

**COUNTY OF TWO HILLS NO. 21 REGULAR COUNCIL MEETING
February 18, 2021**

Meeting Called to Order The County Council Meeting was called to order by Reeve, D. Gulayec at 10:02 a.m. on Thursday February 18, 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 February 18, 2021 Council Meeting was presented for review and consideration, having the following additions being presented:

- Letter of Request re: Utility Invoice No. 32569.
- Letter of Request re: Two Hills Regional Waste Management Commission.
- MOST Funding re: Two Hills & Area FCSS.
- Federation of Canadian Municipalities re: Annual Membership.
- Clean Farms re: Agri-plastics.
- Spring Creek Maintenance Project re: Update.

There being no further additions; it was moved by:

R-120167 M. PHILLIPS

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

Motion Carried

Previous Minutes The minutes of the January 20, 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-120168 S. ODEGARD

That the minutes of the January 20, 2021 Regular Council Meeting be approved.

Motion Carried

Business Arising from the Minutes

- Correspondence re: previous meeting.
- CAO Performance Evaluation Date.
- Tax Collection Incentives.
- MOST Grant.

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.

Tax Collection Incentives The CAO provided Council information regarding an early payment tax incentive.

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

Bank Rec – January C. McRae, Director of Finance entered the Council Chambers.

The Bank Reconciliation Report for the month ending January 2021 indicating a bank balance of \$ 1, 940, 583.63 was presented for review and consideration.

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

R-120169 **E. YAKEMCHUK**

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

Motion Carried

Reeve, D. Gulayec requested Administration provide Council with additional Financial Reports; Administration will investigate and bring back the same.

C. McRae left the Council Chambers.

Bylaw No. 02-2021 The CAO informed Council of Bylaw No. 02-2021, being the Regional Emergency Management Bylaw of the County of Two Hills, that repeals and replaces Bylaw No. 8-2008 Regional Emergency Management Agency, to encompass changes made to the *Emergency Management Act*.

Council having reviewed and discussed Bylaw No. 02-2021; it was moved by:

R-120170 **S. ODEGARD**

That Bylaw No. 02-2021 be given first reading this 18th day of February, 2021.

Motion Carried

R-120171 **D. SASKIW**

That Bylaw No. 02-2021 be given second reading this 18th day of February, 2021.

Motion Carried

R-120172 **M. PHILLIPS**

That authority to proceed with third and final reading of Bylaw No. 02-2021 be given this 18th day of February, 2021.

Motion Unanimously Carried

R-120173 **E. YAKEMCHUK**

That Bylaw No. 02-2021 be given third and final reading this 18th day of February, 2021.

Motion Carried

ASB-CLUB

The CAO presented Council Clubroot of Crucifers Policy ASB-CLUB for review and consideration, as presented at the Agricultural Service Board Department Head Meeting of February 3, 2021.

Council having discussed this item; it was moved by:

R-120174 **E. YAKEMCHUK**

That Clubroot of Crucifers Policy ASB-CLUB be amended as presented this 18th day of February.

Motion Carried

PUB-GRV-2

The CAO presented Council Gravelling Driveways Policy PUB-GRV-2 for review and consideration; it was resolved at the Special Council Meeting of November 25, 2020 that the County of Two Hills provide the four-year free gravel rotation for 2021, having deliveries be the responsibility of the ratepayer.

Council having discussed this item; it was moved by:

R-120175 **M. PHILLIPS**

That Gravelling Driveways Policy PUB-GRV-2 remain status quo for 2021, having the same reviewed for 2022.

Motion Carried

PUB-GRV-3 The CAO presented Council Private Gravel Sales Policy PUB-GRV-3 for review and consideration; it was resolved at the Special Council Meeting of November 25, 2020 that the County of Two Hills provide private gravel sales to ratepayers as per policy, having deliveries be the responsibility of the ratepayer.

Council having discussed this item; it was moved by:

R-120176 M. PHILLIPS

That Private Gravel Sales Policy PUB-GRV-3 be approved as amended, this 18th day of February, 2021.

Deputy Reeve, E. Yakemchuk requested a recorded vote.

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

Motion Carried

PUB-GRV-4 The CAO presented Council Private Gravel Sales – Industry Policy PUB-GRV-4 for review and consideration, as it was resolved at the Special Council Meeting of November 25, 2020 that the County of Two Hills provide private gravel sales to industry as per policy, having deliveries be the responsibility of the purchaser.

Council having discussed this item; it was moved by:

R-120177 M. PHILLIPS

That Private Gravel Sales – Industry Policy PUB-GRV-4 be approved as amended, this 18th day of February, 2021.

Motion Carried

Letter of Request re: TELUS The CAO informed Council of correspondence received from TELUS requesting a Letter of Support in their application to the Universal Broadband Fund for a financial contribution to improve access to wireless services within the County of Two Hills.

Council having discussed this item; it was moved by:

R-120178 M. PHILLIPS

That the County of Two Hills provide a Letter of Support to TELUS in their application to the Universal Broadband Fund.

Motion Carried

Letter of Request re: Clearwave Broadband Networks Inc. The CAO informed Council of correspondence received from Clearwave Broadband Networks Inc. requesting a Letter of Support in their application to the Universal Broadband Fund to improve access to wireless services within the County of Two Hills.

Council having discussed this item; it was moved by:

R-120179 S. ODEGARD

That the County of Two Hills provide a Letter of Support to Clearwave Broadband Networks Inc. in their application to the Universal Broadband Fund.

Motion Carried

Returning Officer Appointment The CAO informed Council pursuant to Section 13(1) of the *Local Authorities Election Act*, Revised Statutes of Alberta 2000, Chapter L-21 provides that “an elected authority may, by resolution, appoint a returning Officer for the purpose of conducting elections under this Act”.

