COUNTY OF TWO HILLS NO. 21 REGULAR COUNCIL MEETING
February 26, 2026

Meeting Called to Order

The County Council Meeting was called to order by Reeve, M. Phillips at 10:06 a.m. on Thursday, February 26, 2026.

Attendance

Present were:

D. Gulayec	S. Dary, CAO
M. Phillips	L. Ellingham, Executive Assistant
T. Boettcher	M. Pinon, Vegreville News Advertiser
N. Lapaschuk	
E. Yakemchuk	

Agenda

The Agenda for the February 26, 2026 Council Meeting was presented for review and consideration, having the following additions being presented:

- Inspections Group Inc. Service Agreement
- RMA Spring Conference
- Motor Vehicle Collision – Invoice Reduction
- Planning and Development Report
- Local to Global Forum Conference
- Website Inventory

R-130736 **N. LAPASCHUK**
That the Agenda, inclusive of the additions, be approved as presented.

Motion Carried

Previous Minutes

The minutes of the January 8, 2026 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-130737 **T. BOETTCHER**
That the minutes of the January 8, 2026 Special Council Meeting be approved as presented.

Motion Carried

Business arising from the Minutes:

SAC Update

Councillor T. Boettcher presented an update from the Two Hills Sports Activity Council, informing Council that a meeting was held with the Town of Two Hills and the Two Hills Sports Activity Council.

Cabin Fever Dance Donation

The CAO placed the Cabin Fever Dance donation request on the table for discussion, informing Council that a donation had been provided.

Meeting Dates

The CAO placed the County of Two Hills Strategic Objectives Meeting, 2026 Budget Meeting, Regular Council Meeting, and Department Head Meeting dates on the table for discussion.

Council having discussed this item; it was moved by:

R-130738 **N. LAPASCHUK**
That the Strategic Objectives Meeting be held on March 23, 2026 at 10:00 a.m., the Regular Council Meeting be held on March 26, 2026 at 10:00 a.m., the Budget Meeting be held on March 30, 2026 at 10:00 a.m., the Department Head Meeting be held on April 2, 2026 at 10:00 a.m., and the Regular Council Meeting be held on April 22, 2026 at 10:00 a.m.

Motion Carried

Sandy Lake Budget

Discussion took place on the current Sandy Lake Budget, advising that it be brought back at a future Budget Meeting.

Council having discussed this item; it was moved by:

R-130739 **E. YAKEMCHUK**
That Administration investigate the Sandy Lake Budget and bring back at the March 30, 2026 Budget Meeting.

Motion Carried

December 2025 Bank Rec

The Bank Reconciliation report for the month ending December 2025 indicating a bank balance of $4,733,089.81 was presented for review and consideration.

Council having reviewed and discussed the December 2025 Bank Reconciliation report; it was moved by:

R-130740 **D. GULAYEC**
That the Bank Reconciliation report for the month ending December 2025, as presented, reviewed, and discussed by Council be approved, signed and incorporated into the minutes.

Motion Carried

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

Borrowing Bylaw

The CAO presented Bylaw 02-2026, 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 Bylaw 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-130741 **E. YAKEMCHUK**
That Bylaw No. 02-2026 be given first reading this 26th day of February 2026.

Motion Carried

R-130742 **N. LAPASCHUK**
That Bylaw No. 02-2026 be given second reading this 26th day of February 2026.

Motion Carried

R-130743 **D. GULAYEC**
That the Council of the County of Two Hills give unanimous consent to proceed with third and final reading of Bylaw No. 02-2026 this 26th day of February 2026.

Motion Carried Unanimously

R-130744 **T. BOETTCHER**
That Bylaw No. 02-2026 be given third and final reading and finally passed this 26th day of February 2026.

Motion Carried

Anti Harassment Policy

The CAO presented the Anti Harassment Policy informing Council that at the August 22, 2019 Regular Council meeting, Council approved Anti-Harassment Policy ADM-HAR-1. Administration is once again bringing the policy forward for Council's review and consideration.

Council having discussed this item; it was moved by:

R-130745 **E. YAKEMCHUK**
That Anti-Harassment Policy ADM-HAR-1 be reviewed for consideration and approved, this 26th day of February, 2026.

Motion Carried

Workplace Violence Prevention SAFE-POL-15

The CAO presented the Workplace Violence Prevention Policy SAFE-POL-15 advising Council that the Safety Coordinator made a complete revision of the existing SAFE-POL-15 Workplace Violence Prevention Policy and included criteria (as per the 2025 Safety Audit) and Section 390.3 Domestic Violence of the OHS Code.

