AGENDA TOWN OF TWO HILLS July 19, 2022 7:00 P.M.



Regular Council Meeting

- 1. CALL TO ORDER
- 2. ADOPTION OF AGENDA
- 3. ADOPTION OF MINUTES
 - a) Regular Council Meeting Minutes of June 14, 2022
- 4. DELEGATION
- OPEN FORUM
- 6. ADMINISTRATIVE REPORTS
 - a) Public Works Report
 - b) Chief Financial Officer Report
 - c) Chief Administrative Officer Report
- 7. CORRESPONDENCE
- 8. OLD BUSINESS
 - a) Playground location
- 9. NEW BUSINESS
 - a) Library Request
 - b) Resident Appeal
- 10. COUNCIL MEMBER REPORTS
- 11. NEXT MEETINGS
 - a) Regular Council Meeting Tuesday August 16, 2022 7:00 p.m.
- 12. CLOSED SESSION
 - a) FOIPP Act, Section 17
- 13. ADJOURNMENT



TOWN OF TWO HILLS

Minutes of the Regular Meeting of Council for the Town of Two Hills held June 28, 2022, at 7:00 P.M. in Council Chambers (live streamed)



PRESENT:

Mayor L. L. Ewanishan, Deputy Mayor K. Thompson, Councillor M. Tarkowski, Councillor A. Romaniuk, Councillor S. Rajoo, Interim C.A.O A. Clark, Public Works Foreman T. Stefiuk, C.F.O. S. Lupul, Accounts Clerk T. Parent with 35 residents and 1 reporter in the public gallery.

CALL TO ORDER:

Mayor L. L. Ewanishan called the Regular Town Council Meeting to

order at 7:00 P.M.

ADOPTION OF AGENDA:

2022-173 MOVED by Councillor A. Romaniuk to accept the agenda as presented.

CARRIED

ADOPTION OF MEETING MINUTES:

2022-174

 $\ensuremath{\mathsf{MOVED}}$ by Deputy Mayor K. Thompson to accept the regular Council

Meeting Minutes June 14, 2022 as presented.

CARRIED

DELEGATION:

None

OPEN FORUM:

Several residents brought forward their concerns on the rise in taxes,

And called for the Mayor and a Council member to resign.

Council explained the mil rate and the reasoning behind the raise.

ADMINISTRATIVE REPORTS:

Public Works Report

The Public Works Foreman's Report was provided to Council in advance

for their review.

2022-175

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

CARRIED

Chief Financial Officer Report

The Chief Financial Officer's report was provided to Council in advance

for their review.

2022-176 MOVE

MOVED by Councillor M. Tarkowski that the Chief Financial Officer's 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.



2022-177 MOVED by Deputy Mayor K. Thompson that the Chief Administrative Officer's report be acknowledged as presented and incorporated into

the minutes.

CARRIED

CORRESPONDENCE:

2022-178 MOVED by Councillor S. Rajoo that the correspondence be

acknowledged as presented and filed.

CARRIED

OLD BUSINESS:

Bussing to Myrnam

St. Paul education responded with a few questions to the letter Council

sent in regards to bussing to Myrnam.

NEW BUSINESS:

Railway Avenue Patch

There is a patch on railway Ave and approximately 48 St that keeps washing away, our Public Works crew has no patched it 3 times however due to the flow of water from the school it keeps washing away. Public Works would like to add a culvert and pave to mitigate this. Our paver has offered us a trade of some screened loam and an additional \$10,000 (there is room in the budget due to not doing the storm drain) to pave

that patch.

<u>2022-179</u> MOVED by Councillor S. Rajoo to send a letter outlining our concerns

About the engineering of the storm lines at the Mennonite School and

Further to invite him to meet with Council.

CARRIED

COUNCILLOR REPORTS:

<u>2022-180</u> MOVED by Deputy Mayor K. Thompson to accept the councillor reports

as presented and filed.

