

**COUNTY OF TWO HILLS NO. 21 REGULAR COUNCIL MEETING
December 18, 2019**

Meeting Called to Order The County Council Meeting was called to order by Reeve, D. Gulayec at 10:04 a.m. on Wednesday, December 18, 2019.

Attendance Present were:

D. Gulayec S. Dary, CAO
M. Phillips K. Kenney, Executive Assistant
D. Saskiw
E. Yakemchuk
S. Odegard

Agenda The Agenda for the December 18, 2019 Council Meeting was presented for review and consideration, having the following additions being presented:

- Delegation re: Unsightly Properties in Willingdon.
- Federation Gas Donation.
- Saddle Lake Cree Nation re: Letter of Support.
- Orphan Wells and Pipelines.
- Spring Run-off Flood Prevention re: Discussion.
- Intermunicipal Development Plan re: Village of Myrnam.
- Letter of Request re: Two Hills FCSS.
- Letter to Taxpayers re: Recreation and Services Survey.

There being no further additions; it was moved by:

R-11763 S. ODEGARD

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

Motion Carried

Previous Minutes The minutes of the November 20, 2019 Public Hearing 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-11764 E. YAKEMCHUK

That the minutes of the November 20, 2019 Public Hearing be approved.

Motion Carried

The minutes of the November 26, 2019 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-11765 M. PHILLIPS

That the November 26, 2019 Regular Council Meeting Minutes be approved.

Motion Carried

Business Arising from the Minutes

- Correspondence re: previous meeting.
- Lac Santé Gate Request re: Resolution.
- Purchase Proposal for Lot R, Plan 1275EO in Musidora re: Planning.
- Derwent Post Office Closure re: Update.
- Northern Lights Library System re: 2020 Levy.

The CAO informed Council of the progress of the Lac Santé Gate request, citing legal advice and opposition received by residents within the development to the gate proposal.

Council having discussed this item; it was moved by:

R-11766 **D. SASKIW**

That the County of Two Hills deny the Lac Santé gated community proposal, as per legal advice in the closure of a public road and non-consensus agreement of community residents.

Motioned Carried

G. Buchanan, Director of Planning and Development entered the Council Chambers.

G. Buchanan updated Council on the application for purchase of Lot R, Plan 1275EO in Musidora; advising that the applicants verbally withdrew the purchase request and they will seek an alternative site.

G. Buchanan left the Council Chambers.

Reeve, D. Gulayec updated Council on the Derwent Post Office Closure, informing Council that there is an expression of interest of a Post Mistress. The CAO informed Council that Legal is drafting a three (3) month-term probationary agreement for the use of the Hamlet of Derwent Municipal Office. Tendering the Municipal Office for sale will be pursued post-probation with a caveat in the tender of the building to only be utilized as a Post Office to ensure the longevity of the community service.

Council having discussed this item; it was moved by:

R-11767 **M. PHILLIPS**

That Administration draft an agreement for a three (3) month-term probationary agreement with Canada Post Office, beginning negotiations for the Hamlet of Derwent Municipal Office.

Motioned Carried

The CAO presented correspondence from the Northern Lights Library System Board informing Council that the Board approved their 2020 budget having an 1.5% levy increase of \$0.16 thereby, raising the 2020 levy to \$10.46 per capita.

- \$10.46 per capita x 3,641

The total levy for 2020 would be \$38,804.86 from the County of Two Hills.

Council having discussed this item; it was moved by:

R-11768 **D. SASKIW**

That the County of Two Hills approve the 2020 Northern Lights Library System budget.

Motion Carried

Bylaw No.
14-2019

The CAO presented Bylaw No. 14-2019 being a Bylaw for the purpose of closing to public travel and creating title to and disposing of portions of a public highway in accordance with Sections 22 and 70 of the MGA, Chapter M26.1, Revised Statutes of Alberta 2000, as amended within the Boundaries of the County of Two Hills.

Council having reviewed and discussed this item; it was moved by:

R-11769 **D. SASKIW**

That the County of Two Hills give first reading to Bylaw No. 14-2019 this 18th day of December, initiating the road closure process and sending the same to Alberta Transportation for Ministerial Approval.

Motion Carried

Bylaw No. 15-2019 The CAO presented Council Bylaw No. 15-2019, pursuant to the provisions of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended, to meet the requirements of Division 4 Statutory Plans, Section 631 Intermunicipal Development Plan (IDP) with the County of Minburn.

