

**COUNTY OF TWO HILLS NO. 21 REGULAR COUNCIL MEETING
January 20, 2021**

Meeting Called to Order The County Council Meeting was called to order by Reeve, D. Gulayec at 10:02 a.m. on Wednesday, January 20, 2021.

Attendance Present were:

D. Gulayec S. Dary, CAO
M. Phillips K. Kenney, Executive Assistant
D. Saskiw
E. Yakemchuk Press (by teleconference):
S. Odegard News Advertiser - M. Pinon

Agenda The Agenda for the January 20, 2021 Council Meeting was presented for review and consideration, having the following additions being presented:

- Letter of Request re: Willingdon & District Agricultural Society.
- Letter of Request re: Road Allowance Purchase.
- Letter of Request re: Derwent Seniors Club
- RMA District 5 Meeting – January 22, 2021.

There being no further additions; it was moved by:

R-120137 D. SASKIW

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

Motion Carried

Previous Minutes The minutes of the December 16, 2020 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-120138 E. YAKEMCHUK

That the minutes of the December 16, 2020 Regular Council Meeting be approved.

Motion Carried

Business Arising from the Minutes

- Correspondence re: previous meeting.
- Letter of Request re: Lac Santé Exemption Bylaw.
- CAO Performance Evaluation Date.

Lac Santé Exemption Bylaw

The CAO informed Council that correspondence was forwarded to MLA Jackie Armstrong-Homeniuk regarding the Letter of Request for the Lac Santé Golf Cart Exemption Bylaw. MLA Jackie Armstrong-Homeniuk requested Administration to provide herself with details pertaining to the request. To date, no further correspondence has been received.

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

CAO Performance Evaluation

The CAO informed Council must provide a Chief Administrative 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.

Bank Rec – December

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

The Bank Reconciliation Report for the month ending December 2020 indicating a bank balance of \$ 2, 778, 489.91 was presented for review and consideration.

C. McRae presented Council the 2020 Outstanding Taxes Report for review and consideration.

Council having reviewed and discussed the 2020 Outstanding Taxes Report; it was moved by:

R-120139 D. SASKIW

That Administration review outstanding taxes and provide recommendations for collection incentives and payment communications.

Motion Carried

Council having reviewed and discussed the December 2020 Bank Reconciliation Report; it was moved by:

R-120140 M. PHILLIPS

That the Bank Reconciliation Reports for the month ending December 2020, as presented, reviewed and discussed by Council be approved, signed and incorporated into the minutes.

Motion Carried

C. McRae left the Council Chambers.

Bylaw No. 13-2020 The CAO informed Council of Bylaw No. 13-2020 being a bylaw of the County of Two Hills that repeals and replaces Bylaw No. 03-2020 Schedule of Fees – Schedule ‘A’ to include Planning and Development fees.

At the December 16, 2020 Regular Council Meeting, it was resolved that Bylaw No. 13-2020 be given first and second reading.

Council having discussed this item; it was moved by:

R-120141 D. SASKIW

That Bylaw No. 13-2020, as amended, be given third and final reading this 20th day of January, 2021.

Deputy Reeve E. Yakemchuk requested a recorded vote.

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

Motion Carried

Delegation(s)
11:00 a.m.
Re: Enterprise

Mr. Aaron Boucher, Senior Accountant Executive and Ms. Kathleen Elaschuk, Account Manager of Enterprise Fleet Management were invited to attend the Council meeting by teleconference, due to COVID-19 Coronavirus, to provide an update on the Enterprise Fleet Management.

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; it was moved by:

R-120142 D. SASKIW

That Council 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 11:27 a.m.

Motion Carried

R-120143 M. PHILLIPS

That Council revert back to the regular public meeting with all members in attendance – time 12:35 p.m.

Motion Carried

R-120144 E. YAKEMCHUK

That the meeting be recessed for lunch – time 12:36 p.m.

Motion Carried

The meeting reconvened at 1:20 p.m., having all Councillors in attendance.