CARRIED

CLOSED SESSION:

2022-181 MOVED by Mayor L. L. Ewanishan to go into closed session as per section

19 FOIP at 8:53 PM.

CARRIED

2022-182 MOVED by Councillor A. Romaniuk to come out of closed session at

9:22 PM.

CARRIED



	LEONARD E. EVVANISHAN, MATOR
	LEONARD L. EWANISHAN, MAYOR
	With all items on the agenda having been addressed Mayor L. L. Ewanishan adjourned the Regular Council Meeting at 9:22 PM.
ADJOURNMENT:	
	Regular Council Meeting Tuesday July 19, 2022 at 7 P.M.
NEXT MEETING:	

AVA CLARK, 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 may 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 to 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 residents an 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:		
7,00		C C C C C C C C C C C C C C C C C C C
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Public Works Foreman Report

Roads / Sidewalks

- a) Grade industrial road
- b) Grade back alleys
- c) Clean out drainage ditch, regravel and pack back alley on the north side of Hillside
- d) Grade FasGas and UFA parking lots
- e) Grade all roads in Geleta Park
- f) Complete new drainage ditch, grade, gravel and pack 54 Ave between 51 and 53 St
- g) Grade and pack 46 Ave between 54 and 56 St
- h) Fill potholes on all roads-will continue to repair potholes as required

Water/Wastewater

- a) The town experienced one power disruption since last report VFD malfunctioned due to this, will need to be replaced
- b) Orientation completed with summer students
- c) Daily toolbox meetings with summer students
- d) Continue to monitor pressure and flow rates
- e) New water metre install as-per request
- f) Sanitary lift station wet cell was cleaned
- g) PRV Vault was flushed and cleaned
- h) Manhole checks around town
- i) Sanitary sewers flushed
- j) Sewer auger as per request
- k) Weekly samples taken
- I) Motorcycle Tourism Agency summer student is working with the Town summer students and is watering flowers

Other

- a) Mow grass on all Town property
- b) Weed whip along all ditches, sidewalks, and drainage ditches
- c) Haul topsoil to backfill along new sidewalk on 45 Ave & 52 St, level, and pack
- d) Service and repair all mowing equipment
- e) Fertilize and water all flowerpots
- f) Service and change oil and filters on: skid steer, grader, loader genset and mowers
- g) Compete all service requests

Note: Public Works continues to use Covid 19 Best Practices and Standard Procedures when dealing with the public and during property entry for the performance of Water / Wastewater duties.



Finance Officer REPORT



- Tax payments are coming in at a steady rate and as of July 14 we have collected 26.89% of current taxes.
- There was an issue with the meter reading software this past month so all utility customers were billed for estimated water consumption. We are working to get this rectified.
- I have completed and submitted the SIR (Statistical Information Return) to Municipal Affairs by the due date.
- Completed some tax agreements to help residents avoid extra penalties.
- Canada Summer Jobs workers have all started and all required paperwork has been submitted.
- Holidays are here for most staff so we will be working short-handed for most of the summer both in Administration and Public Works.

TOWN OF TWO HILLS RECONCILIATION STATEMENT FOR JULY 2022

\$147.07 \$504,300.85 \$504,447.92 \$504,486.98 (\$39.06)
\$504,447.92 \$504,486.98
\$504,486.98
(\$39.06)
<u> </u>
(\$39.06)
\$137,846.84 *
\$104,134.85
\$241,942.63
(286,597.12)
4,863.66
8,588.69
477

Comments:



^{*} Bus Custom Plan CB #27 Debit and Electronic Bill Payment Transfer Account-Transfers monthly to General Account

