

**AGENDA  
TOWN OF TWO HILLS  
May 28, 2019  
7:00 P.M.**

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**Regular Council Meeting**

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- 1. CALL TO ORDER**
- 2. ADOPTION OF AGENDA**
- 3. ADOPTION OF MINUTES**
  - a) Regular Council Meeting Minutes of May 14, 2019
  - b) Committee of the Whole Minutes of May 24, 2019
- 4. DELEGATION**
- 5. OPEN FORUM**
- 6. ADMINISTRATIVE REPORTS**
  - a) Public Works Report
  - b) Chief Administrative Officer Report
  - c) Chief Financial Officer Report
- 7. NEW BUSINESS**
  - a) 2019 June Municipal Leaders' Caucus
  - b) 2019 June By-Election Update
  - c) Development Fees
  - d) Alberta Health Services Municipal Forum
  - e) Quotes for Information Technology Services Support
- 8. CORRESPONDENCE**
- 9. COUNCIL MEMBER REPORTS**
- 10. NEXT MEETINGS**
  - a) Regular Council Meeting Tuesday June 11, 2019 7:00 p.m.
- 11. ADJOURNMENT**

## **TOWN OF TWO HILLS**

### **Minutes of the Regular Meeting of Council for the Town of Two Hills held May 14, 2019 at 6:00 P.M. in the Two Hills Town Council Chambers**

#### **PRESENT AT 6:00 p.m.:**

Mayor L. L. Ewanishan, Deputy Mayor E. Sorochan, Councillor M. Tarkowski, Councillor G. Saski, Interim C.A.O. G. Buchanan, C.F.O. S. Lupul, and Auditor, N. Ncube.

#### **CALL TO ORDER:**

Mayor L. L. Ewanishan called the Regular Town Council Meeting to order at 6:00 P.M.

#### **ADOPTION OF AGENDA:**

**2019-149**      **MOVED** by Councillor M. Tarkowski to accept the Agenda as presented.

**CARRIED**

#### **CLOSED SESSION**

**2019-150**      **MOVED** by Councillor M. Tarkowski to go into closed session at 6:15 PM.

**CARRIED**

Staff exited the meeting.

**2019-151**      **MOVED** by Councillor M. Tarkowski to come out of closed session at 7:03 PM.

**CARRIED**

#### **PRESENT AT 7:05 p.m.:**

Mayor L. L. Ewanishan, Deputy Mayor E. Sorochan, Councillor M. Tarkowski, Councillor G. Saski, Interim C.A.O. G. Buchanan, C.F.O. S. Lupul, Acting Public Works Foreman M. Tupechka, Executive Secretary A. Clark, Accounts Clerk D. Boutin, Auditor, N. Ncube, and 8 members in the public gallery including a reporter.

#### **ADOPTION OF MEETING MINUTES:**

**2019-152**      **MOVED** by Councillor G. Saski to accept the Regular Council Meeting Minutes of April 23, 2019.

**CARRIED**

**2019-153**      **MOVED** by Councillor G. Saski to accept the Special Council Meeting Minutes of April 29, 2019.

**CARRIED**

**2019-154**      **MOVED** by Councillor G. Saskiw to accept the Special Council Meeting Minutes of May 7, 2019.

**CARRIED**

**DELEGATIONS**

**Nelson Ncube Town Auditor**

The Town auditor presented the draft of the 2018 audit of finances for Council and the Public. The audit outlines spending and income for the town in 2018.

**2019-155**      **MOVED** Deputy Mayor E. Sorochan that the 2018 audit report be accepted as presented and incorporated into the minutes.

**CARRIED**

**Royal Canadian Mounted Police**

Sargent Daisley of the RCMP came to introduce himself to Council: he is new to Two Hills and has been on the job now for a few weeks. He explained he is working on reducing property crime in the area mostly to the West of Town. He will be giving monthly reports to Council.

**Northern Lights Library System**

Northern Lights Library System (NLLS) came to present the yearly audit for the organization. They explained the inner workings of the library system and what the Town gets out of the yearly \$14,600 the Town's contributes to the library budget. The NLLS is one of the largest library systems in Alberta with 47 libraries and 54 municipalities served and offers 3.2 million books to its members for check out. They also have travelling systems such as a maker space and 3D printer available to its clients.

**OPEN FORUM**

A member of the public had a concern about the garbage bin damaging her fence. Council explained the complaint/service request process and advised her to put in a service request to have the bin moved away from the fence so the lids would not be able to hit the fence.

**ADMINISTRATIVE REPORTS:**

**Public Works Report**

The Public Works Foreman's Report was provided to Council in advance for their review and presented by Acting Public Works Foreman M. Tupechka.

**2019-156**      **MOVED** by Councillor M. Tarkowski that the Public Works report be acknowledged as presented and incorporated into the minutes.

**CARRIED**

**Chief Administrative Officer Report**

The Chief Administrative Officer's report was provided to Council in advance for their review.

**2019-157**      **MOVED** Councillor M. Tarkowski that the Chief Administrative Officer report be acknowledged as presented and incorporated into the minutes.

**CARRIED**

**NEW BUSINESS:**

**Road Dust Abatement**

Street dust is an ongoing matter and was identified by Council as a concern that needs to be addressed. The Public Works department has looked at the problem and is proposing a dust abatement program throughout parts of the Town.

**2019-158**      **MOVED** by Mayor L. L. Ewanishan that Council approve a dust abatement program by adding the Town to the County's Dust Abatement program for a cost of \$22,000.00, with the funding to come from deferring some of Public Works previously approved 2019 purchases to the 2020 budget year.

**CARRIED**

**Certificate of Recognition**

Richardson Pioneer donated \$25,000 to fund the arena kitchen. Council wants to recognize the impact and recognize them for what they have helped to build.

**2019-159**      **MOVED** by Mayor L. L. Ewanishan to have administration make a plaque to be presented to Richardson Pioneer and posted in the Arena kitchen in recognition of their contribution.

**CARRIED**

**CORRESPONDENCE:**

**2019-160**      **MOVED** by Deputy Mayor E. Sorochan that the Correspondence be acknowledged as presented and filed.

**CARRIED**

**COUNCIL REPORTS**

**2019-161**      **MOVED** by Deputy Mayor E. Sorochan to accept and incorporate the Council Reports as presented into the minutes.

**CARRIED**

**NEXT MEETING:**      Regular Council Meeting, May 28, 2019 at 7:00 p.m.

**CLOSED SESSION**

**2019-162**      **MOVED** by Councillor M. Tarkowski to go into closed session at 8:27 PM.  
**CARRIED**

**2019-163**      **MOVED** by Councillor M. Tarkowski to come out of closed session at 8:56 PM.  
**CARRIED**

**ADJOURNMENT:**      With all items on the agenda having been addressed Mayor L. L. Ewanishan adjourned the Regular Council Meeting at 8:58 P.M.

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**LEONARD EWANISHAN, MAYOR**

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**GARY BUCHANAN, INTERIM C.A.O.**

## **TOWN OF TWO HILLS**

### **Minutes of the Committee of the Whole Meeting for the Town of Two Hills held May 24, 2019 at 9:00 A.M. in the Two Hills Town Council Chambers**

#### **PRESENT AT 9:00 a.m.:**

Mayor L. L. Ewanishan, Deputy Mayor E. Sorochan, Councillor M. Tarkowski, Councillor G. Saskiw, Interim C.A.O. G. Buchanan, and C.F.O. S. Lupul.

#### **CALL TO ORDER:**

Mayor L. L. Ewanishan called the Committee of the Whole Meeting to order at 9:02 A.M.

#### **ISSUE: CAO Recruitment**

Councillor Saskiw left the meeting at 9:25 A.M.

**ADJOURNMENT:** Mayor Ewanishan adjourned the meeting at 10:40 A.M.

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**LEONARD EWANISHAN, MAYOR**

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**GARY BUCHANAN, INTERIM C.A.O.**

# OPEN FORUM

(Council Procedural Bylaw, Amendment Bylaw 2014-949)

**Preamble:** Welcome. Town Council is providing an opportunity for the general public to individually address Council on any topic relevant to municipal government for a period not to exceed 2 minutes per person to a maximum of 20 minutes combined. Information presented to Council may or not be acted on and will not be debated unless there is a majority vote to do so. The Open Forum is not a means of expressing insults, accusations or making any personal attacks on any member of Council or Staff. Any person who starts insulting or making accusations or attacks on any member of Council, Council as a Whole, or any Staff member will be kindly asked to remove themselves from Council Chambers. Once again, welcome.

## Division 3 – Open Forums

- 11.1 Individual members of the public who constitute the audience are be provided an opportunity as part of the meeting to address the Council on any topic relevant to municipal government for a period of time not to exceed two (2) minutes per person. The intent of which is to provide the person opportunity to address Council.
- 11.2 The information or comments heard may or may not be actioned by the Council. After a person has spoken, any Councillor may, through the Mayor or other presiding officer, ask that person or the Chief Administrative Officer relevant questions but may not debate the matter or the answers.
- 11.3 Actions by Council may only be 1) receiving the information without debate; 2) referred without debate to a Standing Committee or the Chief Administrative Officer for a report; or 3) debated if by a 2/3 majority vote a resolution is passed to allow a motion to be made without notice.

Notes:

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## 1. Roads / Sidewalks

- a) Service mowers to prepare for the season
- b) Clean up parks & cut grass
- c) Haul ½ inch of gravel for dust abatement program
- d) Repair fire suppressant system at the Rec centre (proudline)
- e) Grade some streets and work on back alleys
- f) Continue sweeping some streets (too dusty)
- g) Monitor excavates for sinking
- h) Tree planting program?