Bylaw No. 01-2021 The CAO presented Council Bylaw No. 01-2021, 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. 01-2021; it was moved by:

R-120145 S. ODEGARD

That Bylaw No. 01-2021 be given first reading this 20th day of January, 2021.

Motion Carried

R-120146 D. SASKIW

That Bylaw No. 01-2021 be given second reading this 20th day of January, 2021.

Motion Carried

R-120147 M. PHILLIPS

That authority to proceed with third and final reading of Bylaw No. 01-2021 be given this 20th day of January, 2021.

Motion Unanimously Carried

R-120148 E. YAKEMCHUK

That Bylaw No. 01-2021 be given third and final reading this 20th day of January, 2021.

Motion Carried

TH Regional Waste Management Commission The CAO informed Council of correspondence received from the Two Hills Regional Waste Commission requesting two projects be completed by the County of Two Hills Public Works, being Project One: Cover Cell No. 7 with 1-metre of clay and Project Two: Repair Hairy Hill Transfer Site Burn Pit.

Council having discussed this item; it was moved by:

R-120149 D. SASKIW

That Public Works complete both projects as requested by the Two Hills Regional Waste Management Commission.

Motion Carried

Delegation(s) 11:00 a.m. Re: Two Hills Chronicle Mr. Sonny Raju of Two Hills Chronicle was invited to attend the Council meeting by teleconference, due to COVID-19 Coronavirus, to discuss County Highlights and advertising with the Two Hills Chronical Newspaper.

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; it was moved by:

R-120150 S. ODEGARD

That Council 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 1:38 p.m.

Motion Carried

E. Kozak entered the Council Chambers.

E. Kozak left the Council Chambers.

R-120151 M. PHILLIPS

That Council revert back to the regular public meeting with all members in attendance – time 1:57 p.m.

Motion Carried

R-120152 E. YAKEMCHUK

That the County Highlights be published in the Two Hills Chronicle for two months, evaluating the same at that time.

Motion Carried

R-120153 S. ODEGARD

That the County of Two Hills Highlights mailout circulation continue.

Motion Carried

G. Buchanan, Development Officer entered the Council Chambers.

RFP re: General
Safety Code
Services

The CAO informed Council that a Request for Proposal was tendered for the General Safety Codes Services, closing on December 21, 2020.

Council having discussed this item; it was moved by:

R-120154 D. SASKIW

That The Inspections Group Ltd. be awarded tender for the General Safety Code Services Contract, effective January 20, 2021 to December 31, 2025.

Motion Carried

G. Buchanan left the Council Chambers.

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-120155 M. PHILLIPS

That the Auditing Firm of Synergy Chartered Accountants be appointed as Auditors for the County of Two Hills No. 21 for the 2021 Fiscal Year.

Motion Carried

RMRF
re: Law Seminar

The CAO informed Council that Reynolds Mirth Richards and Farmer will be holding a virtual Municipal Law Seminar February 4 – 5, 2021.

Council having discussed this item; it was moved by:

R-120156 S. ODEGARD

That Council and Administration be authorized to attend the virtual 2021 Annual Municipal Law Seminar held on February 4 – 5, 2021.

Motion Carried

BrownLee LLP
re: Emerging
Trends

The CAO informed Council that Brownlee LLP will be holding a virtual Emerging Trends Seminar on both February 11 and February 18, 2021, having both seminars review the same topics.

Council having discussed this item; it was moved by:

R-120157 D. SASKIW

That Council and Administration be authorized to attend the virtual Brownlee LLP Emerging Trends Seminar on Thursday, February 11, 2021 or Thursday, February 18, 2021.

Motion Carried

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

The CAO informed Council that the County has from 2016 - 2020, under agreement, leased the 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.

Council having discussed this item; it was moved by:

R-120158 D. GULAYEC

That the County of Two Hills offer to lease the 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 2021 fiscal year, for the annual lease price of \$125.00.