Town of Two Hills

Number	Issued		Amount	sc
0000031508	06/14/2022	P/W Parts	649.93	A/P
0000031509	06/28/2022	Phone Supples	20.99	A/P
0000031510	06/28/2022	Tire Repair	51.45	A/P
0000031511	06/28/2022	P/W Parts	811.00	A/P
0000031512	06/28/2022	Printer fees	875.77	A/P
0000031513	06/28/2022	IT services	346.50	A/P
0000031514	06/28/2022	Land titles fees	31.50	A/P
0000031515	06/28/2022	P/W Parts	249.61	A/P
0000031516	06/28/2022	PW Parts	107.10	A/P
0000031517	06/28/2022	P/W Parts	993.69	A/P
0000031518	06/28/2022	Website maintenance	800.00	A/P
0000031519	06/28/2022	Sidewalks	61,255.37	A/P
0000031520	06/28/2022	Sod	336.00	A/P
0000031521	06/28/2022	Postage	606.68	A/P
0000031522	06/28/2022	Shop supplies	807.56	A/P
0000031523	06/28/2022	Janitorial	256.00	A/P
0000031524	06/28/2022	W/WW monthly Contractor Fees	846.40	A/P
0000031525	06/28/2022	SAC	2,625.00	A/P
0000031526	07/06/2022	Insurance	7,380.78	A/P
0000031527	07/06/2022	P/W Parts	127.32	A/P
0000031528	07/06/2022	Fuel	6,905.39	A/P
0000031529	07/06/2022	PW Parts	722.90	A/P
0000031530	07/06/2022	P/W Parts	1,199.63	A/P
0000031531	07/06/2022	LAPP	6,178.88	A/P
0000031532	07/06/2022	H-vac monthly contract	5,560.49	A/P
0000031533	07/06/2022	Council Expenses	230.10	A/P
0000031534	07/06/2022	shop Supplies	94.45	A/P
0000031535	07/06/2022	Office Supplies	363.26	A/P
0000031536	07/06/2022	Supplies	71.00	A/P
0000031537	07/06/2022	Stormline Flushing	3,465.00	A/P
0000031538	07/06/2022	Assessment Contract	1,537.20	A/P
0000031539	07/06/2022	P/W Parts	1,269.91	A/P
0000031540	07/06/2022	Gravel	11,485.49	A/P
0000031541	07/07/2022	Tree Services	420.00	A/P
0000031542	07/07/2022	Postage	289.80	A/P

Total Issued (35): \$118,972.15

Total Voided (0): \$0.00

Grand Total: \$118,972.15

Number of Cheques Listed: 35

- 1. Medical Clinic: We have received a complaint from a resident about the medical tax levy on their bill due to the fact that they no longer have a doctor here, the clinic will not take him in as a patient and suggested they travel to neighboring communities to find a family doctor.
- 2. Water Meters: We have installed our test and will be doing the first reading this month, if all goes well the meter installation will commence in August.
- 3. Unsightly Properties: We are still working on the problem properties; we are monitoring the progress and are working with residents to clean up-while slow it is being done. We have sent out 41 grass/weed notices this month (down from 72 last month).

Correspondence Listing Council Meeting of July 19, 2022



1. <u>Town of Smoky Lake:</u> Letter inviting Council to the annual Heritage Day Parade on July 30th.



PO Box 460, 56 Wheatland Avenue, Smoky Lake, AB T0A 3C0 Phone: 780-656-3674 Fax: 780-656-3675 Email: town@smokylake.ca Website: www.smokylake.ca

July 4, 2022

Town of Two Hills

J 7 2022

Greetings,

RECEIVED

After two prolonged years, the Town of Smoky Lake and the Smoky Lake Chamber of Commerce are pleased to formally invite you to participate in our annual Heritage Day Parade, held on Saturday, <u>July 30, 2022</u>. The theme this year is "130 Years of Ukrainian Settlement in Alberta", in commemoration of our Ukrainian heritage and roots. Your participation in this parade would be very much appreciated. If you wish to attend, an entry form has been enclosed with this letter.

The parade will start at the Smoky Lake Agricultural Complex (4612-54 Avenue) with registration and assembly starting at 9:30 a.m. The registration table will be set up by the East Entrance of the Complex. The judging will take place at the complex upon registration and prizes will be awarded prior to commencement.