## 2. Water/Wastewater

- a) New ground wires trenched into communications tower at reservoir
- b) Added sign in sheets to water/wastewater facilities
- c) Power augured residential sanitary line as per request
- d) Flushed, tested and opened RV dumping station
- e) Flushed, tested and opened Geleta Park facilities
- f) Checked all problem sanitary manhole locations
- g) Added deodorizer to sanitary lift station dry cell & Geleta Park Bathrooms
- h) Lost ACE Communications due to wind damage at Hairy Hill tower; changed set points at reservoir pump house until communications restored
- i) Continued rip rap repairs at annual release lagoon
- j) 1<sup>st</sup> calls to lower sanitary manhole on 54 st
- k) Flush sanitary line from trailer court east

## 3. Other

- a) Quotes for library roof repair: \$1400.00, \$17,000, \$16,065.
- b) Canada pump putting together program for lift station pump replacement
- c) Quotes for ice plant room at arena
- d) Ag Society to assist with some grant money from the Energy efficient grant!
- e) Respond to service requests to the best of our ability



# CAO REPORT

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May 28, 2019

1. See attached Action Tracker for up-to-date information on directives from Council.
2. Participated in interviews for new CAO.
3. Responded to unsightly premises complaint.
4. Attended May 14<sup>th</sup> Council meeting.
5. Reviewed and edited May 14<sup>th</sup> Council meeting minutes.
6. Met with representative from Co-op to discuss project.
7. Followed up with Alberta Transportation regarding work outstanding on Highway 36.
8. Prepared advertisements for June 10 election and for June 6 advanced poll. Sent same to St. Paul Journal, Hi-Way 16 News, and Newsadvertiser.
9. Met with auditors and signed off on audit statements for submission to province.
10. Coordinated with PW staff on dust abatement project, library roofing quotes, and general public works activities.
11. Processed and approved a development permit for additions to a dwelling on 50<sup>th</sup> Avenue.
12. Followed up with correspondence regarding unsightly premises complaint.
13. Reviewed development permit fee schedule and wrote admin report on same. This item is included in the Council agenda package.
14. Completed admin reports for Council agenda.
15. Met with engineer on possible energy efficient funding sources for arena project.
16. Met with Chair of Grow Arena Group to share information of point 15.
17. Oversaw completion of agenda package

**TOWN OF TWO HILLS  
ACTION TRACKER FOR C.A.O.**

Description of Action Item	Date Issued	Due to be complete	Priority	Progress update or date of completeness	Done (✓)	Notes
Debuture - renovation to dental clinic	Bylaw passed 04/09/2018 and 2019 Budget Approval	Before end of 2019	low	No change from the last meeting.		Confirmed with ACFA that Town could apply for June intake as Financial Statements will be prepared by then.
IT - RFP	December 7, 2018	N/A	med	Draft RFP is 100% complete.		<b>Only one tender received for project. This item is to be considered in camera.</b>
Disposal of municipal/school reserves	#####	N/A	med	Titles on 4 affected properties have had the school designation removed from the title. Titles now are strictly municipal reserve.		Approved through Land Titles, Council resolved to keep as Municipal Reserves
Strategic Planning	2019 Budget Approval	As soon as possible	high	No progress since last Council meeting.		
Bylaw Services	2019 Budget Approval	Spring 2019	med	Connected with the Town of Vegreville CAO to see if they could accommodate the Town of Two Hills' bylaw servicing needs. Waiting for a response.		
Cornerstone Coop - brownfield incentive bylaw	January 8, 2019	N/A	high	No progress since last Council meeting.		Community Revitalization Property Tax Incentive Bylaw is set to be passed March 25, 2019
Cornerstone Coop - improvement to intersection	January 8, 2019	N/A	high	No progress since last Council meeting.		Issue to be discussed further after approval of new Community Revitalization Property Tax Incentive Bylaw is passed.
Cornerstone Coop - sale of boulevard/access road	January 8, 2019	N/A	low	No progress since last Council meeting.		Leaving this topic until other two are resolved.
Paint exterior and replace water lines at Town Office	2019 Budget Approval	By end of fall	med	Still seeking quotes for replacing water lines.		<b>Painting moved to 2020. Focus is on interior renovations.</b>
Purchase trailer for PW Office	2019 Budget Approval	By end of year	low	No progress to date.		<b>Deferred to 2020.</b>
Purchase bypass sewer pump	2019 Budget Approval	By spring	med	No progress to date.		<b>Deferred to 2020.</b>
2019 Capital Construction	2019 Budget Approval	By end of construction season	high	No progress to date.		Seeking final pricing for project.
Ice Compressor Rebuild	2019 Budget Approval	By end of year	high	In progress.		<b>Project underway with quotes for work to be done and funding being arranged.</b>
Task Force	October 23, 2018 and January 8, 2019	As soon as possible	high	No change from the last meeting.	✓	
Natural Gas Distribution System	23/10/2018 and 2019 Budget Approval		high	No change from the last meeting.		
Library Roof Repair	2019 Budget Approval	As soon as possible	high	In progress.		<b>Quotes receive and item to be dealt with at this meeting.</b>
Intermunicipal Collaboration Framework	December 3, 2019	As soon as possible	high	This 'project' has been put off until the County has completed their IDP as per last Joint Municipalities Meeting.		<b>Awaiting for date to present to County Council.</b>

# TOWN OF TWO HILLS

## ACTION TRACKER FOR C.A.O.

Swiftex	January 22, 2019	As soon as possible	high	No progress to date besides contacted Swiftex to try and set-up a meeting with the Ec. Dev. Committee prior to the Open House. Contacted Chairperson of Ec. Dev. Committee to schedule a date.	Anticipate to have an Open House mid-April after meeting with Economic Development Committee.
Bylaw/Polices - Traffic Bylaw	February 26, 2019	As soon as possible	high	Bylaw posted on website and on Facebook for public review.	✓
Bylaw/Polices - Parks Bylaw	February 26, 2019	As soon as possible	high	Bylaw posted on website and on Facebook for public review. Also sent to SAC for their input.	✓

Priority Rating for spreadsheet

low  
med  
high

**TOWN OF TWO HILLS  
RECONCILIATION STATEMENT FOR APRIL 2019**

**AS PER ATB BANK STATEMENT**

<b>Net Balance at End March 2019</b>	<b>\$888,970.65</b>
Plus Deposits	\$102,064.38
<b>Sub Total</b>	<b>\$991,035.03</b>
Minus Disbursements (including transfers)	\$170,034.54
<b>Closing Balance</b>	<b>\$821,000.49</b>

**Summary of Town of Two Hills Accounts**

<b>Alberta Treasury Branch</b>	<b>Description of Accounts</b>	
Bus Custom Plan CB #24	(Main Account)	\$821,000.49
Bus Custom Plan CB #27	(Electronic Bill Payments)	\$173,478.37 *
Notice Account 90 Day	(Auction Holding)	\$97,502.13
<b>TOTAL ATB</b>		<b>\$1,091,980.99</b>

<b>Revolving Loan - out of \$993,400.00</b>	
<b>Business Term Loan (dump truck)</b>	\$ 5,174.48

<b>OTHER ACCOUNTS:</b>	<u><b>Vision Credit Union</b></u>	
	Two Hills Improvement Committee	\$ 2,432.77
	Canada Day	\$ 3,827.11
	Pay Roll	\$ 126,951.18

**Comments:**

\* Bus Custom Plan CB #27      Debit and Electronic Bill Payment Transfer Account-Tranfers monthly to General Account

**Town of Two Hills**  
Period From January 01,2019 To December 31,2019

Expense / Income Report - By Department

Account	Name	Budget	Actual	Available	Percentage Used
1000	Revenues				
	Department Totals:	70,825.00	0.00	70,825.00	0.00
1005	Revenues				
	Department Totals:	1,777,981.00	63,135.09	1,714,845.91	3.55
1010	General Administration				
	Department Totals:	223,767.00	18,470.05	205,296.95	8.25
1020	Fire Fighting				
	Department Totals:	16,000.00	4,889.50	11,110.50	30.56
1030	Bylaw Services				
	Department Totals:	1,650.00	1,295.00	355.00	78.48
1040	Roads/Streets/Walks/Lighting				
	Department Totals:	65,481.00	5,350.74	60,130.26	8.17
1050	Water Supply & Distribution				
	Department Totals:	602,720.00	219,244.91	383,475.09	36.38
1060	Sanitary Sewage Service/Treat				
	Department Totals:	136,500.00	48,045.00	88,455.00	35.20
1070	Garbage Collection & Disposal				
	Department Totals:	143,958.00	69,119.98	74,838.02	48.01
1071	Family & Community Support				
	Department Totals:	66,780.00	14,585.00	52,195.00	21.84
1076	Municipal Planning & Zoning				
	Department Totals:	1,000.00	100.00	900.00	10.00
1080	Community Services				
	Department Totals:	2,500.00	0.00	2,500.00	0.00
1101	Hall				
	Department Totals:	12,000.00	8,707.37	3,292.63	72.56
1103	Curling Rink				
	Department Totals:	315.00	51.79	263.21	16.44
2010	Council & Other Legislative				
	Department Totals:	134,065.00	32,881.72	101,183.28	24.53
2020	General Administration				
	Department Totals:	616,913.00	259,533.80	357,379.20	42.07
2050	Fire Fighting				
	Department Totals:	41,642.00	11,364.39	30,277.61	27.29

**Town of Two Hills**  
Period From January 01,2019 To December 31,2019

Expense / Income Report - By Department

Account	Name	Budget	Actual	Available	Percentage Used
2055	Disaster Services & Emergency				
	Department Totals:	8,182.00	4,021.10	4,160.90	49.15
2070	Bylaw Services				
	Department Totals:	9,633.00	0.00	9,633.00	0.00
2080	Roads,Streets,Walks,Lighting				
	Department Totals:	1,020,897.00	178,288.99	842,608.01	17.46
2081	Sidewalks				
	Department Totals:	0.00	1,282.01	(1,282.01)	0.00
2082	Shop,Equipment Repairs				
	Department Totals:	0.00	3,114.19	(3,114.19)	0.00
2089	Storm Sewer & Drainage				
	Department Totals:	19,654.00	0.00	19,654.00	0.00
2090	Water Supply & Distribution				
	Department Totals:	679,603.00	157,792.79	521,810.21	23.22
2100	Sewer Service & Treatment				
	Department Totals:	72,494.00	34,546.37	37,947.63	47.65
2110	Garbage Collection				
	Department Totals:	131,505.00	16,175.00	115,330.00	12.30
2120	Family & Community Support Ser				
	Department Totals:	81,593.00	36,282.92	45,310.08	44.47
2130	Cemetary				
	Department Totals:	125.00	40.34	84.66	32.27
2140	Community Services				
	Department Totals:	95,000.00	10,485.35	84,514.65	11.04
2145	Regional Services				
	Department Totals:	23,000.00	15,425.86	7,574.14	67.07
2148	Municipal Building				
	Department Totals:	26,329.00	0.00	26,329.00	0.00
2160	Recreation/Parks Fac & Prog.				
	Department Totals:	27,146.00	25.99	27,120.01	0.10
2161	Hall				
	Department Totals:	69,185.00	21,958.57	47,226.43	31.74
2162	Arena				
	Department Totals:	73,675.00	32,633.90	41,041.10	44.29

