

**COUNTY OF TWO HILLS NO. 21 REGULAR COUNCIL MEETING
January 25, 2018**

Meeting Called to Order The County Council Meeting was called to order by Reeve, D. Gulayec at 10:01 a.m. on Thursday, January 25, 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 January 25, 2018 Council Meeting was presented for review and consideration, having the following additions being presented:

- Northern Lights Library System Board
- 2018 Goals and Objectives Review
- NW 6-54-12-W4 re: Gravel Refund
- NW 35-55-14-W4 / SW 35-55-14-W4 re: Tax Penalties Cancellation
- Lahrman's Pit
- Inspection Group

There being no further additions; it was moved by:

R- 11045 S. ODEGARD

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

Motion Carried

Previous Minutes The minutes of the December 13, 2017 Special 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-11046 E. YAKEMCHUK

That the December 13, 2017 Special Council Meeting Minutes be approved.

Motion Carried

The minutes of the December 14, 2017 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-11047 S. ODEGARD

That the December 14, 2017 Regular Council Meeting Minutes be approved.

Motion Carried

Business Arising from the Minutes

- 2018 Development Permits
- Correspondence re: previous meeting

The CAO placed Lahrman's Pit on the table for discussion, informing Council the crusher/jaw is currently down, advising the feeder head assembly requires replacement.

Council having discussed this item; it was moved by:

R-11048 E. YAKEMCHUK

That the Public Works Department proceed with the replacement of the jaw feeder head assembly with the total cost being approximately \$30,000.

Motion Carried

D. Gulayec placed the gravel haul from Lahrman's Pit on the table for discussion, advising Council of safety concerns regarding gravel trucks. It was consensus of Council that any further safety concerns regarding Lahrman's haul will be addressed by all parties involved.

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

Bank Rec

The Bank Reconciliation Report for the month ending November 2017 indicating a bank balance of \$3,681,691.13 was presented for review and consideration.

Council having reviewed and discussed the November 2017 Bank Reconciliation Report; it was moved by:

R-11049 M. PHILLIPS

That the Bank Reconciliation Report for the month ending November 2017 as presented, reviewed and discussed by Council be approved, signed and incorporated into the minutes.

Motion Carried

M. Phillips placed Property Tax Penalties on the table for discussion.

Council having discussed this item; it was moved by:

R-11050 S. ODEGARD

That Administration investigate implementation of additional Property Tax Penalties within the County of Two Hills.

Motion Carried

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

The CAO informed Council they may adopt an Interim Operating Budget for a part of a calendar year, of which ceases to have any effect when the Operating Budget for the calendar year is adopted.

Monies are required early in 2018 fiscal year to meet the obligations of payroll, accounts payable, capital items, etc., prior to having the Operating and Capital Budgets prepared and presented to Council for review and consideration.

Council having discussed this item; it was moved by:

R-11051 E. YAKEMCHUK

That Council approve an Interim Operating/Capital Budget for the 2018 fiscal year in the amount of Two Million Dollars (\$2,000,000.00) to meet the County's financial obligations prior to presentation and approval of the Operating and Capital Budget for 2018.

Motion Carried

By-Law 1-2018

The CAO informed Council that Section 256(1)(2)(3) of the Municipal Government Act 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 discussed this item; it was moved by:

R-11052 D. SASKIW

That By-Law No. 1-2018 be given first reading this 25th day of January 2018.

Motion Carried

R-11053 M. PHILLIPS

That By-Law No. 1-2017 be given second reading this 25th day of January 2018.

Motion Carried

R-11054 S. ODEGARD

That authority to proceed with third and final reading of By-Law No. 1-2018 be given this 25th day of January 2018.

Motion Carried Unanimously

R-11055 E. YAKEMCHUK

That By-Law No. 1-2018 be given third and final reading and finally passed this 25th day of January 2018.

Motion Carried

Appointment of
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-11056 D. SASKIW

That the Auditing Firm of Synergy Chartered Accountants be appointed as Auditors for the County of Two Hills No. 21 for the 2018 fiscal year.

Motion Carried

Appointment of
Legal Surveyor

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.

Council having discussed this item; it was moved by:

R-11057 S. ODEGARD

That the County of Two Hills retain the services of a Surveying Firm by way of appointment or tender invitation for the projects within the County requiring legal and survey services in the 2018 fiscal year.

Motion Carried

Road
Engineering

The CAO informed Council that the County has over the past years retained a variety of firms for the provision of Road/Bridge/Water and Sewer Engineering Services.

Council having discussed this item; it was moved by:

R-11058 E. YAKEMCHUK

That 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 2018 fiscal year.

