

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

Meeting Called to Order The County Council Meeting was called to order by Reeve, M. Phillips at 10:03 a.m. on Wednesday, February 21, 2024.

Attendance Present were:

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

Agenda The Agenda for the February 21, 2024 Council Meeting was presented for review and consideration, having the following additions being presented:

- Municipal Affairs – Alberta Community Partnership Grant
- Grants - Charged for Change
- Snowplowing – Driveways – Ratepayer Concerns
- Gas line Crossing – landowner request NW 20-53-7-W4

There being no further additions; it was moved by:

R-130264

D. GULAYEC

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

Motion Carried

Previous Minutes The minutes of the January 31, 2024 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-130265

E. YAKEMCHUK

That the minutes of the January 31, 2024 Regular Council Meeting be approved.

Motion Carried

Business Arising from the Minutes:

Land Lease Agreement for SW-9-55-11-W4 & SE-8-55-11-W4 The CAO placed Land Lease Agreement for SW-9-55-11-W4 and SE-8-55-11-W4 on the table updating Council further to the motion on January 31, 2024 Regular Council Meeting “That the County of Two Hills enter into a Land Lease Agreement with the owner of S ½ 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”. Council having discussed this item; it was consensus that Administration contact legal regarding County of Two Hills Land Lease Agreement and bring back to a future Regular Council Meeting.

County of Minburn and County of Vermilion River re: Joint Meeting The CAO informed Council that correspondence to the County of Minburn and County of Vermilion River resulted in discussions regarding Council and CAO attendance. Council having discussed this item; it was consensus that Council and CAO’s attend and request the meeting be attended in the County of Two Hills with the County of Two Hills hosting the Joint Meeting in the month of April.

Willingdon 4-H Multi Club re: Letter of Request The CAO presented Council a letter of request received from the Willingdon 4-H Multi Club requesting a donation for their Shrove Tuesday Pancake Supper & Silent Auction to be held February 13, 2024. The CAO informed Council a donation was provided. Council having discussed this item; it was accepted as information.

Myrnam River
Ridge Riders
Association re:
Letter of Support

The CAO placed the Myrnam River Ridge Riders letter of support for an application of grant assistance for constructing a new building in the Village of Myrnam as a club house/groomer storage.
Council having discussed this item; it was moved by:

R-130266

D. GULAYEC

That the County of Two Hills provide the Myrnam River Ridge Riders a Letter of Support for their Application of Grant Assistance for constructing a new building in the Village of Myrnam for a club house/groomer storage.

Motion Carried

K. Winterbottom, Public Works Supervisor entered the Council Chambers.

W. Kuhn, Assistant Public Works Supervisor entered the Council Chambers.

Dust Control
Policy- PUB-DUS-
1

The CAO placed Dust Control Policy on the table for discussion regarding ratepayer concerns of timing of application. K. Winterbottom, Public Works Supervisor and W. Kuhn, Assistant Public Works Supervisor informed Council application is typically early June depending on many factors as to application times such as one being Agricultural traffic. Council having discussed this item; it was consensus to table Duct Control Policy PUB-DUS-1 to an upcoming meeting for administration to gather more information.

K. Winterbottom, Public Works Supervisor left the Council Chambers.

W. Kuhn, Assistant Public Works Supervisor left the Council Chambers.

Delegation(s)
10:30 a.m.

Benjamin Proulx, Director Municipal Services Advisory, and Doug Lagore, Municipal Services Advisor, of Transitional Solutions Inc. were invited into the Council Chambers virtually to provide a presentation regarding their current project with the Town of Two Hills and the Village of Myrnam. The representatives for Transitional Solutions Inc. advised Council there will be an information session held on February 29, 2024 in Myrnam at CTEC Building between 3:00 p.m. and 7:00 p.m.

There being no further discussion, Benjamin Proulx and Doug Lagore thanked Council for their time and left the virtual Council Chambers.

Council having discussed this item; it was moved by:

R-130267

S. DUTRISAC

That the County of Two Hills Council accept the Presentation from Benjamin Proulx and Doug Lagore of Transitional Solutions Inc. as information.

