

**COUNTY OF TWO HILLS NO. 21 REGULAR COUNCIL MEETING
October 28, 2020**

Meeting Called to Order The County Council Meeting was called to order by Reeve, D. Gulayec at 11:00 a.m. on Wednesday, October 28, 2020.

Attendance Present were:

D. Gulayec	S. Dary, CAO
M. Phillips	K. Kenney, Executive Assistant
D. Saskiw	
E. Yakemchuk	Press:
S. Odegard	News Advertiser - M. Pinon

Agenda The Agenda for the October 28, 2020 Council Meeting was presented for review and consideration, having the following additions being presented:

- Road Haul Agreement re: Woodshed Contract
- Alberta RCMP Annual Report for 2019/2020
- RMA 2020 Fall Convention Resolutions

There being no further additions; it was moved by:

R-12042 D. SASKIW

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

Motion Carried

Previous Minutes The minutes of the September 23, 2020 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-12043 M. PHILLIPS

That the minutes of the September 23, 2020 Regular Council Meeting be approved.

Motion Carried

Business Arising from the Minutes

- Correspondence re: previous meeting.
- Snowmobile License Agreement.
- Municipal Accountability Program (MAP) Report.
- Assessment Services re: Extension Amendment.
- Letter of Request re: Garden Market Proposal.
- Assessment Model Review (AMR) Communications.

Snow Mobile License Agreement The CAO presented Council the Snowmobile License Agreement by Her Majesty the Queen in Right of Alberta, as represented by Alberta Transportation for review and consideration.

Council having discussed this item; it was moved by:

R-12044 M. PHILLIPS

That the County of Two Hills approve and enter into a snowmobile licence agreement with Her Majesty the Queen in the Right of Alberta, as represented by Alberta Transportation this 28th day of October, 2020.

Motion Carried

MAP Report The CAO informed Council that the Municipal Accountability Program (MAP) Report received an extension until January 31, 2021, having the 2021 Borrowing Bylaw re: interest rates remain outstanding.

Council having discussed this item; it was accepted as information.

Assessment Service Extension The CAO informed Council of correspondence from Accurate Assessment Group Ltd. regarding the Assessment Services Agreement, and presented the amended – Extension Amendment for review and consideration.

Council having discussed this item; it was moved by:

R-12045 D. SASKIW

That the County of Two Hills approve and enter into agreement with Accurate Assessment Services as presented this 28th day of October, 2020.

Motion Carried

Garden Market Proposal The CAO presented Council correspondence received from the Landowner of Lot H 1329HW, informing that the landowner remains desirous to purchase the south Lot H 1329HW in the Hamlet of Willingdon for the purpose of operating a greenhouse.

Council having discussed this item; it was accepted as information.

Assessment Model Review The CAO presented Council correspondence from Honourable Tracy Allard, Minister of Municipal Affairs regarding the Assessment Model Review; informing that the Ministry of Municipal Affairs will not be implementing the previously proposed changes. The same correspondence informs that the Ministry is implementing a three-year tax incentive on new wells and pipeline assets having these properties receive an assessment of zero, the Well Drilling Equipment Tax will be eliminated in January 2021, having depreciation adjustments provided for lower-producing wells and, a shallow gas assessment reduction of 35% for three-years.

Council having discussed this item; it was accepted as information.

Bank Rec – September The Bank Reconciliation Report for the month ending September 2020 indicating a bank balance of \$4, 765, 602.05 was presented for review and consideration.

Council having reviewed and discussed the September 2020 Bank Reconciliation Report; it was moved by:

R-12046 D. SASKIW

That the Bank Reconciliation Reports for the month ending September 2020, as presented, reviewed and discussed by Council be approved, signed and incorporated into the minutes.

Motion Carried

Bylaw No. 11-2020 The CAO informed Council of Bylaw No. 11-2020 being a bylaw of the County of Two Hills to establish terms for providing a waste water system including conditions for treatment and disposal of sewage.

At the September 23, 2020 Regular Council Meeting, it was resolved that Bylaw No. 11-2020 be given first reading, having Administration review clause 4.9.1.

Council having reviewed and discussed Bylaw No. 11-2020, as amended; it was moved by:

R-12047 M. PHILLIPS

That Bylaw No. 11-2020, as amended, be given second reading this 28th day of October, 2020.

Motion Carried

R-12048 D. SASKIW

That Bylaw No. 11-2020, as amended, be given third and final reading this 28th day of October, 2020.

