

**COUNTY OF TWO HILLS NO. 21 REGULAR COUNCIL MEETING
January 31, 2024**

Meeting Called to Order The County Council Meeting was called to order by Reeve, M. Phillips at 10:10 a.m. on Wednesday, January 31, 2024.

Attendance Present were:

D. Gulayec	S. Dary, CAO
M. Phillips	T. Alexopoulos, Recording Secretary
D. Saskiw	Press:
S. Dutrisac	Two Hills Chronicle – R. Rajoo
E. Yakemchuk	

Agenda The Agenda for the January 31, 2024 Council Meeting was presented for review and consideration, having the following additions being presented:

- Stars Foundation – re: Request for Support
- January 11, 2024 Special Council Meeting minutes
- Weekly Constituency Update from MLA Jackie Armstrong-Homeniuk re: 2023 Canada-Alberta Drought Livestock Assistance Program
- Dog Bylaw re: Hamlets
- Collaborative Workshops
- Donations Request
- Ukraine Funds
- Myrnam River Ridge Riders Association re: Request for Funding
- County of Minburn re: Joint Regional Meeting
- Federation Canadian Municipalities (FCM)
- Ratepayer Concerns

There being no further additions; it was moved by:

R-130238

E. YAKEMCHUK

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

Motion Carried

Previous Minutes

The minutes of the November 22, 2023 Regular Council Meeting having been presented to each Councillor and each Councillor having declared to have received and read the minutes, Reeve, M. Phillips asked for adoption.

R-130239

D. SASKIW

That the minutes of the November 22, 2023 Regular Council Meeting be approved.

Motion Carried

The minutes of the December 4, 2023 Special Council Meeting having been presented to each Councillor and each Councillor having declared to have received and read the minutes, Reeve, M. Phillips asked for adoption.

R-130240

D. GULAYEC

That the minutes of the December 4, 2023 Special Council Meeting be approved.

Motion Carried

The minutes of the December 7, 2023 Special Council Meeting having been presented to each Councillor and each Councillor having declared to have received and read the minutes, Reeve, M. Phillips asked for adoption.

R-130241

E. YAKEMCHUK

That the minutes of the December 7, 2023 Special Council Meeting be approved.

Motion Carried

The minutes of the December 14, 2023 Special Council Meeting having been presented to each Councillor and each Councillor having declared to have received and read the minutes, Reeve, M. Phillips asked for adoption.

R-130242

S. DUTRISAC

That the minutes of the December 14, 2023 Special Council Meeting be approved.

Motion Carried

The minutes of the January 11, 2024 Special Council Meeting having been presented to each Councillor and each Councillor having declared to have received and read the minutes, Reeve, M. Phillips asked for adoption.

R-130243

D. GULAYEC

That the minutes of the January 11, 2024 Special Council Meeting be approved.

Motion Carried

Business Arising from the Minutes:

Brownlee LLP re:
Emerging Trends

The CAO informed Council that Brownlee LLP will be holding a Municipal Seminar on February 15, 2024 having the Edmonton date offering a live stream option for virtual attendance and will be held in the Chambers Council, having Council and Administration authorized to attend. Council having discussed this, it was accepted as information.

RMRF re: Municipal
Law Seminar

The CAO informed Council that Reynolds Mirth Richards and Farmer will be holding a Municipal Law Seminar Friday February 9, 2024 in Edmonton at the Delta Hotel Edmonton South. Council having discussed this item; it was consensus that Council and Administration be authorized to attend and accepted as information.

Bylaw No 02-2024

The CAO presented Bylaw No 02-2024 Schedule of Fees – Schedule A inquiring the monthly fee for sewage commercial customers. Council having discussed this item; it was consensus to keep the rate the same and bring back at a future Council Meeting.

Municipal Census re:
2026

The CAO presented the Municipal Census and Federal Census 2026 to Council, informing that IT and the CAO will be attending a virtual training seminar.