Motion Carried

K. Winterbottom, Public Works Supervisor entered the Council Chambers.

W. Kuhn, Assistant Public Works Supervisor entered the Council Chambers.

Ratepayer
Concerns re: TWP
550 W of Hwy 857
and RR 121 N of
Hwy 564 MG30
Application.

The CAO placed ratepayer concerns regarding MG30 application on RR 121 North of TWP 564. Discussion with the landowner of NW 24-56-12-W4 and has agreed to pay for \$1,200.00 of dust control spanning between both ratepayers on RR 121 for the 2024 season.

The CAO placed MG30 application on TWP 550 West of HWY 857 in discussion with the landowner of Se 6-55-14-W4 they have agreed to pay for costs of dust control.

Council having discussed these items; it was accepted as information.

The CAO placed Graders for Consignment/Sales on the table for discussion.

2024 Grader
Tenders re:
Consignment/Sales

W. Kuhn, Assistant Public Works Supervisor informed Council there are currently four (4) 2015 Cat 160M AWD graders to sell in the 2024 calendar year. They have reached out to organizations to provide current market value and selling/consignment options. Once the information is received, same will be brought back to an upcoming Department Head Meeting. Council having discussed this item; it was accepted as information.

The CAO placed Hairy Hill and Two Hills Fire Department Tankers on the table for discussion.

Hairy Hills and
Two Hills Fire
Departments re:
Tankers

W. Kuhn, Assistant Public Works Supervisor informed Council the Two Hills Fire Department has agreed to receive the water tender from the Hairy Hill Fire Department. The Hairy Hill Fire Department has agreed to house the new water tender, pending the purchase of a water tender.

Council having discussed this item; it was consensus that Public Works gather additional information regarding price and budget of a water tender and bring back to an upcoming Department Head Meeting.

Letter of Request
re: SE-8-55-7-W4

The CAO placed a Letter of Request received from the landowner of SE 8-55-7-W4 requesting the gates and panels blocking the dead-end road at the end of RR 74 remain. Council having discussed this item; it was noted Administration will contact legal regarding the Land Lease Agreement, it was moved by:

R-130268

D. SASKIW

That Administration obtain legal advice regarding the County of Two Hills Land Lease Agreement and bring back to an upcoming Meeting.

Motion Carried

Policy-PUB-GRV-
4 re: Private Gravel
Sales

The CAO placed PUB-GRV-3 regarding Private Gravels Sales on the table for review, consideration and discussion.

Council having discussed this item; it was moved by:

R-130269

E. YAKEMCHUK

That Private Gravel Sales Policy PUB-GRV-3 be approved as amended this 21st day of February, 2024.

Motion Carried

Policy – PUB-
GRV-4
Re: Private Gravel
Sales – Industry

The CAO placed PUB-GRV-4 regarding Private Gravel Sales - Industry on the table for review, consideration and discussion.

Council having discussed this item; it was moved by:

R-130270

D. SASKIW

That Private Gravel Sales - Industry Policy PUB-GRV-4 be approved as amended this 21st day of February, 2024.

Motion Carried

Snowplowing -
Driveways

The CAO placed snowplowing of driveways on the table for discussion. A concerned ratepayer expressed concerns of paying for a service that may only be utilized once or twice throughout the season.

Council having discussed this item; it was moved by:

R-130271

E. YAKEMCHUK

That the County of Two Hills accept the Snowplowing Agreement concerns from a concerned ratepayer as information.

Motion Carried

County of Two Hills Fire Trucks The CAO placed County of Two Hills Fire Trucks on the table for review and discussion.

K. Winterbottom, Public Works Supervisor, informed the Council the current five units are reaching the end of their 20-year lifespan for first responding units. The recommendation being a testing/inspection of the units to increase the lifespan of the units, possibly another five years provided if annual tests are completed and the units pass.

Council having discussed this item; it was moved by:

R-130272

S. DUTRISAC

That the County of Two Hills add the Fire trucks to a Capital Plan for the years of 2025, 2026 and 2027.