Motion Carried

Northern Lights
Library System

The CAO presented Council correspondence from the Northern Lights Library System informing that the Board approved their 2021 budget having an 0% levy increase and retaining the levy at \$10.46 per capita – Municipality without a Library Board; having the total levy for 2021 be \$38,804.86 from the County of Two Hills.

Council having discussed this item; it was moved by:

R-12049 D. SASKIW

That the County of Two Hills approve the 2021 Northern Lights Library System 2021 budget at 0% increase for \$38,804.86.

Motion Carried

Two Hills FCSS

The CAO presented Council correspondence from Two Hills FCSS requesting on behalf of St. Paul Education Regional Division No. 1 to consider a \$10,000.00 contribution for the 2020/2021 school year for the Family School Liaison Worker program. The CAO informed Council that the budgeted contribution of \$2,500.00 has been provided to Two Hills FCSS for the program.

Council having discussed this item; it was accepted as information.

Commemorative
Monument

The CAO presented Council a Public Works Project Request to move a commemorative monument from private property into the County's road allowance on RR 154 N of TWP 565, as the property is being sold. The CAO informed Council that the Public Works Supervisor spoke with the Requestee and that the applicant has removed the commemorative monument to another site.

Council having discussed this item; it was accepted as information.

Councillor, S. Odegard entered the Council Chambers – time 11:48 a.m.

2020 Recreation
Grants

The CAO informed Council that County has, according to policy, since 1999 distributed budgeted recreational funds to various Community Recreation Facility Operations.

Council having discussed this item; it was moved by:

R-12050 M. PHILLIPS

That the Distribution of Recreational Funds to provide funding to Community Recreation Facility Operators that meet the Distribution of Recreation Funds Policy No. ADM-REC-1 be reviewed at the December 2020 Council Meeting.

Motion Carried

Recess

R-12051 D. GULAYEC

That the meeting be recessed for lunch – time 12:15 p.m.

Motion Carried

The meeting reconvened at 1:30 p.m., having all Councillors in attendance.

Delegation(s)
1:30 p.m.
Re: TELUS

Mr. Brian Bettis, General Manager of TELUS Communications Inc. joined Council by teleconference to discuss Broadband and Cellular Towers.

There being no further discussion, Mr. Brian Bettis thanked Council for their time.

Council having discussed this item, accepted the above as information.

2020 RMA Fall
Convention

The CAO informed Council that the Annual RMA Fall Conference is to be held virtually due to COVID-19 Coronavirus on November 3 - 4, 2020.

Council having discussed this item; it was moved by:

R-12052 S. ODEGARD

That all Councillor's, CAO and appointed staff be authorized to attend the Annual RMA Fall Conference on November 3 - 4, 2020.

Motion Carried

2021 Statutory &
Proclaimed
Holidays

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

In 2019 Council proclaimed April 13, 2020 (Easter Monday) and December 24, 2020 (Christmas Eve) as holidays for County Employees. County Gas Service Personnel take turns being on call during the year and require the approved Statutory & Proclaimed Holiday Schedule at the beginning of each fiscal year to set their On-Call Schedule.

Council having discussed this item; it was moved by:

R-12053 M. PHILLIPS

That Council approve the 2021 Statutory & Proclaimed Holiday Schedule as presented thus, proclaiming Monday, April 5, 2020 and Friday, December 24, 2020 as holidays.

Motion Carried

Proclamation of
Development
Officers Week

The CAO advised Council may declare proclamation of Alberta Development Officers Week to recognize Development Officers and their commitment to public service.

Council having discussed this item; it was moved by:

R-12054 D. SASKIW

That the County of Two Hills proclaim the week of October 26 to October 30, 2020 to be Alberta's Development Officers Week.

Motion Carried

Strategic Plan
Review Date

The CAO informed Council must set a date and time to review and discuss the County of Two Hills Strategic Plan.

Council having discussed this item; it was moved by:

R-12055 S. ODEGARD

That the County of Two Hills Strategic Plan Review Meeting be held on November 24, 2020 at 10:00 a.m. in Council Chambers.

Motion Carried

2021 Budget
Meeting Date

The CAO informed Council must set a date and time to discuss the 2020 Draft Meeting Budget.

Council having discussed this item; it was moved by:

R-12056 E. YAKEMCHUK

That the County of Two Hills 2020 Draft Budget Meeting be held tentatively on November 25, 2020 at 10:00 a.m. in Council Chambers.