Thank you for your consideration in participating in our Annual Heritage Day Parade. Please return your entry form by drop-off, email, fax, or mail to the address below before Wednesday, July 27, 2022. We can't wait to see you all!

If you have any questions or wish to receive further information please don't hesitate to reach out.

Sincerely,

Joan Prusak

Accounts Payable

Town of Smoky Lake

Phone: 780-656-3674

Fax: 780-656-3675

Email: payable@smokylake.ca

Mail: Town of Smoky Lake

Box 460

Smoky Lake, Alberta T0A 3C0

Town of Two Hills

JUL 0 7 2022 RECEIVED

AGENDA ITEM NO.:

8 (a)

3.16					
CC	WN OF TWO HILL DUNCIL MEETING AGENDA ITEM				Two Hills
leeting Date: July 19, 2022	Confidential:	Yes		No	X
opic: Playground location					
Originated By: Ava Clark	Title:	Interim	CAO		
ACKGROUND:					
In order to complete the grant applic	cations a location	must be	submit	ted wit	h site pictures
DOCUMENTATION ATTACHED:		. Origin 5	Z I	II-	
Map of Town owned lots in the Golf C	Course Subdivisio	n			
DISCUSSION:			VA IN	- 100	
COMMUNICATION DI ANTICON DI					
COMMUNICATION PLAN/COMMUNICATION	NITY INVOLVEME	:NT:		Regio	

RECOMMENDED ACTION(S):

Meeting Date: July 19, 2022 Topic: Playground location Originated By: Ava Clark

BACKGROUND:

To approve (address) as a location for a potential future playground and further to have administration apply for the Alberta Blue Cross Built Together grant.

Ava Clark Interim C.A.	O.	Hua Chil	4		
DISTRIBUTION: (Council: X				





AGENDA ITEM NO.:

9 (a)



DISTRIBUTION:

Council: X

Good day!

I was wondering if the town would be willing to put an outdoor water tap (a locking one) on the west side of the library-the bathrooms are on that wall so water already goes that far. It would be used in the summer only when it is super dry and there is no water in the rain barrels to provide water for the community garden. Last year volunteers were bringing jugs from home to keep the garden and flowers alive.

As well, the employees of the library have been asking for an outdoor plug for their vehicles in the winter to plug in. They have also mentioned that it could be used for summer programs in the community area beside the library.

I am asking for the town to give permission (as it is their building) and to possibly assist in getting these requests done by organizing contractors and paying for it.

Alternatively, I am open to hearing options or thoughts on this request.

Thanks!

Suzanne Musgrave Chair Town of Two Hills Library Board

AGENDA ITEM NO.:

9 (b)



COUNCIL MEETING AGENDA ITEM				
	AGENDANIEM			
Meeting Date: July 19, 2022	Confidential:	Yes	No	X
Topic: Resident Tax Appeal	7.4	1		
Originated By: Ava Clark BACKGROUND:	Title:	Interim (LAU	
As resident would like to appeal	their taxes due to	the state o	f the road ou	t front of their
property				<u> </u>
DOCUMENTATION ATTACHED:				
Request Letter				
DISCUSSION:		5/10/21		
30 Shi (
COMMUNICATION PLAN/COMM	ALINITY INVOLVEN	FNT.		Serios Solova 197
COMMON TO THE PART OF THE	IOINITT IIVOEVEN	last 4 1 s		
RECOMMENDED ACTION(S):				
Depends on Discussions				
Ava Clark Interim C.A.O.	D. CIM			
DISTRIBUTION: Council: X				



July 6, 2022,

- Road in front of

is worst in town.

-Before he pays his taxes, he wants it done.

- He is holding backfuntil road gets fixed.



