

**COUNTY OF TWO HILLS NO. 21 REGULAR COUNCIL MEETING  
June 24, 2026**

|                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
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| Meeting Called to Order | The County Council Meeting was called to order by Reeve, M. Phillips at 10:01 a.m. on Thursday, June 24, 2026.                                                                                                                                                                                                                                                                                                                                                                                               |
| Attendance              | <p>Present were:</p> <div><div>M. Phillips<br/>D. Gulayec<br/>T. Boettcher<br/>N. Lapaschuk<br/>E. Yakemchuk</div><div>S. Dary, CAO<br/>L. Ellingham, Executive Assistant</div></div>                                                                                                                                                                                                                                                                                                                        |
| Agenda                  | <p>The Agenda for the June 24, 2026 Council Meeting was presented for review and consideration, having the following additions being presented:</p> <div><ul style="list-style-type: none"><li>• Request for Review of Fire Services – Invoice #55607</li><li>• Human Resource Services</li><li>• EMW Golf Tournament</li><li>• Road Oiling Priorities</li><li>• Road Repairs</li><li>• Snow Plowing Policy – PUB-SNO-1</li><li>• Fire Services Agreement Meeting with the Town of Two Hills</li></ul></div> |
| R-130824                | <p><b><u>D. GULAYEC</u></b><br/>That the Agenda, inclusive of the additions, be approved as presented.</p> <p>Motion Carried</p>                                                                                                                                                                                                                                                                                                                                                                             |
| Previous Minutes        | The minutes of the April 2, 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-130825                | <p><b><u>T. BOETTCHER</u></b><br/>That the minutes of the April 2, 2026 Special Council Meeting be approved as presented.</p> <p>Motion Carried</p>                                                                                                                                                                                                                                                                                                                                                          |
| Previous Minutes        | The minutes of the April 14, 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-130826                | <p><b><u>N. LAPASCHUK</u></b><br/>That the minutes of the April 14, 2026 Special Council Meeting be approved as presented.</p> <p>Motion Carried</p>                                                                                                                                                                                                                                                                                                                                                         |
| Previous Minutes        | The minutes of the April 23, 2026 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-130827                | <p><b><u>E. YAKEMCHUK</u></b><br/>That the minutes of the April 23, 2026 Regular Council Meeting be approved as presented.</p> <p>Motion Carried</p>                                                                                                                                                                                                                                                                                                                                                         |
| Previous Minutes        | The minutes of the May 6, 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-130828**

**T. BOETTCHER**

That the minutes of the May 6, 2026 Special Council Meeting be approved as presented.

Motion Carried

G. Buchanan, Planning and Development, entered the Council Chambers at 10:12 a.m.

P. Veres, Safety Coordinator, entered the Council Chambers at 10:16 a.m.

Hamlet of Derwent Meeting

Discussion took place regarding the June 17, 2026 Hamlet of Derwent meeting.

Land Tax Sale

The CAO informed Council that each municipality must offer for sale, at a Public Auction , any parcel of land shown on its Tax Arrears if the arrears are not paid.

Council having discussed this item; it was moved by:

**R-130829**

**E. YAKEMCHUK**

That the County of Two Hills offer for sale by Public Auction those lands appearing on the Tax Arrears List (if arrears remain unpaid) on (call of the chair at the hour of 11:00 a.m. in the County Office.

Motion Carried

G. Buchanan, Planning and Development and P. Veres, Safety Coordinator, left the Council Chambers at 10:40 a.m.

Willingdon Agricultural Society

The CAO informed Council that the Willingdon Agricultural Society is requesting an extension of the Livestock Agreement.

Council having discussed this item; it was moved by:

**R-130830**

**E. YAKEMCHUK**

That the County of Two Hills extend the Willingdon Agricultural Society Livestock Agreement for the duration of one year (May 31, 2027), with conditions.

Motion Carried

April 2026 Bank Rec

The Bank Reconciliation report for the month ending April 2026 indicating a bank balance of \$3,030,562.93 was presented for review and consideration.

Council having reviewed and discussed the April 2026, Bank Reconciliation report; it was moved by:

**R-130831**

**E. YAKEMCHUK**

That the Bank Reconciliation report for the month ending April 2026, as presented, reviewed, and discussed by Council be approved, signed and incorporated into the minutes.

Motion Carried

May 2026 Bank Rec

The Bank Reconciliation report for the month ending May 2026 indicating a bank balance of \$4,081,511.07 was presented for review and consideration.

Council having reviewed and discussed the May 2026, Bank Reconciliation report; it was moved by:

**R-130832**

**E. YAKEMCHUK**

That the Bank Reconciliation report for the month ending May 2026, as presented, reviewed, and discussed by Council be approved, signed and incorporated into the minutes.

