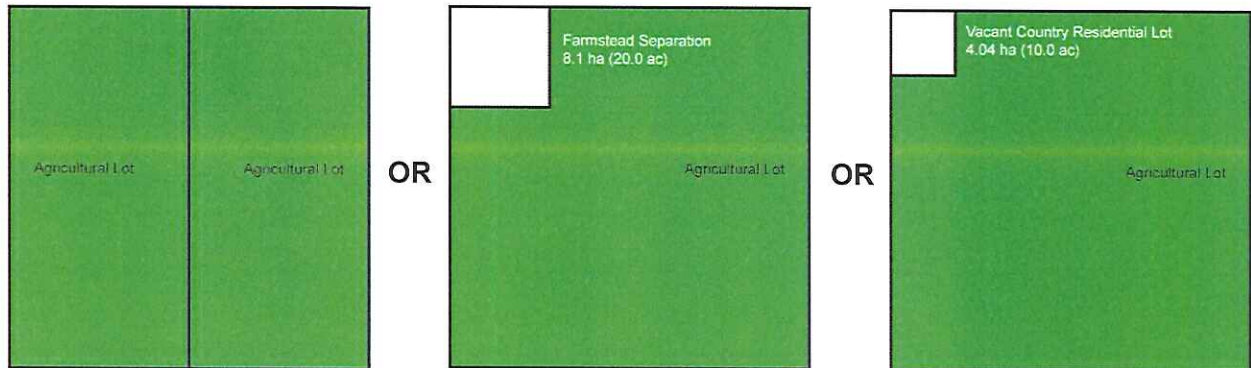


Figure 1. Maximum of Two Parcels per Quarter Section

6.4.2 Notwithstanding Subsection 0, the Subdivision Authority may allow a quarter section to be subdivided into more than two (2) parcels and up to a maximum of three (3) parcels.

6.4.3 The subdivision of a quarter section into more than two (2) parcels and up to a maximum of three (3) parcels, as described in Subsection 0, shall consist of the following options and as shown in Figure 2:

- a. Two (2) agricultural parcels and one (1) country residential parcel with a maximum area of 4.04 ha (10.0 ac.) for vacant lots and 8.1ha (20.0 ac) for farmstead separations.



Figure 2. Maximum of Three Parcels per Quarter Section

6.4.4 Subdivided parcels for country residential purposes as described in Subsections 0 and 0 shall:

- a. Create parcels with four (4) property lines that are adjoined at right angles; and
- b. Be positioned adjacent to a public road right-of-way:
 - i. In a corner of the quarter section; or
 - ii. Along a shared existing or potential center property line of two agricultural parcels as shown in Figure 3.

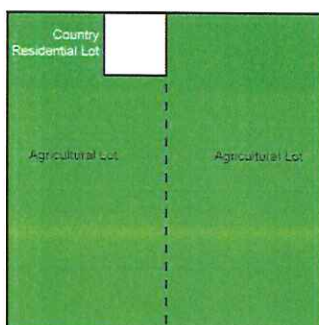


Figure 3. Shared Center Property Line of Two Agricultural Lots

6.4.5 Exceptions to Subsection 0 may be considered at the discretion of the Subdivision Authority on a case by case basis subject to specific development constrains.

6.4.6 The subdivision of a vacant country residential lot shall not be allowed on lands with a Farmland Assessment Rating of greater than 60%, as determined by the County's assessor.

N. Prkusic left the Council Chambers.

L. Tatarin, Development Officer entered the Council Chambers.

Bylaw No. 2-2018 & Bylaw No. 3-2018

The CAO and Development Officer presented Bylaw No. 2-2018 being the new Land Use Bylaw and Bylaw No. 3-2018 being the new Municipal Development Plan for Council's consideration.

Council having discussed Bylaw No. 2-2018; it was moved by:

R-11450 **E. YAKEMCHUK**
That Bylaw No. 2-2018 be amended as per Attachment A.

Motion Carried

R-11451 **M. PHILLIPS**
That Bylaw No. 2-2018 be given second reading this 16th day of January 2019.

Motion Carried

R-11452 **S. ODEGARD**
That Bylaw No. 2-2018 be given third and final reading and finally passed this 16th day of January 2019.

Motion Carried

Council having discussed Bylaw No. 3-2018; it was moved by:

R-11453 **E. YAKEMCHUK**
That Bylaw No. 3-2018 be amended as per Attachment B.

Motion carried

R-11454 **D. SASKIW**
That Bylaw No. 3-2018 be given second reading this 16th day of January 2019.

Motion Carried

R-11455 **E. YAKEMCHUK**
That Bylaw No. 3-2018 be given third and final reading and finally passed this 16th day of January 2019.

Motion Carried

L. Tatarin left the Council Chambers.

Reports

P. Gordeyko, Direct of Utilities entered the Council Chambers to present the Director of Utilities Report.

P. Gordeyko presented the Natural Gas Supply Contract between the County of Two Hills No. 21 and AltaGas Utilities Inc. for Councils review.

Council having discussed this item; it was moved by:

R-11456 **E. YAKEMCHUK**
That the County of Two Hills No. 21 enter into a Natural Gas Supply Contract with AltaGas Utilities Inc.

Motion Carried

P. Gordeyko updated Council on Future Fuels 2019 projected plans.

P. Gordeyko left the Council Chambers.

B. Straty, Essential Service Coordinator entered the Council Chambers to present the Essential Services Report.

B. Straty request Sara Miller and Jessica Watson be appointed as fire guardians in the County of Two Hills.

Council having discussed this item; it was moved by:

R-11457 S. ODEGARD

That Sara Miller and Jessica Watson be appointed Fire Guardians in the County of Two Hills.

Motion Carried

B. Straty left the Council Chambers.

Correspondence & Information Items

- Bills and Paysheets.
- The Roadata Focus.
- FCM re: Telecommunications and right-of-way.
- RMA.
 - Newsletters December 14, 20, 2018 & January 3, 11, 2019
 - Member Bulletins
 - Resolution Deadline for Spring 2019 Convention
 - Government of Alberta Releases EMS Action Plan
 - Update on the Implementation of Alberta Wetland Policy
 - Deadline for PERC Program Fast Approaching
 - Service Alberta Provides SuperNet Update
 - Changes to the Alberta Wetland replacement Fee System
 - Changes to Municipal Involvement in Energy Hearings
 - ABMI Collaboration with Rural Municipalities
 - RMA Charitable Gaming Committee Final Report Released
 - Fall 2018 Advocacy Report Card Now Available
 - Grassland Conservation Tool Now Available
 - RMA Post-Secondary Scholarship Winners
 - Call for Nominations: Safety Codes Council Technical Coordinating Committee Member
 - Updated Traffic Accommodation in Work Zones Manual Available
 - Additional Species Proposed to be Added to Species at Risk Act (SARA)
 - Registration Open for Subdivision and Development Appeal Board Training Webinars
 - Infrastructure Asset Management Alberta (IAMA) Workshop on February 13
 - Run for a Spot on the Infrastructure Asset Management Alberta (IAMA) Board

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

R-11458 S. ODEGARD

That the next County Council Meeting be held on Wednesday, February 27, 2019 in the Council Chambers at 10:00 a.m. and the Department Head Meeting be held on Wednesday, February 20, 2019 in the Council Chambers at 10:00 a.m.

Motion Carried

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

R-11459 **E. YAKEMCHUK**

That the meeting be adjourned – time 4:49 p.m.

Motion Carried

REEVE

CAO