

**COUNTY OF TWO HILLS NO. 21 SPECIAL COUNCIL MEETING
October 8, 2025**

Meeting Called to Order	The Special County Council Meeting was called to order by Reeve, M. Phillips at 2:06 p.m. on Wednesday, October 8, 2025.
Attendance	Present were: D. Gulayec M. Phillips D. Saskiw S. Dutrisac E. Yakemchuk S. Dary, CAO L. Ellingham, Executive Assistant
Agenda	The Agenda for the October 8, 2025 Special Council Meeting was presented for review and consideration, having the following additions being presented: • Willingdon Recreational Centre • Dog Control Bylaw • Vacation Full Time Employees Policy – ADM-PER-28 • Safety Smarts and Ag for Life • Myrnam Ukrainian Dance re: Letter of Support • Derwent School/Real Blinds Superstore - Maruti Industries Ltd • 2025 Mowing • Go East of Edmonton • Water Account 56170.00
R-130686	<u>D. GULAYEC</u> That the Agenda be approved as presented. Motion Carried
Previous Minutes	The minutes of the September 11, 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-130687	<u>D. GULAYEC</u> That the minutes of the September 11, 2025 Special Council Meeting be approved as presented. Motion Carried
RMA Fall 2025 Convention	The CAO placed the RMA Fall 2025 Convention on the table for discussion. Council having discussed this item; it was accepted as information.
Donation Hillside Lodge Supper Auction and Raffle	The CAO informed Council that Administration received correspondence from the organizers of the Hillside Lodge Supper, Auction, and Raffle requesting a donation in support of their upcoming event. Council having discussed this item; it was accepted as information, having Administration providing raffle prizes.
New Horizons Senior Grant Re: Letter of Request	The CAO informed that the County of Two Hills received correspondence from the Two Hills Senior Citizens Centre, requesting a letter of support for the 2025 New Horizons Seniors Program, to replace the lighting system at the Senior Centre with energy efficiency LED lights. Council having discussed this item; it was moved by:

R-130688

D. SASKIW

That the County of Two Hills provide the Two Hills Senior Citizens Centre a Letter of Support Two Hills Senior Citizens Centre 2025 New Horizons for Seniors Program.

Motion Carried

AFRRCS and County of Two Hills

The CAO informed that a License Agreement between AFRRCS and the County of Two Hills was signed on April 10, 2015, for a 10-year term governing the use of AFRRCS communication systems within the County. The agreement has expired.

Council having discussed this item; it was moved by:

R- 130689

E. YAKEMCHUK

That the County of Two Hills enter into a renewed License Agreement with AFRRCS for an additional 10-year term.

Motion Carried

Franchise Renewal Process- Apex Utilities Inc.- Hamlet of Hairy Hill

The CAO informed that Administration received correspondence from Apex Utilities Inc informing residents of the Hamlet of Hairy Hill were charged 5% special franchise tax.

Council having discussed this item; it was moved by:

R-130690

D. GULAYEC

That the County of Two Hills proceed with a new Hamlet of Hairy Hill franchise agreement between APEX Inc and the County of Two Hills.

Motion Carried

ATCO -Willingdon & Derwent 2026 Franchise Fee

The CAO informed Council that Administration received correspondence from ATCO Customer Support Representative Jen Layden regarding the Distribution Revenue Forecast for the Hamlets of Willingdon & Derwent 2026 Franchise Fee and the possibility for an annual change to the Franchise Fee percentage.

Council having discussed this item; it was moved by:

R-130691

E. YAKEMCHUK

That the Council accept the correspondence from ATCO Electric as information and have the 2026 Franchise Fee for the Hamlets of Willingdon & Derwent remain status-quo.

Motion Carried

Canada Post Corporation Review

The CAO placed the Canada Post Corporation Review on the table for discussion.