Motion Carried

W. Kuhn, Public Works Supervisor, entered the Council Chambers, at 11:00 a.m.

Road Oiling Priorities

Discussion took place on the Road Oiling Priorities; being including work on Twp Rd 562, RR 134 north of Hwy 45, RR 101 Blade Patching, RR 73 north of Hwy 45, Hamlet of Hairy Hill (past haul), RR 125 patching, Hamlet of Willingdon – 2 totes, having Public Works Supervisor prioritizing the said roads. Administration advised that recent rainfall delayed operations and that cold mix pothole patching will remain the priority.

Council having discussed this item; it was moved by:

**R-130833**

**D. GULAYEC**

That the Public Works Supervisor be authorized to hire additional staff as required (contract operators).

Motion Carried

Snowplowing  
Driveway Policy -  
PUB-SNO-1

The CAO presented the amended Snowplowing Driveway Policy, reflecting a \$50.00 increase for seniors, full-time residents, non-residents, and 24-hour snowplow driveway services, effective immediately.

Council having discussed this item; it was moved by:

**R-130834**

**T. BOETTCHER**

That Council of the County of Two Hills approve the Snowplowing Driveway Policy: PUB-SNO-1 as amended.

Motion Carried

**R-130835**

**N. LAPASCHUK**

That the meeting be recessed – time 11:56 a.m.

Motion Carried

**R-130836**

**D. GULAYEC**

The meeting reconvened – time 1:10 p.m. having all Councillors in attendance.

Motion Carried

Intermunicipal  
Collaboration  
Framework

The CAO informed Council that at the March 26, 2026, Regular Council Meeting, Council resolved that the County of Two Hills proceed with concluding the County of Vermilion River, County of Minburn, County of Lamont, County of St. Paul and Smoky Lake County Intermunicipal Collaboration Framework agreements existing between the municipalities, pursuant to Municipal Government Act, Section 708.28(1.1).

Council having discussed this item; it was moved by:

**R-130837**

**T. BOETTCHER**

That the County of Two Hills Administration forward a letter to the Honourable Dan Williams, Minister of Municipal Affairs, advising of the conclusion of the Intermunicipal Collaboration Frameworks agreement existing between the above municipalities pursuant to Municipal Government Act, Section 708.28 (1.1).

Motion Carried

Access to Information  
Act and Protection  
of Privacy Act Bylaw

The CAO informed Council that on June 11, 2025, the Government of Alberta repealed the Freedom of Information and Protection of Privacy Act (FOIP) and replaced it with two separate statutes: the Access to Information Act (ATIA) and the Protection of Privacy Act (POPA).

Council having discussion this item; it was moved by:

**R-130838**

**D. GULAYEC**

That the County of Two Hills Council moves to approve the Access to Information Act (ATIA) and the Protection of Privacy Act (POPA) Bylaw, this 24th day of June, 2026.

Motion Carried

Alberta Community  
Partnership

The CAO presented the Alberta Community Partnership (ACP) Program supports regional collaboration, municipal capacity building, and intermunicipal relations through funding for eligible projects and initiatives. The 2026-27 ACP program budget is \$10.6 million. Funding decisions will be made by March 31 of the program year. New component deadlines for 2026-27 will be posted to this website later in 2026.

Council having discussed this item; it was moved by:

**R-130839**

**N. LAPASCHUK**

That the County of Two Hills monitor the Alberta Community Partnership Program intake announcements and report back to Council with any applicable funding opportunities and project recommendations.

Motion Carried

Two Hills Health  
Centre Foundation

The CAO presented Council correspondence received from Two Hills Health Centre Foundation requesting a raffle prize, auction item or cash for their 6th Annual Charity Golf Classic to be held June 27, 2026, at the Two Hills Lions Golf and Country Club.

Council having discussed this item; it was moved by:

**R-130840**

**T. BOETTCHER**

That the County of Two Hills provide a raffle prize, auction item or cash and attend (T. Boettcher) the Two Hills Health Centre Foundation 6th Annual Charity Golf Classic to be held June 27, 2026.

Motion Carried

Emergency Management  
Mutual Aid Agreement

The CAO presented the Emergency Management Mutual Aid Agreement to Council, informing that it was originally signed in 2020. Administration has reviewed the proposed amendments, which update and clarify the terms and procedures for requesting and providing mutual aid during emergency events. The amendments ensure the agreement remains current and continues to support effective regional cooperation and emergency response among participating jurisdictions. Administration recommends Council approve the amended agreement and re-sign the agreement.

