

**COUNTY OF TWO HILLS NO. 21 COUNCIL MEETING  
January 11, 2011**

Meeting Called to Order      The County Council Meeting was called to order by Reeve, A. Sayler at 10:14 a.m. on Tuesday, January 11, 2011.

Attendance      Present were:

A. Pidruchney                      S. Odegard  
A. Sayler                              E. Yakemchuk  
P. Gordeyko                         R. Jorgensen, CAO  
   S. Dary, Executive Assistant

Agenda      The Agenda for the January 11, 2011 Council Meeting was presented for review and consideration, having the following listed additions being presented:

- Hwy 36 north of Hwy 45
- Resignation of Public Works Mechanic

There being no further additions; it was moved by:

**R-8552      S. ODEGARD**

That the Agenda, inclusive of the additions be approved.

Motion Carried

Previous Minutes

The minutes of the December 14, 2010 Regular Council Meeting having been presented to each Councillor and each Councillor having declared to have received and read the minutes, Reeve, A. Sayler asked for adoption.

**R-8553      S. ODEGARD**

That the December 14, 2010 Regular Council Meeting Minutes be approved.

Motion Carried

The minutes of the December 20, 2010 Special Council Meeting having been presented to each Councillor and each Councillor having declared to have received and read the minutes, Reeve, A. Sayler asked for adoption.

**R-8554      E. YAKEMCHUK**

That the December 20, 2010 Special Council Meeting Minutes be approved.

Motion Carried

The minutes of the December 29, 2010 Special Council Meeting having been presented to each Councillor and each Councillor having declared to have received and read the minutes, Reeve, A. Sayler asked for adoption.

**R-8555      P. GORDEYKO**

That the December 29, 2010 Special Council Meeting Minutes be approved.

Motion Carried

Business Arising from the Minutes

- 2010 Development Permits to Date
- Correspondence re: previous meeting

Councillor, P. Gordeyko reported on the FCSS Meeting attended on December 17, 2010 and ACE Water Meeting attended on January 7, 2010.

Councillor, A. Pidruchney reported on the Eagle Hill Foundation Meeting attended on January 5, 2011.

Councillor, E. Yakemchuk reported on the Two Hills Regional Landfill Commission Committee Meeting attended on December 21, 2010.

R. Jorgensen, CAO presented the Water & Wastewater Report.

L. MacMurdo, Director of Finance entered the Council Chambers.

Bank Rec.

The Bank Reconciliation Report for the month ending November 2010, indicating a bank balance of \$957,001.28 (together with municipal term certificates) was presented for review and consideration.

Council having reviewed and discussed the November 2010 Bank Reconciliation Report; it was moved by:

**R-8556**

**P. GORDEYKO**

That the Bank Reconciliation Report for the month ending November 2010 as presented, reviewed and discussed by Council be approved, signed and incorporated into the minutes.

Motion Carried

L. MacMurdo left the Council Chambers.

Bylaw 1-2011

The CAO informed Council that Section 256(1)(2) of the MGA authorizes 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 By-Law does not have to be advertised if the borrowing term does not exceed three years.

Council having reviewed and discussed Bylaw No. 1-2011; it was moved by:

**R-8557**

**A. PIDRUCHNEY**

That Bylaw No. 1-2011 be given first reading this 11<sup>th</sup> day of January 2011.

Motion Carried

**R-8558**

**P. GORDEYKO**

That Bylaw No. 1-2011 be given second reading this 11<sup>th</sup> day of January 2011.

Motion Carried

**R-8559**

**S. ODEGARD**

That authority to proceed with third and final reading of Bylaw No. 1-2011 be given this 11<sup>th</sup> day of January 2011.

Motion Carried Unanimously

**R-8560**

**E. YAKEMCHUK**

That Bylaw No. 1-2011 be given third and final reading and finally passed this 11<sup>th</sup> day of January 2011.

Motion Carried

Auditors

The CAO informed Council that Section 280(1) of the Municipal Government Act reads: That each Council must appoint one or more Auditors for the municipality.

Council having discussed this item; it was moved by:

**R-8561**

**S. ODEGARD**

That the Auditing Firm of Synergy Chartered Accountants be appointed as Auditors for the County of Two Hills No. 21 for the 2011 fiscal year.

Motion Carried

The CAO informed Council that the County requires from time to time the service of a Legal Surveyor for the provision of legal road plan revisions and cancellations due to road construction projects.

Legal Surveyor Being that Rachynski Land Surveyor's Ltd. has provided this professional service in the past.

Council having discussed this item; it was moved by:

**R-8562** **E. YAKEMCHUK**

That Legal Surveying Firm of Rachynski Land Survey's Ltd. be engaged (when required) to provide legal and survey service for the County of Two Hills in the 2011 fiscal year.

Motion Carried

Engineers The CAO informed Council that the County has over the past years retained the firms of AMEC, Stantec and Genivar Engineering for the provision of Road/Bridge/Water and Sewer Engineering Services.

Council having discussed this item; it was moved by:

**R-8563** **E. YAKEMCHUK**

That Council of the County of Two Hills retain the services of an Engineering Firm by way of appointment or tender invitation for the projects within the County requiring engineering services in the 2011 fiscal year.