Council having reviewed and discussed this item; it was moved by:

R-11770 E. YAKEMCHUK
That Bylaw No. 15-2019 be given first reading this 18th day of December, 2019.

Motion Carried

R-11771 D. SASKIW
That Bylaw No. 15-2019 be given second reading this 18th day of December, 2019.

Motion Carried

R-11772 M. PHILLIPS
That authority to proceed with third and final reading of Bylaw No. 15-2019 be given this 18th day of December, 2019.

Motion Unanimously Carried

R-11773 M. PHILLIPS
That Bylaw No. 15-2019 be given third and final reading this this 18th day of December, 2019.

Motion Carried

ICF re: County of Minburn The CAO presented Council the Intermunicipal Collaboration Framework, pursuant to the provisions of the Municipal Government Act being Revised Statues of Alberta 2000, Chapter M-26, and amendments thereto, to meet requirements for Section 17.2 Intermunicipal Collaboration Frameworks (ICF) with the County of Minburn.

Council having reviewed and discussed this item; it was moved by:

R-11774 S. ODEGARD
That the County of Two Hills approve the Intermunicipal Collaboration Framework with the County of Minburn as presented this 18th day of December, 2019.

Motion Carried

IDP re: Lamont County The CAO presented Council the Intermunicipal Development options, pursuant to the provisions of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended, to meet the requirements of Division 4 Statutory Plans, Section 631 Intermunicipal Development Plan (IDP) with the Lamont County.

Council having reviewed and discussed this item; it was moved by:

R-11775 M. PHILLIPS
That Administration contact Lamont County to enter into Agreement, in accordance to Section 631(2), to not adopt an Intermunicipal Development Plan.

Motion Carried

ICF re: Lamont County The CAO presented Council the Intermunicipal Collaboration Framework with Lamont County, pursuant to the provisions of the Municipal Government Act being Revised Statues of Alberta 2000, Chapter M-26, and amendments thereto, to meet requirements for Section 17.2 Intermunicipal Collaboration Frameworks (ICF) with Lamont County.

Council having reviewed and discussed this item; it was moved by:

R-11776 S. ODEGARD

That Administration propose the Intermunicipal Collaboration Framework to Lamont County.

Motion Carried

ADM-PER-28 The CAO requested Council to review Vacations Full Time Employees Policy ADM-PER-28.

Council having reviewed and discussed this item; it was moved by:

R-11777 S. ODEGARD

That Vacations Full Time Employees Policy ADM-PER-28 be amended as presented.

Motion Carried

2019 Recreation Grants The CAO informed Council the County has since 1999, distributed (according to Distribution of Recreation Funds Policy ADM-REC-1), budgeted recreation funds to various Community Recreation Facility Operations. Application for funding were received on or prior to November 30, 2019, having \$100,000 budgeted for Recreation in 2019.

Council having discussed this item; it was moved by:

R-11778 S. ODEGARD

That the County of Two Hills No. 21 provide Recreation Grant funding and Hardship funding to the following applicants:

Bioan Ladies Club	\$ 1,507.62
Brosseau Community Hall	\$ 4,844.86
Christ Ascension Rutherian Greek Catholic	\$ 910.10
Derwent Agricultural Society	\$ 10,629.23
Derwent Golden Age	\$ 1,000.00
Hairy Hill Community Hall	\$ 2,515.99
Hairy Hill Rodeo Association	\$ 821.64
Lac Santé Family Recreational Club	\$ 800.00
Lakeland Breakers	\$ 1,050.00
Luzan Community Club	\$ 556.27
Myrnam Elks Lodge	\$ 2,504.56
Myrnam & District Dove Historical Beautification Society	\$ 500.00
Myrnam Agricultural Society	\$ 6,785.24
Myrnam Curling Club	\$ 2,748.96
Myrnam Seniors Centre	\$ 1,000.00
North Saskatchewan River Ridge Club	\$ 1,000.00
Plain Lake Hall	\$ 4,697.64
St. Vladimir & Olga Ukrainian Catholic Parish	\$ 1,963.63
Szypentiz Ukrainian Greek Orthodox Church of St. Mary	\$ 745.19
Two Hills Curling Club	\$ 800.00
Two Hills Historical Association	\$ 731.82
Two Hills Lions Club	\$ 500.00
Two Hills Rider Friendly Committee	\$ 1,000.00
Two Hills Senior Drop Inn Centre	\$ 1,000.00
Two Hills Sports Activities Council	\$ 31,897.25
Two Hills Swimming Pool	\$ 7,654.04
Ukrainian Educators of Ivan Kotlarewsky Musidora	\$ 1,224.85
Ukrainian Orthodox Church of St. Elias – Luzan Toporiwtzi	\$ 776.58
Willingdon Agricultural Society	\$ 6,484.53
Willingdon Senior Citizens	\$ 1,000.00
Total	<u>\$ 99,650.00</u>

Motion Carried

R-11779 S. ODEGARD

That Administration bring Distribution of Recreation Funds Policy ADM-REC-1 to Council in the first-quarter of 2020 for review.