Council having discussed this item; it was moved by:

R-130746 **T. BOETTCHER**
That the County of Two Hills amend SAFE-POL-15 Workplace Violence Prevention Policy for any reported cases of violence at the workplace and approve the same effective February 26, 2026.

Motion Carried

Bro-Tel Backyard Festival

The CAO received correspondence from the Chair/Producer of the Bro-Tel Backyard Festival requesting to book Jackfish Lake for the 2026 festival. The event is scheduled for August 14–17, with exclusive access requested from August 14–17, including all camping sites.

Council having discussed this item; it was moved by:

R-130747 **D. GULAYEC**
That Bro-Tel Backyard Festival be authorized to hold the Bro-Tel Backyard Festival at Jackfish Lake on August 14 – 17, 2026, providing all conditions are met, having the rental fee remain $2,000.00.

Motion Carried

2026 Alberta Spring Conference

The CAO informed Council that the 2026 Alberta Care Spring Seminar is to be held in Brooks, Alberta on March 18-20, 2026, at the Heritage Inn Hotel and Convention Centre.

Council having discussed this item; it was moved by:

R-130748 **E. YAKEMCHUK**
That any member of Council, the CAO, and appointed staff who wish to attend the 2026 Alberta Care Spring Seminar, to be held in Brooks, Alberta from March 18–20, 2026 at the Heritage Inn Hotel and Convention Centre, be authorized to attend.

Motion Carried

2026 FCM Conference

The CAO informed Council that the 2026 FCM Annual Conference will be held at the Edmonton Convention Centre, Edmonton, Alberta from June 4–7, 2026.

Council having discussed this item; it was moved by:

R-130749 **D. GULAYEC**
That Council and CAO be authorized to attend the 2026 FCM Annual Conference to be held at the Edmonton Convention Centre, Edmonton, Alberta from June 4–7, 2026.

Motion Carried

2026 Two Hills Adult Learning Conference

The CAO informed Council that the 2026 Two Hills Adult Learning Conference is to be held in Edmonton, Alberta on April 29-30, 2026.

Council having discussed this item; it was moved by:

R-130750 **E. YAKEMCHUK**
That the Chair and Vice-Chair of the County of Two Hills Adult Learning Committee be authorized to attend the 2026 Two Hills Adult Learning Conference to be held in Edmonton, Alberta on April 29-30, 2026.

Motion Carried

Francise Agreement

The CAO advised Council that Section 49(5) of the Gas Utilities Act now states that a franchise granted by a municipality to an owner of a gas utility that has not been approved after the coming into force of this subsection will terminate 270 days after the coming into force of that subsection.

Council having discussed this item; it was moved by:

R-130751 **E. YAKEMCHUK**
That the County of Two Hills renew the Hamlet of Hairy Hill Franchise Agreement with Apex Utilities Inc. at the rate of 5%

Motion Carried

Crissel Estates

The CAO informed Council that at the Public Works Committee Meeting on February 5, 2026, it was resolved that the request for compensation from a private individual for snow plowing Crissel Estates be accepted as information.

Council having discussed this item; it was moved by:

R-130752 **T. BOETTCHER**
That Council accept the request for compensation (Invoice No. 260107) for snow plowing Crissel Estates as information, requesting that the County shop be contacted for future snow plowing services.

Motion Carried

Derwent Gas Outage

The CAO advised that at the Gas Utility Meeting on February 5, 2026, it was resolved that the County of Two Hills pay Martin Plumbing directly in the amount of $435.75 for services related to the Derwent gas outage on Tap 90.

Council having discussed this item; it was moved by:

R-130753 **D. GULAYEC**
That the County of Two Hills pay Martin Plumbing directly in the amount of $435.75 for services related to the Derwent gas outage on Tap 90, Invoice No. 6985.

Motion Carried

Emergency Livestock Plan

The CAO informed Council that at the Agricultural Service Board Committee Meeting on February 5, 2026, it was resolved that the County of Two Hills Emergency Livestock Plan be approved as presented.

Council having discussed this item; it was moved by:

R-130754 **T. BOETTCHER**
That the County of Two Hills Agricultural Service Board Emergency Livestock Plan be approved this 26th day of February, 2026.

Motion Carried

Farm Fresh Award Chatsworth Farms

The CAO informed Council that at the Agricultural Service Board Committee Meeting on February 5, 2026, it was resolved that the County of Two Hills nominate Chatsworth Farms for the 2026 Award of Excellence Alberta Farm Fresh Producers Association.

Council having discussed this item; it was moved by:

R-130755 **D. GULAYEC**
That the County of Two Hills nominate Chatsworth Farms for the 2026 Award of Excellence Alberta Farm Fresh Producers Association.

