**COUNTY OF TWO HILLS NO. 21 SPECIAL COUNCIL MEETING**
**August 15, 2025**

Meeting Called to Order

The Special County Council Meeting was called to order by Reeve, M. Phillips at 10:01 a.m. on Friday, August 15, 2025.

Attendance

Present were:

M. Phillips
D. Saskiw
S. Dutrisac
E. Yakemchuk

S. Dary, CAO
L. Ellingham, Executive Assistant

Absent was:

D. Gulayec

Agenda

The Agenda for the August 15, 2025 Special Council Meeting was presented for review and consideration, having the following additions being presented:

- Substitute Returning Officer Appointment
- Municipal Election Officer Remuneration Policy ADM-MUN-1
- RMA District 5 Meeting, McArthur Place, Lac La Biche
- Coyote Incentive Program 2025-2029
- Public Works Update
- In-Closed Session

There being no further additions; it was moved by:

**R-130650** **S. DUTRISAC**
That the Agenda be approved as presented.

Motion Carried

Previous Minutes

The minutes of the June 19, 2025 Regular Council Meeting having been presented to each Councillor and each Councillor having declared to have received and read the minutes, Reeve, M. Phillips asked for adoption.

**R-130651** **D. SASKIW**
That the minutes of the June 19, 2025 Regular Council Meeting be amended as presented, (R-130685 amendment "10-yard load of gravel donation for Silent Auction").

Motion Carried

The minutes of the July 9, 2025 Special Council Meeting having been presented to each Councillor and each Councillor having declared to have received and read the minutes, Reeve, M. Phillips asked for adoption.

**R-130652** **E. YAKEMCHUK**
That the minutes of the July 9, 2025 Special Council Meeting be approved as presented.

Motion Carried

Bank Rec - June

The Bank Reconciliation Report for the month ending June 2025 indicating a bank balance of 4,026,072.07 was presented for review and consideration.

Council having reviewed and discussed the June 2025 Bank Reconciliation Report; it was moved by:

**R-130653** **E. YAKEMCHUK**
That the Bank Reconciliation Reports for the month ending June 2025, as presented, reviewed and discussed by Council be approved, signed and incorporated into the minutes.

Motion Carried

Recess

**R-130654** **E. YAKEMCHUK**
That the meeting be recessed for the Public Hearing Bylaw No. 3-2025 at 10:17 a.m.

Motion Carried

**R-130655** **D. SASKIW**
The meeting reconvened at 10:21 a.m., having M. Phillips D. Saskiw S. Dutrisac E. Yakemchuk in attendance. Absent was D. Gulayec.

Motion Carried

Council having discussed this item; it was moved by:

**R-130656** **D. SASKIW**
That Council provide second reading to Bylaw 3 2025, redistricting Agricultural (A) to Education (E).

Motion Carried

**R-130657** **E. YAKEMCHUK**
That Council provide third and final reading to Bylaw 3 2025, redistricting Agricultural (A) to Education (E).

Motion Carried

Recess

**R-130658** **S. DUTRISAC**
That the meeting be recessed for the Public Hearing Bylaw No. 4-2025 at 10:30 a.m.

Motion Carried

**R-130659** **E. YAKEMCHUK**
The meeting reconvened at 11:26 a.m., having M. Phillips D. Saskiw S. Dutrisac E. Yakemchuk in attendance. Absent was D. Gulayec.

Motion Carried

Recess

**R-130660** **D. SASKIW**
That the meeting be recessed for the Public Hearing Bylaw No. 5-2025 at 11:26 a.m.

Motion Carried

**R-130661** **S. DUTRISAC**
The meeting reconvened at 11:35 a.m., having M. Phillips D. Saskiw S. Dutrisac E. Yakemchuk in attendance. Absent was D. Gulayec.

Motion Carried

ICF - Village of Myrnam

The CAO informed the County of Two Hills received a letter from the Village of Myrnam stating that the Council of the Village of Myrnam discussed the proposal to extend the Intermunicipal Collaboration Framework by two years.

Council having discussed this item; it was moved by:

**R-130662** **S. DUTRISAC**
That the County of Two Hills accept the letter regarding the Intermunicipal Collaboration Framework (ICF) from the Village of Myrnam as information and defer the request to the November 2025 Council meeting.

Motion Carried

Beauvallon Post Office Re: Letter of Request

The CAO informed Council that administration received correspondence from the Landowner of Lot 7-8, Block 3, Plan 1977EO Beauvallon Post Office requesting leniency on their land tax, as the post office service is being taxed as a business.

Council having discussed this item; it was moved by:

**R-130663** **D. SASKIW**
That the County of Two Hills under the authority of Section 347(1)(b) of the MGA cancel a portion in the amount of $200.00 of the 2025 property taxes on Roll No. 100 on Lot 1, Block 1, Plan 40ET being the Hairy Hill Post Office and Roll No 2833.00 Lot 7-8, Block 3, Plan 1977EO being the Beauvallon Post Office.

Motion Carried

Invoice No. 53399

The CAO informed Council that Administration received correspondence was from the Landowner of 4722 53 Ave Willingdon, AB requesting leniency on their invoice No. 53399, of a fire alarm call that took place February 24, 2025. The landowner is requesting that the County waive the $400.00 that they were charged on July 4, 2025.