Motion Carried

Letter of Request re: Smoky Lake Region The CAO presented Council correspondence from Smoky Lake Region requesting the County of Two Hills to provide a Letter of Support regarding the inter-provincial nomination for the designation of the North Saskatchewan River into the Canadian Heritage River System.

Council having discussed this item; it was moved by:

R-11780 E. YAKEMCHUK

That the County of Two Hills No. 21 rescind Council Resolution R-11749 and, accept the above as information.

Motion Carried

Letter of Request re: Two Hills & Dist. Ag Society The CAO presented Council correspondence from the Two Hills & District Agricultural Society requesting that the County of Two Hills No. 21 provide a letter of support in their application for the Community Facilities Enhancement Program to assist with improvements to the Two Hills Arena, confirming the 2020 contribution of \$150,000.00.

Council having discussed this item; it was moved by:

R-11781 D. SASKIW

That the County of Two Hills provide a letter of support to the Two Hills & District Agricultural Society in their application for the Community Facilities Enhancement Program to assist with improvements to the Two Hills Arena with a contribution of \$150,000.00.

Motion Carried

2020 Statutory & Proclaimed Holidays The CAO advised Council may declare up to two days in a year as Civic Holidays (as authorized under Section 56 of the MGA).

In 2018 Council proclaimed April 22, 2019 (Easter Monday) and December 24, 2019 (Christmas Eve) as holidays for County Employees. County Gas Service Personnel take turns being on call during the year and require the approved Statutory & Proclaimed Holiday Schedule at the beginning of each fiscal year to set their On-Call Schedule.

Council having discussed this item; it was moved by:

R-11782 D. SASKIW

That Council approve the 2020 Statutory & Proclaimed Holiday Schedule as presented thus, proclaiming Monday, April 13, 2020 and Thursday, December 24, 2020 as holidays.

Motion Carried

R-11783 E. YAKEMCHUK

That the meeting be recessed for lunch – time 12:07 p.m.

Motion Carried

The meeting reconvened at 1:41 p.m., having all Councillor's in attendance.

RoaData re: Annual Municipal Infrastructure Protection Conference. The CAO informed Council that RoaData Service Ltd. will be holding their 12th Municipal Infrastructure Protection Conference on Thursday, January 23, 2020 in Red Deer, Alberta at the Cambridge Hotel & Conference Centre.

Council having discussed this item; it was moved by:

R-11784 M. PHILLIPS

That Administration be authorized to attend the 12th Municipal Infrastructure Protection Conference on Thursday, January 23, 2020 in Red Deer, Alberta at the Cambridge Hotel & Conference Centre.

Motion Carried

BrownLee LLP
re: Emerging
Trends

The CAO informed Council that Brownlee LLP will be holding an Emerging Trends Seminar in Edmonton, Alberta on Thursday, February 13, 2020 at the Edmonton Expo Centre.

Council having discussed this item; it was moved by:

R-11785 E. YAKEMCHUK

That Council and Administration be authorized to attend the Brownlee LLP Emerging Trends Seminar at the Edmonton Expo Centre on Thursday, February 13, 2020.

Motion Carried

RMRF
re: Law Seminar

The CAO informed Council that Reynolds Mirth Richards and Farmer will be holding a Municipal Law Seminar on Friday, February 7, 2020 in Edmonton.

Council having discussed this item; it was moved by:

R-11786 E. YAKEMCHUK

That Council and Administration be authorized to attend the 2020 Annual Municipal Law Seminar in Edmonton on Friday, February 7, 2020.

Motion Carried

ADM-PER-6

The CAO requested as per Educational Support Policy ADM-PER-6, the following request for educational support is hereby submitted; the Executive Assistant requests authorization to commence with a course in the Local Government Certificate Program (NACLAA).

Council having discussed this item; it was moved by:

R-11787 S. ODEGARD

That the above request for educational support be approved as per Educational Support Policy ADM-PER-6.

