

**COUNTY OF TWO HILLS NO. 21 REGULAR COUNCIL MEETING
March 22, 2018**

Meeting Called to Order The County Council Meeting was called to order by Reeve, D. Gulayec at 10:07 a.m. on Thursday, March 22, 2018.

Attendance Present were:

D. Gulayec S. Dary, CAO
M. Phillips
D. Saskiw
S. Odegard
E. Yakemchuk

Agenda The Agenda for the March 22, 2018 Council Meeting was presented for review and consideration, having the following additions being presented:

- Public Meeting Date
- Willingdon 4-H Multi Club

There being no further additions; it was moved by:

R-11109 S. ODEGARD

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

Motion Carried

Previous Minutes The minutes of February 21, 2018 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-11110 M. PHILLIPS

That the February 21, 2018 Regular Council Meeting Minutes be approved.

Motion Carried

Business Arising from the Minutes

- 2018 Development Permits
- Correspondence re: previous meeting
- Hold Harmless Agreement update was presented

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

Bank Rec The Bank Reconciliation Report for the month ending January 2018 indicating a bank balance of \$1,863,284.96 was presented for review and consideration.

Council having reviewed and discussed the January 2018 Bank Reconciliation Report; it was moved by:

R-11111 M. PHILLIPS

That the Bank Reconciliation Report for the month ending January 2018 as presented, reviewed and discussed by Council be approved, signed and incorporated into the minutes.

Motion Carried

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

Pay Periods The CAO informed Council Pay Periods Policy No. ADM-PER-18 requires updating.

Council having discussed this item; it was moved by:

R-11112 S. ODEGARD

That Council approve Pay Periods Policy No. ADM-PER-18, effective March 22, 2018.

Motion Carried

PUB-GRV-4 The CAO informed Council at the Regular Council Meeting of February 21, 2018, Council resolved R-11090 – That Private Gravel Sales – Industry Policy No. PUB-GRV-4 be tabled to the Regular Council Meeting of March 2018.

Council having discussed this item; it was moved by:

R-11113 E. YAKEMCHUK

That Private Gravel Sales – Industry Policy No. PUB-GRV-4 be tabled to a future meeting.

Motion Carried

Municipal Policy Procedure Manual The CAO informed Council that the County of Two Hills has on hand (since August 1995) a Municipal Policy and Information Manual, of which addresses the following:

Organizational Structure, Administration, Agriculture, Council, Development, Fire and Communications, Park Control, Public Works and Utilities.

Council having discussed this item; it was moved by:

R-11114 S. ODEGARD

That the Municipal Policy and Information Manual Review be held April 25, 2018 at 10:00 a.m. in Council Chambers.

Motion Carried

Councillor Code of Conduct The CAO informed Council according to the Municipal Government Act (MGA) mandatory Councillor Code of Conduct (Section 146.1): Municipal Councils must, by bylaw, establish a code of conduct governing the conduct of Councillors by July 23, 2018. It was consensus of Council that Councillor Code of Conduct Bylaw be tabled.

Delegations Ms. Jane Dauphinee RPP, MCIP Principal & Senior Planner with Municipal Planning Services (2009) Ltd. was invited into the Council Chambers to discuss the County of Two Hills amended Land Use Bylaw and amended Municipal Development Plan.

R-11115 E. YAKEMCHUK

Recess That the meeting be recessed for lunch – 12:05 p.m.

Motion Carried

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

Discussion continued with Jane Dauphinee regarding the amended Land Use Bylaw and amended Municipal Development Plan.

There being no further questions or comments Ms. Jane Dauphinee thanked Council for their time and left the Council Chambers.

Messrs. Terry Kitz, Wesley Nikiforuk and Pat Gordeyko with the Two Hills Grow Arena Committee were invited into the Council Chambers to present a proposal regarding the Two Hills Arena renovations, requesting monetary assistance for the same.

There being no further questions or comments Messrs. Terry Kitz and Wesley Nikiforuk thanked Council for their time and left the Council Chamber.

It was consensus of Council that the Two Hills Arena monetary contribution be tabled to the 2018 Budget Meeting.

Reports P. Gordeyko, Director of Utilities presented the Director of Utilities Report.

P. Gordeyko informed the Committee the Hairy Hill Lift Station requires a replacement pump.

R-11116 **S. ODEGARD**
In Camera That Council meet in camera to discuss legal – time 3:08 p.m.

Motion Carried

R-11117 **S. ODEGARD**
That Council revert back to their open public meeting – time 3:18 p.m.