Motion Carried

Policy and/or Budget Meeting The CAO informed Council that the Municipal Policy & Information Manual Meeting was held on December 20, 2010. A second meeting is required to continue with the review.

The CAO informed a Council that an additional Budget Meeting date will also be required.

Council having discussed the above items; it was moved by:

**R-8564** **S. ODEGARD**

That the next Budget Meeting be held on Wednesday, February 9, 2010 at 10:00 a.m. in the Council Chambers.

Motion Carried

**R-8565** **E. YAKEMCHUK**

That the next Budget Meeting and/or Policy Meeting be held on February 14 & 15 at 10:00 a.m. in the Council Chambers.

Motion Carried

Hamlet of Derwent Public Meeting The CAO informed Council that the Public Meeting scheduled for the Hamlet of Derwent on December 15, 2010 was cancelled due to weather conditions.

Council having discussed this item; it was moved by:

**R-8566** **A. PIDRUCHNEY**

That the Hamlet of Derwent Public Meeting be rescheduled to Monday, February 14, 2010 in Derwent at 7:30 p.m.

Motion Carried

Holidays 2011 The CAO informed Council that the 2011 Statutory & Proclaimed Holidays, ADM-PER-26 was tabled at the December 2010 Council Meeting. The existing Policy outlines the Statutory Holidays that are observed.

Council may declare up to two days in a year as Civic Holidays (as authorized under Section 56 of the MGA).

Council having discussed this item; it was moved by:

**R-8567** **S. ODEGARD**

That Council approve the 2011 Statutory & Proclaimed Holiday Schedule as presented (thus proclaiming Monday, April 25, 2011 and Friday, June 10, 2011 as holidays).

Motion Carried

RCMP  
Delegation

Inspector Glen De Goeij, Inspector Brian Sutherland, Supt. Dave Mitchell, Sgt. Ray Campbell, Two Hills RCMP and Staff Sgt. Brain Quist, St. Paul RCMP, and Supt. Ken Turner were invited into the Council Chambers and informed Council on staffing/manpower issues, the Two Hills RCMP building, Annual Performance Plan and Enhanced Police Service.

The following information was also provided:

- There is currently no funding available for a new building from the Federal Government.
- There is a staffing/manpower issue; however there will be no staffing increase in the near future.
- Enhanced Policing – buy the service of a police person to work out of the Two Hills Detachment at \$125,000 per year and minimum three year contract. Revenue will be generated back into the County. A member will be brought into the Division to do the policing.
- Special Initiative – Provide the detachment with a certain amount of funds for required initiative of the County. Revenue will also be generated back to the County.
- The above positions are to protect the infrastructure and provide safety within the County.

There being no further questions or comments, Inspector De Goeij, Inspector Sutherland, Supt. Mitchell, Supt. Turner, Sgt. Quist and Sgt. Campbell thanked Council for their time and left the Council Chambers.

**R-8568** **A. SAYLER**

That the Council Meeting recess for lunch - time 12:11 p.m.

Motion Carried

The County Council Meeting reconvened at 1:45 p.m., having all Councillors in attendance.

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

It was the consensus of Council that the Fire Chief contact Buckhorn Insurance regarding the Underwriter's Insurance and ratepayers insurance costs. Administration will contact Jubilee Insurance regarding machine age (tankers) and County liability.

East Central 911 Al Keller, East Central 911 entered the Council Chambers to present Council with an East Central 911 Call Answer Society presentation.

On conclusion of a question and answer session, Mr. Keller thanked Council for their time and left the Council Chambers.

B. Straty left the Council Chambers.

Tax Penalty The CAO informed Council that the owner of the NE 21-55-14-W4, SE 21-55-14-W4 and SW 22-55-14-W4 claims that a cheque for tax payment was submitted, having only one receipt being received for the SE 21-55-15-W4.

Council having discussed this item; it was moved by:

**R-8569** **S. ODEGARD**

That the penalty for NE 21-55-14-W4, SE 21-55-14-W4 and SW 22-55-14-W4 be waived for the 2010 fiscal year.

Motion Carried

Assistant CAO The CAO informed Council that in accordance with Section 209 of the MGA the chief administrative officer may delegate any of the chief administrative officer's powers, duties or functions and this or any other enactment or bylaw to a designated officer or an employee of the municipality.

The CAO recommends that the Executive Assistant position change to the Assistant CAO.

Council having discussed this item; it was moved by:

**R-8570** **A. SAYLER**

That Council endorse this position change of Executive Assistant to Assistant CAO, effective January 1, 2011.

Motion Carried

Credit Card Policy The CAO informed Council that Auditors, Synergy, recommend that the County of Two Hills implement a credit card policy.

The CAO presented for Council's review and consideration Credit Card Policy, ADM-CARD-1.

Council having discussed this item; it was moved by:

**R-8571** **P. GORDEYKO**

That Policy ADM-CARD-1 be approved this 11<sup>th</sup> day of January 2011.

