

**COUNTY OF TWO HILLS NO. 21 COUNCIL MEETING
August 13, 2013**

Meeting Called to Order The County Council Meeting was called to order by Reeve, A. Saylor at 10:10 a.m. on Tuesday, August 13, 2013.

Attendance Present were:

A. Pidruchney S. Odegard
A. Saylor S. Dary, Interim CAO
E. Yakemchuk C. McRae, Recording Secretary
P. Gordeyko

Agenda The Agenda for the August 13, 2013 Council Meeting was presented for review and consideration, having the following listed additions being presented:

- Custom Work Policy UTL-GAS-WRK
- Uncollectable Accounts Receivable Policy ADM-AR-1
- Alberta Development Officers Conference
- Proposed Subdivision SW 28-56-13-W4
- AAMDC District 5 Meeting
- ACE Water Update
- 50th Anniversary Celebration
- Jackfish Lake Pavilion Access

There being no further additions; it was moved by:

R-9643 A. PIDRUCHNEY

That the Agenda, inclusive of the additions be approved.

Motion Carried

Previous Minutes The minutes of the July 16, 2013 Regular Council Meeting having been presented to each Councillor and each Councillor having declared to have received and read the minutes, Reeve, A. Saylor asked for adoption.

R-9644 S. ODEGARD

That the July 16, 2013 Regular Council Meeting Minutes be approved.

Motion Carried

Business Arising from the Minutes

- 2013 Development Permits
- Correspondence re: previous meeting
- County of Minburn re: Sale of Gravel Agreement – no reply to date
- Beauvallon Tank Loader Site – Offer to Purchase – accepted
- Hwy 36 & Hwy 45 Town and County Access Management Study
- Zone 5 Meeting Date – January 8, 2014 hosted by the County of Two Hills

Bank Rec The Bank Reconciliation Report for the month ending June 2013, indicating a bank balance of \$767,199.75 was presented for review and consideration.

Council having reviewed and discussed the June 2013 Bank Reconciliation Report; it was moved by:

R-9645 P. GORDEYKO

That the Bank Reconciliation Report for the month ending June 2013 as presented, reviewed and discussed by Council be approved, signed and incorporated into the minutes.

Motion Carried

Old Radio Tower The CAO informed Council that Administration was requested to provide a quote for the dismantling of the old 200 foot radio tower situated at the County of Two Hills Regional Landfill.

The first quote that was provided was in the amount of \$2,150.00 – it was later noted that the job could not be completed without a crane and guide wires would be required to be removed.

A second quote was received in the amount of \$17,750.00, including dismantling with a crane and removal of guide wires.

Council having discussed this item; it was moved by:

R-9646 **S. ODEGARD**

That the County of Two Hills old Radio Tower dismantling located at the Two Hills Regional Landfill be tabled to 2014.

Motion Carried

Returning Officer The CAO informed Council that the 2013 Municipal Election will be held on October 21, 2013. Section 31(1) of the Local Authorities Election Act states “An elected authority may, by resolution, appoint a returning officer for the purposes of conducting elections under this Act.”

Two applications for the position of Returning Officer were received.

R-9647 **E. YAKEMCHUK**
Camera

That Council meet in camera - time 10:31 a.m.

Motion Carried

R-9648 **A. PIDRUCHNEY**

That Council revert back to their open public meeting – time 10:46 a.m.

Motion Carried

Council having discussed this item; it was moved by:

R-9649 **P. GORDEYKO**

That Allan Hohol be appointed as the Returning Officer for the County of Two Hills Municipal Election.

Motion Carried

Advance Vote The CAO informed Council that an elected authority may be resolution, provide for holding an advance vote.

Council having discussed this item; it was moved by:

R-9650 **S. ODEGARD**

That Council approve the holding of an advance vote for the 2013 election.

Motion Carried

Election Officer Fees The CAO informed Council that an elected authority by resolution shall set fees for election officers.

Council having discussed this item; it was moved by:

- R-9651** **S. ODEGARD**
That fees for Election Officers for the 2013 Election be established as follows:
- Returning Officer \$200 per day, plus 50¢ per kilometer
 - Deputy Returning/Presiding Officer \$200 per day, plus 50¢ per kilometer
- Motion Carried
- Educational Support The CAO informed Council that as per policy ADM-PER-6 the following request for educational support is hereby submitted.
- The Interim CAO requests authorization to commence with a course in the Local Government Certificate Program (LGCP). This final course fulfills the educational requirements for the provincial professional designation of a Certified Local Government Manager (CLGM).
- Council having discussed this item; it was moved by:
- R-9652** **A. PIDRUCHNEY**
That the above request for educational support be approved as per Educational Support Policy ADM-PER-6.
- Motion Carried
- ARMAA Conf The CAO informed Council that as per policy ADM-CON-6 the following request for Conference attendance is hereby submitted.
- The Interim CAO requests to attend the 2013 ARMAA Conference to be held in Lethbridge on September 4 to 6, 2013.
- R-9653** **A. PIDRUCHNEY**
That the above request for Conference attendance be approved as per Policy ADM-CON-6.
- Motion Carried
- Bylaw 6-2013 The CAO informed Council that as discussed at the July 16, 2013 Council Meeting discussion took place on 40 kilometer per hour speed limit signs at the following locations:
- Hamlet of Hairy Hill
 - Hamlet of Duvernay
 - Hamlet of Musidora
- Bylaw No. 6-2013 was presented, noting this change to Traffic Control Signage was advertised for two consecutive weeks, receiving no objections.
- Council having discussed this item; it was moved by:
- R-9654** **P. GORDEYKO**
That Bylaw No. 6-2013 be given first reading this 13th day of August 2013.
- Motion Carried
- R-9655** **S. ODEGARD**
That Bylaw No. 6-2013 given second reading this 13th day of August 2013.
- Motion Carried

- R-9656** **A. PIDRUCHNEY**
That authority to proceed with third and final reading of Bylaw No. 6-2013 be given this 13th day of August 2013.
- Motion Carried Unanimously
- R-9657** **E. YAKEMCHUK**
That Bylaw No. 6-2013 be given third and final reading and finally passed this 13th day of August 2013.
- Motion Carried
- Bylaw 7-2012 The CAO informed Council that the first draft of Bylaw No. 7-2012, Water and Sewer Bylaw was presented at the August 12, 2012 Council Meeting.
- Bylaw No. 7-2012 being updated was presented to Council for review and consideration.
- Council having discussed Bylaw No. 7-2012; it was moved by:
- R-9658** **S. ODEGARD**
That ACE Water Customers be charged a rate of \$3.50 per cubic meter flat, also passing the ACE Water Service charge to the customer, effective July 2013.
- Motion Carried
- R-9659** **E. YAKEMCHUK**
That a Special Council Meeting to discuss Bylaw No. 7-2012 be at the call of the Chair.
- Motion Carried
- Two Hills
Airport The CAO informed Council that Alberta Transportation is inquiring if the Town and County of Two Hills wish to purchase the Two Hills Airport land from the Province, having Alberta Transportation requesting to renew the existing lease for the next three years, until the ownership transfer is complete.
- At the July 16, 2013 Council Meeting, it was resolved that the County of Two Hills agree to lease only, the Two Hills Airport land from Alberta Transportation for a five year term. Having Alberta Transportation advising that they will only offer a three year lease.
- Council having discussed this item; it was moved by:
- R-9660** **E. YAKEMCHUK**
That the County of Two Hills agree to lease only, the Two Hill Airport land from Alberta Transportation for a three year term.
- Motion Carried
- Post Offices The CAO informed Council that the owner of Lot 5, Block 10, Plan 34HW Hairy Hill Post Office is requesting a reduction in property taxes Roll No. 1900. The owner of Lot 7, Block 2, Plan 1977EO Beauvallon Post Office is requesting a reduction in property taxes Roll No. 283300.
- Council having discussed this item; it was moved by:

R-9661 **S. ODEGARD**

That the County of Two Hills under the authority of Section 347(b) of the MGA cancel a portion (\$200) of the 2013 taxes on Roll No. 1900, Lot 5, Block 10, Plan 34HW Hairy Hill Post Office and Roll No. 283300 Lot 7, Block 3, Plan 1977E0 Beauvallon Post Office.

Motion Carried

Bylaw 7-2013

The CAO informed Council that the County has received an application to amend the Land Use Bylaw 5-2009 to rezone a portion of the N ½ of NW 9-54-11-W4 from Agricultural to Country Residential.

The CAO presented Bylaw No. 7-2013, being a bylaw to amend Land Use Bylaw 5-2009 in order to rezone N ½ of NW 9-54-11-W4.

A Public Hearing may be held on September 18, 2013 at the hour of 11:00 a.m. at the County Office to hear from anyone who feels they may be affected by the proposed amendment.

Council having discussed Bylaw No. 7-2013; it was moved by:

R-9662 **P. GORDEYKO**

That Bylaw No. 7-2013 be given first reading this 13th day of August 2013.

Motion Carried

R-9663 **S. ODEGARD**

That a Public Hearing be held on September 18, 2013 at the hour of 11:00 a.m. at the County Office to hear from anyone who feels they may be affected by the proposed amending Bylaw No. 7-2013.

Motion Carried

Village of
Willingdon

The CAO informed Council that the Village of Willingdon has employed an Interim CAO. The Interim CAO requires training in the day to day operations of a municipal office. The Village of Willingdon Council is requesting that the County of Two Hills provide Administrative Support Staff to provide their newly appointed CAO with training.

