

## TOWN OF TWO HILLS

### Minutes of the Regular Meeting of Council for the Town of Two Hills held on December 12, 2011 in the Two Hills Town Council Chambers.

**CALL TO ORDER:** Mayor E. Sorochan called the meeting to order at 7:00 P.M.

**PRESENT:** Mayor E. Sorochan, Deputy Mayor G. Saskiw, Councillor W. Babiuk, Councillor B. Gray, Councillor S. Rajoo, Public Works Foreman D. Bezovie, Finance Officer M. Gordeyko, Chief Administrative Officer E. Howanyk, and Recording Secretary B. Lyzaniuk.

**ABSENT:** None

#### **AGENDA APPROVAL:**

**2011-358** **MOVED** by Councillor Bruce Gray to adopt Agenda with following additions:  
9 (h) Rabbits  
9 (i) ATCO Street Lights

**CARRIED**

#### **APPROVAL OF MEETING MINUTES:**

**2011-359** **MOVED** by Councillor W. Babiuk to accept the Regular Meeting Minutes of November 28, 2011 as presented.

**CARRIED**

**DELEGATION:** None

#### **REPORTS:** **Public Works Report**

The Public Works Foreman read his report to Council as provided. Mayor asked if ATCO was contacted regarding the future decorating of wooden poles and adding plug-ins. ATCO is willing to work with the Town and also allowed plugging into one of their receptacles for which a thank-you will be sent. The general public has expressed very positive comments about all the lights and especially the new blue rope lights, so Council will consider including the purchase of some more rope lights for next year. Public Works is also working on a new maintenance program to keep the Christmas Decorations in good working order and properly stored for the next season.

#### **Financial Report**

Municipal Financial Officer, M. Gordeyko reviewed the Bank Reconciliation Statement, Check Listing and Income & Expense Statement.

#### **C.A.O. Report**

Council reviewed the C.A.O. Report as provided. General discussion took place regarding the Kalyna Country Booklet and the Kalyna Country website, with considerations of the benefits verses the costs for these two different advertising processes.

**2011-360** **MOVED** by Councillor B. Gray that the Town continue to advertise through Lakeland DMO and Kalyna Country for 2012 jointly with the County of Two Hills, and Villages of Myrnam and Willingdon.

**CARRIED**

**2011-361** **MOVED** by Councillor W. Babiuk that all the Reports be acknowledged as presented and incorporated into the minutes.

**CARRIED**

**BUSINESS ARISING**

**FROM MINUTES:** There were no issues arising from the minutes.

**CORRESPONDENCE:**

**2011-362** **MOVED** by Councillor W. Babiuk that Correspondence with the three additions be acknowledged as presented and filed:

- Living Waters of the Arts
- Lac La Biche County and Edmonton Municipal Airport petition
- Alberta Health Services Yellowhead East Health Advisory Annual Report

**CARRIED**

**BYLAWS/POLICIES:**

**Borrowing Bylaw 2011-912**

Town of Two Hills annually adopts a Borrowing Bylaw for the purpose of meeting operating expenditures. A borrowing bylaw is necessary to borrow funds as per MGA Section 256(3).

**2011-363** **MOVED** by Councillor B. Gray that Bylaw 2011-912 Borrowing Bylaw be now read a first time this 12<sup>th</sup> day of December, 2011.

**CARRIED**

**2011-363** **MOVED** by Councillor S. Rajoo that Bylaw 2011-912 Borrowing Bylaw be now read a second time this 12<sup>th</sup> day of December, 2011.

**CARRIED**

**2011-363** **MOVED** by Deputy Mayor G. Saskiw that Bylaw 2011-912 Borrowing Bylaw be given consent for third and final reading this 12<sup>th</sup> day of December, 2011.

**CARRIED**

**2011-363** **MOVED** by Councillor W. Babiuk that Bylaw 2011-912 Borrowing Bylaw be now read a third and final time this 12<sup>th</sup> day of December, 2011..

**CARRIED**

**Bylaws 457, 511, 99-777 and 99-778**

As Bylaw 511 replaced Bylaw 457, we need to repeal 457. Bylaws for review are Bylaw 99-777, a bylaw to amend Airport Committee Bylaw #511, and Bylaw 99-778 for the establishment of a Regional Solid Waste Management Commission.

**2011-364** **MOVED** by Councillor S. Rajoo that Bylaw 457 be added to the list of bylaws to be repealed, and declare bylaws 511, 99-777 and 99-778 as reviewed; and

**Further**, that the County and Town of Two Hills conduct a review of the Two Hills Municipal Airport Committee.

**CARRIED**

**Personnel Policy Sections 11 - 14**

Continued review of this policy covered sections 11 to 14. Council examined, discussed, and confirmed the recommended adjustments.

