

**COUNTY OF TWO HILLS NO. 21 REGULAR COUNCIL MEETING  
September 19, 2018**

Meeting Called to Order      The County Council Meeting was called to order by Reeve, D. Gulayec at 10:04 a.m. on Wednesday, September 19, 2018.

Attendance              Present were:

D. Gulayec                      S. Dary, CAO  
M. Phillips                      N. Prkusic, Recording Secretary  
D. Saskiw  
S. Odegard  
E. Yakemchuk

Agenda                      The Agenda for the September 19, 2018 Council Meeting was presented for review and consideration, having the following additions being presented:

- Crossing Agreement re: Water Line – SE 18-54-13-W4 and SW 17-54-13-W4
- Public Works Budget
- Private Mulching
- 2018 Long Term Financial Planning Workshop
- Gravel Request re: Gravelling Driveways Policy No. PUB-GRV-2
- Bridge Files 75569, 74871, 79627-1, 77454-1 & 80914-1 re: Repairs
- In Closed Session

There being no further additions; it was moved by:

**R- 11261      M. PHILLIPS**

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

Motion Carried

Previous Minutes              The minutes of the August 14, 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-11262      E. YAKEMCHUK**

That the August 14, 2018 Regular Council Meeting Minutes be approved.

Motion Carried

Business Arising from the Minutes

- 2018 Development Permits
- Correspondence re: previous meeting
- Bylaw No. 8-2018 re: No reply from the Minister to date.

The CAO informed Council a County Bulletin will be mailed out quarterly or as required.

The CAO informed Council of a meeting with the County of St. Paul CAO and Public Works Supervisor regarding the Lafond Wastewater Transfer Station, advising a meeting with both Councils and Administration has been arranged November 20, 2018 to discuss the same.

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

Bank Rec                      The Bank Reconciliation Report for the month ending July 2018 indicating a bank balance of \$1,547,569.63 was presented for review and consideration.

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

**R-11263 S. ODEGARD**

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

Motion Carried

Land Tax Sale      The CAO informed Council each Municipality must offer to for sale, at a Public Auction, any parcel of land shown on its Tax Arrears List if the arrears are not paid.

Council having discussed this item; it was moved by:

**R-11264 D. SASKIW**

That the County of Two Hills offer for sale by Public Auction those lands appearing on the Tax Arrears List (if arrears remain unpaid) on December 11, 2018 at the hour of 11:00 a.m. in the County Office.

Motion Carried

Reserve Bid for Tax Sale Lands      The CAO advised that Council must set for each parcel of land to be offered for sale at a Public Auction, a reserve bid that is as close as reasonably possible to the market value to the parcel and any conditions that apply to the sale.

Council having discussed this item; it was moved by:

**R-11265 E. YAKEMCHUK**

That the market value (set by the County's Contract Assessors) be the reserve bid for the lands to be offered for sale at the Public Auction.

Motion Carried

The CAO informed Council the owner of Lot 5, Block 10, Plan 134HW Hairy Hill Post Office is requesting a reduction in the 2018 property tax Roll No. 1900.00.

Hairy Hill Post Office      In the past the County reduced taxes for the Hamlets of Hairy Hill, Beauvallon and Derwent Post Offices.

Council having discussed this item it was moved by:

**R-11266 M. PHILLIPS**

That the County of Two Hills under the authority of Section 347(b) of the MGA cancel a portion in the amount of \$200.00 of the 2018 property taxes on Roll No. 1900.00 on Lot 5, Block 10, Plan 34HW being the Hairy Hill Post Office, Roll No. 2833.00 Lot 7, Block 3, Plan 197EO being the Beauvallon Post Office and Roll No. 303.00 on Lot 9-10, Block 1, Plan 420E0 being the Derwent Post Office.

Motion Carried

Organizational Meeting      The CAO advised Council must hold an Organizational Meeting annually, not later than two weeks after the 3<sup>rd</sup> Monday in October.

Council having discussed this item; it was moved by:

**R-11267 S. ODEGARD**

That Council hold their Organization Meeting on November 1, 2018, commencing at the hour of 10:00 a.m. in the County Office Council Chambers.