Councillor Tarkowski Report

Northeast Alberta Information HUB Annual General Meeting Minutes June 27, 2022

Attending:

Gerald Aalbers/Lloydminster Katlin Ducherer/Lloydminster Ron Pulyk/Vermilion Mary Lee Prior/Vermilion Bill Parker/Cold Lake Jocelyne Lanovaz/Mannville Michael Tartkowski/Two Hills

Rex Smith/Mannville

Edna Gervais/Portage College Jody Quickstad/Mannville Donna Rudolf/Myrnam Ross Krekoski/County St. Paul Marianne Janke/Travel Lakeland

Jason Stelmaschuk/County Vermilion River

Paul Miranda/Vilna

Daniel Warawa/Lamont County Evelyne Kobes/Smoky Lake

Marianne Prockiw-Zarueky/Smoky Lake Bob Bezpalko/Vegreville/Alberta HUB Melonie Doucett/GOA JEI
Amy Cherniwchan/Smoky lake
Scott Kovatch/MD Bonnyville
Lorne Halisky/County Smoky Lake
Deb Poulin/Twisted Fork

Heather /MCSNet

Darrell Younghans/County St. Paul Phil Kushnir/Bonnyville

Cheryle Eikeland/Marwayne Shannon Harrower/Marwayne Joey Natziger/Minburn County

Merwin Haight/Andrew Steve Upham/Andrew Al Harvey/Lamont

Sebastian Dutrisac/County Two Hills

Trudy Smith/Chipman
Judy Schueler/Bruderheim
Dianne Belanger/Alberta HUB

Regrets: Lorin Tkatchuk/LLB County, Dan Juhlin/Aerium Analytics

Special Guests: MLA David Hanson

Lynette Tremblay COO Invest Alberta

Welcome and Call to Order

Chair Gerald Aalbers called the Meeting to order at 6:45pm.

Gerald welcomed everyone for attending and thanked the Alberta HUB members for their dedication to regional economic development and the Northeast Alberta Information HUB.

MLA David Hanson

Gerald welcomed and thanked MLA Hanson for his work in his constituency

2. Adoption of Alberta HUB June 27, 2022 AGM Agenda

Moved by Jocelyne Lanovaz to adopt the agenda.

Carried

3. Adoption of the June 23,2021 Annual General Meeting Minutes

Moved by Rob Pulyk to adopt the minutes of the June 23, 2021 Annual General Meeting

Carried

4. Annual Chair's Message Chair Gerald Aalbers - Included in Meeting package Gerald Aalber's moved his report as presented.

Carried

5. 2022 Financial Report

Barb McCarthy from JMD LLP Chartered Accountants presented the audited Financial Statements for the year ending March 31, 2022. Jocelyn Lanovaz moved to accept the financial report as presented.

Carried

6. Appoint of Financial Auditor for Operating year 2022-23

Gerald asked for a motion to retain JMD Group LLP as financial auditors for the Northeast

Alberta Information HUB for the 2022-23 operating year. Bill Parker moved to retain JMD LLP as financial auditors for the Northeast Alberta Information HUB.

Carried

7. Executive Director's Report - Bob Bezpalko

Gerald introduced and welcomed "back" Bob Bezpalko as Alberta HUB's executive director. Bob provided a verbal report detailing activities from 2021-22 and the strategy.

8. Election of Board of Directors

Gerald asked Bob Bezpalko to conduct the election for the board of directors.

Bob began by stating that municipalities defined as a city receive a board seat.

Cities

Lloydminster - Mayor Gerald Aalbers Cold Lake – Councilor Bill Parker

Villages

Marwayne - Councilor Cheryle Eikeland

Moved my Merwin Haight for nominations to cease

Carried

Towns under 3000

Two Hills -- Mike Tartkowski

Moved by Darrell Younghans for nominations cease.

Carried

Towns over 3000 (2 representatives)

Vegreville – Mayor Tim MacPhee

Vermilion – Rob Pulyk

Moved by Sebastian Dutrisac for nominations to cease.

Carried

Metis Settlements

Buffalo Lake Metis Settlement – Councilor Harold Blyan

Moved by Phil Kushmir for nominations to cease.