**Town of Two Hills**  
Period From January 01,2019 To December 31,2019

Expense / Income Report - By Department

Account	Name	Budget	Actual	Available	Percentage Used
2163	Curling Rink				
	Department Totals:	159,578.00	29,155.74	130,422.26	18.27
2166	Parks				
	Department Totals:	11,068.00	2,495.80	8,572.20	22.55
2200	Library				
	Department Totals:	38,562.00	18,009.57	20,552.43	46.70
2210	Requisitions				
	Department Totals:	293,258.00	0.00	293,258.00	0.00
2220	Contingency				
	Department Totals:	34,738.00	0.00	34,738.00	0.00
	Grand Totals:	\$ (551,998.00)	\$ (412,623.55)	\$ (139,374.45)	74.75

Note: The items marked with \*\* are over budget

**Town of Two Hills  
Cheque Register  
29343 - 29411**

29344	April 24, 2019	Contractor Fees	800.00
29345	April 24, 2019	Office Cleaning April 22, 2019	64.00
29346	April 24, 2019	Reservoir Internet	36.75
29347	April 24, 2019	Mileage/Subsistence Council	87.40
29348	April 24, 2019	April 2019 Fire Chief Honorarium	150.00
29349	April 24, 2019	Mileage/Subsistence Council	575.20
29350	April 24, 2019	Mileage/Subsistence Council	692.67
29351	April 24, 2019	Centennial Hall Management Fee April 2019	2,500.00
		Hall Rental Volunteer Appreciation	525.00
			<b>3,025.00</b>
29352	April 24, 2019	H2S Monitor Calibration	192.15
29353	April 24, 2019	Batteries for Backhoe	253.32
29354	April 24, 2019	Mileage/Subsistence Staff	67.27
29355	April 29, 2019	Contractor Fees	800.00
29356	April 29, 2019	Interim CAO Fees	3,811.89
29357	April 29, 2019	Lawn Mower Tire Repair	38.85
29358	April 29, 2019	Preventative Maintenance April 2019 Town Office	783.30
		Mop Sink Faucet Running at Rec Centre	312.90
		Preventative Maintenance April 2019 Rec Centre	1,662.15
		Preventative Maintenance April 2019 Hall	1,127.70
		Preventative Maintenance April 2019 Arena	895.65
			<b>4,781.70</b>
29359	April 29, 2019	Go East AG Registration Fee Council	25.00
29360	May 7, 2019	Double Utility Payment Refund	139.83
29361	May 7, 2019	Water Consumption April 2019	24,729.44
29362	May 7, 2019	CAO Job Bank Posting Fee	105.00
		Giveaways for Volunteer Appreciation Day	582.65
		GFOA Memberships	75.60
		New Logo Flags	247.96
		Meter Postage	1,075.00
		Mileage/Subsistence Council	514.20
		Water Break Door Hangers	40.10
			<b>2,640.51</b>
29363	May 7, 2019	April 27, 2019 Office Cleaning	64.00
29364	May 7, 2019	Contractor Fees	1,000.00
29365	May 7, 2019	May 3, 2019 Office Cleaning	64.00
29366	May 7, 2019	Remote Server Maintenance/Support	962.33
29367	May 7, 2019	Lawn Mower Parts	533.25
29368	May 7, 2019	Contractor Fees	6,020.70



29369	May 7, 2019	Work on Water Reservoir	<b>9,398.00</b>
29370	May 7, 2019	Radio Authorization	<b>1,189.00</b>
29371	May 7, 2019	Annual Servicing of Fire Extinguishers Pump House	226.38
		Annual Servicing of Fire Extinguishers Shop	<u>315.79</u>
			<b>542.17</b>
29372	May 7, 2019	Corix Water Supplies	1,113.63
		Supreme Basics Office Supplies	101.24
		Supreme Basics Office Supplies	10.49
		Supreme Basics Office Supplies	<u>17.22</u>
			<b>1,242.58</b>
29373	May 7, 2019	Nomination Day Ad	<b>289.80</b>
29374	May 7, 2019	Phone Lines	1,160.43
		Rec Centre Call Out	<u>27.33</u>
			<b>1,160.43</b>
29375	May 7, 2019	Cell Phone Lines	<b>300.75</b>
29376	May 7, 2019	Land Titles April 2019	<b>355.00</b>
29377	May 7, 2019	Office & Public Works Supplies	<b>116.85</b>
29378	May 7, 2019	Shop Supplies	<b>18.38</b>
29379	May 7, 2019	Battery	150.20
		Vac Truck Hose	38.84
		Lights	10.35
		Shop Supplies	6.97
		Shop Supplies	6.55
		Coupling	5.69
		Shop Supplies	3.62
		Coupling	11.38
		Vac Truck Parts	21.68
		Shop Supplies	15.86
		Oil Filter Track Hoe	<u>49.85</u>
			<b>320.99</b>
29380	May 7, 2019	Fuel April 1 - 15, 2019	1,280.12
		Fuel April 16 - 30, 2019	2,031.65
		Temp Water Supplies	14.05
		Temp Water Supplies	14.68
		Rake	43.66
		Gas Line Repair Dental Office	5.86
		Dust Control	27.71
		Dust Control	61.44
		Dust Control	<u>5.02</u>
			<b>3,484.19</b>
29381	May 7, 2019	Summer Employment Ad	192.62

		Summer Employment Ad	192.62
		Nomination Day Ad	192.62
		Nomination Day Ad	192.62
			<b>770.48</b>
29382	May 7, 2019	May 2019 Monthly Contract Assessment Fees	<b>1,434.30</b>
29383	May 13, 2019	April 2019 Notifications	<b>75.60</b>
29384	May 13, 2019	Power/Gas April 2019	<b>14,832.85</b>
29385	May 13, 2019	Mileage/Subsistence Staff	227.51
		Office Cleaning May 11, 2019	64.00
			<b>291.51</b>
29386	May 13, 2019	Contractor Fees	<b>1,000.00</b>
29387	May 13, 2019	Interim CAO Fees	<b>3,853.76</b>
29388	May 13, 2019	Gravel	<b>664.44</b>
29389	May 13, 2019	April 2019 Garbage Collection	<b>3,725.00</b>
29390	May 13, 2019	Repair of Brine Line at Arena	<b>15,651.20</b>
29391	May 13, 2019	Thermocouple	<b>10.49</b>
29392	May 13, 2019	Freight	<b>59.09</b>
29393	May 13, 2019	Shop Supplies	104.99
		Filters for Track Hoe	215.21
		Starter	251.57
			<b>571.77</b>
29394	May 13, 2019	Folding Insert Machine Quarterly Payment	<b>394.41</b>
29395	May 13, 2019	Fire Extinguisher Servicing Arena	<b>191.29</b>
29396	May 13, 2019	Water Department Servicing April 2019	<b>1,099.83</b>
29397	May 13, 2019	WCB Installment	<b>892.98</b>
29398	May 13, 2019	Copier Impression Charges	<b>404.45</b>
29399	May 16, 2019	Centennial Hall Deposit to SAC	<b>390.00</b>
29400	May 23, 2019	Contractor Fees	<b>1,000.00</b>
29401	May 23, 2019	Sewer Supplies	<b>151.20</b>
29402	May 23, 2019	Office Cleaning May 17, 2019	<b>64.00</b>
29403	May 23, 2019	Batteries for Mowers	<b>198.83</b>
29404	May 23, 2019	Mileage/Subsistence Council	<b>1,073.65</b>
29405	May 23, 2019	Freight	<b>15.59</b>
29406	May 23, 2019	Annual Servicing of Fire Extinguisher Rec Centre	781.98
		Annual Servicing of Fire Extinguisher Hall	250.16
			<b>1,032.14</b>
29407	May 23, 2019	Public Works Internet	<b>44.10</b>
29408	May 23, 2019	Centennial Hall Management Fee May 2019	<b>2,500.00</b>
29409	May 23, 2019	Tandem Registration	<b>23.10</b>
29410	May 23, 2019	Mower Blades	<b>315.25</b>
29411	May 23, 2019	Petty Cash	<b>134.00</b>
		<b>TOTAL</b>	<b>122,838.71</b>

**TOWN OF TWO HILLS  
COUNCIL MEETING  
AGENDA ITEMS**

**Meeting Date:** May 28, 2019      **Confidential:**    Yes    ☐    No    ☒

**Topic:** 2019 June Municipal Leaders' Caucus

**Originated By:** Gary Buchanan      **Title:** Interim C.A.O.

**BACKGROUND:**

Registration is now open for AUMA's Summer 2019 Municipal Leaders' Caucus! This year, we have changed the format of our summer Caucus to help reduce your travel time and allow us to visit more communities. Caucus will therefore consist of a one-day program, held as follows:

June 5	Valleyview	Paradise Inn and Suites
June 6	Fort Saskatchewan	Dow Centennial Centre
June 11	Claresholm	Claresholm Community Centre
June 12	Ponoka	Royal Canadian Legion

Caucus is open to all AUMA urban municipality members. Registration is \$100 for the day and includes a hot breakfast and lunch, as well as coffee breaks and snacks. The schedule for the day will be the same at all locations. Registration is due June 5<sup>th</sup>.

**DOCUMENTATION ATTACHED:**

Summer 2019 Municipal Leaders' Caucus Agenda

**DISCUSSION:**

**COMMUNICATION PLAN/COMMUNITY INVOLVEMENT:**

**RECOMMENDED ACTION(S):**

That Council decide if they want to attend one of the scheduled dates.

**INTERIM CAO – Gary Buchanan**

*G. Buchanan*

**DISTRIBUTION:**    Council: X

**DISTRIBUTION:**    Council: X

## Summer 2019 Municipal Leaders' Caucus

June 5	Valleyview	Paradise Inn and Suites
June 6	Fort Saskatchewan	Dow Centennial Centre
June 11	Claresholm	Claresholm Community Centre
June 12	Ponoka	Royal Canadian Legion

**\*Subject to Change\***

9:00 a.m.	Registration opens; hot buffet breakfast available to 10:00 a.m.
10:00 a.m.	Opening Remarks
10:05 a.m.	Welcome from the Mayor of the Host City (TBC)
10:10 a.m.	Message from Minister of Municipal Affairs (TBC)
10:15 a.m.	Update on Provincial and Federal Advocacy: <ul style="list-style-type: none"> <li>- Resource Communities of Canada Coalition</li> <li>- Federal Election</li> <li>- MLA Engagement Strategy</li> <li>- Key Priorities for AUMA Advocacy</li> </ul>
11:15 a.m.	AUMA Resolutions Policy
12:00 p.m.	Lunch
1:00 p.m.	Intermunicipal Collaboration Frameworks
2:00 p.m.	Regional Roundtable Discussion
2:55 p.m.	Closing Remarks

**TOWN OF TWO HILLS  
COUNCIL MEETING  
AGENDA ITEMS**

<b>Meeting Date:</b> May 28, 2019	<b>Confidential:</b>	Yes	No	X
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**Topic:** 2019 June By-Election Update

<b>Originated By:</b> Gary Buchanan	<b>Title:</b> Interim C.A.O.
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**BACKGROUND:**

Advertisements for the June 10 By-Election have been placed in the St. Paul Journal (May 28 and June 4), Hi-Way 16 News and the Vegreville NewsAdvertiser (May 29 and June 5).