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

Tax Exemption (Roll No. 496400 & 496500)

The CAO informed that the County received correspondence from the Ukrainian Greek Orthodox Church of St. Mary (Szypenitz) requesting that the portions of NW 22-55-13-W4 (E ½ North of Lake, Roll No. 496500) and NW 22-55-13-W4 (W ½ North of Lake, Roll No. 496400), all those portions assessed as farmland, be tax exempt. The Ukrainian Greek Orthodox Church of St. Mary (Szypenitz) lands have been designated as a historical site in both Alberta and Canada.

Council having discussed this item; it was moved by:

R-130692

D. SASKIW

That the County of Two Hills under the authority of Section 347(b) of the Municipal Government Act cancel the tax assessed as farmland on NW 22-55-13-W4 Roll No. 496400 and 496500 being the Ukrainian Greek Orthodox Church of St. Mary (Szypenitz) lands.

Motion Carried

G. Buchanan, Planning and Development entered the Council Chambers.

A. Guenther entered the Council Chambers and M. Jimenez was in attendance via Zoom.

Bylaw No. 4-2025

G. Buchanan presented Bylaw No. 4-2025 informing Council that W. Wiebe is proposing, via the Blumenthal Area Structure Plan (ASP 1 2025), to construct a multi-lot subdivision on NW-24-55-12-W4. In parallel to the review and adoption of the rezoning (Bylaw 5-2025) and prior to the approval of the proposed subdivision, the Area Structure Plan must be adopted.

The ASP proposal is for 12 residential lots, 1 Municipal Reserve Lot and 1 Environmental Reserve Lot. These lots would be accessed by an internal road linking Range Road 121 to Township Road 554.

Council having discussed this item; it was moved by:

R-130693

D. GULAYEC

That Council provide second reading to Bylaw 4 2025, adopting the Blumenthal Area Structure Plan on NW-24-55-12-W4, providing for twelve lot residential subdivision.

Motion Carried

Bylaw No. 5-2025

G. Buchanan presented Bylaw No. 5 2025 informing Council that W. Wiebe is proposing, via an Area Structure Plan (ASP 1 2025), to construct a multi-lot subdivision on NW-24-55-12 W4. In parallel to the review and adoption of the ASP and prior to the approval of the proposed subdivision, the land must be rezoned.

The ASP proposal is for 12 residential lots, 1 Municipal Reserve Lot and 1 Environmental Reserve Lot. These lots would be accessed by an internal road linking Range Road 121 to Township Road 554. All lots would have on site cisterns for water supply and holding tanks for sewage disposal, enforced by a restrictive covenant one each title. The required internal road would be constructed to County standards.

Council having discussed this item; it was moved by:

R-130694

S. DUTRISAC

That Council provide second reading to Bylaw 5 2025, redistricting NW-24-55-12-W4 from Agricultural (A) to Country Residential (CR).

Motion Carried

Willingdon
Recreational Centre

The CAO placed the Willingdon Recreational Centre on the table for discussion.

Council having discussed this item; it was moved by:

R-130695

D. SASKIW

That the County of Two Hills provide survey cost assistance for the Willingdon District Recreation Centre project (maximum \$2,500).

Motion Carried

Dog Control Bylaw

D. Saskiw informed Council of proposed amendment to the Dog Control Bylaw.

Council having discussed this item; it was moved by:

R-130696

D. SASKIW

That the County of Two Hills amend the Dog Control Bylaw, to include all Hamlets within the County of Two Hills.

Motion Carried

Vacation Full Time Employees Policy – ADM-PER-28 The CAO presented policy Vacation Full Time Employees ADM-PER-28, having Administration recommending the said policy be amended.

Council having discussed this item; it was moved by:

R-130697

D. SASKIW

That the policy Vacations Full Time Employees ADM-PER-28 be amended this 8th day of October 2025.

Motion Carried

Closed Session

The CAO informed Council of items to be discussed in Closed-Session as per Division 2, Section 19(1) of the Freedom of Information and Protection of Privacy Act.

R-130698

D. GULAYEC

That the County of Two Hills meet in closed-session as per Division 2, Section 19(1) of the Freedom of Information and Protection of Privacy Act re: Personnel with all members in attendance - time 3:24 p.m.

Motion Carried

R-130699

S. DUTRISAC

That the County of Two Hills revert to their Special Council Meeting – time 3:30 p.m.