Motion Carried

CAO  
Performance  
Appraisal

The CAO advised 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; it was moved by:

**R-11268 D. SASKIW**

That the CAO Performance Appraisal meeting date and time be tabled to the Regular Council Meeting of October 2018.

Motion Carried

Bylaw No. 2-  
2018

The CAO informed that Council of the County of Two Hills deems it desirable to adopt a new Land Use Bylaw and has reviewed the same with Municipal Planning Services and Green Space Alliance.

Council having discussed this item; it was moved by:

**R-11269 D. SASKIW**

That Bylaw No. 2-2018 being the County of Two Hills new Land Use Bylaw be given first reading this 19<sup>th</sup> day of September 2018.

Motion Carried

Bylaw No. 3-  
2018

The CAO informed that Council of the County of Two Hills deems it desirable to adopt a new Municipal Development Plan Bylaw and has reviewed the same with Municipal Planning Service and Green Space Alliance.

Council having discussed this item; it was moved by:

**R-11270 M. PHILLIPS**

That Bylaw No. 3-2018 being the County of Two Hills new Municipal Development Plan be given first reading this 19<sup>th</sup> day of September 2018.

Motion Carried

Public Hearing

The CAO informed Council first reading has been provided to Bylaw No. 2-2018 (new) Land Use Bylaw and Bylaw No. 3-2018 (new) Municipal Development Plan.

As first reading has been provided to the said Bylaws, a public hearing is now required.

Council having discussed this item; it was moved by:

**R-11271 E. YAKEMCHUK**

That a Public Hearing regarding Bylaw 2-2018 being the County of Two Hills (new) Land Use Bylaw and Bylaw 3-2018 being the County of Two Hills (new) Municipal Development Plan be held December 6, 2018 at hour of 7:00 p.m. at the Two Hills Senior Centre.

Motion Carried

NLLS Annual Conference The CAO informed Council the Northern Lights Library System (NLLS) will be hosting its 28<sup>th</sup> Annual Conference on September 20 & 21, 2018 in Elk Point, Alberta.

Council having discussed this item; it was moved by:

**R-11272 S. ODEGARD**

That Councillor D. Saskiw represent the County of Two Hills at the Northern Lights Library System 28<sup>th</sup> Annual Conference on September 20 & 21, 2018 in Elk Point, Alberta.

Motion Carried

Logo Redesign The CAO advised at the Council Meeting of April 26, 2018, it was resolved that Administration be authorized to forward the County of Two Hills Logo to Hire the World for potential redesign. Hire the World was unable to provide a logo at this time, Squad Help was contacted to provide a logo.

Council having discussed this item; it was moved by:

**R-11273 S. ODEGARD**

That the logo redesign as presented be accepted as the new County of Two Hills Logo.

Motion Carried

Strategic Plan The CAO informed Council at the Regular Council Meeting on July 18, 2018, the CAO presented the County's draft Strategic Plan for Councils review. It was resolved that the County of Two Hills draft Strategic Plan as presented be accepted as information.

Council having discussed this item; it was moved by:

**R-11274 M. PHILLIPS**

That the County of Two Hills draft Strategic Plan be tabled to the Council Meeting of October 2018.

Motion Carried

Willingdon Ag Society The CAO informed Council the Willingdon and District Agricultural Society is requesting authorization to bring cattle into the Riding Arena for their Roping and Riding events during the months of October 1, 2018 to April 1, 2019. Noting the cattle will remain at the arena fulltime during the above stated months.

Council having discussed this item; it was moved by:

**R-11275 D. SASKIW**

That the County of Two Hills enter into a Livestock Agreement with the Willingdon and District Agricultural Society from October 1, 2018 to April 1, 2019, having all agreement conditions being adhere to.

Motion Carried

PW Fuel & Oil Construction / Machinery & Repair Budgets The CAO informed Council at the Public Works Committee Meeting of September 13, 2018, it was resolved that \$100,000 be transferred from Public Works Fuel and Oil Construction Budget to the 2018 Machinery and Repair Budget.

Council having discussed this item; it was moved by:

**R-11276 S. ODEGARD**

That \$100,000 be transferred from the Public Works Fuel and Oil Construction Budget to the 2018 Machinery and Repair Budget.