Motion Carried

Proposed Facility in TH The CAO informed Council that the old hospital building in the Town of Two Hills, (BDC) has been deemed uninhabitable and is slated to be demolished. The Town of Two Hills and County have been approached by the Provincial Government (owner), with a proposal that we share the cost of building a new facility to replace the old building.

It was the consensus of Council to support the letter submitted to Hon. Danyluk, Minister of Infrastructure regarding the 'old hospital' dated December 22, 2010, issued by the County Reeve and Town Mayor.

Council having discussed this item; it was moved by:

**R-8572**     **A. PIDRUCHNEY**

That the proposed new facility within the Town of Two Hills be tabled until confirmation has been received by the County from the Minister of Infrastructure.

Motion Carried

Gas Utility

The CAO informed Council that as discussed at the Natural Gas Utility Meeting of January 5, 2011, Policy ADM-PER-17 was placed on the table for discussion.

Council having discussed this item; it was moved by:

**R-8573**     **P. GORDEYKO**

That the County of Two Hills Natural Gas Utility be honored overtime after 40 hours for the 2010 fiscal year (July to December).

That the revised Policy ADM-PER-17, as presented by the Gas Utility Manager be presented for review and consideration at the next Policy Meeting.

Motion Carried

**Protection to Persons & Property**

Damage Claim

The CAO informed Council that as discussed at the Public Works Department Meeting on January 5, 2011, on approximately June 3, 2010 County equipment proceeded to brush land situated adjacent to and on the S ½ of 16-55-13-W4 and Pt. 9-55-13-W4 as standard operating practice, to open the corner for clearer sight lines. The landowner has submitted a claim for damages to brush and trees on his property.

Council having discussed this item; it was moved by:

**R-8574**     **S. ODEGARD**

That the County compensate the landowner of SW of 16-55-13-W4, SE 16-55-13-W4 and Pt. 9-55-13-W4 the amount of \$1,500 for damages to trees on his property, with the condition that a standing easement be signed and this area be brushed in the future for safety reasons.

Motion Carried

PW Mechanic  
Resignation

The CAO presented a letter received from K. Kitt, Public Works Mechanic announcing his resignation, effective February 2, 2011.

Council having discussed this item; it was moved by:

**R-8575**     **A. SAYLER**

That the resignation of K. Kitt be accepted with regret, and thanking Mr. Kitt for his dedicated service.

Motion Carried

Hwy 36

P. Gordeyko, Councillor informed Council that ICL Engineering informed that Highway 36 north of Hwy 45 will be constructed in the summer of 2011.

**Correspondence & Information Items**

- Accounts Payable/Time Sheets.
- Government of Alberta – Doug Y Jeremy retirement.
- Alberta Municipal Affairs re: Property Rights and Legislation.
- Statistics Canada re: Census and National Household Survey May 2011.
- Kalyna Country Performing Arts Association re: donation.
- AAMD&C
  - Newsletters of December 15, 22, 29 and January 5, 2011.
  - Member Bulletin

- New Fees for Tire Recycling Approved
- AAMDC Invites Member Involvement in Communities
- FCM's New First Nations – Municipal Community Infrastructure
- Government Releases the Law Enforcement Framework
- Call for Nominations: Alberta Safety Codes Councils
- AAMDC Spring 2011 Convention Registration
- So, What Did I Miss Over the Holidays?
- AAMDC Resolution Writing Tips and Tools

**R-8576**     **S. ODEGARD**

That Correspondence & Information Items be accepted as presented.

Motion Carried

Glass Cover

The CAO recommended to Council that a glass cover be purchased for the Council Chambers desk.

Council having discussed this item; it was moved by:

**R-8577**     **E. YAKEMCHUK**

That the CAO be authorized to purchase a glass cover for the Council Chambers desk.

Motion Carried

**R-8578**  
Camera

**A. SAYLER**

That Council meet in camera to discuss personnel issues – time 4:16 p.m.

Motion Carried

**R-8579**     **A. PIDRUCHNEY**

That Council revert back to their open public meeting – time 4:59 p.m.

Motion Carried

The time being 5:00 p.m., having all Councillors in attendance; it was moved by:

**R-8580**     **P. GORDEYKO**

That the Council Meeting proceed after 5:00 p.m.

Motion Carried Unanimously

**R-8581**     **A. PIDRUCHNEY**

That the Assistant CAO and Senior Tax Clerk salary grids be approved as presented.

Motion Carried

**R-8582**     **E. YAKEMCHUK**

That the CAO's salary grid be moved by one level (to number 3).

Motion Carried

**R-8583**     **E. YAKEMCHUK**

That staff 2011 salary negotiations be tabled to the January 12, 2011 Special Council Meeting.

Motion Carried

Next Meeting  
Date

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

**R-8584**     **E. YAKEMCHUK**

That the next County Council Meeting be held on February 8, 2011 in the Council Chambers at 10:00 a.m. and the Department Head Meeting be held on February 3, 2011 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-8585**     **S. ODEGARD**

That the meeting be adjourned – time 5:13 p.m.

Motion Carried

\_\_\_\_\_  
REEVE

\_\_\_\_\_  
CAO