Motion Carried

Safety Smarts and Ag for Life

The CAO placed the Safety Smarts and Ag for Life on the table for discussion from the Agricultural Service Board Meeting of October 8, 2025, informing that a request was received for support from the Safety Smarts and Ag for Life programs, which focus on safety education for youth and agricultural education.

Council having discussed this item; it was moved by:

R-130700

D. SASKIW

That the County of Two Hills provide support funding in the amount of \$2,500 each to Safety Smarts and Ag for Life programs.

Motion Carried

Myrnam Ukrainian Dance re: Letter of Support

The CAO placed a letter of request from the Myrnam Ukrainian Dance group for financial support on the table for discussion.

Council having discussed this item; it was moved by:

R-130701

S. DUTRISAC

That the County of Two Hills forward a letter to the Myrnam Ukrainian Dance group informing the County may provide support by way of a load of gravel for donation at a Myrnam Ukrainian Dance Group event.

Motion Carried

Derwent School/Real Blinds Superstore

D. Gulayec informed Council of the current condition of the Derwent School/Real Blinds Superstore - Maruti Industries Ltd and that a request for assistance was received regarding the Derwent School/Real Blinds Superstore - Maruti Industries Ltd.

Council having discussed this item; it was moved by:

R-130702

D. GULAYEC

That the County of Two Hills request a quote to improve the current conditions of the Derwent School/Real Blinds Superstore - Maruti Industries Ltd.

Motion Carried

2025 Mowing	The CAO presented the 2025 Mowing Program tender on the table for discussion. Council having discussed this item; it was moved by:
R-130703	<u>E. YAKEMCHUK</u> That the 2025 Mowing Program tender be reviewed, and that Administration to proceed with tendering for the year of 2026. Motion Carried
Go East of Edmonton	The CAO placed a request from the Go East Regional Tourism Organization for support in their funding application to Travel Alberta. The funding request of \$100,000 will assist with the development and promotion of the Go East of Edmonton Summer–Fall 2026 Strategic Marketing Campaign. Council having discussed this item; it was moved by:
R-130704	<u>D. SASKIW</u> That the County of Two Hills provide a letter of support to the Go East Regional Tourism Organization for its application to the Travel Alberta – Rural Tourism Organization Fund for the Go East of Edmonton Summer–Fall 2026 Strategic Marketing Campaign. Motion Carried
Water Account	The CAO informed Council of a Hamlet of Willingdon outstanding water account 56170.00. Council having discussed this item; it was moved by:
R-130705	<u>D. GULAYEC</u> That the outstanding water account 56170.00 from the Hamlet of Willingdon be transferred to the tax roll. Motion Carried
Fire Coordinator Report	G. Pyle, Fire Coordinator, entered the Council Chambers to provide Council an update. G. Pyle discussed the outstanding invoice in the amount of \$3,212.50. It was noted that the invoice included a pumper truck charge of \$1,787.50 along with 5 penalties in the amount of \$247.52. Council having discussed this item; it was moved by:
R-130706	<u>S. DUTRISAC</u> That the County of Two Hills waive all penalties and reduce the pumper truck charge in the amount of \$1,265.00, new invoice being 1,947.50. Motion Carried G. Pyle informed that W. Kuhn and himself viewed the four fire trucks available for purchase. Council reviewed the report regarding the available Freightliner Fire Trucks located in Elk Point, Mallaig, and two in Bonnyville. G. Pyle, Fire Coordinator, thanked Council for their time and left the Council Chambers. P. Veres, Safety Coordinator, entered the Council Chambers. P. Veres presented Council an updated noting that a Maintenance Audit is scheduled to take place November 30, 2025. Additionally, P. Veres informed that the select County of Two Hills employees will be participating in First Aid certification courses.

Safety Coordinator
Report

P. Veres, Safety Coordinator, thanked Council for their time and left the Council Chambers.

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

R-130710

D. SASKIW

That the Special Meeting be adjourned at 4:15 a.m.

Motion Carried

REEVE

CAO