A request was made for an advance poll and one has been scheduled for June 6. The advertisements include information on the advance poll.

**DOCUMENTATION ATTACHED:**

**DISCUSSION:**

To meet the advertisement deadlines outlined in the Local Authorities Election Act, the advance poll needs to be authorized by resolution of Council.

**COMMUNICATION PLAN/COMMUNITY INVOLVEMENT:**

The three papers circulating in the area will have advertisements providing information to the public on the times, dates, and place of the polls for the by-election. The information will also be posted on the website.

**RECOMMENDED ACTION(S):**

That Council authorizes an advance poll to be held in the Town Office from 10:00 a.m. to 8:00 p.m. on June 6, 2019.

<b>INTERIM CAO – Gary Buchanan</b>	<i>G. Buchanan</i>
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<b>DISTRIBUTION:</b>	<b>Council:</b> X	<b>DISTRIBUTION:</b>	<b>Council:</b> X
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**TOWN OF TWO HILLS  
COUNCIL MEETING  
AGENDA ITEMS**

<b>Meeting Date:</b> May 28, 2019	<b>Confidential:</b>	Yes	No	X
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**Topic:** Development Fees

<b>Originated By:</b> Gary Buchanan	<b>Title:</b> Interim C.A.O.
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**BACKGROUND:**

A review of the Town's current development charges shows that the fees have not been updated in at least 11 years, if not longer. Simple ongoing annual inflation has eaten into the value of the fees currently charged.

Also, a review of surrounding comparable urban municipalities shows that some of the Town's current fees are below comparable average values.

**DOCUMENTATION ATTACHED:**

Attached is a spread sheet that compares the development charges of the seven surrounding towns that are comparable to Two Hills.

**DISCUSSION:**

It is recognized that development costs money. A rule of thumb in Alberta though, is that development should pay for itself. The general tax payer should not be subsidizing development costs.

Staff time and resources are required to accept, processes and monitor development applications as they occur. At the same time, staff time is devoted to discussing and explaining to developers the rules and regulations of the Town prior to any applications being made. While electronic systems have increase efficiency, there is still a human cost to providing these services. These costs have increased since the last fee schedule review and should be recovered through a current fee schedule.

It is recognized thought that the Town is partway through a construction season and as such, it may be somewhat unfair to increase development cost now. Given that, it is proposed that the new fee schedule commence January 1, 2020.

**COMMUNICATION PLAN/COMMUNITY INVOLVEMENT:**

The new fee schedule will be posted on the website.

**RECOMMENDED ACTION(S):**

That Council adopt the revised schedule for development fees to commence on January 1, 2020.

**INTERIM CAO – Gary Buchanan**

*G. Buchanan*

<b>DISTRIBUTION:</b>	Council: X	<b>DISTRIBUTION:</b>	Council: X
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Use	Comparable							Average Fee	Two Hills		
	Elk Point	Lamont	St. Paul	Smoky Lake	Vegreville	Viking	Vermilion		Current	Proposed	
RESIDENTIAL AND RELATED											
Development Permit	\$ 150							\$ 100	\$ 125	\$50 + \$1/1000 over \$200k	\$100 + \$1/\$1000
Single Family Dwelling		\$ 125	\$ 150	\$ 100	\$ 100	\$ 125	\$ 100	\$ 100	\$ 117	As above	\$100 + \$1/\$1000
Manufactured Home		\$ 75	\$ 150				\$ 100	\$ 100	\$ 108	As above	\$100 + \$1/\$1000
Mobile Home			\$ 150				\$ 100	\$ 100	\$ 125	As above	\$100 + \$1/\$1000
Duplex Units		\$ 75	\$150 / unit				\$ 100	\$ 100	\$ 108	As above	\$100 / unit + \$1/\$1000
Semi-Detached			\$ 150				\$ 100	\$ 125	As above	\$1/\$1000 \$100 +	
Additions / Renovations	\$ 75			\$ 50	\$ 50			\$ 58	As above	\$1/\$1000	
Multi-Family Dwellings	\$ 200 + \$50 / unit	\$150 + \$25 / unit			\$ 100			\$ 150	As above	\$100 / unit + \$1/\$1000	
DU in Commercial Building	\$ 150							\$ 150	As above	\$ 100 Not in LUB	
Boarding House			\$ 150					\$ 150	As above	\$ 200	
Basement/Secondary Suite			\$ 150					\$ 150	As above	\$ 100	
Garages / Shops	\$ 75	\$ 150	\$ 50				\$ 50	\$ 81	As above	\$ 100	
Sheds +100 ft²	\$ 25	\$ 150	\$ 50		\$ 20		\$ 50	\$ 37.50	\$ 50	\$ 50	
Deck	\$ 25	\$ 150	\$ 50					\$ 61	\$ 50	\$ 50	
Fence	\$ 50	\$ 150	\$ 50				\$ 100	\$ 100	\$ 75	\$ 100	
Home Occupations Minor			\$ 300				\$ 100	\$ 167	\$ 75	\$ 200	
Home Occupations Medium											
Home Occupations Major	\$ 100	\$ 300					\$ 100	\$ 167	\$ 75	\$ 200	
Demolition Non-residential	\$100 + \$1k Security			\$ 50	\$ 50			\$ 66	Not in LUB \$ 200		
Demolition Residential	\$100 + \$1k Security	\$ 150	\$ 50	\$ 50	\$ 50			\$ 88	Not in LUB \$ 100		
Urban Hen Coop										\$ 50	
Permitted Use	\$ 125	\$ 350	\$ 200	\$ 100	\$300 + advert		\$ 200	\$ 125	\$ 50	As above	
Discretionary Use Residential			\$ 200	\$ 100				\$ 216		As above	
Discretionary Use	\$ 150		\$ 200	\$ 100			\$ 200	\$ 190	\$ 75	As above	

COMMERCIAL / INDUSTRIAL AND RELATED														
Com, Ind, Inst, Permitted	\$200 + \$1 m <sup>2</sup>	\$	500	\$	100			\$	200	\$	250	\$50 + \$1/1000 over \$200k	\$250 + \$1/\$1000	
	\$300 + \$1 m <sup>2</sup>			\$	200	\$	100		\$	200	\$	\$50 + \$1/1000 over \$200k	\$250 + \$1/\$1000	
Com, Ind, Inst, Discretionary														
Com, Ind, Inst: Additions, Renovations	\$200 + \$1 m <sup>2</sup>	\$	300					\$	200	\$	233	\$50 + \$1/1000 over \$200k	\$250 + \$1/\$1000	
Temporary Uses Hotel or Motel	\$	150	\$300 + \$25/u over 10						\$	150	\$	\$50 + \$1/1000 over \$200k	\$	150
Signs														
Permanent: Canopy, Fascia, Marquee, Roof or Sky	\$	75	\$	300	\$	50	\$	150	\$	144	\$	150		
Temporary	\$	25	\$	300	\$	50		\$	150	\$	131	\$	150	
Billboards			\$	300				\$	150	\$	225		\$	200
Free Standing / Free Standing Portable													\$	150
Letter of Compliance														
Single Family	\$	125	\$	100	\$	125	\$	75	\$	40	\$	98	\$	100
Multi-family	\$	125	\$	200	\$	125	\$	75	\$	40	\$	98	\$	100
Commercial / Industrial	\$	125	\$	200	\$	125	\$	75	\$	60	\$	102	\$	100
Variances														
Dwelling	\$	50	\$200 + Use Fee		\$	50			\$	100			\$	100
Accessory building	\$	25			\$	50			\$	150		75	\$	75
Commercial / Industrial	\$	75	\$200 + Use Fee		\$	50			\$	108			\$	100
Cannabis Store													\$250 + \$1/\$1000	
Cannabis Production Facility													\$250 + \$1/\$1000	
Cannabis Storage and Distribution Facility													\$250 + \$1/\$1000	



RECREATION AND RELATED		
Campground		\$ 100
Entertainment Establishment		\$250 +
Indoor		\$1/\$1000
Entertainment Establishment		\$250 +
Outdoor		\$1/\$1000
Private Club		\$ 100
INSTITUTIONAL AND RELATED		
Day Care		\$ 200
Day Home		\$ 100
Family Care Facility		\$ 200
Group Care Facility		\$ 200
Institutional Use		\$ 200
Place of Worship		\$ 200
MISCELLANEOUS		
Agricultural Extensive		Exempt
Agricultural Intensive		\$250 +
		\$1/\$1000
Auction Facility Livestock / Non-		\$250 +
livestock		\$1/\$1000
Agriculture Support Service		\$250 +
		\$1/\$1000
Shipping Containers		\$ 100
Solar Energy Collection System		\$250 +
		\$1/\$1000
Wireless Communications		\$250 +
Facility		\$1/\$1000

		ADMINISTRATION						
Re-zoning / LUB Amendment	\$ 250	\$500 + advert	\$ 1,000	\$ 700	\$ 200	\$ 500	\$ 525	\$ 500
Area Structure Plan (amend)		\$750 + advert	\$ 1,000				\$ 875	\$ 500
Area Structure Plan (new)			\$ 2,000				\$ 2,000	\$ 1,000
Municipal Development Plan		\$1000 + advert	\$ 1,000				\$ 1,000	\$ 2,000
Inter-municipal Development Plan		\$1500 + advert					\$ 1,500	\$ 1,500
SDAB	\$ 250	\$ 200	\$ 500	\$ 500	\$ 300		\$ 350	\$ 300
Development Agreement		\$1500 + legal	\$ 1,500				\$ 1,500	\$ 1,500
Encroachment Agreement Minor	\$ 100	\$500 or legal fee	\$ 50	\$ 250			\$ 225	\$ 225
Encroachment Agreement Major	\$ 250		\$ 50	\$ 250			\$ 183	\$ 200
Drainage / Grade Review								Not in LUB
Permit Renewal		As per Invoice	\$ 50				\$ 50	As per Invoice
Starting before Development Permit Application		\$500 + Use Fee		2 X Fee				\$500 + Use Fee

**TOWN OF TWO HILLS  
COUNCIL MEETING  
AGENDA ITEMS**

<b>Meeting Date:</b> May 28, 2019	<b>Confidential:</b>	Yes	No	X
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<b>Topic:</b> Alberta Health Services Municipal Forum
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<b>Originated By:</b> Elaine Sorochan	<b>Title:</b> Deputy Mayor
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<b>BACKGROUND:</b>	
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AHS and the Yellowhead East Health Advisory Council are pleased to host a Municipal Forum in June. We would like to share information with you and get your input about some health topics of interest including Connect Care, addiction and mental health, Enhancing Care in the Community, and recruitment of health professionals. We are inviting representatives from the towns, counties, and municipalities in our Health Advisory Council area. We hope you can join us, and request that you send a maximum of two members from your Council to participate.

