

**COUNTY OF TWO HILLS NO. 21 SPECIAL COUNCIL MEETING
January 8, 2026**

Meeting Called to Order The Special County Council Meeting was called to order by Reeve, M. Phillips at 12:41 p.m. on Wednesday, January 8, 2026.

Attendance Present were:

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

Agenda The waiver of the Special Council Meeting notice was presented and signed by all Councillors in attendance.

The Agenda for the January 8, 2026 Special Council Meeting was presented for review and consideration, having the following listed additions being presented.

- Meeting Request with Minister Williams – RMA Spring Convention
- Missionary and Monastic Centre at the Hairy Hill Location
- ROHI Engineering Ltd - Bridge File (BF) 75488 Replacement
- Myrnam Curling Club Donation
- Plain Lake Hall 100 Year Anniversary – PUB-HIST-1
- Myrnam and District Ukrainian Dance Club
- Fuel Prices Re: Tenders
- Inspections Group – Gas Utility
- Beauvallon Water Schedule of Fees Bylaw Schedule ‘A’
- In-Closed Session

R- 130740

D. GULAYEC

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

Motion Carried

Previous Minutes

The minutes of the November 18, 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-130741

D. GULAYEC

That the minutes of the November 18, 2025 Special Council Meeting be approved as presented.

Motion Carried

Previous Minutes

The minutes of the December 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-130742

E. YAKEMCHUK

That the minutes of the December 11, 2025 Special Council Meeting be approved as presented.

Motion Carried

The minutes of the December 18, 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-130743

T. BOETTCHER

That the minutes of the December 18, 2025 Regular Council Meeting be approved as presented.

Motion Carried

Business arising from the Minutes:

Holy Spirit
Ukrainian Catholic
Parish

The CAO presented correspondence received from the Holy Spirit Ukrainian Catholic Parish regarding the \$500.00 contribution provided by the County of Two Hills under the Historical Site Markers Policy (PUB-HIST-1) for the Monument Project, expressing appreciation to the County for the donation.

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

Town of Two
Hills Outstanding
Invoices

The Director of Finance advised Council that the Town of Two Hills has outstanding invoices payable to the County of Two Hills.

Council having discussed this item, it was moved by:

D. GULAYEC

R-130744

That the County of Two Hills Administration submit a letter to the Town of Two Hills Mayor and Council informing that it is required to remit payment for all outstanding invoices. Should payment not be received, the outstanding amount may be deducted from the Town's annual payment of \$75,000 received from the County of Two Hills No. 21.

Motion Carried

Bank Rec – Nov
2025

C. McRae provided an update on the Bank Reconciliation Report for the month ending November 2025.

The Bank Reconciliation Report for the month ending November 2025 was presented for review and consideration.

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

N. LAPASCHUK

R-130745

That the Bank Reconciliation Report for the month ending November 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.

D. GULAYEC

R-130746

That the meeting be recessed – time 1:05 p.m.

Motion Carried

E. YAKEMCHUK

R-130747

The meeting reconvened – time 1:44 p.m. having all Councillors in attendance.

Motion Carried

2026 Statutory
And Proclaimed
Holidays

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

Council having discussed this item; it was moved by:

E. YAKEMCHUK

R-130748

That Council approve the 2026 Statutory & Proclaimed Holiday Schedule as presented (thus proclaiming Monday, April 6, 2026 (Easter Monday), and Thursday, December 24, 2026 (Christmas Eve), as holidays).

Motion Carried

Payment in Lieu of LAPP Contributions Policy

The CAO presented Payment in Lieu of LAPP Contributions – ADM-LAP-1 Policy, having Administration recommending the said policy be approved as presented.

Council having discussed this item; it was moved by:

R-130749 **N. LAPASCHUK**
That Council approve Payment in Lieu of LAPP Contributions – ADM-LAP-1 Policy this 8th day of January, 2026.