Motion Carried

K. Winterbottom, Public Works Supervisor left the Council Chambers.

W. Kuhn, Assistant Public Works Supervisor left the Council Chambers.

Recess

S. DUTRISAC

That the meeting be recessed – time 12:04 p.m.

Motion Carried

The meeting reconvened at 1:02 p.m. having all Councillors in attendance.

Bank Rec –
January

The Bank Reconciliation report for the month ending January 2024 indicating a bank balance of \$3,283,988.88 was presented for review and consideration.

Council having reviewed and discussed the January 2024 Bank Reconciliation report; it was moved by:

R-130273

D. GULAYEC

That the Bank Reconciliation report for the month ending January 2024, as presented, reviewed and discussed by Council be approved, signed and incorporated into the minutes.

Motion Carried

Bylaw No. 02.2024
re: Schedule of
Fees

The CAO presented Bylaw No. 02-2024 being a Bylaw of the County of Two Hills that repeals and replaces Bylaw No. 08-2021 Schedule of Fees – Schedule ‘A’ to Include Gravel Fees relating to Private Gravel Sales and Private Gravel Sales-Industry. Also, it was resolved to update the monthly fees for water, sewage and garbage services, effective March 1, 2024.

Council having reviewed and discussed Bylaw No. 02-2024; it was moved by:

R-130274

D. SASKIW

That Bylaw No. 02-2024 be given first reading this 21st day of February, 2024.

Motion Carried

R-130275

S. DUTRISAC

That Bylaw No. 02-2024 be given second reading this 21st day of February, 2024.

Motion Carried

R-130276

D. SASKIW

That authority to proceed with third and final reading of Bylaw No. 02-2024 be given this 21st day of February, 2024.

Motion Carried

R-130277

E. YAKEMCHUK

That Bylaw No. 02-2024 be given third and final reading this 21st day of February, 2024.

Motion Carried

Policy ADM-PER-29 re: Vacation & Vacation Pay Entitlements

The CAO placed Vacation & Vacation Pay Entitlements Policy ADM-PER-29 on the table for review, discussion and consideration.

Council having discussed this item; it was moved by:

R-130278

D. SASKIW

That the County of Two Hills amend Policy No. ADM-PER-29 as presented this 21st day of February, 2024.

Motion Carried

Rural Municipalities of Alberta Spring Convention

The CAO informed Council that the Annual Rural Municipalities of Alberta Spring Conference is to be held in Edmonton, Alberta on March 18-20, 2024 at the Edmonton Convention Centre.

Council having discussed this item; it was moved by:

R-130279

E. YAKEMCHUK

That all Councillors, CAO and appointed staff be authorized to attend the Annual RMA Spring Conference in Edmonton, Alberta at the Edmonton Convention Centre March 18-20, 2024.

Motion Carried

Reports:
Fire Coordinator Report

B. Straty, Fire Coordinator entered the Council Chambers

B. Straty, Fire Coordinator provided Council an update regarding the current purchase of fire fighting foam, fire fighting gear purchased in 2023 and the expected arrival to be March 2024. An update on the 10:01 training to be written in late April 2024. An update on the Ice Water Refresher training to take place at Jackfish Lake Saturday February 24, 2024 commencing at 8:30 a.m.

B. Straty, Fire Coordinator informed Council that fire season is upon Alberta and urges discretion when issuing fire permits as restrictions may be soon applied. Also, adding ways to assist with issues in the long run such as revisiting burn piles in the spring and ensuring piles are stirred.

B. Straty, Fire Coordinator left the Council Chambers.

Grants re: Charged for Change

The CAO placed Charged for Change on the table providing Council an update from the January 31, 2024 motion informing administration investigated the possible alliances/business partners however the CAO was informed they do not meet the criteria of people per capita. Council having discussed this item; it was accepted as information.

Municipal Affairs re: ACP Grant

The CAO informed Council the County of Two Hills was approved for the Municipal Affairs Alberta Community Partnership Grant. Council having discussed this item; it was accepted as information.

Gas Line Crossing
On NW 20-53-7-
W4 Deputy Reeve, D. Gulayec placed Natural Gas Service (Cost of Service) from the January 11, 2024 Natural Gas Committee Meeting Council regarding NW 20-53-7-W4 on the table for discussion.