<b>DOCUMENTATION ATTACHED:</b>
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None

<b>DISCUSSION:</b>
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<b>COMMUNICATION PLAN/COMMUNITY INVOLVEMENT:</b>
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<b>RECOMMENDED ACTION(S):</b>
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That Council decide which two members will attend.

<b>INTERIM CAO – Gary Buchanan</b>	<i>G. Buchanan</i>
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<b>DISTRIBUTION:</b>	Council: X	<b>DISTRIBUTION:</b>	Council: X
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**Ava Clark**

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**From:** Alberta Health Services - Advisory Councils <invite@eventbrite.com>  
**Sent:** May 22, 2019 9:22 AM  
**To:** info  
**Subject:** You're invited to Yellowhead East Health Advisory Council Municipal Forum (13 Jun 2019)

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

**Hello Town of Two Hills,**

You are invited to the following event:

## YELLOWHEAD EAST HEALTH ADVISORY COUNCIL MUNICIPAL FORUM

Event to be held at the following time,  
date, and location:

Thursday, 13 June 2019 from 2:00 PM to  
6:00 PM (MDT)

**Provost Recreation Centre**  
5113 43 St  
Provost, AB T0B 3S0  
Canada



**Yellowhead East  
Health Advisory Council**

[View Map](#)

**Attend Event**

**Save the Date** - Municipal Forum June 13, 2019

AHS and the Yellowhead East Health Advisory Council are pleased to host a Municipal Forum in June. We would like to share information with you and get your input about some health topics of interest including Connect Care, addiction and mental health, Enhancing Care in the Community, and recruitment of health professionals. We are inviting representatives from the towns, counties, and municipalities in our Health Advisory Council area. We hope you can join us, and

**TOWN OF TWO HILLS  
COUNCIL MEETING  
AGENDA ITEMS**

<b>Meeting Date:</b> May 28, 2019	<b>Confidential:</b>	Yes	<input type="checkbox"/>	No	X
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**Topic:** Information Technology Services Contract

<b>Originated By:</b> Gary Buchanan	<b>Title:</b> Interim CAO
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**BACKGROUND:**

Our current Information Services support provider contract ends May 31, 2019. The current provider will no longer be able to provide IT services to the Town.

A tender for IT services was prepared and distributed. One response has been received by the tender deadline.

**DOCUMENTATION ATTACHED:**

None

**DISCUSSION:**

The response received quoted \$ 1,305 per month for the range of services required by the Town. The response includes a higher level of protection for Town data and for secure, off site storage of data as an enhanced safety feature. This contract would be for 5 years to May 31, 2024.

With any tender it is desirable to receive more than one response. However, as the current provider is unable to continue to provide services past May 31, and there is a very strong need to have such services in place by then, and given that there is insufficient time to retender the service requirement, administration is recommending accepting the single response.

**COMMUNICATION PLAN/COMMUNITY INVOLVEMENT:**

**RECOMMENDED ACTION(S):**

That Council awards the Information Services contract to the bidder and for administration to prepare the necessary contract(s).

**INTERIM CAO – Gary Buchanan**

*G. Buchanan*

**DISTRIBUTION:** Council: X

**DISTRIBUTION:** Council: X

**Correspondence Listing**  
**Council Meeting of May 28, 2019**

1. **North Saskatchewan Watershed:** Invitation and agenda for the Annual General Meeting of the NSWA Society, June 19, 2019.
2. **St. Paul Education Regional Division No.1:** Board meeting highlights updating council on school changes, capital projects, finances, and correspondence.
3. **Alberta Seniors and Housing:** Letter from the Honourable Josephine Pon, Minister of Seniors and Housing asking municipalities to declare June 2-8 2019 Seniors week.
4. **Two Hills Canada Day Committee:** Invitation to speak at the opening ceremonies of the Canada Day event.
5. **Veterans Memorial Highway Association:** Invitation and Agenda for June 21, annual general meeting.

\* Previously provided to the Mayor.

\*\* Previously provided to Council.



## NSWA ANNUAL GENERAL MEETING

*Your  
Watershed*

Wednesday, June 19, 2019  
The Old Timers Cabin  
9430 Scona Road, Edmonton

*Your  
Voice*

### AGENDA

#### REGISTRATION

8:15 – 9:00	Registration and Refreshments	
9:00 – 9:15	Greetings and Welcome	<i>Ken Crutchfield, President NSWA Leah Kongsrude, Executive Director</i>

#### Annual General Meeting of the NSWA Society

9:15 – 10:30		
<b>SOCIETY BUSINESS</b>		<i>Ken Crutchfield, President</i>
	<ul style="list-style-type: none"><li>• Acceptance of Agenda</li><li>• Approval of 2018 AGM Minutes</li></ul>	
<b>2018 - 2019 Annual Report</b>		<i>Leah Kongsrude, Executive Director</i>
	<ul style="list-style-type: none"><li>• Acceptance of Annual Report</li></ul>	
<b>2018 - 2019 Audited Financial Statement</b>		<i>Stephen Craik, Treasurer</i>
	<ul style="list-style-type: none"><li>• Acceptance of 2018-2019 Audited Financial Statements</li><li>• Appointment of Auditor for 2019-2020</li></ul>	
<b>2019 – 2020 Operating Plan and Budget</b>		<i>Leah Kongsrude, Executive Director</i>
	<ul style="list-style-type: none"><li>• Acceptance of 2018-2019 Operating Plan and Budget</li></ul>	
<b>2019 – 2021 Board of Directors</b>		<i>Jacquie Hansen, Vice-President</i>
	<ul style="list-style-type: none"><li>• Election of Directors</li></ul>	
<b>Closing Remarks</b>		<i>Ken Crutchfield, President</i>
	Approval of Meeting Adjournment	

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10:45 – 11:00	Break
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## Guest Speakers

11:00 – 11:15	Deputy Reeve Jim Duncan, Clearwater County - <i>Headwaters Alliance</i>
11:15 – 11:30	Councillor David Berry, Town of Vegreville – <i>Vermillion Watershed Alliance</i>
11:30 – 11:45	Councillor AnnLisa Jensen, Parkland County – <i>Sturgeon Watershed Alliance</i>

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**12:00 – 1:30**

## **LUNCH and NETWORKING**

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1:30 - 3:30      Board Organizational Meeting

**Thank you!**



202 9440-49 Street NW, Edmonton, Alberta T6B 2M9 Phone: 587 525 6820

**Draft Minutes of 2018 Annual General Meeting**  
**June 13, 2018, 9:00 am – 2:30 pm**  
**Old Timers Cabin, Edmonton, AB**

**WELCOME**

President Crutchfield made welcoming remarks to approximately 85 delegates and NSWA staff and welcomed the new Executive Director Leah Kongsrude. Kongsrude introduced herself and acknowledged and thanked the Indigenous Peoples who came before us.

**SOCIETY BUSINESS**

President Crutchfield called the meeting to order.

**AGENDA**

*Craik/Thompson: That the Agenda be adopted.*

**CARRIED**

**MINUTES**

*Danielson/Craik: That the Minutes of the NSWA AGM held June 22, 2017 be approved.*

**CARRIED**

**NSWA ANNUAL REPORT 2017-18**

David Trew provided an overview of the NSWA's Annual Report for 2017-18. Trew thanked the NSWA Board, Executive and staff for their contributions. He presented highlights of the NSWA's 2017-18 Strategic Goals which focus on collaboration, leadership, knowledge and a maintaining a sustainable organization. Trew outlined the financial contributions from the Province of Alberta, member municipalities and EPCOR, and thanked them for their support. Trew reviewed all the projects underway including those with the Headwaters, Sturgeon and Vermilion Alliances, as well as the various lake projects.

*Bruha/Danielson: That the NSWA 2016-17 Annual Report be accepted as information.*

**CARRIED**

**NSWA FINANCIAL REPORT 2017-18:**

Stephen Craik provided a presentation on the 2017-18 Financial Report. Craik acknowledged and thanked NSWA's auditor Mr. Cheng Lim of Lim & Associates, Edmonton.

*Craik/Thompson: That the NSWA's 2017-18 Financial Statements be accepted as information.*

**CARRIED**

**APPOINTMENT OF AUDITOR**

*Craik/Gressler: That Cheng Lim from Lim & Associates be appointed as auditor.*

**CARRIED**

President Crutchfield thanked Dr. Craik for serving as Treasurer of the NSWA.

**NSWA OPERATING PLAN 2018-2019:**

President Ken Crutchfield made a presentation on the NSWA's 2018-19 Operating Plan. He explained the linkages to the NSWA's strategic goals. President Crutchfield acknowledged the many changes in leadership.

*Corbett/Vanin: That the 2017-18 Operating Plan be accepted as information.*

**CARRIED**

Kongsrude provided a brief overview of the 2018-19 operational budget.

*Bruha/Thompson: That the draft operational budget be accepted as presented.*

**CARRIED**

#### **ELECTION OF DIRECTORS 2018-2020:**

Laurie Danielson of the NSWA's Nomination Committee reviewed the election process outlined in the handout, with 8 seats up for election. Three incumbents are standing for re-election, and two seats remain open. Candidate statements had been received by the May 30th/18 deadline. All incumbents and candidates introduced themselves and said a few words.

#### **Agriculture Representative**

Bill Fox of Alberta Beef Producers asked for member support to remain on the NSWA Board.

*Vanin/Bruha: That Bill Fox be appointed by acclamation.*

**CARRIED**

#### **Municipal Representatives**

John McNab of Parkland County said a few words and asked for support in remaining on the NSWA Board.

*Guyon/Wilkins: That Corbett be appointed by acclamation.*

**CARRIED**

Bart Guyon of Brazeau County said a few words in support of his nomination to the Board.

*Bruha/McNab: That Bart Guyon be appointed by acclamation.*

**CARRIED**

Jim Duncan of Clearwater County said a few words in support of his nomination to the Board.

*Crutchfield/Gressler: That Jim Duncan be appointed by acclamation.*

**CARRIED**

Jacquie Hansen of the City of St. Albert said a few words in support of her nomination to the Board

*Crutchfield/Vanin: That Jacquie Hansen be appointed by acclamation.*

**CARRIED**

#### **Petroleum Representative**

Jason Wilkins of Husky Energy spoke said a few words and asked for support in remaining on the NSWA Board.