Council having discussed this item; it was moved by:

R-130244

D. SASKIW

That the County of Two Hills Council accept the Municipal Census and Federal Census 2026 documentation as information, having Administration providing details at a future Council Meeting.

Motion Carried

K. Klymiuk, IT Personnel entered the Council Chambers.

R. Rajoo, Press, Two Hills Chronicle Reporter entered the Council Chambers.

Grants re: Charged
for Change

The CAO placed Charged for Change Grant on the table for review, consideration, and discussion. Further to Councils discussion it was consensus that administration investigate further into possible alliances/business partners and property.

Council having discussed this item; it was moved by:

R-130245

S. DUTRISAC

That Administration investigate Charged for Change Grant further and should a favorable outcome exist, bring back to a future Council Meeting.

Motion Carried

K. Klymiuk, IT personnel left the Council Chambers

Two Hills Eagles
Pond Hockey re:
Letter of Request

The CAO presented Council a letter of request received from the Two Hills Eagles Pond Hockey requesting a monetary donation for their tournament February 24, 2024. The CAO informed the Organization the County's policy is to donate material items for Auction or Raffle and not monetary, having The County of Two Hills donated a Raffle item. Council having discussed this item; it was accepted as information.

Willingdon and
District Fish &
Game Association
re: Letter of Request

The CAO presented Council a letter of request received from Willingdon and District Fish & Game Association requesting a specific donation of gravel for their 41st silent/live auction held January 27, 2024. The County of Two Hills policy for Donation of Gravel sets out the amount of gravel donation for Non-profit Organizations, Private Organizations and that a second load of gravel may be provided upon justification of community donations of the organization.

Council having discussed this item; it was moved by:

R-130246

S. DUTRISAC

That the Administration amend policy ADM-DON-1 to reflect gravel that may be provided upon justification of community donations of the organization.

Motion Carried

Bank Rec –
November &
December

The Bank Reconciliation report for the month ending November 2023 indicating a bank balance of \$5,252,867.47 was presented for review and consideration.

The Bank Reconciliation report for the month ending December 2023 indicating a bank balance of \$1,237,764.37 was presented for review and consideration.

Council having reviewed and discussed the November & December 2023 Bank Reconciliation reports; it was moved by:

R-130247

S. DUTRISAC

That the Bank Reconciliation reports for the month ending November 2023, as presented, reviewed and discussed by Council be approved, signed and incorporated into the minutes.

Motion Carried

R-130248

S. DUTRISAC

That the Bank Reconciliation reports for the month ending December 2023, as presented, reviewed, and discussed by Council be approved, signed and incorporated into the minutes.

Motion Carried

Ukrainian Funds

The CAO placed Ukrainian Funds on the table for discussion. It was noted there are funds in the account to disperse to a family in need.

Council having discussed this item: it was moved by:

R-130249

D. GULAYEC

That Administration investigate donating the funds to another Ukrainian family in need and bring back to an upcoming meeting.

Motion Carried

Bylaw No 01-2024

The CAO presented Council Bylaw No. 01-2024, Section 256(1)(2)(3) of the *Municipal Government Act* authorizing 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 reviewed and discussed Bylaw No. 01-2024; it was moved by:

- R-130250** **D. GULAYEC**
That Bylaw No. 01-2024 be given first reading this 31st day of January, 2024.
- Motion Carried
- R-130251** **S. DUTRISAC**
That Bylaw No. 01-2024 be given second reading this 31st day of January, 2024.
- Motion Carried
- R-130252** **E. YAKEMCHUK**
That authority to proceed with third and final reading of Bylaw No 01-2024 be given this 31st day of January, 2024.
- Motion Unanimously Carried
- R-130253** **D. SASKIW**
That Bylaw No. 01-2024 be given third and final reading this 31st day of January, 2024.
- Motion Carried
- 2024 Statutory and Proclaimed Holidays The CAO informed Council may declare up to two days in a year as Civic Holidays (as authorized under Section 56 of the *Municipal Government Act*).
- County Gas Service Personnel take turns being on call during the year and require the approved Statutory and 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-130254** **D. GULAYEC**
That Council approve the 2024 Statutory and Proclaimed Holiday Schedule as presented (thus proclaiming Monday April 1, 2024 (Easter Monday) and Tuesday, December 24, 2024 (Christmas Eve) as holidays).
- Motion Carried
- Tax Notice re: 2024 and 2025 Tax Penalties The CAO presented Tax Notice interest rates and arrears for the 2024/2025 calendar year for review.
- The current penalties or failure to make payment on or prior to October 31 of the current year will constitute a penalty of 2.0% = November 1st; Failure to make payment on or before November 30th will constitute a penalty of 5.0%. All taxes unpaid after the last day of December are deemed to be in arrears and subject to a 10.0% penalty.
- Council having discussed this item; it was moved by:
- R-130255** **D. SASKIW**
That Council approve the 2024/2025 Tax Notice change as follows: Failure to make payment on or prior to October 31 of the current year will constitute a penalty of 10.0% = November 1st. All taxes unpaid after the last day of December are deemed to be in arrears and subject to a 7.0% penalty.
- That Administration provide the Hamlet vacant and unpaid properties in arrears and bring back to a future Council Meeting.
- Motion Carried
- Land Lease Request re: TWP 531 and RR 113 The CAO presented Council correspondence received from the landowner of S ½ NW 6 53 12 W4, requesting the County of Two Hills accept an offer for lease of TWP 531 and RR 113, alongside SW 9 55 11 W4 & SE 8 55 11 W4. The ratepayer proposal is to lease the land and install a Texas Gate at the intersection of TWP 531 and RR 113, to allow for cattle to safely remain on the road allowance while grazing, while allowing the general public to access the roadway. A swinging gate would be

installed on either side of the Texas gate to allow cattle to enter and exit the road allowance. The proposed work and infrastructure would be funded by the ratepayer. The proposed work would be complete in the spring of 2024.

Council having discussed this item; it was moved by:

R-130256

E. YAKEMCHUK

That the County of Two Hills enter into a Land Lease Agreement with the owner of S 1/2 NW 6 53 12 W4, alongside SW 9 55 11 W4 & SE 8 55 11 W4, TWP 531 and RR 113 with the condition that a letter from the adjacent landowners or Rental Agreement be provided to the County of Two Hills.

Motion Carried

Delegation(s)
11:30 a.m.

Sgt. D. Henry, Two Hills RCMP Detachment Commander, was invited into the Council Chambers to provide updated crime statistics.

There being no further discussion, Sgt. D. Henry thanked Council for their time and left the Council Chambers.

Recess

S. DUTRISAC

That the meeting be recessed – time 11:57 a.m.

Motion Carried

The meeting reconvened at 1:27 p.m. having all Councillors in attendance.

Bylaw No 8-2000

Councillor, S. Dutrisc informed Council of ratepayer concerns of dogs in the area and what authority Bylaw Officers can enforce due to the Bylaw. Council having discussed this item; it was consensus that Administration investigate the current Bylaw No 8-2000 and present at a later date.

County of Minburn
and County of
Vermilion River re:
Joint Meeting

Deputy Reeve, D. Gulayec, informed Council the County of Minburn and County of Vermilion River reached out to discuss Joint Meetings with the County of Two Hills. Upon discussion it was noted in previous years the Counties met for Joint Regional Meetings and were inquiring as to whether this would be a possibility in the future.

Council having discussed this item; it was moved by:

R-130257

D. GULAYEC

That the County of Two Hills Administration contact County of Minburn and County of Vermilion River Administration to discuss and possibly schedule a Joint Meeting.