R-9664
Camera

E. YAKEMCHUK

That Council meet in camera - time 11:33 a.m.

Motion Carried

R-9665 **A. PIDRUCHNEY**

That Council revert back to their open public meeting – time 12:00 noon.

Motion Carried

R-9666 **A. PIDRUCHNEY**

That the County of Two Hills Council meet with the Village of Willingdon Council to discuss the Administrative Support Staff request.

Motion Carried

R-9667 **S. ODEGARD**

That the meeting be recessed for lunch – time 12:00 noon.

Motion Carried

The meeting reconvened at 1:25 p.m., having all Councillors in attendance.

SW 15-53-12-
W4

The CAO informed Council that as discussed at the Public Works Department Meeting of August 1, 2013; it was the consensus of the Committee that the landowner of SW 15-53-12-W4 receive compensation as per policy – Payment for Crop/Forage Damage.

The Public Works Supervisor recommended that the said landowner be compensated (nine acres) due to road construction on RR 121 north of Twp Rd 532.

Council having discussed this item; it was moved by:

R-9668

P. GORDEYKO

That the landowner of SW 15-53-12-W4 be compensated for nine acres, as per policy PUB-CRO-1 – Payment for Crop/Forage Damage due to road construction on RR 121 north of Twp Rd 532.

Motion Carried

UTL-GAS-WRK

The CAO informed Council that at the August 1, 2013 Natural Gas Utility Department Meeting it was the consensus of the Committee that the Custom Work Policy UTL-GAS-WRK be approved as amended.

Council having discussed this item; it was moved by:

R-9669

E. YAKEMCHUK

That the Custom Work Policy UTL-GAS-WRK be approved this 13th day of August 2013.

Motion Carried

ADM-AR-1

The CAO and Director of Finance reviewed the Uncollectable Accounts Receivable Policy ADM-AR-1, requesting that this policy be amended.

Council having discussed this item; it was moved by:

R-9670

S. ODEGARD

That County of Two Hills overdue accounts receivable customers be authorized to pay the principal invoice amount on their invoice within 60 days (effective next statement), having the penalty waived during this period and these customers being placed on a COD only basis.

Motion Carried

It was the consensus of Council that the Uncollectable Accounts Receivable Policy ADM-AR-1 be tabled to the September Council Meeting.

Development
Officers Conf

The CAO and Tax Clerk request authorization to attend the 2013 Alberta Development Officers Conference in Lac La Biche on September 8 to 11, 2013 as per the Conference Attendance Policy ADM-CON-6.

Council having discussed this item; it was moved by:

R-9671

E. YAKEMCHUK

That the CAO and Tax Clerk be authorized to attend the 2013 Alberta Development Officers Conference in Lac La Biche on September 8 to 11, 2013 as per Policy ADM-CON-6.

Motion Carried

District 5 Mtng

The CAO informed Council that the AAMDC District 5 Meeting hosted by Strathcona County will be held on Friday, September 13, 2013 at the Whitecroft Hall in Strathcona County.

50th Anniversary The CAO informed Council that the County of Two Hills 50th Anniversary Committee met and requests Council's input on a date for this event. It was the consensus of Council that the County of Two Hills 50th Anniversary Celebration be held on October 7, 2013 at the Public Works Shop.

P. Gordeyko, ACE Water Representative presented Council with an update on the next phase of the ACE water pipeline.

Council informed Administration of the Jackfish Lake Pavilion Access, having Administration investigating the same.

SW 28-56-13-W4 The CAO informed Council that the owner of the SW 28-56-13-W4 is requesting to subdivide the same. In discussion with Municipal Planning a survey will be required prior to subdivision approval of the lands in question.

It was the consensus of Council that Administration contact Accurate Assessment to confirm the title accuracy and contact the landowner of the SW 28-56-13-W4 informing of the subdivision requirements.

Reports **Reports**

The CAO presented the Water/Wastewater Report and Essential Services Report.

P. Gordeyko reported on the Vermilion River Advisory Meeting attended.

A. Sayler reported on a Mennonite Society Meeting attended.

Correspondence **Correspondence & Information Items**

- Bills and Paysheets.
- House of Commons re: Motion M-441
- AAMD&C
 - Newsletters July 17, 24, 31 & August 8, 2013
 - Member Bulletin
 - Benchmarking Energy Use in Municipal Facilities
 - Priority with Government
 - Policy for Development in Flood Risk Areas
 - 2013 Municipal Compensation Survey
 - Input – Upcoming MGA Consultation Workshops
 - Flood Recovery Assistance Info for Agricultural Producers

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

R-9672 **P. GORDEYKO**

That the next County Council Meeting be held September 18, 2013 in the Council Chambers at 10:00 a.m. and the Department Head Meeting be held on September 3, 2013 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-9673 **P. GORDEYKO**

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

Motion Carried

REEVE

CAO