Motion Carried

Tax Exemption

The CAO informed that the County of Two Hills received correspondence from the landowner of NW-27-53-7-W4 & SE-34-53-7-W4 Roll No. 133900 & 137300 requesting leniency on their property tax late payment fee. Stating in December of 2025, the payments were located at the Town of Two Hills Office in the amount of \$1809.98 noting that the payment was sent on October 23, 2023.

Council having discussed this item; it was moved by:

R-130750 **E. YAKEMCHUK**
That the County of Two Hills Council accept the letter of request to cancel a portion of the 2023 property tax late payment fee on Roll No. 133900 & 137300 NW-27-53-7-W4 & SE-34-53-7-W4 as information with no further action.

Motion Carried

Brownlee Emerging Trends Seminar

The CAO informed Council that the Annual Brownlee Emerging Trends Municipal Law Seminar is to be held in Edmonton, Alberta on February 12th, 2026 from 7:45am to 4:30pm, at the Expo Centre.

Council having discussed this item; it was moved by:

R-130751 **D. GULAYEC**
That Council, the CAO, and appointed staff investigate virtual attendance options for the Annual Brownlee Emerging Trends in Municipal Law Seminar being held in Edmonton, Alberta on February 12, 2026.

Motion Carried

Reynolds Mirth Seminar

The CAO informed Council that the 41st Annual Reynolds Mirth Richards & Farmer Annual Municipal Law Seminar held in Edmonton, Alberta on February 6th, 2026, 8:00am - 5:00pm at the Delta Hotels by Marriot Edmonton South Conference Centre.

Council having discussed this item; it was moved by:

R-130752 **D. GULAYEC**
That Council, the CAO, and appointed staff investigate virtual attendance options for the 41st Annual Reynolds Mirth Richards & Farmer Annual Municipal Law Seminar in Edmonton, Alberta on February 6th, 2026, 8:00am - 5:00pm at the Delta Hotels by Marriot Edmonton South Conference Centre.

Motion Carried

RMA District 5 Meeting

The CAO informed Council that the RMA District 5 Meeting is to be held in Lamont, Alberta on January 16, 2026 at 9:30am - 3:00pm at the Lamont Hall.

Council having discussed this item; it was moved by:

R- 130753 **E. YAKEMCHUK**
That any Councillor who wishes to attend, along with the CAO, attend the RMA District 5 Meeting being held in Lamont, Alberta on January 16, 2026, from 9:30 a.m. to 3:00 p.m. at the Lamont Hall

Motion Carried

Playground
Equipment
Upgrade

The CAO presented Council correspondence received from the Knights of Columbus requesting a letter of support for the upgrading of playground equipment in the Hamlet of Derwent.

Council having discussed this item; it was moved by:

R-130754

E. YAKEMCHUK

That the County of Two Hills provide a letter of support to Knights of Columbus for the upgrading of playground equipment in the Hamlet of Derwent.

Motion Carried

CFEP Grant

The CAO presented Council correspondence received from the Willingdon and District Recreation Centre requesting a letter of support for their CFEP grant application.

Council having discussed this item; it was moved by:

R-130755

N. LAPASCHUK

That the County of Two Hills provide a letter of support to Willingdon and District Recreation Centre for their CFEP grant application.

Motion Carried

Meeting Request
with Minister
Williams

The CAO presented a potential meeting request with Minister Williams at the RMA Spring Convention on March 16-18, 2026.

Council having discussed this item; it was moved by:

R-130756

T. BOETTCHER

That the County of Two Hills Council request a meeting with Minister Williams at the RMA Spring Convention on March 16-18, 2026 and provide a list of municipal priorities to be presented at the meeting.

Motion Carried

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

Missionary and
Monastic Centre

G. Buchanan provided Council with an update on the Missionary and Monastic Centre at the Hairy Hill location, advising that the proponents are requesting a new development permit and that the fees paid under the previous permit be applied toward the new application.

Council having discussed this item; it was moved by:

R-130757

T. BOETTCHER

That the County of Two Hills provide a letter of support to the appropriate electrical utility service provider in support the Missionary and Monastic Centre to extending electrical services to SW-12- 57-14-W4.