Motion Carried

Myrnam River Ridge
Riders Association
re: Lette of Request

Reeve M. Phillips placed the Myrnam River Ridge Riders letter of request for financial assistance (short term) for a clubhouse/groomer storage in the Village of Myrnam on the table for consideration and discussion.

Council having discussed this item; it was moved by:

R-130258

S. DUTRISAC

That Administration investigate providing Myrnam River Ridge Riders financial assistance (short term) for storage in the Village of Myrnam and proceed providing all required parameters are met.

Motion Carried

FCM re: Annual
Conference and
Trade Show 2024

The CAO informed Council that FCM Annual Conference and Trade Show will be held June 6-9, 2024 at the Calgary Telus Convention Centre in Calgary, AB.

Council having discussed this item; it was moved by:

R-130259

E. YAKEMCHUK

That Council and Administration be authorized to attend the FCM Annual Conference and Trade Show 2024 held June 6-9, 2024 at the Calgary Telus Convention Centre in Calgary, AB.

Motion Carried

STARS Foundation
re: Request for
Support

The CAO placed the STARS Foundation Request for Support on the table for review, consideration and discussion. Noting the Derwent Fire Department fund raises within the County of Two Hills and provides in excess of \$21,000.00.

Council having discussed this item; it was moved by:

R-130256

E. YAKEMCHUK

That the County of Two Hills donate \$500.00 to STARS for the 2024 and 2025 fiscal year as in previous years.

Motion Carried

Weekly MLA
Update re: 2023
Canada-Alberta
Drought Livestock
Assistance Program

The CAO provided Council correspondence received from MLA Jackie Armstrong-Homeniuk that the Government of Canada and Alberta are updating the 2023 Canada-Alberta Drought Livestock Assistance program to support more livestock producers. This new update applies to producers within the regions of Elk Island, Lamont, Minburn, Strathcona and Two Hills. The extended deadline to apply for financial assistance is February 22, 2024. Eligible livestock producers should apply at AFSC.ca.

Council having discussed this item: it was moved by:

R-130257

S. DUTRISAC

That the County of Two Hills accept the correspondence as information and set out in the County of Two Hills Highlights.

Motion Carried

Derwent Recreation
Centre re : Letter of
Request

The CAO placed Derwent Recreation Centre Letter of Request regarding Cabin Fever Event to be held February 10, 2024, on the table for discussion and consideration.

Council having discussed this item; it was moved by:

R-130258

D. SASKIW

That the County of Two Hills provide the Derwent Recreation Centre \$500.00 for the Cabin Fever Fundraiser February 10, 2024.

Motion Carried

Ratepayer Concern

The CAO provided Council a letter received from a concerned ratepayer regarding the Dust Control application and dates on the table for review, discussion and consideration.

Council having discussed this item: it was moved by:

R-130259

E. YAKEMCHUK

That Administration investigate road use on RR121 and if required, request a Haul Road Agreement from the ratepayer on NW 24 56 12 W4, also investigate the application of MG30 and contact KorTech for release of early application of MG30.

Motion Carried

Collaborative
Workshops

The CAO placed Collaborative Workshops on the table for discussion. Councillor S. Dutrisc suggested that when promoting a workshop, the same should be done on all areas of promotion, i.e. public and private.

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

R-130260

E. YAKEMCHUK

That the Regular Council Meeting be held on Wednesday February 21st, 2024 in the Council Chambers at 10:00 a.m.

Motion Carried

Reports:

Safety Coordinator Report

P. Veres, Safety Coordinator entered the Council Chambers.

P. Veres, Safety Coordinator provided Council the Safety Department's Agenda regarding the Presentation of COR Certificate, 2023 Achievements and the 2024 Action Plan for the County of Two Hills.

P. Veres, Safety Coordinator left the Council Chambers.

T. Alexopoulos, Recording Secretary left the Council Chambers

R. Rajoo, Press, Two Hills Chronicle Reporter 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*.

R-130261

D. GULAYEC

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 2:41 p.m.