Motion Carried

Mowing Tender

The CAO informed Council that at the Agricultural Service Board Committee Meeting on February 5, 2026, it was resolved that the County of Two Hills enter into a Mowing Tender Agreement for a three-year term with a termination clause.

Council having discussed this item; it was moved by:

R-130756 **T. BOETTCHER**
That the County of Two Hills Agricultural Service Board tender Mowing for a three-year term with a termination clause, effective this 26th day of February, 2026.

Motion Carried

Club Root Policy

The CAO informed Council that at the Agricultural Service Board Committee Meeting on February 5, 2026, it was resolved that the Club Root Policy be reviewed for consideration.

Council having discussed this item; it was moved by:

R-130757 **N. LAPASCHUK**
That the County of Two Hills Agricultural Service Board Club Root Policy be reviewed for consideration and brought back to a future meeting.

Motion Carried

Command Trucks

The CAO informed Council that at the Fire Services Department Meeting on February 5, 2026, it was resolved that the Command Trucks be housed at a Fire Chiefs or a designated residence, and that monthly evaluations be conducted.

Council having discussed this item; it was moved by:

R-130758 **D. GULAYEC**
That the County of Two Hills Fire Departments Command Trucks be housed at a Fire Chiefs or a designated residence, and that monthly evaluations be conducted.

Motion Carried

RMA Spring Convention

The CAO informed Council that the RMA Spring Convention is to be held in Edmonton, Alberta on March 16-18, 2026, at the Edmonton Convention Centre.

Council having discussed this item; it was moved by:

R-130759 **N. LAPASCHUK**
That all Councillors, CAO and appointed staff be authorized to attend the Annual RMA Spring Conference in Edmonton, Alberta at the Edmonton Convention Centre on March 16-18, 2026.

Motion Carried

Motor Vehicle Collision – Invoice Reduction

The CAO presented correspondence received from a vehicle operator regarding Invoice No. 51863, requesting a reduction of a portion of the Motor Vehicle Collision invoice payment fee on Invoice No. 51863 in the amount of $2,440.00

Council having discussed this item; it was moved by:

R-130760 **T. BOETTCHER**
That the County of Two Hills reduce a portion of the Motor Vehicle Collision invoice payment fee on Invoice No. 51863 in the amount of $2,440.00

Motion Carried

Delegation(s) 11:30 a.m.

K. Shamblaw, Vermilion RCMP, K. Nicholls, Two Hills RCMP and W. Nyback, Bylaw Officer, entered the Council Chambers to present Council with updates.

There being no further discussion, K. Shamblaw, Vermillion RCMP, K. Nicholls, Two Hills RCMP and W. Nyback, Bylaw Officer thanked Council for their time and left the Council Chambers.

R-130761 **D. GULAYEC**
That the meeting be recessed – time 12:17 p.m.

Motion Carried

R-130762 **T. BOETTCHER**
The meeting reconvened – time 1:40 p.m. having all Councillors in attendance.

Motion Carried

S. Rajoo, Two Hills Chronicle, N. Baldwin, Alus Program Manager, S. Miller, Agricultural Fieldman Assistant and C. Zayak, Alus Coordinator entered the Council Chambers.

Delegation(s) 1:30 p.m.

N. Baldwin, Alus Project Manager presented an update to Council regarding ALUS and the County of Two Hills partnering for more resilient landscapes.

There being no further discussion, N. Baldwin, ALUS Project Manager thanked Council for their time and left the Council Chambers.

S. Miller and C. Zayak left the Council Chambers.

Delegation(s) 2:00 p.m.

M. Tarkowski, A. Hieberet, H. Wall and A. Kozakiewicz entered the Council Chambers.

R-130763 **D. GULAYEC**
Closed Session
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: Finance with all members in attendance – time 2:27 p.m.

Motion Carried

L. Ellingham, Executive Assistant, S. Rajoo, Two Hills Chronicle and M. Pinon, Vegreville News Advertiser left the Council Chambers.

R-130764 **D. GULAYEC**
That the County of Two Hills revert back to their Regular Council Meeting – time 3:07 p.m.

Motion Carried

Fire Agreements

Discussion took place on the Mutual Aid Agreement and Regional Fire Service Agreement between the County of Two Hills, Town of Two Hills and Village of Myrnam.

Council having discussed this item; it was moved by:

R-130765 **T. BOETTCHER**
That the Town of Two Hills and Village of Myrnam provide a Mutual Aid Agreement or Regional Fire Agreement proposal between the County of Two Hills.

Motion Carried

There being no further discussion, M. Tarkowski, A. Hieberet, H. Wall and A. Kozakiewicz thanked Council for their time and left the Council Chambers.