R-130280 **D. GULAYEC**
That the County of Two Hills approve a gas line crossing (NW 20-53-7-W4) on County of Two Hills right of way implementing a caveat on the said title.

Deputy Reeve, D. Gulayec requested a recorded vote.

In Favour
D. Gulayec

Against
M. Phillips
D. Saskiw
S. Dutrisac
E. Yakemchuk

Motion Defeated

R-130281 **S. DUTRISAC**
That Administration contact legal regarding Secondary lines crossing County of two Hills right of ways, bringing back Policy if recommended.

Motion Carried

Correspondence & Information Items

Northeast Alberta
Alliance for
Growth &
Opportunity
(NAAGO) Deputy Reeve, G. Gulayec provided correspondence received from Northeast Alberta Alliance Growth & Opportunity (NAAGO) correspondence to the Minister of Indigenous Relations, Honorable Rick Wilson suggesting a collaboration in consultation, engagement, and partnership opportunities between municipalities in the Northeast region be established.

Council having discussed this item; it was moved by:

R-130283 **D. GULAYEC**
That the County of Two Hills Council accept, sign and support the Northeast Alberta Alliance Growth & Opportunity (NAAGO) for collaboration in consultation, engagement and partnership opportunities between municipalities in the Northeast region.

Motion Carried

FCM 2024
Registration Open The CAO placed FCM 2024 Registration Open on the table for discussion. Council having discussed confirmed attendees and possible attendees. It was consensus Council, CAO and appointed staff attend.

Councillor S. Dutrisac provided Council correspondence received from Regional & Northern Economic Development setting out the change in Grant Funding Requests. Council having discussed this item; it was consensus Reeve, M. Phillips to discuss with the Executive Director at the next meeting with Regional & Northern Economic Development.

Committees of
Council Councillor, D. Saskiw provided an update on FCSS advising they are busy with grants and programs, youth centre and volunteer week.

Councillor, D. Saskiw provided an update on Eagle Hill Foundation advising that the office will be ready at the Lodge for April 1, 2024, renovations in March.

Councillor, D. Saskiw provided an update Rural Health Professions Action Plan (RhPAP) advising there will be a meeting February 22, 2024 and will provide an update at an upcoming Regular Council Meeting.

Councillor, D. Saskiw provided an Airport Commission update, advising there will be a meeting on February 26, 2024 and will provide an update at an upcoming Regular Council Meeting.

Deputy Reeve, D. Gulayec provided an update on the Health Board freeze.

Deputy Reeve, D. Gulayec provided an update on ACE advising there was a meeting on February 21, 2024 and confirmation that pipelines are complete between Derwent and Paradise Valley and are up and running. Discussions regarding plans to upgrade the Vegreville reservoir.

Councillor, E. Yakemchuk advised the Landfill is running well and there is no current update.

Reeve, M. Phillips provided an update on ALUS advising there is an advertisement out for Partnership Advisory Committee (PAC) Members and are looking for a liaison for the Resilient Agricultural Landscape Program (RALP) for the Government. An update was provided regarding the dugouts and there is no water sitting in them. The Mayors and Reeves meeting went well, and the Hwy 28 project is gaining some traction. A group was hired to collect data/capacity detailing assistance of the Northeast Region. There was a slight increase in the fees from last year. Conversations regarding Hwy 881 suggest a possible designation change.

Reeve, M. Phillips provided an update advising the Reynolds Mirth Richards & Farmer LLP regarding the Municipal Law Seminar was informative.

Reeve, M. Phillips provided an update on Lakeland Industry & Community Association (LICA) advising there will be a meeting on February 22, 2024 and will provide an update at an upcoming Regular Council Meeting.

St. Paul Minor
Hockey
Association re:
Letter of Request

The CAO placed correspondence received from the St. Paul Minor Hockey Association, Ladies Hockey Team requesting a monetary donation for provincials on the table for discussion. The CAO informed Council the County's policy is to donate material items for Auction or Raffle and not monetary. Council having discussed this item; it was moved by:

R-130284

E. YAKEMCHUK

That Council accept the correspondence received from St. Paul Minor Hockey Association Ladies Hockey Team as information.