*Craik/Bruha: That Jason Wilkins be appointed by acclamation.*

**CARRIED**

Laurie Danielson congratulated and thanked the candidates and welcomed them to the NSWA Board.

#### **RECOGNITION OF PAST BOARD MEMBERS**

President Crutchfield thanked past Board members for their service to the NSWA. The Board members recognized for long term service are Pat Alexander, Candace Vanin and Marc Gressler. Other past Board members recognized were Dwight Dach, Dave Curran, Anne Marie Bertagnolli, Sharon Reedyk and Brian Lausten.

#### **CLOSING REMARKS**

Laurie Danielson thanked the past Board members for their contributions and acknowledged the hard work and commitment of the board members.

*Gressler/Bruha: That the 2018 NSWA AGM be adjourned.*

*CARRIED*

## **GUEST SPEAKERS**

**Headwaters Alliance:** An update was provided by Councillor Jim Duncan of Clearwater County, including the development of the new riparian health assessment tool, piloted in the Modeste watershed and the development of a web portal.

**Vermilion River Watershed Alliance:** Councillor David Berry of Vegreville provided an overview of the project activities within the Vermilion River Watershed, including riparian and wetland enhancement and wetland restoration. He acknowledged the sponsorships of EPCOR, the federal government, the provincial government and participating municipalities and thanked the NSWA for their work.

**Sturgeon River Watershed Alliance:** Deputy Reeve AnnLisa Jensen of Parkland County provided a summary of project activities, including developing a vision statement and developing engagement activities with First Nations, the public and industries in the area.

## **RECOGNITION for DAVID TREW**

Leah Kongsrude provided a brief history of David Trew's career with the NSWA. Les Gammie recognized Trew's hard work in developing the IWMP, obtaining grants and producing important technical reports. Candice Vanin recognized Trew's technical expertise and diligence developing and implementing the IWMP. President Crutchfield recognized Trew's ability to bring together multiple groups of people to collaborate in meaningful ways and thanked him for his hard work. Danielson recognized Trew's scientific excellence. Thompson recognized Trew's expertise in dealing with the government and his excellent work as executive director. Craik recognized Trew's passion in his work. Mary Ellen Shain, on behalf of the NSWA staff, recognized Trew's impact on the watershed and the NSWA and thanked him for his guidance and support. Leah Kongsrude presented Trew with parting gifts.



## **2019 Annual General Meeting of the NSWA**

### **Election - Board of Directors**

Elections will take place between 10:00 am and 11:00 a.m. during the **Annual General Meeting June 19, 2019 at the Old Timers Cabin, Edmonton**. Candidate Statements were to be submitted by 5 pm Friday May 10<sup>th</sup>, 2019. The NSWA Board of Directors consists of no less than **ten (10)** and no more than **eighteen (18)** elected members. Three Advisory positions have been created for the Board: Métis, Aboriginal First Nations, City of Edmonton.

Twelve (12) Director positions are available for a two-year term (2019 -2021):

- Agriculture (1)
- Federal Government (1)
- Forestry (1)
- Industry (1)
- Municipal Government (1)
- Non-Affiliated Member-at-Large (1)
- Non-Governmental Organization (2)
- Provincial Government (2)
- Utility (2)

The following Board Members are standing for re-election for 10 of the 12 vacant positions:

- Forestry - Bob Winship
- Industry - Dr. Laurie Danielson
- Municipal - Al Corbett
- Non-Affiliated Member-at Large - John Thompson
- Non-Governmental Organization - Ken Crutchfield
- Non-Governmental Organization - Leah Hamonic
- Provincial Government - Jamie Bruha
- Provincial Government - Tony Lemay
- Utility - Aleta Corbett
- Utility - Dr. Steve Craik

Six (6) Director positions are in the second year of their two-year term (2018-2020):

- Agriculture – Bill Fox (Alberta Beef)
- Municipal Government – Jacquie Hansen (City of St. Albert)
- Municipal Government – Bart Guyon (Brazeau County)
- Municipal Government – Jim Duncan (Clearwater County)
- Municipal Government – John McNab (Parkland County)
- Petroleum -Jason Wilkins (Husky Energy Inc.)



## **Board Candidate Biographies**

### **Agriculture (1)**

#### **Dr. Greg Piorkowski**

**Affiliation:** Alberta Agriculture and Forestry

**Sector:** Agriculture

#### **Biographical Summary**

Greg currently works as a Watershed Research Scientist with Alberta Agriculture and Forestry. He is a Professional Agrologist with that has been working on water resource challenges in the agricultural sector for over ten years. He began his work on agricultural water quality during his Ph.D. research at Dalhousie University in Nova Scotia, where he studied source tracking of fecal contaminants in agricultural watersheds. Since then, he has worked on a variety of projects that interface agricultural management practices with water quality, including the application of municipal biosolids to agricultural soils, using passive filtration technologies for removing nutrients from farm runoff, and the effect of feedlot and pasture management practices on runoff quantity and quality.

Greg is also currently leading a provincial-scale study on nutrient enrichment effects on aquatic ecosystems in small Prairies streams in an effort to help define nutrient management targets for agricultural watersheds. Greg was previously on the Board of Directors and Technical Committee for the Athabasca Watershed Council, and he is involved as a technical advisor to provincial water policy and programs. Prior to working in the agricultural sector, Greg was actively involved in a variety of soil and water quality projects in the municipal, energy and mining sectors.

### **Federal Government (1)**

No nominations received.

### **Forestry (1)**

#### **Bob Winship**

**Affiliation:** Weyerhaeuser Company

**Sector:** Forestry

#### **Biographical Summary**

A professional forester practicing for over 40 years, primarily in Alberta. Work experience encompasses all aspects of forest resource management including silviculture, land use planning, integrated resource management, environmental certification, timber harvesting and



road construction. I have represented the forest sector with Government and other stakeholders on key issues related to resource management policy, forest management practices, integrated land management, and Indigenous interests. My affiliations include Weyerhaeuser Company, Alberta Forest Products Association, and the Alberta Association of Forest Management Professionals.

### **Industry (1)**

#### **Dr. Laurie J. Danielson**

**Affiliation:** Northeast Capital Industrial Association

**Sector:** Industry

#### **Biographical Summary**

Dr. Danielson joined the Northeast Capital Industrial Association (NCIA) as the Executive Director in 2007 following a lengthy career with Sherritt Inc., Viridian Inc. and The Westaim Corporation.

Dr. Danielson holds a doctorate in chemistry from the University of Alberta, and has extensive experience in regulatory compliance, government relations, and regional issues management. A longtime resident of Fort Saskatchewan, he is a member of the Association of the Chemical Profession of Alberta, and a board member of the Fort Air Partnership.

### **Municipal Government (1)**

#### **Alan Corbett**

**Affiliation:** Alberta Drainage Council and Drainage Districts

**Sector:** Municipal

#### **Biographical Summary**

I am currently working with the Drainage Council as their WPAC coordinator in the three watersheds where districts are active (North Sask, Battle and Red Deer) and as the Awareness coordinator. Prior to retirement in 2010, I served as the Alberta Government Environment and Sustainable Resources Development (AESRD now AEP) representative to the Drainage Council as well as the AESRD water operations Central-North Region manager for provincially-owned water infrastructure in the northern two-thirds of the province including Dickson Dam, two pumping stations and many other smaller projects. My background includes design, construction and operation of water structures for the province over a thirty-three-year period.

My wife and I currently live in Camrose and have a daughter, son-in-law, three sons and five grandchildren to keep us occupied. I serve with other groups including the BRWA and VRWA, the Camrose Public Library Board and act in a consulting capacity to an ALUS PAC and other NGOs involved in water issues.



### **Non-Affiliated Member-at-Large (1)**

#### **Eleanor Kneffel**

**Affiliation:**

**Sector:** Non-affiliated Member-at-Large

#### **Biographical Summary**

Eleanor Kneffel has over eleven consecutive years of watershed experience in Alberta working with Watershed Planning and Advisory Councils, specifically the former Beaver River Watershed Alliance (now Lakeland Industry and Community Association) and then with the North Saskatchewan Watershed Alliance. Currently, she is Water Management Planner with the Government of Alberta at Environment and Parks where she started working with the Industrial Heartland – Capital Region Water Management Framework and, for the past five years, with regional plans and water-related management frameworks. Prior to Eleanor's watershed experience in Alberta, she worked with groundwater protection and land use planning on the Gulf Islands and Vancouver Island, BC. Eleanor holds a BSc in Geography (Physical) with emphasis in Geology from the University of Victoria.

It is the intersection of the many facets of watershed planning, science, policy, social and cultural that is of strong interest to Eleanor and with her broad experience and knowledge of the many components of watershed planning, e.g., the technical pieces of surface water, groundwater, quality and quantity; policy development, implementation, and evaluation; and working with stakeholders, Indigenous communities, and the public, she believes that she has as much to contribute, as potential Member-At-Large to the NSWA Board and Membership, as she has to learn.

Eleanor has been a member of the North Saskatchewan Alliance since moving to Alberta. She lives in Edmonton with her three dogs (who love their walks and runs on the River trails) and cat (who prefers mooching treats and pats from the neighbors) and is an avid collector of many weird and unusual tropical vines and orchids.

#### **John Thompson**

**Affiliation:** Watrecon Consulting

**Sector:** Member-at Large

#### **Biographical Summary**

I have spent 42 years working as a socio-economic specialist related to resource management, both as a consultant and with the provincial government, and have extensive experience in water management. I participated in water basin planning, having a working knowledge of the Alberta Water Act, and have undertaken various studies for the NSWA related to water use in





the sub-basins, socio-economic profiles for each sub-basin, and estimates of the value of ecological goods and services in the basin. I have completed numerous studies as part of the Water for Life Strategy, including some full-cost accounting work for provincial and irrigation district infrastructure and have provided policy advice and analysis related to the Guidelines for Water Conservation and Allocation for Oilfield Injection. I have served as Board Member-at-Large on the NSWA for three terms (since 2013) and believe that I have successfully contributed to the NSWA fulfilling its mandate, and can continue to help it do so.

I was born and raised in Edmonton and have a major interest in paddling sports. I participated in and helped organize the Klondike Days canoe race on the North Saskatchewan River in the 1990s. In the late 1990s I helped establish the Edmonton Dragon Boat festival and provided on-river training for about 500 paddlers per year. I helped establish the Edmonton dragon boat program for breast cancer survivors and served as coach for three years. Thus, I have good on-water knowledge of the North Saskatchewan River and how quantity and quality change throughout the summer months.