Motion Carried

Private Mulching The CAO informed Council at the Public Works Committee Meeting of September 13, 2018, it was resolved that private mulching be at the discretion of the Public Works Supervisor, having Administration investigate Mulching Policies.

Council having discussed this item; it was moved by:

**R-11277 M. PHILLIPS**

That private mulching be at the discretion of the Public Works Supervisor, having Administration investigating Mulching Policies.

Motion Carried

Long Term Financial Planning Workshop The CAO informed Council the Director of Finance is requesting authorization to attend the 2018 Long Term Financial Planning Workshop for GFOA Members October 3 to 5, 2018 in Lloydminster.

Council having discussed this item; it was moved by:

**R-11278 S. ODEGARD**

That the Director of Finance be authorized to attend the 2018 Long Term Financial Planning Workshop for GFOA Members October 3 to 5, 2018 in Lloydminster.

Motion Carried

Gravelling Driveways Policy No. PUB-GRV-2 The CAO informed Council the landowner of Plan 0720354; Block 1; Lot 1 is requesting a load of gravel at no cost, noting they are not a fulltime resident.

Council having discussed this item; it was moved by:

**R-11279 E. YAKEMCHUK**

That Administration follow Gravelling Driveways Policy No. PUB-GRV-2.

Motion Carried

Bridge Files The CAO informed Council Bridge Files 75569, 74871, 79627-1, 77454-1 and 80914-1 were inspected and require repairs.

Basic Municipal Transportation Grant (BMTG) may used to cover the cost of the said repairs for the above noted bridges. Additional bridge repairs must equal 5% of the annual MSI allocation.

Council having discussed this item; it was moved by:

**R-11280 M. PHILLIPS**

That Administration be authorized to proceed with the repairs of Bridge Files 75569, 74871, 79627-1, 77454-1 and 80914-1, utilizing funds from the Basic Municipal Transportation Grant (BMTG) up to 5% of the annual MSI allocation.

Motion Carried

**R-11281** **S. ODEGARD**  
In Closed Session That Council meet in closed session to discuss legal – time 11:28 a.m.

Motion Carried

**R-11282** **E. YAKEMCHUK**  
That Council revert back to their open public meeting – time 11:49 a.m.

Motion Carried

**R-11283** **D. GULAYEC**  
Recess That the meeting be recessed for lunch – 11:50 a.m.

Motion Carried

The meeting reconvened at 1:13 p.m., having all Councillors in attendance.

Undeveloped Road Right-of-Way Agreement The CAO informed the Committee the landowner of SW 17-54-13-W4 is requesting to apply for Undeveloped Road Right-of-Way License Agreement on a portion of Range Road 135, north of Twp Road 542, between SE 18-54-13-W4 and SW 17-54-13-W4.

The above noted landowner is also requesting to run a waterline across the above noted lands. It was consensus of Council that the landowner of SW 17-54-13-W4 be authorized to proceed with the installation of a waterline, having all conditions adhered to.

Council having discussed this item; it was move by:

**R-11284** **S. ODEGARD**  
That the County of Two Hills enter into an Undeveloped Road Right-of-Way License Agreement with the landowner of SW 17-54-13-W4 for portion of Range Road 135, north of Twp Road 542, between SE 18-54-13-W4 and SW 17-54-13-W4. Having signatures obtained from landowners adjacent to Range Road 135, north of Twp Road 542, agreeing to the installation of a swinging gate on the said road allowance, noting the gate must not be locked.

Motion Carried

**R-11285** **S. ODEGARD**  
That Administration investigate Undeveloped Road Right-of-Way License Agreement Policies.

Motion Carried

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

B. Straty placed Fire Gear Budget on the table for discussion requesting authorization to have funds transferred from the Fire Training Budget to Fire Gear Budge in the amount of \$7,500, for the purchase of required gear.

Council having discussed this item; it was moved by:

**R-11286** **S. ODEGARD**  
That the sum of \$7,500 be transferred from Fire Training Budget to Fire Gear Budget, for the purchase of required gear.

Motion Carried

Firefighter Aid Ukraine B. Straty informed Council Firefighter Aid Ukraine is a campaign created to collect unneeded/unwanted firefighter bunker/turnout gear, personal protective equipment (PPE), life rescue equipment and medical supplies from fire departments and vendors in Canada, to be forwarded to first responders in various locations of the Ukraine who need equipment and supplies to fulfill their duties. Advising the County has equipment that is no longer NFPA certified, requesting authorization to donate the same to Firefighter Aid Ukraine.