Carried

First Nations

Board seat vacant _____

Counties/MDs (3 representatives) St. Paul County – Councilor Darrell Younghans Lac La Biche County – Councilor Lorin Tkachuk Two Hills County – Councillor Sabastian Dutrisac Moved by Gerald Aalbers for nominations to cease.	Carried
Colleges/Universities	
Lakeland College – President Alice Stewart Wainwright Moved by Councilor Al Harvey for nominations to cease.	Carried
Business and Industry EMW – President Lindsay Haag Moved by Daniel Warawa that nominations cease.	Carried
Bob welcomed the new board members.	
Gerald introduced Lynette Tremblay COO Invest Alberta	
Closing remarks & Adjournment Gerald thanked Lynette and MLA Hanson for their support of Alberta HUB. Gerald also thanked previous board members for their support and dedication in promot Collaboration. Gerald called for a motion to adjourn; Jocelyne Lanovaz moved that the Alberta HUB 202	

Lorin Tkachuk

Vice Chair

9.0

Gerald Aalbers

Chair

Board of Directors as of June 27, 2022

Operating year - 2022 - 2023

CITY	TOWNS (over 3000) / /				
Mr. Gerald Aalbers- Mayor Chair	Mr. Robert Pulyk- Councillor Vice Chair				
City of Lloydminster	Town of Vermilion				
4420 50 Ave, Lloydminster, AB T9V 0W2	5021 49 Ave, Vermilion, AB T9X 1X1				
(780)871-8341	(780)549-9031				
mayor@lloydminster.ca	rpulyk@vermilion.ca				
Position: Director/Chairperson	Position: Director/Vice Chairperson				
VILLAGES	TOWNS (under 3000)				
Ms Cheryle Eikeland - Councillor Sec Treas.	Mr. Michael Tarkowski – Councillor				
Village of Marwayne	Town of Two Hills				
Cheryle.eikeland@gmail.com	Box 779, Two Hills, AB TOB 4K0				
Position: Director Secretary-Treasurer	(780)603-1085				
•	thls@telusplanet.net				
	Position: Director				
POST-SECONDARY EDUCATION	BUSINESS / INDUSTRY				
Ms Alice Stewart	Mr. Lindsay Haag - CEO				
Lakeland College	Environmental Metal Works				
Alice.stewart@lakelandcollege.ca	Box 132, Two Hills AB TOB 4K0				
Position: Director	(780)657-2035				
	lhagg@emworkscorp.com				
	Position: Director				
TOWNS (over 3000)	METIS SETTLEMENTS				
Mr. Tim MacPhee- Mayor	Mr. Harold Blyan - Councillor				
Town of Vegreville	Buffalo Lake Metis Settlement				
4829 50 Street, Vegreville, AB T9C 1R7	Box 16, Caslan, AB TOA ORO				
(780) 632-9378	(780) 689-2170				
tmacphee@vegreville.ca	hblyan@blmetis.ca				
Position: Director	Position: Director				
COUNTIES	COUNTIES				
Mr. Lorin Tkachuk - Councillor	Darrell Younghans – Councillor				
Lac La Biche County	County of St. Paul				
Box 1053, Lac La Biche AB TOA 2C0	5015 49 Ave, St. Paul, AB TOA 3A4				
(780)520-1484	(780)645-8513				
lorin.tkachuk@laclabichecounty.com	dyounghans@county.stpaul.ab.ca				
Position: Director	Position: Director				
CITY	COUNTIES				
Bill Parker - Councillor	Sebastian Dutrisac - Councillor				
City of Cold Lake	Two Hills County				
5513 48 Ave, Cold Lake, AB T9M 1A1	Box 254, Willingdon, AB, TOB 4R0				
(780)573-8687	(780)617-3435				
bparker@coldlake.ca	sdutrisac@thcounty.ab.ca				
Position: Director	Position: Director				
FIRST NATIONS					
VACANT					
VACANT					