### **Non-Governmental Organization (2)**

#### **Ken Crutchfield**

**Affiliation:** Alberta Chapter of The Wildlife Society

**Sector:** Non-governmental Organization

#### **Biographical Summary**

I am a native Albertan and graduated from the University of Alberta in 1972 after which I began an employment career within the Alberta government (Fish and Wildlife) that spanned 38 years. That career had me beginning as one of the first fish and wildlife habitat biologists and I went on to amass work experiences that encompassed a broad range of fish-wildlife and natural resource management programs, including a 5 year multi-disciplinary intergovernmental research initiative in the Peace, Athabasca and Slave rivers watersheds. In the last 8 years of my career I managed Alberta's fisheries management program as Executive Director.

As a founding member of the Alberta Chapter of The Wildlife Society I have served in various capacities including President, Director, and as Chair of the ACTWS Conservation Affairs Committee. Upon retirement in 2010 I then went on to serve and completed 3 terms on St. Albert Council Environmental Advisory Committee. Previously I represented the Alberta Government on the Alberta Board of the Nature Conservancy of Canada as well as the Science and Stewardship Committee. First elected to the NSWA Board in 2013 as one of two NGO representatives, a position I have held until present while serving the Executive position of Vice Chair.





Most recently I am currently Board Chair/President NSWA Society. The strength of NSWA has been its role in focusing on watershed management, development of collaborative partnerships, acquisition and transfer of knowledge on the water resources of the North Saskatchewan River watershed and its water management. I believe NSWA'S product is water knowledge, and its strength is empowering decision makers with competent informed knowledge on the management of water resources.

### **Leah Hamonic**

**Affiliation:** Antler Lake Stewardship Committee

**Sector:** Non-governmental Organization

### **Biographical Summary**

I am a co-founder of the Antler Lake Stewardship Committee and have held the position of President with that organization for the last five years. I have a passion for non-profit work, specifically those protecting the environment and benefiting communities, and I currently hold a position on the executive committees for three registered non-profit societies.

I have been on the Board of Directors of the NSWA for two years and I feel that my knowledge of non-profits and my passion for environmental issues make me an ideal Board member. I have an excellent understanding of the concerns voiced by the general public over water quality and quantity issues and I can help ensure the NSWA's strategic plan recognizes those issues moving forward.

### **Joanna Skrajny**

**Affiliation:** Alberta Wilderness Association

**Sector:** Non-governmental Organization

### **Biographical Summary**

Joanna Skrajny, B.Sc., B.I.T. has been a Conservation Specialist with the Alberta Wilderness Association since 2015. Her work has focused on central Alberta and the Eastern Slopes with a particular interest in the North Saskatchewan Watershed. She recognizes the vital importance of management that prioritizes water security, the protection of key headwaters including the Bighorn wilderness, and science-based cumulative effects management on public lands. Joanna has been engaged with on-the-ground stewardship within the region, is knowledgeable about conservation issues in the North Saskatchewan Watershed, and is well recognized by colleagues and AWA members for her ease in building rapport and her ability to contribute meaningfully to discussions. Her wish is for Alberta to have sound system of decision making and a comprehensive system of protected areas, so that there are wild places to explore and enjoy for generations to come. Joanna graduated from the University of Calgary with a degree in Environmental Sciences (concentration in Biological Sciences). She has lived in Alberta her



entire life and is proud of Alberta's wilderness, enjoying many weekends hiking, camping, and backpacking.

### **Christopher Smith**

**Affiliation:** Canadian Parks and Wilderness Society (CPAWS), Northern Alberta Chapter

**Sector:** Non-governmental Organization

#### **Biographical Summary**

Chris holds a B.Sc. in Forestry, a M.Sc. in Forest Ecology and a Masters in Environmental Management. He is currently the Parks Coordinator with the Canadian Parks and Wilderness Society's Northern Alberta Chapter, and has been working with the chapter since March 2018. Prior to his work with CPAWS, Chris was a Park Ranger with Alberta Environment and Parks, worked in New Zealand as an Ecological Restoration Field Technician and assisted with aquatic endangered species research in the Flathead River Valley in BC with the University of Alberta and the Federal Department of Fisheries and Oceans. He has experience working with a variety of forest and ecosystem-based conservation issues, including mountain pine beetle surveys with NRCan's Northern Forestry Centre, analyzing the biodiversity value of managed versus unmanaged forests with the European Forest Institute in Germany, and conducting environmental reclamation surveys in Northern Alberta.

Over the last year, Chris has leading CPAWS Northern Alberta's efforts on advocating for increased protections within the headwaters of the North Saskatchewan River watershed, through the implementation of new protected areas in the Bighorn region. He has extensive knowledge of the management of the region, including the historic underpinnings behind the original Alberta Forest Reserves, Eastern Rockies Forest Conservation Board and A Policy for Resource Management of the Eastern Slopes. He is also well-versed in the current policy, regulatory and legislative environment under which land use and water are managed within Alberta.

### **Provincial Government (2)**

#### **Jamie Bruha**

**Affiliation:** Director of Planning, North Saskatchewan and Upper Athabasca Regions, Planning Branch Policy and Planning, Environment and Parks Government of Alberta

**Sector:** Provincial Government

#### **Biographical Summary**

I have been asked by the Department of Environment and Parks to put my name forward for the provincial government seat on the board of directors for the North Saskatchewan Watershed Alliance.

I am the Director of Land and Environmental Planning for North Saskatchewan and Upper Athabasca Regions for the Planning Branch of Environment and Parks. I am a Forester by



training graduating from the U of A in 1989 with a BSc in Forestry. I worked as a consultant for 15 years getting to see most of the forested region of the province before moving to the provincial government for the next 12 years in the Forest Management Branch (FMB). In 2014 I moved over to the Planning Branch with Environment and Parks where I work on Regional and sub-regional planning.

While at FMB I spent most of my time working with industry on standards for forest operations around planning and environmental protection during harvest. A large part of this was working on riparian setback standards to ensure functional riparian areas post-harvest. I have participated on two riparian committees during my time with the GOA and I would like to continue contributing to better management of our water resources through participation on the NSWA board. Thanks for the chance to be part of your organization.

### **Tony Lemay**

**Affiliation:** Alberta Energy Regulator / Alberta Geological Survey

**Sector:** Provincial Government

#### **Biographical Summary:**

Tony has worked with the Alberta Energy Regulator (AER) as a hydrogeologist for 21 years. In his various roles he has been responsible for helping to better define Alberta's groundwater resources, develop and shape the province's groundwater mapping program, develop performance measures of how well the AER's regulatory systems are achieving desired outcomes, and has participated in the review of several major upstream oil and gas sector projects as a member of AER review teams. He has participated in and/or led groundwater mapping and characterization projects throughout Alberta. He has participated in, and continues to serve on, several cross-ministry initiatives designed to further the outcomes of the Water for Life strategy. He has been a member of the NSWA Board of Directors since 2015. As a regulator and groundwater scientist, Tony has brought his experience in regulatory processes and shallow and deeper groundwater resource mapping to the Board. He is a firm believer that groups like the NSWA are important sources of information and knowledge on the water resources within their watershed boundary. They serve a key function in connecting people and organizations looking to understand the state of the watershed they live or operate in.

### **Utility (2)**

### **Aleta Corbett**

**Affiliation:** TransAlta Corporation

**Sector:** Utility

#### **Biographical Summary:**



Aleta Corbett is a professional biologist with over 15 years' experience working in the environmental field with the renewable power and oil and gas sectors.

She is currently a Senior Environmental Specialist with TransAlta Corporation in their hydroelectric group and has held this position for 8 years. TransAlta has held a Board position on the NSWA for over 10 years and Aleta has been actively involved with the NSWA since December 2018.

**Stephen A. Craik, Ph. D., P. Eng.**

**Affiliation:** Director, Quality Assurance and Environment, EPCOR Water Canada, Edmonton

**Sector:** Utility

**Biographical Summary**

As Director of Quality Assurance and Environment with EPCOR Water Canada, I am accountable to ensure that water and wastewater quality monitoring and testing programs are in place at all EPCOR water and wastewater facilities in Canada, and that EPCOR is compliant with the letter and intent of its' environmental regulatory approvals. In this role, I oversee the EPCOR Water and Wastewater Laboratories Analytical Operations, Scientific Services, Environmental Services teams. I am responsible for ensuring that effective testing and quality assurance programs are in place, an appropriate level of technical support is provided to operations on water quality and environmental issues, and that EPCOR stays abreast of emerging regulatory development. Part of these responsibilities involves ensure that Drinking Water Safety Plans and Watershed Protection Plans are in place for our water treatment facilities, and that EPCOR is engaged in larger Watershed initiatives with the watershed and within the province.

I am a professional engineer (APEGA member) and hold a Ph. D. from the Department of Civil and Environmental Engineering at the University of Alberta. Prior to starting at EPCOR in 2007, I was part of the academic staff team at U of A between 2000 and 2006 (tenured Associate Professor in 2005) where I taught courses in Environmental Engineering and carried out a research program related to drinking water quality.

I have been a Board Member of the NSWA for six years (since June 2013) and Treasurer and Executive Committee since June 2014. In my six years sitting on the board I have come to realize that the utility perspective is just one perspective on the watershed, and that other perspectives are critical to fully understanding the watershed, the value of the watershed to society and for the implementation of effective watershed management initiatives. The power of the NSWA is in how it engages multiple stakeholders.

I live with my wife and two almost grown kids in Edmonton and enjoy canoeing on the river and the lakes in the region.



4313-48 Avenue, St. Paul, Alberta T0A 3A3 Tel: (780)645-3323 Fax: (780)645-5789 [www.stpauleducation.ca](http://www.stpauleducation.ca)

**Legion Presentation:** Royal Canadian Legion representative, Mr. Russ Whitford, presented certificates and cheques to the student winners of The Royal Canadian Legion annual Poster and Literary Contest.

**ASBA Youth Mental Health Summit:** Trustees requested more information before making a decision about sending students to the summit.

**Locally Developed Courses:** Trustees approved requests to acquire locally developed courses for the 2019-20 school year.

**Cross Area Transportation Request:** The board of Trustees passed a motion to table this request until the June meeting.

**Inclement Weather – In-Town Bussing:** The Board of Trustees passed a motion to adopt the same inclement weather practice for bus routes in the Town of St. Paul as is used outside of Town. When the temperature and/or wind chill is -40 degrees Celsius or colder buses will be cancelled. Notice will be given as early as possible.