Council having discussed this item; it was moved by:

**R-11287 D. SASKIW**

That B. Straty, Essential Service Coordinator be authorized to donate any unused/outdated Firefighter gear to the Firefighter Aid Ukraine.

Motion Carried

Recess **R-11288 E. YAKEMCHUK**

That the meeting be recessed – 2:11 p.m.

Motion Carried

The meeting reconvened at 3:01 p.m., having all Councillors in attendance.

B. Straty continued the presentation of the ESC Report.

Invoice No.  
38101

D. Gulayec placed Invoice No. 38101 on the table for discussion.

Council having discussed this item; it was moved by:

**R-11289 D. GUALYEC**

That Invoice No. 38101 be written off, excepting payment in the amount of \$135.01.

Motion Carried

B. Straty informed Council the FireSmart Community Conference will be held October 2 to 4, 2018, at Shell Place at Macdonald Island Park Conference Centre in Fort McMurray, Alberta.

B. Straty informed Council two vehicles were towed in order for paving to commence in the Hamlet of Beauvallon. It was consensus of Council that the towing expenses be forwarded to the landowner, having Administration investigating the implementation of a Bylaw regarding street parking.

B. Straty left the Council Chambers.

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

P. Gordeyko placed Hairy Hill Lagoon pump on the table for discussion, advising the said pump may be rebuilt for the approximate cost of \$3,300.00.

Council having discussed this item; it was moved by:

**R-11290 S. ODEGARD**

That the Director of Utilities be authorized to proceed with the rebuild of the Hairy Hill Lagoon pump.

Motion Carried

**R-11291 E. YAKEMCHUK**

That Council meet in closed session to discuss legal issues – time 3:28 p.m.

Motion Carried

**R-11292 D. SASKIW**

That Council revert back to their open public meeting – time 3:41 p.m.

Motion Carried

**R-11293 E. YAKEMCHUK**

That the County of Two Hills Gas Utility continue negotiation with AltaGas.

Motion Carried

Reports

**Correspondence & Information Items**

- Bills and Paysheets.
- RMA District No. 5 Meeting.
- North Saskatchewan Watershed Alliance (NSWA) re: 2017-2018 Annual Report.
- Miller re: Land Request.
  - RMA.
  - Newsletters August 15, 23, 29 & September 6, 13, 2018.
  - Member Bulletin.
    - District-Endorsed Resolutions Update – District 4
    - EOEP Courses Coming Up in Red Deer
    - Registration for Businesses Supplying Paint, Tires, or Electronic Equipment
    - RMA Supports Rural Broadband Through Submission to Government of Canada
    - Another EOEP Course Open for Registration
    - Protecting Sources of Drinking Water in Alberta
    - Alberta Biodiversity Monitoring Institute (ABMI) Launches App: NatureLynx
    - Municipal Asset Management Program Direct Funding Closure
    - R.W. Hay Award: Call for Nominations
    - Community Organization Property Tax Exemption Regulation (COPTER) Update
    - Alberta Energy Regulator: Integrated Decision Approach Update
    - Renewable Energy Project Guides
    - New MGA Tool: Public Engagement Guide
    - Invest in Yourself: Build Your Financial Skills with a New EOEP Course
    - Recovery Strategy for Wood Bison Released
    - RMA Post-Secondary Scholarship Now Closed
    - RMA Fall 2018 Convention Registration Opens Monday
    - Infrastructure Asset Management Alberta (IAMA) Workshop on October 10, 2018
    - Subdivision and Development Appeal Boards (SDAB)
    - Apply for an Anti-Racism Community Grant (ARCG)

Next Meeting  
Date

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

**R-11294 E. YAKEMCHUK**

That the next County Council Meeting be held on Wednesday, October 24, 2018 in the Council Chambers at 9:00 a.m. and the Department Head Meeting be held on Thursday, October 4, 2018 in the Council Chambers at 9:00 a.m.

Motion Carried



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

**R-11295 D. SASKIW**

That the meeting be adjourned – time 3:56 p.m.

Motion Carried

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REEVE

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CAO