Motion Carried

County of St.
Paul ACP Grant

The CAO informed Council at the Council Meeting of December 13, 2016 Council Resolved R-10655 - That the County of Two Hills No. 21 partner with the County of St. Paul, Municipal District of Bonnyville, Lac La Biche County, Smoky Lake County and County of Vermilion River on an Alberta Community Partnership (ACP) Grant Program application for the purpose of completing rural multi-jurisdictional intermunicipal development plans with the County of St. Paul as the managing Partner.

Council having discussed this item; it was moved by:

R-11059 D. SASKIW

That the Reeve, Deputy Reeve, CAO and Development Officer be appointed to the Advisory Committee for the development of the Rural Intermunicipal Development Plans project and have the authority to make decisions on the preparation of associated Intermunicipal Development Plans prior to a Council decision at a public hearing as per Section 631 of the Municipal Government Act.

Motion Carried

R-11060 D. SASKIW

That the Reeve, Deputy Reeve, CAO and Development Officer be appointed to the Advisory Committee for the development of an Intermunicipal Development Plan with the County of St. Paul, Smoky Lake County and County of Vermilion River and have the authority to make decisions on the preparation of said Intermunicipal Development Plan prior to a Council decision at a public hearing as per section 631 of the Municipal Government Act.

Motion Carried

D. Gulayec placed Inspection Group on the table for discussion. The CAO advised Council the Inspection Group Inc. has a new Chief Executive Officer.

It was consensus of Council that Administration extend an invitation to the Inspections Group Inc. to attend the Regular Council Meeting of February 2018 and that Administration investigate inspection rates.

Delegation

Mr. Adam Saruk with the Myrnam Ridge Riders was invited into the Council Chambers to discuss the use of the rail line from the Hamlet of Derwent to the Village of Myrnam for snowmobile recreational use.

Mr. Saruk informed Council the said rail line is owned by the Provincial Government and would require approval from Alberta Transportation. The Myrnam Ridge Riders would take care of all required landscaping, maintenance and insurance, along with the installation of signs.

There being no further questions or comments Mr. Saruk thanked Council for their time and left the Council Chambers.

The CAO placed the rail line use for snowmobile trails back on the table for discussion.

Council having discussed this item; it was moved by:

R-11061 M. PHILLIPS

That Administration investigate further and correspondence be submitted to Alberta Transportation for the potential use of the rail line, lying between the Hamlet of Derwent to the Village of Myrnam for snowmobile recreational use.

Motion Carried

Sgt. Michael Magee with the Two Hills RCMP was invited into the Council Chambers to discuss 2018/2019 RCMP priorities.

Discussion took place on crime reduction, enhanced policing, public servant position and jointly funded administrative services within the County of Two Hills, having Administration and Council meeting with RCMP representatives during the AAMDC Conference.

There being no further questions or comments Sgt. Magee thanked Council for their time and left the Council Chambers.

R-11062 **D. GULAYEC**
Recess That the meeting be recessed for lunch – 12:11 p.m.

Motion Carried

The meeting reconvened at 1:40 p.m., having all Councillors in attendance.

2018 Draft Budget The CAO requested that Council set a date and time for the 2018 Draft Budget Meeting.

Council having discussed this item; it was moved by:

R-11063 **S. ODEGARD**
That the 2018 Draft Budget Meeting be held on March 27 & 28, 2018 at 10:00 a.m. in the Council Chambers.

Motion Carried

2-Day Governance Workshop The CAO informed Council a 2-Day Governance Workshop with George B. Cuff, FCMC will be held February 7 and 8, 2018 in Drayton Valley, Alberta.

Council having discussed this item; it was moved by:

R-11064 **E. YAKEMCHUK**
That Council and Administration be authorized to attend the 2-Day Governance Workshop with George B. Cuff, FCMC on February 7 and 8, 2018 in Drayton Valley, Alberta.

Motion Carried

Joint Municipalities Meeting The CAO placed a Joint Municipalities Meeting with the County of Vermilion River and the County of Minburn on the table for discussion. It was consensus of Council the Joint Municipalities Meeting be held Monday, February 12, 2018 at 3:00 p.m. in the County of Two Hills.

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

Willingdon sewer line was discussed, having two options being presented for Councils review and consideration.

Option one:

- Replace 45 meters of sewer line including manhole and two residential mains by open excavation.
- Replace storm culvert across highway (if required).
- Install liner on 137 meters (new 45 meters would require lining as well).
- Hydro vac, engineering and asphalt.

Option two:

- Replace all 135 meters of sewer line with open excavation.
- Including manhole, six residential sewer mains and drainage culvert.
- No lining would be required.
- Hydro vac, engineering and asphalt.

Council having discussed this item; it was moved by:

R-11065 D. SASKIW

That the Director of Utilities be authorized to tender Willingdon sewer line options.