Motion Carried

R-130262

S. DUTRISAC

That the County of Two Hills revert back to their Regular Council Meeting – time 3:03 p.m.

Motion Carried

Reports:

Director of Utilities Report

T. Alexopoulos, Recording Secretary entered the Council Chambers.

P. Gordeyko, Director of Utilities entered the Council Chambers.

P. Gordeyko, Director of Utilities updated Council the current Water Report as follows:

1. Tank Loaders Willingdon and Derwent;
2. Derwent Service Line Rehabilitation;
3. Ace Operation Contract;
4. Duvernay WTP Upgrade;
5. Hairy Hill West Lift Station;
6. Willingdon Fire Hydrants;
7. Sandy Lake Pump House;
8. Jackfish Lake Cistern;
9. Derwent Lift Station;
10. Town of Two Hills Water Operation Request; and
11. County of Minburn.

P. Gordeyko, informed Council of a Managers Meeting March 6-8, 2024 at Hotel Clique, Calgary, AB and will be attending.

P. Gordeyko, Director of Utilities left the Council Chambers.

Fire Coordinator Update

The CAO informed Council the Fire Coordinator position is currently filled (temporarily) and the advertisement is currently running on several sites until a suitable candidate is found.

Councillor, E. Yakemchuk left the Council Chambers.

Correspondence & Information Items

- Correspondence received from Municipal Affairs -Calgary-Hays.
- Correspondence received from Municipal Affairs – Calgary-South East.
- Ace December Newsletter.
- Correspondence received from MLA Jackie Armstrong-Homeniuk.
- County of Two Hills No. 21- MSI & LGFF Funding Comparison.
- **RMA Member Bulletins:**
- 2023-11-01 | Drought Relief Support for Livestock Producers.
- 2023-11-02 | One Emergent Resolution Added to Fall 2023 Order Paper.
- 2023-11-16 | Brownlee LLP Technical Report on Quasi-Judicial Agencies Now Available.
- 2023-11-17 | Applications Open for the Small Community Opportunity Program.
- 2023-11-17 | MGA Councillor Accountability and Local Authorities Election Act Public Survey.
- 2023-11-17 | Resolution Deadline for Spring 2024 Convention.
- 2023-11-23 | Call for Nominations for SCC Private Sub-Council and Building Sub-Council.
- 2023-11-23 | RMA Provides Input into AUC Electricity Generation Inquiry.
- 2023-11-27 | Consultation on Migratory Bats Being Added to the Federal List of Wildlife Species at Risk.
- 2023-11-28 | Nominations Open for Ministers Awards for Transportation Innovation.
- 2023-12-05 | Moisture Deficiency Insurance and Endorsement Programs.
- 2023-12-05 | Rural Transit Solutions Fund Now Accepting Applications.
- 2023-12-06 | RMA Members – Complete the Wildfire Impacts Survey.
- 2023-12-07 | RMA Seeking Answers on Drought Recovery Funding Gaps.
- 2023-12-08 | Changes to RMA’s Resolutions Process.
- 2023-12-11 | Register for EOEP Munis 101 Online Course.
- 2023-12-14 | AUC Inquiry Oral Hearings Available Online.
- 2023-12-14 | Government of Alberta Launches New Oil and Gas Reclamation Pilot Projects.
- 2023-12-14 | Participate in Upcoming Engagements on Alberta Health Restructuring.
- 2023-12-14 | Provide Input into the Development of Budget 2024.
- 2023-12-15 | Local Government Fiscal Framework Allocation Formula Released.
- 2023-12-22 | 2023 Resolutions Status Update – Volume 2 Now Available.

- **RMA:** Contact Newsletters – January 5, 2024- January 19, 2024.

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

R-130263

D. SASKIW

That the meeting be adjourned at 4:00 p.m.

Motion Carried

REEVE

CAO