Motion Carried

Councillor, S. Dutrisac provided an update on meetings attended and to attend between February 1, 2024 – March 21, 2024, being ALUS, Brownlee Workshop, Eagle Hill Foundation, Two Hills Regional Economic Development Committee, Airport Commission, Adult Learning Council, Rural Municipalities of Alberta, and Alberta Invasive Species Council.

Councillor, S. Dutrisac provided an update regarding Eagle Hill Foundation (at Willingdon Lodge) Spaghetti Supper to be held on February 29, 2024.

Roadside
Cleanup

Deputy Reeve, D. Gulayec presented Council concerns Alberta Transportation has regarding Roadside Cleanup groups such as individual groups, senior groups etc. and whether they carry liability insurance or whether the County of Two Hills carries the liability insurance. Council having discussed this item; it was consensus that administration inquire as to liability insurance and bring back to an upcoming Regular Council Meeting.

Discussion took place on the next Department Head Meeting and Regular Council Meeting dates; it was moved by:

R-130285

E. YAKEMCHUK

That the Department Head Meetings and Regular Council Meeting be held on Thursday March 14, 2024 in the Council Chambers at 10:00 a.m.

Motion Carried

M. Pinon, Vegreville News Advertiser left the Council Chambers.

Reports:
Director of
Utilities
Report

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

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-130286

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 2:23 p.m.

Motion Carried

R-130287

S. DUTRISAC

That the County of Two Hills revert back to their Regular Council Meeting – time 3:25 p.m.

Motion Carried

R-130288

E. YAKEMCHUK

That the County of Two Hills Gas Utility write off the specified uncollectable account in their entirety and further account #33258-73998 be transferred to taxes immediately and the existing caveat on account #33860-75088 be updated.

Motion Carried

R-130289

E. YAKEMCHUK

That the County of Two Hills Natural Gas Utility write off penalties for customers in arrears with accounts pending tax transfer (one time offer only) and further if accounts are not paid by the specified date, only the gas cost and service fees be transferred to taxes.

Motion Defeated

R-130290

S. DUTRISAC

That the County of Two Hills Natural Gas Utility write off penalties for customers in arrears with accounts pending tax transfer (one time offer only) and further if accounts are not paid by a specified date, the total arrears be transferred to taxes.

Motion Carried

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*.

T. Alexopoulos Recording Secretary left the Council Chambers.

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

R-130291

S. DUTRISAC

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 3:40 p.m.

Motion Carried

R-130292

D. GULAYEC

That the County of Two Hills revert back to their Regular Council Meeting – time 3:55 p.m.

Motion Carried

- **RMA Member Bulletins:**
- 2024-02-02 | RMA Assigns Statuses to Eight Fall 2023 Resolutions.
- 2024-01-26 | Alberta Health Restructuring Engagement Open for Registration.
- 2024-01-26 | Register for Infrastructure Asset Management Alberta's Upcoming Workshop.
- 2024-01-26 | Expansion of 2023 Livestock Drought Recovery Support.
- 2024-01-26 | Nomination Period for Ministers Awards for Transportation Innovation.
- 2024-01-19 | Participate in Upcoming Engagements on Police Governance Changes.
- 2024-01-19 | RMA Releases LGFF Allocation Formula Reaction Document.
- 2024-01-18 | RMA Submits Input into Budget 2024.
- 2024-01-18 | Applications Now Open for the Ethnocultural Grant and Anti-Racism Grant Programs.
- 2024-01-18 | AER Releases Liability Management Report.
- 2024-01-12 | RMA Resolutions Process Change Webinar Recording Now Available.
- 2024-01-12 | Resolution Deadline for Spring 2024 Convention.
- 2024-01-05 | Attend a Webinar Outlining Changes to RMA's Resolutions Process.

- **RMA:** Contact Newsletters – January 26, 2024- February 9, 2024.

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

R-130293

D. GULAYEC

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

Motion Carried

REEVE

CAO