Motion Carried

The Director of Utilities placed the Hamlet of Willingdon Curb Stop Valves replacement on the table for discussion.

Council having discussed this item; it was moved by:

R-11066 S. ODEGARD

That the Director of Utilities be authorized to tender for the replacement of fifty (50) Curb Stop Valves in the Hamlet of Willingdon.

Motion Carried

The Director of Utilities placed Meter Registers for the Hamlets of Derwent and Willingdon on the table for discussion.

Council having discussed this item; it was moved by:

R-11067 E. YAKEMCHUK

That the Director of Utilities be authorized to proceed with the Meter Registers from McKay Water Works for the Hamlets of Derwent and Willingdon.

Motion Carried

P. Gordeyko provided Council with an update on the Hairy Hill Lift Station.

P. Gordeyko left the Council Chambers.

EDA Annual
Conference

The CAO informed Council that the Economic Developers Alberta (EDA) Annual Conference and AGM will take place on March 20 to 22, 2017 at the Banff Centre.

Council having discussed this item; it was moved by:

R-11068 S. ODEGARD

That the Economic Developers Alberta (EDA) Annual Conference and AGM be accepted as information.

Motion Carried

Two Hills
Playschool
Association

The CAO informed Council the County of Two Hills has in the past years supported the Two Hills Playschool Associations by way of providing a donation.

A donation in the amount of \$500 was provided in the 2015 and 2016 years.

Council having discussed this item; it was moved by:

R-11069 D. SASKIW

That the County of Two Hills provide a contribution in the amount of \$500 to support the Two Hills Playschool Association.

Motion Carried

Historical Road
Identification

The CAO informed Council Mr. Benny Lastiwka and Mrs. Ann Lastiwka have requested that Range Road 150, along NE 24-56-15-W4 be named Lastiwka Road.

Council having discussed this item; it was moved by:

R-11070 E. YAKEMCHUK

That the County of Two Hills approve the request for naming and placement of a historical sign on Range Road 150, along NE 24-56-15-W4 being Lastiwka Road, as per the Historical Road Identification Policy PUB-SIGN-1, pending authorization from Alberta Transportation.

Motion Carried

Private Gravel
Sales

The CAO informed Council currently the Private Gravel Sales Policy provides ratepayers with the opportunity to purchase crushed gravel and will make crushed gravel available for sale for the ratepayers of the County of Two Hills (residence must be within County Boundaries).

Private business (industry) within the County of Two Hills has shown an interest in purchasing gravel for areas within the County Boundaries.

The cost to ratepayers is \$12.00 per cubic yard (200 cubic yards maximum), Reject \$3.00 per cubic yard. Hauling Charges – Flat rate – including loading - \$5.00.

Council having discussed this item; it was moved by:

R-11071 D. SASKIW

That Administration amend Private Gravel Sales Policy (PUB-GRV-3) and present at the Regular Council Meeting of February 2018 for Councils review.

Motion Carried

The Town of
Two Hills

The CAO informed Council the Town of Two Hills is looking for support with the Sports Activity Council (SAC) shortfall. The Town entered into an agreement with SAC to cover a shortfall.

The Sports Activity Council is a non-profit group that oversees the day-to-day activities of the arena and new regional recreation centre.

In 2017 there was a shortfall of just over \$27,000.
In 2018 there is a projected shortfall of \$35,000.

Noting a large portion of the costs are power, gas and increased costs in carbon tax and minimum wage.

Council having discussed this item; it was moved by:

R-11072 S. ODEGARD

The County of Two Hills contributed \$14,016.48 for the 2017 fiscal year to the Two Hills Sports and Activity Council (SAC) through Recreation Grant funding, having no additional funds being contributed for the 2017 year. Administration to request further information regarding 2018 (SAC) projection.

Motion Carried

Chudyk Lease The CAO informed Council that the County has in 2017 (under agreement) leased the Pt. SW 20-54-8-W4, situated SE of the abandoned rail bed (containing 44.8 acres) to Mr. Kenneth Chudyk, for the annual sum of \$125.00.

Council having discussed this item; it was moved by:

R-11073 E. YAKEMCHUK

That the County of Two Hills No. 21 offer to lease the Pt. SW 20-54-8-W4, situated SE of the abandoned rail bed (containing 44.8 acres) to Mr. Kenneth Chudyk for the 2018 fiscal year, for the annual lease price of \$125.00.

Motion Carried

Northern Lights Library The CAO informed Council the Northern Lights Library System Board approved their 2018 Levy and per capita remains the same.

- \$10.14 per capita x 3,641 (County of Two Hills 3,322 and Hamlet of Willingdon 319).

The total levy for 2018 would be \$36,919.74 from the County of Two Hills.