Motion Carried

P. Gordeyko informed the Committee a Willingdon resident is requesting a water connection hook-up. It was consensus of Council that a certified operator install the same.

R-11118 **S. ODEGARD**
In Camera That Council meet in camera to discuss personnel – time 3:30 p.m.

Motion Carried

R-11119 **D. SASKIW**
That Council revert back to their open public meeting – time 4:00 p.m.

Motion Carried

E. Yakemchuk placed the correspondence received from the Willingdon 4-H Multi Club requesting the use of the Willingdon Hamlet Office to conduct their monthly meetings. It was consensus of Council that Administration investigate the same for future use.

R-11120 **E. YAKEMCHUK**
That a Special Council Meeting be held April 13, 2018 (tentatively), in the Council Chamber.

Motion Carried

Public Meeting The CAO informed Council that the County Council is to hold a Public Meeting in the County to provide information on the operations of the County, as per Council's Goals and Objectives, the Public Meeting will be held in the month of April.

Council having discussed this item; it was moved by:

R-11121 D. SASKIW

That an Open House be held Thursday, April 26, 2018 from 3:00 p.m. to 5:00 p.m. in the Two Hills County Office for discussion of County Operations and presentation of the 2017 Financial Statement.

Motion Carried

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

R-11122 D. SASKIW

That the next County Council Meeting be held on Thursday, April 26, 2018 in the Council Chambers at 10:00 a.m. and the Department Head Meeting be held on Thursday April 5, 2018 in the Council Chambers at 10:00 a.m.

Motion Carried

Correspondence & Information Items

- Bills and Paysheets
- Municipal Affairs re: 2017/2018 Emergency Management Preparedness Program
 - AAMD&C
 - Newsletters – February 15, 23 and March 1, 9 & 16, 2018
 - Member Bulletin
 - Spring 2018 Emergent Resolution Process Reminder
 - Asset Management Workshops for Elected Officials – Edmonton area registration open.
 - FCM Seeking Input on Municipal Approaches to Climate Change Adaptation
 - Prioritize Professional Development This March
 - Provide Comments on the Proposed Listing of 21 Terrestrial Species under the SARA
 - Watercourse Crossing Remediation Initiative
 - Looking for Information on Cannabis. Start here. Have anything to share. Let us know
 - FAQ on China’s Market Restrictions on Recycling Material
 - Register Today for Asset Management Workshops for Elected Officials
 - Updates to Alberta’s Cannabis Legalization Regulations and Fact Sheet for Municipalities
 - Additional Spots now Available in EOEP’s Regional Partnerships and Collaboration Course
 - Changes Proposed to Federal Navigation and Fisheries Legislation
 - Part 1 of the Municipalities and Environmental Law Series – Community Conserve Resources
 - NEW MGA TOOLS – Public Participation and Public Notification: A Guide for Municipalities
 - NEW MGA TOOLS – Councillor Code of Conduct: A Guide for Municipalities
 - AAMDC Update on Agriculture Plastics Recycling in Alberta
 - Resolutions for the AAMDC Spring 2018 Convention Now Available
 - Call for Applications: Federal Task Force to Support Just Transition for Coal Power Workers and Communities
 - Renew Your Environmental Farm Plan – Access Funding, Revitalize Your Farm
 - Register Today for Asset Management Workshops for Elected Officials – Additional workshop date for Edmonton area
 - Webinar: The Municipal Role in Licensing Cannabis Retailers
 - AAMDC Survey on Rural Recreation
 - MGA Tools and Resources for Municipalities
 - Energy Futures Roadshow – Call for Expressions of Interest

- REGISTER TODAY – Asset Management Workshops for Elected Officials and Municipal Staff
- WEBINAR: The Municipal Role in Licensing Cannabis Retailers
- Check Out the AAMDC’s Get to Know Your Association Workshop at the Spring 2018 Convention
- AAMDC Report on Board Governance Review Committee Recommendation Now Available
- SAVE THE DATE: Regional Intermunicipal Collaborative Framework (ICF) Training Sessions
- Discover What’s Happening at the Spring 2018 Convention
- NEW: Intermunicipal Collaboration Framework Workbook Now Available
- REMINDER – Survey on Rural Recreation
- AAMDC Board Member Committee Report Now Available
- Government of Alberta Announces Funding and Strategy to Address Rural Crime
- New Report on Environmental Reserves from the Miistakis Institute Looks at an Important Tool in the Municipal Toolbox
- Sign up for Free Asset Management Workshops

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

R-11123 E. YAKEMCHUK

That the meeting be adjourned – time 4:13 p.m.

Motion Carried

REEVE

CAO