Motion Carried

Delegation(s)
10:25 a.m.
re: Unsightly
Properties in
Willingdon

Ms. Doreen Leblond was invited into the Council Chambers to discuss concerns of unsightly properties on Willingdon's Mainstreet.

There being no further discussion, Ms. Doreen Leblond thanked Council for their time and left the Council Chambers.

Council having discussed this item, accepted the above as information.

11:00 a.m.
re: Inspections
Group

Mr. Ryan Nixon and Ms. Collene Ditchfield of Inspections Group were invited into the Council Chambers to discuss private sewage variances and the new reporting system – Cue 360.

There being no further discussion, Mr. Ryan Nixon and Ms. Collene Ditchfield thanked Council for their time and left the Council Chambers.

Council having discussed this item, accepted the above as information.

2:20 p.m.
re: Two Hills
School Grade 6
Class

Ms. Katelyn Yakemchuk and the Grade 6 class of Two Hills School were invited into the Council Chambers to learn local government Council procedures through an example delegation regarding new road material and construction methods; a question and answer period followed.

There being no further discussion, Ms. Katelyn Yakemchuk and the Grade 6 class of Two Hills School thanked Council for their time and left the Council Chambers.

Council having discussed this item, accepted the above as information.

3:00 p.m.
re: Two Hills
FCSS

Ms. Dianne Grey of Two Hills FCSS was invited into the Council Chambers for introductions and Provincial updates.

There being no further discussion, Ms. Dianne Grey of Two Hills FCSS thanked Council for their time and left the Council Chambers.

Council having discussed this item, accepted the above as information.

3:30 p.m.
re: Two Hills &
Area Coalition

Coalition Coordinators, Ms. Candice van der Torre and Ms. Alysha Thompson of Two Hills & Area Coalition were invited into the Council Chambers to present a Good News Update.

There being no further discussion, Ms. Candice van der Torre and Ms. Alysha Thompson of Two Hills & Area Coalition thanked Council for their time and left the Council Chambers.

Council having discussed this item, accepted the above as information.

TRAN – 1
Re: STIP
BF1292

The CAO informed Council that Administration prepared a grant application for Bridge File 1292 for the 2019 intake of the Local Bridge Program under the Strategic Transportation and Infrastructure Program (STIP), meeting the November 30, 2019 deadline.

Council having discussed this item; it was moved by:

R-11788 S. ODEGARD

That the County of Two Hills No. 21 apply for the Strategic Transportation and Infrastructure Program (STIP) Local Bridge Program for Bridge File 1292.

Motion Carried

Addition 1:
Gas Alberta
Donation

Councillor, D. Saskiw informed Council that the County of Two Hills was the recipient of the Annual Gas Alberta Donation of \$1000.00 and that the County may redistribute the funds to organization(s) of choice.

Council having discussed this item; it was moved by:

R-11789 D. SASKIW

That the County of Two Hills redistribute the Gas Alberta Donation of \$1000.00 to the New Myrnam school for \$300.00, to Two Hills School for \$300.00 and to Two Hills Mennonite School for \$400.00 to purchase sports equipment.

Motion Carried

Addition 2:
Saddle Lake
Cree Nation
re: Letter of
Support

Councillor, D. Saskiw presented Council with a Newspaper Article from the St. Paul Journal, dated December 3, 2019, stating that the Town of St. Paul is providing Saddle Lake Cree Nation a Letter of Support addressing a health and safety crisis that the Nation is currently facing. The letter supports the Nation's application for emergency funding for health development, driveway repair, senior housing, shuttle service, and telecommunications infrastructure.

Council having discussed this item; it was moved by:

R-11790 D. SASKIW

That the County of Two Hills No. 21 send correspondence to Saddle Lake offering a Letter of Support and, for both Council's to meet and discuss other possible collaborations.

Motion Carried

Addition 3:
Orphan Wells
and Pipelines

E. Kozak, Agricultural Fieldsman entered the Council Chambers.

Councillor, D. Saskiw informed Council that a landowner is to be interviewed by CBC regarding orphaned wells.

E. Kozak informed Council that Administration featured the Surface Rights Recovery program in the November Highlights and that Agricultural Service Board Staff are supporting Landowners in their applications. The CAO informed Council that applications are being commissioned at the office.

Council having discussed this item, accepted the above as information.

Addition 4:
Spring Run-off
Flood Prevention

The CAO informed Council of information received from Alberta Environment and Parks regarding Spring Run-off Flood Prevention and debris removal; E. Kozak informed Council of debris removal activities which are exempt from approval from the Water Act including beaver dam removal by adjacent landowners.