Council having discussed this item; it was moved by:

**R-130841**

**T. BOETTCHER**

That Council approve the amended Emergency Management Mutual Aid Agreement and authorize the Reeve and Chief Administrative Officer to sign the agreement on behalf of the County of Two Hills.

Motion Carried

Joint Use and Planning  
Agreement

The CAO informed Council that a draft Joint Use and Planning Agreement was received from St. Paul Education for review. The agreement has been prepared to meet legislative requirements under the Municipal Government Act and the Education Act. Council may review the draft and provide direction regarding any proposed amendments or approval of the agreement.

Council having discussed this item; it was moved by:

**R-130842**

**E. YAKEMCHUK**

That Council approve the Joint Use and Planning Agreement and authorize the Reeve and Chief Administrative Officer to sign the agreement on behalf of the County of Two Hills.

Motion Carried

Watershed Resiliency and  
Restoration Program

The CAO presented correspondence received from ALUS requesting support from participating municipalities regarding the recent discontinuation of the Watershed Resiliency and Restoration Program (WRRP).

ALUS advises that the County of Two Hills is one of 21 Alberta municipalities actively participating in the program. The organization notes that WRRP funding has historically supported watershed stewardship initiatives, enabling municipalities and producers to work together to improve water quality, reduce flood and drought risk, and enhance environmental outcomes across Alberta.

Council having discussed this item; it was moved by:

**R-130843**

**D. GULAYEC**

That the County of Two Hills Reeve sign and submit a letter to the Minister of Agriculture and Irrigation supporting the continuation of watershed stewardship programming and expressing concern regarding the discontinuation of the Watershed Resiliency and Restoration Program (WRRP).

Motion Carried

Highmark Maintenance  
Services

The CAO informed Council that Correspondence was received from Highmark Maintenance Services requesting that the County undertake dust control and maintenance improvements on Township Road 540 and Range Road 94, beginning at Highway 45 and continuing through to Jackfish Lake Road. The correspondence outlines concerns regarding excessive dust, washboard conditions, driving safety, accessibility, and increased vehicle wear and tear. The request asks that the County of Two Hills prioritize grading, maintenance, and dust control measures and complete the work at the County's expense.

Council having discussed this item; it was moved by:

**R-130844**

**N. LAPASCHUK**

That the County of Two Hills accept the correspondence received from Highmark Maintenance Services regarding dust control and maintenance improvements on Township Road 540 and Range Road 94 as information, and note that in accordance with County policy, all associated costs are the responsibility of the industry.

Motion Carried

G. Pyle, Fire Coordinator, entered the Council Chambers.

Request for Review  
of Fire Services  
– Invoice #55607

G. Pyle informed Council of correspondences received requesting a review and cancellation or reduction of Fire Services Invoice in the amount of \$2,262.50.

Council having discussed this item; it was moved by:

**R-130845**

**D. GULAYEC**

That the correspondences received requesting a review and cancellation or reduction of Fire Services Invoice in the amount of \$2,262.50 be accepted as information.

Motion Carried

G. Pyle, Fire Coordinator, left the Council Chambers.

P. Gordeyko, Director of Utilities, entered the Council Chambers, and presented the Water Report for information and status updates on utility operations across the hamlets, including completed and ongoing water and sewer infrastructure projects. All updates were received as information.

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

Human Resource  
Services

The CAO presented a Human Resource Services Agreement to Council on February 20, 2025. These Services would be on an as need basis.

The Council having discussed this item; it was moved by:

**R-130846**

**E. YAKEMCHUK**

That the County of Two Hills accept the Human Resource Services as information, obtaining further quotes regarding third-party Human Resource Services and bring back to the July 8, 2026, Special Council Meeting.

Motion Carried

The CAO presented Council correspondence received from Environmental Metal Works requesting a raffle prize, auction item or cash for their 8th Annual Employee Golf Tournament and Community Fundraiser to be held July 10, 2026.

Council having discussed this item; it was moved by:

**R-130847**

**T. BOETTCHER**

That the County of Two Hills provide a raffle prize, auction item or cash and attend the Environmental Metal Works, 8th Annual Employee Golf Tournament and Community Fundraiser to be held July 10, 2026.

Motion Carried

**R- 130848**  
Next Meeting Date

**D. GULAYEC**

That the Department Head Meeting be held on July 8, 2026 at 10:00 a.m. and Special Council Meeting be held on a date to be determined at 10:00 a.m.

Motion Carried

**R-130849**

**D. GULAYEC**

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 3:34 p.m.

Motion Carried

**R-130850**

**N. LAPASCHUK**

That the County of Two Hills revert back to their Special Council Meeting – time 3:50 p.m.

Motion Carried

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

**R-130851**

**T. BOETTCHER**

That the meeting be adjourned at 3:50 p.m.

Motion Carried