**Myrnam International Trip:** The Board of Trustees passed a motion to approve New Myrnam School's request for an international trip to Europe for the spring of 2020. They are planning in collaboration with Two Hills School and Ashmont School.

**Policy Review:** Trustees reviewed Policy 4, Trustee Code of Ethics, and Policy 7, Board Operations.

**Trustee Resignation:** The Board of Trustees accepted a letter of resignation from Trustee Deb Pederson. A timetable for an upcoming by-election will be discussed at the June meeting.

### **SUPERINTENDENT'S REPORT**

- Staffing conversations with all schools will commence this Thursday and Friday
- Communications with AB ED has resumed after the election
- Aug 23 will be the First Admin council meeting of 2019-2020
- Pow Wow date has been changed to Sept 12, 2019, in Frog Lake.
- RCMP Road Race is May 14, 2019
- KEV Training (online payment option) is going ahead and the pilot school (Mallaig) is ready to go. More communication to follow.
- Mental Health Awareness Week is May 6-11. A variety of activities are underway.
- The Town of St. Paul FCSS has applied for a grant that will include SPERD to partner with.
- May 6-10 is Catholic Education Week. May 30 is National Catholic Education Day.
- Division schools participated in Hats On for Mental Health Day on May 1.
- St. Paul Fire Department raised \$704, which was donated to our division's breakfast program.
- All division schools recognized our bus drivers for Bus Driver Appreciation Day on Monday, May 6.
- The division recognized Ashmont bus driver, Mr. Hugh Gamblin, on May 6 for 50+ years of dedicated service to our division.

### **Financial Update**

- SPERD is in the middle of budget planning that has produced some challenges without a provincial budget being released. Without the provincial budget, it is difficult to estimate revenues for next year. The Board will make some assumptions based on past budgets.
- Some previously accessed grants (CIF, Nutrition, etc.) may not be renewed.
- The Board is looking at making budget reductions in the \$1.2 to \$1.5 million range and using reserves to offset any additional shortfall.

### **Capital Projects**

- Work on the Ashmont parking lot and final site upgrades will begin shortly. The site is tentatively scheduled to be completed by August 15, 2019.
- There is a site meeting in Two Hills on May 10th; the Board hopes to get a schedule at that time for the completion of all outstanding exterior site work.
- New Myrnam School has final approval to begin using the Village of Myrnam's CTEC facility. A lease agreement was signed on May 1.

### **Information/Correspondence**

Trustees reported on previous and upcoming events/commitments.

Reports and correspondence were received regarding:

- ASBA Zone Report
- Learning network
- ASEBP Trustees' Report

See Regular Board Meeting Minutes on our website at  
[www.stpauleducation.ab.ca](http://www.stpauleducation.ab.ca)





ALBERTA  
SENIORS AND HOUSING

*Office of the Minister*

AR47602

May 22, 2019

Dear Municipality:

For more than 30 years, the Government of Alberta has recognized Seniors' Week to honour and celebrate seniors for their many contributions to our province. As Minister of Seniors and Housing, I encourage communities, organizations and all Albertans to take the opportunity to recognize and celebrate seniors during Seniors' Week, which takes place from June 2 to 8, 2019.

Enclosed is a Community Declaration, which was designed to support communities in recognizing Seniors' Week and to generate greater awareness of the importance of seniors in our communities. Please notify the province of your declaration by emailing [seniorsinformation@gov.ab.ca](mailto:seniorsinformation@gov.ab.ca) by May 29, 2019 so this information can be highlighted on my ministry's website, which also includes a promotional poster that can be printed.

In addition, Seniors and Housing is pleased to host an online events calendar. Across Alberta, organizations and communities host hundreds of events. I encourage you to visit the online calendar to register events and to see what is happening in your community. Please visit [www.alberta.ca/seniors-week.aspx](http://www.alberta.ca/seniors-week.aspx) for more information on Seniors' Week, to print the poster, or to access the events calendar.

I hope that you will join me in celebrating Seniors' Week 2019!

Sincerely,



Josephine Bon  
Minister of Seniors and Housing

Enclosure

# Declaration

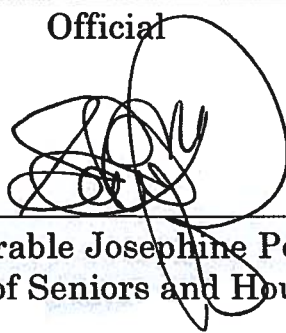
## Seniors' Week 2019

In honour of the past, present and future contributions of the seniors of this community and throughout Alberta, I do hereby declare June 2 – 8, 2019, to be Seniors' Week.

Dated this \_\_\_\_\_ Day of \_\_\_\_\_, 2019,

in \_\_\_\_\_.

Official



Honourable Josephine Pon  
Minister of Seniors and Housing



Alberta  
Government



## Two Hills Canada Day Committee 2019

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May 14, 2019

Mayor and Council  
Town of Two Hills

Canada Day is quickly approaching and once again our community and area residents will be getting together to celebrate our confederation. This year's theme is "A Taste of Culture".

It will be a busy fun-filled day, with something for everyone.

- Pancake Breakfast
- Opening Ceremonies at 11:00 at Pioneer Park
- Soap Box Derby
- Great Canadian Scavenger Hunt
- Museum: Ukrainian Bread Baking; Mennonite Rolkuchen and Watermelon; Sound Stage
- "Are You Smarter Than a Newcomer?" Contest: Citizenship questions.
- Pig Roast Supper
- Rubber Boot Games
- Fireworks

**We are requesting your presence and contribution to our Canada Day event by preparing and delivering a speech during our Opening Ceremonies as a Representative from the Town of Two Hills.**

Be part of this exceptional occasion! We greatly thank you in advance for your Canada Day support! Please let us know as soon as possible if you will be able to attend; if you have any questions please call Lorrett at 780-632-9375 or email.

Sincerely

Lorrett Tatarin  
Chairperson  
Two Hills Canada Day Committee



**VETERANS MEMORIAL HIGHWAY ASSOCIATION**

**ANNUAL MEETING**

**A G E N D A**

**11:00 A.M.**

**FRIDAY, JUNE 21<sup>st</sup>, 2019**

**Battle River Innovation Centre Office**

**5302 – 50<sup>th</sup> Avenue**

**Castor, Alberta**

**11:00 A.M.**

**WELCOME AND INTRODUCTIONS**

**11:15 A.M. – 11:20 A.M.**

**Minutes April 6<sup>th</sup>, 2018**

**11:20 A.M. – 11:30 A.M.**

**Chairman's Board Report**

**11:30 A.M. – Noon**

**Financial Reports**

**12:00 – 12:30 P.M.**

**LUNCH**

**12:30 P.M. TO 1:30 P.M.**

**Sonny Rajoo – VMHA Brochure Project Update**

**1:30 P.M. TO 2:00 P.M.**

**ELECTION OF DIRECTORS**

**SOUTH ZONE: RED DEER RIVER SOUTH TO US/ALBERTA  
BORDER (3 Directors)**

**CENTRAL ZONE: RED DEER RIVER NORTH TO NORTH  
BOUNDARY OF COUNTY OF MINBURN (3 Directors)**

**NORTH ZONE: DISTRICT 1: SOUTH BOUNDARY OF TWO HILLS  
COUNTY NORTH TO THE NORTH BOUNDARY OF LAC LA BICHE  
COUNTY. (3 Directors)**

**NORTH ZONE: DISTRICT 2: ALL THAT AREA NORTH OF THE  
NORTH BOUNDARY OF LAC LA BICHE COUNTY (2 Directors)**

**MEMBERSHIP FEES**

**OPEN MEETING FOR DISCUSSIONS/IDEAS/CONCERNS**

**3:00 P.M.**

**ADJOURNMENT**

**\*\*\* Note: A Board of Directors Meeting shall commence immediately after adjournment of the Annual Meeting.**



**Town of Two Hills Councillor Report**

**Date: May 28/19**

**Alice Melnyk Public Library - Alternate**

N/A

**THIC - Two Hills Improvement Committee**

**May 16/19-** Replaced missing items in the hall - bowls, dish tubs, frying pans, etc- to the amount of \$800. Still more to replace- Juice containers, and electric roasters.

-Need to get someone to connect the gas stove in the Hall.

- Asking for the Town to water the flowers at the Pioneer Park. Seniors felt they could not do this any longer. As well there are a few planters in the space next to Alice Melnyk Library. The group felt since Public Works would be watering the flower baskets that possibly they could include these two places. We will ask SAC if Aaron Krahn could water the ones at the Centennial Hall.
- Planning a Perogy Supper Fundraiser during the Two Hills Fair Weekend
- As of last year our former CAO had said that the trees were going to be trimmed in the Cenotaph area. Group wondered if this is going to happen.
- Planning a Special Meeting to deal with a 3 year Capital Budget for the future

**Eagle Hill Foundation**

**April 29/19 & May 21/19- Willingdon** - 14 residents, 20 vacancies, No waitlist; **Two Hills-** 38 residents, No vacancies, Waitlist- 1 couple; **Myrnam-** 19 residents, 21 vacancies, No waitlist

**Reviewed Draft-** Altus Group : Housing Need and Demand Assessment

- Audit to be done at the end of May

**Family Community Services (FCSS)**

N/A

**Northern Lights Library System**

No meeting held

**Sports Activities Council (S.A.C) - Alternate**

N/A

**Vermilion River Watershed Management**

No meeting held.

**Veterans Memorial Highway Committee - Alternate**

N/A

**Extra Notes**

**April 25-28- Alberta Library Conference- Sessions Attended-** What's Next- Finding Data Literacy, Trustee 2.0, Understanding Access and Privacy Legislation, Human Resources Overview for Small, Medium, and Rural Libraries, ALTA General Meeting, Advocacy for Trustees, Demystifying Alberta's Local Governments, Library Boards and Councils, Trustee Solutions

**May 9- Community Networking Committee Meeting**



**Town of Two Hills Councillor Report**

**Date: May 23, 2019**

**Economic Development Committee (EDC)**

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**Family Community Services (FCSS) - Alternate**

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**HUB - Regional Economic Development**

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**Regional Landfill Committee**

April 29 meeting
Review 2018 draft audit
Landfill scale to be fixed at a cost of \$ 15600.00 two week period in May
Summer hours of operation starting in May (Monday – Saturday)
Looking at expanding the existing building to the north. Troy is in the process of getting quotes.
Troy to get a hold of town public works to look at the damaged bins within the town
Next meeting date call of the chair

**Tourism (Alberta Lakeland and Kalyna Country) - Alternate**

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**Vermilion River Watershed Management - Alternate**

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**Veterans Memorial Highway Committee**

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**Extra Notes**

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