L. Ellingham, Executive Assistant, S. Rajoo, Two Hills Chronicle and M. Pinon, Vegreville News Advertiser entered the Council Chambers.

Local to Global Forum Conference

M. Phillips advised Council that the Local to Global Hub Conference will be held in Vegreville, Alberta from April 8-10, 2026 at the Vegreville Suites and Vegreville Social Centre.

Council having discussed this item; it was moved by:

R-130766 **E. YAKEMCHUK**
That any member of Council, the CAO, and appointed staff who wish to attend the Local to Global Hub Conference, to be held in Vegreville, Alberta from April 8-10, 2026, at the Vegreville Suites and Vegreville Social Center, be authorized to attend.

Motion Carried

Website Inventory

T. Boettcher suggested Administration review and investigate the County website for possible enhancements for external organizations, having Administration reporting back.

Inspections Group

The CAO informed Council that the Safety Code Services contract between the County of Two Hills and the Inspections Group expired January 31, 2026.

Council having discussed this item; it was moved by:

R-130767 **T. BOETTCHER**
That the County of Two Hills extend the Inspections Group Safety Code Services Contract to January 31, 2027 (including a 3% increase for subtrades) and retender for 2027.

Motion Carried

G. Buchanan, Planning and Development, provided a report for Council's consideration.

R-130768 **N. LAPASCHUK**
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: Land with all members in attendance – time 3:20 p.m.

Motion Carried

L. Ellingham, Executive Assistant, S. Rajoo, Two Hills Chronicle and M. Pinon, Vegreville News Advertiser left the Council Chambers.

R-130769 **N. LAPASCHUK**
That the County of Two Hills revert back to their Regular Council Meeting – time 4:18 p.m.

Motion Carried

CATALIST GIS

Discussion took place on the request to utilize CATALIST GIS in the County of Two Hills.

Council having discussed this item; it was moved by:

R-130770 **T. BOETTCHER**
That Administration contact the Two Hills RCMP Corporal regarding CATALIST GIS use.

Motion Carried

Block H Plan 1329HW

Discussion took place on the purchase of Block H Plan 1329HW in the Hamlet of Willingdon.

Council having discussed this item; it was moved by:

R-130771 **N. LAPASCHUK**
That the County of Two Hills offer for purchase (at market value or above) Block H Plan 1329HW in the Hamlet of Willingdon.

Motion Carried

G. Buchanan thanked Council for their time and left the Council Chambers.

P. Gordeyko, Director of Utilities entered the Council Chambers.

P. Gordeyko provided an update to Council on Ace Water.

P. Gordeyko, Director of Utilities left the Council Chambers.

Correspondence and Information Items

- Support for Willingdon and District Recreation Centre CFEP Grant
- Upgrading of Playground Equipment in the Hamlet of Derwent
- Outstanding Invoices
- Alberta HUB Skyways Project V2.0 Request
- Letter of Support for Dr. Satar

- **RMA:**
- Contact Newsletter – January 9, 2026.
- Contact Newsletter – January 16, 2026.
- Contact Newsletter – January 23, 2025.

- **Member Bulletins:**

- 2026-01-09 | Department of Fisheries and Oceans Issuing New Codes for the Conservation of Fish and Fish Habitat
- 2026-01-09 | Environment and Climate Change Canada Releases Landfill Methane Regulations
- 2026-01-09 | RMA's Annual Unpaid Oil & Gas Tax Survey Now Open
- 2026-01-09 | RMA Submits Input into Budget 2026
- 2026-01-09 | RMA Releases "Closing the Gap" Infrastructure Funding Advocacy Campaign
- 2026-01-16 | AUC to Consult Municipalities on Renewable Energy Setback Distances
- 2026-01-16 | RMA Provides Input to Alberta Electoral Boundaries Commission
- 2026-01-16 | 2026 RMA Position Statements – Volume 1 Now Available

- 2026-01-16 | Resolution Deadline for Spring 2026 Convention
- 2026-01-23 | RMA Releases Week 2 of Closing the Gap Infrastructure Funding Campaign
- 2026-01-23 | RMA Releases Week 3 of Closing the Gap Infrastructure Funding Campaign
- 2026-01-23 | Government of Alberta Announces New and Expanded Water Act Exemptions
- 2026-01-23 | New Health System Dashboard
- 2026-01-23 | Register for EOEP's Budgeting & Finance Course
- 2026-01-23 | Upcoming Nuclear Energy Engagement Sessions
- 2026-01-23 | Request for Expression of Interest in Community Fireguard Program
- 2026-01-23 | Last Chance to Register for EOEP's Effective Meetings Course

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

R-130772 **E. YAKEMCHUK**
That the meeting be adjourned at 4:44 p.m.

Motion Carried

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REEVE CAO