Council having discussed this item; it was moved by:

**R-130664** **S. DUTRISAC**
That the request to waive Invoice No. 53399, in the amount of $400.00, be accepted as information.

Motion Carried

Recess
**R-130665** **E. YAKEMCHUK**
That the meeting be recessed for lunch at 11:46 a.m.

Motion Carried

The meeting reconvened at 1:09 p.m., having all Councillors in attendance.

Payable Accounts

The CAO placed Payable Accounts on the table for discussion. It is requested that the following Municipal accounts: 4180, 4137, 56355, 3690, 55295, 55995, 56045 be written off and/or moved to the Tax Roll.

Council having discussed this item; it was moved by:

**R-130666** **S. DUTRISAC**
That the County of Two Hills approve the following Municipal Accounts: 4180, 4137, 56355, 3690, 55295, 55995, 56045 be moved to the Tax Roll.

Motion Carried

Capital Budget 2026 Priorities

The CAO placed the Capital Budget 2026 Priorities. In preparation for consideration of the Capital Budget 2026 planning process, As in previous years, the County of Two Hills needs to inform the top priorities using the provided template. Any other information that would help in understanding unique aspects of a particular project would be beneficial.

Council having discussed this item; it was moved by:

**R-130667** **E. YAKEMCHUK**
That the County of Two Hills inform the Ministry of Transportation and Economic Corridors of the top priorities using the provided templates by August 15, 2025.

Motion Carried

Public Works Update

D. Zelisko, Public Works Supervisor, entered the Council Chambers to give Council an update.

Gravel Update

D. Zelisko informed that patch graveling and road graveling is well underway. All trucks continue to gravel.

Dust Control

D. Zelisko informed Council that the Dust Control Program has completed for the year.

Cold Mix

D. Zelisko informed that 800m of Coldmix has been completed on RR 113, 400m has been resurfaced with the addition of 100 tons of Coldmix on RR 134 and Duvernay has been completed.

Birds and Bees Update

D. Zelisko provided Council with an update on the Birds and Bees Irrigation, it is progressing as planned with working on concerns with landowners.

Closed Session

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-130668**

**S. DUTRISAC**
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 2:03 p.m.

Motion Carried

**R-130669**

**S. DUTRISAC**
That the County of Two Hills revert back to their Regular Council Meeting – time 2:45 p.m.

Motion Carried

**Additions to the Agenda**

The following additions were presented to Council.

Substitute Returning Officer Appointment

The Local Authority Election Act (LAEA) Appointment of Substitute Returning Officer Section 13. 13(1) An elected authority may, by resolution, appoint a substitute returning officer for the purposes of conducting elections under this Act.

Council having discussed this item; it was moved by:

**R-130670**

**D. GULAYEC**
That Lola Ellingham and Tanya Alexopoulos, Executive Assistant and Accounting Coordinator of the County of Two Hills, be appointed as Substitute Returning Officers for the 2025 Municipal Election.

Motion Carried

Municipal Election Remuneration

The CAO informed Council that an elected authority by resolution shall set fees for election workers; and, presented Municipal Election Officer Remuneration Policy ADM-MUN-1 being a policy to provide consistent, fair and transparent remuneration rates while conducting a municipal election for the positions of Returning Officer, Substitute Returning Officer and Presiding/Deputy Returning Officers.

Council having discussed this item; it was moved by:

**R-130671**

**D. SASKIW**
That the County of Two Hills approve Municipal Election Renumeration Policy ADM-MUN-1 as presented and amended this 15th day of August, 2025.

Motion Carried

RMA District 5 Meeting

The CAO informed Council of the RMA District 5 Meeting to be held on September 11, 2025 in Lac La Biche.

Council having discussed this item: it was moved by:

**R-130672** **S. DUTRISAC**
That the Council of the County of Two Hills request to reschedule the upcoming meeting and/or to be permitted to attend via Zoom.

Motion Carried

E. Kozak, Agricultural Fieldman entered the Council Chambers.

Declaration of Agricultural Disaster

The CAO presented the Declaration of Agricultural Disaster. This declaration is made to call attention to the drought conditions seen throughout the County. Although some areas have recently received small amounts of rain, the lack of moisture in some areas has resulted in little to no hay, silage or pasture. The insignificant rainfall received across the County has left crops decimated. Producers are encouraged to consult AFSC or visit their website for updated information on assistance programs.

Council having discussed this item; it was moved by:

**R-130673** **D. GULAYEC**
That the County of Two Hills Administration investigate the RMA Matrix regarding Declaration of local state of Agricultural Disaster for the County of Two Hills.

Motion Carried

Coyote Reduction Program

E. Kozak placed the Coyote Reduction Program on the table for discussion.

Council having discussed this item: it was moved by:

**R-130674** **D. SASKIW**
That the County of Two Hills enter into an agreement with the Alberta Professional Outfitters Society for the years of 2025-2028 for the Coyote Reduction Program.

Motion Carried

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

**R-130675** **E. YAKEMCHUK**
That the next Regular Council Meeting and Department Head Meeting be Call of the Chair.

Motion Carried

**R-130675** **E. YAKEMCHUK**
That the Special Council Meeting be adjourned at 3:37 p.m.

Motion Carried

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REEVE CAO