**2011-365** **MOVED** by Councillor W. Babiuk to declare Sections 11 to 14 of the Personnel Policy as reviewed with changes as recommended.

**CARRIED**

**Policy 2011-07 Contributions to Social Fund**

Administration requests that the Town implement a policy to make contributions to the Social Fund.

**2011-366** **MOVED** by Councillor S. Rajoo to approve and adopt Policy 2011-07 respecting Contributions to the Social Fund in the amount of \$400 annually.

**CARRIED**

**Policy 2011-08 Volunteer Week Celebration**

Over the last few years the Town in cooperation with FCSS has put on a Volunteer Recognition/Appreciation event. The Town has contributed roughly \$1,200 towards the event, and would like to put this into a policy.

**2011-367** **MOVED** by Deputy Mayor G. Saskiw to approve and adopt Policy 2011-08 Volunteer Week Celebration Policy.

**CARRIED**

**NEW BUSINESS:**

**Subdivision Development Appeal Board Appointment**

The Requirement of SDAB Board Member was advertised in the local paper with a deadline of December 7, 2011, and no resumes were submitted. One member of the public noted his interest in being placed on the SDAB after the deadline.

**2011-368** **MOVED** by Councillor B. Gray that Gary Duffett be appointed to the Subdivision Development Appeal Board.

**CARRIED**

**Eventide Board Appointment**

Requirement of Eventide Board Members was advertised in the local paper with a deadline of December 7, 2011. Three resumes were submitted.

**2011-369** **MOVED** by Deputy Mayor G. Saskiw to appoint Mark Kussmann and Gary Duffett to the Eventide Board for a one year term.

**CARRIED**

**Letter Re: Infrastructure Sustainability Fee**

Council received a letter of concern regarding the infrastructure fee that is going to be charged on a per unit basis to his apartment complex. General discussion took place and it was the consensus of the Council that this was a fair charge as all single family residents pay a per unit fee.

**2011-370** **MOVED** by Councillor W. Babiuk that the current infrastructure sustainability fee remain as is.

**CARRIED**

**2012 Calendar**

**2011-371** **MOVED** by Councillor B. Gray to accept the 2012 Calendar with changes.

**CARRIED**

**Bylaw Officer Service Contract**

The Bylaw Service contract is up for renewal at year's end. In past discussions some considerations were to possibly hire a part-time person, and enhanced policing was also discussed.

**2011-372** **MOVED** by Councillor B. Gray that the Bylaw Services Contract with the Town of Vegreville be renewed for a one year term.

**CARRIED**

**Salary Grid Review**

Council reviewed recommended salary grid for 2012 to 2014 to coincide with 2012 to 2014 Budget. Cost of living increases for the three years were provided for review.

**2011-373** **MOVED** by Council W. Babiuk to adopt salary grid for 2012 to 2014 reflecting a graduating increase of 2.8% to 3.0% respectively.

**CARRIED**

**Reservoir – Request for Extension**

An extension of the reservoir completion date to June 2012 was requested by the contractor.

**2011-374** **MOVED** by Council S. Rajoo to accept an extension to the project schedule by Pentagon Structures Ltd, only until April 30, 2012.

**CARRIED**

**ADDITIONS:**

**Rabbits**

Council has received a complaint that there are too many rabbits being raised in the back yards of up to seven different residents and that these rabbits are being sold for meat. Consensus of Council was that Administration gather more information to verify the complaint and determine a solution.

**ATCO Street Lights**

For information purposes; there were a few complaints received from a number of Council Members that a number of lights were out on the Southside of Town a short while ago. ATCO service personnel were approached with the complaints. Had the service personnel gone out after regular working hours they would have to be paid overtime. The streetlights were out on a Friday evening and dealt with first thing Monday morning.

Town of Two Hills Regular Council Meeting of December 12, 2011

**NEXT COUNCIL  
MEETING:**

Budget Meeting	December 20, 2011	6:00 P.M.
Regular Council Meeting	January 09, 2012	7:00 P.M.

**IN & OUT  
OF CAMERA:**

**2011-375** **MOVED** by Councillor B. Gray to go IN CAMERA at 9:54 P.M.

**CARRIED**

**2011-376** **MOVED** by Councillor B. Gray to revert back to an open meeting at 9:56 P.M.

**CARRIED**

**C.A.O. Contract Review**

**2011-377** **MOVED** by Councillor S. Rajoo to TABLE the C.A.O. Contract Review to the next Regular Council Meeting.

**ADJOURNMENT:** With all items on the agenda having been addressed Mayor E. Sorochan adjourned the Regular Council Meeting at 9:57 P.M.

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**ELAINE SOROCHAN, MAYOR**

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**ELSIE HOWANYK, C.A.O.**