Council having discussed this item; it was moved by:

R-11074 S. ODEGARD

That the County of Two Hills approve the 2018 Northern Lights Library System budget.

Motion Carried

2018 Goals and Objectives Review The CAO informed Council the 2018 Goals and Objectives Review scheduled for Wednesday, January 24, 2018 was cancelled and must be rescheduled.

Council having discussed this item; it was moved by:

R-11075 E. YAKEMCHUK

That 2018 Goals and Objectives Review be held March 13, 2018 in the Council Chambers at 10:00 a.m.

Motion Carried

NW 6-54-12-W4 Gravel Refund The CAO informed Council the owner of NW 6-54-12-W4 request replacement gravel for receipt No. 0145214.

Council having discussed this item; it was moved by:

R-11076 S. ODEGARD

That the landowner of NW 6-54-12-W4 be refunded for Receipt No. 0145214 in the amount of \$357.00.

Motion Carried

NW 35-55-14-W4 / SW 35-55-14-W4 Tax Penalties Refund The CAO informed Council the owner of NW 35-55-14-W4 and SW 35-55-14-W4 request that the property tax penalties for the said parcels of land be cancelled.

Council having discussed this item; it was moved by:

R-11077 S. ODEGARD

That the property tax penalties for NW 35-55-14-W4 and SW 35-55-14-W4 not be cancelled.

Motion Carried

Reports

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

B. Straty informed Council a Technical Large Animal Emergency Rescue Awareness and Operations Level Training will be held in Olds, Alberta at Olds College April 15, 2018 and is requesting authorization to attend the said training.

Council having discussed this item; it was moved by:

R-11078 D. SASKIW

That the Essential Service Coordinator be authorized to attend a Technical Large Animal Emergency Rescue Awareness and Operations Level Training in Olds, Alberta on April 15, 2018.

Motion Carried

B. Straty left the Committee Room.

Correspondence & Information

- Bills and Paysheets.
- 2-Day Governance Workshop with George B. Cuff, FCMC.
- Municipal Affairs re: Gas Tax Fund (GTF).
- Municipal Affairs re: Investing in Canada Infrastructure Plan (ICIP).
- Municipal Affairs re: Municipal Sustainability Initiative (MSI).
- Alberta Community Partnership (ACP) – Intermunicipal Collaboration Component.
- Alberta Transportation re: Strategic Transportation Infrastructure Program Local Road Bridge Program.
- Reynolds Mirth Richards & Farmer LLP 2018 Annual Municipal Law Seminars.
- Brownlee LLP 2018 Emerging Trends in Municipal Law.
- ARMAA re: Assessment Year Modifiers (AYM) for Wells and Pipeline Assessments.
- AAMDC Member Visit Scheduling.
 - A.A.M.D. & C.
 - Newsletters December 15, 21, 2017 & January 4, 11, 2018.
 - Member Bulletins
 - Federal and Provincial/Territorial Governments Reach Cannabis Taxation Revenue-Sharing Agreement
 - Alberta Community Partnership Application Deadline Approaching
 - Government of Canada Recreational Cannabis Consultations – Provide your input
 - Government of Alberta Releases Draft Caribou Range Plan
 - AAMDC Seeking Applications for Charitable Gaming Model Committee Members
 - Government of Alberta Seeking Input on Management of Fusarium Graminearum
 - Government Seeking Input on Farm and Ranch Technical Working Group OHS Recommendations
 - Government of Alberta's Seniors Property Tax Deferral Program Applications Deadline Approaching
 - Municipalities and Renewable Energy Development: Education Session
 - Wind and Solar Fact Sheets for Municipalities
 - AAMDC Survey on Unpaid Property Taxes
 - Alberta Community Justice Awards – Nominate Albertans who make our community safer

R-11079 **S. ODEGARD**
In Camera Session That Council meet in camera to discuss personnel – time 4:55 p.m.

Motion Carried

R-11080 **E. YAKEMCHUK**
That Council revert back to their open public meeting – time 5:00 p.m.

Motion Carried

Meeting Proc. By-Law The time being 5:00 p.m. the CAO informed that Council must unanimously agree to continue (for no more than (1) one hour) with the Regular County Council Meeting; it was moved by:

R-11081 **M. PHILLIPS**
That the Regular County Council Meeting continue on after 5:00 p.m. in accordance with the Meeting Procedures By-Law.

Motion Carried

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

R-11082 **E. YAKEMCHUK**
That the next County Council Meeting be held on Wednesday, February 21, 2018 in the Council Chambers at 10:00 a.m. and the Department Head Meeting be held on Tuesday, February 13, 2018 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-11083 **M. PHILLIPS**
That the meeting be adjourned – time 5:14 p.m.

Motion Carried

REEVE

CAO