Council having discussed this item; it was moved by:

R-11791 M. PHILLIPS

That the County of Two Hills No. 21 forward a letter to the Honorable Minister Jason Nixon of Alberta Environment and Parks to clarify the correct procedure, course of action and division of jurisdictional duties in the removal of beaver dams on private property.

Motion Carried

E. Kozak left the Council Chambers.

Addition 5:
IDP re: Village
of Myrnam

The CAO presented Council Bylaw No. 15-2019, pursuant to the provisions of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended, to meet the requirements of Division 4 Statutory Plans, Section 631 Intermunicipal Development Plan (IDP) with the Village of Myrnam.

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

Addition 6:
Two Hills FCSS
re: Letter of
Support

The CAO presented Council correspondence from FCSS Two Hills & County requesting a Letter of Support for their Expression of Interest (EOI) application to bid on the offering of "Family Resource Network" services for a three-year span as part of the new provincial network that takes place April 1, 2020.

Council having discussed this item; it was moved by:

R-11792 M. PHILLIPS

That the County of Two Hills provide a Letter of Support to the FCSS Two Hills & County for their Expression of Interest (EOI) application to bid on the offering of "Family Resource Network" services for a three-year span as part of the new provincial network that takes place April 1, 2020.

Motion Carried

Addition 7:
Letter to Tax
Payers re:
Recreation and
Services Survey

Reeve, D. Gulayec requested Council to send a survey to Taxpayers requesting information regarding use of recreation amenities and trading hubs.

Council having discussed this item; it was moved by:

R-11793 M. PHILLIPS

That Administration prepare a survey for the January Council Meeting.

Motion Carried

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

On conclusion of the report, B. Straty left the Council Chambers.

Correspondence & Information Items

- Alberta Municipal Affairs – Office of the Minister re: ICFs & IDPs Proposed Amendments; attachment: Summary of Changes to ICF & IDP Requirements.
- Alberta Municipal Affairs – Office of the Minister re: Spring RMA Conference Appointment with the Minister.
- Alberta Municipal Affairs – Office of the Minister re: MSI Capital & Basic Municipal Transportation Grant Funding.
- Alberta Transportation re: Strategic Transportation Infrastructure Program (STIP) Community Airport Program.
- County of Minburn re: Nominations for RMA District 5 Chair and, Organizational Meeting Date January 10, 2020.
- Northern Lights Library System re: 2020 Levies.
- Two Hills Play School re: Thank You Card.

- Government of Alberta re: Police Costing Model.

- RMA:
- Contact Newsletters – November 22 & 29 and December 6, 2019.
- Member Bulletins:
- 2019-11-21 | Government of Alberta Proposes Changes to ICF and IDP Processes.
- 2019-11-21 | Learn more about WildTrax.
- 2019-11-25 | Provide Your Opinion on Alberta Reclamation and Restoration Economy Survey.
- 2019-11-26 | Province Seeking Input on Victims of Crime Financial Benefits Program.
- 2019-11-27 | Miistakis Institute Releases New Flood and Drought Mitigation Toolkit.
- 2019-11-27 | Bill 22 and the Implications for Municipalities.
- 2019-11-29 | Resolution Deadline for Spring 2020 Convention.
- 2019-11-29 | Government of Alberta Introduces Changes to Property Tax Incentives.
- 2019-12-02 | Applications Open for CRTC's Broadband Fund.
- 2019-12-05 | Nominations Open for Minister's Awards for Transportation Innovation!
- 2019-12-06 | Government of Alberta Releases Police Costing Model.
- 2019-12-10 | EOEP Courses at RMA 2020 Spring Convention & Tradeshow.
- 2019-12-11 | Updates to the Commercial Vehicle Dimension and Weight Regulation.

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-11794 M. PHILLIPS

That the County of Two Hills meet in closed-session re: legal and personnel with all members in attendance – time 4:52 p.m.

Motion Carried

R-11795 M. PHILLIPS

That the County of Two Hills revert back to the regular public meeting with all members in attendance – time 4:55 p.m.

Motion Carried

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

R-11796 S. Odegard

That the next regular Council Meeting be held on Wednesday February 5, 2019 in the Council Chambers at 10:00 a.m. and the Department Head Meeting be held on Wednesday January 8, 2020 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-11797 M. PHILLIPS

That the meeting be adjourned at 4:55 a.m.

Motion Carried

REEVE

CAO