Motion Carried

CAO Performance
Appraisal

The CAO informed 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-12057 S. ODEGARD

That the CAO Performance Appraisal be held prior to Department Head Meetings on December 3, 2020 at 10:00 a.m. in the Council Chambers.

Motion Carried

Road Haul Agreement re: Woodshed Contract Councillor, D. Saskiw informed Council of a Road Haul Agreement request by the landowner of SE 3-53-10 W4 & SW 3-53-10 W4 for log hauling, placing the Road Haul agreement on the table for discussion.

The CAO informed Council that all Road Haul agreements require an irrevocable letter of credit which will be returned once hauling is complete and the roads are inspected.

Council having discussed this item; it was moved by:

R-12058 S. ODEGARD

That the Road Haul Agreement be executed with applicable conditions.

Motion Carried

Alberta RCMP Annual Report The CAO presented Council the Commanding Officer of Alberta RCMP's Alberta RCMP Annual Report for 2019/2020 for review and consideration.

Council having discussed this item; it was accepted as information.

RMA 2020 Fall Convention Resolutions The CAO presented Council the RMA Fall 2020 Submitted Resolutions for review and consideration.

Council having discussed this item; it was accepted as information.

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

The CAO informed Council of items to be discussed in Closed-Session as per Division 2, Section 16(a)(ii) of the Freedom of Information and Protection of Privacy Act.

R-12059 D. SASKIW

That the County of Two Hills meet in closed-session as per Division 2, Section 16(a)(ii) of the Freedom of Information and Protection of Privacy Act re: Personnel with all members in attendance – time 3:30 p.m.

Motion Carried

R-12060 M. PHILLIPS

That the County of Two Hills revert back to the regular public meeting with all members in attendance – time 4:05 p.m.

Motion Carried

On conclusion of the report, B. Straty left the Council Chambers.

Correspondence & Information Items

- Announcement: P. McLaughlin Running for President of RMA.
- Two Hills Playschool Association re: Donations.
- FCM re: How You Register to Vote in the FCM Board Elections.
- Northeast Alberta Information HUB Virtual Board/Membership Meeting September 28, 2020.

- RMA:
 - Contact Newsletters – August 14, 21 & 28, 2020; and, September 4 & 11, 2020.
- Member Bulletins:
 - 2020-08-14 | Helicopter Emergency Medical Service Review FAQ.
 - 2020-08-17 | Government of Alberta Takes Additional Steps to Address Scrap Metal Theft.
 - 2020-08-25 | RMA Receives Additional Responses to Resolution 6-20S.
 - 2020-08-28 | Premier Announces Cabinets Shuffle and New Municipal Affairs Minister.
 - 2020-08-28 | Complete CNAM’s Asset Management Needs Survey.
 - 2020-08-28 | Register Now to Participate in the FCM’s Virtual Elections and Annual General Meeting.
 - 2020-08-28 | Resolution Deadline for 2020 Fall Convention.
 - 2020-08-28 | Save the Date: Infrastructure Asset Management Alberta (IAMA) Virtual Workshop – October 13 to 15.
 - 2020-08-28 | Sign Requirements for Bylaws Restricting Weights.
 - 2020-09-01 | Share Your Story with Keep Alberta Rolling.
 - 2020-09-03 | Alberta Environment and Parks Release Guide to Outdoor Recreation on Provincial Crown Land.
 - 2020-09-03 | All-Terrain Crane Pilot Project Begins.
 - 2020-09-04 | Register for Infrastructure Asset Management Alberta’s Upcoming Virtua Workshop.
 - 2020-09-08 | Deadline Set for MAMP Asset Management Grant Applications.
 - 2020-09-08 | Rail Safety Week.
 - 2020-09-08 | Register for Alberta Land Institute Municipalities & Biodiversity Webinar.
 - 2020-09-09 | Registration Open for EOEP’s Regional Partnerships and Collaboration Course.
 - 2020-09-10 | Submit Feedback on the Draft Code of Practice for Compost Facilities.
 - 2020-09-11 | Resolution Deadline Changed for 2020 Fall Convention.

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

R-12061 E. YAKEMCHUK

That the next regular Council Meeting be held on Wednesday, November 18, 2020 in the Council Chambers at 10:00 a.m. and the Department Head Meeting be held on Thursday, November 5, 2020 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-12062 D. SASKIW

That the meeting be adjourned at 4:07 p.m.

Motion Carried

REEVE

CAO