Motion Carried

Willingdon & Dist.
Agricultural
Society

The CAO informed Council of correspondence received from the Willingdon and District Agricultural Society informing that they are applying for the 2021 Community Facility Enhancement Program (CFEP) small grant application to support the interior completion of the indoor roof /ceiling renovation project and are requesting that the County provide matching funds in the amount of \$25,000.00.

Council having discussed this item; it was moved by:

R-120159 S. ODEGARD

That the Willingdon and District Agricultural Society be informed of a variety of grants that may be available for their renovation project; should the 2021 Community Facility Enhancement Program (CFEP) grant be approved inform Administration of the same.

Motion Carried

Road Allowance
Purchase

The CAO informed Council that Mr. D. Charlesworth of Stewart Realty, on behalf of J. Dorey, is requesting to purchase the road allowance along the N1/2 3-55-6 W4.

Council having discussed this item; it was moved by:

R-120160 D. SASKIW

That the road allowance along the N1/2 3-55-6 W4 not be sold due to public use and interest.

Motion Carried

Letter of Request
re: Derwent Golden
Age Club

The CAO informed Council of correspondence received from the Derwent Golden Age Club requesting for a Letter of Support for their applications to the 2021 Community Facility Enhancement Program (CFEP) Small Funding Stream Projects and, the 2021 UFA Rural Communities Foundation Grant.

Council having discussed this item; it was moved by:

R-120161 M. PHILLIPS

That the County of Two Hills provide Derwent Golden Age Club with Letters of Support in their application to both the 2021 Community Facility Enhancement Program (CFEP) Small Funding Stream Projects and, the 2021 UFA Rural Communities Foundation Grant.

Motion Carried

RMA District 5 Meeting The CAO informed Council of correspondence received from RMA detailing the District 5 Meeting, held virtually, on January 22, 2021.

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

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; it was moved by:

R-120162 D. SASKIW

That Council meet in closed-session as per Division 2, Section 16(a)(ii) of the Freedom of Information and Protection of Privacy Act re: Legal with all members in attendance – time 2:47 p.m.

Motion Carried

R-120163 E. YAKEMCHUK

That Council revert back to the regular public meeting with all members in attendance – time 3:11 p.m.

Motion Carried

ESC Report 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.

R-120164 S. ODEGARD

That County of Two Hills fire permits be available by email, fax or in person, having the Fire Chief main contact.

Motion Carried

Correspondence

- Two Hills Regional Waste Management Commission re: Thank you.
- Connect Mobility re: Universal Broad Band Fund Application.

- RMA:
 - Contact Newsletters – December 11 & 20, 2020; and, January 8, 2021.

- Member Bulletins:
 - 2020-12-16 | Resolution Deadline for 2021 Spring Convention.
 - 2020-12-16 | Information on Dutch Elm Disease for Municipalities.
 - 2020-12-16 | Universal Broadband Fund Application Deadline Approaching.
 - 2021-01-04 | RMA Winter 2021 Position Statements Now Available.
 - 2021-01-05 | RMA Board Governance Review Survey.
 - 2021-01-06 | Provide Feedback on the Species at Risk Act.
 - 2021-01-06 | Facility-Based Continuing Care Survey Now Open.

 - 2021-01-07 | New Water Act Code of Practice for Wetland Replacement Works.
 - 2021-01-07 | New Guide to Water Act Authorizations Required for Excavations is Now Available.
 - 2021-01-07 | Environment and Climate Change Canada Releases Technical Guidelines for Environmental Emergency Regulations.
 - 2021-01-12 | Five-Year Report Update Under the Code of Practice for Pits.
 - 2021-01-12 | Register Now for Regional Partnership and Collaboration Course.
 - 2021-01-12 | Alberta Environment and Parks Sport Fishing Regulations Engagement Sessions.

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

R-120165 D. SASKIW

That the next regular Council Meeting be held on Thursday, February 18, 2021 in the Council Chambers at 10:00 a.m. and the Department Head Meeting be held on Wednesday, February 3, 2021 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-120166 E. YAKEMCHUK

That the meeting be adjourned at 3:37 p.m.

Motion Carried

REEVE

CAO