Council having discussed this item; it was moved by:

R-120180 E. YAKEMCHUK

That Sally Dary, CAO of the County of Two Hills be appointed Returning Officer for the 2021 Municipal Election.

Motion Carried

Deputy Reeve, E. Yakemchuk left the Council Chambers - 10:48 a.m.

RMA Spring
Convention and
Tradeshow

The CAO informed Council, that due to COVID-19 Coronavirus, the Annual RMA Spring Conference and Tradeshow is to be held virtually on March 16 – 17, 2021.

Council having discussed this item; it was moved by:

R-120181 D. SASKIW

That all Councillors, CAO and appointed staff be authorized to attend the Annual RMA 2021 Spring Virtual Conference on March 16 – 17, 2021.

Motion Carried

Policy Review
Meeting Date

The CAO requested Council to set a date and time to review and discuss the Municipal Policy and Information Manual of the County of Two Hills.

Council having discussed this item; it was moved by:

R-120182 S. ODEGARD

That a Special Council Meeting to review the Municipal Policy and Information Manual be held on March 10, 2021 at 10:00 am in the Council Chambers

Motion Carried

Letter of Request
re: Utility Invoice
No. 32569

The CAO informed Council of correspondence received from the Landowner of 11-Main Road, Derwent, requesting that overage charges for the billing period of November 1 to December 31, 2020 be written off.

Council having discussed this item; it was moved by:

R-120183 S. ODEGARD

That the request for overage charges to be written off on 11-Main Road, Derwent be denied.

Motion Carried

ESC Report

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

Council having discussed the Mutual Fire Agreement with the County of Vermilion River; it was moved by:

R-120184 S. ODEGARD

That County of Two Hills enter into a Mutual Fire Aid Agreement with the County of Vermilion River this 18th day of February, 2021.

Motion Carried

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

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-120185 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 11:33 a.m.

Motion Carried

Deputy Reeve, E. Yakemchuk entered the Council Chambers – time 12:36 p.m.

R-120186 E. YAKEMCHUK

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

Motion Carried

Federation of
Canadian
Municipalities

The CAO requested Council review the annual Federation of Canadian Municipalities (FCM) membership, placing the 2021 membership on the table for discussion.

Council having discussed this item; it was moved by:

R-120187 E. YAKEMCHUK

That the County of Two Hills not participate as a member of the Federation of Canadian Municipalities (FCM).

Motion Carried

Clean Farms re:
Agri-plastics

E. Kozak entered the Council Chambers.

E. Kozak informed Council that the County of Two Hills has been selected by Clean Farms as an Agri-plastics recycling site; placing Agri-plastics collection and recycling on the table for discussion.

Council having discussed this item; Administration will invite Clean Farms to make a presentation at the March Agricultural Service Board Department Head.

Spring Creek
Maintenance
Project re: Update

E. Kozak provided Council an update on Spring Creek Maintenance Project; and, Bridge Files 74273 and 1292.

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

Next Meeting Date

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

R-120188 E. YAKEMCHUCK

That the next regular Council Meeting be held on Wednesday, March 24, 2021 in the Council Chambers at 10:00 a.m. and the Department Head Meeting be held on Thursday, March 4, 2021 in the Council Chambers at 10:00 a.m.

Motion Carried

Recess

R-120189 D. SASKIW

That the meeting be recessed – time 2:38 p.m.

Motion Carried

The meeting reconvened at 2:49 p.m., having all Councillors in attendance.

Director of Utilities
Report

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

On conclusion of the report, P. Gordeyko left the Council Chambers.

City of Cold Lake

Reeve, D. Gulayec placed a news release from the City of Cold Lake on the table for review and consideration.

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

M.D. of Bonnyville Reeve, D. Gulayec placed correspondence from the M.D. of Bonnyville on the table for review and consideration.

Council having discussed this item; it was moved by:

R-120190 D. SASKIW

That the County of Hills provide a letter of support to the M.D. of Bonnyville regarding the Western Canadian Municipal Advocate.

Motion Carried

- Correspondence
- M.D. of Bonnyville re: Need for a Stronger Western Canadian Municipal Advocate.
 - Two Hills 4H re: Donation.
 - 2021 FCM Conference – June 3 – 6, 2021.
 - Alberta Municipal Affairs re: 2018 Municipal Accountability Program (MAP).
 - RMA:
 - Contact Newsletters – January 22 & 29, 2021; and, February 5 & 12, 2021.
 - Member Bulletins:
 - 2021-01-18 | RMA 2021 Spring Convention Going Virtual.
 - 2021-01-20 | Register for Infrastructure Asset Management Alberta's Upcoming Virtual Workshop.
 - 2021-01-20 | Apply for an Asset Management Grant Through MAMP.
 - 2021-01-25 | Highway Development Pilot Program Expression of Interest.
 - 2021-01-27 | Provide Feedback on RMA's Community Aggregate Payment Levy Survey.
 - 2021-02-03 | Winter 2021 Advocacy Report Card Now Available.
 - 2021-02-03 | Register Now for Rural Connectivity Forum.
 - 2021-02-10 | Attend the Code of Practice for Wetland Replacement Works Webinar.
 - 2021-02-10 | Registration Now Open for Two EOEP Courses.
 - 2021-02-11 | Register for RMA and AUMA's President's Summit on a Provincial Police Force.
 - 2021-02-11 | Alberta Police Interim Advisory Board Releases Policing Priorities Report.
 - 2021-02-12 | Participate in the Hydrogen Roadmap Engagement Session.

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

R-120191 M. PHILLIPS

That the meeting be adjourned at 3:34 p.m.

Motion Carried

REEVE

CAO