Motion Carried

R-130758

D. GULAYEC

That the County of Two Hills prepare to re-allocate the fee paid on Development Permit 14, 2025 towards the cost of a new development permit for any new development proposed on SW-12-57-14-W4. The new application can be for a smaller, similar, or larger development than was proposed under DP 14 2025. The same County application format, analysis, review, and approval process would apply to the new application, with the addition that the application will be circulated to Alberta Environment and Parks for their review and comment, given that the land is adjacent to the North Saskatchewan River.

Motion Carried

R-130759

T. BOETTCHER

That the County of Two Hills not assist in the construction of an access roadway to SW-12-57-14-W4. The County will allow private boring on Range Road 141, the construction of a road from Township Road 571 (the Ferry Road) eastwards to SW-12 at the developer's expense.

Motion Carried

ROHI
Engineering Ltd

ROHI Engineering Ltd. met with the CAO and Public Works Supervisor to discuss the Request For Proposing Engineering Services For Bridge File (BF) 75488 replacement.

Council having discussed this item; it was moved by:

R-130760

E. YAKEMCHUK

That the County of Two Hills enter into an agreement with ROHI Engineering Ltd for Engineering Services for Bridge File (BF) 75488 Replacement at an approximate cost of \$96,735,00.

Motion Carried

Myrnam Curling
Club

Correspondence requesting a donation was received from the Myrnam Curling Club stating they are hosting their Annual Farmers Bonspiel on January 16-18, 2026. Administration advised that items will be provided for donation.

Plain Lake Hall

The CAO presented correspondence from Plain Lake Hall requesting a plaque to commemorate its 100-year anniversary. A celebration event that is planned for May 17, 2026 at the Community Hall. Administration will investigate and provide a plaque.

Myrnam and
District Ukrainian
Dance Club

The CAO provided Council with correspondence received from the Myrnam and District Ukrainian Dance Club advising that they are hosting their annual Malanka Celebration on January 24, 2026, and requesting a donation of gravel for use in their silent and live auction. Administration will arrange the donation of ten (10) cubic yards of gravel, delivered within the County of Two Hills boundaries.

Fuel Prices

The CAO presented Fuel Prices to the Committee.

That the Committee discuss the investigation of tenders considering UFA and Co-op for the supply of regular and diesel fuel, at the January 8, 2026 Special Council Meeting.

Council having discussed this item; it was moved by:

R-130761

E. YAKEMCHUK

That Administration tender pricing options from UFA and Co-op for the supply of regular and diesel fuel.

Motion Carried

Inspections Group

The CAO provided Council with an update regarding the Inspections Group and advised that G. Buchanan, Planning and Development Officer, will be communicating with the Inspections Group.

Beauvallon
Water Schedule
Bylaw 1-2026

The CAO presented information at the January 8, 2026 Gas Utility Meeting regarding the addition of Beauvallon Water to Schedule "A" of the Schedule of Fees Bylaw 1-2026.

Council having reviewed and discussed Bylaw 1-2026 as presented; it was moved by:

R-130762

N. LAPASCHUK

That Bylaw 1-2026 be given first reading this 8th day of January 2026.

Motion Carried

R-130763

D. GULAYEC

That Bylaw 1-2026 be given second reading this 8th day of January 2026.

Motion Carried

R-130764

E. YAKEMCHUK

That authority to proceed with third and final reading of Bylaw 1-2026 be given this 8th day of January 2026.

Motion Carried Unanimously

R-130765

T. BOETTCHER

That Bylaw 1-2026 be given third and final reading and finally passed this 8th day of January 2026.

Motion Carried

Vacation Full
Time Employees
Policy

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-130766

T. BOETTCHER

That the policy Vacations Full Time Employees ADM-PER-28 be amended this 8th day of January 2026.

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.

L, Ellingham, Executive Assistant, left the Council Chambers.

R-130767

N. LAPASCHUK

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 3:05 p.m.

Motion Carried

R-130768

D. GULAYEC

That the County of Two Hills revert back to their Regular 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-130769

D. GULAYEC

That the Special Meeting be adjourned at 3:50 p.m.

Motion Carried

REEVE

CAO